

February 14, 2017

**CITY OF BARRON, WI**  
**MINUTES AND PROCEEDINGS OF THE COMMON COUNCIL REGULAR MEETING**  
**TUESDAY FEBRUARY 14, 2017, 6:00 P.M.**  
**CITY HALL, 1456 EAST LASALLE AVENUE, BARRON, WI 54812**

1. Call to order

Council President Rod Nordby called a regular meeting of the City of Barron Common Council to order at 6:00 p.m. on Tuesday, February 14, 2017, pursuant to due notice. Roll call: Councilpersons Rod Nordby, Kevin Haller, Mark Thompson, Tony Allen, and Maureen Tollman. Alderman Mike Dietrich was absent. A quorum was confirmed. Also present were City Attorney Andrew Harrington, City Administrator-Clerk/Treasurer Bob Kazmierski, MSA Professional Services representative David Schofield, Jim Alt, Aaron Weber, Sue Queiser and Heidi Olson (Library), Sheryl Claflin and Bob Zientara. Mayor David Vruwink (via telephone). All present joined to salute the flag. President Nordby began the meeting with a prayer.

2. Public Comments

None

3. Monthly Department Reports

Library Director Sue Queiser and Library Board President Heidi Olson presented 2017 goals which included: creating an employee handbook and policies; update of job descriptions; development of facility usage form; development of a pro-active financial plan; and literacy promotion. The presenters also provided information on Department of Public Instruction and their oversight, library user needs, Act 150 (funding source) and highlighted that E-books/materials usage is on the rise.

4. 3rd and 6th Street Project Update

Dave Schofield of MSA Professional Services informed the Council that the design work is completed. Plans were issued to contractors last week and MSA has begun receiving bids. Eight households attended February 2, 2017 Public Informational meeting. The pre-qualification process has started and, at this time, three contractors have submitted questionnaire. Review committee will meet on March 2, 2017 to review the submittals. Bids are due March 10, 2017 and brought to March 14, 2017 Common Council meeting. Included in the bid documents a requirement that the contractor attend a "neighborhood meeting" to be held between the preconstruction meeting and the start of construction. The City will send another letter out updating residents on the project, informing them of any council's decisions, and indicating that a "neighborhood meeting" will be held sometime in late April after a contractor is selected but before work commences.

5. Consent Agenda

Motion by Tollman, seconded by Allen to approve the consent agenda, as follows:

- a. Reading and Approval of Minutes from January 10, 2017 Regular Council Meeting
- b. Approval of Claims and Bills
- c. Approval of Operators License to Serve for Kristy Marie Anderson, Leah W. Hylton, Angela J. Johnson, Nicole M. Danmeier and Emily J.E. Rosenthal for the period ending June 30, 2017

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- d. Approval of rescinding Amendment 1# of Developers Agreement between the City of Barron and Barron Hotel Group, LLC dated September 16, 2016
- e. Approval of rescinding Developers Agreement between the City of Barron and Barron Hotel Group, LLC dated December 10, 2015
- f. Approval of authorizing bids for contractors for Barron Area Community Center (BACC) parking lot expansion project
- g. Approval of licensed and insured tree removal services for three (3) trees on East Euclid Ave. Two bids submitted: Choppers Tree Service bid for \$1,800 selected by consensus
- h. Approval of Barron School Soccer 4' X 6' metal sign and location (E Birch Ave.)
- i. Approve proposal from Jim Alt to provide Code Enforcement Officer services
- j. Approval of Review Committee recommendation to authorize and advertise bidding for 3<sup>rd</sup> and 6<sup>th</sup> Street Project until March 10, 2017
- k. Approval of Review Committee recommendation to use 'Bidder Pre-Qualification Questionnaire' during the bidding process

Roll Call Vote:

Voting in Favor: Allen, Haller, Nordby, Thompson and Tollman

Voting against: None

Absent: Dietrich

5 ayes, 0 nays, Motion carried.

