

## **A Regular Meeting of the Boscobel Common Council**

### **Monday, August 7, 2023, 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 Barb Bell, Alder Steve Fritz, Alder Milt Cashman, Alder Roger Brown, Alder Jessie Esser, Alder Gary Kjos, Alder Stephanie Brown and Alder Brian Kendall. Absent: None

Others Present: City Engineer Mike Reynolds, City Administrator Patricia Smith, City Attorney Ben Wood, Chief of Police Jaden McCullick, Library Director Janelle Miller, Street Superintendent Luke Brown, Joe Hart, Jim Schwingle, Rita Thompson, Roger Thompson, Mike Peters, and Gene Freymiller. 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 07/24/2023:* Motion by Alder R. Brown, second by Alder Kjos to approve minutes of the July 24, 2023, Common Council meeting as presented. Motion carried.

*Registered Comments & Concerns:* None.

*"Leading with Purpose," Mike Peters, President & CEO of WPPI Energy Presentation:* No Action.

#### *Administrative Reports:*

*DPW Report:* Engineer/DPW Reynolds communicated that the 2023 Street Project is completing its excavation. The curb and gutter are expected to be complete the week after Labor Day. Iverson is scheduled to complete the blacktop at the end of September. The update for Pine Shores Estates is that the bricks are in and the excavated materials from the Street Project are being delivered to build up the berm. Reynolds will be proposing a fence to Kelly Trumm at the Boscobel Housing Authority to go on top of the berm. Reynolds is also getting a quote for topsoil and hydroseeding. Reynolds is not certain he will need the topsoil but feels all will be within the budget. The Boat Landing has had the final punch list. There are a few things to complete prior to the check being sent. Reynolds would like those items completed before the payment is delivered. Once the check does cash Reynolds will complete the grant reimbursement. Reynolds will need to have proof of check clearing before submission of reimbursement can be complete. Reynolds will also be purchasing dock materials both wood and plastic to complete the deck and the railing. Reynolds also discussed the volume of Brightspeed permits, over 40 of them, that he has processed. Reynolds has provided a generic statement response that they need to be responsible for all clearances and separations, as well as ensure that the poles can support their attachments. Reynolds is still waiting for confirmation from Brightspeed. The utility garage roof is replaced, and small items need to be completed. The water rate increase will go into effect at the end of August 2023. The bill that residents will receive in October for September usage will have the 8% increase reflected. The WWTP will have a UV upgrade, however, now that a system will be changed at the plant, a Facilities Report will need to be complete for the DNR. Reynolds will get that complete so the UV system can be installed. The electric substation upgrade is on hold until some of the open items are complete. The Improvement Services Committee met last week to discuss improvements to Wisconsin Avenue in front of the swimming pool to provide more room for the passage of cars and pedestrians. Reynolds will create an estimate

of services to modify the east side Wisconsin Avenue. Rynolds provided an update on the WRTTO Tap Grant from the DOT. We will need to start to plan for acquiring for the additional land purchase which will take some time.

*Administrator's Report:* City Administrator Smith communicated that she has engaged with Johnson & Block to do the reconciliation process for Q1 2023. In parallel, we will start to bring together our financial reports for the year now that we are coming out of our post conversion activities. Smith communicated that she is meeting with Accurate Appraisal to plan for the Open Book and Board of Review to finalize the dates and the results. Smith communicated that the MFA is in process for the email systems. We are required to have that for our Cyber Security Insurance. We are still waiting for our 2022 final audit results. Smith is also working to finalize the audit for the leave system for employees. Smith will also start to work on a fee analysis to evaluate our new fee amounts and streamline some of the current fees.

*Police Chief's Report:* Chief McCullick provided report in packet and as well stated the call volume is down. McCullick did state he is managing vacation time with his team. McCullick is working with Fillback on the warranty for one of the police cruisers. He also stated there was a fundraiser for our K-9 in conjunction with Fillback and it brought in approximately \$1,000. Alder R. Brown inquired if the stress level has gone down with his team now that we have the new officer in place and McCullick did confirm that it is improving.

*Library Director:* Library Director Miller provided a report that the book sale will be coming up at the end of August and the Boscobel Football team helped in moving the books over to the Blaine Gym. Miller also discussed opening a friend's group to assist with future fundraising and they will handle the book sale for next year which will help tremendously with her staff. A few events coming up, Sue Berg regional author, will be at the library on August 25, 2023, at 6:00 pm. Katie Aubae will be at the library September 5, 2023, at 5 pm and Avion Connections will be there on October 12, 2023, at 5:30 pm. Miller also communicated that security cameras were installed behind the library to ensure safety as employees exit the parking lot after dark. Miller also communicated that there will be a review of the Strategic Plan. The last plan was complete in 2011 and is not relevant and she would like to bring it more current.

*Mayor:* None.

*Review/Approve Development Agreement, City of Boscobel and Boscobel Housing Authority:* Motion by Alder R. Brown, second by Alder Kjos to approve the Development Agreement, City of Boscobel, and Boscobel Housing Authority. Motion carried.

*Review/Discussion Regarding Remodeling of the Restricted Housing Unit and Expansion of the Health Services Unit at the Wisconsin Secure Program Facility (Prison), Boscobel, WI:* No concerns, no action.

*Approve Licenses (Listing Attached):*

- Application for Temporary Class B License, Boscobel Antique Club, Smoke in the Valley, September 9, 2023 & September 10, 2023, Duane Gebhard.
- Application for Temporary Class B License, WRTTO, Taste of Boscobel, September 9, 2023, Jo Sommers.

Motion by Alder Kjos, second by Alder Cashman to approve the Application for Temporary Class B License for the Boscobel Antique Club and WRTTO. Motion carried.

*Approve Street/Alley Closing Request:*

- WRTO, Taste of Boscobel, September 9, 2023, Corner of LaBelle St., to Superior St. (right before the railroad tracks), 8 picnic tables in Old 61 Diner parking lot, 2 garbage cans, Jo Sommers.

*Approve Special Pay Requests:* None.

*Approve Account Balance Report:* July 2023.

Motion Alder Cashman, second by Alder Bell to approve the July 2023, Account Balance Report. Motion carried.

*Approve Payment of Monthly Bills:* Motion by Alder Kjos, second by Alder Kendall to approve monthly bills, as presented, with the invoice amount of \$969,111.49, of which was paid amount of \$969,111.49. Upon roll call vote, all alders present voted aye. Motion carried 8-0.

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

Meeting adjourned at approximately 7:48 pm.

Date Published: \_\_\_\_\_

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Brenda L. Kalish, Mayor

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Patricia A. Smith, City Administrator