

**Draft City of Blair Regular Council Meeting Minutes, April 12, 2021 at 6:30 p.m.**

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 April 12, 2021. Mayor Ardell Knutson called the meeting to order at 6:30 p.m. The following members were present: Mayor A. Knutson; Alderpersons-T. Wheeler, J. Anderson, P. Syverson (arrived 6:33 pm), D. Stephenson, M. Lisowski & C. Ekern, City Attorney from Radcliffe Law Office, Clerk S. Frederixon, Trempealeau County Times, Nate Dahl/Bull Pen Sports Bar, Erica Anderson/Soul Sisters Shop, Jeremy Tranberg/Blair Haus Sports Bar, newly elected Mayor John Rawson, Tim Robertson, Brian Jahr, Lucas Solberg, Police Chief Johnson & Officer Kim Potts.

Mayor Knutson asked for a motion to open the CDBG Public Hearing related to Broadway and Pearl Street Infrastructure/Utility Project. **Motion by T. Wheeler to open the Public Hearing regarding City's proposed application for Community Development Block Grant-Public Facilities Program (CDBG-PF) funds, 2<sup>nd</sup> by C. Ekern. Discussion: None. Vote: Yes 5, No 0, Paul S. not here yet. Motion approved.** David Schofield/City Engineer went over items required for the application: Citizen Participation Plan, Resolution to Adopt Citizen Participation Plan, Authorizing Resolution to Commit Matching Funds, Fair Housing Ordinance draft, Resolution to Adopt a Fair Housing Ordinance, WI Residential Anti-Displacement & Relocation Assistance Plan for CDBG Programs & Authorizing Resolution to submit a CDBG Application. City of Blair is eligible due to low to moderate income levels in our area, this grant supports projects that benefit residents and planners feel improving utilities and road surface for Broadway & Pearl Streets will benefit community wide. Benefits include improved public safety and health by replacing water and sanitary sewer mains, upgrading 4 inch water main to a 10 inch main, which would have been very helpful in an event such as the Blair Haus fire, and will increase fire protection for downtown district. Total cost of project is \$ 2.3 million, with grant possibility of \$1 million reimbursement if approved, local share of \$ 1.3 million. We would explore additional funding sources like 'clean water fund' and 'safe drinking water fund' low interest loans for local match portion. If approved for grant funding, the project estimated time frame is 2022/2023. If CDBG funding not approved project will be postponed. Mayor Knutson asked for any public comment related to this project at this time, hearing none, Action was taken on the following:

**Motion by J. Anderson to approve Resolution # 4-12-2021-A/Resolution to Adopt a Citizen Participation Plan for CDBG application compliance, 2<sup>nd</sup> by M. Lisowski. Discussion: None. Vote: Yes 6, No 0. Motion approved.**

**Motion by P. Syverson to approve Resolution # 4-12-2021-B/Authorizing Resolution to Commit Matching Funds for CDBG application compliance, 2<sup>nd</sup> by T. Wheeler. Discussion: None. Vote: Yes 6, No 0. Motion approved.**

**Motion by C. Ekern to approve Resolution # 4-12-2021-C/Resolution to Adopt a Fair Housing Ordinance for CDBG application compliance, 2<sup>nd</sup> by P. Syverson. Discussion: None. Vote: Yes 6, No 0. Motion approved.**

**Motion by J. Anderson to approve WI Residential Anti-Displacement & Relocation Assistance Plan for CDBG Programs for CDBG application compliance, 2<sup>nd</sup> by T. Wheeler. Discussion: None. Vote: Yes 6, No 0. Motion approved.**

**Motion by T. Wheeler to approve Resolution # 4-12-2021-D/Authorizing Resolution to Submit a Community Development Block Grant (CDBG) Application, 2<sup>nd</sup> by D. Stephenson. Discussion: None. Vote: Yes 6, No 0. Motion approved.**

**Motion by J. Anderson to close the CDBG-PF hearing, 2<sup>nd</sup> by D. Stephenson. Discussion: None. Vote: Yes 6, No 0. Motion approved.**

Mayor Knutson opened the Regular Council Meeting.

