

July 11, 2017

CITY OF BARRON, WI
MINUTES AND PROCEEDINGS OF THE COMMON COUNCIL REGULAR MEETING
TUESDAY, JULY 11, 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, July 11, 2017, pursuant to due notice. Roll call: Councilpersons Tony Allen, Mike Dietrich, Kevin Haller, Mark Thompson, Maureen Tollman and Rod Nordby. No councilpersons absent. A quorum was confirmed. Also present were City Attorney Andrew Harrington, City Administrator-Clerk/Treasurer Bob Kazmierski, Police Chief Byron Miller and Assistant Chief Freeman, Pastor Karl Yaher, City Engineer David Schofield, Fire Chief Mike Romsos, Barron School Superintendent Diane Tremblay, Peter Tremblay, Zach Miller, Ron Fladten, Mark Kline, and Bob Zientara. All present joined to salute the flag. Pastor Yaher began the meeting with a prayer.

2. Public Comments

None

3. Introduction of Barron School District Administrator Diane Tremblay

Diane Tremblay introduced herself and thanked the community for the invitation.

4. Monthly Department Reports

Barron Wastewater Treatment Plant Supervisor and Fire Chief (Mike Romsos) presented a history of the Wastewater Treatment Plant (WWTP). Romsos became the WWTP supervisor in 2005. There are currently three full-time employees at the WWTP whom are always and employee on call and on a three-week rotation. In the early 1980's both Cameron and Barron combined resources and build the current plant at a cost of \$1.6 million. All Barron's and Cameron's domestic waste stream in treated at the plant. 500,000 gallons of wastewater treated each year (400,000 from Barron, 100,000 from Cameron). There are four (4) six (6) million-gallon lagoons at are oxygen fed and naturally treated and then released in adjacent fields including 36 acres of woods. Collection system that his department are responsible for are 10 lift stations and 1 ½ miles of main which is cleaned annually. Every year a CMAR report is delivered to WDNR and, in 2016, the City of Barron scored a 3.55 (out of 4.0). This year 3rd and 6th street project has been successful and Romsos thanked the Council for supporting the CIP process. Romsos has been Fire Chief since 2014. The Barron Fire Department was formed in 1890 and in 1950 the Town of Maple Grove and Town of Barron joined as a multi-jurisdictional Department. They currently have 28 volunteer members and ideally would like to have 32 members. Three years ago, purchased first ladder truck. Last year, there was a total of 80 fire calls. County-wide First Responders initiative is an effort that Chief Romsos supports. Allen commended the Fire Department efforts and all of the volunteers.

Motion by Allen, seconded by Tollman, to move agenda item #8 to follow agenda item #5; voice vote:

Ayes-6 Nays-0 Motion carried.

5. 3rd and 6th Street Project Update (David Schofield- MSA Professional Services)

Schofield provided and update on 3rd and 6th street project. A-1 Excavating poured curb and gutter on 6th and flatwork (driveways/walkways) on both 3rd and 6th. Next week, A-1 Excavating plans to add gravel

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between the curbs and begin boulevard restoration. Update of CDBG grant application; July 28th grant awards will be known. Schofield presented Pay Request #2 from A-1 Excavating. Motion by Nordby, seconded by Haller, to approve Pay Request 2# from A-1 Excavating in the amount of \$177,205.97 for the 3rd/6th/Oak Project; roll call vote: Ayes-6 Nays-0 Motion carried.

6. Consent Agenda:

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

- a. Reading and Approval of Minutes from June 13, 2017 Regular Council Meeting
- b. Approval of Claims and Bills
- c. Approval of Operators License to Serve for Veronica L. Prudhom, Jesseka M. Illa, Melissa Kmiecik, and Julie M. Lueke for the period ending June 30, 2017
- d. Approval of Temporary License to Serve for Satin R. Krahl-Eiffler and Catherine Grueneberg for the period ending August 19, 2017
- e. Approval of Temporary License to Serve for Gloria Dahlberg for the period ending August 29, 2017
- f. Approval of the renewal Operators License to Serve for Veronica L. Prudhom, Jesseka M. Illa, Julie M. Lueke, Melissa Kmiecik, and Travis Ricci for the period of July 1, 2017 through June 30, 2018
- g. Approval of appointee Lori Ann Trotter as Agent for Kwik Trip, Inc. Store #748, located at 211 East Division Ave, Barron, WI
- h. Approval of Building/Property/Park Committee recommendation to purchase playground equipment
- i. Approval of training for Investigator/K-9 Officer Nathan Emmons & Duke to attend the National K-9 Training Seminar, in Rochester, Minnesota, October 16 - 20, 2017
- j. Approval of Mayoral appointment of Andy Rick to Library Board

Roll Call Vote:

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

Voting against: None

6 ayes, 0 nays, Motion carried.

