

**PROCEEDINGS OF THE REGULAR COMMON COUNCIL MEETING
SUPERIOR, WISCONSIN
December 20, 2016**

- 1. PLEDGE OF ALLEGIANCE**
- 2. ROLL CALL** Tom Fennessey, Warren Bender, Jack Sweeney, Keith Kern, Graham Garfield, Ruth Ludwig, Mike Herrick, Brent Fennessey, Esther Dalbec – 9
Excused: Dan Olson – 1
Youth Councilors: Madison Hale, Adam Lavine
Also Present: Mayor Hagen, City Attorney Prell, City Clerk Kalan
- 3. PROCLAMATIONS AND COMMENDATIONS**
- 4. APPROVAL OF MINUTES** December 6, 2016 - Regular Council meeting
MOTION by Councilor Bender, seconded by Garfield and carried, to approve.
- 5. PUBLIC HEARINGS**
- 6. CONSENT AGENDA**
MOTION by Councilor T. Fennessey, seconded by Ludwig and carried, to approve the Consent Agenda.

Communications and Reports to be Received and Filed:

- 6.1** Superior Business Improvement District 2017 Operating Plan and 2017 Proposed Budget.

Matters to be Referred:

Plan Commission

- 6.2** Special Use Permit request by Superior Business Improvement District for outdoor sales (agricultural use).

Liability Claims Committee

- 6.3** Claim #16-19, Krista E. Pascoe
- 6.4** Claim #16-20, Joseph Paxton
- 6.5** Claim #16-21, Mark Librande

Standing Committee Reports to be Approved:

6.6 Finance Committee, December 8, 2016 *recommendations for approval*

- 4) To hold in committee the discussion and review of agreement between the City of Superior and the Visitors Bureau of Superior and Douglas County for the distribution and allocation of Rooms Tax until the financial information is received.
- 5) To approve lowering the 2017 annual transfer to the Police Grant Fund by \$102,195.00 and increasing the Police Department salary and benefits accounts by \$102,195.00 to accommodate early hiring of officers for those officers who are retiring in 2017 and 2018.
- 6) To approve the 2017 Recreational Grant Application form based on the recommended changes to the application.
- 7) To hold in committee the Golf Course consultant findings and recommendations.
- 8) To hold Long Range Planning in committee and move Appropriate Level of Unrestricted Fund Balance up in priority to the next topic to review.
- 9) To receive and file the October, 2016 check register.
- 10) To receive and file the November, 2016 check register.
- 11) To receive and file the November, 2016 financial statements.
- 12) To receive and file the General Financial Overview.

6.7 Finance Committee, December 13, 2016 *recommendations for approval*

- 1) a. Regarding distribution and allocation of rooms tax: To add to the Reporting Requirements section of the agreement a provision that an Annual Review of the Superior Chamber of Commerce financial statements be conducted by a CPA.
b. To change the term of the agreement to one year with an end date of December 31, 2017.
c. to accept the following changes to the draft agreement recommended by Finance Director Vito:
 - i. Change the name on the agreement from “Visitors Bureau for Superior and Douglas County” to “Superior Chamber of Commerce”.
 - ii. Delete the “Purpose” section of the agreement.
 - iii. Delete the third paragraph under the “Background and Objective” section of the agreement.
- 2) To approve all sections of the proposed ordinance changes.

Licenses to be Approved:

6.8 Application for a "Class B" Liquor & Class "B" Beer by Brian Noel, Palace Bar LLC, Trade Name: Palace Bar, 1108-1110 Tower Avenue, for the license period ending June 30, 2017.

6.9 Approve miscellaneous licenses.

7. BUSINESS BY DEPARTMENT HEADS

Finance Director Vito

7.1 General Fund Reserves – Discussion and Recommendation.

No action.

7.2 Requesting approval of the agreement between the City of Superior and Chamber of Commerce for the distribution and allocation of Hotel Rooms Tax.

