

**Common Council  
Regular Meeting**

Tuesday, October 09, 2018, 6:30 p.m.  
City Hall, 31 S. Madison Street, Evansville, WI

**MINUTES**

1. **Call to order.** The meeting was called to order by Mayor Bill Hurtley at 6:32 p.m.
2. **Roll Call.** Members present: Mayor Bill Hurtley, Alderpersons Jim Brooks, Larry Dobbs, Dianne Duggan, Ben Ladick, James Montgomery (arrived at 6:35 p.m.), Joy Morrison, and Erika Stuart. Alderperson Rick Cole was absent. Others present: City Administrator/Finance Director Ian Rigg, City Clerk/Treasurer Judy Walton, City Attorney Mark Kopp, and Community Development Director Jason Sergeant.
3. **Approval of Agenda.** Brooks made a motion, seconded by Duggan to approve the agenda. Motion approved 6-0.
4. **Approval of Minutes.** There were a number of corrections to the minutes:
  - 1) correcting ~~Diane~~ Duggan to Dianne Duggan in Item 2, 2) correcting ~~Janice~~ Ringhand to Janis Ringhand in Item 7C, 3) correcting “Rigg reported this is a normal reassessment in the Capital Improvement Plan .... “ to review in Item 7F1, 4) correcting water ~~reading~~ to weeding in Item 7I, and 5) correcting “to produce more information on ~~the nuisance reported to the City~~ nuisance complaints and how they were resolved.

Brooks made a motion, seconded by Duggan to waive the reading of the minutes of September 11, 2018 and approve them as corrected. Motion approved 7-0.
5. **Civility reminder.** Recognition of the commitment to civility and decorum.
6. **Citizen appearances.** None.
7. **Reports of Committees**
  - A. **Library Board Report.** Walton read a prepared report by Library Director Megan Kloeckner which included that they will be closed from October 8<sup>th</sup> – 21<sup>st</sup> and will resume normal hours on October 22<sup>nd</sup>. Shelving installation begins October 10<sup>th</sup> and will be complete by the end of the day on Friday. They are going to be spending their time working on moving everything into the addition.
  - B. **Youth Center Advisory Board Report.** Brooks reported they had their first field trip yesterday.
  - C. **Plan Commission Report.** The Commission approved a conditional use permit to allow an area of the building to mix and store food ingredients within a retail space.
  - D. **Finance and Labor Relations Committee Report**
    - (1). Montgomery made a motion, seconded by Duggan to accept the City bills as presented in the amount of \$1,363,528.91. Motion approved 7-0 on a roll call vote.

- (2). Montgomery made a motion, seconded by Duggan to approve a development agreement between City of Evansville and Phillips-Morning Investment LLC for high density/mixed use development.

Brooks noted “Unbinding” needed to be removed from the agreement. Brooks warned against the idea of providing an offer in search of a project. Rigg stated that the provisions of the claw back and keeping the district multi use are in the agreement. The payback, without the manufacture or small industrial building is much faster.

Motion approved 7-0 on a roll call vote.

- (3). Rigg directed Council to the 2<sup>nd</sup> Quarter Treasurer’s Report.
- (4). Rigg directed Council to his 2019 Budget Report that outlined corrections/changes since the October 3, 2018 budget presentation meeting.

Brooks and Ladick suggested looking into using a retiring police department vehicle for the building inspector instead of purchasing new.

- (5). Montgomery made a motion, seconded by Duggan to approve the Media and Social Media Policy.

Suggested changes included 1) Use of Social Media, 3. ~~The city shall~~ There shall be a designated employee(s) to, 2) Removing the section “Agendas”, and 3) Adding 5. Review by committee and approved by Council at 1 year and every 3 years thereafter.

There was a lengthy discussion between Sergeant and Rigg about the nature of future social media sites. Sergeant said that it needs to be restricted and under City control. Rigg stated it would but the City needs to find followers or subscribers to be successful and our website is not a tool to reach out to people quickly. Rigg stated this is a policy to guide staff behavior not an operational manual. It was asked that this be reviewed again at Finance Committee.

Duggan withdrew her second and Montgomery withdrew his motion.

**E. Public Safety Committee Report.** Montgomery reported Drug Take Back day is October 27<sup>th</sup>; they attended the Youth Center field trip in Wisconsin Dells; and there were 1,204 calls for service.

