

**COLBY COMMON COUNCIL
TUESDAY, JANUARY 4, 2022
6:30 P.M.**

1. CALL TO ORDER
2. ROLL CALL
3. MINUTES OF THE DECEMBER 7TH MEETING
4. APPROVAL OF FINANCIAL STATEMENT AND BILLS
 - A. FINAL PAYMENT TO EARTH INC FOR PARKING LOT \$5,790.89
5. PUBLIC COMMENT (THREE MINUTE LIMIT PER INDIVIDUAL)
6. COMMITTEE REPORTS
 - A. C-A POLICE COMMISSION 12/13
TODD SCHMIDT
 - B. CENTRAL FIRE & EMS 12/16
NANCY O'BRIEN
7. OTHER REPORTS
 - A. MAYOR
 1. CLARK COUNTY ECONOMIC DEVELOPMENT CORP
 - B. CLERK
 - C. DIRECTOR OF PUBLIC WORKS
 1. BUILDING PERMIT
 2. MONTHLY WATER AND SEWER REPORTS
 - D. ENGINEER
8. MATTERS FOR CONSIDERATION
 - A. OPERATORS' LICENSES
 - B. BIDS FOR NORTH SECOND STREET PROJECT
 - C. BIDS FOR COMMUNITY DRIVE PROJECT
 - D. RESOLUTION 1-2022 BUDGET AMENDMENTS
 - E. CARRY-OVER FUNDS FROM 2021-2022
 - F. COMMITTEE MEETINGS FOR JANUARY
9. ADJOURN

The regular meeting of the Colby Common Council was called to order at 6:30 P.M. by Mayor James Schmidt. On roll call: Sazama, O'Brien, T Schmidt, Kolden, Hesgard, Hederer and Lindeman. Also present were Mayor James Schmidt, Clerk Connie Gurtner, Deputy Clerk Erin Hennes, DPW Harland Higley Jr and Tom Hubbard of MSA.

Agenda was posted by the clerk. The agenda will stand as the order of the meeting.

Minutes of the November 2nd meeting minutes were pre-read and reviewed. Motion was made by Hederer, seconded by Kolden to approve the minutes as presented. Motion carried with a voice vote.

Financial Statement and Bills were discussed. Motion was made Schmidt, seconded by Hesgard to approve the financial statement and bills. The amounts approved are as follows: General Fund \$111,622.45; Capital Fund \$244,892.50; Water Department \$24,211.39; Sewer Department \$24,437.58; Net payroll \$24,347.31. Motion carried with a voice vote.

Colby/Abbotsford Police Commission met on October 11th.

The commission approved minutes and expenditures.

2022 Health Insurance Renewal: The commission voted to recommend to the Abbotsford and Colby city councils renewal of the 2022 Health Insurance with Security Health Plan through the Spectrum Employee Business Cooperative (\$2000/\$4,000 Umbrella, Maximum \$3,000/\$6,000 Out of Pocket Plan) at a 0% premium increase. Motion made by T Schmidt, seconded by O'Brien to approve the renewal as presented. Motion carried with a voice vote.

2022 Delta Dental Renewal: The commission voted to recommend to the Abbotsford and Colby city councils the renewal of the 2022 Delta Dental Plan with the same design as the 2021 Plan at the monthly premium cost of \$665.45, which is a 0% premium increase. Motion was made by T Schmidt, seconded by Hesgard to approve this recommendation. Motion carried with a voice vote.

2022 Worker's Compensation Renewal: The commission voted to recommend to the Abbotsford and Colby city councils renewal of the Worker's Compensation Plan through the League of Wisconsin Mutual Insurance at an estimated annual premium of \$12,111, which is a decrease of \$917 from the expiring policy premium amount. Motion made by T Schmidt, seconded by Lindeman to approve this recommendation. Motion carried with a voice vote.

