<u>City of Monroe</u> <u>Special Common Council Meeting Minutes</u> <u>February 15, 2017</u>

A. CALL TO ORDER & ROLL CALL

Mayor Armstrong called the meeting to order. Present at roll call were Mayor Armstrong, Alderpersons Miller, Bauman, Newcomer, Koch, Marsh, Stangel, and Thoman. Also present were Admin. Rath, City Clerk Stamm, City Atty Bartholf, other staff, and Bridget Cooke of the Monroe Times. Alderpersons Boyce and Beer were absent.

B. BUDGET OVERSIGHT TOPICS

Mayor Armstrong explained why he called this meeting. Alder Boyce arrived at this time.

1. CEMETERY OPERATIONS

Admin. Rath explained. He met with the board members. The city gives a contribution every year to the cemetery. There are state statues that if a cemetery is abandoned, the maintenance will become the responsibility of the city. Revenue for the cemetery is decreasing because more people are being cremated. Questions and discussion took place. They are looking to computerize the bookkeeping system and trying to reduce expenses. A loss of \$6,420 is expected this year. It was discussed that possibly the city could take over the bookkeeping. Dan Bartholf mentioned that Swiss Colony does bookkeeping for several charities in town and maybe they would take on the cemetery as well. Alder Boyce mentioned the possibility of the school, city, and schools jointly contracting out all the mowing. Mayor Armstrong asked that the city look into the possibility of taking over some of the bookkeeping. Questions and discussion continued. There is no indication that the loan to the cemetery will ever be repaid to the city.

2. RAMP RAZING

DPW Gerber explained and gave the status of the parking ramp. It has been razed with final completion expected in May with asphalt put in. There will be about \$64,000 left from the bond for other improvements. Extra landscaping and lighting for this site was discussed. Possibly, part of the \$64,000 could be used for this.

3. WASTEWATER TREATMENT PLANT

DPW Gerber explained. It is 98% complete. Plans are for it to be complete by mid March. There are no further proposed change orders at this time. They are still dealing with the odor issue and they are looking to go out for RFP's for that. Money has still been held back from the project due to issues. This will be discussed at a closed meeting later on. Questions and discussion took place. Steps are being taken to come into phosphorus compliance by 2024.

4. WATER RATES

Utilities Supervisor Kennison explained the different type of rate increases. Utilities Accounting Manager Renee Weaver added further explanation. They are not currently anticipating any rate increases. They are where they need to be for revenues and rate of return and there is a balance in the depreciation fund of \$1,028,788 with \$40,000 being transferred into this account each quarter. Questions and discussion took place. The city

will be getting a loan with principal forgiveness to replace lead service lines to private property.

5. SEWER RATES

Utilities Supervisor Kennison explained. Money is being put into the equipment replacement fund. This is the first year of a rate increase. They want to do regular rate increases keeping it to 1-2% at a time. They will evaluate at the end of this year to see if another small increase is needed. There are balances in the savings account with money being added each quarter. The equipment replacement fund is growing. Questions and discussion ensued.

6. ROADS

DPW Gerber provided information. In 2016, they paved about 1.11 miles of city streets of the 1.67 miles planned for resurfacing. They spent about \$198,000 in materials last year. They also seal coated 4.02 miles of streets. The total cost for seal coating was \$80,000 for the materials. The city is doing a good job of keeping up the pavement ratings. Questions and discussion ensued.

7. SANITATION COSTS

DPW Gerber explained. It is expected to cost about \$127,000 to haul to Janesville in 2017. It is hard to determine the cost for the transfer station because of the tipping fees. Admin Rath said if the Transfer Station comes to him with a revised proposal, he will present it to the Council. Discussion ensued. The city should set aside \$120,000 every year for equipment replacement as well as an additional \$3,000 per year for cart replacement. Outsourcing the garbage pickup was also discussed. It may be the time to start looking at this again. More questions and discussion took place. Mayor Armstrong suggested that the carts be weighed with a surcharge if it is over a certain number of pounds.

Mayor Armstrong summarized a list of items for the city to follow up on:

- * Cemetery bookkeeping
- * Surplus funds from parking ramp demo to be used to enhance lot
- * Discuss transfer station if a new proposal is put forth
- * Look into contracting out garbage service

Mayor Armstrong made comments about another meeting of this type in the future, possibly in early June. It was suggested to get reports from the entities that the city is giving money to. Alder Boyce would like stormwater rates discussed. Mayor Armstrong wants to include road updates again. Alderperson Boyce wants a more informal discussion on the possibility of creating a CDA. Mayor Armstrong commented that he may push some of these items to specific committees or put some on with regular Council agendas.

C. ADJOURNMENT

Motion to adjourn made by Alderperson Miller and seconded by Alderperson Thoman. Motion carried.

Carol J. Stamm, CMC/WCMC City Clerk/Director of General Government