

CITY OF SHULLSBURG
COMMON COUNCIL MEETING
JUNE 16, 2010
6:30 P.M.

A regular meeting of the Common Council of the City of Shullsburg was held at 6:30 p.m. 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. Roll Call- Darrell Morrissey, Carl Ballard, Dan Spillane, Jim Paquette- All present. Others present: Cheryl Fink, Ken Harwood, Dennis Tonak, Steve Leitzinger, Chief Rick Moyer, Jay Berendes, Bart Neis, Stan King and Walt Weber.

Motion by Ballard second by Spillane to approve the minutes of the June 2, 2010 meeting. All aye, motion carried.

Committee Reports: Ald Morrissey reported the following regarding the park committee: Timbers around the playground equipment will be replaced. The Fourth of July Committee will be donating \$1,500 towards the cost. Ald Ballard reported the following regarding the police committee: Two part-time officers have been added to the roster. Ald Paquette reported the following regarding the Utility Committee: An easement is required for the second phase of the Shullsburg Creamery project. Property owners will be contracted.

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

Update on the TEA Grant Application. Mayor Lethlean stated that the Creamery has agreed to sign to the job retention guarantee for 30 jobs. Mayor Lethlean also stated that there is a coordination meeting on Friday with the DOT.

Wayne Gehrt arrived.

The Utility Committee approved the purchase of a blower at the Waste Water Treatment Plant at the June 15 meeting. Motion by Spillane second by Paquette to approve the purchase of a new blower at the Waste Water Treatment Plant. All aye, motion carried.

The Utility Committee accepted a bid from Bill Fitzsimons Concrete for the removal and replacement of the sidewalk at the Waste Water Treatment Plant at the June 15 meeting. Motion by Morrissey second by Ballard to accept the bid from Bill Fitzsimons Concrete in the amount of \$1,585. All aye, motion carried.

A discussion was held regarding the building permit process. Mayor Lethlean stated that it was brought to his attention that there were some problems with the current process. It was decided that Chief Moyer, Steve Leitzinger, Darrell Morrissey, Jay Berendes would meet and work out the process and bring it back to the council for approval.

Gary Peterson arrived.

A discussion was held regarding the review and approval of the plans for TIF District 6. Bart Nies, Delta 3 Engineering, reviewed the plans with the council. The plans were also reviewed by the Utility Committee at the June 15 committee meeting. Nies stated that there will be a DOT coordination meeting on June 18. Nies discussed the CDBGPF grant for the water/sewer portion of the project. The maximum grant amount per job is \$10,000 by statute. After speaking to the Department of Commerce, Nies stated

the actual amount that is possible that the city could get is closer to \$3,000- \$5,000 per job and the number of jobs is 17 not 30 as originally thought due to the income study that was done. These jobs are only retention jobs therefore will not score as high on the grant application. The maximum grant amount that is possible is \$85,000 (17 x \$5,000) and is more realistic that the city may only get \$51,000 (17 x \$3,000). Nies stated that he felt the extra cost to comply with the grant requirements is \$30,000-\$40,000. The cost for Delta 3 Engineering to write the grant is \$1,500. Turnaround time for the Department of Commerce to make a decision is approximately 6 weeks. If the city is awarded the grant, they can turn it down if they so decide. Therefore Nies asked the council if they wanted him to continue to pursue the grant. Mayor Lethlean feels that the city should pursue the grant due to the fact that the city can decide if awarded the grant not to accept it based on costs associated with complying with the grant requirements. The council has already authorized Delta 3 Engineering to submit the grant at a prior meeting. No motions were made to amend that decision.

A discussion was held regarding the storm drain in the new industrial park. Stan King inquired about the 18” storm drain. The current plan includes a storm drain pipe to be installed across the Fran & Bill Webber property. Mayor Lethlean stated that he has spoke with the Webbers and they are fine with the way the water currently drains therefore Mayor Lethlean asked the council if they should spend \$22,000 to alleviate a possible future problem if the property owner are fine with the way water currently drains. Motion by Morrissey second by Ballard to discontinue the plans to install an 18” storm drain pipe on the Webber property. All aye, motion carried.

Nies inquired about the bid date for the infrastructure construction. Motion by Spillane second by Ballard to allow Delta 3 Engineering to set the bid date at their discretion. All aye, motion carried.

Jason Weiskircher arrived.

A discussion was held regarding the possibility of creating a new TIF. Gary Peterson, Sustainable Services, LLC. Peterson stated that the city would need to consider the following items before deciding to create another TIF: 1. Type of TIF, industrial or mixed (industrial & residential) they need to create. 2. Assurance that the TIF will generate enough revenue to cover the costs. 3. Annexation of Land and the parcels to include in the TIF. A special council meeting was scheduled for June 18 at 11:30 a.m. to discuss the matter further.