Chief's Report: Chief Bauer said activity in the area was high. He noted a drug arrest was made, with a van being seized. He said the processing of the case and disposal of the van would take awhile. He thanked volunteers from

AbbyBank, who recently painted the CAPD hallway as a community project. They did the labor and the CAPD purchased the paint. He said it would cost approximately \$700 to fix a headlight in a squad car. Parts are hard to get and it may take up to 30 days to complete the repair. There were nine K-9 activities reported for the month of October, resulting in 11 arrests. There were 930 total CAPD activities reported for the month of September and 1,021 total CAPD activities reported for the month of October, for a cumulative total of 7,574, compared to 8,785 activities for the first 10 months of 2020.

The commission met in closed session to discuss wage negotiations for Chief Bauer, Lieutenant Bowman and Police Secretary Jessica Weich.

The commission voted to recommend to the Abbotsford and Colby city councils a wage increase of \$2.25 per hour for Police Secretary Jessica Weich, establishing an hourly wage rate of \$21.00 per hour, effective with the first payroll period in December following approval by both city councils. Motion was made by T Schmidt, seconded by Lindeman to approve this recommendation. Motion carried with a voice vote.

The commission voted to recommend to the Abbotsford and Colby city councils a wage increase of \$2.00 per hour for Lieutenant Alex Bowman, establishing an hourly wage rate of \$28.97 per hour, effective with the first payroll period in December following approval by both city councils. It was noted that Lieutenant Bowman is a non-union employee who receives an additional \$1.00 per hour above the union wage scale for the lieutenant position. Motion was made by T Schmidt, seconded by Hederer to approve this recommendation. Motion carried with a voice vote.

The commission voted to recommend to the Abbotsford and Colby city councils a wage increase of \$1.79 per hour for Police Chief Jason Bauer, establishing an hourly wage rate of \$37.00 per hour, effective with the first payroll period in December following approval by both city councils. It was noted that Chief Bauer does not receive longevity pay increases. Motion was made by T Schmidt, seconded by Lindeman to approve this recommendation. Motion carried with a voice vote.

Personnel/Labor Relations met on November 8th and 29th.

Employee Handbook: The committee reviewed a draft from Pamela Ploor, of Stafford Law. She replaced the previous personnel reviewer from the League of WI Municipalities. Ploor had updated items the committee had reviewed at past meetings and made some minor suggestions. The committee review the entire handbook and made some suggested changes. Clerk Gurtner will send the amendments to Ploor for updates before we meet at the end of the month. The committee will review the final copy and plan to have a final draft available for approval at the December council meeting.

2022 Wages: Kolden reviewed the latest CPI information. The committee has been using the upcoming January 1st rate to analyze wage increases for the city employees. The committee reviewed three different options: annual wage increases using CPI and splitting out management in the calculation; annual increases using CPI and combining all city employees; and using CPI increase along with ½ of the annual health insurance savings. The third option would be an \$.83/hr raise for all employees. Kolden suggested a \$.75/hr raise which would utilize a portion of the health insurance savings. Kolden asked Clerk Gurtner to rework the third option to represent this option for the next committee meeting.

Motion was made by Kolden, seconded by O'Brien to approve the committee's recommendation for a wage increase for all non-probationary employees of \$.75/hour. Al Raatz and Clint Smith \$25.54 to \$26.29; Craig Lieders and Merlin Schaefer \$25.04 to \$25.79; Harland Higley \$31.28 to \$32.03; Connie Gurtner \$29.00 to \$29.75. Motion carried with a voice vote.

The committee reviewed the final draft of the Employee Handbook. The committee voted to recommend adoption of the Personnel Manual as amended for adoption effective 1/1/22. Motion was made by Kolden, seconded by Hederer to approve the final draft of the Employee Handbook as presented with an effective date of 1/1/22. Motion carried with a voice vote.

Central Fire & EMS District met on November 18th.

Nancy O'Brien reviewed the activities of the Central Fire & EMS District with the board.

City Planning Committee met on December 7th.

Motion was made by T Schmidt, seconded by Kolden to approve the Certified Survey Map as presented to divide property for Tom Zettler, owner of Fourmen's of Colby. Motion was approved with a voice vote.

