

**A Regular Meeting of the Boscobel Common Council
Monday, December 5, 2022, at 7:00 P.M.**

A regular meeting of the Common Council of the City of Boscobel, Wisconsin, was called to order by Mayor Brenda Kalish at 7:00 pm. Members Present: Alder Barbara Bell, Alder Gary Kjos, Alder Stephanie Brown, Alder Milt Cashman, Alder Roger Brown, and Alder Brian Kendall. Absent: Alder Krissy Schneider

Others Present: Engineer/DPW Mike Reynolds, City Administrator Patricia Smith, Police Chief Jaden McCullick, City Attorney Ben Wood, Whitney Stitzer, Rita Thompson, Tom Pelz, Melisa Cornell, Tioni Tamling and Joe Hart. Virtual: None.

Agenda: Proof in the form of a certificate of public notice given as required by § 19.84, Wis. Stats., as to the holding of this meeting, was presented by the Clerk.

Minutes 11/21/2022: Motion by Alder R. Brown, second by Alder Cashman to approve minutes of the November 21, 2022, Common Council meeting as presented. Motion carried.

Citizen Comments & Concerns: Rita Thompson asked when work was going to be done on the lots the City purchased in Pine Shore Estates. She also inquired as to how much the lots will be for purchase. Engineer/DPW Mike Reynolds stated in 2023 we will work to clear the trees, address the lots that back up to the salvage yard, and create the committee who will oversee the work before the lots will be turned over to the Boscobel Housing Authority. The Boscobel Housing Authority will set the price. The lots will be targeted for workforce housing; however, anyone can purchase the lots with the thought being they would potentially open another home to purchase for workforce in the City of Boscobel.

DPW Report: Engineer/DPW Reynolds communicated the Finance Committee did approve the \$184,000 grant that was requested towards the Boat Landing Project. We are currently at \$1.015 million for that project. Alder Kendall asked if the additional funds were mainstream or approved by the committee. Reynolds stated the funds had to first be approved by the Wisconsin Waterway Commission and then to the Finance Committee for final approval.

Administrator's Report: City Administrator Smith communicated finalizing work on the 2023 budget. Smith also communicated an ad hoc committee, consisting of department heads, will be pulled together to review, prioritize and discuss funding options for the 10-year capital expenditure plan. Final processing is being completed on year-end transactions so to ensure all expenses are captured in the 2022 year. Once 2022 is closed out, we will work to identify and carryover balances going into 2023. Smith stated she is finalizing the General Election and starting work on the Spring Election in April. Work will also begin on an overall fee analysis so to ensure we are remaining current in our pricing. We are also preparing for our financial software conversion. We will convert in February/March; however, preplanning activities will be starting in December.

Police Chief's Report: Chief McCullick stated all is going well business as usual.

Library Director's Report: None to report.

Mayor's Report: Mayor Kalish communicated there will be a ribbon cutting ceremony at Tall Tails on Saturday, December 10, 2022, at 1:00pm.

Discussion on 2023 City of Boscobel General Fund Proposed Budget: The Finance Committee approved the presented budget on November 30, 2022. From there the City needs to do a 15-day public notification before we can hold the Public Hearing. We were targeting Public Hearing for December 21, 2022, however, with the actual publication date in the Dial, December 8, 2022, our 15-day window will not be over so we will need to move our Public Hearing to December 27, 2022, at 7:00 pm. Engineer/DPW Reynolds asked about the date taxes will be out as typically they go out the third Monday in December. Smith noted they will be delayed; however, would notify through the Dial of expectation. It was also noted some may want to pay their 2023 taxes in 2022. Smith stated she will work to communicate how citizens can pay their taxes in December, 2022 in an upcoming communication. We can take payments as credit for upcoming taxes; though, they cannot be for an amount greater than what was paid in 2022. If there are additional monies owed, it would need to be paid by the normal due dates going into 2023.

Committee Recommendations: None

Approve Change Order #2 for 2022 Streets Improvement Project: Motion by Alder Bell, second by Alder Cashman to approve the Change Order #2 for the 2022 Streets Improvement Project. This is for the CDBG Project. With the initial bid proposal, there was a deduct option of replacing copper water services with plastic water services with a deduct amount of \$12,340. That was Change Order #1. The actual contract amount was \$982,955. Change Order #2 is for final quantities. There was extra excavation work on Warah Street and then we needed additional rock on East Oak Street. The additional amount, \$39,532.59, is approximately 4% more than contracted amount. Upon roll call vote, all alders present voted aye. Motion carried 7-0.

Review/Approve Contract Proposal for Geotechnical Services for Wisconsin River Trail Bridge: Motion by Alder Cashman, second by Alder Kjos to approve the contract with Geotechnical Services for Wisconsin River Trail Bridge. We had to relocate the trail based on the railroad crossing. The new route will be closer to the railroad bridge. The original proposal was for \$16,000 to \$17,000 which was for two borings. Reynolds asked for a proposal on one boring; the request would save about \$5,000. This amount will come out of the trust that WRTO has with the City. Alder Kendall inquired if the City was responsible for payment. Reynolds commented that as long as WRTO has funds, the City is not responsible to make payment. Motion carried.

Approve Licenses (if any): None.

Approve Mayor Appointments: Motion by Alder Fritz, second by Alder Kjos to approve reappointing Todd Stenner to the Police Committee and to appoint Rich Uselman to the Airport Commission replacing Glenn Griswold. Motion carried.

Pay Requests: Motion by Alder Kjos, second by Alder Bell to approve pay request for G-Pro Excavating – 2022 Streets Improvement Project in the amount of \$58,201.70. Upon roll call vote, all alders present voted aye. Motion carried 7-0.

Motion by Alder Kjos, second by Alder Fritz to approve pay request for Badger Environmental & Earthworks – 2022 Lead Service Line Replacement Project in the amount of \$32,300.00. Upon roll call vote, all alders present voted aye. Motion carried 7-0.

Motion by Alder S. Brown, second by Alder Bell to approve pay request for Team Engineering, Wisconsin River Trail Project, in the amount of \$17,112.41. Upon roll call vote, all alders present voted aye. Motion carried 7-0.

Monthly bills: Motion by Alder Cashman, second by Alder Kjos to approve monthly bills as presented in the amount of \$66,803.51 of which are \$47,289.75 General Fund, \$2,030.49 out of Library County Funds approved by Library Board, \$128.61 from Donations Fund and \$17,354.66 from Capital Funds. Upon roll call vote, all alders present voted aye. Motion carried 7-0.

Adjourn: Motion by Alder Kjos, second by Alder R. Brown to adjourn. Motion carried.

Meeting adjourned at approximately 7:21pm.

Date Published: _____

Brenda L. Kalish, Mayor

Patricia Smith, City Administrator