7. Presentation of completed Eagle Scout project by Zach Miller

Zach Miller is currently a seasonal worker at the WWTP. As part of his Eagle Scout project, Miller constructed a canine exercise course that took roughly 200 hours to complete. His Eagle Scout project ranked highest among his troop. All materials were donated by Lamparts Lumber. Allen acknowledged that Zach Miller's final work product is excellent. Tollman reminded the Council that the project cost was initially estimated at \$3,000 and Zach's Eagle Scout project saved the City those costs. The Council and Chamber applauded Zach Miller.

8. Discussion and consideration of Police Committee recommendation to increase extra hours currently allowed by Chief Miller and Assistant Chief Freeman

Miller informed the Council that there is a need to fill extra hours and shifts. In the past, they have been allowed 250 extra hours. The Police Committee recommends the increase in hours. Motion by Allen, seconded by Dietrich, to increase 250 extra hours to 300 extra hours for 2017; voice vote:

Ayes-6 Nays-0 Motion carried.

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9. Discussion and consideration of new signage quote for Senior Center and American Legion Post 212
Quote of \$2,350.00 for new signage was presented to Council. Costs of sign will be shared by Senior Center, American Legion and City of Barron. Motion by Haller, seconded by Tollman, to purchase 1/3 of cost of new signage; roll call vote:

Ayes-6 Nays-0 Motion carried.

10. Discussion and adoption of the Barron Light and Water Commission by-laws
Kazmierski presented final draft version of the by-laws for the Utility Commission. The by-laws have \$1,000,000.00 spending limit for the Utility Commission (without Council approval) with exceptions to these limits when market based opportunities arise. Motion by Nordby, seconded by Dietrich to adopt by-laws of the Light and Water Commission; voice vote:

Ayes-6 Nays-0 Motion carried.

BARRON LIGHT AND WATER COMMISSION BY-LAWS

Approved and adopted by the Common Council of the City of Barron July 11, 2017

An internal organizational document that defines existing ordinances (City Code 2-282 and 2-283) regarding the powers of the Barron Light and Water Commission of the City of Barron, Wisconsin

The City hereby sets forth and defines Barron Light and Water Commission (hereinafter referred to as "BL&W") specific powers to manage and operate the electric distribution system, the water utility, and the sewer utility per City Code 2-282 and 2-283. The management and operation of BL&W shall include but not be limited to financial procedures, personnel matters, purchasing and stores, consumer relations, and such other day-to-day procedures necessary to provide above services in a reasonable and economical manner as possible.

Governance of the BL&W shall be established under a commission. The BL&W shall consist of five members serving three-year terms appointed by the mayor and confirmed by the common council. Appointments shall be made at the council's organizational meeting. The president and vice-president of the commission shall be annually elected by the commission members from among their number. Any member of the light and water commission shall be eligible to serve on the waste treatment commission and the fact that one person is a member of both commissions shall not be construed as a combining of the sewer utilities with the water and electrical utilities. Five (5) shall be appointed by the City. Each year following the Spring (April) election, at which the Common Council members stand for election, BL&W shall hold an annual meeting. The purpose of the meeting will be to seat any or all Commissioners and to elect officers. Any other business or reports may also be considered prior to adjournment of the annual meeting. With adoption of these by-laws, all existing Commissioners will remain on the BL&W until the next annual meeting. Thereafter, Commissioners serve under appointment by the City.

Since the purpose of BL&W is to provide service to the City, and, further, since the City has entrusted the operation and management to BL&W, the Commissioners must reside within the service area of BL&W. The BL&W shall operate under the ordinances of the City, statutes of the State of Wisconsin, and regulations of the Wisconsin Public Service Commission.

GENERAL DUTIES: BL&W is hereby authorized to manage, make policy, manage finances, oversee personnel matters and compensation, operate, expand, remove, maintain, and improve the three (3) utilities of the BL&W. For the purposes of these by-laws, all assets, inventory, salvage, and cash shall be considered a public trust owned by the City but operated by BL&W. Rates shall be approved by the Wisconsin Public Service Commission (WPSC) in accordance with 196 Wis. Stat.

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Service policies shall be in accordance with WPSC rules and regulations. Where, applicable, Water and Sewer policies shall be in accordance with WDNR rules and regulations.

At the close of each calendar year and prior to the annual meeting, BL&W shall compile a budget to be submitted to the City for review. Included in the budget shall be bids and contracts necessary to efficiently and economically manage and operate BL&W. This shall include but not be limited to buying and selling property, extending or removing utility lines, purchasing equipment and materials, and entering into long term power supply contracts provided that neither of these activities requires special assessment, revenue bonds, or public financing. Special assessments, revenue bonds, and public financing shall be approved by the City in advance of any expenditure.

