

# Common Council Minutes

City of Brodhead - 1111 W 2<sup>nd</sup> Avenue – City Council Chambers & GoToMeeting

Monday September 19, 2022 7:00 PM

**1) Roll Call**

Mayor Jones called the meeting to order at 7:00 p.m. Roll calls shows Alderperson Simpson, D. Jones, Naramore, Baxter, Gritzmaker, Burkhalter are present.

**Present at City Hall:** Mayor Jones, Simpson, D. Jones, Naramore, Baxter, Gritzmaker, Burkhalter, Attorney Schroeder, Clerk Wahl, Police Chief Hughes, Director Vogel, Library Director Domer

**2) Pledge of Allegiance**

Mayor Jones led the council in the Pledge of Allegiance.

**3) Approval of The Agenda**

Motion by Simpson to approve the agenda with the corrections to numbering of the agenda, to include finance minutes in the consent agenda, and to move item 6a to before item 5. Second by D. Jones. Council, six ayes. Motion carried.

**4) Approval of Consent Agenda**

{August 15, 2022 Common Council Minutes, Plan Commission Minutes, Public Safety Committee Minutes, Finance Committee Minutes, Public Works Minutes, Pearl Island Committee Minutes, Personnel Committee Minutes, Economic Development Committee Minutes, Library Board Minutes, Water & Light Minutes, Fire District Minutes}

Motion by Simpson to approve the consent agenda, as presented with the finance minutes. Second by Naramore. Council, six ayes. Motion carried.

**5) Old Business**

a) Discussion and possible action Fire District Update & Budget

Simpson explained they are having a special meeting to discuss the Fire District's offer to fill their Chief position.

Motion at the last meeting was to take the budget back to municipalities for review and approval. Naramore stated that it wasn't the final budget, but they voted to present the budget to the municipalities. Gritzmaker asked about the SAFER grant and if the they applied to it. Simpson explained that he was under the understanding that they didn't qualify because they are not a full-time department.

b) Discussion and possible action Park & Rec Director Vacancy Update

Clerk Wahl stated that he has received four applications with the deadline being September 30<sup>th</sup>.

c) Discussion and possible action Outsourcing Winter Sidewalk Shoveling

Clerk Wahl stated he has received one bid at \$20 an hour for all city and library sidewalks. He said that Braydon Sommerfeldt is willing to stay on work and do shoveling. He will forward the bid onto the library.

d) Discussion and possible action Approval of Seven Day Notices

i) Jennifer Clark to Library Board

Motion by D. Jones to appoint Jennifer Clerk to the Library Board. Second by Burkhalter. Council, six ayes. Motion carried.

**6) New Business**

a) Discussion and possible action Introduction of Kyle Domer – New Library Director

Library Director Domer introduced himself to the council.

b) Discussion and possible action August 2022 Voucher Report

D. Jones presented the August 2022 voucher report. BID checks 1617 - 1621, totaling \$515.88. General checks 81954 - 82057, totaling \$371,399.51. Credit card purchases for \$1,024.57.

Motion by D. Jones to approve the August 2022 voucher report. Second by Baxter. Roll call vote, six ayes. Motion carried.

c) Discussion and possible action Approval of Resolution 2022 – 008 Library Tax Exemption

Clerk Wahl explained that this resolution gets passed every year to avoid the county library tax. It states the city will fund the library the minimum amount calculated from the Department of Public Instruction. The minimum amount is \$109,812.

Motion by D. Jones to approve resolution 2022 – 008 Library Tax Exemption. Second by Naramore. Council, six ayes. Motion carried.

d) Discussion and possible action Public Works Uniform Policy Change

Director Vogel presented an opportunity to save on his budgets. He has looked into changing the uniform policy because Aramark has got expensive. He is proposing that a public works employee would get \$500 their first year for set up, and \$400 year after, as need. Changing the policy would save about \$1,500 a year. Over the past year Aramark

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has increased their charges. If council approves the policy change it would move to Personnel to add it in the personnel handbook. D. Jones would like to see the policy changed, but have it purchase through a city vendor to avoid paying sales tax.

