

CITY OF SHULLSBURG, WISCONSIN
COMMON COUNCIL MINUTES
FEBRUARY 21, 2024
6:30 P.M.

A regular meeting of the Common Council of the City of Shullsburg was held February 21, 2024 in the Community Room of the Shullsburg Community Townsend Center, 190 N. Judgement Street, Shullsburg, Wisconsin. Mayor Verne Jackson called the meeting to order at 6:30 p.m. Notice of the meeting was posted at the Townsend Center, Shullsburg Post Office and Turpin's Home Town Grocery. Roll Call- Gloria Swenson, Susie Doyle-Wand, Cheryl Mulcahy, Dan Morrissey - Present. Others present- Mark Doyle, Keith Brimeyer, Joe Billmyer, Brian Lund, Emmett Reilly, Janelle Schumacher, Laura Weiskircher, Jeff Russell, Jasen Jacobsen, Jennifer Jacobsen, Sandy Russell, Dale Brandt, Kim Pahnke, Jen Detra, Cherie Uehling, Tyson Morrissey.

Pledge of Allegiance

Approval of Minutes - *Motion by Doyle-Wand second by Swenson to approve the minutes of the January 17, 2024 meeting. All aye, motion carried.*

Committee Reports – Mulcahy gave a brief report about the Park Committee meetings.

Police Chief Report – This report was emailed. No questions at this time.

Approve Bills – *Motion by Swenson second by Mulcahy to approve the bills for General, Water, Sewer, Electric, Pool, Museum, Library & TIF Funds. All aye, motion carried.*

Public Comment - None

New Electric Transformer Purchase – Mayor Jackson updated the Council on a new business that is looking to open near Bader Way and will require a new electric transformer. The Council reviewed a quote from Border States for a transformer at a cost of \$42,070. The timeline of getting a new transformer is 6-8 weeks and needs to be ordered as soon as possible. *Motion by Doyle-Wand second by Swenson to approve the purchase of the new electric transformer as quoted. Mulcahy - aye, Doyle-Wand – aye, Swenson – aye, Morrissey – no. Motion carried.*

Comelec Fiber Installation – Two representatives from Comelec addressed the Council and described the process for installing Fiber Internet Service which would provide increased speeds for a monthly cost of \$50-\$75 per household for customers. The spokesmen fielded questions from the Council and the Public. Depending on how quickly the design phase goes, installation could begin as soon as mid-summer, with home installations beginning in the Fall of 2024. Once the design phase is completed, the installation engineer would return to propose the design to the Council. *Motion by Morrissey second by Mulcahy to approve having Comelec move forward with the design phase of the Fiber installation. All aye, motion carried.*

Special Event Application Submitted by Advance Shullsburg for the Shullsburg Market on June 15, July 20, August 17, September 21 – *Motion by Doyle-Wand second by Mulcahy to approve the Special Event Application for the Shullsburg Market on the dates listed. All aye, motion carried.*

Special Event Application Submitted by Advance Shullsburg for the Car Show on June 1 – *Motion by Swenson second by Doyle-Wand to approve the Special Event Application for the Car Show as presented. All aye, motion carried.*

Appointment of Successor Agent for Class “B” License No. 2024-01R – The Council reviewed an application submitted by Sandy Russell of Grindstones, LLC to appoint a successor agent on their liquor license. *Motion by Morrissey second by Swenson to approve appointment of Jennifer Jacobsen as successor agent effective April 1st on Class “B” License No. 2024-01R contingent on all necessary background checks being done. All aye, motion carried.*

Appointment of Successor Agent for Class “B” License No. 2024-05 – The Council reviewed an application submitted by Rob Paquette of The Burg, LLC to appoint a successor agent on their liquor license. *Motion by Morrissey second by Mulcahy to approve appointment of Dale Brandt as successor agent on Class “B” License No. 2024-05 contingent on all necessary background checks being done. All aye, motion carried.*

McCoy Public Library Improvement Project – The Council Reviewed a Concept and Budget Proposal from Library Director Jen Detra who fielded questions. The Library Board had previously approved the plan to make several improvements to the library including new furniture, painting the walls, and adding new carpet. *Motion by Swenson, second by Morrissey to approve the McCoy Public Library Improvement Project Proposal as presented. All aye, motion carried.*

Water Tower Maintenance Contract Addendum – The Council reviewed the updated Water Tower service contract with Utility Service Co. Inc. *Motion by Mulcahy second by Doyle-Wand to approve the Water Tower Maintenance Contract Addendum as presented. All aye, motion carried.*

Prosperity Southwest Grant Award – A \$1200 Grant was awarded to the City to be used towards Business Development. The grant will be used to develop a Business After Hours program in partnership with Advance Shullsburg.

