

**COMMISSION ON PUBLIC WORKS/UTILITIES  
COUNCIL ROOM  
JUNE 27, 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 one burial at the Cemetery, equipment maintenance, picking up branches, mowing and weed whacking at the Cemetery and parks, preparing ball fields, watering flowers, dugout and replaced the soft landings in Schuster Park, put together new bleachers at Cliff's Park, trimming and pruning trees, street sweeping, cleaning storm sewer inlets, maintaining street lights, filling potholes, started digging out Prospect Street to rebuild the road base and widen the street, the Sewer Department is flushing sewer mains on the north side of the City, the full rehabilitation of Well No. 3 is done, after chlorination and testing it should be back online by the end of the week, Booster Pump No. 2 at the treatment plant is rehabilitated and back online.

Motion Neville, second Counsell, that Water Bills Nos. 139 to 170 in the amount of \$102,506.92 and Sewer Bills Nos. 100 to 121 in the amount of \$79,128.81 be paid. All Aye.

Motion Neville, 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  
JUNE 27, 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 reported on the June 14 and 27, 2017 meetings of the Personnel Committee regarding: 1) a closed session Jason Kuhn's wastewater and water operator's licenses and interviewing candidates for Assistant Clerk-Treasurer position, 2) reconvening into open session with the recommendation to put Jason Kuhn on probation until the November, 2017 Grade 1 Wastewater or Water Operator's license test, if Kuhn does not pass a test, he will be terminated with regret; 3) a closed session on Assistant Clerk-Treasurer position and 4) reconvening into open session with the recommendation to hire Michelle Grap for the Other Part-time Assistant Clerk-Treasurer position at \$13.00 per hour effective on or after July 3, 2017, increasing to \$13.50 per hour after six months, increasing to \$14.00 per hour after one year.

Council Member Neville reported on the June 15, 2017 meeting of the Grants Committee regarding discussion on a recommendation to approve a housing loan to Applicant

#2017-02-NR in the amount of \$17,805 for removal of exterior basement Bilco door, electrical work, window replacements, basement steps handrail, ground breaker, living room door adjustment, lead paint issues and closing costs.

Council Member Neville reported on the June 15 and 22, 2017 meetings of the Heritage Days Committee regarding: 1) financial report, 2) an update on the upcoming 2017 Miss Neillsville, 3) discussion on food vendors, golf outing, movie night, bean bag tournament and bartending schedule; 4) financial report and 5) discussion on golf outing, kid's games, bartenders and ticket sellers, tents, bands and banners.

Council Member Glassbrenner reported on the June 15, 2017 meeting of the Neillsville Community Fire Hall Board regarding: 1) Election of officers – Harold Eddy, Chair, Wayne Wegner, Vice-Chair, Charles Glassbrenner, Secretary and Rex R. Roehl, Treasurer, 2) payment of bills, 3) current activities - installation of new lights in the garage area, painting the office and building new shelves upstairs, 4) approved checking account signers, 5) appointed building and insurance committees members, and 6) approved the insurance renewal.

Council Member Quicker reported on the June 20, 2017 meeting of the Library Board regarding: 1) Librarians' reports, 2) approving amendments to the circulation policy, 3) approved roof repairs with Erickson Construction, 4) Tracey Steffen has resigned as a member of the Library Board, 5) payment of bills, 6) updates on donations and carryover funds, 7) upcoming community activities, 8) circulation was down in April due to closure for the redesign and 9) story hour continues to meet and has been successful.

Council Member Counsell reported on the June 22, 2017 meeting of the Historic Preservation Commission regarding: 1) review of the 2016 Christmas Tour of Homes results and feedback and 2) discussion on a possible fall event and 2017 calendars.

Council Member Quicker reported on the June 27, 2017 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.

Mayor Mabie asked if there were any questions on the Personnel Committee items (2 and 4).

Motion Quicker, second Glassbrenner, to accept the recommendation to put Jason Kuhn on probation until the November, 2017 Grade 1 Wastewater or Water Operator's license test, if Kuhn does not pass a test, he will be terminated with regret. All Aye.

Motion Clough, second Neville, to accept the recommendation to hire Michelle Grap for the Other Part-time Assistant Clerk-Treasurer position at \$13.00 per hour effective on or after July 3, 2017, increasing to \$13.50 per hour after six months, increasing to \$14.00 per hour after one year. All Aye.

Mayor Mabie asked if there were any questions on the Grants Committee item.

