

**CITY OF LANCASTER  
COMMON COUNCIL MINUTES  
JANUARY 16, 2012  
6:30 P.M.**

**1. Call Meeting to Order**

Mayor Wehrle called meeting to order at 6:30 p.m.

**2. Pledge of Allegiance**

**3. Roll Call**

Members present were Mayor Wehrle, LaBudda, Janssen, Ihm, Reuter, Morgan, Crubel, Schmidt and Phalen. Others present were Clerk Kurihara, Attorney Infield, Administrator Crane, DPW Carroll, Police Chief Zabel, Fire Chief Braun, Library Director Tollefson, Housing Authority Board Member Jim Reynolds, Ted Matkom-Gorman & Company, Inc., David Timmerman-Herald Independent and Mark Evanstad-WGLR.

**4. Public Comments**

None

**5. Housing Authority Presentation**

Ted Matkom, Gorman & Company, Inc. informed the Council that the Lancaster Housing Authority Board selected them through a request for proposal process to rehabilitate the Sunrise Valley buildings. He stated the Company's intent is to rehabilitate all 113 units along construction of carports and traffic flow improvements at a total cost of 8 million dollars. He did note though that the project is contingent upon the approval of tax credits from WEDA in which the application deadline to submit is February 3, 2012. He further noted that if successful, Gorman & Company will partner with the Lancaster Housing Authority for the next 15 years on ownership and management.

Both Mayor Wehrle and Administrator Crane complimented Ted and the Housing Authority Board on their work in seeking improvements for the Sunrise Valley complex and its residents.

**6. Consent Agenda**

- a. Approve minutes of regular Council Meeting of December 19, 2011.
- b. December Revenue Report
- c. Library Fundraising Consultant Contract (2/1/2012-1/31/2015)-Sweeny Group
- d. Approve agent appointment-Thomas Stram, agent for Class A Beer and Liquor license for PW Retail Foods, LLC
- e. Approve Operator License-Thomas Schwantes and Ashley Kuster

Motion by Morgan, second by Reuter to approve above consent agenda items. Motion carried unanimously by roll call vote.

**7. Purchase Orders and Expenditures**

Motion by Morgan, second by Ihm to approve expenditures totaling \$421,705.81. Motion carried unanimously by roll call vote.

**8. Reports from Commissions and Committees**

- a. Historic Preservation Commission-Minutes of 1/10/12 included. Crubel stated the meeting was quick in which the 175<sup>th</sup> Celebration and Wright Block update were briefly discussed.
- b. 175<sup>th</sup> Committee-Minutes of 12/20/11 & 1/10/11 included. Crubel mentioned that the Committee mainly discussed the May 1<sup>st</sup> kickoff event.
- c. Police & Fire Commission-Minutes of 12/19/11 included. Administrator Crane said the Commission had authorized Chief Zabel to make a conditional offer of employment to Adam Fecht for police officer.

**9. Safe Routes to School Plan**

Administrator Crane briefly reviewed the Safe Routes to School Plan which was recently completed in partnership with both City and School officials. The plan was funded by a state grant written by Southwest Regional Planning Commission, who also provided consultant services.

Motion by Schmidt, second by Crubel to approve the Safe Routes to School Plan. Motion carried unanimously by roll call vote.

**10. Reports from Department Heads**

- a. Library Director Tollefson-The Annual Library report will be presented next meeting.
- b. Police Chief Zabel-Report in packet.
- c. DPW Carroll-None.
- d. Clerk Kurihara-None.
- e. Fire Chief Braun-Report in packet.

**11. Administrator's Report**

Report in packet and further mentioned:

- The Sweeny Group will soon begin its fundraising efforts as their contract was approved in the consent agenda tonight.
- Upcoming conferences.
- The Golf Course survey had shown that 70% agreed or strongly agreed that the Golf Course is an important part of the City's quality of life and 96% rated the restaurant as a good overall value.
- Working with Chamber on a new fun community event called "Winterfest" which will be held on February 11<sup>th</sup> and feature things like a best soup contest and possibly a human dog sled race.

**12. Mayor's Comments**

- Announced as good business news that several local business are expanding operations along with the recent purchase of the Wright Block Building.
- Mentioned that Governor Walker may be signing into law soon that small meat processing plants will be able to sell their products across state lines in which has not been allowed

**13. Alderpersons' Comments-**

None

**14. Close Session**

Motion by Morgan, second by Reuter to convene to close session at 7:28 p.m. for the purpose of considering employment, promotion, compensation or performance evaluation of any public employee over which the governmental body has jurisdiction or exercises responsibility in regards to AFSCME employees (Wisconsin Statutes 19.85, Pl, c) and considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations in regards to the Golf Course Lease (Wisconsin Statutes 19.85, Pl, f). Motion carried unanimously by roll call.

**15. Open Session**

N/A

**16. Adjourn**

Motion by Morgan, second by Janssen to adjourn meeting at 8:25 p.m. Motion carried.

Respectfully Submitted,  
David A. Kurihara, City Clerk

**CITY OF LANCASTER  
COMMON COUNCIL MINUTES  
FEBRUARY 20, 2012  
6:30 P.M.**

**1. Call Meeting to Order**

Mayor Wehrle called meeting to order at 6:30 p.m.

**2. Pledge of Allegiance**

**3. Roll Call**

Members present were Mayor Wehrle, LaBudda, Janssen, Ihm, Reuter, Morgan, Crubel and Phalen. Absent was Schmidt. Others present were Clerk Kurihara, Attorney Infield, Administrator Crane, DPW Carroll, Police Chief Zabel, Library Director Tollefson, Gary Reuter, David Timmerman-Herald Independent and Mark Evanstad-WGLR.

**4. Public Comments**

None

**5. Consent Agenda**

- a. Approve minutes of regular Council meeting of January 16, 2012
- b. January Revenue Report
- c. Approve digital projector and installation contract with Sonic Equipment, Co. for the Theater in the amount of \$76,084.72

Motion by LaBudda, second by Janssen to approve above consent agenda items. Motion carried unanimously by roll call vote.

**6. Purchase Orders and Expenditures**

Motion by Ihm, second by Morgan to approve expenditures totaling \$1,015,642.37. Motion carried unanimously by roll call vote.

**7. Reports from Commissions and Committees**

- a. Plan Commission-Minutes of 2/13/12 included. Mayor Wehrle informed that the Commission delayed its decision on the petition of a CSM until further information was provided. The Commission also discussed a possible rezone in Ihm Estates.
- b. Park and Recreation Committee-Minutes of 2/6/12 included. LaBudda stated that the main item of discussion was the 2012 Summer Recreation Program.
- c. Historic Preservation Commission-Minutes of 2/7/12 included. Crubel mentioned that the Commission discussed a Historic Home tour for the 175<sup>th</sup> Birthday celebration.
- d. Library/Cultural Center Review Committee-Minutes of 2/15/12. Director Tollefson said Jodi Sweeny (Sweeny Group) outlined her role for the upcoming campaign planning study.
- e. Golf Committee-Minutes of 1/31/12 included. Janssen indicated the Committee discussed offering a different type of fee arrangement such as 10-day passes.
- f. 175<sup>th</sup> Committee-Minutes of 2/14/12 included. Crubel stated that the Committee continued its discussion of the kickoff event on May 4<sup>th</sup>.
- g. Police & Fire Commission-Minutes of 12/19/11 included. Administrator Crane informed the Commission had authorized Chief Zabel to initiate hiring a new police officer due to the recent resignation of Stephen Herbers.

**8. Library Annual Report**

Library Director Tollefson presented the 2011 Schreiner Memorial Library Annual Report (includes Potosi Library Branch) and noted the following:

- Circulation increased and there has been a consistent upward trend over the past years
- Computer use increased and continues to be one of the Library's core services
- Cost per circulation slightly increased from \$3.89 in 2010 to \$3.99 in 2011
- One area of library resources that did decrease was books due to the need of a new library building expansion.

He further commented that library services continue to grow despite the internet and increase popularity of eBooks.

**9. Reports from Department Heads**

- a. Police Chief Zabel-Report in packet.
- b. DPW Carroll-None.
- c. Clerk Kurihara-None.
- d. Fire Department-Report in packet.

**10. Administrator's Report**

Report in packet and pointed out:

- Winterfest-Felt the event was a success despite a low attendance but will be looking at ways to increased participation for next year.
- Facebook Page-Administration has created an official "City of Lancaster" Facebook page.
- Airport Farming Lease-Reached agreement with Terry Bailie to farm and mow the grass at the airport.

**11. Mayor's Comments**

- Dave Ross, Wisconsin Secretary of Safety and Professional Services recently made a couple of business visits in Lancaster.
- A recent group of officials from Clark County visited the Majestic View along with other parts of the City.
- Had attended an USDA meeting and the annual WEDA conference in Madison this month.
- Attended annual Boy Scout meeting at the Congregational church in which there was some discussion of a possible scouting project involving Schreiner and Klondike parks.

**12. Alderpersons' Comments-**

Ihm-

- Wondered if any further explanation regarding the airport farm lease was needed. Administration Crane felt it was self-explanatory in his report and other Council members agreed.
- Inquired on status of Housing Authority proposed project. Administrator Crane said the Gorman & Company has submitted the application for tax credits to state and are now justing waiting to hear back.

Phalen-

- Noted a historical event when Gene Autrey came to Lancaster to buy horses in which Joe Greer, Jack's brother and himself had gone along with him.

**13. Adjourn**

Motion by Ihm, second by Phalen to adjourn meeting at 7:16 p.m. Motion carried.

Respectfully Submitted,  
David A. Kurihara, City Clerk

**CITY OF LANCASTER  
COMMON COUNCIL MINUTES  
MARCH 19, 2012  
6:30 P.M.**

**1. Call Meeting to Order**

Mayor Wehrle called meeting to order at 6:32 p.m.

**2. Pledge of Allegiance**

**3. Roll Call**

Members present were Mayor Wehrle, LaBudda, Janssen, Ihm, Reuter, Morgan, Schmidt and Phalen. Absent was Crubel. Others present were Clerk Kurihara, Attorney Infield, Administrator Crane, DPW Carroll, Police Chief Zabel, Fire Chief Braun, Virginia Saxon, Kathleen Doll, Chris Bausch, Tony Bausch, Barb Bausch, David Bainbridge, Aaron Austin, Sandy Liebfried, David Timmerman-Herald Independent and Mark Evanstad-WGLR.

