

June 13, 2017

CITY OF BARRON, WI
MINUTES AND PROCEEDINGS OF THE COMMON COUNCIL REGULAR MEETING
TUESDAY, JUNE 13, 2017, 6:00 P.M.
CITY HALL, 1456 EAST LASALLE AVENUE, BARRON, WI 54812

1. Call to order

Mayor David Vruwink called a regular meeting of the City of Barron Common Council to order at 6:00 p.m. on Tuesday, June 13, 2017, pursuant to due notice. Roll call: Councilpersons Tony Allen, Kevin Haller, Mark Thompson, and Maureen Tollman and Rod Nordby. Councilperson Mike Dietrich was absent. A quorum was confirmed. Also present were City Attorney Andrew Harrington, City Administrator-Clerk/Treasurer Bob Kazmierski, MSA Professional Services representatives Lori Raven and David Schofield, CBS Squared President Sheryl Claflin, Ron Fladten, Mr. and Mrs. Stabenow and Austin Stabenow, Jim Alt and Bob Zientara. All present joined to salute the flag. Mayor Vruwink began the meeting with a prayer.

2. Public Comments

None

3. Presentation of 2016 Annual Audit and Financials Statements by April L. Anderson of Clifton Larson Allen, LLC

April Anderson presented financial statements of 2016 audit. The audit is non-GASB but the auditor's opinion is based upon general accepted accounting principles. Assigned funds can be transferred to unassigned if the City borrows for the 3rd and 6th Street project. Unassigned fund balance went down \$262,099. Overall, the percentage of unassigned fund balance to general fund expenditures was 21.9%. Special revenue funds are for special purposes. The library fund is healthy and the Storm Water Fund balance is \$139,461. Debt service fund are used to pay down long-term debt principal and interest and was \$280,760 in 2016. TID #2 donated funds to supply TID #3. Outstanding GO debt is down from previous years (\$2,720,567) and the GO debt limit is set at \$6,788,095 which is a percentage of 40%. Enterprise funds were then discussed. For electric account assets of unrestricted is \$1,937,116 with a current ratio of 3.1 of assets covering liabilities. Fixed assets to debt ratio is 10.1 for electrical department. Overall, net income of \$322,970 for electrical department in 2016 with a rate of return at 5.63%. The water department account assets of unrestricted is \$1,669,381 with a current ratio of 8.1 of assets covering liabilities. Fixed assets to debt ratio is 55.2 due to little debt. Overall, net income of \$44,634 for the water department in 2016 with a rate of return at 3.69%. The sewer account assets of unrestricted is \$667,832 with a current ratio of 2.4 of assets covering liabilities. Overall, net income of \$222,368 for the sewer department in 2016. There is no outstanding debt with sewer department.

4. 3rd and 6th Street Project Update (David Schofield-MSA)

Schofield provided an update on the 3rd and 6th street project. Lori Raven reported that due to extra rainfall, the project may be delayed. Overall, Schofield presented to the Council Pay Request #1 from A-1 Excavating for the 3rd/6th/Oak Project. Although not included in Pay Request #1, Schofield asked the Council to consider Change Order #2 for the 3rd/6th/Oak Project. Change Order #2 is for the intersections of 3rd and Wisconsin and Woodland and 6th Street. Each location has poor base. Soils are available, near/on site, to replace and the costs of Change Order #2 is forthcoming. Motion by Nordby, seconded by Thompson, to approve Pay Request 1# from A-1 Excavating in the amount of \$300,080.96 for the 3rd/6th/Oak Project; roll call vote:

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

Motion by Nordby, seconded by Thompson, to approve Change Order 2# from A-1 Excavating for the 3rd/6th/Oak Project; roll call vote:

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

5. Rolling Oaks Improvements Project Update- (Sheryl Claflin)

Claflin informed the Council of the Building/Property/Park Committee's recommended counter-offer, to A&J Concrete Services, LLC, for non-conforming curb/gutter work. A&J requests that the materials be paid and is willing to deduct labor. The City position is to not pay for any additional curb and gutter cost and that 100% of the non-conforming curb and gutter be deducted. There is still \$5,000 retainer to be used if portions of the project fail after the project is closed. Motion by Allen seconded by Tollman to not pay for any additional curb and gutter cost and that 100% of the non-conforming curb and gutter be deducted; roll call vote:

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

Claflin as presented Pay Request 4# from A-1 Excavating. Motion by Nordby, seconded by Tollman, to approve Pay Request 4# from A-1 Excavating in the amount of \$128,747.91 for the Rolling Oaks Improvement Project; roll call vote:

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

6. CDBG-PF Update (David Schofield-MSA Professional Services)

David Schofield provided an update on the recently submitted Community Development Block Grant for Water Tower #2. July 28th is the award date and MSA feels that the City of Barron has a competitive application.