6. Consideration of RESOLUTION 2017-01 PRELIMINARY RESOLUTION DECLARING INTENT TO LEVY SPECIAL ASSESSMENTS UNDER MUNICIPAL POWER PURSUANT TO §66.0703

Kazmierski presented Resolution 2017-01 for consideration. This resolution would allow the City of Barron to levy special assessments upon property affected by the 3<sup>rd</sup> and 6<sup>th</sup> street improvements. In particular, for private water and sewer laterals and driveways if requested by property owners within the assessment district. Private property owners would need to use City contractor for improvements. Discussion of policy and competition with local lenders. Currently the City of Barron has no policy or procedures in place. There are administrative costs and the potential for other property issues could evolve within the construction period. No action taken.

7. Consideration of terms and interest rate of Special Assessments

No action or discussion.

8. Consideration of Developers Agreement between the City of Barron and Barron Hotel Group, LLC dated February 14, 2017

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Sterling Bank President Aaron Weber informed the council that the original Developers Agreement is now rescinded and the new agreement provides for the City of Barron to take a \$300,000 loan from CCF Bank, as approved at the September 2016 Council meeting, at 3.25% interest rate to be given to Barron Hotel Group, LLC (herein 'Developer') and paid back over thirteen (13) years at 4% interest rate using 75% of annual tax increments. In the event that the tax increment is short of servicing the debt, it will be the responsibility of the developer to pay for and cover any shortfall. Motion by Allen, seconded by Thompson, to approve the Developers Agreement between the City of Barron and Barron Hotel Group, LLC dated February 14, 2017; voice vote:                      Ayes-4                      Nays-1 (Haller)                      Absent-1                      Motion carried.

9. Rolling Oaks Improvements Project Update

Consideration of Signage Options and "Olson's" dedication sign. CBS Squared Engineer Sheryl Claflin presented two options for signage. Both proposals do not display Golf Course brand and are not acceptable at this time. Consensus on the tree feature. Both proposals need to be resubmitted. Council would like for them to present individually. Other key stakeholders, such as Mike Davis and Justin Olson will be invited to the presentation for their input.

10. Consideration of Building/Property/Park (BPP) Committee and Street Committee recommendations

Recommendations to allow Lori Troubridge and Kelly Crister to remove interior wood of old Hockey Building and authorize advertisement to offer Tennis Court Fence and Hockey Building to general public was discussed. A certificate of insurance will be required by the City. Motion by Allen, seconded by Tollman to allow Lori Troubridge and Kelly Crister to remove interior wood of old Hockey Building and authorize advertisement to offer Tennis Court Fence and Hockey Building to general public; voice vote:                      Ayes-5                      Nays-0                      Absent-1                      Motion carried.

11. Consideration of BPP Committee and Street Committee recommendations to remove east end of tennis courts in Anderson Park

Consensus to remove east end and keep west side for one (1) basketball court running east and west. Surface would need to be painted. All ends that is cut would need to be tapered off and top soil added. Motion by Allen, seconded by Thompson to have Street Department remove fence as soon as possible and remove east end of tennis courts in Anderson Park when most convenient/in conjunction with other projects; voice vote:                      Ayes-5                      Nays-0                      Absent-1                      Motion carried.

12. Discussion and consideration of multi gender or unisex bathroom for Island Shelter and BPP Committee and Street Committee recommendations to authorize bidding for Island Shelter masonry block bathroom

Joint Committee recommends to put together a spec list and publish for bids. Preference is masonry bathroom. \$40K is budgeted for this project. Council President Nordby brought mason block sample to meeting. Haller suggested concrete board with epoxy finish as alternative building materials. Mason block may be too expensive and may have to put off until 2018. Nordby will meet with Dave Hanson and report back to Council (future agenda item). No action taken.

13. Consideration of BPP Committee and Street Committee recommendation to increase fees for Main Shelter from \$50 to \$75 and \$35 to \$50 for Island Shelter for all remaining available dates in 2017

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Concerns that any adjustments to the existing fees may reduce usage. Policy updated to include payment to be made at day of reservation. Motion by Haller, seconded by Allen to increase in Main Shelter fee from \$50 to \$75 and \$35 to \$50 for Island Shelter fee for all remaining available dates in 2017; voice vote:

Ayes-5                  Nays-0                  Absent-1                  Motion carried.