**4. Public Hearing-The Vacation and Discontinuance of Public Streets**

Mayor Wehrle declared the public hearing open at 6:33 p.m.

No citizens were present who wished to speak.

Mayor Wehrle closed public hearing at 6:34 p.m.

**5. Resolution No. 2012-01-Resolution to Vacate Streets**

Motion by Schmidt, second by Morgan to approve Resolution No. 2012-01-Resolution to Vacate Streets. Motion carried unanimously by roll call vote.

**6. Comments**

None

**7. Consent Agenda**

- a. Approve minutes of regular Council Meeting of February 20, 2012
- b. February Revenue Report
- c. Approve Resolution No. 2012-02-2012 Special Assessments for E. Walnut St. Reconstruction Project
- d. Approve agreement with FEH Associates for design services for the Library project
- e. Approve Operators Licenses-Misty Davis, Patricia Gregor, Megan Steger, Jessica Elloit and Lori Scholl.

Motion by Morgan, second by Ihm to approve above consent agenda items. Motion carried unanimously by roll call vote.

**8. Purchase Orders and Expenditures**

Motion by Ihm, second by Morgan to approve expenditures totaling \$1,484,612.81. Motion carried unanimously by roll call vote.

**9. Reports from Commissions and Committees**

- a. Plan Commission-Minutes of 3/12/12 included. Mayor Wehrle stated that the items being recommended by the Commission for Council approval are listed further down on the agenda.
- b. Historic Preservation Commission-Minutes of 2/28/12 included. Administrator Crane informed that there was an update on the Wight Block building by Bruce Fritz. The Commission also discussed its role in the 175<sup>th</sup> Birthday Celebration and future role in historic preservation.
- c. Golf Course Committee-Minutes of 2/28/12 included. Janssen noted that the Committee further discussed membership options and a Committee member's comment that there is no sign for the Golf Course on Hwy 129.
- d. 175<sup>th</sup> Committee-Minutes of 3/13/12 included. Administrator Crane pointed out that the Committee approved setting up an oral history voicemail box called the "Lavon Line" in honor of Lavon Hall as an option for people to call and leave a phone message about Lancaster historic stories.

**10. CSM (McNamara)**

Motion by Morgan, second by Ihm to approve the Certified Survey Map located in the NW ¼-NW ¼, NE ¼ - NW ¼, SE ¼ -NW ¼, NE ¼ -SW ¼ and SE ¼ -SW ¼ of Section 11, T4N R3W, City of Lancaster and South Lancaster Township also being a Replat of Part Outlot H & I, Assessment Plat, City of Lancaster, Grant County, Wisconsin petitioned by Pat McNamara as recommended by the Plan Commission. Motion carried unanimously by roll call vote.

**11. CSM (Bausch)**

Clerk Kurihara clarified that this item also includes approval of transferring City land to Tony. This is a narrow seven (7) foot strip of land that already appears to be the West border of the existing property sold and is in exchange for property that is to be dedicated for future City Street right-away.

Motion by Schmidt, second by LaBudda to approve the Certified Survey Map located in the NW ¼-NW ¼ and the NE ¼ -NW ¼ of Section 11, T4N R3W, City of Lancaster, Grant County, Wisconsin petitioned by Tony Bausch and City land transfer as part of Lot1 as recommended by the Plan Commission. Motion carried unanimously by roll call vote.

**12. CSM (Schacht-Adams)**

Motion by Ihm, second by Schmidt to approve the Certified Survey Map located in the NW ¼-NW ¼, NE ¼ - NW ¼, SE ¼ -NW ¼, NE ¼ -SW ¼ and SE ¼ -SW ¼ of Section 11, T4N R3W, City of Lancaster and South Lancaster Township, Grant County, Wisconsin petitioned by Schacht-Adams as recommended by the Plan Commission. Motion carried unanimously by roll call vote.

**13. CSM (Bainbridge)**

Motion by LaBudda, second by Morgan to approve the Certified Survey Map Being Part of Outlot G of the Assessment Plat of Lancaster, located in Part of the SW ¼ of the NE ¼ of Section 10, T4N, R3W, City of Lancaster, Grant County, Wisconsin petitioned by David Bainbridge as recommended by the Plan Commission. Motion carried unanimously by roll call vote.

**14. Amended PUD (Schwab)**

Motion by Ihm, second by Phalen to approve amended PUD (Planned Unit Development) at property located at 1900 Industrial Park Road petitioned by Mark Schwab. Motion carried unanimously by roll call vote.

**15. Ordinance No. 2012-01**

Motion by Schmidt, second by Janssen to approve Ordinance No. 2012-01-An Ordinance Amending the Zoning Map for the City of Lancaster, Grant County, Wisconsin (RE: The petition of Tony Bausch to rezone Lots 1, 2 & 3 in the Certified Survey Map located at East Lincoln Avenue from R-A (Residential Agriculture) to R-1 (Single Family Residential)) contingent upon purchase of property by Tony Bausch as recommended by the Plan Commission. Motion carried unanimously by roll call vote.

**16. Approve Grantland Theater Lease**

Administrator Crane reviewed a revised draft lease for the operation of the theater and mentioned that the lease also formalizes the relationship on the use with Lancaster Community Players.

It was noted Item 8 of the lease was stated in error in that it stated the Tenant is responsible for the all utilities. Administrator Crane will make a correction to reflect that the Landlord (City) is responsible for the utilities.

Schmidt requested that the lease provide clarification on the responsibility of cleaning the theater.

Motion by LaBudda, second by Schmidt to approve the Grantland Theater Lease contingent upon theater cleaning being addressed and City Attorney approval. Motion carried unanimously by roll call vote.

**17. Reports from Department Heads**

- a. Police Chief Zabel-Report in packet.
- b. DPW Carroll-Will begin street cleaning soon due to the unexpected nice weather.
- c. Clerk Kurihara-None.
- d. Fire Department-Reports (monthly and annual) in packet.

**18. Administrator's Report**

Report in packet and further mentioned:

- Economic Development Article in the League magazine.
- E. Walnut Street Reconstruction Project Timeline. Schmidt expressed concern in which he felt the engineers should have had the project moved up early in the year as has been done with other past projects so that the project would completed on time.

**19. Mayor's Comments**

- State Senator Dale Schultz will be in Platteville tomorrow.
- Had attended with his wife the 2012 World Championship Cheese Contest held at the Monona Terrace in Madison earlier this month.

**20. Alderpersons' Comments**

None

**21. Closed Session**

Motion by Morgan, second by LaBudda to convene to close session at 7:13 p.m. for the purpose of considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations in regards to the Golf Course Lease (Wisconsin Statutes 19.85, Pl, f). Motion carried unanimously by roll call vote.

**22. Open Session**

N/A

**23. Adjourn**

Motion by Morgan, second by Ihm to adjourn meeting at 7:53 p.m. Motion carried.

Respectfully Submitted,  
David A. Kurihara, City Clerk

**CITY OF LANCASTER  
COMMON COUNCIL MINUTES  
APRIL 16, 2012  
6:30 P.M.**

**1. Call Meeting to Order**

Mayor Wehrle called meeting to order at 6:30 p.m.

**2. Pledge of Allegiance**

**3. Roll Call**

Members present were Mayor Wehrle, LaBudda, Janssen, Ihm, Reuter, Morgan, Schmidt and Crubel. Absent was Phalen. Others present were Clerk Kurihara, Attorney Infield, Administrator Crane, DPW Carroll, Police Chief Zabel, Fire Chief Braun, Library Director Tollefson, Mark Fisher, Strand Associates, Brian Della-Public Financial Management, Connie Murray, Christina Marfilus, David Timmerman-Herald Independent and Mark Evanstad-WGLR.

**4. Public Hearing-Special Assessments per E. Walnut St. Reconstruction Project Area**

Mayor Wehrle declared the public hearing open at 6:32 p.m.

Christina Marfilus inquired on how her property assessment amount was determined.

Mark Fisher, Strand Associates stated that the assessment was determined by City policy and based on that, the property will be assessed 33% of the curb & gutter cost since it is a corner lot and 100% of the driveway apron cost.

No other citizens were present who wished to speak.

Mayor Wehrle closed public hearing at 6:36 p.m.

**5. Comments**

Connie Murray questioned the turnaround platted on the Schacht/Adams CSM and the unimproved extension of Harrison Street to her property.

DPW Carroll explained that there is a turnaround on the CSM but it is temporary since a permanent one would not be legal and the street is planned to continue through the remaining property sometime in the future. In regards to the unimproved extension of Harrison Street, this was done so that her property could front a City street as required by City zoning.

Mayor Wehrle informed Connie that if she had more questions that she should stop in at City Hall and discuss this with City staff.

**6. Consent Agenda**

- a. Approve minutes of regular Council Meeting of March 19, 2012
- b. March Revenue Report
- c. Approve Resolution No. 2012-03-Introductory Resolution to Vacate a Street
- d. Approve Operator Licenses-Tyler Whitish, Brian Asp and Tesha Peer

Motion by Morgan, second by LaBudda to approve above consent agenda items. Motion carried unanimously by roll call vote.

**7. Purchase Orders and Expenditures**

Motion by Ihm, second by Morgan to approve expenditures totaling \$172,399.52. Motion carried unanimously by roll call vote.

**8. Reports from Commissions and Committees**

- a. Historic Preservation Commission-Minutes of 3/20/12 & 4/3/12 included. Crubel stated that the Commission has been focused on the 175<sup>th</sup> birthday celebration and the historic home tour in conjunction with the celebration.

- b. Library/Cultural Center Review Committee-Minutes of 3/27/12 included. Director Tollefson said Jodi Sweeny (Sweeny Group) is leading another round of fundraising for the Library Project. He also stated that he had received a \$4,125 donation from Steve Walker, who had recently raised the funds through a fun run/walk ("Bunny Hop") sponsored by Walker's Clothing and Monkey's Tale.
- c. Golf Course Committee-Minutes of 4/2/12 included.
- d. 175<sup>th</sup> Committee-Minutes of 3/27/12 included. Crubel reminded that the first celebration event is coming up on May 4<sup>th</sup> at the Library.

