

**COMMON COUNCIL
COUNCIL ROOM
NOVEMBER 10, 2016
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.

City Attorney Wachsmuth presented the October 20 and November 2, 2016 meetings of the Historic Preservation Commission regarding: 1) discussion on and approved amending the Grant Application Guidelines from State/National language to “properties on the national, state, local will be given preference in awarding grants”, 2) discussion on and approved amending the Grant Application Guidelines to add “clerk shall have the application at least five business days before the Commission’s next meeting for the Commission to take action”, 3) discussion on and approved on a split vote to grant the request for \$500 in matching funds from the CART Center for the repair of the front porch steps at the parsonage which is on the Christmas Tour of Homes, with a sign to be placed on the porch mentioning that repair was done with grant funds from the Neillsville Historic Preservation Commission, 4) discussion on the 2016 Christmas Tour of Homes and approved ordering posters and tickets; 5) discussion on the Christmas Tour of Homes, 6) authorized placing ads in the Press/Shopper/Banner Journal for two weeks – Cost \$216, 7) authorized \$500 in startup change for the Christmas Tour of Homes and 8) approved the bills for tickets and posters (\$115.50).

City Attorney Wachsmuth presented the November 3, 2016 meeting of the Commission on Economic Development regarding: 1) discussion on availability of Jack Counsell property East of OEM – tabled and 2) discussion on the 2017 State Women’s Bowling Tournament.

City Attorney Wachsmuth presented the November 9, 2016 meeting of the Beautification Committee regarding: 1) discussion on downtown Christmas decorations, and 2) approved having Mill Creek do all downtown pots at \$57 each.

Council Member Quicker reported on the November 10, 2016 meeting of the Commission on Public Works/Utilities regarding current activities.

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

Jerilyn St. Amand, Neillsville, stated that as a concerned citizen, she is all for Memorial Medical Center improving services. What is going to happen to the old buildings; if they have problems now getting people to work, then how are they going to get more; and what about the current City loan.

7:15 P.M. – Mayor Mabie declared the Public Hearing on the Proposed 2017 Budget for the City now open.

**CITY OF NEILLSVILLE
2017 CITY BUDGET**

EXPENDITURES AND CONTINGENCY

| | |
|--|---------------|
| Operations and Maintenance | |
| General Government – 51000 | \$ 1,035,629 |
| Public Safety – 52000 | 653,514 |
| Public Works – 53000 | 742,525 |
| Health & Human Services – 54000 | 73,758 |
| Culture, Recreation, Education – 55000 | 283,276 |
| Conservation & Development – 56000 | <u>45,141</u> |

| | |
|------------------------------------|---------------------|
| Total Operations and Maintenance | \$ 2,833,843 |
| Capital Outlay – 57000 | 122,544 |
| Debt Service – 58000 | 352,000 |
| Contingency – 34000 | 82,710 |
| Total Expenditures and Contingency | <u>\$ 3,391,097</u> |

LESS: REVENUES OTHER THAN FROM PROPERTY TAXES

| | |
|--|---------------------|
| Taxes – 41000 | \$ 251,700 |
| Special Assessments – 42000 | -0- |
| Intergovernmental Revenues – 43000 | 1,192,378 |
| Licenses & Permits – 44000 | 11,395 |
| Fines, Forfeits & Penalties – 45000 | 24,500 |
| Public Charges for Services – 46000 | 276,053 |
| Intergovernmental Charges for Services – 47000 | 68,645 |
| Miscellaneous Revenues – 48000 | 43,105 |
| Other Financing Sources – 49000 | 119,487 |
| Total Revenue | \$ 1,987,263 |
| General Funds Applied | <u>334,661</u> |
| Total Revenue and Funds Applied | <u>\$ 2,321,924</u> |

| | |
|---------------------------------------|----------------------|
| Proposed City Levy | \$ 1,069,173 |
| Less: Computer State Aid | <u><3,958></u> |
| Net City Levy Before TIDs | \$ 1,065,215 |
| PLUS Tax Incremental Districts (TIDs) | <u>54,602</u> |
| Net City Levy | <u>\$ 1,119,817</u> |

Proposed Local Tax Rate for 2016 Tax Roll \$9.57592 per thousand.

Details on the budget are on file for public inspection at the office of the City Clerk.