April 6, 2021, Election results were shared, First term Mayor, John Rawson, Re-elected, Alderperson Ward 1, Chris Ekern, Alderperson Ward 2, Terry Wheeler and Alderperson Ward 3, Paul Syverson. Clerk thanked them for their willingness to help with local government. Clerk Frederixon distributed newly elected officials their 'Certificates of Election' and noted there was a copy of Chapter 4 City Council Ordinance in each packet for new and returning council members, gives guidelines adopted by City on general procedures and accepted practices for those in these positions. Mayor Rawson has been given a copy of the League of Municipalities, 'Powers and Duties of WI Mayors' publication for his information, to assist him with his new duties.

Many thanks and good wishes for retiring long-term Mayor Ardell Knutson, along with a round of applause.

Public Comment: Clerk Frederixon was asked by 'Class of 1978' to remind Council they will plan to attend the 4/20/21 meeting to finalize plans for their memorial display for the Park. Jeremy Tranberg mentioned during the clean-up process from the Blair Haus fire, they remembered there is a storm sewer drain that goes through his Blair Haus property, he has mentioned it to Street Superintendent, doesn't know how to handle? Doesn't want it to interfere with any rebuilding project he might do.

Present minutes for approval: Regular Meeting on 3/1/2021 & Special Meeting on 3/16/2021. **Motion by P. Syverson to approve 3/1/2021 Regular Meeting minutes as presented, 2<sup>nd</sup> by D. Stephenson. Discussion: D. Stephenson asked if sand mine bonding was verified and in compliance, Frederixon verified, yes all bonding was verified as in compliance for Hi Crush, by Attorney Radcliffe and is on file in City office, believes S.E.S. is also in compliance and verified but will verify with Attorney Radcliffe and email information. Vote: Yes 6, No 0. Motion approved. Motion by P. Syverson to approve Special Meeting 3/16/2021 minutes as presented, 2<sup>nd</sup> by J. Anderson. Discussion: None. Vote: Yes 6, No 0. Motion approved.**

Discuss/Take Action on Liquor, Server, Cigarette, Mobile Home & Building License/Permit rates/D. Fremstad-Treasurer/Deputy Clerk explained, the topics underlined were all previously discussed & acted on but the Ordinance Fee Schedule needs to be updated and City office/auditors require clear direction so we are asking for more detail in the motions for these topics.

**Motion by J. Anderson to increase Class A beer license fee to \$100 per year, Class A liquor license fee to \$500 per year, making Class A combination license fee \$600 per year, 2<sup>nd</sup> by P. Syverson. Discussion: None. Vote: Yes 6, No 0. Motion approved.** (Class A is retail sales, so now taverns & retail will be equal license fees)

**Motion by J. Anderson to increase cigarette license fee to \$100 annually from July 1<sup>st</sup> to June 30, 2<sup>nd</sup> P. Syverson. Discussion: D. Stephenson asked if this is for taverns, Fremstad, currently 0 taverns have cigarettes, but yes for both retail and taverns. Vote: Yes 6, No 0. Motion approved.** (This brings amount up to State level)

**Motion by J. Anderson to increase the fee for mobile home park license to \$100 per year per mobile home Park, 2<sup>nd</sup> by D. Stephenson. Discussion: None. Vote: Yes 6, No 0. Motion approved.**

Clarification on previously approved 2021 Sewer rate increase: Council was reminded that after recommendations from Auditors, study done by Ehlers and the need to make our Sewer utility fund compliant, they had approve a general increase of Sewer rates of 65% effective 1/1/2021. As we prepared for 1<sup>st</sup> quarter billing and went back to the minutes and council direction, clarification is needed for accuracy in the new rate system. **Motion by M. Lisowski to approve new 2021 Sewer Utility rates of: 1. Quarterly fixed meter charge increases as per 'Table 11', in meeting packet/Ehlers study. 2. Increase Volumetric Rate from \$5.64 per/1,000 gallons to \$8.27 per/1,000 gallons per Ehlers study, 2<sup>nd</sup> by D. Stephenson. Discussion: This was effective 1/1/2021, which will show on 1<sup>st</sup> Quarter billings coming out in April 2021. Vote: Yes 6, No 0. Motion approved.**