**9. Pre-Sale Discussion-G.O. Notes**

Brian Della, Public Finance Management briefly reviewed the handout outlining the borrowing of two (2) notes (\$1,470,000 G.O. Notes, Series 2012A and \$1,085,000 G.O. Notes, Series 2012B) to provide financing for projects in the City's 2012 Capital Improvement Plan.

**10. Resolution 2012-04-\$1,470,000 G.O. Notes, Series 2012A**

Motion by Schmidt, second by Reuter to approve Resolution 2012-04-Resolution Providing for the Sale of Approximately \$1,470,000 General Obligation Refunding Notes, Series 2012A. Motion carried unanimously by roll call vote.

**11. Resolution 2012-05-\$1,085,000 G.O. Notes, Series 2012B**

Motion by Morgan, second by Ihm to approve Resolution 2012-05-Resolution Providing for the Sale of Approximately \$1,085,000 General Obligation Refunding Notes, Series 2012B. Motion carried unanimously by roll call vote.

**12. Review proposed 2012 projects (E. Walnut Street and Golf Course Irrigation)**

Mark Fisher, Strand Associates provided a brief synopsis of the scope and schedule for East Walnut Street Reconstruction Project.

Mark also presented to the Council a feasibility study proposal for the evaluation, design and construction observation for the proposed Municipal Golf Course Irrigation and Memorial Park Pond Diversion Project.

Motion by Schmidt, second by Crubel to authorize Strand Associates, Inc. to proceed with the proposed feasibility study. Motion carried unanimously by roll call vote.

**13. Reports from Department Heads**

- a. DPW Carroll-None other than street cleaning is done and sidewalk replacement will be starting soon.
- b. Library Director Tollefson-1<sup>st</sup> quarter was busy with circulations.
- c. Fire Chief Braun-Report in packet and noted that a training exercise will occur on the 21<sup>st</sup>-22<sup>nd</sup> at an abandoned house on County A.
- d. Police Chief Zabel-Report in packet. In addition, Administrator Crane reported that interviews were conducted last Saturday to fill a vacant police officer position and the Police & Fire Commission is meeting again on Thursday for further discussion.
- e. Clerk Kurihara-There are currently four (4) more elections scheduled this year and the next one will be the Recall Primary on May 8<sup>th</sup>.

**14. Administrator's Report**

Report in packet and mentioned one thing:

- EECBG-City recently received the final grant reimbursement and further noted that the City has nearly saved \$12,000 in heating and cooling when compared to 2010,

**15. Mayor's Comments**

- Received a new American flag from the Legion Auxiliary,
- SW Legislative Day at the Capital is April 25, 2012.
- Best Conference will be in Gay Mills on May 15<sup>th</sup>,
- Received a letter from a middle school student doing an awareness project.

**16. Alderpersons' Comments**

None

**17. Closed Session**

Motion by Morgan, second by LaBudda to convene to close session at 7:54 p.m. for the purpose of 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 in regards to City-owned resident lot for sale in Coventry Estates & purchasing of 302 S. Van Buren Street property adjacent to Memorial Park (Wisconsin Statutes 19.85, P1, e) and considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations in regards to the Golf Course Lease (Wisconsin Statutes 19.85, P1, f). Motion carried unanimously by roll call vote.

**18. Open Session**

N/A

**19. Adjourn**

Motion by LaBudda, second by Schmidt to adjourn meeting at 8:17 p.m. Motion carried.

Respectfully Submitted,  
David A. Kurihara, City Clerk

**CITY OF LANCASTER  
COMMON COUNCIL MINUTES  
STATUTORY ORGANIZATIONAL MEETING  
APRIL 17, 2012  
6:30 P.M.**

**1. Call Meeting to Order**

Mayor Wehrle called meeting to order at 6:30 p.m.

**2. Pledge of Allegiance**

**3. Oath of Office**

Clerk Kurihara administered the official Oath of Office to elected Mayor Jerry Wehrle and Alderpersons: Kate Reuter, LeRoy Ihm, Jennifer Crubel and Dennis Morgan.

**4. Roll Call**

Members present were Wehrle, Morgan, Reuter, Schmidt, Ihm, Janssen and Crubel. Absent were Phalen and LaBudda. Others present were Administrator Crane, Clerk Kurihara and David Timmerman-Herald Independent.

**5. Election by Council**

**A. Council President**

Motion by Ihm, second by Crubel to nominate Bob Schmidt. Motion carried.  
Motion by Reuter, second by Morgan to nominate Dennis Morgan. Motion carried.  
Bob Schmidt was elected four (4) to two (2) by secret ballot.

**B. Member to serve on Park and Recreation Committee**

Motion by Janssen, second by Crubel to nominate Shayne LaBudda. Motion carried.  
Motion by Morgan, second by Schmidt to cast a unanimous ballot for Shayne LaBudda.  
Motion carried.

**C. Member to serve on Plan Commission**

Motion by Morgan, second by Reuter to nominate Shayne LaBudda. Motion carried.  
Motion by Schmidt, second by Crubel to nominate LeRoy Ihm. Motion carried.  
A tie vote of three (3) for Ihm and three (3) for LaBudda resulted by secret ballot.  
LaBudda was elected four (4) to two (2) by a 2<sup>nd</sup> secret ballot.

**D. Member to serve on Golf Course Committee**

Motion by Morgan, second by Crubel to nominate Jay Janssen. Motion carried.  
Motion by Schmidt, second by Morgan to cast a unanimous ballot for Jay Janssen. Motion carried.

**6. Consider appointments by Mayor subject to Council Approval**

Board of Review Alderpersons:

Ihm, Phalen and Crubel

Building Inspector/Zoning Administrator:

Dennis Hampton

City Attorney:

Todd Infield

Golf Course Committee Member to Replace Dick Becker (4 Yr. Term):

Dick Becker

Housing Auth. Bd. Member to Replace Mary Rasmussen (5 Yr. Term):

Mary Rasmussen

Park & Rec, Comm. Member to Replace Mark Schroeder (4 Yr. Term):

Mark Schroeder

Plan Commission Member to Replace Rita Angeli (3 Yr. Term):

Rita Angeli

Police & Fire Comm. to Replace Jeffrey "Neil" Blackburn (5 Yr. Tm):

Jeffrey "Neil" Blackburn

Zoning Board of Appeals to Replace:

Lois Vorwald (3 Yr. Term):

Lois Vorwald

LeRoy Ihm, 2<sup>nd</sup> Alternate (3 Yr. Term):

LeRoy Ihm

Historic Preservation Comm. (2 Yr. Term) and Council Member (1yr.):

Eric Johnston, Mike Steffel  
and Dennis Morgan (Council)

**Minutes-Common Council**  
**April 19, 2012 Page 2**

Special Committees:

Airport Committee (1 Yr. Term):

LeRoy Ihm, Steve Allen, Bruce Fritz and Darrell Haskins

Grant County Economic Development Corp. (1 Yr. Term):

Dennis Morgan, LeRoy Ihm (Alternate 1) and Mayor Wehrle (Alternate 2)

Lancaster Plus Committee (1 Yr. Term):

Mayor Wehrle, Jean Hopkins, John Ingebristen, Pat Kwallek and Linda Lucke

Library Building Committee (1 Yr. Term):

Juanita Caley (Library Fd.), James Hibbard (Grant Co. Hist. Soc.), Melissa Janssen (City), Kim Martens (City), Laurie Walker (Library Bd.), Cari Schaffer (Library Bd.) and Kate Reuter (City)

175<sup>th</sup> Birthday Committee (1 Yr. Term):

Historical Preservation Committee Chair, City Administrator, Chamber Executive Director, John Ingebristen (Herald Independent Designee), Rick Sanson (WGLR Designee), Dennis Wilson (Grant Co. Historical Soc. Designee), James Hibbard (Grant Co. Historical Soc. Designee), Diane Morgan (Citizen), Pat Kwallek (Citizen) and Jeanne Griswold (Citizen)

Housing Rehabilitation Loan Committee (1 Yr. Term):

Mike Berg, Jeff Carroll, Delores Pace and Bill Wetter

Motion by Ihm, second by Reuter to approve appointments by Mayor. Motion carried.

**7. Consider Council Appointments**

Council Members to Serve on Fire/Rescue Building Committee:

LeRoy Ihm, Jay Janssen and Dennis Morgan

Assessor: Accurate Appraisal, LLC.

Motion by Morgan, second by Schmidt to approve Council appointments. Motion carried.

**8. Resolution No. 2012-06**

Motion by Ihm, second by Reuter to adopt Resolution #2012-06-Designating Public Depositories. Motion carried.

**9. Resolution No. 2012-07**

Motion by Schmidt, second by Crubel to adopt Resolution #2012-07-Designating the Grant County Herald Independent as the Official Newspaper. Motion carried.

**10. Adjourn**

Motion by Ihm, second by Janssen to adjourn at 6:45 p.m. Motion carried.

Respectfully Submitted,  
David A. Kurihara, City Clerk

**CITY OF LANCASTER  
COMMON COUNCIL MINUTES  
MAY 21, 2012  
6:30 P.M.**

**1. Call Meeting to Order**

Mayor Wehrle called meeting to order at 6:30 p.m.

**2. Pledge of Allegiance**

**3. Roll Call**

Members present were Mayor Wehrle, LaBudda, Phalen, Janssen, Ihm, Reuter, Morgan, Schmidt and Crubel. Others present were Clerk Kurihara, Attorney Infield, Administrator Crane, DPW Carroll, Police Chief Zabel, Fire Chief Braun, Brian Della-Public Financial Management, Sandi Buschbom, Other Citizen, David Timmerman-Herald Independent and Mark Evanstad-WGLR.

**4. Comments**

Sandi Buschbom requested that the Council consider developing a walking/biking path from City Limits Road to Memorial Park.

Mayor Wehrle informed Sandi to give her contact information to the City Administrator and he would follow-up with her.

