



## **CITY OF FREEPORT**

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**April 28, 2015** – Meeting Minutes

A regular meeting of the Freeport City Council was convened at 7:00pm by Mayor Rodney Atkinson with Councilmembers Mike Eveslage, Ken Goebel, Tim Hennen, and Ben Eittle present.

Staff in attendance: Clerk-Treasurer Adrianna Hennen, Public Works Director Jon Stueve, City Engineer Dave Blommel.

Residents in attendance:

Carrie Goebel (207 3<sup>rd</sup> Ave SE)

Becky Wimmer (305 10<sup>th</sup> St SE)

Andrea Ramacher & Vernon Fuchs (720 1<sup>st</sup> Ave N)

Gary Pierskalla (324 8<sup>th</sup> St SE)

Craig Timp (213 2<sup>nd</sup> Ave NW)

Stephanie Hennen (303 3<sup>rd</sup> St SE)

Al Williams (308 2<sup>nd</sup> Ave NW)

Dan Roering (119 6<sup>th</sup> St NE)

Wendy Atkinson (310 8<sup>th</sup> St NE)

### **Local Board of Appeal and Equalization**

K. Goebel recommended all appeals go in front of the county board.

Property owner of 316 2<sup>nd</sup> Ave NE sent a letter to Kathy Korte expressing concern for the evaluation on his property. There was discussion about how the property was assessed.

K. Goebel motioned to leave the taxation as established by Kathy Korte, County Assessor, seconded by B. Eittle. Motion carried 5-0.

R. Atkinson moved to adjourn the Local Board of Appeal and Equalization at 7:35, seconded by B. Eittle. Motion carried 5-0.

### **Public Forum**

No comments

### **Approve Agenda**

B. Eittle moved to change claim number from 1854-1872 to 1845-1876 and to add k) Al William-Skating Rink Update under Old Business, seconded by M. Eveslage. Motion carried 5-0.

### **Consent Agenda**

B. Eittle moved to approve the consent agenda, seconded by M. Eveslage. Motion carried 5-0.

### **Old Business**

January 27, 2015 Regular City Council Meeting Minutes

T. Hennen moved to approve the minutes, seconded by M. Eveslage. Motion carried 5-0.

February 24, 2015 Regular City Council Meeting Minutes

M. Eveslage moved to approve the minutes, seconded by B. Eittle. T. Hennen abstained. Motion carried 4-0.

## February 24, 2015 Area Fire Service Meeting Minutes

B. Eittle moved to approve the minutes, seconded by M. Eveslage. T. Hennen abstained. Motion carried 4-0.

### Public Works Director Report

Jon gave council a summary of what he and assistant Sam Eichers have been accomplishing. Council thanked him.

### Main Street Lights

Dan Roering (Freeport Electric) discussed with council the options they had. One option was keeping the existing poles and redoing the wiring which requires digging up sidewalks. Another option Roering suggested was waiting until the light poles themselves began to crumble, as they have done in the past, and at that point looking into replacing all of the poles. The poles are not easily replaced since the whole pole is cement and goes underground. Council directed to keep the light poles in mind when planning/budgeting for the next five years. No formal action was taken.

### Bagger and Thatcher for Lawn Mower

R. Atkinson moved to purchase the bagger as long as the City wasn't paying sales tax, if the City has to pay sales tax J. Stueve would have to come back to the May meeting and request the bagger to be purchased with sales tax. Seconded by K. Goebel. Motion carried 5-0.

### Industrial Park Street Lights

It was discussed where there are currently wood poles to put lights on and if other poles are needed. Council directed G. Pierskalla and D. Roering to decide where lights needed to be and present that to council next month. R. Atkinson moved, seconded by T. Hennen. Motion carried 5-0.

### Sheldon Peterson Property

This was strictly an update from Rinke-Noonan stating Peterson is working on paying the court fees. No action was taken.

### Maintenance Feasibility

This was strictly informational and was established for future reference in the event the City decided to rebuild a maintenance building in the industrial park.

### Remaining 2015 Appointments

M. Eveslage moved and R. Atkinson seconded a motion to make Bob Potratz the legal prosecutor. According to EDA Bylaws R. Atkinson being mayor is appointed to the EDA. R. Atkinson moved to appoint T. Hennen as an EDA member, seconded by B. Eittle. Motion carried 5-0.

