

**City of Pillager
City Council Meeting Minutes
September 8, 2015**

Mayor Van Hal called the regular meeting to order at 6:30 p.m. The pledge of allegiance was said. Council Members present were Leroy Smith, Clarence Voitalla, Paul Odenthal, and Bret Mattheisen. Guests at meeting were Chuck Meyer, Ginger Thrasher, Donna Klimek, Norman Rohl, and Pamela Withage. Staff present was Administrator Terri Wickham, Craig Boyer, and Jan Loftis.

Chuck Meyer from Mayer, Porter and Nelson was here to present the audit findings to the Council. Mr. Meyer stated we have a clean opinion on the Financial Statement. He said that the State has a guideline for a healthy Fund Balance of 35%- 150%. The City of Pillager is at 137%, which is a healthy fund balance. There was a note to the Council on purchasing items from a Council member and the correct procedure that should be followed in the future to avoid any questions. He also suggested that a Council member should receive a copy of the bank statement directly from the bank. Council Mattheisen has been getting the statement for a couple of years now and goes over it monthly. Payroll needs to be broke out into the appropriate funds.

Visitor Form:

Donna Klimek addressed the Council and requested a Bingo license for the Turkey Bingo for the Pillager Fair Board. **Motion by Council Odenthal to approve the license request for November 22, 2015, seconded by Council Smith, motion carried unanimously.** She also informed Council they would be holding a meeting regarding their Pillager Christmas party on October 4, 2015 starting at 6 p.m. Council Mattheisen requested that Donna also find out where the Fairboard would like the Ice Skating rink. She stated it worked out great in the current place and she did not see a reason to move it. She thought someone was bringing in a fish house to use as the warming house this year.

Mr. Rohl wanted to know how large of a shed he could bring in without having a building permit. He was informed that he could build a 10X12 anything larger he will need a permit. He then questioned whether or not staff worked a continuous day on Council meeting days or if they punched out and came back for the meeting. He was informed we stay straight through, to get ready for the meeting.

Council Voitalla made a motion to approve the July and August minutes, and the August expenses as presented, seconded by Council Smith; Mayor Van Hal requested a correction in her statement in the July minutes. The wording should be pre forty-hour weeks not three forty hour weeks. Motion carried unanimously.

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Council chose not to approve the agenda. Council Smith thought if people had a problem or question, that they should be heard.

Jan Loftis Deputy Clerk, put together the cost of the tax-forfeited lots with an average price to sell each lot. Staff had some questions about possibly selling the timber off the lots before marketing the lots. Does Council want to do a covenant on these lots? Council also needs to decide how they want to price these lots. Council needs to decide if they want to have the lots appraised to find out what the value is. This will be discussed at a work session.

The Alexander property has been charged for Water and Sewer again. The cleanup letters have not gone out as of yet. This will be done soon.

Mayors Report:

The Mayor is in contact with the Labor Attorney but Council has not met her as of yet.

The Mayor would like the Council to approve a resolution to suspend all overtime even though it is not happening much; she would like to suspend approval for anything over forty, with the exception of an emergency. This is the policy as of now and since we are in a status quo, it could be a potential problem later. With the Union in place, the Employer cannot make changes without union negotiations. Council just asked employees to avoid unnecessary overtime, which has always been the policy.

Mayor encouraged the Council to keep the temporary police officer, the budget, and the Crossing on their minds and not let it slip to the back of their plates.

The Mayor requested information on the doctor notes for employees. They state as tolerated. Nothing has changed. Everyone has been back to work since April.

The Booster Club would like to have a raffle of a fish house in December. The Mayor would like the Council to approve the application for them. She was informed we couldn't approve the application if we do not have it. The Booster Club will need to bring the form to the next meeting.

The Mayor informed the Council the enrollment is up to 1046 students this year. Officer Wiebolt was on the school grounds a couple of times for the first day of school. The Mayor informed the Council that she has received somewhat of a threat in her mailbox. She does not know whom from, but it is under investigation. It was a piece of paper with a hangman drawn on it, placed in her mailbox.

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Administrator's Report

The Mayor is involved with starting a Business Association to encourage Economic Development. The water spreadsheet that was prepared by someone is incorrect. The City sends plants to welcome new businesses to town. The only thank you that is sent out is for things that are done directly for the City or its property.

The question about the City Administrator buying back her used sick time was explained again.

Motion by Mayor Van Hal to table this discussion for later, seconded by Council Smith, motion carried unanimously.

Administrator Wickham went over some of the budget items with council before she left.

Council discussed the budget. Deputy Clerk Jan Loftis excused herself from the meeting as she needed to leave the meeting. A discussion ensued regarding the Council members being able to talk to the staff during the meetings if they had questions. After Clerk Loftis left the Council discussed at length the 2016 city budgets.

Motion by Council Mattheisen to continue the council meeting until September 22, 2015, seconded by Council Smith, motion carried unanimously.

Motion by Council Smith to approve the bills as presented, seconded by Council Odenthal, motion carried unanimously.

Motion by Council Mattheisen to continue the council meeting until September 22, 2015, seconded by Council Odenthal, motion carried unanimously.

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September 22, 2015

Acting Mayor Bret Mattheisen reconvened the meeting at 6:30 pm. on Tuesday September 22, 2015. All Council members were present; Mayor Van Hal arrived at 6:55 pm. Guests at the meeting was Chad Koel, Ginger Thrasher and Pamela Withage. Staff attending was Administrator Wickham.

Mr. Koel attended the meeting to request approval from the Council for a raffle permit for the Booster Club. The booster club presented the required paperwork. **Motion by Council Smith to approve the raffle application from the PHS Booster Club, Council Weitalla seconded, motion carried unanimously.**

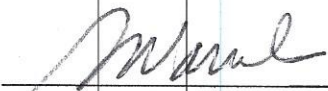
Motion by Council Weitalla to approve the bills as presented, seconded by Council Odenthal, motion carried unanimously

Concerning the Crossing Lots, the Council agreed to allow the administrator to talk to Al Sharp about selling the timber off the Lots. The Council also agreed to start the TIF District work on the residential lots with David Drown.

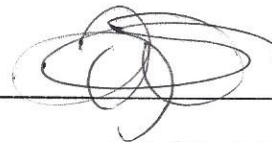
The Council would like to know if Gary Greenheck is still interested in doing the Emergency Manager Representative for the City. If so the staff will make sure that he is on the mailing list.

After much discussion on the 2016 budget, **Council Smith moved to approve the 2016 City Levy at \$244,250.00, an increase of the 2015 levy of \$7,250.00 or 3.06%, Council Weitalla seconded, motion carried with Council Odenthal voting against.**

Council Smith moved to adjourn the meeting at 8:22pm, Council Weitalla seconded, motion carried unanimously.



Mayor Sue Van Hal-Mayor



Admin/Clerk Terri Wickham