MINUTES

City of Niagara

Regular City Council Meeting Minutes

January 30, 2019 at 5:00 P.M.

Niagara City Hall

1029 Roosevelt Road

Niagara, WI 54151

The meeting was called to order at 5:00 p.m. by Mayor Bousley. Present: Mayor Bousley, Aldermen Darne, Decker, Kuchinski, Lantagne, Moreau and West. Also present: Public Works Coordinator Ron Rugg, Police Chief Karl Lamoreaux, Acting Police Chief Angela Moreau, Water Plant Operator David Dunlap, Deputy Clerk/Treasurer Tracy Coppens, City Auditor Scott Sternhagen, and Clerk/Treasurer Audrey Fredrick.

A motion was made by Alderman West and seconded by Alderman Darne to approve the agenda. Motion carried.

Public Appearances: Mayor Bousley recognized Aldermen Darne and Decker for their commendable efforts during the recent office restructuring. The two Aldermen were each presented with a plaque of appreciation for their services.

A motion was made by Alderman Darne and seconded by Alderman West to approve the minutes from December 19, 2018 and January 18, 2019. Motion carried.

A motion was made by Alderman Lantagne and seconded by Alderman Decker to pre-approve the bills for February 2019. Motion carried.

Alderman Decker recommended to review the vendor payment terms and to set up online payments where applicable. This would allow payments be applied on the due date as an effort to improve cash flow. Alderman Decker made a motion to review terms at a later date, and Alderman West seconded the motion. Motion carried.

The reports were reviewed. Alderman West questioned the fuel reconciliation. Public Works Coordinator Rugg noted that the reading gauge on the fuel pump needs replacement. A motion was made by Alderman Decker to approve the reports as presented. Alderman Darne seconded the motion. Motion carried.

Reports from department heads or elected officials:

* Mayor Bousley reported that tires from the Gunville Trucking site are discarded on City property. Mr. Gunville is contesting the surveying lines. The disposal of the tires has become a Department of Natural Resources issue.

City Auditor Scott Sternhagen of CliftonLarsonAllen LLP presented the results of the study that he conducted in reference to the City’s sewer rates. Mr. Sternhagen provided data regarding the projected expenditures and revenues for the sewer department. Mr. Sternhagen noted that at the current rates, the City cannot meet the Public Service Commission’s (PSC) reserve requirements. A rate increase would meet the City’s obligations to have the required reserve of $26,500.00 available; without the reserve, the PSC could request all existing debt to be paid back immediately. Mr. Sternhagen further noted that prior City Council action stated that sewer charges were to be increased by ten percent annually; however rates were not changed since 2016. The PSC does not require approval for a sewer rate increase. Mr. Sternhagen advised that sewer rates be increased from $6.86 to $7.40 per 1,000 gallons. In addition, he recommended that the quarterly fixed charges for sewer debt increase from $30.49 to $40.00 for residential customers. A schedule for all sewer fixed quarterly charges–as determined by meter/line size-was provided.

Mr. Sternhagen stated that water rates have not been increased since 2009. He recommended that the City does a rate analysis through the PSC. A petition would need to be submitted through the PSC for a water rate increase. According to Mr. Sternhagen, this takes approximately six to nine months to be reviewed. He further noted that the City does not have the commercial or industrial base to absorb the utility requirements at the current rates. Alderman Decker made a motion to accept Mr. Sternhagen’s rate increase proposal as presented. Alderman Moreau seconded the motion. Alderman Darne was opposed. The motion was carried by a majority vote of 5 to 1.

Alderman Kuchinski made a motion to authorize Public Works Coordinator Ron Rugg to sign for permits on behalf of the City, if the project has been approved, Alderman Darne seconded the motion. Motion carried.

Alderman West made a motion to authorize Public Works Coordinator Ron Rugg to sign for parts and equipment for the Public Works Department. Alderman Darne seconded the motion. Motion carried.

Alderman West made a motion to authorize Treatment Plant Operator David Dunlap to sign for parts and equipment for the Treatment Plant and Water Department. Alderman Kuchinski seconded the motion. Motion carried.

The Knights of Columbus applied for a temporary liquor license for their smear tournament at St. Anthony’s on February 16, 2019. Alderman West moved to approve the license, and Alderman Moreau seconded the motion. Motion carried.

Alderman West moved to issue a temporary operator’s license for Bob Burton for the Knights of Columbus smear tournament on February 16, 2019. Alderman Kuchinski seconded the motion. Motion carried.

Alderman Darne made a motion to issue temporary liquor licenses for fish fries at St. Anthony’s on March 15, 2019 and April 12, 2019. Alderman West seconded the motion. Motion carried.

The water bills for the City parks were discussed. Alderman Lantagne recommended that the City speak with the SAY Soccer League and Northern Stars Soccer League to discuss an agreement for cost sharing. A motion was made by Alderman Decker to pay the park water bills from the Park and Recreation budget until an agreement can be reached. Alderman Darne seconded the motion. Motion carried.

Clerk/Treasurer Audrey Fredrick gave the administrative report:

* + All annual federal and state payroll reports have been filed.
	+ Delinquent water utility notices were mailed to 223 customers.
	+ The first installment payment was received for the Dewey Street property on schedule.
	+ The property owner for parcel 261-01527.001 did not make the personal property tax payment as scheduled.

Alderman Decker moved to approve the report as presented, and Alderman Darne seconded the motion. Motion carried.

Treatment Plant Operator David Dunlap provided the water and sewer report:

* + The plant has been running well, with the exception of the sub-zero temperature days.
	+ Approximately 200 radio antennae have been installed on the meters.
	+ The treatment plant operators are wearing vests that identify them as City employees.
	+ Identification and signage will be added to the Water Department vehicle.

Alderman Darne moved to approve the report as presented. Alderman Decker seconded the motion. Motion carried.

Committee Reports:

* Mayor Bousley informed the Council that he, Alderman Kuchinski, Public Works Coordinator Rugg and Clerk/Treasurer Fredrick are meeting with the DOT, Engineering Firm and Consultant at least one time per month via conference call regarding the US Highway 141 project. Mayor Bousley will provide updates on the plans as they become available.

Alderman West moved to adjourn to Closed Session pursuant to Wisconsin State Statutes 19.85 (1)(c) – personnel at 5:58 p.m. Alderman Decker seconded the motion, which was carried. A roll call attendance was taken, with Aldermen Decker, Kuchinski, Lantagne, Moreau and West present. Excused: Alderman Darne.

Alderman Kuchinski moved to reconvene into open session at 7:20 p.m. Alderman Decker seconded the motion. Motion carried. A roll call attendance was taken. Present: Aldermen Decker, Kuchinski, Lantagne, Moreau and West. Excused: Alderman Darne.

Alderman West moved to set the next meeting date will as February 27, 2019 at 5:00 p.m. Alderman Moreau seconded the motion. Motion carried.

There being no further business, a motion was made by Alderman Lantagne and seconded by Alderman Kuchinski to adjourn. Motion carried.

The meeting was adjourned at 7:22 p.m.