

**COMMISSION ON PUBLIC WORKS/UTILITIES
COUNCIL ROOM, CITY HALL
MARCH 25, 2025
6:45 P.M.**

The Commission on Public Works/Utilities met in regular session, Chair Clough presiding. On roll call: all members present.

The minutes of the previous meeting were declared approved.

Director of Public Works Friemoth reported on one burial at the Cemetery, snow removal, tree removal, shop maintenance, changing oil in equipment, salting and sanding roads, Water Department-daily testing and well rounds, utility locates, meter change outs and radio installs, replacing reclaim water pump motor, pulled pump motor for high zone booster for maintenance, finished meter reading, Sewer Department-daily testing and lift station rounds, lift station maintenance and inspections, renewing permits for current fields for sludge spreading and acquiring new fields, cleaning blower room and equipment maintenance, washing down influent and effluent channels.

Director of Public Works Friemoth opened and read the following bids on the Chevrolet Silverado 2500 Truck and plow:

1) Joe Trunkel	-	\$ 3,200
2) Jacob Long	-	\$ 5,500
3) Justin Morris	-	\$ 1,550
4) Dustin Schoen	-	\$ 6,500
5) Randy Buchholz	-	\$ 3,500
6) Four Star Dairy, LLC	-	\$ 6,000
7) Daniel Bautch	-	\$ 6,655
8) Mark Begert	-	\$ 4,500

Motion Counsell, second Rochester, to recommend to the Common Council the high bid in the amount of \$6,655 from Daniel Bautch be accepted. All Aye.

Director of Public Works Friemoth opened and read the following bid on the Industrial Park farmland lease: 1) Jordan Attoe - \$ 10.50 per acre

Discussion followed – if the bid is not accepted then the City would end up mowing it. There is about 21.05 acres @ \$10.50 = \$221.

Motion Poeschel, second Petkovsek, to recommend to the Common Council the bid in the amount of \$10.50 per acre from Jordan Attoe be accepted. Council Member Counsell – Nay. All other members – Aye. Motion carried.

Director of Public Works Friemoth opened and read the following bids on the hunting land lease:

1) Paul Rose & J.J. Johnson	-	\$ 1,200
2) Travis Erickson	-	\$ 1,008

Discussion followed. There is about 48.48 acres.

Motin Neville, second Counsell, to recommend to the Common Council the high bid in the amount of \$1,200 from Paul Rose & J.J. Johnson be accepted. All Aye.

Motion Neville, second Poeschel, that Water Bills Nos. 71 to 100 in the amount of \$32,897.07 and Sewer Bills Nos. 47 to 59 in the amount of \$20,020.92 be paid. All Aye.

Motion Poeschel, second Counsell, to adjourn. All Aye.

Daniel M. Clough, Chair

Rex R. Roehl, Clerk

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**COMMON COUNCIL
COUNCIL ROOM
MARCH 25, 2025
7:00 P.M.**

The Common Council met in regular session, Mayor Poeschel presiding. On roll call: all members present. The Pledge of Allegiance was recited.

The minutes of the previous meeting were declared approved.

Council Member Neville reported on the March 18, 2025 meeting of the Library Board regarding: 1) Librarians' reports, 2) discussion on and filing of the Library Director's Performance Review by the Library Personnel Committee, 3) discussion on the Director's role as sponsor of the Farmer's Market in 2025, 4) discussion on Wisconsin Historical Society's outdoor program coming in August and September in partnership with the History Room – the theme will be Wisconsin Sports, 5) discussion on new AED Defibrillator received through a grant, 6) discussion on and approval of the 2024 Public Library annual report, 7) discussion on and approval of a Statement Concerning Public Library System effectiveness, 8) payment of bills and 9) updates on donation and carryover funds.

Council Member Rochester reported on the March 20, 2025 meeting of the Neillsville Community Fire Hall Board regarding: 1) payment of bills from the December 2024 and March 2025 meetings, 2) current activities from the December 2024 and March 2025 meetings including thanking the City crew for doing the snow removal, replacing an electrical subpanel and light replacements, 3) reviewed and filed the 2024 Financial Report and 4) discussion on, accepted the donation of and approved adding to the insurance policy a breathing air Artic Compressor donated by the Neillsville Firefighters Club valued at \$52,969.18.

