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**COMMISSION ON PUBLIC WORKS/UTILITIES
COUNCIL ROOM
MARCH 27, 2018
6:45 P.M.**

The Commission on Public Works/Utilities met in regular session, Chair Quicker presiding. On roll call: all members present.

The minutes of the previous meeting were declared approved.

Director of Public Works Flynn reported on one burial at the Cemetery, equipment maintenance, removal of several trees at Schuster Park, trimming and pruning trees, maintaining street lighting, filling potholes, cleaning up brush and compost piles, the Emerald Ash Borer Tree Grant project-all identified trees have been removed, bids are out for trees to plant and the bids are out for the last stump grindings, opening storm drains, the Water Department has ordered the replacement panel and control upgrades for the iron removal/backwash control panel, the Sewer Department is preparing to do some system flow monitoring-evaluating high infiltration areas, repaired a water main break at E. Second Street and Willow Street, a walk through the Merchants Hotel by Police Chief Klueckmann, Health Officer Bakker and Flynn with one of the owners last Thursday, after the first citation, they started to comply and were given a week before the next inspection, we are waiting on the gas company to disconnect the gas lines on both the FEMA houses on Grand Avenue and 1710 Black River Road.

Motion Mabie, second Clough, that Water Bills Nos. 60 to 91 in the amount of \$28,147.28 and Sewer Bills No. 36 to 51 in the amount of \$25,551.94 be paid. All Aye.

Motion Counsell, second Neville, to adjourn. All Aye.

Jerry L. Quicker, Chair

Rex R. Roehl, Clerk

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**COMMON COUNCIL
COUNCIL ROOM
MARCH 27, 2018
7:00 P.M.**

The Common Council met in regular session, Mayor Mabie presiding. On roll call: all members present. The Pledge of Allegiance was recited.

The minutes of the previous meeting were declared approved.

Council Member Glassbrenner reported on the March 15, 2018 meeting of the Neillsville Community Fire Hall Board regarding: 1) payment of bills, 2) thanked the City crew for keeping the parking lot and sidewalks clear this winter, 3) the wash machine has been installed for washing fire gear, and 4) reviewed and accepted the 2017 financial statements.

Council Member Neville reported on the March 22, 2018 meeting of the Heritage Days Committee regarding: 1) discussing new events-face painting and chain saw carving, 2) Miss Neillsville updates, and 3) discussed security, movie night and Kracker Jacks Drumline.

Council Member Quicker reported on the March 27, 2018 meeting of the Commission on Public Works/Utilities regarding: 1) current activities and 2) payment of bills.

Mayor Mabie declared all reports filed as presented with the City Clerk.

Joy Palmer, CliftonLarsonAllen, presented the City, Water, Sewer, TIF District #2, TIF District #3, Special Revenue Funds, and Other Governmental Funds 2017 Annual Audit Reports regarding: 1) the auditor's report and opinion that the financial statements are reported fairly, 2) the City has \$3.2 million in General Fund Balance, with \$2.1 million Unassigned Fund Balance, which is a very good financial condition and very stable, 3) both Water and Sewer Utilities show a positive change in net position and Rate of Return (Water \$5,889-2.57% and Sewer \$94,168-2.57%) both show slight increases from 2016, however they are very close-oversight is needed to make sure the fluctuations are monitored and utility rates are updated and sufficient to cover increasing expenses and revenue changes, the PSC recommends an 8% Rate of Return, 4) TIF District #2 and #3 were reviewed-TIF Districts are large upfront investments (\$2.1 million and \$1.8 million respectively) recovered in future tax increments from the individual TIF Districts. The Council needs to be aware that TIF #2 has a deficit of \$625,542 with 15 years remaining, the District's life was extended by the granting of distress status in February, 2016 by the State of Wisconsin, with dissolution date of 2032. TIF #2 should pay off early. TIF #3 has 9 years of remaining life and may not break even unless more development occurs, 5) risk disclosure on the City's cash and investments were reviewed at year end and everything is FDIC insured or collateralized-a good job was done on securing the funds, 6) reviewed the City's long term debt-City's statutory debt limit is \$6.5 million with current borrowing of \$2.4 million-with \$4.1 million available, the City is in good financial shape, 7) GASB 68 and 71 Statements regarding the City's share of the Wisconsin Retirement Pension Plan, 8) the General Fund Budget Comparison was reviewed, 9) reviewed compiled Schedule Reports of debt service, non-lapsing funds, insurance, water and sewer rate of return-regulatory basis, 10) reviewed the City's internal control structure-lack of separation of duties, preparation of financial statements and adjustments, and 11) in conclusion the records are in very good working order, the staff was open and cooperative, the City had an overall good year, with good financial planning in place.

