

**COMMISSION ON PUBLIC WORKS/UTILITIES  
COUNCIL ROOM  
MARCH 28, 2017  
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 two burials at the Cemetery, equipment maintenance, snow removal from streets and sidewalks, picking up storm damage branches, trimming and pruning trees, hauling brush, started sweeping the main streets, maintaining street lights, filling pot holes, spring cleanup will be the third week in April, there will be an electronics recycling on April 21, 2017, and burning the brush pile.

City Clerk Roehl open and read the following proposals for a \$375,000 loan to finance the purchase of Public Works vehicles and equipment:

Unity Bank – 3.64%, 5 year repayment, payment schedule to be determined  
Associated Bank – 2.78%, 5 year repayment, \$79,405.44 annual payment  
Citizens State Bank – 2.45%, 5 year repayment, \$80,600.00 annual payment

Discussion followed on how the Associated Bank annual payment could be less than Citizens State Bank with a higher rate percentage.

Motion Counsell, second Neville, to recommend to the Common Council that the Citizens State Bank proposal for financing the \$375,000 Public Works vehicles and equipment loan at 2.45% with no fees for 5 years be accepted contingent upon clarification of the annual payment, if it does not come out, then Associated Bank at 2.78% would be accepted. All Aye.

Director of Public Works Flynn requested authorization to purchase the following Public Works vehicles and equipment:

1-Ton Dump Truck with box and plow less \$8,000	
Trade-in of the 2 old Dodge Dump Trucks	\$ 42,668.00
5-Ton Dump Truck with box, plow and sander	120,952.00
Street Sweeper	90,500.00

2017 Chevrolet 1500 4 by 4 Pickup truck	
less \$6,500 trade-in	19,617.44
Brush Chipper	30,900.00
Boom Truck	<u>65,455.00</u>
Total	<u>\$370,092.44</u>

Discussion followed.

Motion Counsell, second Mabie, to recommend to the Common Council to authorize the Director of Public Works to purchase the vehicles and equipment as listed. All Aye.

Motion Neville, second Mabie, that Water Bills Nos. 54 to 83 in the amount of \$30,113.41 and Sewer Bills Nos. 40 to 58 in the amount of \$33,100.85 be paid. All Aye.

Motion Mabie, second Clough, to adjourn. All Aye.

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Jerry L. Quicker, Chair

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Rex R. Roehl, Clerk

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**COMMON COUNCIL  
COUNCIL ROOM  
MARCH 28, 2017  
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.

Mayor Mabie and City Clerk Roehl reported on the March 14 and 28, 2017 meetings of the Personnel Committee regarding: 1) a closed session to confer with legal counsel on Officer King grievance filed February 23, 2017 and updated February 27, 2017 adding Officer Chawala - adjourned in closed session; 2) a closed session to confer with legal counsel on Officer King grievance filed February 23, 2017 and updated February 27, 2017 adding Officer Chawala, 3) reconvening into open session with the recommendation to approve a Settlement Memorandum of Understanding effective March 29, 2017 in the Officer King wage grievance, and 4) the recommendation that William Barth and Conner Breitung be hired as Other Part-time employees for the Cemetery, Parks and Public Works Departments.

Council Member Quicker reported on the March 28, 2017 meeting of the Commission on Public Works/Utilities regarding: 1) current activities, 2) opening, discussion and recommendation to accept the Citizens State Bank proposal for financing the \$375,000 Public Works vehicles and equipment loan at 2.45% for 5 years contingent upon clarification of the annual payment amount, if it does not come out, then Associated Bank at 2.78% would be accepted, 3) discussion on and recommendation to authorize the Director of Public Works to purchase the following vehicles and equipment – 1-Ton Dump Truck, 5-Ton Dump Truck, Street Sweeper, 2017 Chevrolet Pickup Truck, Brush Chipper and Boom Truck totaling \$370,092.44 and 4) payment of bills.

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

Mayor Mabie asked if there were any questions on the Personnel Committee items (3 and 4).

City Attorney Wachsmuth stated that Officer King had filed a wage grievance and the City has agreed to settle for a lump sum payment of \$2,500 and adjust officer wages to where they should be for Officers King, Chawala and Fehlman.

Motion Quicker, second Neville, to accept the recommendation to approve a Settlement Memorandum of Understanding effective March 29, 2017 in the Officer King wage grievance and authorize the Mayor and Clerk to sign the same. All Aye.

Motion Counsell, second Clough, to accept the recommendation that William Barth and Connor Breitung be hired as Other Part-time employees for the Cemetery, Parks, and Public Works Departments. All Aye.

Mayor Mabie asked if there were any questions on the Commission on Public Works/Utilities items (2 and 3).

Motion Counsell, second Neville to accept the recommendation to accept the Citizens State Bank proposal for financing the \$375,000 Public Works vehicles and equipment loan at 2.45% for 5 years contingent upon clarification of the annual payment amount, if it does not come out, then Associated Bank's proposed at 2.78% would be accepted. All Aye.

Motion Counsell, second Clough to accept the recommendation to authorize the Director of Public Works to purchase the vehicles and equipment as listed. All Aye.

Joy Palmer, CliftonLarsonAllen, presented the City, Water, Sewer, TIF District #2, TIF District #3, Special Revenue Funds and other Governmental Funds 2016 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 \$2.2 million in 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 - \$3,989 – 2.41%, and Sewer \$75,564 – 2.09%) both show decreases from 2015, however they are very close to the 2014 numbers – oversight is needed to make sure the fluctuation's 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 \$677,246 with 16 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 10 years of remaining life and should also pay off early, 5) risk disclosure on the City's cash and investments were reviewed at year end and everything was FDIC insured or collateralized – a good job was done on securing the funds, 6) reviewed the City's long term debt – the City's statutory debt limit is \$6.2 million, with current borrowing of \$2.3 million – with \$3.9 million available, the City is in good financial shape, 7) GASB 68 and 71 Statements regarding the City's share of the Wisconsin Retirement System 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 utilities rate of return – regulatory basis, 10) reviewed the City's internal control structure-lack of separation of duties, preparation of financial statements and audit 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 and Deputy Clerk-Treasurer Boyer for doing a great job for the City.

Motion Quicker, second Neville, to accept and file the 2016 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, 2016. 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 (City and Foundation); Account No. 55250 Parks and Recreation – Room Tax 30%, Account No. 55340 Celebrations, Account No. 55360 Christmas Decoration, Account No. 56300 Planning (Historic Reservation Calendars), Account No. 56600 Urban Development, Account No. 56700 Economic Development Administration, Account No. 56750 Tourism Promotion – Room Tax 70%, Account No. 57140 Public Buildings, 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 2017 the continuing appropriations as presented. All Aye.

Council Member Glassbrenner reported that the Neillsville Tourism Commission met March 21, 2017 to review \$41,000 of grant application for \$17,000 of available funds. One request was not funded, everyone else got something.

Mayor Mabie reported the United Communities of Clark County met March 27, 2017 and received an update on the Clark County emergency communications system and the building of two new communication towers.

Tavern Operator's License Applications:

Veronica I. Mayhone

Motion Quicker, second Glassbrenner, to grant. All Aye.

Motion Neville, second Counsell, that City Bills Nos. 268 to 318 in the amount of \$785,840.62 be paid. All Aye.

Motion Counsell, second Neville to adjourn. All Aye.

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Steven J. Mabie, Mayor

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Rex R. Roehl, Clerk

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