

MINUTES
City of Niagara
Special Council Meeting Minutes
June 7, 2018 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 Moreau, Lantagne, Decker, Kuchinski and Deputy Clerk/Treasurer, Tracy Coppens. Excused Aldermen West and Darne

A motion was made by Alderman Decker and seconded by Alderman Kuchinski to approve the agenda as presented. Motion carried.

There were no public appearances.

A motion was made by Alderman Decker and seconded by Alderman Kuchinski to set City Hall Office Hours – Closed to the public on Fridays – until further notice. Motion carried

A motion was made by Alderman Decker and seconded by Alderman Lantagne to close City Hall Building to the public – June 11, 2018 – June 15, 2018 – staffing/audit. Motion carried

A motion was made by Alderman Kuchinski and seconded by Alderman Lantagne to adjourn to Closed Session pursuant to Wisconsin State Statute 19.85 (1)(c) regarding personnel. Motion carried.

A motion was made by Alderman Kuchinski and seconded by Alderman Decker to reconvene into Open Session. Motion carried.

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

Meeting adjourned at 6:33 p.m.

MINUTES
City of Niagara
Special Council Meeting Minutes
June 12, 2018 at 6:30 P.M.
Niagara City Hall
1029 Roosevelt Road
Niagara WI 54151

The meeting was called to order at 6:30 p.m. by Mayor Bousley. Present: Mayor Bousley, Aldermen Lantagne, Decker, Kuchinski, Darne, West and Deputy Clerk/Treasurer, Tracy Coppens. Excused Alderman Moreau.

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

There were no public appearances.

A motion was made by Alderman Lantagne and seconded by Alderman Decker to authorize the Police Department (Assistant Chief, Angela Moreau) to move forward with the Squad Car Grant process – which will also include software upgrades and various maintenance fees. Motion carried

A motion was made by Alderman West and seconded by Alderman Decker to move item #7 Approve Deputy Clerk/Treasurer Agreement to after item #8 on the Agenda. Motion carried

A motion was made by Alderman West and seconded by Alderman Lantagne to adjourn to Closed Session pursuant to Wisconsin State Statute 19.85 (1)(c) regarding personnel – to conduct interviews. Motion carried.

A motion was made by Alderman Decker and seconded by Alderman Darne to reconvene into Open Session. Motion carried.

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

Meeting adjourned at 10:15 p.m.

MINUTES
City of Niagara
Regular City Council Meeting Minutes
June 27, 2018 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, and Moreau. Excused: Alderman West. Also present: Public Works Coordinator Ron Rugg, Police Chief Karl Lamoreaux, Deputy Clerk/Treasurer and Clerk of Court Tracy Coppens, Clerk/Treasurer Audrey Fredrick, Scott Sternhagen of Schenck, Thad Majkowski of Cedar Corp, and Claudia Allen.

Alderman Decker asked if the fund balance shortage should be listed as an agenda item, it was determined that this could be discussed with the committee reports. A motion was made by Alderman Lantagne and seconded by Alderman Kuchinski to approve the agenda with the following change: to include the review and approval of the May 23, 2018 minutes to the agenda. Motion carried.

A public appearance was made by Claudia Allen of 148 Hill Street. Ms. Allen addressed the Council in reference to an issue with her water bill. She provided a detailed document to support her concern and asked for assistance with a resolution. Mayor Bousley and Ron Rugg assured her that the issue would be investigated and resolved.

A motion was made by Alderman Kuchinski and seconded by Alderman Decker to approve the minutes from May 23, 2018; June 7, 2018; June 12, 2018; June 19; 2018. Motion carried.

A motion was made by Alderman Decker and seconded by Alderman Darne to pre-approve the bills for July 2018. Motion carried.

A motion was made by Alderman Moreau and seconded by Alderman Lantagne to approve the reports. Motion carried.

Chief Lamoreaux informed the council that the grant for a new police car written by Assistant Chief of Police Angie Moreau is pending the award. Mayor Bousley commended Office Moreau's efforts and noted that this will be her third successful grant award.