Motion by D. Jones to approve the change in the public works uniform policy to \$500 their first year, and \$400 thereafter as needed through a city vendor. Second by Gritzmaker. Council, six ayes. Motion carried.

- e) Discussion and possible action Pearl Island's Request for the Alliant Energy's \$10,000 Easement Payment  
Director Vogel is requesting that the \$10,000 the city received as the easement payment be allocated to Pearl Island. This will be used to repair the shoreline area near headgates park, and near the road. There is a chance to get matching funds from the DNR for the repair work. Simpson asked about the current dollar amount that is in the Pearl Island fund. Director Vogel said there is about \$26,000, and those funds are going to be used to complete future projects.  
Motion by D. Jones to approve the Pearl Island committee's request for the Alliant Energy's \$10,000 easement payment to be put in the Pearl Island fund. Second by Baxter. Council, five ayes; Simpson nay. Motion carried.
- f) Discussion and possible action Vacating Land on 23<sup>rd</sup> Street in Woods Crossing  
Mayor Jones gave a brief description of the request. He recused himself from discussion. Council President Naramore took over the discussion. Plan commission is recommending to approval of the land being vacated on 23<sup>rd</sup> Street in Woods Crossing. Simpson would like to know what C. Jones plans and intentions are for property. Simpson would like to see formal plans, and have conditions in the contract before vacating the property. C. Jones explained that the owner of property to the south has no intentions to sell the property. C. Jones is looking to build a maintenance building in Brodhead by March 2023 and cost would be about \$80,000. D. Jones expressed putting in a first right of refusal in a contact with the property. Simpson ask Director Vogel about history on why the roads were put in. He explained they were placed there if in the future expansion to the South. He also mentioned that utilities wouldn't travel far in to the South from the vacated land. D. Jones asked Attorney Schroeder for his input. Attorney Schroeder said that there are two ways to vacate land. Both are laid out in the state statutes. Statue states that typically the vacated land would be split by the neighboring parcels. Attorney Schroeder said that two CSMs may needed.  
Motion by Simpson to table until more information can be gathered, and C. Jones is able present official plans. Second by Gritzmaker. Council, four ayes; D. Jones nay; Naramore abstains. Motion carried.
- g) Discussion and possible action Community Economic Analysis for Rural Wisconsin Communities Project  
D. Jones presented to council that she applied to the UW – Extension for this pilot program. Brodhead was one of five communities selected for this pilot program. Economic Development committee will work on this program. She will be looking for 12 community volunteers to be a part of a committee that will work with the UW – Extension. She is looking for names of those that might be a good fit for the program. She plans of having one meeting a month, and maybe two towards the end of the program. She would like names emailed to the clerk. Baxter thanked D. Jones for getting Brodhead this program.
- h) Discussion and possible action Approval of Conditional Offer of Employment to Gage Meyers to Fill the Vacant Authorized Full-Time Police Officer Position  
Chief Hughes is asking council to offer a condition offer to Gage Meyers to fill the vacancy left by Brandon Straub. Meyers will need to go through the academy starting in the winter. D. Jones asked about employment contracts and if Straub would need to pay anything back to the city. Chief Hughes is working with Treasurer Miller in calculating the amount that Straub would owe. Council had discussion on the turnover at the police department. Chief Hughes expressed that with the newer generation of workers it is hard to keep staff.  
Motion by Naramore to conditionally offer the full-time officer position to Gage Meyers subject to entering into the approved employment agreement. Second by D. Jones. Council, four ayes; Gritzmaker & Simpson nay. Motion carried.
- i) Discussion and possible action Approval of Operator's Licenses  
Chief Hughes presented the Public Safety Committee's recommendation to approve the operator licenses for the Glayden Wahler, and temporary operator license for Jonathan Wise.  
Motion by Naramore to approve the operator license for the Glayden Wahler, and the temporary operator license for Jonathan Wise. Second by Gritzmaker. Council, six ayes. Motion carried.
- j) Discussion and possible action Approval of Temporary Class B License  
Chief Hughes presented the Public Safety Committee's recommendation to approve the temporary class B licenses for

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Chamber of Commerce's Autumnfest and Body Crafters Auto Show.