**5. Consent Agenda**

- a. Approve minutes of regular Council Meeting of April 16, 2012 and Organizational meeting of April 17, 2012
- b. Revenue report for April
- c. Approve Resolution No. 2012-08– CMAR
- d. Approve Resolution No. 2012-09-Authorizing the Sale of Real Estate to Josh and Jamie Burr for \$45,000
- e. Approve Resolution No. 2012-10-Final Resolution Special Assessments for E. Walnut St. Reconstruction Project
- g. Approve Operator Licenses-Jadee Kellogg, Tyler Miller, Patience Miles, Amber Hines, Nathalie Schattner and Angel Ackerman

Motion by Ihm, second by Morgan to approve above consent agenda items. Motion carried unanimously by roll call vote.

**6. Class “B” Beer and “Class B” Liquor License**

Motion by Morgan, second by Reuter to approve Class “B” Beer and “Class B” Liquor License for Las Palmas Authentic Mexican Restaurant, LLC-1053 S. Madison Street, Lancaster, Wisconsin 53813-Cesar Luna, Agent contingent upon sale of property to applicant. Motion carried unanimously by roll call vote.

**7. Purchase Orders and Expenditures**

Motion by Morgan, second by LaBudda to approve expenditures totaling \$169,872.98. Motion carried unanimously by roll call vote.

**8. Reports from Commissions and Committees**

- a. Plan Commission-Minutes of 5/14/12 included. Mayor Wehrle stated that an Extraterritorial Subdivision listed further down the agenda is being recommended by the Commission for approval.
- b. Historic Preservation Commission-Minutes of 5/1/12 included.
- c. Park & Recreation Committee-Minutes of 5/7/12 included. LaBudda noted a couple of new summer recreation requirements: coaches background checks and state mandated concussion consent form.
- d. 175<sup>th</sup> Committee-Minutes of 4/24/12 included. Crubel reported the first celebration event on May 4<sup>th</sup> at the Library was a success.

**9. Creekwood Estates Subdivision (Kirschbaum)**

Motion by LaBudda, second by Ihm to approve the petition by Corey Kirschbaum to Examine and Review the Preliminary Plat of Creekwood Estates Being located in the NE ¼-NW ¼, NW ¼ -NE ¼ and SW ¼ -NE ¼ of Section 4, T4N R3W, Town of South Lancaster, Grant County, Wisconsin (Extraterritorial Review) petition by Corey Kirschbaum as recommended by the Plan Commission. Motion carried unanimously by roll call vote.

**10. Resolution 2012-11-\$1,470,000 G.O. Notes, Series 2012A**

**11. Resolution 2012-12-\$1,085,000 G.O. Notes, Series 2012B**

Brian Della, Public Finance Management summarized the following sale of the two (2) note issues to Bankers Bank of Madison, Wisconsin:

- \$,1470,000 G.O. Promissory Notes, Series 2012A-10 year Notes and True Interest Rate is 1.90%
- \$1,085,000 G.O. Promissory Notes, Series 2012B-Short-Term Notes and True Interest Rate is 1.12%

He also noted that the City's General Fund has been steadily declining over the past several years which has been mostly due to operating transfers to other funds.

Motion by Schmidt, second by LaBudda to approve Resolution 2012-11-A Resolution Authorizing the Issuance and Sale of \$1,470,000 General Obligation Refunding Notes, Series 2012A. Motion carried unanimously by roll call vote.

Motion by Morgan, second by Janssen to approve Resolution 2012-12-A Resolution Authorizing the Issuance and Sale of \$1,085,000 General Obligation Refunding Notes, Series 2012B. Motion carried unanimously by roll call vote.

**5f. Accept low bid for Walnut Reconstruction Project and Georgia Lane Water Main Replacement Project**

Motion by Ihm, second by Phalen to accept low bid of \$1,135,362.50 for Walnut Reconstruction Street Project and low bid of \$180,887.30 for Georgia Lane Water Main project less \$2,000 bid deduct for a combined total low bid of \$1,314,249.50 from McGuire Inc. of Monroe, Wisconsin. Motion carried unanimously by roll call vote.

**12. Reports from Department Heads**

- a. DPW Carroll-Mentioned that the City was notified that it will receive some Local Road Improvement Program (LRIP) funds for the East Walnut Reconstruction Street project.
- b. Police Chief Zabel- Report in packet and stated that the department will run a "click it or ticket it" program from May 21-June 3 to increase safety belt wearing awareness.
- c. Fire Chief Braun-Report in packet.
- d. Clerk Kurihara-Reminded that the Recall Election is in about two weeks on June 5<sup>th</sup>.

**13. Administrator's Report**

Report in packet and mentioned one thing:

- Highway Signage-City Administration has initiated discussion with the DOT about installing additional way-finding signage at the entrance points of the City especially along Hwy 129.

**14. Mayor's Comments**

- Attended Tri-state Alliance meeting in Dubuque last Friday in which it was stated that Amtrak is scheduled to come to Dubuque in 3-5 years and Illinois is looking into making Hwy 20 from Freeport to Galena a toll road.
- He and Ihm attended the BEST conference in Gays Mills last Tuesday,
- Had attended a Wisconsin Economic Development Group meeting.
- He and Morgan recently met with Schneider Electricity representatives.

**15. Alderpersons' Comments**

Labudda-

- Requested that Administration revisit the possible development of a walking path from Newbury Knoll Subdivision.
- Mentioned and praised the Lancaster Community Schools for the High School being ranked 4<sup>th</sup> in the state by the latest U.S. News and World Report rankings.

**16. Closed Session**

N/A

**17. Open Session**

N/A

**18. Resolution No. 2012-13-Authorizing the Purchase of Property**

Administrator Crane indicated he had a signed offer for \$55,000 along with \$5,000 for relocation expenses to purchase the property owned by Craig and Tammy Temple located at 302 S. Van Buren Street as was discussed in closed session at the April regular Council meeting. The closing for this property is scheduled for June 30<sup>th</sup>.

Motion by Ihm, second by Morgan to approve Resolution 2012-13-A Resolution Authorizing the Purchase of Property as outlined in the above-mentioned offer to purchase. Motion carried unanimously by roll call vote.

**19. Adjourn**

Motion by Janssen, second by Crubel to adjourn meeting at 7:23 p.m. Motion carried.

Respectfully Submitted,  
David A. Kurihara, City Clerk

**CITY OF LANCASTER**  
**COMMON COUNCIL MINUTES**  
**JUNE 18, 2012**  
**6:30 P.M.**

**1. Call Meeting to Order**

Mayor Wehrle called meeting to order at 6:30 p.m.

**2. Pledge of Allegiance**

**3. Roll Call**

Members present were Mayor Wehrle, LaBudda, Phalen, Janssen, Ihm, Reuter, Morgan, Schmidt and Crubel. Others present were Clerk Kurihara, Attorney Infield, Administrator Crane, DPW Carroll, Police Chief Zabel, Fire Chief Braun, Library Director Tollefson, Kathy Friederick, Dan Klein, David Timmerman-Herald Independent and Mark Evanstad-WGLR.

**4. Public Hearing-The Vacation and Discontinuance of A Public Street**

Mayor Wehrle declared the public hearing open at 6:31 p.m.

Clerk Kurihara explained that the hearing is in regards to vacating the platted portion of Pierce Street in the backyard of Bob Schmidt's property.

No citizens were present who wished to speak.

Mayor Wehrle closed public hearing at 6:32 p.m.

**5. Resolution No. 2012-14-Resolution to Vacate Street**

Motion by Janssen, second by Reuter to approve Resolution No. 2012-14 Resolution to Vacate Street (Portion of Pierce Street). Motion carried seven (7) to zero (0) with Schmidt abstaining by roll call vote.

**6. Consent Agenda**

- a. Approve minutes of regular Council Meeting of May 21, 2012
- b. Approve Library Board Appointees (Patti Benson and Jennifer Ingebristen)
- c. Resolution No. 2012-15- 2011 Budget
- d. May Revenue Report
- e. Approve License Renewals for 7/1/2012 – 6/30/2013
- f. Approve Operator Licenses 2012-2014

Motion by Schmidt, second by LaBudda to approve above consent agenda items. Motion carried unanimously by roll call vote.

**7. Purchase Orders and Expenditures**

Motion by Ihm, second by Morgan to approve expenditures totaling \$223,534.46. Motion carried unanimously by roll call vote.

**8. Reports from Commissions and Committees**

- a. Plan Commission-Minutes of 6/11/12 included. Mayor Wehrle stated that agenda items 10, 11 and 12 are being recommended by the Commission for approval.
- b. 175<sup>th</sup> Committee-Minutes of 5/22/12 and 6/5/12 included
- c. Golf Course Committee-Minutes of 6/6/12 included. Janssen mentioned that the biggest thing of discussion was some patrons inquiring about a senior membership
- d. Board of Review-Minutes of 6/4/12 included. Clerk Kurihara noted that the Board met to set the date of August 7<sup>th</sup> for Board of Review.
- e. Zoning Board of Appeals- Minutes of 6/5/12 included. Clerk Kurihara stated that a variance was granted to Martin Funeral Home to build a new garage on an existing garage foundation.

**9. CSM (Addison)**

This CSM was previously approved by the Plan Commission on October 11, 2011 but Kathy formally withdrew her petition at the October 18, 2011 Council meeting. It is being submitted for re-approval to be in compliance with the Zoning Ordinance. Mayor Wehrle further stated that the applicant does understand that City water is not available to the newly created lot.

Motion by LaBudda, second by Reuter to approve the Certified Survey Map being a replat of Lot 8 of Addison Acres which is located in the SW ¼ of the SW ¼ of Section 11, T4N R3W, Town of South Lancaster, Grant County, Wisconsin (Extraterritorial review) petitioned by Kathy Friederick (Addison) as recommended by the Plan Commission. Motion carried unanimously by roll call vote.

**10. CSM (Schacht Bros., LLC)**

The purposed of this CSM is to create two (2) buildable residential lots and one (1) outlot at the end of Eastman Road.

Motion by LaBudda, second by Schmidt to approve the Certified Survey Map being located in the NE ¼ of the NW ¼ and the NW ¼ of the NE ¼ of Section 3, T4N R3W, City of Lancaster, Grant County, Wisconsin petitioned by Schacht Bros., LLC as recommended by the Plan Commission. Motion carried unanimously by roll call vote.