Motion by Haller, seconded by Allen to amend the agenda to move item #16 to #7

7. Discussion and consideration of letters of interest of City Engineer services and appointment to serve as representative on City Plan Commission

Both MSA and CBS Squared presented letters of interest and rate tables to serve as the engineer for the City of Barron. Both firms would attend three meetings a month, Utility Commission, Plan Commission, and City Council at no cost. Ballot vote by unanimous consent:

MSA-3 votes CBS Squared-2 votes Absent-1

Via ballot vote, MSA is appointed as the City of Barron official City Engineer and representative on the City Plan Commission.

8. Community Assessment Presentation from Code Enforcement Officer

Code Enforcement Officer presented his community assessment to the Common Council. He provided Council a list of properties that he has been working on to address nuisance ordinances issues. Many have been resolved. He informed the Council of his process and willingness to present again in the future. In the event of any future nuisance issue, please forward address of violator onto City Administrator.

Motion by Tollman, seconded by Haller to move agenda item #10 to #9.

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9. Presentation and consideration of Eagle Scout project by Austin Stabenow

Austin Stabenow presented project plan to Council. Motion by Allen, seconded by Haller, to approve Eagle Scout Service Project of Flagpole in Anderson Park and to use 4' X 8' landscaping timer, stacked three high, with mulch and plants, with the City providing top soil; voice vote:

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

10. Consent Agenda:

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

- a. Reading and Approval of Minutes from May 9, 2017 Regular Council Meeting
- b. Approval of Claims and Bills
- c. Approval of the City of Barron and County of Barron Emergency Operations Plan
- d. Approval of Certified Map (CSM) of North 369' or East 165' of NE ¼ of the SE ¼, Section 26, T34N, R12W, Town of Barron extra territorial area, Mark Netterlund, Agent
- e. Approval of request from Teri Crites (Uptown Pizza) for use of E. Lasalle Ave sidewalks, between S. Second Street and S. Seventh Street, for food vendors during the weekend of July 14-15
- f. Approval of Mayoral appointment of Maureen Tollman to the Recreation Council
- g. Approval of Mayoral appointment of Lloyd A. Brown, Deb Dietrich, Briana Farb, Bob Kazmierski and Cari Waite to the Tourism Commission
- h. Approval of Operators License to Serve for Renee Leah Floan, Scott Richard Dunat, Deliah Dawn Davidson, Karen J. Skjerly, Tanya A. Odenbreit, McKylie Hoff, Arianna Huber, Heidi Good and Patrica Lee, for the period ending June 30, 2017
- i. Approval of Provisional License to Serve for Mikayla J. Homme for the period ending August 7, 2017
- j. Approval of the renewal Operators License to Serve for the period of July 1, 2017 through June 30, 2018 as per list dated June 9, 2017 on file with the City Clerk-Treasurer
- k. Approval of the renewal applications for the following existing Liquor and Fermented Malt Beverage Licenses for the period of July 1, 2017 through June 30, 2018:

Renewal Applications for Class "A" Beer and Class "A" Liquor licenses:

Kwik Trip, Inc. #748, Jodie L. Dantzman, Agent, located at 211 East Division Ave, Barron, WI
Warren G's Liquor Store, LLC, Susan K. Glumske, Agent, located at 1227 East Division Ave, Barron, WI

United Ag Cooperative, d/b/a/ Barron Travel Plaza, Renee Floan, Agent, located at 1710 East Division Ave, Barron, WI

Gordy's Barron Foods, Inc., David A. Schafer, Agent, located at 622 E. LaSalle Ave, Barron, WI

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CAP Operations, d/b/a Holiday #6, Nicole Dixon, Agent, located at 530 East Division Ave, Barron, WI

Renewal Application for Class "A" Retailers Fermented Malt Beverage license:
CENERGY, LLC, d/b/a Mega Coop #3722, Brenda Brandt, Agent, located at 7 S. Mill Street, Barron, WI

Renewal Applications for Class "B" Beer and Class "B" Liquor licenses:

The ER Bar, LLC, d/b/a ER BAR, Ellen G. Fogelberg, Agent, located at 54 S. 3rd Street, Barron, WI.
S&K Recycling, Inc. d/b/a Kate's Bar, Kathy A. Oleson, Agent, located at 56 S. 3rd Street, Barron, WI.

