



*Office of City Administrator*

**COMMITTEE OF THE WHOLE MINUTES  
TUESDAY, SEPTEMBER 9, 2008**

Mayor Alan Picha called the Committee of the Whole meeting to order at 7:01 P.M. on Tuesday, September 9, 2008. Committee members present were Don Ehler, R. Dale Jones, Greg Kubarski, Darrow Novy, Mary Jo Onsager, and Richard Sweeney. Rick Hanke arrived at 7:04 P.M. Mark Lankey arrived at 7:09 p.m.

Mayor Picha asked if this meeting received proper public notice to which City Administrator, Brett Klein, affirmed the meeting received proper public notice.

A motion was made by Mary Jo Onsager, seconded by Richard Sweeney to approve the August 12, 2008, Committee of the Whole minutes. Motion carried unanimously.

**SAFETY AND WELFARE**

Administrator Klein provided an update on the City's FEMA Aid application, which included approximately \$40,000.00 in required repairs in response to the June flooding event.

Aldersperson Ehler provided an update of the Labor Day celebration and expressed gratitude to the Hillsboro Police Department and Vernon County Sheriff's Office for their efforts in maintaining peace and order during the holiday weekend celebration.

**IMPROVEMENT AND SERVICES**

The City clean-up days are scheduled for September 18th, 19th, and 20th. There was some discussion in regard to the selling of scrap metal and large appliances. City personnel will take scrap metal to Union Center to be sold. Residents who have appliances will need to make prior arrangements and pay the \$10.00 fee.

Klein provided an update on the airport. Engineering firm's letters of intent were due by August 31<sup>st</sup> and the committee, as put together by the Bureau of Aviation, will review all firms interested in the feasibility and design stages.

The stormwater utility revenue study prepared by MSA was discussed. The next recommended step includes a public education and information initiative. A motion was made by Onsager and seconded by Hanke to move forth with the public information portion and place it on the Common Council agenda. Motion carried unanimously.

Klein discussed the ribbon cutting ceremony for the Kindred Hearts RCAC building and invited all present to the ceremony on Wednesday, September 10, 2008, at 11:30 a.m.

Klein discussed interim financing on the nearly completed Prairie and Field Avenue project. The Common Council will vote on utilizing current funds in money market to pay for the work until reimbursed by the Clean Water Fund.

A motion was made by Kubarski and 2<sup>nd</sup> by Hanke to utilize the laboratory services as recommended by Water / Sewer Superintendent, Mike Lange. There was discussion regarding the practicality of Davy Engineering providing these services with all costs being relatively equal.

Lange discussed the issues with the High Avenue sewer mains and relayed the fact that MSA are currently reviewing televised recordings of the line and will subsequently provide recommendations.

There was discussion on obtaining a parcel of land adjacent to the Cheese Store, from the County. The Committee was interested in possibly obtaining the land and directed Klein to obtain further information for future discussion.

Klein discussed that Hillsboro Telephone will be upgrading their system, which will necessitate new hardware funding from which should be covered entirely by the Phone CD.

## **FINANCE AND PERSONNEL**

The monthly bills were reviewed with no issues or concerns brought up.

Klein discussed the need to obtain the services of a financial consultant from this point forward for the WWTP upgrade and some future projects.

The revised purchasing policy proposed by Klein was discussed. There was some discussion with regard to the limits and the Committee directed Klein to make one change to the limit and put it on next week's Common Council

agenda. Hanke made a motion, seconded by Sweeney, to increase the limit of Klein's purchasing authority to \$9999.99 for budgeted items. Motion carried unanimously to be placed on the Common Council agenda.

Klein discussed the simple rate increase for water and the need to continue simple rate increases as opposed to requiring a full-scale rate increase. Sweeney made a motion, seconded by Novy, to place on the Common Council agenda a simple rate increase for 2009. Motion carried unanimously.

Hanke made a motion to go into closed session pursuant to Wis Stat., which was seconded by Novy for the purposes of discussing current litigation, contracts, and employee wages. Motion carried unanimously.

A motion was made by Onsager and 2<sup>nd</sup> by Hanke to return to open session following the closed session discussion. Motion carried unanimously.

With no other updates, a motion was made to adjourn by Onsager, which was seconded by Hanke. The motion carried. The meeting was adjourned at 9:51 p.m.