S.E.H. Engineering/David Schofield report: Will be submitting grant application for Broadway & Pearl Streets. Concern for through way traffic, during project has prompted discussion on possible detours, we looked in to a Taft Street extension (Park to Porter to Main), but found that any Right of Way was vacated at least from Main to Porter. If wish to extend that area, would need either a temporary easement or permanent 'right of way' and do improvements to make sure road is passable. There is a water main in that area and at least an easement by 'prescription' for pipe, but not to dig for repairs, if needed, not ideal. If Council wishes to pursue this it looks like it will not be as easy as we hoped. Street Committee may wish to discuss again. After walking the Broadway/Pearl Street project path, it is possible there is 20% - 25% of the sidewalk that is in decent shape so could possibly save some, but the project has replacement in the bidding documents. Special assessments to residents for sidewalk replacement will be set aside and paid 100 % by grant and City funds. Broadway will be narrowed slightly, about 6 inches on both sides, to avoid some power poles, gas meters, etc., will still be wide enough for traffic and parking. Center & Broadway St. Bridges have been inspected, report shows both structures are in decent shape, with only minor items to be repaired.

Blair Preston Fire department application for Temporary Class B liquor license for 5/8/2021 for Dance & 6/10/2021 for Wheeler into Blair event & request to use City parking lot for 5/8/2021 event: Motion by C. Ekern to approve Class B liquor license for 5/8/21 & 6/10/21 for fire department events, 2<sup>nd</sup> by P. Syverson. Discussion: None. Vote: Yes 6, No 0. Motion approved. Motion by J. Anderson to approve May 8<sup>th</sup>, use of the City parking lot for this event, close down Pearl Street from 1<sup>st</sup> Street to Broadway for event, 2<sup>nd</sup> by C. Ekern. Discussion: Police department will assist with lot being cleared for event by Friday, May 8<sup>th</sup>. Vote: Yes 6, No 0. Motion approved.

WHEEL-R-IN Event request for street closure & set aside of Ordinance 41/Public Consumption on June 10, 2021: Motion by P. Syverson for Street closure on Broadway from S. Urberg to Pearl and partial on Gilbert St. to City Parking lot, entrance to remain open, 2<sup>nd</sup> by D. Stephenson. Discussion: None. Vote: Yes 6, No 0. Motion approved. Motion by J. Anderson to set aside Ordinance 41/Public Consumption for this event and the fireman May 8<sup>th</sup> event, 2<sup>nd</sup> by P. Syverson. Discussion: None. Vote: Yes 6, No 0. Motion approved.

Bullpen Sports Bar request for street closure & set aside of Ordinance 41/Public Consumption on May 1, 2021 for Caleb Anderegg benefit: Motion by C. Ekern to approve Street closing on May 1 from W. Broadway Street to City Lot & Ordinance 41 set aside for event, 2<sup>nd</sup> by M. Lisowski. Discussion: None. Vote: Yes 6, No 0. Motion approved.

Soul Sisters boutique request for street closure on May 8, 2021 for Grand Opening Event: Motion by C. Ekern to approve Street closure from W. Broadway to City Parking Lot entrance on May 8, 2021 for event, 2<sup>nd</sup> by D. Stephenson. Discussion: None. Vote: Yes 6, No 0. Motion approved.

Cameren Berg request to purchase portion of city owned parcel @ 905 E. Broadway Street to enlarge his property's backyard: City currently has a 'lift station' on this parcel with plans to possibly remove it within the next couple of years, which would allow a full lot to be offered for sale. Motion by C. Ekern to table until after Broadway Street project when decisions on lift station are made, 2<sup>nd</sup> by P. Syverson. Discussion: None. Vote: Yes 6, No 0. Motion approved.

