

SPECIAL COUNCIL MEETING MARCH 25, 2019 AT 5:15 P.M.

The meeting was opened by announcing this was an open meeting of the Common Council. Notice of this meeting was given to the public at least 24 hours in advance of the meeting by forwarding the complete agenda to the official City newspaper, The New Richmond News, and to all news media who have requested the same as well as posting. Copies of the complete agenda were available for inspection at the City Clerk's office and on the City's website at www.newrichmondwi.gov. Anyone desiring information as to forthcoming meetings should contact the City Clerk's office.

Roll call was taken.

Council Members Present: Mayor Horne, Aldermen Kittel, Ard, Jackson, Montello, Volkert and Zajkowski

The Pledge of Allegiance was recited.

Alderman Ard moved to adopt the agenda as presented, seconded by Alderman Jackson and carried.

Family and Wellness Policy

Sarah Reese explained the Family First Committee consists of Andy Westmoreland, Jim VanderWyst, Weston Arndt, Britta Kingwill, Tanya Batchelor, MaryKay Rice, Marie Bannink, Leigh Alexander, Lori Brinkman and Andy Miller. These employees represent different departments and varied experience with the city. The first item this committee implemented was date night events. Two of these date night events have been held. Wellness surveys were emailed to staff to get feedback about possible programs that could be offered. We also hold monthly "Donuts and Discussions" with the employees to discuss what's happening in the City and to celebrate employee anniversaries. The group proposed an alternative schedule or flexible time policy. This would provide greater flexibility throughout all City services. Discussion followed. This policy will be on the April 8, 2019, agenda for action.

The next policy proposed by the committee is an enhanced bereavement policy. The proposal is to have a tiered policy with five days, three days and one day off depending on the relationship to the employee. Discussion followed. This policy will be on the April Council agenda for action.

There was discussion regarding a maternity/paternity leave policy. There is not a policy in place at this time. Employees are able to use PTO. The proposed policy would allow a mother or father to take 10 days off for the birth or adoption of a child or in the event of foster placement. There was considerable discussion regarding this policy and how it would apply to foster placement. This policy will be on the next work session for further discussion.

Civic Center Redesign Concept

Jeremiah Wendt explained the first concept brought to City Council included removing vault space and had a high price tag. Jeremiah talked to all staff that would be impacted by the redesign to get feedback. The top priority for everyone is customer service. He took a fresh look at the available space and came up with a concept that was presented to staff and met with unanimous approval. The new concept requires very little construction and would create flexible work space for customer service staff in the area where the building/zoning and court offices are currently located. The next step would be to request proposals for a design build. Alderman Montello moved to proceed with the project as presented and request bids for a design build, seconded by Alderman Ard and carried.

Tailgating Update and Event Plan Draft Agreement

Mike Darrow proposed a new event plan agreement that would need to be filled out and approved prior to any event. We need more oversight on events including all contingencies. The agreement would cover the anticipated use, needs from all City departments, financial agreements, a site plan, volunteer waivers and proof of liability insurance. Depending on the event, there could be significant overtime required. This plan

agreement would be a formal registration for all events and would require Council approval. This item will be on the next agenda for further discussion.

Board and Commission Policy – Attendance by Phone

There was discussion regarding whether to allow attendance of meetings by phone and whether a person attending by phone could count towards a quorum and could vote. Ordinance requires Council members to be physically present at meetings, but does not address any other boards or committees. Discussion followed. This will be discussed again at the next work session.

Technology Policy – HR

This item will be discussed at the next Council meeting.

Building Inspector Contract

West Wisconsin Inspection Agency has agreed to sign a contract to provide all building inspection services until 2022. Alderman Montello moved to approve the contract, seconded by Alderman Ard and carried.

Communications and Miscellaneous

A section of East First Street is in need of repair. Jeremiah has St. Croix County on standby for spray patching in these areas.

Alderman Ard moved to adjourn the meeting, seconded by Alderman Jackson, and carried.

Meeting adjourned at 6:43p.m.

Tanya Batchelor
City Clerk