

CITY OF SHULLSBURG  
COMMON COUNCIL MINUTES  
FEBRUARY 2, 2011  
6:30 p.m.

A regular meeting of the Common Council of the City of Shullsburg was held at 6:30 p.m. February 2, 2011 in the Community Room of the Shullsburg Community Townsend Center, 190 N. Judgement Street, Shullsburg, Wisconsin. Notice of the meeting was posted and given to the official newspaper. Mayor Tom Lethlean called the meeting to order at 6:30 p.m. Roll Call- Darrell Morrissey, Carl Ballard, Dan Spillane-present. Jim Paquette- Absent. Others present: Kevin Einsweiler, Cheryl Fink and Marsha Einsweiler.

Motion by Ballard second by Spillane to approve the minutes of the January 19, 2011 meeting. All aye, motion carried.

Committee Reports: None

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

Mobile Home Permit- No discussion, no action.

A discussion was held regarding an ordinance amending the City of Shullsburg Municipal Code Section 12.03(15) Outdoor Extension for Beer Garden "Class B", Class "B", and/or "Class C" Licensed Premises. The council reviewed the ordinance and made changes. The final copy of the amended ordinance will be considered at the February 16<sup>th</sup> meeting.

A discussion was held regarding the bids for the custodial services for Shullsburg Community Townsend Center. Bids were received at the February 2<sup>nd</sup> meeting. After reviewing the bids at that meeting the council decided that the individual should have at least \$50,000 in liability insurance. Therefore the bidders were asked to submit a second bid that included liability insurance. The following bids were received: Kevin Einsweiler-submitted a bid of \$13 at the February 2<sup>nd</sup> meeting and a current bid of \$14 and Jessica Roesch- submitted a bid of "negotiable" at the February 2<sup>nd</sup> meeting and a current bid of "negotiable". A second bid was not received from Don Alhstrom who had submitted a bid at the February 2<sup>nd</sup> meeting. Ald Ballard feels that Roesch's bid is incomplete. Kevin Einsweiler stated that you were supposed to submit a bid and she did not. Jessica Roesch arrived. Since Roesch's bid was submitted as "negotiable" she was asked what her fee would be. Roesch stated it would be \$10 per hour. Although Roesch's bid is the lower bid, the written bid of "negotiable" that was submitted to the council by the deadline date was not what was asked for therefore a motion was made by Morrissey second by Ballard to approve the bid for \$14/hour from Kevin Einsweiler. Ballard, Morrissey, Aye, Spillane- No. Motion carried.

A discussion was held regarding the city contribution towards the cost of the Shullsburg Visitor Guide. Cheryl Fink, Shullsburg Community Development Corporation, informed the council that the Shopping News establishes a total cost to print the guides and then they sell the ads. The difference between the total cost to print and the amount they receive for the ads that are sold is the cost to that is billed. Fink also informed the council that last year 7,500 guides were ordered and only a few boxes are left. The proposed date the new guides will be ready is May 1, 2011. Ald Spillane inquired about the Farmers & Merchants group and the Shullsburg

Community Development Corporation both contributing towards the cost of the guide. Fink stated that Don White is the head of the Farmers & Merchants group and that would have to be addressed with that group. Fink also stated that she would have to go back to the Shullsburg CDC to ask for funds. Based on printing 7,500 guides a motion was made by Spillane second by Morrissey to approve a contribution of 60% of the cost of the guides, 20% cost from Farmers & Merchants, 20% from Shullsburg CDC. All aye, motion carried.

Regarding loan application #30, a written recommendation was received from the Revolving Loan Committee to approve a loan of \$35,000 at 2% interest, amortized over 15 years. Motion by Morrissey second by Ballard to accept the recommendation of the Revolving Loan Committee for loan number 30. All aye, motion carried.

A discussion was held regarding the construction of a new City Garage. The council needs to decide if they are moving forward with the construction of a new garage or going to make the necessary repairs to the current garage. Ald Morrissey informed the council that Jeff & Mike Zimmerman are willing to trade properties with the city. Zimmerman's property is located on the west side of the depot bottom off of Friendship Street and the city's property is located on the east side of the depot bottom off Judgement Street. Motion by Spillane second by Ballard to proceed with the acquisition of land owned by Zimmerman. All aye, motion carried.

A brief discussion was held regarding the closing of City/Utility Office on Monday, February 28<sup>th</sup> for House Cleaning Purposes. Einsweiler stated that with the personnel changes in the last 2 years the basement storage area has been neglected. Einsweiler would like to get the storage area organized and remove old files to make room for the 2010 files. Einsweiler feels that closing the office on Monday, February 28 would have the least impact on the public. Motion by Ballard second by Spillane to close the city office for house cleaning purposed on Monday, February 28<sup>th</sup>. All aye, motion carried.

A brief discussion was held regarding the seeding of property at the new industrial park. Ald Morrissey would like something that looks nice. Ald Spillane would like to see it the same as what is around the detention pond. Mayor Lethlean will find out what is around the detention pond and bring it back to the council.

A brief discussion was held regarding the installation of a fence around the detention pond that is located in the new industrial park. The insurance company is requiring that the city install a sign that reads "Do not enter" and that a fence is not required. The consensus of the council is to install a "Do not enter" sign and to not install fence around the detention pond.

A discussion was held regarding the renting of equipment for snow removal. Mayor Lethlean stated that he spoke with Don Dickinson regarding what equipment is needed to remove the snow due to the recent blizzard. As a result of that conversation, Lethlean spoke with Blackburn's in regards to renting a tractor. Blackburn's do not have a tractor available for rent at this time. Therefore Lethlean informed the council that he would rent the city a tractor to the city for \$10 per hour plus tires if any are damaged. Lethlean would take care of any mechanical issues. The city would pay for any fuel that is used. Motion by Morrissey second by Ballard to rent a tractor from Tom Lethlean at \$10/hour plus fuel costs. All aye, motion carried.

Future Agenda Items- 1. Amending Beer Garden Ordinance. 2. Visitor Guides. 3. Temporary closing Sidney Street. 4. City Garage

Clerk/Treasurer Report-Einsweiler reported that the auditors were here last week and things went well.

Public Comment- Nothing

No closed session was held, no discussion or action was taken regarding the union contract negotiations.

At 7:48 p.m. a motion was made by Ballard second by Spillane to adjourn. All aye, motion carried.

Marsha Einsweiler  
City Clerk/Treasurer