Wapasha Construction Co. Inc Application for Payment # 15 & Final for Blair Aquatic Center project: I have reviewed this application and agree with Wapasha's final payment amount, but the process is for Burbach Aquatic to review it and authorize us to pay it and close the project. Burbach has been given the information and we are waiting and expecting their authorization, but haven't received it yet. Motion by J. to approve 'application for payment # 15 & final' from Wapasha Construction for Blair Aquatic Center project in the amount of \$26,829.29,

**contingent on Burbach Aquatics authorization, 2<sup>nd</sup> by C. Ekern. Discussion: Does this include the retainage amount/Yes per Clerk Frederixon. Roll call vote: Paul/yes, Chris/yes, Dennis/yes, Jill/yes, Mike/yes & Terry/yes. Motion approved.**

**Building Permits: Francis Pyka @ 528 E. Broadway Street for chain link security fence/Motion by M. Lisowski to approve Pyka permit as long as meets all set back requirements, 2<sup>nd</sup> by C. Ekern. Discussion: None. Vote: Yes 6, No 0. Motion approved. Ken & Mary Ellen Connor for expansion of Bathroom to include laundry; Lee Carpenter @ 126 E. 5<sup>th</sup> Street for Black Chain Fence/Motion by P. Syverson to approve Carpenter permit as presented, 2<sup>nd</sup> by T. Wheeler. Discussion: None. Vote: Yes 6, No 0. Motion approved.** David Sampson @ 327 S. Peterson Avenue for foundation repair; Nathan & Mara Lambright @ 909 E. Broadway Street for 6' high, wooden, dog eared fence/Motion by M. Lisowski to approve Lambright fence as presented, after Clerk/Building inspector check that plans are compliant with Broadway Street side set back and permitted to build on separate open lot, if not permit should be changed to be compliant and re-submitted for consideration, 2<sup>nd</sup> by J. Anderson. Discussion: None. Vote: Yes 6, No 0. Motion approved. Beth Johnson @ 501 Fourth Street for 2 Additions to current home; Lannie Howe @ 320 S. Peterson Avenue for Pool & fence/Motion by J. Anderson to table Howe permit until fence materials information is obtained, 2<sup>nd</sup> M. Lisowski. Discussion: None. Vote: Yes 6, No 0. Motion approved. Tanner Kidd @ 852 E. Taft Street for Egress Window & Add-on Garage; **D. Stephenson asked for information on how the General Engineering Building Inspection process works/Clerk stated, unfortunately, that process has not yet been formalized. G.E.C. has been verbally giving general guidance on Blair permit questions, but no formal building inspection services. Clerk has made many attempts to have it finalized with numerous delays. Clerk will contact G.E.C. and make clear how important it is we implement the building inspection services ASAP, so we can assist our residents/business owners with their building permit needs.**

**Motion by M. Lisowski to approve permits needing G.E.C. review/guidance, (Connors, Sampson, Johnson and Kidd), attempt to work with G.E.C. to implement building permit services to City, so permits can be granted ASAP, with follow up on 4/20/21 meeting agenda, 2<sup>nd</sup> by C. Ekern. Discussion: None. Vote: Yes 6, No 0. Motion approved.**

**Reports: Police Department: Chief Johnson: Officer Kokott off 'field training', on his own now, doing well; met with West Central Metropolitan Law Enforcement Group that helps supply equipment to departments that need it and they are shipping about \$300 worth of equipment to our department @ no charge; UCR's that were behind since January 2020 have been turned in and State is happy, working with State on new reporting system for those; I signed up for Virtual Academy for on-line training, low cost of \$225 for 5 officers, which includes 2 part time officers; have emailed all reviewed Ordinances & deposit schedule to Attorney Radcliffe for his review. Priority's for department are to return to Lexi Pool Ordinance review, D.O.J. records updating & getting crime reporting systems up and running properly, Street Department/Randy Ekern: Street Sweeping, cleaning storm drains, installation of loader cutting edge, installation of new hydraulic pump for main broom on sweeper, preventive maintenance loader and vehicle washing, sand blown from Street shop blacktop, worked with Dorner to have 2 more new motors & actuators installed on Dam, currently 4 of 10 gates have new motors and actuators and all gates are in good working order, remove snowplow and portable sander from dually and grease/oil & add stabilizer to gas motor of portable sander. Water/Waste Water Department: Bob Fraust: no report. Park Superintendent report/Brian Jahr: Park is been having some vandalism, doors kicked in at both softball & baseball field dugouts, Schroder Shelter door handle damaged & some playground equipment busted, working to repair damages and with Police on that; otherwise going good, getting ready for Spring, docks are in, moved ice skating shack, working on drainage issue near exit of Park, deer seem to be doing well.**

