

CITY OF SHULLSBURG  
COMMON COUNCIL MEETING  
JANUARY 18, 2012  
6:30 P.M.

A regular meeting of the Common Council of the City of Shullsburg was held at 6:30 p.m. January 18, 2012 in the Community Room of the Shullsburg Community Townsend Center, 190 N. Judgement Street, Shullsburg, Wisconsin. Mayor Tom Lethlean called the meeting to order at 6:30 p.m. Notice of the meeting was posted and given to the local newspaper. Roll Call- Darrell Morrissey, Carl Ballard, Dan Spillane-Present. Jim Paquette-Absent. Others present: Marsha Einsweiler, Cheryl Fink, Donna Van Lent, Donna Shepherd, Patty Champion and Dena Harris.

Committee Reports- Ald Spillane reported that the Street Committee discussed replacing the street name signs. Ald Ballard reported that the county will be installing the jake brake signs on the county roads but the city needs to apply for a state permit for signs to be installed on state road 11. Ald Morrissey reported that the park committee discussed seasonal employment and the renovations of the wading pool.

Bart Neis arrived.

Motion by Spillane second by Ballard to approve the bills for the general, water, sewer, electric, sewer, pool, museum, library and TIF funds. All aye, motion carried.

Colleen Blackburn and Peg Rowley arrived.

A brief discussion was held regarding the purchase of a new waste activated sludge flow meter and the rehab of the piston sludge pump at the Waste Water Treatment Plant. The items were also discussed at the January 17<sup>th</sup> Utility Committee Meeting. Motion by Spillane second by Ballard to approve the purchase of a new waste activated sludge flow meter at the Waste Water Treatment Plant at a cost of \$16,128.24. All aye, motion carried. Motion by Ballard second by Morrissey to approve the rebuilding of the piston sludge pump at the Waste Water Treatment Plant at a cost of \$13,098. All aye, motion carried.

A brief discussion was held regarding the purchase of an automatic meter reader system. Motion by Spillane second by Morrissey to table the item for one year until January 2013. All aye, motion carried.

Bart Neis, Delta 3 Engineering, reviewed the pay request submitted by Midwest Builders for the city garage construction. Motion by Spillane second by Ballard to approve to pay Midwest Builders \$38,003.40. All aye, motion carried.

Bart Nies, Delta 3 Engineering, explained the change order request for the city garage construction. Nies stated that the change order was for additional engineered soil which is sand and compost mixed. Nies explained that there are several ways to engineer a retention pond and they designed a bio retention pond per the regulations of the state statues. Nies also explained that their job is to satisfy the DNR while keeping the cost down to the city. Nies further explained that his firm has designed and submitted this type of retention pond to the DNR in the past and the DNR has approved the design. The DNR is now saying they have additional data on engineered soil therefore gave Delta 3 two options for changing the pond design. Therefore in order to keep the project moving forward and not delay the construction, Delta 3 Engineering made the design 100% to the DNR requirements so the DNR would give approval the next day. Since the permit has

been approved, the DNR has again changed the design requirements of the retention pond therefore Nies is not sure of the amount of the change order but stated that it should be less than the original change order amount of \$2,825.00. Motion by Ballard second by Morrissey to approve the change order for additional engineered soil due to redesign of storm water retention pond not to exceed \$2,825. Morrissey, Ballard- Yes Spillane- No. Motion carried.

A discussion was held regarding changing the hours that Class A retailers are allowed to sell alcohol, municipal code 12.03 (11)(a). Recently 2011 Act 97 changed the state statute pertaining to the hours alcohol is allowed to be sold at Class A retail establishments. Tony & Gretta Dougherty submitted a request that the City of Shullsburg municipal code be changed to reflect the state statutes. Motion by Ballard second by Morrissey to amend the city's municipal code to reflect the new state law. Morrissey, Ballard – Yes; Spillane- No. Motion carried. An ordinance will be drafted and presented at the next council meeting for consideration.

A brief discussion was held regarding attendance of training by utility employees. The Utility Committee approved attendance at a one day training in Prairie Du Chien and also the attendance at the annual water conference in Green Bay. Ald Morrissey would like see what training is needed and what training each employee has already acquired. That issue will be addressed at the next utility committee meeting. Motion by Morrissey second by Spillane to approve George to attend training in Prairie Du Chien and the Annual Water Conference in Green Bay. All aye, motion carried.

A discussion was held regarding the 2012 visitor guide. Cheryl Fink, Shullsburg Community Development Corporation, was present to inquire if there were funds in the budget for the visitors guide. The economic development tourism budget for 2012 is \$2,500. Of that amount, \$902 has been approved for the advertisement in the Lafayette County Visitors leaving a balance of \$1,598. Mayor Lethlean will contact the Shopping News to get quotes for the visitors guide.

A discussion was held regarding the hanging flowers baskets on Water Street. The economic development tourism remaining budget balance is \$1,598. The city will contribute up to \$1,000 towards the cost of the flowers, but that amount would come out of the economic development tourism budget leaving only \$598 for the visitor's guides. Therefore due to the limited funds the Shullsburg Community Development Corporation will need to come up with ways to pay for the flowers so those funds can be used towards the cost of the visitors' guides.

A discussion was held regarding a purchase policy. Motion by Ballard second by Spillane to table until the February committee meetings. All aye, motion carried.

Regarding the appointment of members to the for the Casino/Hotel & Gaming Citizens Advisory Committee, Mayor Lethlean reported the following individuals have been appointed by their respective boards: Town of Shullsburg- Dirk Milestone & Ted Wiegel, Village of Benton- Gary McCrea, Lafayette County-Bob Boyle and Bill Moody. Motion by Morrissey second by Ballard to appoint Nathan Russell to serve on the citizens' advisory committee. All aye, motion carried. Motion by Ballard second by Spillane to appoint Tom Lethlean to serve on the citizens' advisory committee. All aye, motion carried. Motion by Spillane second by Ballard to appoint Darrel Morrissey to the committee and appoint Carl Ballard as the alternate. Individuals will serve on this committee indefinitely.

Clerk/Treasurer Report: Einsweiler stated that copies of the December Check Register, December Treasurers Report and the December Electronic Funds Transfer Report were included in the agenda packets for review by the council member. Einsweiler asked the council to sign the file copy of each report.

Future Agenda Items: 1. Garage Building Committee Meeting – January 20, 2012- 9:00 a.m. 2. Purchase Policy- February 15<sup>th</sup> council meeting. 3. Ordinance for closing Class A retail establishments. 4. Visitor Guides.

Public Comment- None

At 8:03 p.m. a motion was made by Morrissey second by Ballard to adjourn. All aye, motion carried.

Marsha Einsweiler  
City of Shullsburg