Councilor Sweeney recommended amendment to contract to include language stating “in the event of termination of the agreement between the City of Superior and the Superior Chamber of Commerce, the Superior Chamber of Commerce shall forward all monies not spent or encumbered by December 31, 2017. The balance shall be forwarded to the City of Superior by February 28, 2018. All monies shall then be forwarded to the new tourism entity.”

MOTION by Councilor Herrick, seconded by Bender and carried, to amend the agreement to include the language as stated above.

MOTION by Councilor Herrick, seconded by Bender and carried, to approve as amended.

Assistant Finance Director Bronson and Chief Alexander

7.3 Assistant Finance Director Bronson and Chief Alexander requesting approval to reallocate \$102,195.00 from the 2017 General Fund Budget and transfer to Police Grant Fund.

MOTION by Councilor Dalbec, seconded by Ludwig and carried, to approve.

Public Works Director Janigo

7.4 Requesting approval of the State Municipal Agreement (SMA) with WisDot for the construction portion of the Belknap Reconstruction Project.

MOTION by Councilor Garfield, seconded by Dalbec and carried, to approve.

7.5 Requesting approval of the Cathedral School Parking Lot Reconstruction Agreement to be done under the WISDOT Contract for the Belknap reconstruction project.

MOTION by Councilor Herrick, seconded by B. Fennessey and carried, to approve.

7.6 Approval of contract extension with SEH for Landfill Environmental Sampling and Reporting in 2017 for an amount not-to-exceed \$34,600.

MOTION by Councilor Dalbec, seconded by T. Fennessey and carried, to approve.

7.7 Approval of Landfill Consultant contract with SEH for 2017; not-to-exceed \$8,000.00 per month.

MOTION by Councilor Dalbec, seconded by Herrick and carried, to approve.

Assistant Public Works Director Carlson

7.8 Assistant Public Works Director Carlson recommending entering into a State Municipal Agreement (SMA) with the Wisconsin Department of Transportation for the development of a City of Superior Active Transportation Plan.

MOTION by Councilor Bender, seconded by Ludwig and carried, to approve.

Parks, Recreation and Forestry Director Cadotte

7.9 Recommending approval to award the services for the 2017 Barker's Island Marina dock upgrades to AMI Consulting Engineers for the proposed, not to exceed, amount of \$29,200.00.

MOTION by Councilor Kern, seconded by Bender and carried, to approve.

8. BUSINESS BY THE MAYOR

8.1 Re-appoint Brian Lammi, Amsoil, Inc, 925 Tower Avenue, Donald Nummi, Jr., NCB, 1127 Tower avenue, Nick Korhonen, Korhonen Agency, 902 Belknap Street and Gary Banker, 1107 E 3rd Street, to the Business Improvement District Board of Directors (BID) for a three (3) year term expiring December, 2019; also appoint Shawnu Ksicinski, 2002 Maryland Avenue, to the Community Development Block Grant Advisory Board (CDBG) for a three (3) year term expiring December, 2019.

MOTION by Councilor Herrick, seconded by Bender and carried, to approve.

9. BUSINESS BY COUNCILORS

10. RESOLUTIONS

11. ORDINANCES

11.1 O16-3993 An ordinance introduced by the Finance Committee repealing and recreating Chapter 74, Article III, Hotel-Motel Room Tax.

Councilor Sweeney recommended amendment to language at the end of the ordinance to state: "funds must be spent or encumbered annually by December 31st".

MOTION by Councilor Kern, seconded by Garfield and carried, to amend the Ordinance to include the language as stated above.

MOTION by Councilor Kern, seconded by Garfield and carried, to adopt the Ordinance as amendment.

12. BUSINESS BY PUBLIC

Meeting adjourned at 6:51 p.m.

Respectfully submitted,
Terri Kalan, City Clerk
Superior, Wisconsin

Approved this 17th day of January, 2017.

Attest:

Mayor

City Clerk