Skip's Entertainment, d/b/a Skippy's Bar, Katie Bieniek, Agent, located at 51 S. 4th Street, Barron, WI.

Rolling Oaks Restaurant & Lounge, Justin J. Olson, Agent, located at 450 W. Division Ave., Barron, WI.

Veterans of Foreign Wars Post #8338, David B. Peterson, Agent, located at 1105 E. Division Ave., Barron, WI.

5th Street Saloon, Troy W. Hom, Owner, located at 48 S. 5th Street, Barron, WI

Riverside Steakhouse, LLC, d/b/a Riverside Café and Bar, Jerome R. Carle, Agent, located at 439 N. 7th Street, Barron, WI.

Renewal Application for Class "B" Retailers Fermented Malt Beverage license:

Barron Golf Club, Inc., Mike Davis, Agent, located at 440 W. Division Avenue, Barron, WI

Roll Call Vote:

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

Voting against: None

Absent: Dietrich

5 ayes, 0 nays, Motion carried.

11. Approval of Certified Map (CSM) of Lot 31, SW ¼ of SE ¼ of Section 21, T34N, R12W, 504-506 Jean Marie Street, City of Barron, WI. Rod Nordby, Agent

Motion by Allen, seconded by Thompson, to approve parcel split as outlined in Certified Map (CSM) of Lot 31, SW ¼ of SE ¼ of Section 21, T34N, R12W, 504-506 Jean Marie Street, City of Barron, WI; voice vote:
Ayes-4 Nays-0 Absent-1 Abstain-1 (Nordby) Motion carried.

12. Discussion and consideration of setting cigarette retailer license fee to \$100.00 effective July 1, 2018

Motion by Nordby, seconded by Tollman, to approve setting cigarette retailer license fee from \$5.00 to \$100.00 effective July 1, 2018; voice vote:
Ayes-4 Nays-1 (Allen) Absent-1 Motion carried.

13. Discussion and authorization to submit multi-jurisdictional RFP for Building Inspection Services

Motion by Nordby, seconded by Tollman, to authorize City Administrator submission of multi-jurisdictional RFP for Building Inspection Services; voice vote:
Ayes-5 Nays-0 Absent-1 Motion carried.

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14. Discussion and consideration of Building/Property/Park Committee's recommendation to authorize RFP eliciting bids for custodial services at Barron Municipal Complex and City Hall

Motion by Nordby, seconded by Thompson, to authorize City Administrator submission of RFP eliciting bids for custodial services at Barron Municipal Complex and City Hall; voice vote:

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

15. Discussion and consideration of No Parking Policy on LaSalle Ave, between 7th and 8th Street

The width of this block is narrower and there are many complaints regarding this area. The apartments to the south have off street parking. This is considered a safety issue. Nordby argued that limited parking currently exists. Setting limited no parking hours was discussed. Motion by Allen, seconded by Haller, to enact 24 hour No Parking Policy on LaSalle Ave, between 7th and 8th Street on the South side only; voice vote:

Ayes-4 Nays-1 (Nordby) Absent-1 Motion carried.

16. Discussion and consideration of Brush Facility operational hours

There have been requests to open brush facility on Sundays. Current hours are 7:30 am to 8:00 pm; Monday through Friday; 8am to 8pm on Saturdays. Sunday is closed. Building materials are continuing to be dumped at site. Motion by Allen, seconded by Tollman, to set Brush Facility operational hours seasonally at 7:30 am to 8:00 pm every day of the week, including Sundays; voice vote:

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

17. Committee Reports

Haller reported upgrades on Island Shelter

Allen reported on Police Committee monthly meeting. There is PD golf outing on June 19th.

Thompson reported Property Committee recommended contributing 30% of costs of new signage for Senior Center. Riverview alley and Hallberg alley is recommended as a 2018 outlay.

Tollman reported Library is looking to upgrade website and new sound system for Municipal Complex. BACC looking at adding storage and parking lot improvements.

18. Administrator Report

Employee Handbook is nearly complete and has been forwarded to City Attorney for review. Spring Clean Up costs for 2017 was \$4,337.00. In 2018, there may be additional costs due to the need to segregate appliances and Waste to Energy Facility future. Online payment services are now available at City Hall and website. Residents can pay taxes, utility bills, court fines and other fees online.

19. Adjournment

Duly moved to adjourn at 8:20 PM

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

These minutes were taken at a regular meeting held on June 13, 2017 and entered in this record book, July XX, 2017.

UNAPPROVED/DRAFT