Police/Ordinance Committee Meeting on 3/9 & 3/23/2021/C. Ekern, Chairperson: Agenda's included Chapter 38 Snowmobile & Other vehicles, specifically consideration of including ATV/UTV use to this Ordinance in some form. D. Stephenson had done a door to door survey within his Ward and found mixed support and non-support, 6 no & 3 yes, similar results to C. Ekern survey 2 years ago. Travis Armitage attended as an advocate for adding ATV/UTV/Golf Carts to Ordinance in some form. Topic was tabled at 3/9/21 meeting until better maps could be obtained from County/Township. Chief Johnson presented some Ordinance information and deposit schedule recommendations, **committee recommends to follow Chiefs recommendations of following State citation information instead of City Ordinance Citation as presented meeting. Motion to have Chief Johnson draft Ordinances from P.D. for consideration to Committee at later date.** MCS was at meeting to discuss Police Department "IT" needs, will cost approximately \$6,000 to upgrade current systems, P.D. will meet with Finance Committee to discuss additional funds needed for this project. P.D. telephone upgrades were discussed, approximately \$45.00 per month. Speed signs placement was discussed: 1 at Elland Road & River Road, 1 on Schansberg Road near Quarry and 1 near Century Link building near GVCC. March 23, 2021 Meeting: Agenda was to review Ordinance Chapter 38 Snowmobile & Other vehicles/consider addition of UTV/ATV/Golf Carts to Ordinance. Committee reviewed maps and additional information from County and Township. More information from Township and additional maps are still needed. Discussion on routes(plans to keep mostly out of Park for safety reasons), enforcement, will check with Attorney Radcliffe on a 'trial period' through summer, a temporary type Ordinance, 1<sup>st</sup> draft of Ordinance was reviewed but Committee noticed a needed change to language. Dan from Radcliffe Law said Mark wanted Committee Chairperson to let Mark Radcliffe know if they want the 'Blair resident' language changed and what date they wanted for end date (September 6?) on temporary trial period and he can re-draft Ordinance for review.

Joint Waste Water Advisory Meeting on 3/10/2021/Clerk: AMPI offered (in an effort to improve understanding of waste water issues) City of Whitehall and City of Blair Administrator/Clerk and Waste Water Superintendents a tour of their Cheese Plant and Whey Pond facilities and Whitehall offered tour of their waste water treatment facility. Bob Fraust and I attended the AMPI plant and whey pond tours and I and AMPI manager also went to the Whitehall wastewater treatment plant tour. **Whitehall told AMPI & myself they were struggling to keep up with what AMPI is sending to their treatment plant and need cooperation from AMPI to become compliant with loads being sent.** This was an opportunity for us to get together and discuss improvement and how we will get into compliance ASAP. Waste Water numbers were not in compliance in March 2021 yet, so we are looking to AMPI for plans for compliance. AMPI says they are working on it and have done things to improve, and I do think this type of problem takes time to filter through for compliant numbers to show up. I feel it is always good to become more informed with things that effect the City, and this is a very important topic at this time.

Streets, Lights & Equipment Committee on 3/16/21/P. Syverson-Chairperson: Meeting called to order at 3:00 pm by Chair Paul Syverson. Members Present: Paul Syverson, Terry Wheeler and Chris Ekern. Also Present: Dave Schofield, Randy Ekern, Robert Fraust, Al Rinka and Charles Pearlman. Open Meeting Law was verified by posting. Committee discussed Summer Street project of sealcoating Larkin Valley Road. **Committee will recommend to Council to proceed to do.** Also discussed additional parking spots in the Park. **Will recommend this to Council also.** Next on the agenda the Committee discussed the 2021 CDBG Street/Infrastructure Project. Mr. Scofield updated the Committee on the project. Discussed Fire Protection. Project includes Water and Sewer replacement. The present sizes are 4" and 6" and replacing with 10" Pearl to Tappen. Sewer at Pearl 8". Pearl to Park is basically flat and will have to be 17 feet deep to get slope. Grant application is due the end of May with construction to begin in 2022 and completion in the fall of 2023. Bob Fraust to do video inspection and also to check sidewalks. The project will narrow Broadway about a foot. Al Rinka, Trempealeau County Highway Commissioner, was present to discuss County's involvement including the bridge on Broadway by the

