

**CITY OF HAYWARD
SAWYER COUNTY, WISCONSIN
REGULAR CITY COUNCIL MEETING
Monday, February 13, 2023
MINUTES**

The meeting was called to order by Mayor Munich at 6:00 p.m.

Roll Call

Council Present: Mayor Munich, Ald. Gillis, Ald. Hand, Ald. Herrmann, Ald. Johnson, Ald. Kreyer, Ald. Miller, Ald. Swan, Ald. Williamson

Others Present: Attorney Kelsey, Director McCue, Chief Clapero, Clerk Poppe, Kristy Maki, Jerome Blank, Frank Zufall

Pledge of Allegiance

The Pledge of Allegiance was recited.

American Birkebeiner Ski Foundation – Update regarding the 2023 Events

Kristy Maki, American Birkebeiner Ski Foundation, provided the mayor and council members with an update regarding the 2023 Birkie events including the Birkie bridge set-up & tear down; detours; parking; emergency accesses, etc.

Business Improvement District – Addition of Jim Miller to the BID Board as the member at large
A motion was made by Ald. Gillis, seconded by Ald. Williamson to approve the addition of Jim Miller to the Business Improvement District Board Executive Committee as a member at large.
Motion carried.

Business Improvement District / 2023 Shamrock Shuffle Event Requests – Request for road closures & public consumption of beer in BID area

A motion was made by Ald. Williamson, seconded by Ald. Kreyer to table any decision regarding the Business Improvement District / 2023 Shamrock Shuffle event street closure requests, in order allow time to finalize the race route; looking into other options for the location of the start & finish of the race, so that Main Street does not have to be closed for an extended period of time. Motion carried.

Resolution No. 23-02: Setting spending limit for department heads

A motion was made by Ald. Gillis, seconded by Ald. Miller to approve and adopt Resolution No. 23-02: Setting spending limit for department heads, as read by Attorney Kelsey. Roll Call Vote: Ald. Gillis – yes; Ald. Hand – yes; Ald. Herrmann – yes; Ald. Johnson – yes; Ald. Kreyer – yes; Ald. Miller – yes; Ald. Swan – yes; Ald. Williamson – yes. Motion carried. Ayes (8), Nays (0)

Resolution No. 23-02

A Resolution Setting Spending Limits for City of Hayward Department Heads

Whereas, the City Council sets and approves a budget for each department on a yearly basis; and
Whereas, procuring products and services is a part of the budgeting process and required of each department head; and

Whereas, policies and limits shall be set regarding the procurement of all products and services;
Now Therefore, Be it resolved, that as part of the budgeting process, the City Council shall set the following policies and spending limits for all purchasing activities.

Purchase amounts shall be based on the total cost of an order, not individual items, and should include all incidental costs such as shipping, installation, training etc. Separating or splitting purchases to remain within a specific category is prohibited.

Purchases for products and / or services up to \$2,000 that are within the approved department budget may be made by a department head or any employee authorized by the department head to make the purchase.

Purchases for products and / or services exceeding \$2,000 shall require council approval and authorization prior to procurement.

On occasion, emergency costs for repairs and services may arise which require the immediate purchase of the products and / or services, in which case, the mayor or council president may approve the purchase of the products and / or services. The council shall be made aware of the emergency costs expended for repairs and services at the next meeting of the common council.

A motion was made by Ald. Miller, seconded by Ald. Williamson to approve the following:

- 1. Minutes:** Public Works of 01/09; Finance of 01/09; Regular Council of 01/09 (abridged / unabridged); and Special Council of 01/26
- 2. From Police & Fire Committee Meeting of 02/13:**
 - A. Information Only. Chief Clapero informed the mayor and council members that he and Assistant Chief Wohling have been researching officer body cameras including software needed, storage capacity needed, pricing & funding options, as well as, compatibility with the Spillman software already used by the department. The body cameras are estimated to cost between \$30,000 and \$35,000.

- B. Information Only. Chief Clapero addressed the mayor and council members regarding the Hayward School District's request to add a second Police / School Resource Officer. Chief Clapero is researching various options regarding work scheduling and funding, to include grants that may be available.

3. From Finance of 02/13:

- A. The 2022 budget transfers as follows: General Government: Council -\$3,500; Special Counsel -\$2,400; Mayor -\$400; Clerk-Treasurer -\$4,150; Election +\$7,500; Accounting -\$2,100; Assessor -\$900; City Hall -\$10,000; Other Public Properties +17,000; Public Bathrooms +\$1,250; Beautification -\$4,500; Fire Hall +\$900; Taxes /Charge offs +\$250; Contingency -\$36,850; Public Safety: Fire Department -\$5,000; Building / Zoning Enforcement +\$1,600; Public Works: Hwy & Street Maintenance +\$25,000; Snow & Ice -\$1,000; Street Lighting -\$2,000; Sidewalks -\$1,500; Storm Sewers +\$6,500; Parking Facilities -\$500; Ped/Bike Trail +\$700; Health/Human Services: Animal Control -\$300; Sanitation: Landfill -\$24,000; Recycling +\$10,000; Culture & Recreation: Parks +\$10,000; Celebration & Events +\$19,000; Beach +\$500; Conservation & Development: Planning Commission -\$1,100
- B. The payment of City General Fund checks numbered 35960 through 36071; Water & Sewer Fund checks numbered 11714 through 11746; and the January account transfers

4. A Transfer of Agent for Kwik Trip Inc. from John Espe to Kimberly Stenzel

5. The issuance of operator licenses to: Regular (June 30, 2023): Rebecca L Perttula; Shila Gillis; Julie Franson; Miranda S DeBoer; Natalie R Baker; Steven A Libby; David Schlabowske; and Amy R Sportel

Roll Call Vote: Ald. Gillis – yes; Ald. Hand – yes; Ald. Herrmann – yes; Ald. Johnson – yes; Ald. Kreyer – yes; Ald. Miller – yes; Ald. Swan – yes; Ald. Williamson – yes. Motion carried. Ayes (8), Nays (0)

Clerk's Report

The American Birkebeiner Ski Foundation has applied for a temporary Class "B" license for the period of February 22-25, 2023; Hayward Mountain Bike Team has applied for a temporary Class "B" license for the period of February 23-23, 2023.

Public Comments

Jerome Blank, 15706 Logan Lane, addressed the mayor and council members regarding his frustrations with the City's unwillingness to address the plowing and maintenance of Logan Lane, which has been designated as a private road.

Executive Session

A motion was made by Ald. Gillis, seconded by Ald. Williamson to go into executive session per §19.85(1)(e) deliberating or negotiating the purchase of public property located off Minnie Avenue at Illinois Avenue and per §19.85(1)(g) conferring with legal counsel with respect to litigation in which the City is or is likely to become involved. Roll Call Vote: Ald. Gillis – yes; Ald. Hand – yes; Ald. Herrmann – yes; Ald. Johnson – yes; Ald. Kreyer – yes; Ald. Miller – yes; Ald. Swan – yes; Ald. Williamson – yes. Motion carried. Ayes (8), Nays (0)

Action from Executive Session

A motion was made by Ald. Swan, seconded by Ald. Kreyer to deny the offer to purchase City owned property off Minnie Avenue at Illinois Avenue submitted by Matthew C Lein. Motion carried.

Adjournment

A motion was made by Ald. Swan, seconded by Ald. Williamson to adjourn. The meeting was adjourned at 6:50 p.m.

*Charles J Munich, Mayor

*Lisa Poppe, City Clerk-Treasurer