Mayor Schmidt: Mayor Schmidt congratulated the Colby High School football team for their win at the WIAA State Tournament. Mayor Schmidt reported on his meeting of the United Communities of Clark County.

United Communities in Clark County asked if city's would like to purchase a bench for Farm Technology Days at a cost of \$300. This bench would be out at Farm Technology Days and then the city would be able to use the bench. Motion was made by T Schmidt, seconded by Sazama to approve the purchase of a \$300 bench. Motion was approved with a voice vote.

Mayor would like to appoint the following as election inspectors for the 2022-2023 term: Joanne Bartnik, Lee Kaschinska, Julie Johnson, Charlotte Haines,

Janet Gurtner, Sharon Rachu, Emily Gurtner, Bev Fecker, Michelle Albrecht, Irene Haas, Bonnie Hoernke, Karen Winkler, Donna Klemke, Henry Sanchez, Nancy O'Brien, Hannah Gurtner, Rick Huxtable, Sandy Huxtable and Jessie Polivka, Donna Schmidt. Motion was made by Kolden, seconded by Hesgard to approve the appointments. Motion carried with a voice vote.

Clerk Gurtner: Clerk Gurtner introduced our new Deputy Clerk/Treasurer Erin Hennes. She also distributed the tax rate worksheet for the 2021 taxes and also reported that tax bills should be mailed out early next week. She also reported that the clerk's office is settled into the newly remodeled space and acknowledge the superior work of Market & Johnson.

DPW Higley: The following building permits were issued: Cara Ciriacks, 408 N 6th St, replace siding; Donald Kunze, 203 W North St, walk in shower; Lukas Decker, 602 N 7th St, siding & windows; Kevin Wiese, 408 N 7th St, reshingle.

DPW Higley reported on the precipitation and flows for November 2021 at the STP. He also reported on the pumpage of water for November 2021.

MSA Engineering: Tom Hubbard was in attendance and stated that he will be the engineer on site for our 2022 Street Projects. The bidding process has started and there has already been interested in bidding.

Johnson Block 2021 Audit Contract: The city received an engagement letter from Johnson Block for the 2021 Audit. The fee is \$18,475 compared to last year of \$17,800. Motion was made by Kolden, seconded by T Schmidt to approve the contact. Motion carried with a voice vote.

Cross Connection Inspection Contract with Hydrocorp: Motion was made by Hederer, seconded by Hesgard to approve a contract with Hydrocorp for cross connection inspections at a cost of \$6,096/two year contract-payable monthly for 32 non-residential services and an overall total of up to 40 inspections. Motion carried with a voice vote.

Employee Christmas Gifts: Motion was made by Hederer, seconded by T Schmidt to give each employee a \$50 AbbyColby Crossing Chamber gift certificates. Motion carried with a voice vote.

2022 Property/Liability/Auto/Workers Comp Renewal: The city got an estimate from McGillis for insurance coverage through CWG to compare to our existing coverage through the League of WI Municipalities and MPIC. This is for Liability, Auto, Building/Equipment, Workers Comp coverages. The premium from McGillis was \$885 cheaper, but the dividends and other membership benefits from the League of WI Municipalities would actually make our existing coverage cheaper. McGillis did over a possible credit to bring the premium down to match our existing policies. The city is currently happy with our company and coverage

and didn't think the change would be beneficial to the city. Motion was made by Hederer, seconded by Hesgard to continue our Liability, Auto, Building/Equipment, Workers Compensation Insurance with Spectrum Insurance Group – League of WI Municipalities/MPIC at a cost of \$44,478/year. Motion carried with a voice vote.

Committee meetings for December: Colby-Abbotsford Police Commission will meet on December 13, 2021 at 6:30 P.M. at the Police Department. Central Fire & EMS District will meet on December 16, 2021 at 7:00 P.M. at Station 2.

