

**REGULAR CITY COUNCIL MEETING
CITY OF SHELL LAKE
NOVEMBER 11, 2013**

Mayor Peterson called the meeting to order at 7:00 p.m. Council members present were Buckridge, Dryden, Edlin, Eiche, Leckel and Shelton. Council members absent were Burns and Harrington. Also present were Jeff Parker, Dave Wilson, Danielle Moe, Vern Redlich, Teresa Anderson, Jack Harrington and Brad Pederson. The meeting was opened with the Pledge of Allegiance. A moment of silence was held in recognition of Veterans' Day.

Eiche moved, seconded by Buckridge, to approve the October 14, 2013 regular meeting minutes. The motion carried.

Vern Redlich questioned the recommendation to resurface a portion of North Lake Drive that is on the agenda for this meeting. Mr. Redlich noted the First Avenue (Sand Road) is in bad shape and probably has more traffic. Mr. Redlich questioned where North Lake Drive is on the Five Year Road Improvement Plan. Alderperson Eiche explained the committee is recommending reconstructing a portion of North Lake Drive under the Local Road Improvement Program where the City receives fifty percent cost sharing up to a certain amount for a specific project. As reconstruction of the Sand Road would be much more costly it was not considered for the LRIP Project.

Jeff Parker reported on the Public Works Department's activities. Teresa Anderson, from MSA, reported the City will receive up to \$500,000 in principal forgiveness through the Clean Water Fund for the Wastewater Fine Screen Improvement Project.

Dave Wilson reported on the Police Department's activities.

PLAN COMMISSION: The November 4, 2013 commission meeting minutes were reviewed. It was reported the commission approved a conditional use permit (CUP) for Donna and Winston Rock and Michael and Mindy Gadke for a short-term rental at 312 Stariha Drive. Eiche moved, seconded by Edlin, to concur with the issuance of the CUP. The motion carried.

LIBRARY BOARD: The October 16, 2013 board meeting minutes were reviewed.

HIGHWAY 63 ADVISORY COMMITTEE: A Wisconsin DOT handout pertaining to the public informational meeting held October 30, 2013 in regards to the 2015 Highway 63 Improvement Project was distributed for informational purposes.

EXECUTIVE/HUMAN RESOURCES: It was reported health insurance coverage for city employees and their families was bid out and the committee recommends the City Council select the Health Partners plan. Eiche moved, seconded by Shelton, to select the Health Partners 2500/5000 plan with the plan to expire 12/1/14. The motion carried.

It was reported the committee recommends the City's Personnel Policies be revised to read 30 or more hours per week to be eligible for group health insurance instead of 35 hours. Shelton moved, seconded by Eiche, to approve the Personnel Policies revision as recommended. The motion carried.

It was reported the committee approved a revised Public Works Director Job Description and copies were provided to the Council.

It was reported the committee developed a recommendation for 2014 wages and benefits which will be considered after the 2014 budget is adopted.

PUBLIC WORKS ADMINISTRATION: The November 6, 2013 committee meeting minutes were reviewed. It was reported the committee recommends North Lake Drive from the intersection of County B to the intersection with Donovan Cove Road be scheduled for reconstruction in 2015 in the City's Five Year Road Improvement Plan. Eiche moved, seconded by Shelton, to place North Lake Drive on the Five Year Road Improvement Plan for a LRIP Project in 2015. The motion carried 5-yes 1-no.

It was reported two bids were received on the engineered fabricated concrete building for the Wastewater Fine Screen Improvement Project with Huffcutt submitting the low bid at \$37,645. Edlin moved, seconded by Buckridge, to accept Huffcutt's bid in the amount of \$37,645. The motion carried.

An update was given on the 2013 street projects.

FINANCIAL ADMINISTRATION: The October 29, 2013 committee meeting minutes were reviewed. It was reported the 2014 proposed city budget has been completed and a special City Council meeting will be held December 3, 2013 at 6:30 p.m. for budget presentation, public hearing and adoption of the 2014 budget.

Eiche moved, seconded by Edlin, to approve vouchers 1418-1557. The motion carried.

The Budget Status Report was reviewed.

PARKS AND RECREATION: Alderperson Shelton reported the committee met November 5, 2013 and worked on updating job descriptions for campground manager, lifeguards and camp helper.

UNFINISHED BUSINESS: Mayor Peterson referred the matter of possible removal of the diversion ditch earthen plug to the Public Works Committee.

Jeff Parker reported he can contract for a trackhoe and dozer with operators for a combined price of \$200 per hour for stumping and grubbing for the ATV Campground and recommended authorization to proceed. Shelton moved, seconded by Edlin, to authorize the Public Works Director to proceed with the stumping and grubbing as recommended. The motion carried.

NEW BUSINESS: Brad Pederson announced he will be retiring from his position as City Administrator/Clerk-Treasurer effective March 31, 2014. Mr. Pederson noted in his letter that he appreciated the support he received from the mayors, council members,

employees and community while serving in this capacity over the last 33 years. Buckridge moved, seconded by Eiche, to accept the resignation. The motion carried 5-yes 1-no. Mayor Peterson referred the process of replacing the City Administrator/Clerk-Treasurer to the Executive/Human Resources Committee with the final decision to be made by the City Council.

Eiche moved, seconded by Dryden, to adjourn at 7:45 p.m. The motion carried.

_____, Mayor

_____, City Administrator