

## **DRAFT Minutes: City of Blair Regular Council Meeting-July 10, 2017 at 7:00 P.M.**

Call the Meeting to order at 7:00 P.M. by Mayor Knutson

Open Meeting Law Requirements were verified as met by Clerk

Attendance: Mayor Knutson, Alderpersons: Syverson, Ekern, Cartrette, Wheeler, Robertson and Anderson, City Attorney Robertson and Clerk Frederixon.

**Public Comment Session** None

**Present minutes for approval:** Regular Council Meeting 06/05/2017 and Special Meeting 06/07/2017. **Motion to approve as presented 6/5/2017 Regular meeting minutes by P. Syverson/2<sup>nd</sup> same by T. Wheeler. Discussion: None. Vote: Yes 6, No 0. Motion approved.**

Special Minutes were not presented, but moved to the August 7 Regular Meeting for review and approval.

### **Grandview Care Center**

- A. **Resolution 7-10-2017-1:** Authorizing redemption of Municipal Nursing Home Mortgage Revenue Bonds, Series 2008, dated June 19, 2008
- B. **Resolution 7-10-2017-2:** Authorizing City of Blair, Wisconsin Revenue Bonds, Series 2017 (Grand View Care Center, Inc.)
- C. **Resolution 7-10-2017-3:** Authorizing Sale of City owned real estate to GVCC, Inc. including the form of purchase agreement

All GVCC related items were explained by G. Nix and B. Reilly/GVCC representatives. The previous 2008 Bonds will be paid off and new Bonds will be issued with the City being the conduit for the process, because this will have a favorable financial benefit. These are the final Bond documents and are related to the building of a new Community Based Residential Facility on the current GVCC campus which will be a big benefit to the City and surrounding area and GVCC.

**Motion by J. Anderson to approve as presented Resolution 7-10-2017-1 authorizing redemption of Municipal Nursing Home Mortgage Revenue Bonds Series 2008, dated June 19, 2008/2<sup>nd</sup> same by C. Ekern. Discussion: Documents were prepared by the legal firm Quarles & Brady, Ehlers & Associates, Weld-Riley and other. Vote: Yes 6, No 0. Motion approved.**

**Motion by J. Anderson to approve as presented Resolution 7-10-2017-2 authorizing City of Blair, Wisconsin Revenue Bonds, Series 2017 (Grand View Care Center, Inc.)/2<sup>nd</sup> same by C. Ekern. Discussion none. Vote: Yes 6, No 0. Motion approved.**

**Motion by T. Wheeler to approve Resolution 7-10-2017-3 authorizing the sale of certain real property in the City of Blair, being tax parcels 206-00209-0000 and 206-00210-0000, to Grand View Care Center, Inc. The sale price of the property shall be equal to the outstanding principal amount of the Municipal Nursing Home Mortgage Revenue Bonds, Series 2008 issued on June 19, 2008, as of the date of Closing, plus accrued interest through the redemption date. The form of the purchase agreement shall be approved by the City Attorney with a delegation that the City Mayor and Clerk be directed to sign after that approval with no further action from the Council required/2<sup>nd</sup> same by T. Robertson. Discussion none. Vote: Yes 6, No 0. Motion approved.**

**Blair/Preston Fire Department fire hydrant discussion** request from fire department for City hydrants to be painted, some are difficult to see in emergency situations. Discussion also to research cost of 'hydrant flags'.

**Motion by J. Anderson to buy paint and proceed ASAP to have hydrants painted as needed, ok to use Community Service and P.T. Park Staff; table the hydrant flags until more information is available/2<sup>nd</sup> same W. Cartrette. Discussion: None. Vote: Yes 5, No 0 Abstain 1/T.R.**

**Consider approval of TID 7 - 30% financial audit requirement**-Baker Tilly proposal/Action item

Brian Reilly/Ehlers explained an audit is required after spending over 30% of the TID \$, which we have reached.