Fire Station. County would be part. **Recommend to Council to pursue both bridges (Broadway and Center).** The bridges are 19 feet so probably would have to see about funding. Suggest getting both inspected by Core and looking at replacing with a specific corrugated type culvert. Also discussed getting rid of the lift station east of Birch. S.E.H. will get cost estimate. The City will probably have to pursue interim financing. The Committee then went on a visual walk of the planned project. Meeting was adjourned at 4:30 pm. **Motion by P. Syverson to approve Trempealeau Co. Highway Department Bid of \$8,400 for summer 2021 Chipseal work on Larkin Valley Road, 2,400 feet x 20 feet, generally from bottom to top of hill, using funds from Street project CIP, 2<sup>nd</sup> by C. Ekern. Discussion:** Clerk Frederixon shared R. Ekern 2<sup>nd</sup> BID for same work (wasn't available at time of meeting), wanted the Council to know he met with this company and the product seemed far superior to other products, wondered if Committee wanted to table for a chance to get more information? The Bid was for \$ 24, 153.00. Council decided not to consider the 2<sup>nd</sup> bid at this time. **Roll Call Vote: Paul/yes, Chris/yes, Dennis/yes, Jill/yes, Mike/yes & Terry/yes. Motion approved. No action needed related to CDBG project plan or replacement of Center & Broadway Street Bridges.** Discuss/Take Action on additional parking in Park: Street Committee had asked Brian Jahr to get bids on additional road and parking upgrades for Park. Per Brian Jahr/Park Superintendent, Bids were received from Trempealeau Co. Hwy. Department for: Park entrance/exit on Gilbert St. blacktop is in very poor condition/Bid of \$18,000 for pulverizing, raising a bit and new blacktop; Additional parking at 'open shelter'/Bid of \$800 for 40 feet & \$1,600 for 80 feet; 2 handicap assessable parking spots near Large Shelter restrooms/Bid of \$800; Boat ramp area, from edge of walking trail to boat ramp/Bid of \$1,600; Pool angle parking where ice rink was in 2020/Bid of \$2,700; Shed near deer pen safety concern for ATV/UTV/Bid of \$2,750. None of these improvements would affect the dump station for campers. **Motion by P. Syverson to send the Park additional parking & road work improvement topic back to Street committee for a final recommendation to full Council at a later date, 2<sup>nd</sup> by J. Anderson. Discussion: None. Vote: Yes 6, No 0. Motion approved.**

Blair Community Development Group Meeting on 3/18/2021/C. Ekern: Did some 're-organizing', Nominations were made as follows: Pastor Paul Sannerud/Chairperson; Jolene Ekern/Vice-Chairperson; Dana Eide/ Secretary; Chris Ekern/Treasurer. Nominations were closed and unanimous ballot was cast for those people for those positions. Group discussed incentives currently in place and establishment of additional incentives for businesses. Committee revisited the WEDC recommendation the City should have some sort of 'on-line' advertising presence, after discussions, Group is recommending to go with 'Provare Marketing Company', out of LaCrosse, which has attended a couple of meetings showing they could handle our 'Facebook' advertising, website design and assistance, some of the cost would be shared via 'co-op' type advertising with businesses once implemented. **Motion by P. Syverson to approve the \$2,000 down payment out of Blair Economic Development Committee budget funds, to Provare Marketing to get the social media plan started for City of Blair, 2<sup>nd</sup> by Terry. Discussion: None. Roll Call Vote: Paul/yes, Chris/yes, Dennis/yes, Jill/yes, Mike/yes, Terry/yes. Motion approved.**

