

## JANUARY 14, 2019 REGULAR CITY COUNCIL MEETING MINUTES

Pursuant to due call and notice thereof, a regular meeting of the Prescott City Council was held on Monday, January 14, 2019 in the Prescott Municipal Building, 800 Borner St., Prescott, WI 54021.

Call to order/Roll Call: Mayor David Hovel called the meeting to order 6:30 p.m. Members present were Bailey Ruona, Joshua Gergen, Galen Seipel, Dar Hintz, Maureen Otwell and Robert Daugherty. City Administrator Jayne Brand represented staff. Also present Greg Adams and Seth Hudson, City Engineer and Manager of Economic and Community Development Services of Cedar Corporation. Pledge of Allegiance was said.

**Public Comments:** None were given.

**Otwell/Gergen motion to approve the consent agenda which included the approve of regular city council meeting minutes for December 10, 2018, Prescott Housing Authority meeting minutes for December 12, 2018, cash balances, budget year to date, accounts payable, payroll and review of receivables passed without a negative voice vote.**

Greg Adams, City Engineer presented a change order for Albert & College Street project. Since the project has been divided into two phases there are additional costs for design and construction. The additional cost is \$19,500. With the additional cost it will be 12.9% for engineering cost which is still under the 15% which is the typical industry standard. **Gergen/Ruona motion to approve change order for Albert and College Street project in the amount of \$19,500 passed without a negative voice vote.**

**Hintz/Seipel motion to approve Building Inspector contract for 2019 with All Croix Inspections passed without a negative voice vote.**

City Administrator Jayne Brand presented information regarding accepting automatic payments for utility bills. There would be a need to get another version of the software at the cost of a one-time fee of \$2,000 and an annual cost of \$350. The city would need to go through a third party provider for the electronic billing and also the collection of the payments. There is an automatic fee of \$.20 per transaction coming from a checking or savings account. This fee will be picked up by the city because of the savings of not having to print and mail a bill. There is a larger fee if someone would want to use their credit card but this fee will be passed onto the customer. Staff would like to get this started so we could do some marketing in our February 28<sup>th</sup> billing. **Gergen/Ruona motion to approve the upgrade to allow for electronic billing and automatic payments passed without a negative voice vote.**

The Council reviewed the proposed ordinance for "Prohibited Possession of Vaping Device Products on School Property". Alderperson Gergen stated the way the proposed ordinance reads it would not allow an adult to have vaping devices when it is legal for them to have them. Alderperson Daugherty suggested the ordinance should be looked at to see if we should cover public property with this ordinance also. The consensus of the Council to have the ordinance go back to the Ordinance Committee on February 11<sup>th</sup> and ask the Chief of Police to attend the meeting also.

Seth Hudson, Manager of Economic and Community Development Services of Cedar Corporation presented the contract for the update for the Comprehensive Outdoor Recreation Plan to include the proposed projects in the Riverfront. The cost to update the plan is not to exceed \$4,000. The update will help the city to apply for grants. **Gergen/Hintz motion to approve the contract for the update to the Comprehensive Outdoor Recreation Plan not to exceed \$4,000 with funds coming from TIF #4 passed without a negative voice vote.**

**Daugherty/Gergen motion to approve “A Proclamation Commemorating Prescott School Choice Week” passed without a negative voice vote.**

Other Business: Steve Most of 530 Canton Street asked questions about attending meetings. He was told all meetings are open to the public. The only time the public would not be able to attend was if there is a closed session. Alderperson Otwell wanted to keep Barron County and everyone who help in finding Jayme Closs in our thoughts.

Reminder of the Annual Chamber meeting on Wednesday, February 6, 2019.

**Gergen/Hintz motion to adjourn passed without a negative voice vote.**

Respectfully Submitted,

Jayne M. Brand  
City Administrator