- (1). Montgomery made a motion, seconded by Dobbs to approve the Joint Powers Agreement between the City of Evansville Police Department and the Rock County 911 Communications Center. Motion approved 7-0.

**F. Municipal Services Report**

- (1). Brooks made a motion, seconded by Dobbs to approve Resolution 2018-27, Amending the City of Evansville’s Fee Schedule – Solid Waste. Motion approved 7-0 on a roll call vote.

**G. Economic Development Committee Report.** No report.

**H. Redevelopment Authority Report.** No report.

**I. Parks and Recreation Board Report.** Morrison reported they tabled the final review of the Westside Park Plan; reviewed the budget; had a request from the Jay’s for an equipment shed; had a request from the Boy Scouts for use of the warming house for

their boats (that request was sent to Chad Renly); the creek wall work will continue if the water goes down; and they discussed paying the life guards during the time they are being trained.

**J. Historic Preservation Commission Report.** Morrison reported they had an application for 52 N Madison Street for a roof replacement which they denied, and an application for 23 S Fourth Street to replace windows, which was approved.

**K. Fire District Report.** Montgomery reported they ordered a compressor; will be applying for a FEMA grant for SCBAs (breathing apparatus); the spaghetti dinner will be on October 14<sup>th</sup> from 11:00 a.m. – 2:00 p.m.; and they are considering hiring an agency to help with collections.

**L. Police Commission Report.** No report.

**M. Energy Independence Team Report.** No report.

**N. Board of Appeals Report.** No report.

## **8. Unfinished Business**

**A.** Brooks made a motion, seconded by Stuart to approve Ordinance 2018-10, Amending Chapter 26 (Cemeteries) of the Evansville Municipal Code. Motion approved 7-0.

**B.** Brooks made a motion, seconded by Duggan to approve Ordinance 2018 – 07, Providing for Substitution of a Treasurers Bond. Motion approved 7-0.

## **9. Communications and Recommendations of the Administrator**

**A.** Brooks made a motion, seconded by Dobbs for discussion and possible motion to approve MSA Professional Services becoming administrator of the Evansville CDBG Housing Revolving ~~Liam~~ Loan Fund and instructing staff to administer future agreements.

Dobbs withdrew his motion. Brooks amended his motion deleting ~~possible~~, seconded by Dobbs.

Sergeant reiterated that the Evansville Housing Authority wants to discontinue administering the Revolving Loan Fund program, roughly \$100,000 for Evansville. Sergeant reached out to 3 prospective businesses to administer the program but only two responded. MSA provided an RFP but would not give a contract draft to the City. Rigg reported that Rock County already uses MSA so it would be a good fit if we ever needed to do a joint project. There are existing properties needing assistance through this program. Rigg stated that just today he learned the other \$280,000 CDBG may be the same funding as the current money but is waiting on word from the state on how the money is to be used. Brooks asked about the fees and Sergeant stated that they only take from the program funds as they are spent.

Brooks made a motion, seconded by Dobbs to amend the motion with the following change: ~~approve~~ negotiate and enter into a contract with MSA Professional Services

Motion approved 7-0 on a roll call vote.

**10. Communications and Recommendations of the Mayor.** Hurtley thanked everyone for their work on the budget, he thought it went smoothly.

- A. Brooks read aloud the Mayoral proclamation in recognition of Evansville Veteran's Participation in the Badger Honor Flight Program.

**11. New Business.** None

**12. Introduction of New Ordinances**

- A. Brooks presented the first reading of Ordinance 2018-11, an Ordinance Adopting the 2019 Operating and Capital Budgets and Setting Tax Levies.
- B. Brooks presented the first reading of Ordinance 2018-12, an Ordinance Amending Chapter 70 of the Municipal Code (Law Enforcement).

**13. Meeting Reminders**

- A. League of Wisconsin Municipalities Annual Conference is Wednesday, October 24-26, 2018, at the Kalahari Convention Center, Wisconsin Dells, WI.
- B. The next regular Council meeting is scheduled for Tuesday, November 13, 2018 at 6:30 p.m., City Hall.

**14. Adjournment.** Dobbs made a motion, seconded by Ben to adjourn at 7:51 p.m. Motion approved 7-0.

Judy Walton, City Clerk/Treasurer

*The minutes are not official until approved by the Common Council at the next regular meeting*