



COMMITTEE OF THE WHOLE MINUTES
TUESDAY, APRIL 14th, 2020

Mayor Greg Kubarski called the Committee of the Whole meeting, which was also a remote meeting (attendees appearing by phone designated with (p)) to order at 7:00 p.m. on Tuesday, April 14th, 2020. Committee members present at the time the meeting was called to order were: Liz Parish (p), Garth Hitselberger (p), Pat Moen (p), Darrow Novy (p), Rick Hanke (p), Randy Seeley, Tom Hotek (p), and Mark Lankey (p).

Others present included: City Administrator Adam Sonntag, Police Chief Pat Clark, Nicolette Nauman of the Hillsboro Sentry-Enterprise (p), and Ron Schreve (p).

Mayor Kubarski asked if this meeting received proper public notice to which Administrator Sonntag confirmed that the meeting did receive proper notice.

A motion was made by Hanke, second by Hotek, to approve the March 10th, 2020 Committee of a Whole meeting minutes. Motion carried.

Registered Public Comment - None.

Safety and Welfare

Chief Clark provided the Police Chief's report, which included the call volume for the month and an update on recent car break-ins. Chief Clark stated the COPS grant will be announced in September. Hitselberger requested the report be included in the packet monthly.

With no other items, the Committee moved to the Improvement and Services report.

Improvement and Services

Sonntag provided an update on the dam project.

Sonntag reported the dredging project has been completed and that Badger had come to an agreement with the township to pay \$5,500 for damages for Ridge Rd. Sonntag also reported the DNR had placed an order for fish stocking in 2021 and 2022.

The Committee was reviewed construction financing proposals for the WWTP Upgrade and recommended approval of the low bid from Royal Bank. A Borrowing Resolution will be drafted.

Sonntag stated the Salsbery Circle right-of-way discontinuance public hearing will be held on Monday. Forward Hillsboro apartment construction has started, and Badger will return to complete the road this spring.

Sonntag reported the Water Ave. Lift Station bids will be reviewable by Monday.

The Committee reviewed proposals for replacing the end loader. The Committee discussed options and declined extended reach machines. Mayor Kubarski discussed snow blower options and the possibility of keeping our loader for snow operations. Novy discussed capabilities of the different machines, how they would fit in our operations, and the need for a clam bucket. The Committee discussed the options and recommended tabling the decision for one month to better review the loader proposals.

With no other items, the Committee moved on to Finance and Personnel.

Finance and Personnel

After reviewing the monthly bills, the Committee recommended moving the bills on to the Council agenda.

Sonntag provided an Administrator's report, which included an update on the city's COVID-19 response, election results, postponing the train project, and the sale of the generator for \$4,494.

The Committee reviewed and recommended approval of hiring the top candidate for the Street Laborer position. Lankey and Novy discussed the proposal to increase department pay. After discussion, the Committee also recommended increasing department pay to remain in line with the new hire wage.

The Committee reviewed a Remote Meeting Policy. Hitselberger requested a sunset period on the policy to prevent members from not be physically present for meetings. After discussion, the Committee recommended approval.

The Committee reviewed a Telecommuting Policy. Sonntag stated eligible employees have been telecommuting during the stay at home order. The Committee discussed use of the policy by employees under certain circumstances. Hitselberger asked about a cost benefit analysis. After discussion, the Committee recommended approval.

The Committee reviewed the hospital land sale RFP.

The Committee reviewed and recommended approval of a resolution allowing deferment of city revolving loan fund loans for businesses impacted by COVID-19. Hanke discussed extending deferment past 3 months if the recovery takes longer.

New Business - None.

With no other items, a motion was made by Hanke, second by Moen, to adjourn at 8:02 p.m. Motion carried.