Adjourn: Motion was made by Hederer, seconded by Kolden to adjourn at 7:31 P.M. Motion carried with a voice vote.

Approved _____
James W Schmidt, Mayor

Attest _____
Connie Gurtner, Clerk

Colby/Abbotsford Police Commission Meeting

December 13, 2021

6:30 P.M.

The Colby/Abbotsford Police Commission (CAPC) meeting was called to order by President Todd Schmidt at 6:30 p.m. at the Colby/Abbotsford Police Department (CAPD). Members present were: Todd Schmidt, Randy Hesgard, Mason Rachu, Sarah Diedrich, Dan Hederer and Roger Weideman. Also present were: Colby Mayor Jim Schmidt and Lieutenant Alex Bowman.

Public Comment: None

Minutes from the November 8, 2021 Meeting: President Schmidt noted there was a minor discrepancy in the wage rates for Police Chief Jason Bauer and Lieutenant Alex Bowman. This was reported by Colby City Clerk Connie Gurtner. To arrive at the wage rate of \$37.00 per hour for Chief Bauer, his wage increase would be \$1.78 per hour, not \$1.79 per hour as approved by the CAPC and the Abbotsford and Colby City Councils. To arrive at the wage rate of \$28.97 per hour for Lieutenant Bowman, his wage increase would be \$1.99 per hour, not \$2.00 per hour as approved by the CAPC and the Abbotsford and Colby City Councils. Motion was made by Rachu, seconded by Hesgard to approve the minutes from the November 8, 2021, with the noted corrections. Motion carried with a voice vote.

Expenditures: Motion was made by Hederer, seconded by Diedrich to approve November expenditures as presented in the amount of \$23,692.05. Motion carried with a voice vote. President Schmidt said he would seek clarification of the CORE Technology computer maintenance expense in the amount of \$4,547.

Employee Christmas Gifts: Motion made by Rachu, seconded by Hesgard to authorize AbbyColby Crossings Chamber of Commerce gift certificates in the amount of \$50.00 for each CAPD employee and the cleaning person. Motion carried with a voice vote.

Chief's Report: Lieutenant Bowman reported on a recent meth bust using the K-9 and the status of several drug investigations. He said there were no maintenance problems with the squad cars. There were three K-9 activities reported for the month of November, resulting in three arrests. There were 626 total CAPD activities reported for the month of November, for a cumulative total of 8,232, compared to 9,518 activities for the first 11 months of 2020.

Meeting date for January 2022: The next CAPC meeting will be held at 6:30 p.m. on Monday, January 10, 2022 at the CAPD.

Adjournment: Motion was made by Hederer, seconded by Weideman to adjourn the meeting at 6:36 p.m. Motion carried with a voice vote.

POLICE CHECKING NOW

ALL Checks

Posted From: 12/01/2021 From Account:
Thru: 12/31/2021 Thru Account:

Check Nbr	Check Date	Payee	Amount
13625	12/02/2021	DELTA DENTAL OF WISCONSIN NOVEMBER PREMIUM	665.45
13626	12/13/2021	BBD SPORTS SHOP DOG FOOD	44.99
13627	12/13/2021	CELL COM CELL PHONES	771.28
13628	12/13/2021	CITY OF ABBOTSFORD 11/1/21 - 11/30/21	69.04
13629	12/13/2021	COLBY CHRYSLER CENTER MAINTENANCE	169.63
13630	12/13/2021	COMPLETE OFFICE OF WISCONSIN SUPPLIES	67.73
13631	12/13/2021	COMPUTER TR INC. NOV	561.35
13632	12/13/2021	CORE TECHNOLOGY CORPORATION COMPUTER MAINTENANCE	4,547.00
13633	12/13/2021	DELTA DENTAL OF WISCONSIN DEC	665.45
13634	12/13/2021	DESIGNER ADVERTISING PATCH REPLACEMENT	14.00
13635	12/13/2021	FOURMENS FARM HOME-COLBY MISC SUPPLIES	51.70
13636	12/13/2021	JAKEL PLUMBING MAINTENANCE	311.00
13637	12/13/2021	KEIL ENTERPRISES OPERATION RUSH - ENGLISH	249.00
13638	12/13/2021	KWIK TRIP INC NOV	1,037.63
13639	12/13/2021	MENDEZ, JOHN 11/7/21; 2:04 AM - 3:54 AM	165.00
13640	12/13/2021	NICOLET NATIONAL BANK MISC	949.90
13641	12/13/2021	SPECTRUM INSURANCE GROUP, LLC 1ST	3,028.00
13642	12/13/2021	WE ENERGIES 10/19/21 - 11/17/21	335.95
13643	12/13/2021	WEICH, JESSICA MILEAGE- MT HOREB TMS TRAINING -11/3/21	204.96

