

September 12, 2017

CITY OF BARRON, WI
MINUTES AND PROCEEDINGS OF THE COMMON COUNCIL REGULAR MEETING
TUESDAY, SEPTEMBER 12, 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, September 12, 2017, pursuant to due notice. Roll call: Councilpersons Tony Allen, Mike Dietrich, Kevin Haller, Rod Nordby and Mark Thompson were present. Councilperson Maureen Tollman was absent. A quorum was confirmed. Also present were City Attorney Andrew Harrington, City Administrator-Clerk/Treasurer Bob Kazmierski, City Engineer David Schofield, CBS squared Sheryl Clafin, Principal Chad Buss, School Superintendent Diane Tremblay, Eagle Scout Austin Stabenow, Building Inspector Ben Campbell, Officer Nate Emmons and members of the public. All present joined to salute the flag. Mayor Vruwink began the meeting with a prayer.

2. Public Comments

Mayor Vruwink introduced new principal Chad Buss. He has been here 21 years. Diane Tremblay presented banner project to council. The banners will include spring brackets as recommended by City Engineer. Lissla Hasli talked about the train accident at the N. Mill intersection. She asked the council to consider making this a safer intersection. Members of the Somalia community expressed their concerns of the railroad crossing. Motion by Thompson, seconded by Dietrich to amend agenda item and move #9 to follow Public Comments; voice vote:

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

3. Introduction of Building Inspector Ben Campbell

Ben Campbell introduced himself as the new building inspector. Fee schedule has been negotiated and reduced. In particular, siding and roofing permits are reduced to \$25.00. New house inspections will not require an erosion control inspection fee. Discussion of City of Barron Building Permit Fee Schedule. Motion by Allen, seconded by Nordby, to approve Resolution No. 2017-11 that establishes building inspector fee schedule; roll call vote:

RESOLUTION NO. 2017-11
RESOLUTION TO ESTABLISH A BUILDING INSPECTION FEE SCHEDULE

A RESOLUTION OF THE COMMON COUNCIL
OF THE CITY OF BARRON,
BARRON COUNTY, WISCONSIN

The Common Council of the City of Barron does hereby establish the following Schedule of Building Permit Fees:

Building Code Permits:

Fees for permits pursuant to this Section shall be based on the physical value of the work to be done. This value will be based on current costs of construction as determined by the Building Inspector.

Administrative Fee

\$20 (\$5 for Re-Roofing and Residing,)

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New One & Two Family Homes

\$450.00 + \$.20 per square foot (square foot total is based on all finished space, unfinished space and attached structures that are part of the submitted plan such as an attached garage, deck or porch).

Residential Additions

\$200.00 + \$.20 per square foot (square foot total is based on all finished space, unfinished space and attached structures that are part of the submitted plan such as an attached garage, deck or porch). Any addition over 800 square feet shall follow new home fees.

Residential Alterations

\$50 + \$7.00 per \$1,000.00, or fraction thereof, of cost (Building cost per RS Means costs).

Manufactured Homes

Permanent Foundation - \$500 + \$.10 square foot; Placed upon a slab, piers, or non - permanent foundation - \$400.00.

**Commercial & Industrial
New**

\$600.00 + \$.20 per square foot on the first 10,000 square feet of space and \$.10 per square foot on any remaining finished space, all unfinished space, and all attached structures that are part of the submitted plan such as an attached garage, deck or porch.

**Commercial & Industrial
Additions**

\$400.00 + \$.20 per square foot on the first 10,000 square feet of space and \$.10 per square foot on any remaining finished space, all unfinished space, and all attached structures that are part of the submitted plan such as an attached garage, deck or porch.

**Commercial & Industrial
Alterations**

\$100 + \$7.00 per \$1,000.00, or fraction thereof, of cost (Building cost per RS Means) up to \$500,000 and \$4 per \$1000.00 over \$500,000.

Footing & Foundation Permit

\$100.00 Flat Fee

WI State Seal

\$35.00

Plan Review

10% of permit cost

Erosion Control

\$100 for projects disturbing more than 1,000 square feet of land and all new one and two family dwellings.

Renewal Fee

Half the original permit fee (minimum \$50.00; maximum \$250.00).