**11. Ordinance No. 2012-02**

Motion by LaBudda, second by Morgan to approve Ordinance No. 2012-02-An Ordinance Amending the Zoning Map for the City of Lancaster, Grant County, Wisconsin (RE: The petition of Schacht Bros., LLC to rezone Lots 1, 2 & Outlot 1 in the Certified Survey Map located at Eastman Road Extended from R-A (Residential Agriculture) to R-2 (One and Two Family Residential)) as recommended by the Plan Commission. Motion carried unanimously by roll call vote.

**12. Reports from Department Heads**

- a. Police Chief Zabel- Report in packet and stated that the “Police Only Parking” sign in front of the station is so that the squad is able to download information from the server inside the building.
- b. DPW Carroll-None
- c. Clerk Kurihara-None
- d. Fire Chief Braun-Report in packet.
- e. Director Tollefson-Summer program is in “full swing” and Potosi just had it 1<sup>st</sup> outdoor movie of the season.

**13. Administrator’s Report**

Report in packet and pointed out the following:

- LRIP grant for Walnut Street is \$11,820, not \$250,000 as reported at the May meeting; Enclosed Golf Course Irrigation Report by Strand to be discussed at July meeting; Lancaster High School Floor Hockey Club; Business Survey and 175<sup>th</sup> Birthday Committee official logo.

**14. Mayor’s Comments**

- Reminded that there are several upcoming City events such as 175<sup>th</sup> Birthday Celebration 7/18-7/22 and Big Wheel event next week.

**15. Alderpersons’ Comments**

Schmidt-

- Noted a Boscobel Dial article about sand mining in which the quarry is located in a Town with no zoning so the Town has no regulatory control over the mining operations. Stated this is a good example why extraterritorial zoning is needed and would like the Council to consider discussing extraterritorial zoning for the City again.
- Disappointed that there has not been a recent financial status update on the Golf Course operations.

Phalen-

- Has received some calls in regards to the increase siren noise around the City.

**16. Adjourn**

Motion by Ihm, second by Morgan to adjourn meeting at 6:56 p.m. Motion carried.

Respectfully Submitted,  
David A. Kurihara, City Clerk

**CITY OF LANCASTER  
COMMON COUNCIL MINUTES  
JULY 16, 2012  
6:30 P.M.**

**1. Call Meeting to Order**

Mayor Wehrle called meeting to order at 6:30 p.m.

**2. Pledge of Allegiance**

**3. Roll Call**

Members present were Mayor Wehrle, LaBudda, Phalen, Janssen, Ihm, Reuter, Morgan, Schmidt and Crubel. Others present were Clerk Kurihara, Attorney Infield, Administrator Crane, DPW Carroll, Police Chief Zabel, Library Director Tollefson, Gary Reuter, Mark Fisher and Jeff Lau-Strand Associates, Inc., Darrin Miles, United Methodist Church Pastor Barb Cook, Petra Johnson, David Timmerman-Herald Independent and Mark Evanstad-WGLR.

**4. Public Comments**

United Methodist Church Pastor Barb Cook on behalf of LEAP (Love Extends Across All People-A ministry of Lancaster United Methodist Church) stated in conjunction with the City's 175<sup>th</sup> birthday celebration that some water, lemonade and cookies were brought in as a token of appreciation to the Council for its service to the City.

Mayor Wehrle thanked Barb and LEAP for their kind gesture of appreciation.

**5. Consent Agenda**

- a. Approve minutes of regular Council Meeting of June 18, 2012
- b. June Revenue Report
- c. Approve Operator Licenses (Jeffrey Vesperman, Ted Novinska, Chassity Bennett, Kaitlyn Oyen, Stephanie Jors, Cassandra Hall, Dakora Rasmussen, Bobby Lacheta and Tracey Smith)

Motion by Schmidt, second by LaBudda to approve above consent agenda items. Motion carried unanimously by roll call vote.

**6. Purchase Orders and Expenditures**

Motion by Ihm, second by Morgan to approve expenditures totaling \$344,341.88. Motion carried unanimously by roll call vote.

**7. Reports from Commissions and Committees**

- a. Park & Recreation Committee-Minutes of 7/2/12 included. LaBudda noted there was discussion on policies for the pool and a batting cage at the ball park to be installed by "The Lancaster Sluggers". Administrator Crane commended "The Sluggers" for the future batting cage and Boy Scout Troop 88, under the guidance of Rick Knutson, on cleaning and fixing up Schreiner Park.
- b. 175<sup>th</sup> Committee-Minutes of 6/18/12, 6/26/12 and 7/10/12 included.
- c. Library Building Committee-Minutes of 7/10/12 included. Administrator Crane noted that Jodi Sweeney had presented her Campaign Planning Study Report in which it was noted that a project cost of 3.3 million dollars could be achieved with a fundraising goal of 2.3 million and a City commitment of one (1) million.

**8. Developers Agreement (SALCAR, LLC)**

Administrator Crane stated the Lancaster Veterinary Clinic is in the process of being purchased as part of the Airport Improvement Plan and therefore, owners, Sally Harper and Cari Schaffer want to relocate and build a new building in Arrow Ridge Business Park. The proposed agreement provides certain terms and conditions in the sale and development of approximately three (3) acres of business park land.

Motion by Morgan, second by Ihm to approve developer's agreement with SALCAR, LLC contingent upon the terms in agreement between the City Administrator and City Attorney. Motion carried unanimously by roll call vote.

**9. Resolution No. 2012-15**

Administrator Crane stated Jodi Sweeney, campaign fundraising consultant, had reported that many people want an early expression of support from the Mayor and Council. The proposed resolution affirms the City's commitment to the project along with a one (1) million dollar financial commitment in the Capital Improvement Plan for 2014. It was further noted that the one (1) million dollar commitment does not result in funds being borrowed at this time but simply confirms that the project is part of the City's 2011-2015 Capital Improvement Plan.

Morgan expressed concern with an early commitment by the City before the 2.3 million is raised in donations.

Motion by Schmidt, second by LaBudda to approve Resolution No. 2012-15-Resolution Supporting the Schreiner Memorial Library Expansion Project. Motion carried seven (7) to one (1) with Morgan voting against by roll call vote.

**10. "Today in America" Production Agreement**

Administrator Crane stated that the City was recently contacted by the production team from "Today in America", a television program hosted by Terry Bradshaw and wondered if the City would be interested in being a part of an upcoming segment of the "Re-Discovering America" series. It would be a ½ hour show featuring four (4) communities in five (5) minute segments each. There is a one-time production fee of \$19,800 and City will own all of the production rights of the video. He felt it was a good value for the City.

Council members were not familiar with the show and some were concerned on the quality of the product (video).

A consensus was reached to have the City Administrator explore and provide more information on the quality of the product to be produced for more discussion at the next meeting.

**11. Golf Course Irrigation Report**

Jeff Lau, Strand Associates, reviewed the Municipal Golf Course Irrigation and Memorial Park Pond Evaluation, which concluded that the most cost effective option based on present worth cost at this time is no action-Existing Condition (\$275,000). The other alternatives were:

- Memorial Park Pond Source (Not a viable water source)
- Irrigation Well into Pond (\$634,400) or Golf Course System (\$437,200)
- WWTP Effluent Source (Undetermined but a possible viable future option)
- Meter Consolidation to a 4-inch meter (\$276,680)
- Meter Consolidation to a 6-inch meter (\$323,500)

Schmidt questioned the present worth value of the existing condition compared to the meter consolidation options since there would be rate increases over a period of time. He liked to see "hard" numbers on the meter consolidation alternatives.

Phalen inquired whether the springs feeding the creek on the course could be used. Administrator Crane stated that is not allowed by DNR.

The Council reached a consensus for Strand to further investigate and provide more accurate cost information on meter consolidation.

**12. Reports from Department Heads**

- a. Police Chief Zabel- Report in packet and has been told that the speed trailer is helping keep vehicle speeds down.
- b. DPW Carroll-None
- c. Clerk Kurihara-Partisan Primary election will be on August 14<sup>th</sup> and the PSC recently approved a 3.2% simplified rate water increase for the City that will be effective on the September 1<sup>st</sup> billing.
- d. Fire Chief Braun-None.

**13. Administrator's Report**

Report in packet and pointed out the following:

- Batting Cage, Temple Home Demolition, Business Survey Results, Community Wayfinding Sign Map and Boscobel Dial Article (Aldersperson Schmidt reference at June meeting).

**14. Mayor's Comments**

- Southwest Wisconsin Regional Planning Commission Annual meeting is Tuesday, July 17<sup>th</sup>.
- 175<sup>th</sup> Birthday Celebration is this week 7/19-7/22.
- Informed of his reappointment to the Local Government Institute and appointment to Vice-President of the Public Finance Authority.

**15. Alderspersons' Comments**

Phalen-

- Has received some complaints in regards to a parked construction trailer on Jackson Street. Chief Zabel is aware of the issue.

Ihm-

- Wondered if there is a new skydivers tenant. Administrator Crane replied that the Tri-State Skydivers went out of business and the City is negotiating a lease with a different skydiving company.

Schmidt-

- Applauded the swimming pool and library for its services that his grandchildren had experienced when they were here visiting this summer.

**16. Close Session**

Motion by Ihm, second by Morgan to convene to close session at 8:11 p.m. for the purpose of considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations in regards to the Golf Course Lease (Wisconsin Statutes 19.85, Pl, f). Motion carried unanimously by roll call vote.

Reuter left at 8:25 p.m.

**17. Open Session**

N/A

**18. Adjourn**

Motion by Ihm, second by Morgan to adjourn meeting at 9:11 p.m. Motion carried.

Respectfully Submitted,  
David A. Kurihara, City Clerk

**CITY OF LANCASTER  
COMMON COUNCIL MINUTES  
AUGUST 20, 2012  
6:30 P.M.**

**1. Call Meeting to Order**

Mayor Wehrle called meeting to order at 6:30 p.m.

**2. Pledge of Allegiance**

**3. Roll Call**

Members present were Mayor Wehrle, LaBudda, Phalen, Janssen, Ihm, Reuter, Morgan, Schmidt and Crubel. Others present were Clerk Kurihara, Attorney Infield, Administrator Crane, Police Chief Zabel, Fire Chief Braun, Library Director Tollefson, Mic Dressler, David Timmerman-Herald Independent and Mark Evanstad-WGLR.