Tax, Finance & Personnel Committee meeting on 3/31/2021/J. Anderson, Chairperson: Committee met with Police Chief about approximately \$ 6,000 - \$ 7,000, of 'IT' upgrade needs, mentioned in Police/Ordinance Committee meeting report. Estimated costs are \$3,100 annually to maintain system & \$2,800 for equipment/one-time cost, Chief Johnson has manipulated his 2021 budget to cover approximately 2/3 of that amount. Police Chief is recommending MCS Networks out of Holmen to help with P.D. 'IT' upgrades. Per Chris/MCS Networks, the reason these upgrades are needed is so Blair P.D. is compliant with State of WI & Federal Law Enforcement requirements related to 'IT' security systems. State of WI now does inspections every 2 years now to check if P.D. is in compliance and have gotten very stricked about the need for compliance. Maintenance is included round the clock in a contract with MCS at no additional cost for each need, only parts would be charged for squad computer and some coverage for office computers. Questions were allowed to MCS representative, from Tim

Robertson/expert in 'IT' information & former Council Alderperson. **Motion by C. Ekern to approve 1 year contract with MCS Networks for 'IT' items discussed with P/O & Finance Committees for estimated \$6,000, most of funds will come from 2021 P.D. budget with approximately \$1,700 or balance needed coming from general fund advance, 2<sup>nd</sup> by D. Stephenson. Discussion: None. Roll Call Vote: Paul/yes, Chris/yes, Dennis/yes, Mike/yes, Terry, yes & Jill/yes. Motion approved.**

Discuss/Take Action on Park Committee recommendation on 2021 Aquatic Center opening & staff advertising (needed a formal motion from 3/1/21 meeting). **Motion by J. Anderson to advertise opening of pool on Memorial Day weekend & Advertise for Aquatic Center staff, 2<sup>nd</sup> by P. Syverson. Discussion: None. Vote: Yes 6, No 0. Motion approved.**

Discuss/Take Action on 2021 Swim lesson season, Pool hours & admission prices, BTSD only attendance & Summer Recreation program update: Park Committee Chairperson J. Anderson asking for some direction from City Council on the topics listed under item 19 on agenda, prior to next week April 20<sup>th</sup> meeting. **General Council consensus was to wait to hear Park Committee recommendations at 4/20/21 meeting.** 1 application has been received for Summer Recreation director. Baseball letters were sent out so kids might still be able to be included for summer rec. programs.

Clerk report: Source Energy Services, slurry line is ready to go, Nathan Stobb assures me. We are so thankful that this company has worked hard to continue to run, employ people and give royalties to this City...they are a valuable asset to our community. Spring Clean-up days are set for Wednesday, evening April 28 from 3:00 pm to 7:00 pm and Saturday morning, May 1, 2021, from 9:00 am to 1:00 pm. Event takes place at the City shop parking lot, next to NAPA store. No \$100 free coupon this year, back to the normal process, but still very reasonable way to keep your property in compliance with Ordinances. City charges amount Tri-City Sanitation charges and City will deliver items to Whitehall. Blair residents only bring items they wish to discard, pay amount and put items in dumpster. Postings have been up for weeks around City with prices on them, this was also published in TCT. I completed & submitted the Annual Non-Metallic Reclamation reports for all three of our Sand mines prior to the due date of 3/31/21. I also completed the City portion of the fire department 2 % fire dues report prior to the April 1, 2021 due date. In 2019 department received \$4,560.65 & 2020 they received \$4,611.36. I am planning a vacation the week of April 19<sup>th</sup>, I will work extra prior to my leaving to put the city in a good position for my absence. Debi will be filling in for me at your April 20<sup>th</sup>, Re-Organizational meeting. She is more than capable and extremely knowledgeable about all Clerk/Treasurer topics for the City. I am always available via phone if needed, and would rather a call if there is something I might be able to help with. Oh, I am certainly OK if I do not get any work calls while gone too☺. Mayor and Alderperson 2020-2021 paychecks will be available on Friday, April 23, 2021. For tax purposes we need to do them in conjunction with a payroll date. The City has had 2 re-zoning applications from the Town of Preston. One for 101 W. Broadway Street, change from P-1, Public-Semi-Public and the second for 1102 E. Broadway Street from Industrial to Public-Semi-Public. S.E.H. our zoning administrator will be assisting me with this process so everything is done in compliance with our Ordinances. Needs to have public notice published for 2 weeks, then a public hearing, which is set for April 29<sup>th</sup>. Townships/Municipalities within 1,000 feet are to receive notification also. So our Plan Commission will be meeting soon for that☺.