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Starting without permit	Permit fee is doubled.
Sheds up to 300 sq. ft.	\$50.00
Sheds/Detached Garages Pole Buildings 300+ sq ft	\$100.00 + \$.10 per square foot + \$50.00 per electrical, plumbing, and HVAC.
Decks	\$100.00
Porches & Gazebos	\$100.00
Pools that require building permit	\$180.00
Sign	\$50.00
Fence	\$50.00
Fireplaces	\$100.00
Electrical/Gas Service Inspection	\$100.00 if not part of another permit.
Repairs	See Additions & Alterations above.
Re-Inspection Fee	\$100 for re-inspection over two inspection trips.
Other Inspections	\$50.00 per hour
Move or Raze	\$100.00
Re-Roofing & Residing	\$25

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

4. Final presentation of Eagle Scout project by Austin Stabenow

Eagle Scout Stabenow presented flag pole project for Anderson Park. Total project cost was \$2,500 in which he raised over \$1,000. August 8th the flag was installed with 180 hours put into project. Landscaping done August 13th

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

Claflin presented Pay Request #5 (final) from A-1 Excavating for Rolling Oaks Improvements in the amount of \$5,323,50. Warranty is now in effect. Motion by Allen, seconded by Haller, to approve Pay Request #5; roll call vote: Ayes-5 Nays-0 Absent-1 Motion carried.

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

A-1 Excavating has completed the project. Minor issues on restoration although residents have taken good care of new lawns. Project went well with some delays due to weather. Warranty is in effect. Schofield presented Pay Request #4 (final) from A-1 Excavating in the amount of \$41,111.69 for the 3rd/6th/Oak Street Project.

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Motion by Nordby, seconded by Haller, to approve Pay Request #4 from A-1 Excavating in the amount of \$41,111.69 for the 3rd/6th/Oak Project; roll call vote:

Ayes-5

Nays-0

Absent-1

Motion carried.

7. Presentation of Capital Improvement Plan (CIP)

Schofield presented final draft of the CIP. Nordby requested that a CIP schedule be done for City Hall.

8. Update of Community Development Block Grant (CDBG)

Schofield updated the Council on the CDBG. All acceptance paperwork has been completed. Engineering work will begin this Winter for water tower #2 after Utility Commission confirms reservoir type, size and location.

9. Discussion/consideration of railroad signage/pavement markings and traffic counts

Kazmierski explained Office of Commissioner of Railroads (OCR) recommendations. Education – WisDOT is working with Operation Lifesaver to provide additional education on rail safety in the area. The Office supports these efforts and encourages city participation. Enforcement – City advised that many drivers have become “complacent” at this crossing. OCR recommends that the city conduct enforcement in the area of the crossing. The conditions at this crossing require that drivers slow and look both ways before proceeding over the tracks. Parking –OCR recommends that parking be prohibited at a minimum 50 feet in all four quadrants along Mill Street. Pavement Markings – There are currently no railroad crossing pavement markings or stop bars present at this crossing. OCR recommends that the city install and maintain pavement markings and stop bars in accordance with the Wisconsin Manual on Traffic Control Devices (WMUTCD), Section 8B, on each approach of the crossing at Mill Street (and other crossings in the city). Advance Warning Signs (AWS) –The current signs are too far from the crossing. The city is required to review MUTCD requirements for AWS, move the signs to the appropriate location. Brushing –Additional trimming in the southwest quadrant of private property would improve corner sight distance. Highway and private property owners are to keep vision triangles clear of brush and trees under Wis. Stat. 195.29(6). The Office requires that the city trim trees and brush for 330 feet down the highway at Mill Street and Grove Ave in the southwest quadrant and inform the office in writing when the work has been complete. Kazmierski informed the council that all of OCR mandates have been completed and the City is looking into all OCR recommendations. Mayor Vruwink said that Operation Lifesaver is an impactful outreach program. Nordby said that any outreach education needs to be delivered annually. Allen is concerned about the Lake Street crossing. Canadian National Railway have been asked to clear brush in their ROW. Emmons feels that this is a ‘community problem’ and there needs to be a learning event. Enforcement will be increased and traffic warnings with education for all violators. The Police Department will invite the Canadian National to increase enforcement do provide education as well. Mayor Vruwink suggested a public forum. State Statute allows the City to install stop signs at the railroad crossing. Dietrich recommends installing stop sign on each side of the tracks. Emmons recommends stop signs on Lake Street and 3rd Street not N. Mill Street due to traffic flow during school hours. Allen would like to see traffic counts to better understand if a stop sign is feasible and would not create congestion of traffic. Haller recommends the City staff use the County counter to better understand traffic counts on all four intersections. Thereafter, involve MSA is certify counts. Using the older pedestrian crossing signs is not recommended by City Engineer. Allen said that this accident was due to driver error. Mayor Vruwink recommends that the DOT and OCR and CN come and attend a meeting with the City of Barron.