**4. Public Comments**

None

**5. Consent Agenda**

- a. Approve minutes of regular Council Meeting of July 16, 2012
- b. July Revenue Report
- d. Grant Regional Health Center Corporate Bylaws Amendments (3.02 & 3.12)
- e. Approve Operator License (Whitney Moore)

Motion by Schmidt, second by LaBudda to approve above consent agenda items. Motion carried unanimously by roll call vote.

**5c. Recodification Service**

Schmidt stated that he would like a session for Council input on the recodification of the Ordinances. Administration will contact the recommended firm to include a Council session in their scope of services.

Motion by Morgan, second by Schmidt to approve General Code to recodify the City Ordinances (approximately \$12,000). Motion carried unanimously by roll call vote.

**6. Purchase Orders and Expenditures**

Motion by LaBudda, second by Morgan to approve expenditures totaling \$222,936.00 and P.O. 6673 for \$25,900.00. Motion carried unanimously by roll call vote.

**7. Reports from Commissions and Committees**

- a. 175<sup>th</sup> Committee-Minutes of 7/18/12 included. Administrator Crane commended the work done on the "Business thru the Years" Project and Lancaster History Video.
- b. Golf Course Committee-Minutes of 8/14/12 included. Janssen mentioned that a creation of a senior membership was discussed again.
- c. Library Building Committee-Minutes of 7/17/12 included. Director Tollefson stated that a key phase of the fundraising campaign will be next with an event (design charrette) for public input to revisit the latest building design on September 13<sup>th</sup> in the Council Chambers.
- d. Police and Fire Commission-Minutes of 7/24/12 included. Chief Zabel reported that a full-time probationary officer position was offered to Thomas Clauer.
- e. Board of Review-Minutes of 8/7/12 included.

**8. "Today in America" Video Presentation**

A segment featuring Whiting, Indiana from the television program "Today in America" was shown as an example of the quality of the video expected to be produced.

As a reminder, the City was contacted by the production team from "Today in America" and wondered if the City would be interested in being a part of an upcoming segment of the "Re-Discovering America" series.

Motion by Morgan, second by Reuter to approve the production agreement with Today with America for \$19,800. Motion carried unanimously by roll call vote.

**9. Reports from Department Heads**

- a. Police Chief Zabel- Report in packet
- b. DPW Carroll-None
- c. Clerk Kurihara-None
- d. Fire Chief Braun-Report in packet

**10. Administrator's Report**

Report in packet and pointed out the following:

- Library Design Charrette (Sept. 13), Replacement Bridge on Hole #9, Walnut Street Reconstruction Update, New Chamber Director Search and Hwy 129 Signage.

**11. Mayor's Comments**

- Shared some gifts that had been received from the City of Heiden, Germany and a picture of the Heiden Mayor Heiner Buss holding a street sign "Lancaster Way" (The City of Heiden recently named one of their new streets in recognition of the Sister-City partnership with Lancaster),

**12. Alderpersons' Comments**

Ihm-

- Wondered what is the name of the new skydivers tenant? Administrator Crane replied "Airborne Skydivers".

LaBudda-

- Inquired about the letter sent to the Council from Shaun and Rochelle Williams. Administrator Crane stated that the issue was being handled by administration.

Janssen-

- Dispelled the rumor that the back nine (Golf Course) would be "tilled over".

Mayor Wehrle allowed a public comment from Mic Dressler at this time. In response to the complaints in regards to his parked construction trailer on Jackson Street, he stated that he is unable to store both his truck and trailer out of town. Perhaps the Council would consider revising the City Ordinance to allow construction trailers to be parked on the street for more than 48 hours through a permit process.

**13. Close Session**

Motion by Ihm, second by Reuter to convene to close session at 7:26 p.m. for the purpose of considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations in regards to the Golf Course Lease (Wisconsin Statutes 19.85, Pl, f). Motion carried unanimously by roll call vote.

**14. Open Session**

Motion by LaBudda, second by Phalen to resume to open session at 7:52 p.m. to take action on above if so advisable. Motion carried unanimously by roll call vote.

Motion by Janssen, second by LaBudda to approve City Administrator to send a Request for Information in regards to the operation and management of the Golf Course. Motion carried unanimously by roll call vote.

**15. Adjourn**

Motion by Ihm, second by Morgan to adjourn meeting at 7:55 p.m. Motion carried.

Respectfully Submitted,  
David A. Kurihara, City Clerk

**CITY OF LANCASTER  
COMMON COUNCIL MINUTES  
SEPTEMBER 17, 2012  
6:30 P.M.**

**1. Call Meeting to Order**

Mayor Wehrle called meeting to order at 6:30 p.m.

**2. Pledge of Allegiance**

**3. Roll Call**

Members present were Mayor Wehrle, LaBudda, Phalen, Janssen, Ihm, Reuter, Morgan and Crubel. Absent was Schmidt. Others present were Clerk Kurihara, Attorney Infield, Administrator Crane, Police Chief Zabel, Fire Chief Braun, Library Director Tollefson, Amy Bell Kwallek, Jay Bennett-Johnson Block and Co., Mike Abing, Bill Lowling, Peyton Lowling, David Timmerman-Herald Independent and Mark Evanstad-WGLR.

**4. Public Comments**

None

Mayor Wehrle introduced the newly hired Chamber of Commerce Executive Director Amy Bell Kwallek.

**5. Consent Agenda**

- a. Approve minutes of regular Council Meeting of August 20, 2012
- b. August Revenue Report
- c. Approve Kevin Timmerman's (Russ) request to temporary expand alcohol license premises
- d. Approve Operator License (Renee Schwantes, Susan Scanlan and Gabrielle Schauff)

Motion by Ihm, second by Phalen to approve above consent agenda items. Motion carried unanimously by roll call vote.

**6. Purchase Orders and Expenditures**

Motion by Morgan, second by LaBudda to approve expenditures totaling \$466,698.34. Motion carried unanimously by roll call vote.

**7. Reports from Commissions and Committees**

- a. Plan Commission-Minutes of 9/10/12 included. Mayor Wehrle noted that the Commission reviewed a PUD amendment, which is being recommended for Council approval. The Commission also reviewed and approved two (2) site plans (Woolwich Dairy and Allegiant Oil).
- b. 175<sup>th</sup> Committee-Minutes of 9/4/12 included. Administrator Crane mentioned that the oldest Lancaster resident will be the Grand Marshall of the Harvest Festival. The Committee has an idea who that person is but not for sure so if anyone knows anybody around the age of 100 then they can forward that name to the Committee.
- c. Library Building Committee-Director Tollefson stated there were no minutes but the Committee had met last Thursday morning before the design charrette to discuss strategy for the upcoming fundraising campaign.
- d. Police and Fire Commission-Minutes of 9/10/12 included. Fire Chief Braun reported that the Commission approved the following appointments: Fire Inspectors-Derek Moore, Rocky Shinee and Jamie McCartney; Captains-Mark Cullen and Mike Shinee; Assistant Chief (effective 1/1/2013)-John Hauth and Chief Engineer (Honorary-effective 1/1/2013)-Dave Kjos.

**8. 2011 Audit Presentation**

Jay Bennett, Johnson Block and Company reviewed the 2011 Audit Report along with recommendations for improving the effectiveness of the City's internal control.

He did note that the General Fund Balance had an equity adjustment of \$-405,575 due to the adoption of the provisions of GASB Statement No. 54. The General Fund also had a \$-45,311 unassigned balance but was due to the prepayment of property insurance and the City does have a policy to replenish the amount to a recommended level of 15% of expenditures.

**9. PUD Amendment**

The purpose of the amendment is to allow the construction of a non-heated 40' x 80' building to be used for storage.

Motion by LaBudda, second by Reuter to approve the Plan Unit Development (PUD) Amendment located at 285 Hwy 61N petitioned by Rod Pink as recommended by the Plan Commission. Motion carried unanimously by roll call vote.

**10. Request for Information (RFI)-Golf Course**

Administrator Crane reminded that the purpose of the RFI was to receive responses from golf management companies on different systems on how to manage to the Golf Course.

He had sent out approximately 18 RFIs and had received four (4): Miles' Fore' N' More; Kemper Sports; Billy Casper Golf and Landscapes Unlimited (Responses were included in the packet for the Council only). He suggested that the next step could be that he invites each respondent to conduct a more thorough review and then have them submit a proposal based on that review. The City could then choose a proposal based on a preferred management structure. The Council agreed in consensus to this next step.

**11. Reports from Department Heads**

- a. Police Chief Zabel- Report in packet. He also noted a couple of other things: 1) Citizens should be locking their vehicles at night due to recent thefts from unlocked cars 2) Another drug round-up will be September 29<sup>th</sup> at the Police Department.
- b. DPW Carroll-None
- c. Clerk Kurihara-None
- d. Fire Chief Braun-Report in packet
- e. Library Director Tollefson-Focusing on the Building Project.

**12. Administrator's Report**

Report in packet and noted the following:

- Library Design Charrette (held Sept. 13), Lancaster Interiors Building Donation Intention and Hwy 129 Signage.

He also handed out a questionnaire from the "Today in America" production team which should be filled out and returned to him. The information from the questionnaire will be used in the creation of the production script.

**13. Mayor's Comments**

- There will be a meeting on September 26<sup>th</sup> in Cassville to discuss the Alliant Energy plant closing. Afterwards there will be a GCEDC meeting in Cassville at the Sandbar.
- Distributed a handout "Transportation Challenges" from the League's Chief Executive Meeting.
- Mentioned that the State deficit is almost gone.
- Stated that "The Municipality" has been having many good articles.

**14. Alderpersons' Comments**

Ihm-

- Wondered if there was something the City could do to address pedestrians who walk in the street at night and are not easily visible. Administrator Crane stated that the concern would be addressed in the upcoming newsletter.

**15. Adjourn**

Motion by Ihm, second by Morgan to adjourn meeting at 7:55 p.m. Motion carried.

Respectfully Submitted,  
David A. Kurihara, City Clerk

**CITY OF LANCASTER  
COMMON COUNCIL MINUTES  
OCTOBER 15, 2012  
6:30 P.M.**

**1. Call Meeting to Order**

Mayor Wehrle called meeting to order at 6:30 p.m.