Discuss/Take Action on Jim Nyen consulting wage: **Motion by P. Syverson to refer Jim Nyen consulting wage to Finance Committee, 2<sup>nd</sup> by J. Anderson. Discussion: Concern about insurance liability. Vote: Yes 6, No 0. Motion approved.**

Review/Take Action on Hen Licenses/renewals for Jennalee Paulson @ 414 S. Urberg Avenue & Lannie Howe @ 320 S. Peterson Avenue. New Hen License from Brianna Olson @ 313 S. Park Rd. **Motion by P. Syverson to approve all 3 Hen licenses as presented, 2<sup>nd</sup> by M. Lisowski. Discussion: None. Vote: Yes 6, No 0. Motion approved.**

Discuss/Take Action on Server License Permit Applications: Attorney Radcliffe let us know that by Ordinance and State Statute the City Council is the group that should be acting on all 'server license applications'. So this will be on all agenda's going forward. Our current process of, City office receiving applications, collecting class certification & notarizing signature of applicant, then giving to Police Chief to do background checks is ok, but the final decision would be the City Council's to make. City Clerk will have to be given all application information for them to be included on agendas. It is ok to approve a number of applications at one time as will happen in June when these are all annually due to renew. If there are any issues with an application the Police Chief and City Attorney will discuss and recommend denial, if the Council agrees, Attorney Radcliffe's office will send notification to the applicant. If approved our process of City office completing and issuing the licenses is still ok. Today's agenda includes an application from Ashley Stenberg and one from Karen Wall. Radcliff Law Office representative, stated they are recommending Ashley Stenberg's application be rejected as application information is considered untruthful & inaccurate as it did not fully disclose criminal history. She would need to re-apply with full disclosure. If Council does vote to deny Ashley's license application, Mark Radcliffe will send written notice per State Statute requirements. **Motion by M. Lisowski to deny Ashley Stenberg's server license application, for reasons described by Attorney & have City Attorney send letter to notify Ashley Stenberg of this action, and opportunity to re-apply, 2<sup>nd</sup> by J. Anderson. Discussion: None. Vote: Yes 6, No 0. Motion approved.** Karen Wall application is not ready for review at this time: **Motion by J. Anderson to table Karen Wall server application until Attorney has time to review fully, 2<sup>nd</sup> by C. Ekern. Discussion: None. Vote: Yes 6, No 0. Motion approved.**

Discuss/Take Action on missed 2020 flex benefit forms for Kent J., Brian J. & Kim P.: in fall of 2020 during the hiring process a 'flex benefit' enrollment/decline form is required to be given to each new employee. It appears that I/Clerk Frederixon missed that form with the other new hire forms. We discovered this when Kent J. tried to apply for the \$1,000 medical deductible benefit the city offers to all new hires, he has his receipts in order, but we did not find he was ever enrolled in program. I have talked with our auditors and our flex benefit program and we are working to find the best solution to get Kent the \$1,000, 2020 deductible amount he should be entitled to, I am hoping this Council will support what the experts say is the best practice. It doesn't appear Brian J. or Kim P. had deductible receipts to submit for 2020 and I now have flex (City) form included on new hire process checklist. **Motion by P. Syverson to table this until Susan has information on 'best way' to remedy the flex issue for Kent J., 2<sup>nd</sup> by J. Anderson. Discussion: It is not written anywhere that Clerk knows of that this \$1,000 flex medical deductible benefit is 'prorate' related to month of hire', to Clerk knowledge the \$1,000 benefit is offered to all new hires. Vote: Yes 6, No 0. Motion approved.**

Present vouchers for review/approval: **Motion by J. Anderson to approve vouchers as presented, 2<sup>nd</sup> C. Ekern. Discussion: Vote: Jill/yes, Dennis/yes, Chris/yes, Paul/Yes, Mike/Yes, Terry/Yes. Motion approved.**

Next Council meeting is Re-Organizational meeting on April 20, 2021 @ 6:30 pm

**Jill Anderson wanted to say thank you to Ardell for his years of service for us, round of applause followed Motion D. Stephenson to adjourn meeting, 2<sup>nd</sup> P. Syverson. Discussion: None. Vote: Yes 6, No 0. Motion approved.**