

November 13, 2017 Minutes for Regular Meeting of the Common Council of the City of Blair

A meeting of the Common Council of the City of Blair, Trempealeau County, Wisconsin, was duly called, noticed, held and conducted in the manner required by the Common Council and the pertinent Wisconsin Statutes on November 13, 2017. The Mayor called the meeting to order at 7:00 p.m. The following members were present: Mayor A. Knutson; Alderperson and Council President: P. Syverson, Alderpersons W. Cartrette, T. Wheeler, T. Robertson, J. Anderson, Blair Press and Trempealeau County Times. Absent: C. Ekern

Public Comment: None

Regular Council Meeting 10/2/2017 & Special Meeting 10/24/2017 minutes were reviewed and presented.

**Motion by W. Cartrette to approve as presented, 2<sup>nd</sup> by T. Wheeler. Discussion: None. Vote: Yes 5, No 0. Motion approved.**

Blair Chamber of Commerce announced upcoming Economic Development Meeting to be held on November 27, 2017 at 6:30 pm in the Blair/Preston Community Center. Mr. Darrek Orwig, Economic Development & tourism Coordinator for Trempealeau County will facilitate. The goal is to improve growth in City and downtown area and relationships between businesses and local and surrounding areas. All welcome and encouraged to attend.

2018 Budget Hearing Motion by J. Anderson to open the 2018 Budget Hearing, 2<sup>nd</sup> by T. Wheeler. Discussion: none. Vote: Yes 5, No 0. Motion approved. Budget handouts were distributed to all in attendance, review will go on during the meeting with a discussion opportunity later in the meeting prior to approval.

Source Energy Systems-new owners of Preferred Sands WI request for approval of transferring financial assurance responsibility from Preferred Sands WI to Source Energy Preston via Irrevocable Letter of Credit: BMT05457930S/it was explained by Attorneys for the City and Source Energy Preston the forms in the packet were accurate and correct and what is required per the City's Ordinance and agreements with the mines. There is a waiting period requirement which would be met if approved on 11/24/2017. **Motion by J. Anderson to approve switch as requested effective 11/24/2017, 2<sup>nd</sup> by W. Cartrette. Discussion: None. Vote: Yes 5, No 0. Motion approved.**

Request to Transfer from Preferred Sands WI to Source Energy Services of Road Agreement, Conditional Use Permit and Reclamation Permit: Clerk/Treasurer Frederixon explained, a copy of the Road Agreement and C.U.P. is in your packets. Per Road agreement # 7. – This agreement shall be binding on the parties and their respective successors and assigns. If you look at the C.U.P. hand out in your packet – page 34 of the current Preferred Sands WI, LLC C.U.P. - # 22 talks about what is required to transfer ownership of the C.U.P. States: “A Conditional Use Permit shall be transferable to a new owner or operator upon compliance with the terms and conditions of the existing conditional use permit” Also, in your packets are Letters, for each requested transfer, submitted from Source Energy Services and reviewed by the City of Blair Zoning Administrator Brad Hentschel/S.E.H. The City Zoning administrator has reviewed these letters and done a letter, which is also in your packet documenting it is their belief that Preferred Sands of WI – Blair is in full compliance with Annexation Agreement and Conditional Use Permit. Further, there are no known pending or ongoing investigations into violations of the Annexation agreement or C.U.P.

With this information being presented, it is believed that the transfer of these items from Preferred Sands WI-Blair to Source Energy Services complete and in full compliance of the requirements for this type of transfer. Full Council acknowledgment as transfers complete and accurate as presented, per agreement language no formal action is required on these transfers.

