CITY OF MONTELLO

PUBLIC WORKS MINUTES

8/10/17

Called to order 7:00 PM

Members Present: Frank Breitenbach, Karlene Utke, Ken Streich, Barb Barton, Venise Mugler, Ron Weiss

Members Absent: None

Others Present: Mike Kohnke, Fred Logemann

Streich added Public Work’s Week under new business

Motion by Breitenbach/Weiss to approve previous month’s minutes. Motion carried.

Motion by Utke/Breitenbach to approve comp time & monthly reports.

OLD BUSINESS:

1. Underwood Ave “green space” project.
   * Historical Society had meeting 8/9/17, haven’t heard from them, will revisit next month.
2. Annual Large Item pickup:
   * Discussion on options
   * Committee feels drop off location would be best option.
   * Will meet with 3M to discuss
   * Also find out cost
3. Street/Park Employee:
   * 2 applications came in for part time position. Interviews will be on 8-21
   * Discussion on possibility of full time employee
     + Kohnke gave job description & discussed duties
     + Discussion on snow & grass removal.
4. City’s Building Inspector Contract:
   * Kohnke updated: going good, General Engineering is great to work with.
   * Some discussion on contract.

NEW BUSINESS:

1. Public Work’s Week:
   * Streich noted city employees worked extra hard this week
     + Emergency at main lift station
     + All employees did a great job
     + Kohnke & Logemann explained more about the emergency situation
     + Discussion on cost to replace & fix all damages.
       - * Will be an insurance claim.
         * Will be a long process: currently there is no alarm system & only one pump is running.
         * Discussion on Code Red emergency call system run by Sherriff’s department.
         * Discussion on electrical: getting the alarm system & motors running is the first priority.
       - Streich also noted 2nd issue this week: plow/dump truck broke down.
         * Towed to Madison
         * Discussion on cost & where money will come from.

Money for repairs had been cut from Public Works budget.

Shouldn’t take money from Sewer & Water for this because there are too many projects coming up.

Suggest pay for truck repairs out of General Fund.

Utke suggested taking money from Snow & Ice Removal/Professional Services

Discussion of cost of salt & fuel

Discussion on county plowing.

1. 2018 Budget:
   * Kohnke explained numbers handed out are preliminary/ideal.
   * Committee to read through & contact Kohnke with questions
   * City Garage should be changed to Municipal Building.
   * Discussion on Joint Fire District.
   * Discussion on curb painting machine
   * Discussion on road signs
   * More discussion on curb painting machine
     + Paint update is a requirement
     + Discussion on sharing machine & other options
     + Hiring out curb painting cost is around $6k, the machine itself costs around $6k: would pay for itself & would give options to hire it out to other areas.
     + Will come back to this next month.
2. Outside Employment:
   * Employee handbook states that Public Works employees cannot have a second or outside job. Streich feels they should be able to if they have an opportunity
   * This should go to personnel to be discussed.
   * Would be judgement call on Public Works Director if it affects employee’s job.
     + As long as no interfering or conflict of interest.
   * Discussion on wages.
   * Motion by Weiss/Breitenbach that Public Works Committee recommends that Personnel Committee consider changing section in employee handbook to allow Public Works Employees to accept a second or outside job. Motion carried.

Citizen Comments:

NEXT REGULAR MEETING: September 14th, 2017

NEXT SPECIAL ROAD MAINTENANCE MEETING: August 31st, 2017

Motion to Adjourn by Mugler/Barton. Motion carried at 8:23pm.

Minutes by Marie Puterbaugh