**Motion by W. Cartrette to approve the engagement letter from Baker Tilly to complete a TID 7 30% audit at a cost not to exceed \$6,200. /2<sup>nd</sup> same P. Syverson. Discussion: None. Vote: Yes 6, No 0. Motion approved.**

**Review/Discussion related to possible City investment options**-Ehlers/Possible action

Jack Fay/Senior Investment Advisor with Ehlers Investment Partners went through information related to possible investment ideas the City might want to participate in to make the most of the dollars the City has designated for project at later dates or not needed to run the daily budgeting of the City. Information was presented for investments for 3 – 36 months at interest rates from 1.2% - 1.85 %. One example showed interest gain of more than double the current rates. **Motion by T. Robertson to refer this topic to the Finance Committee for further review/2<sup>nd</sup> same C. Ekern. Discussion: None. Vote: Yes 6, No 0. Motion approved.**

**Request for rezoning of property @ 502 S. Pearl Street**/Action item

Alan Robertson, explained the certified survey map related to property at 502 S. Pearl St. The Ladsten's request rezoning a portion of parcel to residential, to separate it from the large agricultural zone the home is on. This is for preparation for future sale. The process for a re-zoning request is for the City Council to send to the Plan Commission/Plan Commission considers and makes a recommendation to the full Council at a future meeting. **Motion by T. Robertson to move request to the Plan Commission/2<sup>nd</sup> same W. Cartrette. Discussion: None. Vote: Yes 6, No 0. Motion approved.**

**Joint Fire Board member appointments** Mayor Knutson has acceptance from Bill Hamble to join the Board as the City general member. Still working on a member that has Fire Department experience. **Motion by W. Cartrette to allow Mayor to appoint members and schedule meetings prior to formal Council approval/2<sup>nd</sup> same P. Syverson. Discussion: None. Vote: Yes 6, No 0. Motion approved.**

**Consider Application for Class B Liquor License/Rita Tranberg Memorial, Sept 9 & 10, 2017** Action item

**Motion to approve as presented by T. Robertson/2<sup>nd</sup> same P. Syverson. Discussion none. Vote: Yes 6, No 0. Motion approved.**

**Cleaning City Hall/Library Outsourcing Quotes & recommendation** Action item

Council review 4 quotes received, from very good applicants ranging from \$69.00 to \$97.00 per day. **Motion by C. Ekern to accept low quote of \$69.00 per day presented by Nancy Olson, City of Blair resident/2<sup>nd</sup> same T. Wheeler. Discussion: None. Vote: Yes, 6 No 0. Motion approved.**

**Reports:**

**~Police-Ordinance Committee Meeting\_06/20/2017/T. Robertson-Chairperson**

Consider draft Ordinance revisions:

*Section 18.06* relating to junked vehicles: changes submitted to remove reference in current ordinance to 'zoning administrator' who has nothing to do with abating nuisances. **Motion to approve change as presented by T. Robertson/2<sup>nd</sup> same W. Cartrette. Discussion: None. Vote: Yes 6, No 0. Motion approved.**

*Section 57.05*, relating to collection of Delinquent Property Taxes: Amend subsection (2) to delete work "shall" and substitute "may" and repeal and recreate (3) as follows: The city is entitled to add unpaid costs, disbursement, interest and penalties to the tax roll. **Motion by C. Ekern to approve as presented/2<sup>nd</sup> same T. Robertson. Discussion: None. Vote: Yes 6, No 0. Motion approved.**

*Section 46.03(5)* relating to Home Occupations: Committee recommends change related to Home Occupations being a Conditional Use, Animal Processing and Rendering not being permitted, restricting employees to only immediate family members and all other Ordinance in affect at time of application. **Motion by T. Robertson to send to Plan Commission for review with recommendation to approve presented changes/2<sup>nd</sup> same W. Cartrette. Discussion: None. Vote: Yes 6, No 0. Motion approved.**