Council Member Neville reported on the March 24, 2025 meeting of the Tourism Commission regarding: 1) discussion on and filing of the Wisconsin Department of Revenue Annual 2024 Room Tax Report, 2) discussion on and moving the remaining 2023 Room Tax funds to the 2024 fund for disbursement, 3) discussion on 2024 Room Tax grant application and 4) approval of grants to: Neillsville Area Chamber of Commerce (\$500 administration and \$7,000 to support initiatives), Neillsville Heritage Days (\$7,000 to support initiatives and \$500 to support the Big Rig Truck Show), Miss Neillsville (\$500 to support initiatives), Miss Winter Carnival (\$500 to support initiatives), Clark Cultural Art Center (\$1,000 to support initiatives), City of Neillsville Beautification Committee (\$989.13 to support initiatives), Clark County Jail Museum (\$1,000 to support initiatives) and City of Neillsville Historic Preservation Commission (\$1,000 to support initiatives).

Council Member Rochester reported on the March 24, 2025 meeting of the Heritage Days Committee regarding: 1) discussion on the Truck Show, 2) update on sponsorships, 3) discussion on parade and road closures, 4) discussion on liquor license and event insurance, 5) the Tourism Commission grants awarded, 6) discussion on shirt design, 7) discussion on parade theme and permit and 8) discussion on and approval of Friday night bands.

Council Member Petkovsek reported on the March 25, 2025 meeting of the Personnel Committee regarding: 1) a closed session on a Firefighter's performance evaluation and 2) reconvening into open session.

Council Member Clough reported on the March 25, 2025 meeting of the Commission on Public Works/Utilities regarding: 1) current activities, 2) opening, discussion on and recommendation to accept the high bid of \$6,655 from Daniel Bautch for the Chevrolet Silverado 2500 Truck and Plow, 3) opening, discussion on and recommendation to accept the bid of \$10.50 per acre from Jordan Attoe on the Industrial Park farm land lease, 4) opening, discussion on and recommendation to accept the high bid of \$1,200 from Paul Rose & J.J. Johnson on the hunting land lease and 5) payment of bills.

Mayor Poeschel declared all reports filed as presented with the City Clerk.

Mayor Poeschel asked if there were any questions on the Commission on Public Works items (2, 3 and 4).

Motion Clough, second Rochester, to accept the recommendation to accept the high bid of \$6,655 from Daniel Bautch for the Chevrolet Silverado 2500 Truck and Plow. All Aye

Motion Rochester, second Neville, to accept the recommendation to accept the bid of \$10.50 per acre from Jordan Attoe on the Industrial Park farmland lease. Council Member Counsell – Nay. All other members – Aye. Motion carried.

Motion Petkovsek, second Rochester, to accept the recommendation to accept the high bid of \$1,200 from Paul Rose & J.J. Johnson on the hunting land lease. All Aye.