BL&W shall be authorized to appoint a General Manger, set his or her compensation, define duties and responsibilities, and approve such other matters necessary to operate and manage BL&W.

BL&W is further authorized to employ and serve on the Personnel Committee to set the compensation of any employees deemed necessary to operate and maintain the three (3) utilities of BL&W. From time to time, BL&W may employ the services, agents, consultants, attorneys, and auditors deemed to be necessary and convenient to operate and maintain the three (3) utilities of BL&W. Any actions brought by or against BL&W that name the City, shall be brought to the City prior taking action.

BL&W shall elect a President and Vice-President at the annual meeting. The President shall preside over regular and special meetings of BL&W. The President shall affix his signature on all vouchers drafted in the normal operation and maintenance of BL&W. The Vice-President shall serve in the President's absence. The President at his or her discretion may appoint Commissioners to committees as the need arises. Two commissioners shall be appointed to serve as the City's liaison on the joint management committee of the Barron Cameron Sewer Utility.

The City Administrator shall oversee the taking and archiving of minutes of all Commission meetings. In his or her absence, he or she may appoint an alternate. The City Administrator shall archive such records and minutes of BL&W meetings to properly and accurately reflect actions of the BL&W.

BL&W shall engage the City to receive, deposit, and transfer any funds derived from operating the three utilities of the BL&W. Such funds shall be properly accounted for in a manner approved by the City. Any expenditure exceeding \$1,000,000.00 shall receive prior approval of the City. However, when market based opportunities arise (e.g. power purchasing agreement), there will be an exception to this spending limit.

As far as possible, BL&W shall meet monthly. A quorum shall consist of three (3) or more. Commissioners may be considered in attendance at regular meetings by telephonic or electronic means. The Commissioners may set and receive such compensation determined by BL&W.

The first regular meeting following the annual meeting held in April, the BL&W shall review its policies and procedures related to governance, operation, and management of the Commissioners and the three (3) utilities of the BL&W.

Receipts of BL&W operations shall be deposited in a bank of the City's choosing (Sterling Bank) and held separately from City accounts. Expenditures shall be drawn on such bank accounts. The BL&W shall be responsible for proper auditing of all operations of BL&W utilities on an annual basis. Such audit shall be approved and forwarded to the City.

BL&W is a public body and is subject to State of Wisconsin and City open meeting laws.

11. Discussion and consideration of trade-in and purchase of Bobcat All-Wheel Steer Loader

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Kazmierski presented a quote, with trade-in, of \$13,877.10, for new Bobcat all wheel steer loader and informed the Council that L&W will pay 30% of replacement costs. The quote is valid through the month of July. Motion by Haller, seconded by Allen, to purchase Bobcat All-Wheel Steer Loader; roll call vote:

Ayes-6 Nays-0 Motion carried.

12. Discussion of Civic Plus contract for new website

Kazmierski explained the need for new and modern website. A website committee comprised of library staff, local merchants and lenders, and Chamber of Commerce representative has vetted four (4) different vendors and recommend Civic Plus and the best fit for the City of Barron.

13. Discussion and authorization to elicit bids for financing options for 3rd/6th/Oak Street Project

5th Street project loan matures in October, 2017. If new loan is authorized, the debt service will have minimal impact on levy. Current interest rates from local lenders may be favorable. Recommendation to finance this project through long term (10 years) debt. Motion by Haller, seconded by Tollman, to request bids for financing 3rd/6th/Street Project, voice vote:

Ayes-6 Nays-0 Motion carried.

14. Appointment of Interview Committee for Building Inspection services

Mayor Vruwink appointed Councilperson Mike Dietrich, Tony Allen, and Rod Nordby to Interview Committee

15. Committee Reports

Buildings/Property/Parks committee met to discussed restroom at Island Shelter. Layout has been done and will be forwarded to City Engineer for plans to be submitted for State approval. Dietrich offered to collect bids on Basketball equipment. Allen reported on Police Committee monthly meeting and Golf Board. Sales at Golf course are down due to weather. Fire Department meeting discussed locks at Fire Hall at cost of \$3,300.

Dietrich reported that the Codes and Ordinance Committee examined the Repeated Calls Ordinance and Tree Ordinance. Harrington expressed concern toward discouraging people from contacting the Police. Tollman reported the Library is looking to improve security of Municipal Complex. Andy Harrington reported on land exchange between Barron County and the City of Barron.

Administrator Report

- a) Presentation and 1st reading of City of Barron Employee Handbook Employee Handbook is nearly complete and has been forwarded to City Attorney for review.

16. Adjournment

Duly moved to adjourn at 8:01 PM

Prepared by Bob Kazmierski, City Administrator-Clerk/Treasurer
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These minutes were taken at a regular meeting held on July 11, 2017 and entered in this record book, August 16, 2017.

UNAPPROVED/DRAFT