Hi Crush Environmental Berm Tree Planting update: Hi Crush has agreement from tree planting company that 4' to 6' trees can be hand planted safely on the top of the final Berm in the Spring 2018, per Council request at 10/2/2017 meeting. **Motion by J. Anderson to approve use of 4'-6' trees on top of this Berm for safety reasons, 2<sup>nd</sup> by T. Wheeler. Discussion: none. Vote: Yes 5, No 0. Motion approved.**

S.E.H. Reports: Wildcat Development: project is considered complete. A final pay application from contractor is on agenda for approval in the amount of \$13,114.74 which will pay the contract in full. **Motion by W. Cartrette to approve A.F.P # 5(final), 2<sup>nd</sup> by T. Robertson. Discussion: None. Vote: Yes 5, No 0. Motion approved.** Lift Station upgrades: floor safety grates and electrical testing both set to be completed 11/15. These should be the last 2 items before the contract can be completed. Department of Administration considers this project done and is processing the final disbursement. Big thank you to AMPI, Jim Nyen and Bob Fraust for making the electrical testing possible. Webster Street: We need to consider Change order #1- in the amount of

\$5,519.00 for additional curb and gutter and reinstall of fire service to Allied Grain. **Motion by W. Cartrette to approve as presented, 2<sup>nd</sup> P. Syverson. Discussion: none. Vote: Yes 5, No 0. Motion approved.** Project is complete and we are recommending 1<sup>st</sup> and final pay application, in the amount of \$162, 308.47 be approved for payment. **Motion by J. Anderson to approve as presented, 2<sup>nd</sup> by T. Robertson. Discussion: Overage amount was due to additional pavement and gravel requested by Council to reinforce the road for heavy truck traffic. Vote: Yes 5, No 0. Motion approved.** Lake Upgrades: DNR pre-application has been submitted. DNR has review and is requiring sediment sampling. Next step would be S.E.H. prepare a 'scope of work' agreement for Council to consider at your December meeting. **Motion by T. Robertson to request S.E.H. to prepare a 'scope of work' agreement for sediment sampling of Lake Henry and include on the December meeting, 2<sup>nd</sup> by W. Cartrette. Discussion: Winter and on a frozen lake is the safest and best time to do sampling, so time is a factor, also some questions from Blair Sportsman's Club representatives related to getting to an estimated cost of the Lake upgrades. S.E.H. said in order to get a good estimate, the placement of the sediment is a huge factor...in a month or so those numbers will be easier to get. Cautious estimate for Design, Plans and Spec for sediment disposal and permitting might be between \$20,000-\$40,000 ranges? Also offer of volunteer assistance from Sportsman Club. Vote: Yes 5, No 0. Motion approved.**

Nomination papers, for spring 2018 election, were distributed to J. Anderson, W. Cartrette and T. Robertson. The earliest they can be circulated is 12/1/2017. Completed forms need to be back to Clerk office by 5 pm on January 2, 2018.

Review and Consider Assessor Maintenance Contract 2018 and 2019. **Motion by W. Cartrette to approve as presented, 2<sup>nd</sup> by T. Robertson. Discussion: none. Vote Yes 5, No 0. Motion approved.**

#### Reports:

Tax, Finance, & Personnel Committee Budget Meetings-9/9 & 10/3/2017-Chairperson J. Anderson reported the budget committee, Mayor, Debi and Susan used these two meetings to prepare a budget for 2018. The budget that was published and in the packets tonight, includes \$5,000 for Dam repairs, \$5,000 for South River Road bridge repair, 8% Health insurance increase, Upgrades to the Shelter bathrooms and camping dump station area, \$55,000 back into budget for pool operations, a 3 % increase for all employees in the Library, Police and Public Works departments and 5% increase to the Deputy Clerk/Treasurer and Clerk/Treasurer in an effort to get them closer to area averages, as was done in all other departments in previous years. The Committee had approximately \$235,000 to distribute in the Capital Projects budget, which includes Ambulance, Police Squad, Fire Protection, Highway, Street Equipment, Park Outlays and Contingency amounts. This Committee added a new account titled Lake Outlay(for Lake improvement projects) and recommends using the estimated \$100,000 anticipated SPW royalty money to be split 75% to the Lake Outlay and 25% to the Contingency fund. Overall the City levy is at a .21 increase from 2017.

Committee also met with Brian Reilly of Ehlers and Associates to discuss options for borrowing for the balance of the pool project. Recommendation from Ehlers was to finance the pool amount through the State Trust Fund Loan program for 10 years or more. The interest rate would be 3.5% - 4% depending on length of loan. This will allow the City to re-finance our TID 5 loan and realize a .75% - 1.25 % decrease in that interest rate, to offset some of the pool loan interest rate. Process from start to finish is approximately 60 days.

