

Greenwood Council Meeting
Wednesday, September 6, 2023 at 6:00pm
Council Chambers

The meeting was called to order by Mayor Hansen. Roll call- Nelson, Hinker, Bolf and Ashbeck all present. Also present Clerk/ Treasurer Kayla Schar, Police Chief Bernie Bock, Attorney Bonnie Wachsmuth, Bowman's Club members Don Friemoth, Patti Lamovec and Harold Dillenbeck, and Pat Klinke with Main Street Committee.

Old Business:

1. Discussion with Bowman Club members took place. Lamovec shared concerns for not having the funds to continue with insurance coverage after May of 2024. She would like to work with the City to establish an arrangement to allow the use of the land to stay the same but to offer it to more citizens. Hansen questioned what days of the week or month they were using the property. A few members use it periodically throughout the month. No specific dates or times. Bowman's Club would like to get their Club more established again. They are currently looking at ways to increase the number of members. Council asked that Bonnie work with the club to put together a proposed agreement to bring to the October 18th meeting. No motions made.

New Business:

1. Hinker motioned to approve the operator's license for Patsi Lindner for Museum and Carl Rossow for the American Legion. Nelson seconded the motion. All ayes. Motion carried.
2. Nelson motioned to approve a temporary Class "B" Beer for End of Summerfest with Lynsey Volovsek as agent for September 9, 2023. Ashbeck seconded the motion. All ayes. Motion carried.
3. Ashbeck motioned to approve a temporary "Class B" Wine license for Museum for their wine and cheese tasting on September 9, 2023. Hinker seconded the motion. Bolf questioned if they would need a permit to sell the cheese. Schar explained they aren't selling the cheese or wine it was just a tasting. All ayes, motion carried.
4. Discussion regarding adding an additional electrical panel on the south side of City Hall for \$525 with Next Generation Electrical. Summerfest requested the funds be paid by the City because it was affixed to the City building and could be used by other people. Schar questioned if anyone from the committee had spoken with Marion Conn the property owner to the South. Bock expressed we only owned about 11 inches of property so we would need to go on Marions property for the installation and use of the electrical box. Hinker questioned the ability to install within 2 days. Bolf spoke with the owner Justin Opelt and he stated they would have the time to do it. Bolf questioned the need to ask permission from Conn because we are the City. Wachsmuth explained to Bolf that the City still needs to ask permission from property owners if we need to be on or use their property. Bonnie explained the City cannot trespass on properties to do work on our own buildings. Hinker questioned if Summerfest were to move in the future would there still be a need for electrical. Bolf explained that there were previous discussions moving it from Main Street if the bars and businesses weren't going to help contribute but they would ultimately like to keep everything on Main Street as long as we maintain sponsors and electrical. Nelson stated she is okay with the installation of the electrical but she would like to see it moved to the front of the building so we don't need to ask permission every time we are using electrical. Hinker questioned the ability to use a moveable board. Schar questioned if this went through where would we pull the funds from. She explained that it wasn't budgeted for this year. Bolf stated we had \$9000 left in donations, Nelson corrected Bolf with we have about \$900 in funds left in donations. Nelson mentioned the ability to apply for grants to help with the funding of the electrical for the future installation. Bolf questioned if we could just use the electrical panel we have for this year as well as using a generator to supply the electrical until we have the permission from Conn for the installation. Bock shared the City has a generator that they could use. He wasn't sure if it would be enough but they could use it. No motions made.

5. Discussion made on watering flowers on Main Street. Klinke questioned when the City would stop watering. Schar thought the City would stop the day after the event and then the 2 individuals hired to help would be able to water thereafter. Bonnie questioned what the minutes stated. Minutes were not accessed at the meeting. No motions made. (After the meeting Schar read the minutes and Georgia Janssen and Steven Hemmersbach were hired to water flowers the day after Summerfest until the first frost. Schar called and explained to Klinke.)
6. Discussion on Fireworks permit. Bock explained Robert Scheuerman had requested a fireworks permit. Schar did not have a permit to provide. Bock and Schar reviewed the ordinance and found a permit must be approved by the Council as well as insurance parameters need to be established. Bock explained that most communities do not give out fireworks permits to individuals due to the safety and risks involved. Wachsmuth explained that requests for Fireworks permits should be reviewed on a case-by-case basis. No motions made.
7. Discussion was made regarding policy for payments from the City. Schar explained that auditors advise against payments in cash unless approved by Council. Schar explained that with payments of cash you do not have a paper trail. Bolf questioned if Schar could just write a check out to Summerfest and cash it. Schar explained that due to the nature of the account checks cannot be cashed they have to be deposited. Nelson questioned why the band wants cash. Bonnie explained the new IRS rule regarding doing things in cash. Schar explained the internal control policies that are in place. These policies are unwritten but have been followed by the City and monitored by our Auditors for many years. Schar requested a written policy be created to avoid conflicts in the future. Bolf motioned to make a final cash payment of \$300 to DJ for Summerfest and have a written policy going forward that we do not do cash payments. No second, motion died. Bolf motioned to make a written policy stating the City does not make payments in cash. Hinker seconded the motion. All ayes, motion carried.

Department Head Reports:

1. Schar read off the letter emailed by Lynsey Volovsek. Schar also mentioned the LRIP program and was starting to review projects that would qualify for that program.
2. Bolf will be assisting Summerfest in maintaining a excel spreadsheet. Bolf mentioned that the panel used currently does not use the same plug that we currently have. Bolf we get clarification from Volovsek for the electrical needs.
3. Nelson questioned when budget would be starting. Schar mentioned she has been working on it we have a few committee meetings that we need to have before we have a Finance meeting.

Bolf motioned to adjourn. Nelson seconded the motion. All ayes. Motion carried.

Kayla Schar
Clerk/ Treasurer