Motion by Baxter to approve the temporary class B licenses for Chamber of Commerce's Autumnfest and Body Crafters Auto Show. Second by D. Jones. Council, six ayes. Motion carried.

**k) Discussion and possible action Approval of Cabaret License**

Chief Hughes presented the Police Department's recommendation to approve the cabaret license for Simple Soriee.

Motion by Naramore to approve the cabaret license for Simple Soriee. Second by Gritzmaker. Council, six ayes.

Motion carried.

**l) Discussion and possible action Approval of Mobile Food Vendor Permit**

Chief Hughes presented the Police Department's recommendation to approve the mobile food vendor Jason Rufer for Up N Smoke Bar-B-Que.

Motion by Naramore to approve the mobile food vendor Jason Rufer for Up N Smoke Bar-B-Que. Second by Burkhalter. Council, six ayes. Motion carried.

**m) Discussion and possible action Approval of Public Event Permits.**

Chief Hughes presented the Public Safety Committee's recommendation to approve the public event permits for Body Crafter's Auto Show, 608 Factory, Autumn Fest, and Logan's Block Party.

Motion Naramore to approve the public event permits for Body Crafter's Auto Show, 608 Factory, Autumn Fest, and Logan's Block Party. Second by Baxter. Council, six ayes. Motion carried.

**n) Discussion and possible action Approval of Resolution 2022 – 010 Temporarily Waiving 290-1 During Autumnfest**

Chief Hughes presented the Public Safety Committee's recommendation to approve resolution 2022 – 010 waiving 290-1 during autumnfest. This resolution follows the model from previous resolutions. Simpson asked what Better Brodhead has to do with the resolution. Chief Hughes explains that Better Brodhead provides an outline that helps that guides nonprofits with proper alcohol serving practices.

Motion by Naramore to approve resolution 2022 – 010 temporarily waiving 290-1 during Autumnfest. Second by Burkhalter. Council, five ayes; Simpson nay. Motion carried.

**6) Mayor Report**

**a) Discussion and possible action Approval of Resolution 2022 – 009 Thanking Curt Witynski and Gail Sumi**

Mayor Jones read the resolution. The resolution is to thank Curt Witynski and Gail Sumi for their time working with the Wisconsin League of Municipalities.

Motion by Baxter to approve resolution 2022 – 009 thanking Curt Witynski and Gail Sumi. Second by D. Jones. Council, six ayes. Motion carried.

**b) Future Agenda Items**

**i. Discussion and possible action Next Council Meeting - Monday, October 17, 2022 at 6:00 p.m.**

Motion by D. Jones to change the start time to 6:00 pm. Second by Gritzmaker. Council, six ayes. Motion carried.

**ii. Discussion and possible action NIMS Training**

**iii. Braydon Sommerfeldt's hours**

**iv. Vacating 23<sup>rd</sup> Street**

**7) Attorney Report**

No report.

**8) Closed Session**

**a) Per WI State Statutes Section 19.85(1)(e) deliberating or negotiating 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. Re: Fire District Intergovernmental Agreement**

Motion by D. Jones to enter closed session at 8:36 pm. Second by Simpson. Roll call, six ayes. Motion carried.

**b) Reconvene from closed session**

Motion by Naramore to return from closed session at 9:30 pm. Second by Gritzmaker. Roll call, six ayes. Motion carried.

**c) Action from closed session**

Motion by Baxter to have a meeting with the Fire District, Rural Association, and Brodhead Area EMS to a joint meeting to discuss the intergovernmental agreement. Second by D. Jones. Council, six ayes. Motion carried.

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**9) Adjourn**

Motion to adjourn by Burkhalter. Second by Naramore. Council, six ayes. Adjourned at 9:32 p.m.

Mayor Jones, Approved this 19th day of September, 2022.

Nikolai Wahl, City Clerk