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10. Consent Agenda

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

- a. Reading and Approval of Minutes from August 8, 2017 Regular Council Meeting
- b. Reading and Approval of Minutes from August 15, 2017 Special Council Meeting
- c. Approval of Claims and Bills
- d. Approval of Operators License to Serve for Edward R. Deacon, Tricia L. Sprague, Michelle L. Schoer, Duane K. Westlund, Kimberly H. Crouse, Timothy J. Vought, LeeAnn Nicole Ekenstedt, and Bryna Brodt for the period ending June 30, 2018
- e. Approve donation from Police Department & Police K-9 towards playground equipment project.
- f. Approve training for Chief Byron Miller and Assistant Chief Mike Freeman to attend the 2018 Wisconsin Chiefs of Police Association/Fourth Class City's, Villages and Townships Mid-Winter Training Conference, in Wisconsin Dells, Wisconsin, February 11 - 14, 2018
- g. Authorize City Officials to attend the League of Wisconsin Municipalities Annual Conference, October 18-20, 2017, in Appleton, WI
- h. Approve School District Banners to be hung at North, South, East, and West entrances of the City of Barron
- i. Approve Downtown Merchants Group Banner to be hung on LaSalle Avenue and HWY 8
- j. Approve Noise Ordinance waiver at 925 Hickory Avenue on September 16, 2017

Roll Call Vote:

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

Voting against: None

Absent: Tollman

5 ayes, 0 nays, Motion carried.

11. RESOLUTION NO. 2017-09 TO APPROVE MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF BARRON AND BARRON COUNTY REGARDING LAND EXCHANGE; ROCKMAN'S WOOD AND 429 W. DIVISION AVENUE, CITY OF BARRON

Barron County Property Committee unanimously approved. City agrees to maintain ROW. Quit claim deed of 429 W. Division with four acres in Rockman's Woods. Motion by Dietrich, seconded by Allen, to formally adopt Resolution No. 2017-09; roll call vote:

**CITY OF BARRON
RESOLUTION NO. 2017-09**

RESOLUTION TO APPROVE MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF BARRON AND BARRON COUNTY REGARDING LAND EXCHANGE; ROCKMAN'S WOOD AND 429 W. DIVISION AVENUE, CITY OF BARRON

WHEREAS, the City of Barron and the County of Barron are desirous to swap land parcels located within the City of Barron so as to mutually benefit each municipality; and

WHEREAS, a Memorandum of Understanding sets forth the conditions and agreement for this land exchange;

WHEREAS, the City of Barron will maintain and mow the North 33 feet of the East 1108.94 feet of the NE¼ of the NW¼ of Section 34, T34N, R12W, City of Barron, Barron County, Wisconsin. Parcel #: 206-8113-03-000 until a City street is constructed.

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WHEREAS, the Memorandum of Understanding was approved by the Common Council on August 8, 2017, on a vote of 5-0 Voting in Favor: Allen, Dietrich, Haller, Tollman and Nordby, Absent: Thompson.

WHEREAS, this Resolution and accompanying Memorandum of Understanding was approved by the Barron County Board of Supervisors on August 21, 2017.

NOW THEREFORE BE IT RESOLVED, that the City of Barron does hereby approve this Resolution.

BE IT FURTHER RESOLVED, that publication of this resolution may occur through posting in accordance with Section 985.02 of the Wisconsin State Statutes.

The above resolution has been authorized by the governing body of the City of Barron Resolution No. 2017-10, dated on this 12th day of September, 2017.

David Vruwink, Mayor

Robert Kazmierski, City Administrator/Clerk-Treasurer

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

12. RESOLUTION 2017-10 FINANCING AGREEMENT BETWEEN THE CITY OF BARRON AND CITIZEN'S COMMUNITY FEDERAL BANK FOR 3rd/6th/OAK STREET PROJECT

Estimated final costs of 3rd and 6th Street project is \$375,120.70. 5th Street project loan matures in October, 2017. If new loan is authorized, the debt service will have minimal impact on levy. Two financing bids from local lenders are provided. Recommendation to finance this project through long term (10 years) debt. Financing bid award to CCF bank at a rate of 2.45% fixed over ten (10) years for 3rd/6th/Street Project, Motion by Nordby, seconded by Dietrich, to formally adopt Resolution No. 2017-09; roll call vote:

**CITY OF BARRON
RESOLUTION NO. 2017-10**

A Resolution Authorizing a Loan of \$375,000 for Financing of the 3rd/6th/Oak Street Project Through a Loan from Citizen Community Financial Bank (CCF Bank)

The Common Council of the City of Barron do resolve:

WHEREAS, the City of Barron ("City") is a municipal corporation located in Barron County, Wisconsin; and

WHEREAS, the Common Council of the City of Barron held its regularly scheduled monthly meeting on Tuesday, August 8, 2017; and

WHEREAS, the terms of the loan approved at the August 8, 2017 meeting are as follows:

- A. The City is to take a \$375,000 loan from CCF Bank as approved by the Common Council at its August 8, 2017 meeting to be used for financing of 3rd/6th/Oak Street Project;
- B. The City shall repay the loan to CCF Bank over a 10 year term at a 2.45% interest rate. Principal payments shall be in the amount of \$37,500 annually. Interest payments will be made annually based on the daily interest accrual on the present principal balance. The first payment will be due one (1) year from the date of the loan closing with subsequent payments due every year thereafter;

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C. The loan from CCF Bank shall mature ten (10) years from the date of closing;

WHEREAS, the motion approving the loan from CCF Bank was approved by a 5-0 majority vote; and

WHEREAS, the City wishes to memorialize its obligation to CCF Bank in the form of a promissory note to CCF Bank in the maximum principal amount of \$375,000. The note shall be the general obligation of the City, and the City will levy such direct, annual taxes as are necessary and sufficient to repay the principal and interest on the note; and

WHEREAS, the Common Council of the City of Barron ("City") is lawfully authorized, pursuant to sec. 67.04(1)(ar) Wis. Stats., to borrow the funds as set forth above for the financing of the 3rd/6th/Oak Street Project; and

WHEREAS, the borrowing of the funds will not cause the City to exceed its general limitation on indebtedness as set forth in sec. 67.04(2)(a) Wis. Stats.; and

WHEREAS, the City is aware of the applicable fiscal and administrative regulation requirements set forth in sec. 67.10 Wis. Stats. and applicable debt service fund requirements as set forth in sec. 67.11 Wis. Stats.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. This Resolution is adopted by the requisite number of Common Council Members at a properly noticed and duly authorized City Council Board Meeting satisfying all legal requirements; and
2. This Resolution is adopted pursuant to the lawful authority vested in the Common Council pursuant to the grant of City Powers in accord with sec. 62.11, Wis. Stats. and Chapter 67 of Wis. Stats.; and
3. The Common Council authorizes the financing of the 3rd/6th/Oak Street Project pursuant to the terms set forth in this Resolution; and
4. The Common Council authorizes the Mayor and City Administrator/Clerk-Treasurer to execute all documents in order to obtain the loan from CCF Bank pursuant to the terms set forth above; and
5. The Common Council is aware of the statutory requirements set forth above and acknowledges the City and its officers, representatives, and agents shall comply with these requirements.

Dated this 12th day of September, 2017.

David Vruwink, Mayor

Robert Kazmierski, City Administrator/Clerk-Treasurer

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

13. Convene in closed session proceedings under WI §19.85 (1) (e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. This pertains to discussion on land acquisition.

Motion by Dietrich, seconded by Haller to convene in closed session, roll call vote

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

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14. The Council may continue in closed session proceedings under WI §19.85 (1) (c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Motion by, seconded by Allen to leave closed session, voice vote:

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

15. Reconvene in open session and may act on matters discussed in closed session and to complete the agenda. Motion by Haller, seconded by Nordby to approve all recommendations of the Personnel and Wage Negotiation Committee excluding the addition of monthly per diems for special meetings of the Common Council and to empower the Utility Commission to determine/set monthly per diems of additional meetings for the Utility Commission, roll call vote;

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

16. Committee Reports

Haller reported on Street Committee and Personnel Committee. Allen reported on Police Committee. Dietrich reported on Plan Commission.

17. Administrator Report

Kazmierski explained 2018 Budget development process and presented a draft Mission Statement to Council. Library Staff developed additional drafts for discussion. Alderman Dietrich offered to have Deb Dietrich review latest draft of Mission Statement.

18. Adjournment

Duly moved to adjourn at 9:07 PM

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

These minutes were taken at a regular meeting held on September 12, 2017 and entered in this record book, October 11, 2017.

UNAPPROVED/DRAFT