POLICE CHECKING NOW

ALL Checks

Posted From: 12/01/2021 From Account:
Thru: 12/31/2021 Thru Account:

Check Nbr	Check Date	Payee	Amount
13644	12/13/2021	WISCONSIN DEPARTMENT OF JUSTICE TIME ACCESS CHARGE TRADITIONAL	282.00
13645	12/13/2021	XCEL ENERGY 10/17 - 11/15	381.39
13646	12/13/2021	COLBY ABBOTSFORD PROFESSIONAL POLICE NOV	252.00
13647	12/13/2021	SECURITY HEALTH PLAN JAN	8,867.60
Grand Total			23,692.05

**Central Fire & EMS District Meeting Minutes
December 16, 2021 – 7:00 p.m.
Station 2 – Abbotsford Fire Hall**

Call to order:

The December 16, 2021, meeting of the Central Fire & EMS District was called to order by President Larry Oehmichen at 7:00 p.m.

Meeting posted per statute

Moment of silence for Dennis Engel

Roll Call:

City of Abbotsford, James Weix; City of Colby, Nancy O'Brien; Town of Colby, Larry Oehmichen; Town of Holton, Pat Tischendorf; Town of Hull, Mitch Gumz; Township of Mayville, absent; Village of Dorchester, Tom Carter.

Meeting minutes from November 18, 2021:

A motion was made by Pat Tischendorf, second by James Weix to dispense with the reading of the November 18, 2021, meeting minutes and approve as presented. Motion carried.

Nancy O'Brien, District Treasurer's report:

Nancy O'Brien presented the Treasurer's report (see attached).

A motion was made by James Weix, second by Tom Carter to approve the financial report as presented. Motion carried.

Bills for payment:

Discussion was held on the bills for payment totaling \$54,289.49 (see attached). A motion was made by Pat Tischendorf, second by Mitch Gumz to pay the bills totaling \$54,289.49. Motion carried.

Public discussion:

Pat Tischendorf shared compliments on the recent holiday gathering.

2022 District insurance:

Discussion was held on the 2022 District insurance policy. James Weix stated that the amount the City of Abbotsford bills the District for the insurance on Station 2 will remain the same as in 2021. Larry Oehmichen reviewed the Statement of Values for the 2022 policy through the MacGillis Insurance Agency. The premium for 2022 is \$16,409, an increase of \$591 from 2021. A motion was made by Nancy O'Brien, second by Pat Tischendorf to approve the insurance with MacGillis Insurance Agency for 2022. Motion carried.

360° Camera for new engine:

A motion was made by Nancy O'Brien, second by James Weix to approve the proposed 360° camera for the new engine at a cost not to exceed \$5,000. Motion carried.

American Rescue Plan Act funds for municipalities:

Larry Oehmichen presented information he received on the ARPA funds which included key terms, eligible use categories of ARPA funds, transferring ARPA funds to other entities & reporting requirements. Those municipalities that participate and contribute ARPA funds to the District will receive a dollar for dollar reduction on their annual fire protection dues paid to the District. A motion was made by Pat Tischendorf, second by Nancy O'Brien accept ARPA funds from those municipalities that choose to participate. Motion carried.