14. Consideration of Maintenance Worker Job Description

Kazmierski presented Job description of Maintenance Worker to be used for new hire. Anticipated start date is April 17, 2017. The new employee would need to possess a multitude of skills as well as provide cemetery functions. Most of Street Department staff is cross-trained and will provide training for new hire collectively. Motion by Haller, seconded by Tollman to approve Maintenance Worker Job Description; voice vote:

Ayes-5                  Nays-0                  Absent-1                  Motion carried.

15. Discussion and consideration of one-time wage adjustment for part-time seasonal staff

Kazmierski informed Council the Department Heads are beginning to plan for summer help and suggested a .25 to .41 cent wage adjustment to compete for and retain staff. This wage adjustment would be \$820.00 impact on 2017 budget. Discussion of other employment opportunities and entry level wages. Motion by Thompson, seconded by Haller to adopt three tier pay scale for temporary/seasonal part-time staff at \$12.50/hour(4+ years), \$11.50/hour (2 years), and \$10.50/hour for entry level; roll call vote:

Voting in Favor: Allen, Haller, Nordby, Thompson and Tollman

Voting against: None

Absent: Dietrich

5 ayes, 0 naves, Motion carried.

16. Discussion and consideration of City of Barron and the County of Barron land exchange

County driven initiative. Would City donate, to Barron County, four (4) acres of woods in SW corner of Rock man's woods plus south 33 feet street right-of-way with green space covenants in exchange for 429 W. Division? If needed, the 33ft right of way will be given back due to water main underground. Nancy Rock man-Greene has been contacted for blessing. Discussion of covenant #5. Would like to allow archery hunting in the area. City Attorney Harrington expressed concerns of property exchange and transferability of covenants. Motion by Haller, seconded by Thompson to approve land exchange contingent on the removal of covenant #5 to allow for archery. All Nays-motion failed. Discussion toward exploration of title and deed. Need to communicate with Barron County Corporation Counsel. Motion by Allen, seconded by Thompson to refer to City Attorney and table to later date; voice vote:

Ayes-5                  Nays-0                  Absent-1                  Motion carried.

17. Consideration of recommendation of City Attorney to repeal Chapter 56-227 (A) (2) of Municipal Code

Harrington shared memorandum with council regarding proposed ordinance revisions. Section 56-227 Prohibited signs prohibits permanent signs that make use of flashing or animated information. This code is antiquated and is not adhered to. Will require public hearing and class 2 notice, March, 2017 agenda item.

18. Consideration of recommendation of City Attorney to revise Chapter 56-107 (B) (14) of Municipal Code permitting apartments on 2<sup>nd</sup> floor and omit apartments on 1<sup>st</sup> floor

Harrington shared memorandum with council of ordinance as written. Section 56-107, C-1 Commercial District, allows apartments on ground (first) and on second floors. Recommendation of Plan Commission to

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revise and omit ground floor apartments as an allowable use. Will require public hearing and class 2 notice, and may be a March, 2017 agenda item. Public notice will include map of affected LaSalle street boundaries.

19. Discussion and/or consideration for either adoption or referral to Codes and Ordinances Committee regarding Repeated Calls Ordinance and Tree Ordinance

Harrington recommended forwarding both ordinances to Code and Ordinance Committee for further development. Council concurs.

20. Discussion and/or consideration of three options to subsidize costs of online registrations for athletic associations

Six (out of seven) associations want to put their registrations online at a cost of \$450.00 to \$600.00 per association. This is one time cost that will be used to hire Jeff Kellen to provide services. Soccer association has moved forward and already done. Skate park does not need registration. David Smith provide four options for the city to subsidize/contribute ranging from a \$0.00 to \$1,800 contribution. Consensus on option #2-no contribution. No action taken.

21. Committee Reports

Tollman reported on Library Board and the impacts within the Police Department annual report, as well as departmental efforts toward building relationships with Humane Society

Allen and Haller reported about the BACC meeting regarding parking lot expansion

Administrator Report

- a. League of Municipalities Liquor License formal opinion;
- b. Committee assignments;
- c. Mission Statement/Visioning exercise (Postponed)

22. Adjournment

Duly moved to adjourn at 8:58 PM

Prepared by Bob Kazmierski, City Administrator-Clerk/Treasurer  
City of Barron

These minutes were taken at a regular meeting held on February 14, 2017 and entered in this record book, March XX, 2017.

**APPROVED**