**~Police Chief Beautification Resident Notice Final Draft:** Letter approved as is, with statement of support from full Council attached, T. Robertson will draft Council support statement. **Motion by W. Cartrette to approve letter, Council support statement, distribution via bulk mail to all City residents and copies to Blair Press and TC Times/2<sup>nd</sup> same C. Ekern. Discussion: None. Vote: Yes 6, No 0. Motion approved.**

**~Pool Committee Meetings held 6/7, 6/14/2017/W. Cartrette reported:** June fundraiser raised \$6,200 with an additional \$1,500 in donations on top of that. Committee is still actively working to reach goal, they have researched for grants without much available, some things that would help are 'in kind' donation, which is donations of time, labor, expertise etc., for example with the construction of the bathhouse which would be a boost of approximately \$200,000 or more off the total cost.

The Committee has promises for 'in kind' donations for demolition from area contractors and waste removal from Tri City Sanitation which are also giant boosts to the project. Also in need of Type A aggregate material, offer from Sand Products WI representative to assist with a review of that material and check if able to help. Reminder that we are building a normal size pool, not an extravagant pool. Pools built in our area 23 years ago, were approximately \$1.6 million. Only attempting to get necessary and code required quality's in a pool, handicap accessibility, 0 depth so all ages and abilities can use, lap lanes and swim team lanes.

**~Speed Hump installation/Clerk/approved speed hump** was installed on the outgoing lane of County S last week, remaining humps are planned to be installed soon. Information shared that traffic is going out of the lane with the hump to avoid the hump. Suggestion to research and place 'reduced speed ahead' sign and possibly flashing solar light on top of sign. **Motion by P. Syverson for placement of remaining speed hump directly across from current one so traffic is required to go around/2<sup>nd</sup> same C. Ekern. Discussion: None. Vote: Yes 6, No 0. Motion approved.**

**~Engineering project reports: Per S.E.H. Representatives - Wildcat Development** Paving and shouldering completed but ditches washed out in the rain subsequent to Gerke repairing them. SEH would like to conduct a walk through punch list discussion with City staff and Committee chair ASAP so we can give Gerke a final punch list and get the project finished. Lot 21 has sold to a longtime resident with single family home building plans. **Storm Water Run-off project** plans should be to City by end of this week and will assist with preparing ad of project quote requests. **Main Lift Station Project** work on the substantial completion list is proceeding. No new 'applications for payment' have been received since March 31, 2017. We are waiting for Wapasha/Contractor to give update. Final Completion walk-thru will be scheduled after that, hopefully end of July. **Webster Street Extension** Erickson Excavating will start preliminary items, not digging, but erosion control set up, job trailer, etc. Also working closely with neighbors of project and City on the water main shut down for the least impact. Clerk explained during the pre-construction meeting a suggestion to add a 10 " valve to the right of Webster road to allow isolation of water shut off for future work. This would allow water to remain in service for Lefse Company and any future businesses in that area. Cost estimate of \$1,500 for valve and Erickson will not charge any labor (\$1,000 savings) since he is already in the area and is a super nice guy. City Water Superintendent, Mayor, Water Committee Chair all supported placement of valve. **Motion by T. Wheeler to approve valve as presented/2<sup>nd</sup> same W. Cartrette. Discussion: None. Vote: Yes 6, No 0. Motion approved.** **4<sup>th</sup> Street Corridor Study** work is being done on layout of proposed right of way for 4<sup>th</sup> Street and hoping for a Committee meeting late July or early August to review. **Comprehensive Plan** development is progressing. The Market Analysis was shared with Council. We are working to schedule a Community-input Workshop, wherein a SWOT analysis will take place. The information from this meeting and Market Analysis will be used to create the additional chapters needed and develop goals and objectives for Blair to guide decision-making over the next several years. S.E.H. continues to pull together background data for the planning chapters. The S.E.H. Agreement for 2018 Street & Utility Corridor Study was already approve at the June meeting and work has begun.

