

**CITY OF LANCASTER
COMMON COUNCIL MINUTES
MAY 16, 2016**

1. Call Meeting to Order

Mayor Varnam called meeting to order at 6:30 P.M.

2. Pledge of Allegiance

3. Roll Call

Members present: Mayor Varnam, Hoffman, Ihm, LaBudda, Morgan, Olmstead, Reuter and Schmidt

Members absent: None

Others present: Attorney Helmke, Administrator Winger, Clerk Kurihara, DPW Hauth, Police Chief Reukauf, Fire Chief Braun, Sgt. McLimans, Officer Schulta, Part-Time Officer Gratz and Library Director Bernetzke

4. Comments from Citizens

None

Service Recognition

Police Chief Reukauf presented a plaque to Part-Time Officer Tim Gratz in recognition for his recent life-saving effort performed while on duty.

5. Consent Agenda

- Approve minutes of regular Council Meeting of April 18, 2016 and Organizational meeting of April 19, 2016
- April Revenue Report
- Mayor's appointments to Library Board: Millie Uppena (Village of Potosi-2016-2019), Daniel Glass (2016-2019), Laurie Walker (2014-2017), Barb Tucker (2014-2017) and Cindy Busch (2015-2018)
- Approve Operator Licenses: Dakora Carl-Rasmussen and Ally Stenner

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

6. Approval of Purchase Orders and Expenditures

Motion by Ihm, seconded by LaBudda to approve expenditures totaling \$127,427.11. Motion carried unanimously by roll call vote.

7. Reports from Commissions and Committees

- Golf Course Committee 4-12-16 and 5-9-16
- Parks & Recreation 5-2-16
- Police & Fire Commission 5-7-16
- Plan Commission 4-18-16 and 5-9-16

8. Grant County Parking MOU

Motion by LaBudda, seconded by Schmidt to approve Memorandum of Understanding with Grant County regarding Parking Permits. Motion carried unanimously by roll call vote.

9. Utility Easement

Attorney Helmke explained that the property owner adjacent to the old Interiors building is seeking a utility easement for the natural gas line that runs through it (old Interiors building).

Motion by Schmidt, seconded by LaBudda to approve Mutual Easement and Utility Agreement with RJAJ Properties, LLC with the amendment of including that the Grantee be responsible for all and any costs associated with the utility line. Motion carried unanimously by roll call vote.

10. Speaker System

Administrator Winger presented a proposal for a sound system for the Council Chambers.

There was consensus to further review this item after another proposal is obtained.

11. Future Goal Setting

Adminstrator Winger inquired if and when the Council would like to hold another goal setting session with Jeff Schott as the last one was in 2013.

It was decide by consensus to first review the goals established back in 2013 at the next meeting and then hold another goal setting session later this summer.

12. Reports from Department Heads

- Fire Department-Oral Report
- Library-Report
- Police-Report
- Public Works-Report

13. Administrator's Report

Report enclosed and noted that City Hall Administrative office would remain open over the lunch period from Noon-12:30 P.M. beginning June 1st.

14. Mayor Comments

- Reminded WisDOT is holding another public informational meeting regarding the US 61/Madison Street project tomorrow from 5-7 in City Hall.
- He and Adminstrator had met with an ATC representative.
- Had conducted two school tours today.

15. Council Comments

None

16. Future Agenda Items

- Recognition for Committee members who had served over the past year/s and no longer serving.
- Discuss creating an ordinance addressing member absences on committees.

17. Close Session

Motion by Morgan, seconded by Hoffman to convene to close session at 6:58 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 selling of property located at 144 S. Madison Street (formerly Lancaster Interiors), property located 229 S. Monroe Street and the Golf Course Restaurant Lease (Wisconsin Statues 19.85, P1, e)
- 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 room tax collection (Wisconsin Statues 19.85, P1, f)
- Considering employment, promotion, compensation or performance evaluation of any public employee over which the governmental body has jurisdiction or exercises responsibility in regards to City Administrator performance evaluation (Wisconsin Statues 19.85, P1, c)

Motion carried unanimously by roll call.

18. Resume to open session

N/A

19. Adjourn

Meeting adjourned at 8:38 P.M.

Respectfully Submitted,
David A. Kurihara, City Clerk