Mayor Mabie thanked the Council Members, City Clerk-Treasurer Roehl, Deputy Clerk-Treasurer Boyer and Assistant Clerk-Treasurer Grap for doing a great job for the City.

Motion Quicker, second Neville, to accept and file the 2017 annual audit report as presented. All Aye.

City Clerk Roehl presented a report on the City's continuing appropriation accounts and their respective balances as of December 31, 2017. The following is a list of said accounts: Account No. 52100 Police Department Administration (K-9 Fund and Police Training), Account No. 53450 Parking Lots and Meters, Account No. 55110 Library (City and Foundation), Account No. 55250 Park and Recreation-Room Tax 30%, Account No. 55340 Celebrations, Account No. 55360 Christmas Decorations, Account No. 56300 Planning (Historic Preservation Calendars), Account No. 56600 Urban Development, Account No. 56700 Economic Development Administration, Account No. 56750 Tourism Promotion-Room Tax 70%, Account No. 57140 Public Building, Account No. 57220 Public Safety-Fire Department Vehicles, Account No. 57320 Machinery and Equipment, Account No. 57330 Street Construction, Account No. 57332 Bridges and Culverts, Account No. 57350 Airport and Account No. 57620 Parks.

Motion Counsell, second Glassbrenner, to carry forward to 2018 the continuing appropriations as presented. All Aye.

Mayor Mabie read Linda Garrett-Holet's Letter of Resignation from the Heritage Days Committee.

Motion Neville, second Counsell, to accept the resignation of Linda Garrett-Holets as member of the Heritage Days Committee and to thank her for her services to the City of Neillsville. All Aye.

Council Member Glassbrenner reported on the Clark County Taxi meeting. The City of Neillsville Taxi ridership is down (2017-11,410 to 2016-13,334) and revenues are down accordingly (2017-\$29,265 to 2016-\$39,811), costing the City about \$70,000 a year.

Council Member Counsell questioned the drop in ridership.

Council Member Glassbrenner stated if you have a couple of regular daily riders who move or stop using the taxi-it makes a big difference. He would like to see it used more, but the Taxi is just like the Police and Fire Departments it is a needed service.

Council Member Counsell stated we need to educate the public more and get the available Taxi hours out to the public.

Council Member Glassbrenner reported that the Neillsville Tourism Commission met March 21, 2018 to review \$25,400 of grant applications for the \$19,822 of available funds. A total of \$13,650 in grants were approved. There will be another meeting in the Fall to disburse the remaining funds. New this grant cycle is that all grant recipients will have to turn in their bills by December 31 or the funding will lapse.

Council Member Clough reported on looking into the water quality issue. The Clark County Water Quality Plan is up for its 10 year review. There is some push back/resistance to municipalities trading phosphorus payments to Clark County for enforcement, as farmers have problems of their own with phosphorus. This does not look like a silver bullet-even if the DNR and EPA have approved it.

Tavern Operator's License Applications:

Vincent J. Grabowski, Thomas D. Greene, Chelsea A. Opelt and Ashley L. Schmidt.

Motion Quicker, second Clough, to grant all the listed license. All Aye.

Motion Neville, second Glassbrenner, that City Bills Nos. 266 to 325 in the amount of \$607,959.37 and CDBG Housing Escrow Account Bill Nos. 4 to 6 in the amount \$506.24 be paid. All Aye.

City Clerk Roehl reported that the Assessors will be at City Hall for Open Book on Monday, April 30, 2018 from 3:30 P.M. to 6:30 P.M. and the Board of Review will be here Monday, May 21, 2018 from 8:00 A.M. to 10:00 A.M.

Motion Counsell, second Neville, to adjourn. All Aye.

Steven J. Mabie, Mayor

Rex R. Roehl, Clerk

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