A motion was made by Alderman Lantagne and seconded by Alderman Kuchinski to approve the temporary liquor license for the Knights of Columbus Duck Race on August 4, 2018. Motion carried.

A motion was made by Alderman Decker and seconded by Alderman Darne to add Audrey Fredrick to the signature cards at MBank. See the attached account listing. Motion carried.

A motion was made by Alderman Decker and seconded by Alderman Kuchinski to thank Robert Sanders for the service of reading the meters. Motion carried.

A motion was made by Alderman Kuchinski and seconded by Alderman Lantagne to appoint Dave Dunlap and Shawn Brown as meter readers. Motion carried.

The Council heard a report presented by Thad Majkowski of Cedar Corp regarding a pay request of \$18,400 for engineering services. A motion was made Alderman Kuchinski and seconded by Alderman Decker to approve the pay request. The motion was carried, with Alderman Lantagne abstaining from the vote.

Mr. Majkowski gave an overview of the final closure of the project. The remaining payment to Jake's Excavating will be \$35,084.07. A motion was made by Alderman Kuchinski and seconded by Alderman Decker to issue the final payment. The motion was carried, with Alderman Lantagne abstaining from the vote.

Thad Majkowski of Cedar Corp discussed the Highway 141 project. Excess funds from the State DOT can be used for storm sewer repairs. WE Energies is working on a lighting plan for Highway 141. A motion was made by Alderman Moreau and seconded by Alderman Kuchinski to accept the report. Motion carried.

Scott Sternhagen of Schenck provided the results of the 2017 audit. Mr. Sternhagen discussed the procedural deficiencies and made recommendations for policy changes and reviews. A key recommendation is to have a segregation of duties for billing and collecting payments. Alderman Decker has been working with the Department of Revenue, and all known fees and penalties due have been paid.

Mr. Sternhagen suggested that the Council implement a plan to issue utility bills quickly to alleviate cash flow impact.

Alderman Decker is working with Tyler Technologies to upgrade the payroll/billing/accounting system. The upgrade is a priority.

Mayor Bousley recommended establishing a policy for covering expenses in the event of a cash shortfall. The possibility of short-term borrowing will be investigated.

Mr. Sternhagen expressed his appreciation to Tracy Coppens for her assistance with providing research for the utility billing issue.

Mayor Bousley thanked Aldermen Decker and Darne for their continued efforts in resolving the current issues.

A motion was made by Alderman Moreau and seconded by Alderman Decker to accept the auditor's report. Motion carried.

A motion was made by Alderman Darne and seconded by Alderman Lantagne to approve the liquor license applications. Motion carried.

A motion was made by Alderman Darne and seconded by Alderman Decker to approve the operator's license applications. Motion carried.

A motion was made by Alderman Decker and seconded by Alderman Darne to approve the agreement for Tracy Coppens. Motion carried.

A motion was made by Alderman Decker and seconded by Alderman Lantagne to approve Shawn Brown to attend the Rural Water State Testing in Plover, WI on July 31-August 1, 2018. Motion carried.

A motion was made by Alderman Decker and seconded by Alderman Moreau to approve Audrey Fredrick to attend City Clerk Training in Green Bay, WI on July 15-20, 2018. Motion carried.

A motion was made by Alderman Lantagne and seconded by Alderman Kuchinski to approve Audrey Fredrick to waive health insurance benefits until further notice. Motion carried.

Ron Rugg reported that the woodchips were replaced at Heights Park, and that chain link fencing in the parks will eventually need replacing.

A motion was made by Alderman Decker and seconded by Alderman Lantagne to set the next meeting date for July 25, 2018 at 5:00 p.m. Motion carried.

A motion was made by Alderman Kuchinski and seconded by Alderman Lantagne to eliminate the need for closed session for this meeting. Motion carried.

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

The meeting was adjourned at 6:45 p.m.