

MINUTES
COMMITTEE OF THE WHOLE MEETING
CITY OF BERLIN
TUESDAY, DECEMBER 5, 2017
CITY HALL COUNCIL CHAMBERS

Mayor Schramer called the Committee of the Whole meeting to order at 7:00 p.m. Roll call present: Ald. Lehr, Eastling, Page, Erdmann, Secora and Harke. Staff present: Karen Neuman, Lindsey Kemnitz, Dennis Plantz, Jodie Olson and Susan Thom.

Chief Dennis Plantz stated that the Berlin Police Department is here to serve the Committee of the Whole, Mr. Dan Hoppa and the citizens of Berlin. Plantz stated that any concerns can be addressed to him along with the Police & Fire commission.

First of the agenda was CDBG Housing Loan Program Administration and Quality Standards Inspection. Julie A Oleson, Executive Director of the Juneau County Housing Authority gave a presentation on the housing quality inspection standards that must be adhered to and options available to meet that requirement. One option was to utilize a contracted inspector to handle the inspection and quality control aspects of the loan program. A contracted inspector would be paid out of the CDBG loan program administrative 15% and would not affect the City budget. Lehr moved to recommend to Common Council to direct staff to solicit bids for a CDBG Housing Quality Standards Inspector contractor. Eastling seconded the motion which carried by voice vote.

Next was 2018 Polling Place. Olson reviewed that the Berlin Armory notified the City that they cannot accommodate the 2018 elections due to building renovations that will be occurring. Secora moved to recommend to Common Council to authorize the 2018 polling place to be at the City Inn for rent of \$125 per election. Page seconded the motion which carried by voice vote.

Next was 2018 Standardized Special Assessment Rates. Olson reviewed that Kunkel Engineering had reviewed and provided the annual update to the Standardized Special Assessment Schedule and recommended a slight increase which is consistent of what actual costs have increased. Erdmann moved to recommend to the Common Council to approve and adopt the 2018 Standardized Special Assessment Rate schedule as recommended by the City Engineers. Page seconded the motion which carried by voice vote.

Next was update on Raze or Repair order for 258 E. Huron Street. Jim Rosin, owner of 258 E Huron St. reviewed that the exterior had been cleaned up. Rosin is working on fixing up the interior of the building. No raze or repair order will be issued at this time. The committee of the whole will follow up with Rosin in a couple of more months to get an update of the progress.

Next was Berlin Senior Center Meal Program Agreement with Green Lake County. Neuman reviewed the nutrition program which has a budget of \$33K and that the City of Berlin will recoup \$20-25k of that in grant funding thru Green Lake County. Harke moved to Common Council approval of the CY2018 Agreement between Green Lake County DHHS Aging/Long-Term Care Unit and the City of Berlin for the Berlin Senior Center Meal Program and authorize the appropriate signatures. Page seconded the motion which carried by voice vote.

Next was Annual Senior Transportation Grant Contracts. Neumann reviewed that the agreements with Green Lake County need to be signed in order to receive reimbursement through 8521 funds for the Senior & Handicap Transportation expenses. The agreement between the County and the City funds \$26,244 for our transportation program. Harke moved to recommend to Common Council to approve the Memorandum of Agreement between the Green Lake County Commission on Aging and City of Berlin for January 1, 2018 through December 31, 2018 and the Purchase of Service Contract-CY2018 with Green Lake County Department of Health & Human Services. Eastling seconded the motion, which carried by voice vote.

At 7:30 p.m. Page moved to convene into closed session pursuant to Sec. 19.85 (1)(e), of the WI Statutes, to deliberate or negotiate the purchase of public property, investment of public funds or conduct other specified public business, whenever competitive or bargaining reasons require a closed session. (*Discuss potential acquisition of 169 E Huron*). Secora seconded the motion. A roll call vote resulted in six (6) ayes, zero (0) nays and zero (0) absent. Motion carried. Page moved to seat Lindsey Kemnitz. Secora seconded the motion which carried by voice vote.

Page moved to convene into open session at 7:40 p.m. Eastling seconded the motion which carried by voice vote.

No action was taken as a result of closed session discussions.

Secora moved to adjourn. Lehr seconded the motion, which carried by voice vote.

Susan Thom-Deputy Clerk