B. Eittle moved to leave the Lake Wobegon Trail representative seat open, seconded by M. Eveslage. Motion carried 5-0

B. Eittle moved to appoint R. Atkinson to be the Wellhead Protection representative, seconded by M. Eveslage. Motion carried 4-0, R. Atkinson abstaining.

### Al William Skating Rink Update

Williams asked questions regarding estimates. T. Hennen recommended they put a more temporary skating rink down and determine what the usage is before putting up permanent rinks and buildings. Other discussion was had on well usage and other maintenance.

No action was taken

## **New Business**

### City Code-Fence Ordinance

B. Eittle moved to direct A. Hennen to draft a new fence ordinance, seconded by M. Eveslage. It was discussed that the new ordinance should state that the resident has to find the property pins, or a survey must need to be done before being able to erect a fence. Also, that the new fence ordinance should follow the examples, provided to council, of other cities' fence ordinance.

### Outsource Payroll

R. Atkinson moved to table this line item until after c. and d. had been discussed, seconded by T. Hennen. Motion carried 5-0.

### Wages/hours for Acting City Clerk

Discussion was held as to what a fair wage would be. R. Atkinson expressed somewhere between \$17-\$20/hour. M. Eveslage suggested \$16.50. K. Goebel questioned and supported posting the position for a new Clerk-Treasurer so as to keep progressing forward after other matters have been resolved. M. Eveslage and B. Eittle disagreed and supported the idea of appointing A. Hennen to the Clerk-Treasurer position. Resident Wendy Atkinson suggested back pay to A. Hennen from the time she assumed the Acting Clerk-Treasurer role.

M. Eveslage moved to increase the Acting Clerk-Treasurer's wages to \$16.50/hour, to back pay for the time A. Hennen has assumed the role as Acting Clerk-Treasurer, and to remove Acting from A. Hennen's title to make her the City Clerk-Treasurer. B. Eittle seconded the motion. A roll call vote was taken: B. Eittle-yes, T. Hennen-abstain, K. Goebel-yes, M. Eveslage-yes, R. Atkinson-yes. Motion carried 4-0.

### Separating Clerk-Treasurer Position

A. Hennen explained a suggestion from City Attorney Scott Dymoke regarding this line item. Dymoke suggested not splitting up the title as that would require changing the ordinance, but instead hiring a Deputy Treasurer who would be responsible for the finance and accounting duties. The Clerk-Treasurer would keep that title and all of this could be done with a resolution. B. Eittle expressed that he understood from a check's and balances view that this would be a good idea. A. Hennen explained this person would be able to develop 5-10 year plans, which the City currently doesn't have. This would also alleviate some of the workload off of the Clerk-Treasurer as we wouldn't be hiring an administrative assistant.

M. Eveslage moved to have A. Hennen begin the process of working with Kathleen Murphy in hiring a Deputy Treasurer, seconded by K. Goebel. Motion carried 5-0.

### Outsource Payroll

Discussion was had as to having Schlenner Wenner take over payroll to help fix the ongoing problems that have incurred within the last year with doing payroll in-house. Then, after hiring a Deputy Treasurer, the option of having payroll done in-house again is there.

B. Eittle moved to have Schlenner Wenner conduct payroll and to have A. Hennen try to negotiate down the \$350/month payroll fees, seconded by M. Eveslage. Motion carried 5-0

### Laptop Computer Analysis

M. Eveslage moved to have Dijital Majik conduct the forensics on the City owned laptop computer, up to \$300, seconded by B. Eittle. Motion carried 5-0.

### Letter from Sara Hoppe, Freeport Girl Scout Troop 252 Cadette

Council stated that the City does not own the Freeport Co-op building as Sara stated in her letter, but instead is owned by the Freeport Co-op. Council directed A. Hennen to contact Sara and suggest that she get approval from the Freeport Co-op Board. Council expressed that they thought Sara did a very nice job on the plaque. No formal action was taken.

Repainting Clerk-Treasurer Office

Ken moved to have Bob Timp repaint the Clerk office, seconded by B. Ertle. Motion carried 5-0.

**Adjourn**

K. Goebel moved to adjourn the meeting at 8:55pm, seconded by B. Ertle. Motion carried 5-0.

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Mayor, Rodney Atkinson

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City Clerk-Treasurer, Adrianna Hennen