**New TID reporting due July 1 Update** report was completed by Clerk Frederixon and Citavis Engineering/Clerk feels comfortable to complete report on own going forward. JRB is tentatively being scheduled for July 20<sup>th</sup> 2017.

**CN Railroad Customer Service/Engine running update** Clerk was able to get through to CN Railroad customer service line. They were very nice to talk with; took the information and will check to see if another location is possible. Encouraged residents to use the 1-888-888-5909 number and file reference number – 928770 to contact CN personally so they can get the most up to date information on what is being done.

**Review/Discussion related to fill material used in East End Industrial lot upgrade:** determined that the lot will have to be developed by purchaser. Lot will have to be taken down to a solid sand base and then filled with good fill material appropriate for building as lot is at a low elevation, which is normal prior to building. There was a lot of black dirt mixed in with other material also, not large percentage of clay.

**Building Permits:** Simmons Management for security fence @ 219 S. Main Street-Motion by W. Cartrette to approve/2<sup>nd</sup> C. Ekern. Discussion: None. Vote: Yes 6, No 0. Motion approved. J. Rawson for structure improvement on south wall, floor, foundation, siding and cabinetry @ 116 N. Gilbert Street-Motion by J. Anderson to approve/2<sup>nd</sup> same C. Ekern. Discussion: None. Vote: Yes 6, No 0. Motion approved. City/Postal Service for privacy partition between front counter and work area @ 118 Urberg Avenue-Motion by C. Ekern to approve/2<sup>nd</sup> same W. Cartrette. Discussion: None. Vote: Yes 6 No 0. Motion approved. R. and D. Tranberg for front deck @ 648 E. Olson Street-Motion by W. Cartrette to approve/2<sup>nd</sup> same C. Ekern. Discussion: None. Vote: Yes 6, No 0. Motion approved. M. Berg for deck @ 205 E. Broadway Street-Motion to approve by T. Robertson/2<sup>nd</sup> same T. Wheeler. Discussion: None. Vote: Yes 6, No 0. Motion approved. S. Cooper for privacy fence @ 825 E. Broadway Street-Motion by P. Syverson/2<sup>nd</sup> same T. Robertson. Discussion: None. Vote: Yes 6, No 0. Motion approved.

**Clerk report:** Deer are scheduled to be picked up from our Park July 13<sup>th</sup>. Replacement deer – Mr. Fritz, owner of the Fallow deer will not be able to have the deer in Blair through his license, it is too big of a business risk. Suggest the City apply for a deer farm license, approximately \$165 per year and purchase 3 deer from him at a discounted price of about \$2,000. Mr. Fritz would provide testing and vaccinations and general care assistance at his cost as he believes in the deer being a source of enjoyment to visitors to our Park. **Motion by C. Ekern to send to Park Committee for discussion and details and work on a written agreement between the two parties/2<sup>nd</sup> same T. Robertson. Discussion: None. Vote: Yes 6, No 0. Motion approved.**

Deputy Clerk/Treasurer Debi Fremstad completed year 1 of 4(a full week of training) at UW Green Bay's Municipal Treasurer Certificate Program. Classes included Government Accounting, Audit preparation, development of budgets, etc. It is reported that most municipalities require this program for new hires.

Map of old dump road was reviewed.

**Present Vouchers for review and approval:** Motion by C. Ekern to approve as presented/2<sup>nd</sup> same W. Cartrette. Discussion: question about part time police office check-used to cover weekend sick hours. Roll call vote – all yes. Motion approved.

**Motion to adjourn** by C. Ekern/2<sup>nd</sup> same T. Wheeler. Discussion: None. Vote: Yes 6, No 0. Motion approved.

**Next Regular Council Meeting Set for August 7, 2017 @ 7:00 pm – 122 S. Urberg Avenue, Blair WI 54616**

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Susan K. Frederixon-Clerk/Treasurer