Chief's Report:

Chief Mueller presented his monthly chief's report (see attached).

Chief Mueller stated that he would like to start looking for a used rescue truck. Chief Mueller also presented 2 price quotes on a new command vehicle; both quotes are from Colby Chrysler. He is waiting on a quote from Abby Ford, Chevrolet will not quote any vehicles until June 2022. No action was taken.

Next meeting date:

The next regular monthly meeting of the Central Fire & EMS District was scheduled for January 20, 2022, beginning at 7:00 p.m.

There being no further business, a motion was made by James Weix, second by Mitch Gumz to adjourn at 7:50 p.m.
Motion carried.

Respectfully submitted,

Carol Staab, Secretary

CENTRAL FIRE & EMS CHECKING

ALL Checks

Posted From: 11/19/2021 From Account:
Thru: 12/16/2021 Thru Account:

Check Nbr	Check Date	Payee	Amount
7553	12/02/2021	ABBY COUNTY MARKET FLORAL, SODA, COOKIES	124.80
7554	12/02/2021	CHARTER COMMUNICATIONS PHONE AND INTERNET	347.78
7555	12/02/2021	DISTRICT 2, INC REPAIR	3,633.37
7556	12/02/2021	EMERGENCY MEDICAL PRODUCTS INC MED SUPPLIES	1,124.53
7557	12/02/2021	MARSHFIELD CLINIC LINENS	54.00
7558	12/02/2021	MID-STATE TECHNICAL COLLEGE NEW EMT MEMBERS TRAINING	1,679.60
7559	12/02/2021	STRYKER SALES CORPORATION VEHICLE MAINTENANCE	1,690.00
7560	12/02/2021	VERIZON WIRELESS CELL PHONES	174.22
7561	12/02/2021	WE ENERGIES ENERGY	401.21
7562	12/02/2021	XCEL ENERGY ELECTRIC	806.83
7563	12/14/2021	CARDMEMBER SERVICE 10/19/2021-11/17/2021	319.83
7564	12/14/2021	CHARTER COMMUNICATIONS ST 3 0010357112621	419.92
7565	12/14/2021	CITY OF ABBOTSFORD STATION 2	148.48
7566	12/14/2021	CITY OF COLBY NOV	193.32
7567	12/14/2021	COMPUTER TR INC JOHN'S COMPUTER	224.00
7568	12/14/2021	EMERGENCY MEDICAL PRODUCTS INC MED SUPPLIES	1,161.73
7569	12/14/2021	EO JOHNSON CO, INC NOV AND DEC PAYMENT	135.94
7570	12/14/2021	EVEREST EMERGENCY VEHICLES, INC. COT LIFT AND UPGRADE	28,057.27
7571	12/14/2021	FOURMEN'S FARM HOME TORCH FOR TANKS #3	115.97

CENTRAL FIRE & EMS CHECKING

ALL Checks

Posted From: 11/19/2021 From Account:
Thru: 12/16/2021 Thru Account:

Check Nbr	Check Date	Payee	Amount
7572	12/14/2021	GRAFIX SHOPPE GRAPHICS ON MED 21	676.89
7573	12/14/2021	MACGILLIS AGENCY INC. LIABILITY INSURANCE RENEWAL	8,205.00
7574	12/14/2021	MARK HARRING STANDING TRUSTEE NOV PAYROLL	340.00
7575	12/14/2021	MARSHFIELD CLINIC LINENS R1725	27.00
7576	12/14/2021	POSTMASTER ANNUAL POST OFFICE BOX SERVICE FEE	84.00
7577	12/14/2021	SMITH BROS. MEATS, INC CHRISTMAS DINNER	1,400.00
7578	12/14/2021	VERIZON WIRELESS 642094599-00001	14.04
7579	12/14/2021	WORKHORSE SOFTWARE SERVICE, INC ACCOUNT SOFTWARE	2,500.00
7580	12/14/2021	XCEL ENERGY 52-0011597159-7	229.76
Grand Total			54,289.49