Joy Palmer, CliftonLarsonAllen, presented the City, Water, Sewer, TIF District #2, TIF District #3, TIF District #4, Special Revenue Funds, Debt Service and Other Governmental Funds 2024 Annual Audit Reports regarding: 1) auditor's report and opinion, 2) the City has \$2.4 million in the General Fund with \$1.4 million in Unassigned Fund Balance, which is very good financial condition and very stable, 3) the Water Utility shows a negative change in net position (<\$76,176>) and the Sewer Utility shows a positive change in net position (\$148,531) with Rates of Returns (Water <6.94>%) and Sewer 1.24%) these are very close - oversight is needed to make sure the fluctuations are monitored and utility rates are updated and sufficient to cover increasing expenses and revenue changes. Water rates were updated in 2013 when the PSC approved a 2.5% rate of return – a rate study would be required, 3) TIF Districts #2, #3 and #4 were reviewed – TIF Districts are a large up front investment (\$2.2 million, \$1.9 million and \$1.2 million) recovered in future tax increments from the individual TIF Districts. The Council needs to be aware that TIF District #2 has been terminated and the Wisconsin Department of Revenue approved the final remaining increment for affordable housing which was put into the City's CDBG Housing Program. TIF District #3 has 2 years of remaining life with a deficit of \$187,070 which may not break even unless more development occurs. TIF District #4 has a deficit of \$1,104,790 with 17 years remaining, 5) risk disclosure of the City's cash and investments were reviewed at year end – the majority (99.5%) was FDIC or NCUSIF insured or collateralized the remaining 0.5% was under the State Deposit Guarantee Fund, which is not considered to be insured or collateralized, 6) reviewed the City's long term debt – City's Statutory limit is \$9.1 million with current borrowing of \$2.1 million - \$7.0 million is available -the City is in good financial shape, 7) reviewed the GASB 68 and 73 Statements regarding the City's share of the Wisconsin Retirement Pension Plan, 8) the General Fund budget Comparison was reviewed, 9) reviewed the Compiled Schedule Report of long term debt, non-lapsing funds, insurance water and sewer rates of return – regulatory basis, 10) reviewed the City's internal control structure – lack of separation of duties, preparation of the financial statements, audit adjustments and the new audit standard moving the Debt Service Fund from the Non-Major Fund classification to the Major Fund classification and 11) in conclusion the records are in very good working order, the staff was open and cooperative, the City had an overall good year with good financial planning in place.

Discussion followed. It is common for cities our size to have the auditors prepare the financial statements and adjusting journal entries, it has to be noted, so everyone is aware of it, it is not a bad thing.

Mayor Poeschel thanked Palmer for her presentation.

Palmer thanked the Clerk's office for their work and stated that the Water and Sewer Utility rates of return should continue to be monitored.

Motion Petkovsek, second Rochester, to accept and file the 2024 Annual Audit report as presented. All Aye.

City Clerk Roehl presented a report on the City’s continuing appropriation accounts and their respective balances as of December 31, 2024. The following is a list of said accounts: Account No. 52100 Police Department Administration (K-9 and Police Training), Account No. 53450 Parking Lots and Meters, Account No. 55110 Library, Account No. 55250 Parks and Recreation – Room Tax 30%, Account No. 55340 Celebrations – July 4th, etc., Account No. 55360 Christmas Decorations, Account No. 56300 Planning (Historic Preservation), Account No. 56600 Urban Development; Account No. 56700 Economic Development, Account No. 56750 Tourism Promotion – Room Tax 70%, Account No. 57140 Public Buildings, Account No. 57220 Public Safety – Fire Department Vehicles, Account No. 57320 Machinery and Equipment, Account No. 57330 Street Construction, Account No. 57332 Bridges and Culverts, Account No. 57350 Airport and Account No. 57620 Parks.

Discussion followed on donation restrictions within each category.

Motion Neville, second Rochester, to carry forward to 2025 the continuing appropriation as presented. All Aye.

Mayor Poeschel read Mark Olson’s letter of Resignation from the Airport Commission.

Motion Clough, second Neville, to accept Mark Olson’s resignation from the Airport Commission and thank him for his service to the City of Neillsville. All Aye.

City Clerk Roehl reported on the Friends of the Highground recognition dinner April 12, 2025; the Neillsville June Dairy Breakfast will be June 8, 2025 at Four Star Ag, LLC/ Four Star Dairy, LLC; the School District of Neillsville announcement of Corey Peterson as the new Superintendent; and Clark County will begin the monthly weather siren testing on April 2, 2025.

City Clerk Roehl reported on receiving notice from the Wisconsin Department of Revenue that the City has been awarded an Innovation Planning Grant in the amount of \$23,500 for “Seeking Partnerships and Efficiencies: A Study of the City of Neillsville Police Department, Public Works and Municipal Staff”.

Tavern Operator’s License Applications:

Bridget C.R. Lokken, Natasha R. Mrotek, Stacy M. Petkovsek and Marcella C.Z. Subke.

Motion Neville, second Rochester, to grant all the listed licenses. All Aye.

Motion Clough, second Rochester, that City Bills Nos. 246 to 292 in the amount of \$117,186.17 be paid. All Aye.

Motion Rochester, second Petkovsek, to adjourn. All Aye.

Duane G. Poeschel, Mayor

Rex R. Roehl, Clerk

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