Seasonal Employee Policy - The Council reviewed a new seasonal employee policy designed to ensure seasonal positions are reapplied for each year. *Motion by Swenson second by Mulcahy to approve the Seasonal Employee Policy as presented. All aye, motion carried.*

Municipal Fee Schedule & Seasonal Employee Wages – The Council reviewed the Municipal Fee Schedule and Seasonal Employee Wages. No action taken.

Ordinance 324 to Create Election Ward 3 - The Council reviewed an ordinance to repeal and recreate section 6 of Amended Ordinance No. 321 Relating to Election Ward Designation. *Motion by Swenson second by Morrissey to approve Ordinance No. 324 as presented. All aye, motion carried.*

Burning Grounds Opening Date - *Motion by Mulcahy second by Doyle-Wand to approve opening the burning grounds for the season on Saturday, April 6, 2024. All aye, motion carried.*

Purchasing Tables & Chairs for the Townsend Center – Laura Weiskircher gave the Council several options for replacing the tables and chairs in the Senior Center/Community Room of the Townsend Center. Funds for the purchases would be taken from a recent donation made to the Senior Center. The Council gave approval to continue to move forward with a final quote to discuss at the next meeting.

Annual Assessments - *Motion by Morrissey second by Swenson to approve payment of the annual assessments to the Shullsburg Fire District in the amount of \$43,986.00 and Shullsburg Ambulance District in the amount of \$19,590.07. All aye, motion carried.*

Clerk/Treasurer Report – January Financial Report was emailed. No questions at this time. New phone system was installed in the Townsend Center and is operable.

Closed Session – At 7:47 p.m. a motion was made by Doyle-Wand second by Mulcahy to convene into closed session. Roll Call- Morrissey-yes, Swenson-yes, Doyle-Wand-yes, Jackson-yes, Mulcahy- yes. *Motion carried.* The closed session is at the Request of the City Council Members Pursuant to Wis. Stat 19.85 (1)(c) for the Purpose of Considering Employment, Promotion, Compensation or Performance Evaluation Data of any Public Employee over which the Governmental Body has Jurisdiction or Exercises Responsibility; specifically, to Discuss Employment Applicants for Burning Grounds Staff.

Open Session – At 7:48 p.m. a motion was made by Swenson second by Doyle-Wand to reconvene into open session. Roll Call- Morrissey-yes, Swenson-yes, Doyle-Wand-yes, Jackson-yes, Mulcahy- yes. *Motion carried.*

Action on Closed Session – A motion was made by Morrissey second by Swenson to approve hiring David Brunskill as Burning Grounds Staff for the 2024 Season, as well as Jeff Mulcahy to fill for Dave as needed. *Motion carried.*

Closed Session – At 7:49 p.m. a motion was made by Mulcahy second by Swenson to convene into closed session. Roll Call- Morrissey-yes, Swenson-yes, Doyle-Wand-yes, Jackson-yes, Mulcahy- yes. *Motion carried.* The closed session is at the Request of the City Council Members Pursuant to Wis. Stat 19.85 (1)(e) for the Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session including the consideration of sale of city property.

Open Session – At 8:10 p.m. a motion was made by Doyle-Wand second by Mulcahy to reconvene into open session. Roll Call- Morrissey-yes, Swenson-yes, Doyle-Wand-yes, Jackson-yes, Mulcahy- yes. *Motion carried.*

Action on Closed Session – A motion was made by Morrissey second by Swenson to approve Mayor Jackson to work with City Legal Counsel to write two separate Offers to Purchase Property with Contingencies as discussed. *All aye, motion carried.*

At 8:16 PM a motion was made by Morrissey, second by Swenson to adjourn. *All aye, motion carried.*

Janelle Schumacher
Clerk/Treasurer