Lafayette County Development Corporation executive director Ken Harwood gave the council his background information and qualifications. Harwood explained that his job is to keep businesses in Lafayette County. Harwood also gave a brief explanation of the projects that he is currently involved with. Cheryl Fink is currently an at large member of the Lafayette County Development Corporation. Lafayette County Development Corporation fees are based on the population at \$5 per person. The city council did not budget an amount in the 2010 budget for the Lafayette Development Corporation. Harwood asked the council to consider the membership dues in the 2011 budget. Ald Spillane asked Harwood to explain how he would justify spending the money on the fees when city council was responsible for keeping the Creamery in Shullsburg. Harwood responded by stating that there were things that happened behind the scenes that the city council was not aware of. Tonak confirmed that statement.

Harwood asked the council to consider the membership dues when working on the 2011 budget.

Regarding the Industrial Revenue Bonds, Mayor Lethlean stated that the city has been asked by the Dairymen's Properties to lend their name for the purpose of the Shullsburg Creamery obtaining industrial revenue bonds to finance the current project. The city attorney reviewed the documents and found that the city could go ahead with the project. The advantage to the Shullsburg Creamery is they get a lower interest rate. There is no cost to the city. Motion by Morrissey second by Ballard to adopt the resolution for Industrial Development Revenue Bond Financing for Dairymen's Properties, LLC. All aye, motion carried.

A brief discussion was held regarding the removal of a tree in the park. Ald Morrissey stated that this was discussed at the last park committee meeting and approved that the tree be removed. Ald Paquette had two bids: 1. Steitz- \$2,300-Take down tree, remove tree and grind the stump, \$1,200 just to drop the tree on the tennis courts plus \$95 to remove the locust tree stump. 2. Niles- \$1,600- Take tree down, remove tree, grind stump and remove chips, \$800 just to drop the tree on the tennis courts. The Park Preservation Committee recommends that a survey of the park be done prior to removing the tree. Motion by Morrissey second by Paquette to accept the bid from Niles for \$1,600 to remove the tree in Badger Park contingent upon a current certificate of insurance, after the completion of the survey and removal done in August. Paquette, Morrissey, Ballard- All aye. Spillane – No. Motion carried.

Regarding the seal coating of the Basketball Courts at Badger Park. Bids were received from Davis Associates \$775 and Midwest Seal Coating- \$998. Motion by Spillane second by Paquette to accept the bid from Davis Associates for the seal coating of the basketball courts at a cost of \$775. All aye, motion carried.

Regarding a pay request submitted by R & K sons and Construction, the Street Committee reviewed and approved the pay request at the June 15 meeting. Motion by Spillane second by Paquette to approve a pay request from R & K Sons and Construction for the completed work on Friendship Street. All aye, motion carried.

Motion by Morrissey second by Ballard to approve operator license contingent upon a successful background check and the completion of the beverage training course for the following individuals: Debra S Edwards, Tammy Danz, Lindsey L Russell, Brooke R Wedige and Kurtis A Roberts. All aye, motion carried.

Motion by Spillane second by Ballard to approve a temporary Class "B" license for the Fourth of July Committee for a period beginning June 30 and ending July 5, 2010. All aye, motion carried.

Motion by Ballard second by Spillane to approve temporary operator license for the following individuals for the period beginning June 30 and ending July 5, 2010: Robert McCary, Ronald E Ubersox, John D Ubersox, David J Weiskircher, Anthony L Anderson, Robert L Woodworth, Randall N Ubersox and Paul E Ranum. All aye, motion carried.

A brief discussion was held regarding a temporary burning grounds attendant. Mayor Lethlean stated that he had been contacted by Darren Palmer. Palmer is interested in the position. A suggestion was made that current part-time employee Matt Woodward should be asked first. Motion by Spillane second by Paquette to offer the position to

Matt Woodward, PT- WWTP and if Woodward does not accept then offer it to Darren Palmer. All aye, motion carried.

A brief discussion was held regarding the application for the fire works. Jason Weiskircher stated that everything is the same as last year. Motion by Spillane second by Ballard to approve a permit to discharge fireworks to the Shullsburg Fourth of July Committee. All aye, motion carried.

No action or discussion was held regarding the purchase of switch gear for the second circuit at the sub station.

Future Agenda Items- None

Clerk/Treasurers Report- The May treasures report was included in the agenda packets. Einsweiler asked that the council sign the file copy.

Public Comment: Ald Spillane reported that a pool patron's mother thanked the city for accepting and supporting her handicapped son at the pool.

At 9:01 p.m. a motion was made by Spillane second by Paquette. All aye, motion carried.

Marsha Einsweiler
City Clerk/Treasurer