Finance Committee reviewed with Ehlers a plan to invest 'non-operational' dollars, in an effort to make our money work for us. This Committee recommends to authorize Ehler's and Associates to proceed with paperwork to secure a loan for the \$600,000 + balance of the pool building project and re-financing of TID 5 loan and also to prepare on agreement for Ehler's to become the City investment managers or our 'non-operational dollars. **Motion by T. Robertson to approve Committee recommendations as presented, 2<sup>nd</sup> by W. Cartrette. Discussion: None. Vote Yes 5, No 0. Motion approved.**

Pool Project Pre-Construction Meeting: Burbach Aquatics, met with all the Contractors, City Public Works Staff and City Clerk, to go through all items in preparation of beginning the construction phase. Clerk was very impressed with the thorough job Jeff Eastman/Burbach did. Contractors and City staff were allowed to get all their questions answered and items were coordinated between all parties. General rules were discussed as far as keeping the work area locked up and neat during entire project. Fill anticipated to be distributed throughout Park to low lying areas. Fence and work anticipated to start in the next week or so.

Building Permit: K. Lien @ 221 Tenney Avenue for installation of new gas service. **Motion by W. Cartrette to approve as presented, 2<sup>nd</sup> by T. Robertson. Discussion: None. Vote Yes 5, No 0. Motion approved.**

Library donation received: Donation from Mr. Rick Herreid to digitize the Blair Press data that is archived in our library. The value of this donation is approximately \$17,000. Mr. Herreid's Grandfather, Myron, grew up in Blair. He and his family ran the Herreid Brothers hardware store. While researching family history in WWI it was very helpful to see the Library still had the Blair Press from that time and by digitizing them they will be available on-line to historians around the Country. Giant Thank you to Mr. Herreid.

Clerk report: South River Road upgrades done by HiCrush at no cost to the City are completed, all reports are that it is a superior quality improvement; Budget process was started earlier and streamlined this year due to Clerk Office preparation and inclusion of Deputy Clerk/Treasurer in process; Clerk with assistance from Co. Hwy Commissioner and Randy Ekern was able to complete and submit an Local Road Improvement Program Grand application to the State-project submitted was a \$75,000 East Broadway Street improvement. If approved the average grant is \$5,000 - \$7,000; discovered the Lake Henry Dam gates were installed by same Contractor that was awarded our new Pool contract; CWF Loan Application has been approved (low interest \$ used for City share of new Lift Station); City will get an additional 1% off the new Health Insurance rates related to required participation in WEA Trust Vitality Wellness program; Tax bills expected out by 3<sup>rd</sup> week in December; Thank you note was received for flowers sent by City, in remembrance of Richard Strand (donated Strand Park to City) and also one from RCU for use of the Community Center for Community Service project.

**Motion by J. Anderson to close 2018 Budget Hearing and approve the 2018 City budget as presented (\* missed in regular, published minutes but formally approved at 1/8/2018 meeting as said on recording), 2<sup>nd</sup> by T. Robertson. Discussion: about sand royalties & mill rate calculations. Vote: Yes 5, No 0. Motion approved.**

October vouchers were presented and reviewed. **Motion by W. Cartrette to approve the vouchers as presented, 2<sup>nd</sup> by T. Robertson. Discussion: None. Roll Call vote was taken: All present voted yes. C. Ekern was absent.**

**Motion by J. Anderson to adjourn to Closed Session per St. Statute 19.85(1)(b)(c) related to Personnel related items, 2<sup>nd</sup> by W. Cartrette. Discussion: None. Vote: Yes 5, No 0. Motion approved.**

**Motion by T. Robertson to return to open session, 2<sup>nd</sup> by T. Wheeler. Discussion: None. Vote: Yes 5, No 0. Motion approved.**

There was no action taken from the Closed Session. Finance Committee decided to meet to review Personnel Policy Handbook and Job Descriptions on November 28 & 29, 2017 at 5:00 pm both days.

**Motion by T. Robertson to adjourn, 2<sup>nd</sup> by W. Cartrette. Discussion: None. Vote: Yes 5, No 0.**

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Susan Frederixon, City Clerk