**2. Pledge of Allegiance**

**3. Roll Call**

Members present were Mayor Wehrle, LaBudda, Phalen, Janssen, Ihm, Reuter, Morgan and Crubel. Absent was Schmidt. Others present were Clerk Kurihara, Attorney Infield, Administrator Crane, Police Chief Zabel, Gary Reuter, Library Director Tollefson, James Hibbard, David Timmerman-Herald Independent and WGLR Representative.

**4. Public Comments**

James Hibbard informed the Council that he will be having a PowerPoint presentation on a book that he recently wrote and had published about the history of Lancaster. He will let the Council know when a date and location for the presentation have been set.

**5. Consent Agenda**

- a. Approve minutes of regular Council Meeting of September 17, 2012
- b. September Revenue Report
- c. Petition for Appropriation for the Improvement of a Highway
- d. Approve Operator Licenses-Anthony Munson, Curt Gillilan, and Linda Krueger.

Motion by Morgan, second by Reuter to approve above consent agenda items. Motion carried unanimously by roll call vote.

**6. Purchase Orders and Expenditures**

Motion by Ihm, second by LaBudda to approve expenditures totaling \$207,237.28. Motion carried unanimously by roll call vote.

**7. Reports from Commissions and Committees**

- a. Plan Commission-Minutes of 10/08/12 included.
- b. 175<sup>th</sup> Committee-Minutes of 9/18/12 included.
- c. Library Building Committee-Minutes of 9/13/12 and 9/26/12 included. Director Tollefson handed out an updated floor plan (10/11/12) of the proposed library expansion project. He also distributed a leaflet on the fund raising event "Drive 4 UR Community" that Les Mack Ford will hold on Saturday, October 27 from 10 a.m. to 2p.m. in which \$20 will be going to the Library Foundation Building Fund for every test drive taken that day.
- d. Golf Course Committee-Minutes of 9/25/12 included. Janssen reported the Les Mack had donated 14 trees that were planted on the course.

**8. Lancaster Interiors Building donation**

Administrator Crane summarized his memo in which City Administration strongly recommends the Council accept the donation of Earl and Marlene Volkmann, who are offering the vacant Lancaster Interiors Building, which had closed this past summer after 40 years in business. He said a recent appraisal has valued the property at \$180,000 and Building Inspector Dennis Hampton has done a recent walk-thru in which he believes that there are no major structural defects or existing building code violations.

Ihm wanted to see the building first before voting on it and Phalen had heard from some residents express the concern regarding the loss of property taxes on the building.

Motion by Morgan, second by LaBudda to accept Earl and Marlene Volkmann's donation of the property (Lancaster Interiors Building) located at 144 S. Madison Street subject to clear title and authorize the Mayor, City Administrator and City Clerk to execute any and all documents necessary to effectuate the transaction. Motion carried five (5) to two (2) by roll call vote with Ihm and Phalen voting against.

**9. 2013 City Budget Preview**

Administrator Crane gave a preview PowerPoint presentation of the 2013 Budget and highlighted were the following:

- Proposed Tax Levy-\$1,236,400 (3.4% increase) and Budget-\$4,595,150 (Status Quo on Services)
- Proposed to levy to allowable level which will enable City to rebuild reserves, keep pace with inflation, repay Sewer Utility transfer and address some Golf Course issues.
- Proposed 3% Water Utility rate increase. No increase of Sewer Utility.
- Proposed street reconstruction project is North Adams Street. The City's CIP (Capital Improvement Plan) will be reviewed at the December meeting.

**10. Reports from Department Heads**

- a. Police Chief Zabel- Report in packet. He also noted the Department now has a Facebook page and has joined the "A Child is Missing Program".
- b. DPW Carroll-Leaf pick-up stated today and the Walnut Street project is "wrapping up".
- c. Clerk Kurihara-None
- d. Fire Department-Report in packet.

**11. Administrator's Report**

Report in packet and noted the following:

- Attending WEDA October 17-19.
- Planning a meeting with Strand along with DPW Carroll and John Hauth to discuss the City's well issues.

**12. Mayor's Comments**

- None

**13. Alderpersons' Comments**

Ihm-

- Concerned about the condition of the bridges to the back nine on the Golf Course. Public works will look into it.

**14. Close Session**

Motion by Ihm, second by Morgan to convene to close session at 7:26 p.m. for the purpose of considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations in regards to property located at 414 W. Walnut St. (Wisconsin Statutes 19.85, Pl, f) and 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 in regards to the Golf Course Lease (Wisconsin Statutes 19.85, P1, e). Motion carried unanimously by roll call vote.

**15. Open Session**

N/A

**16. Adjourn**

Motion by Morgan, second by Ihm to adjourn meeting at 9:00 p.m. Motion carried.

Respectfully Submitted,  
David A. Kurihara, City Clerk

**CITY OF LANCASTER  
COMMON COUNCIL MINUTES  
NOVEMBER 19, 2012  
6:30 P.M.**

**1. Call Meeting to Order**

Mayor Wehrle called meeting to order at 6:30 p.m.

**2. Pledge of Allegiance**

**3. Roll Call**

Members present were Mayor Wehrle, LaBudda, Janssen, Ihm, Phalen, Morgan, Crubel, Schmidt and Reuter. Others present were Clerk Kurihara, Attorney Infield, City Administrator Crane, DPW Carroll, Library Director Tollefson, Police Sergeant Reukauf, Zoning Administrator Dennis Hampton, Gary Reuter, Joe Sherwin, Kathy Addison, Darrin Miles, Pat Klug, Mic Dressler, David Timmerman-Herald Independent and Mark Evanstad-WGLR.

**4. Public Hearing-2013 Proposed Budget**

Mayor Wehrle declared the public hearing open at 6:32 p.m.

No citizens were present who wished to speak.

Mayor Wehrle closed public hearing at 6:33 p.m.

**5. Public Comments**

Mic Dressler wondered if the Council was going to consider his previous request to revise the City Ordinance to allow construction trailers to be parked on the street for extended periods. City Administrator Crane replied that the City is in the process of revising its Ordinances and this issue will be reviewed as a part of the process.

Joe Sherwin on behalf of the Grant County Historical Society appealed to the Council for a financial contribution to help offset operating costs of the Cunningham Museum located here in Lancaster. Morgan believed that the City had given to the Museum in the past but had stopped about a decade ago.

**6. Consent Agenda**

- a. Approve minutes of regular Council Meeting of October 15, 2012.
- b. October Revenue Report
- c. Approve Operators Licenses-Tonia Nicholson and Samantha Jung.

Motion by Morgan, second by LaBudda to approve above consent agenda items. Motion carried unanimously by roll call vote.

**7. Purchase Orders and Expenditures**

Motion by Ihm, second by Schmidt to approve expenditures totaling \$1,033,095.43. Motion carried unanimously by roll call vote.

**8. Reports from Commissions and Committees**

- a. 175<sup>th</sup> Birthday Committee-Minutes of 10/16/12 included.
- b. Zoning Board of Appeals-11/05/12 included. Clerk Kurihara noted that the Board had granted Tony Bausch a variance for use of a non-conforming structure (house) which had been planned to be removed as a condition of Certified Survey Map approval. There was some discussion on how and why the zoning issue (non-conforming structure) was created based on the Certified Map review process.

**9. Consider Authorize Rate Increase for Sewer Utility**

Administrator Crane referred to the memo, which states that Administration is seeking Council authorization to implement a 2% rate increase for the Sewer Utility effective January 1, 2013. The proposed increase will allow the utility to build up some excess cash for reserve needs.

Some Council members were wary of increasing utility rates after significant increases the past few years and after some discussion, there was no motion or second to approve the increase.

**10. Ordinance No. 2012-03-Budget and Tax Levy Ordinance for 2013**

Administrator Crane briefly reviewed the budget transmittal letter which stated that the proposed levy for 2013 is \$1,236,400 (a 3.4% increase from last year) and the proposed budget reflects maintaining the status quo on City services.

Morgan expressed the need to provide funding to the Cunningham Museum in the amount of \$1,500. It was noted that the funds would come from the Community Development Fund.

Motion by Ihm, second by Morgan to approve Ordinance 2012-03-Budget and Tax Levy Ordinance for 2013 with the amendment of adding \$1,500 for the Cunningham Museum which would be offset with the Community Development Fund Balance. Motion carried unanimously by roll call vote.

**11. CSM (Addison)**

The purpose of this CSM is to create two (2) new lots (Lot 1 & Lot 2) for the existing three (3) lots (Lots 6 & 7 and Lot 1 of CSM No. 1642)

Motion by Morgan, second by Crubel to approve the Certified Survey Map being a Replat of Lots 6 and 7 of Addison Acres and a Replat of Lot 1 of CSM No. 1642 which is located in the SW ¼ -SW ¼ and the SE ¼ -SW ¼ of Section 11, T4N R3W, Town of South Lancaster, Grant County, Wisconsin petitioned by Kathy Addison as recommended by the Plan Commission (Extraterritorial review). Motion carried unanimously by roll call vote.

**12. CSM (Myers)**

The owner (Chris Myers) of the property located at 1800 Industrial Park Drive is subdividing the existing lot (Lot 10) into two (2) new separate lots (Lot 1 and Lot 2).

Motion by Morgan, second by Reuter to approve the Certified Survey Map being a Replat of Lot 10 of Lancaster Industrial Park Subdivision Which is Located in the NW ¼ of the SE ¼ of Section 35, T5N, R3W, City of Lancaster, Grant County, Wisconsin petitioned by Chris Myers as recommended by the Plan Commission. Motion carried unanimously by roll call vote.

**13. CSM (City of Lancaster)**

The City of Lancaster is subdividing the existing Lot 9 in the Arrow Ridge Business Park into three (3) new separate lots (Lot 10-Held for future sale and Lots 11 & 12-Being sold to SALCAR, LLC for the new location of the Lancaster Veterinary Clinic LTD.

Motion by Ihm, second by Schmidt to approve the Certified Survey Map being a part of Lot 9 of CSM 1469, Vol. 13, Pages 171 and 172 Located in the SW ¼ -SE ¼ of Section 2, T4N, R3W, City of Lancaster, Grant County, Wisconsin petitioned of City of Lancaster as recommended by the Plan Commission. Motion carried unanimously by roll call vote.