The City Clerk reported that the proposed 2017 Net General Fund Budget of \$3,391,097 is lower than the Consumer Price Index (0.9%), but higher than the Wisconsin Department of Revenue Expenditure Restraint Program (1.2%) guidelines. The proposed 2016 tax levy of \$1,065,215 without TIDs exceeds the state's levy limit requirement of 0% plus net new construction (0.529%) of \$5,528; however the Finance Committee has recommended approving a levy limit adjustment increase (\$14,734) for unused levy carryforward from prior years – this would bring the City into compliance with the allowable levy limit for the City.

Mayor Mabie called three times for appearances, there being none.

7:21 P.M. – The Budget Hearing was declared closed.

Motion Glassbrenner, second Quicker, to approve a Levy Limit Section D, Line R adjustment for prior years Unused Levy Carryforward (\$14,734). On roll call: All Aye.

Motion Clough, second Glassbrenner, to adopt the 2017 City Budget \$3,391,097 with \$1,119,817 to be placed on the 2016 Tax Roll. On roll call: All Aye.

The Mayor thanked the Common Council members and City Clerk for all the work they did in putting together the 2017 budget.

The City Clerk reported on the 2017 dental insurance renewal for Humana Dental. The Employee plan premium is increasing from \$32.89 to \$34.66 or \$1.77 per month (5.4%). The Employee and Spouse plan premium is increasing from \$65.78 to \$69.32 or \$3.54 per month (5.4%). The Employee and Child plan premium is increasing from \$93.12 to \$97.64 or \$4.52 per month (4.9%). The Family plan premium is increasing from \$128.02 to \$134.30 or \$6.28 per month (4.9%). The monthly overall increase is 4.97%.

Motion Quicker, second Neville, to approve the 2017 dental insurance contract renewal with Humana Dental as presented. All Aye.

The City Clerk presented the CliftonLarsonAllen 2016 Audit Services Agreement in the amount of \$22,000. This is the first year of a three year proposal.

Motion Neville, second Clough, to approve the 2016 Audit Service Agreement with CliftonLarsonAllen in the amount of \$22,000. All Aye.

The City Clerk presented the Associated Appraisal 2017 Assessor Services Agreement in the amount of \$7,000. This is the first year of a three year agreement.

Motion Clough, second Glassbrenner, to approve the 2017 Assessor Services Agreement with Associated Appraisal in the amount of \$7,000. All Aye.

Mayor Mabie presented a request from the Neillsville Area Chamber of Commerce for use of the Sniteman Town Square (Gazebo) Park for the “Santa’s Coming to Town” event on Saturday, December 3, 2016.

Motion Counsell, second Neville, to grant the Neillsville Chamber of Commerce request for use of the Sniteman Town Square (Gazebo) Park on Saturday, December 3, 2016 for the “Santa’s Coming to Town” event. All Aye.

The City Clerk presented a request from employees to take the Christmas Eve Holiday, Saturday, December 24, 2016 on Friday, December 23, 2016.

Motion Quicker, second Glassbrenner, to grant the employees request to take the Christmas Eve Holiday, Saturday December 24, 2016 on Friday, December 23, 2016. All Aye.

City Attorney Wachsmuth stated as a result of changes to the State’s room tax law the City has to amend our ordinance, since the City does not have a tourism entity, the City has to set up a Tourism Commission. The Commission has to contract with another organization to perform the functions of tourism entity. The City will have to turn the 70% room tax money over to someone else.

City Attorney Wachsmuth read the draft ordinance.

Council Member Counsell stated that the draft ordinance is missing the definition of “tourism promotion and tourism development”.

Council Member Glassbrenner asked about the Commission organization.

City Attorney Wachsmuth replied that at a future meeting the Mayor will bring in his recommendations for Commission members for Council approval and that the Sec. 66.0615 (1)(fm) statute reference for “tourism promotion and tourism development” could be added.

ORDINANCE NO. 1054

AN ORDINANCE AMENDING CHAPTER 4, BOARDS, COMMISSIONS AND COMMITTEES

The Common Council of the City of Neillsville does hereby ordain as follows:

Chapter 4 shall be amended to add §2-4-14 Tourism Commission

- (a) **COMPOSITION.** The Tourism Commission of the City of Neillsville shall consist of five (5) persons, of which at least one person must be an owner or operator of a lodging facility within the City of Neillsville. All other members of the Commission can be either citizens of Neillsville and/or elected officials.
- (b) **APPOINTMENT.** It shall be the duty of the Mayor to appoint five (5) members. All appointments shall be for one (1) year terms. All appointments shall be subject to approval of the Common Council.
- (c) **POWERS AND DUTIES.** The Tourism Commission is empowered and directed to:
 - (1) Annually elect a chairperson, a vice chairperson and a treasurer.
 - (2) Meet on a regular basis as needed for tourism promotion and tourism