Motion Neville, second Quicker, to accept the recommendation to approve a housing loan to Applicant #2017-02-NR in the amount of \$17,805 for removal of exterior basement Bilco door, electrical work, window replacements, basement steps handrail, ground breaker, living room door adjustment, lead paint issues and closing costs. All Aye.

Mayor Mabie read Tracey Steffen's letter of resignation from the Library Board.

Motion Counsell, second Quicker, to accept the resignation of Tracey Steffen as member of the Library Board and to thank her for her service to the City of Neillsville. All Aye.

Mayor Mabie stated the next item is having the Fire Department do a quarterly report on fire inspections.

Council Member Counsell stated that at the annual meeting we keep hearing about the same properties. We as Council Members should be informed during the course of the year, we do not know this stuff unless we are informed, a written quarterly report should be provided.

Council Member Glassbrenner stated fire inspections are done twice a year and you can't expect them to do this for nothing.

Council Member Counsell stated there are problems and we should know about them. Is the Merchants Hotel fixing things that should be fixed – how are we to know that stuff.

Council Member Clough stated part of the problem is the split authority – Fire Department, Health Officer, Building Inspector and Police Department. Do we want to be looking over their shoulders, micro managing what they do.

Council Member Neville stated we need more knowledge than what we have, instead of being surprised and it being too late to do anything. The Fire Department should let us know what they are doing.

Motion Neville, second Counsell, to have the Fire Department give a semi-annual report to the Common Council. All Aye.

Director of Public Works Flynn reported that he met with Fire Inspector Robert Schultz last Thursday and did a fire inspection of the Merchants Hotel. During the hour and 45 minute inspection - noticeable upgrades were noted, but some things still have to be done. Vacant apartments and the downstairs were entered. A major concern is the porch east entry decking – the main support has rotted and needs immediate replacement or repair. Electrical covers on outlets, old furniture in the hallways and the accumulation of clothing and household items in the basement still need to be corrected.

Flynn stated that the basement is just filled, with mostly combustible material, it's a sign someone is hoarding and this falls back to the local hotel manager.

Flynn stated that he and Schultz will be doing inspections every two to three weeks, they are not being cited at this time, because they are showing progress. If the owners don't stop the accumulation in the basement, we cannot do anything, unless it becomes a fire hazard.

Flynn stated that if they stop making progress – they will be cited. The citation goes to the property owner, not the manager.

City Clerk Roehl presented a letter received by Certified Mail, that the Wisconsin Professional Police Association, on behalf of the Neillsville Professional Police Association, wishes to open contract negotiations for a successor agreement to the current one ending December 31, 2017.

Tavern Operator's License Applications:

Jazmine R. Alexander, Stephanie J. Beelman, Julie K. Berry, Megan M. Boe, Jacob L. Bohman, Alan L. Buchholz, Ann M. Calkins, Kaila M. L. Calkins, Bonnie J. Carl, Cheyene L. Coulthard, Diane M. Courtney, Penny L. Courtney, Alison D. Dickinson, Steven F. Dux, Brian J. Eddy, Hannah J. Elmhorst, Jeanie M. Elmhorst, Miranda S. Fabian, Dominique C. Glassbrenner, Olivia A. Green, Theresa A. Hediger, Cody L. King, Margaret I. Knoop, Nicholas M. Kuhn, Jennifer L. Lew, Suzanne M. Lindenman, David M. Mahlum, Tamara A. Mallory, Donna L. McDonald, Barbara L. Miller, Roberta J. Moeller, Jorja M. Morgan, Diane L. Murphy, Todd A. Nemitz, Rebecca A. Oldham, Rhonda S. Peterson, Linda L. Polzin, Judith J. Quicker, Lisa F. Schey, Dawn M. Schmidt, James R. Seefeldt, Brandy M. Seifert, Cynthia M. Simpson, Betty J. Smith, Kim M. Stetzer, Cynthia K. Strangfeld, Desiree L. Thomas, Joely C. Walter, Brianna E. Waters, Olivia R. Zank, Allen G. Yohnk.

Motion Clough, second Neville, to grant all the listed licenses. Council Member Glassbrenner abstained on Dominique C. Glassbrenner, Council Member Quicker abstained on Judith J. Quicker. All Aye.

Motion Neville, second Quicker, that City Bills Nos. 606 to 646 in the amount of \$160,796.10 and CDBG Housing Escrow Account Bill No. 12 in the amount of \$85.00 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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