**14. Raze Order**

Attorney Infield explained the raze order for property located at 414 W. Walnut Street and the required action to proceed be taken by the Council if it is decided to do so.

City Administrator recommended proceeding with the raze order with a time period of 60 days.

Motion by Morgan, second by Reuter to approve the raze order for 414 W. Walnut Street with a 60-day window. Motion carried seven (7) to zero (0) by roll call vote with Ihm abstaining.

**15. Reports from Department Heads**

- a. Police Sergeant Reukauf-Report in packet and mentioned the Facebook page for the Police Department is going well.
- b. DPW Carroll-None other than the crew is still doing leaf collection.
- c. Clerk Kurihara-Mentioned that December 1<sup>st</sup> is the first day for circulating election papers and the four incumbents up for election next April are Bob, Jay, Shayne and Jack.
- d. Fire Department-None.

**16. Administrator's Report**

Report in packet and mentioned the following:

- Library Expansion project (\$650K pledged to date); Walnut Street Project (Completed) and Well #1 & #3 Compliance Plan to DNR.

**17. Mayor's Comments**

- Read thank you note from Grant County Historical Society for use of City Hall.
- GCEDC Annual Meeting is December 5<sup>th</sup> at the Arthur House.
- A few other meetings are in the area regarding economic development.

**18. Alderpersons' Comments-**

Ihm wondered about how the "Drive 4 UR Community" fundraising event for the Library turned out. Library Director Tollefson said it was successful with a great turnout.

LaBudda inquired about the status of the Historical Preservation Commission since there have not been any recent meetings. Morgan replied that the Commission is waiting to meet again after the local businesses provide feedback from their downtown summit meetings. Administrator Crane further stated that the businesses have had a couple of summit meetings which had low attendance but are planning to regroup sometime after Christmas.

**19. Close Session**

Motion by Ihm, second by Phalen to convene to close session at 7:40 p.m. for the purpose of 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 in regards to the Golf Course Lease and to consider bidding on property located at 9042 Hwy 61/35 South, property adjacent to both City-owned land(former liquor store) and the Lancaster Municipal Golf Course (Wisconsin Statutes 19.85, P1, e). Motion carried unanimously by roll call vote.

**20. Open Session**

Motion by Janssen, second by Phalen to resume to open session at 9:33 p.m. to take action on above if so advisable. Motion carried unanimously by roll call vote.

Motion by Janssen, second by Phalen to accept the 2013 Golf Course management proposal from Miles' Fore 'N' More, LLC. Motion failed two (2) to six (6) by roll call vote with Schmidt, Ihm, LaBudda, Crubel, Reuter and Morgan voting against.

**21. Adjourn**

Motion by Morgan, second by Ihm to adjourn meeting at 9:35 p.m. Motion carried.

Respectfully Submitted,  
David A. Kurihara, City Clerk

**CITY OF LANCASTER  
COMMON COUNCIL MINUTES  
SPECIAL MEETING  
DECEMBER 10, 2012  
6:30 P.M.**

**1. Call Meeting to Order**

Mayor Wehrle called meeting to order at 6:30 p.m.

**2. Pledge of Allegiance**

**3. Roll Call**

Members present were Mayor Wehrle, Janssen, LaBudda, Ihm, Schmidt, Phalen, Reuter, Crubel and Morgan. Also present were Administrator Crane, Clerk Kurihara and David Timmerman-Herald Independent

**4. Close Session**

Motion by LaBudda, second by Janssen to convene to close session at 6:33 p.m. for the purpose of 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 (Wisconsin Statutes 19.85, Pl, e) and considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations (Wisconsin Statutes 19.85, Pl, f) in regards to the Golf Course Lease. Motion carried unanimously by roll call vote.

**5. Open Session**

Motion by Morgan, second by Schmidt to resume to open session at 7:33 p.m. to take action on above if so advisable. Motion carried unanimously by roll call vote.

Motion by Morgan, second by Ihm to extend the Golf Course Lease with Miles' Fore 'N' More, LLC from January 1, 2013 to March 31, 2013 for restaurant operations only at \$400 per month subject to certain agreed conditions and authorize the City Administrator and City Attorney to execute any necessary documents. Motion carried unanimously by roll call vote.

Motion by Morgan, second by Schmidt to approve the City to resume operation of the Golf Course next season. Motion carried unanimously by roll call vote.

**6. Adjourn**

Motion by Schmidt, second by Janssen to adjourn meeting at 7:38 p.m. Motion carried.

Respectfully Submitted,  
David A. Kurihara, City Clerk

**CITY OF LANCASTER  
COMMON COUNCIL MINUTES  
DECEMBER 17, 2012  
6:30 P.M.**

**1. Call Meeting to Order**

Mayor Wehrle called meeting to order at 6:30 p.m.

**2. Pledge of Allegiance**

**3. Roll Call**

Members present were Mayor Wehrle, LaBudda, Janssen, Ihm, Reuter, Morgan, Crubel, Schmidt and Phalen (Late). Others present were Clerk Kurihara, Attorney Infield, Administrator Crane, DPW Carroll, Police Chief Zabel, Fire Chief Braun, Darrin Miles, Sue Miles, Andy Nalepinski, Tiffany Kramer, Gary Luhman, Janet Luhman, Ellen Winkler, John Hopkins, Virgil Schneider, Richard Audetat, Paul Thuli, Ed Knutson, Harold Fager, Selena Morris, Brian Knox, Richard Sanson, Mary Chapman, Eileen Dushek-Manthe, Deanna Seippel, David Timmerman-Herald Independent and Mark Evanstad-WGLR

Mayor Wehrle without Council objection suspended the rule of order of business and moved item 8 ahead of item 4 on the agenda.

**8. Ordinance Recodification**

Marcia Clifford, Attorney for General Code, briefly explained the review process of updating the City ordinances and how feedback would be solicited on areas of concern. The entire process is expected to be completed sometime by next fall.

**4. Public Comments**

The public comments below relate to the support of Darrin and Sue Miles, who have leased the Golf Course and the recent Council decision to take over course operations instead of renegotiating with them.

Summaries of the public comments, which are not all-inclusive, are provided below:

Andy Nalepinski

- Had written a letter to the editor in last week's Herald Independent.
- Felt citizens support the Miles and that the Council should have listened to voters before acting. Wondered if the Council was representing their constituents. "Is the Council voting on behalf of the constituents or what you think?"

Ellen Winkler

- An employee at the Golf Course stated that she had heard many complaints from customers in regards to the impending change. In response, she had drawn up a petition, which had 121 signatures in support of Darrin and Sue. She read and submitted the petition.

Harold Fager

- Felt the Miles do a nice job and stated "I don't think you are going to find anyone better to do it."

Administrator Crane

- Read and submitted a letter of support for the Miles on behalf of Mary Chapman, who is Sue's sister.

Phalen arrived at 6:58 p.m.

Eileen Dushek-Manthe

- Praised Darrin for his extensive work with the youth in which her son had benefitted.

Paul Thuli

- Echoed those same thoughts (Eileen's) in which he specifically mentioned that the course takes a hit on Monday and Tuesday mornings for youth golf because the front nine is not available for other patrons.

**5. Consent Agenda**

- a. Approve minutes of regular Council Meeting of November 19, 2012 and special Council Meeting of December 10, 2012
- b. November Revenue Report
- c. Approval Resolution No. 2012-16 Resolution on Treasurer's Bond
- d. Approve Resolution No. 2012-17-Introductory Resolution on Final Payment of Taxes
- f. Approve Service Agreement for Dennis Hampton (January 1, 2013 –December 31, 2013)
- g. Approve 2013 Fire Protection Towns Agreements
- h. Approve Operators Licenses-Bethany Roesch, Amanda Bauer, MacKenzie Johll and Melanie Hoffman.

Motion by Schmidt, second by Reuter to approve above consent agenda items. Motion carried unanimously by roll call vote.

**6. Purchase Orders and Expenditures**

Motion by Ihm, second by Morgan to approve expenditures totaling \$501,874.71. Motion carried unanimously by roll call vote.

**7. Reports from Commissions and Committees**

- a. Plan Commission-Minutes of 11/19/12 included.
- b. Zoning Board of Appeals-Minutes of 11/19/12 included.
- c. Joint Fire Committee-Minutes of 11/27/12 included.

**9. Ordinance No. 2012-04 Amended Fee Schedule Ordinance for 2013**

Administrator Crane referred to the attached memo, which outlined the proposed 2013 fee changes.

Motion by Morgan, second by LaBudda to approve Ordinance No. 2012-04 Amended Fee Schedule Ordinance for 2013. Motion carried unanimously by roll call vote.

**10. Reports from Department Heads**

- a. Police Chief Zabel-Report in packet.
- b. DPW Carroll-None and City is still working on well issues.
- c. Fire Chief Braun-Report in packet.
- d. Clerk Kurihara-None

**11. Administrator's Report**

Report in packet and nothing further mentioned.

**12. Mayor's Comments**

- Thanked Les Mack for his effort with the Ford fund raising event "Drive 4 UR Community" in connection with the proposed Library project.

**13. Alderpersons' Comments-**

Reuter-

- Mentioned that she has received some phone complaints regarding that a stop sign should be installed at the northeast corner of Birch and Adams Street since vehicles are "running" the yield sign there. DPW Carroll stated that it takes ordinance change to install a new stop sign and perhaps this issue should be a part of the ordinance codification.

**14. Close Session**

Motion by Morgan, second by Morgan to convene to close session at 7:29 p.m. for the purpose of considering employment, promotion, compensation or performance evaluation of any public employee over which the governmental body has jurisdiction or exercises responsibility in regards to full time non-represented employees' salaries (Wisconsin Statutes 19.85, Pl, c), 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 in regards to the food and beverage operation at the Golf Course (Wisconsin Statutes 19.85, P1, e) and considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations in regards to the delinquent utility account balance for the Golf Course (Wisconsin Statutes 19.85, Pl, f). Motion carried unanimously by roll call.

**15. Open Session**

N/A

**16. Adjourn**

Motion by Morgan, second by Janssen to adjourn meeting at 9:22 p.m. Motion carried.

Respectfully Submitted,  
David A. Kurihara, City Clerk