- development.
- (3) Receive from the City of Neillsville, 70% of the room tax collected each year.
 - (4) Monitor the spending of the room tax funds received.
 - (5) Contract with another organization to perform the functions of a tourism entity.
 - (6) Report any delinquent room tax collections or inaccurate room tax expenditures to the Common Council.
 - (7) Assure that all of the room tax revenues received by the Commission are spent on tourism promotion and tourism development as defined in Sec. 66.0615(1)(fm), Wis. Stats.
 - (8) Assure the organization contracted with provides all necessary information to the City Clerk Treasurer to timely meet the room tax reporting requirements.

Passed at a regular session of the Common Council this 10th day of November, 2016

This ordinance shall be effective upon publication.

Steven J. Mabie, Mayor

Rex R. Roehl, Clerk

Motion Glassbrenner, second Quicker, to adopt ordinance No. 1054 as amended. All Aye.

Mayor Mabie introduced Gary Weirauch, Memorial Medical Center (MMC) representative, to address questions about MMC's announcement to continue the planning process to build a new hospital.

Weirauch stated that MMC has delayed and not taken out a loan for remodeling. The City's \$1.5 million loan proceeds have not been used, the money is on hand. The Hospital is more solvent today, than when the loan was taken out. The City is not worse off and is well protected. If the Rural Development loan is received from the USDA, both the City and Unity Bank loans will be paid off with the refinancing. The current facility built in 1954 is both technologically and physically obsolete.

Weirauch stated that it is way too early to tell if MMC will be approved for the loan. The announcement was made to begin the process, as public input is needed in the process. MMC's auditor, Wipfli, thinks we fit the program and can cash flow it.

The model used is a 15 bed rural critical access hospital. The USDA loan would be for 40 years at 2.35% right now (the final interest rate is set at loan approval). Once a loan is approved you have five years to use the funding. Build time is 18 to 36 months.

Weirauch stated that no City money is involved in the project. MMC would have to come to the City for water and sewer utilities extension and zoning changes.

Weirauch stated that a feasibility study has to be done and a service plan penetration into the County developed. A new facility will have an impact on the quality of healthcare, show confidence, help recruit doctors and nurses, as well as businesses and the school district.

Council Member Counsell clarified that the City and Unity Bank loans would be rolled into the new loan and the City and Unity Bank paid off.

Weirauch replied yes. The USDA money can only be for a new facility, it cannot be used to remodel the old facility.

Council Member Counsell stated that by next June or July MMC should have another announcement coming out.

Weirauch stated that MMC has a lot of steps to do to put this application in, you will be seeing and hearing a lot about this.

Mayor Mabie thanked Weirauch for coming tonight.

Council Member Clough presented a background on the new kiosks which came out of a placemaking exercise. The three panels represent the City's theme - Yesterday, Today, Tomorrow. The Neillsville Improvement Corporation (NIC) and Chamber of Commerce are the gate keepers. There is no obligation to be a Chamber member to get items into the kiosks or on the Chamber calendar.

Council Member Counsell stated that the panel facing Hewett Street is a blank empty panel – until you fill it, put something in it. You only see one panel from Hewett Street, put something in it to attract attention.

Council Member Clough stated that all summer long people at the Farmer's Market have seen the other two panels, due to problems at the printers the third panel has been delayed.

Chief of Police Klueckmann reported on October, 2016 complaints, citations, warnings and investigations. Officer Lane Schuld is in field training and doing well.

Council Member Glassbrenner asked about the siren.

Chief of Police Klueckmann stated that he has been busy and hasn't gotten to it yet.

Council Member Counsell stated that the Historic Preservation Commission Christmas Tour of Homes will be November 25 and 26, 2016. With all six properties on E. Fourth Street, it is truly a walking tour this year. We are asking everyone in town to decorate their homes for this event.

Council Member Clough stated that Saturday, November 26, 2016 is also "Small Business Saturday" with many of the downtown business being open. The official Christmas Tree Lighting in conjunction with the "Santa's Coming to Town" event will be Saturday, December 3, 2016 at 5:30 p.m.

Motion Quicker, second Counsell, that City Bills Nos. 1113 to 1172 in the amount of \$201,085.68 and CDBG Housing Escrow Account No. 15 in the amount of \$30.00 be paid. All Aye.

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

Steven J. Mabie, Mayor

Rex R. Roehl, Clerk