

The Common Council of the City of Horicon met in regular session with Mayor Neitzel presiding. The meeting was called to order at 7:00 p.m.

Alders Present: Hady, Marschke, Anfinson, Miller, Frami, and Fausett.  
Alders Absent: None.

Mayor Neitzel led the Pledge of Allegiance.

Public Appearances: None.

Mayor Neitzel presented a Certificate of Appreciation to Dennis Dehn for retiring from the Horicon EMS after 40 years of service.

Mayor Neitzel presented a Certificate of Appreciation to Mark Neitzel for retiring from the Horicon Fire Department after 30 years of service.

Motion by Anfinson, second by Frami, to approve the Council minutes of December 19, 2017 and the Committee of Whole minutes of January 9, 2018.  
All voting AYE. Motion carried.

Fausett, Council Representative to the Plan Commission, reported no meeting was held.

Miller, Chairperson of the Park & Recreation Board, gave a brief informational report on items being considered by the board which included: monthly reports.

Fausett, Chairperson of the Public Works & Development Committee, gave a brief informational report on items being considered by the committee which included: ATV Policy and the Complete Streets Policy.

Marschke, Council Representative to the Historic Preservation Commission, reported no meeting was held.

The following ordinance was introduced by Alderperson Anfinson: ORDINANCE 2018-01, AN ORDINANCE ESTABLISHING SALARIES AND WAGES OF THE CITY OFFICIALS AND EMPLOYEES, PURSUANT TO SECTION 3-1-16(a) OF THE MUNICIPAL CODE. (DPW/Water/WW)  
(Copy of Ordinance on page 1A)

Motion by Anfinson, second by Hady, to adopt Ordinance 2018-01.  
All voting AYE. Motion carried.

The following ordinance was introduced by Alderperson Anfinson: ORDINANCE 2018-02, AN ORDINANCE ESTABLISHING SALARIES AND WAGES OF THE CITY OFFICIALS AND EMPLOYEES, PURSUANT TO SECTION 3-1-16(a) OF THE MUNICIPAL CODE. (Non-Represented)  
(Copy of Ordinance on page 1B)

ORDINANCE 2018-01

AN ORDINANCE ESTABLISHING SALARIES AND WAGES OF THE CITY OFFICIALS AND EMPLOYEES, PURSUANT TO SECTION 3-1-16(a) OF THE MUNICIPAL CODE.

THE COMMON COUNCIL OF THE CITY OF HORICON DOES ORDAIN AS FOLLOWS:

That pursuant to Section 3-1-16(a) of the Municipal Code of the City of Horicon, the salaries and wages of City officials and employees of the City of Horicon named herein are fixed as follows:

Working Foreman	\$23.96
Mechanic	
Minimum	\$21.08
Mid-Point Range	\$22.21
Maximum	\$23.02
Class I-A Heavy Equipment Operator	
Minimum	\$20.32
Mid-Point Range	\$21.42
Maximum	\$22.20
Water/Wastewater III	
Grade T	\$21.69
Licensure	\$22.40
Grade 1	\$23.08
Grade 2	\$23.68
Grade 3	\$24.93
Wastewater/Water Operator III in Charge	\$26.83

This Ordinance shall be effective January 1, 2018.

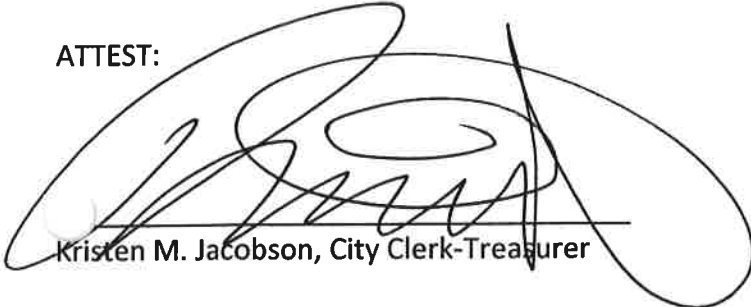
This Ordinance shall be in full force and effect upon its passage, approval and publication as provided for by law.

Introduced by Alderperson Nathan Anfinson this 23<sup>rd</sup> day of January, 2018.

Adopted and approved this 23<sup>rd</sup> day of January, 2018

  
\_\_\_\_\_  
Steven D. Neitzel, Mayor

ATTEST:

  
\_\_\_\_\_  
Kristen M. Jacobson, City Clerk-Treasurer

ORDINANCE 2018-02

AN ORDINANCE ESTABLISHING SALARIES AND WAGES OF THE CITY OFFICIALS AND EMPLOYEES, PURSUANT TO SECTION 3-1-16(a) OF THE MUNICIPAL CODE.

THE COMMON COUNCIL OF THE CITY OF HORICON DOES ORDAIN AS FOLLOWS:

That pursuant to Section 3-1-16(a) of the Municipal Code of the City of Horicon, the salaries and wages of City officials and employees of the City of Horicon named herein are fixed as follows:

Clerk-Treasurer/ month	\$ 5,270.31
Deputy Clerk-Treasurer	\$ 18.00
Administrative Assistants	\$ 16.81
Public Works/Utilities Supervisor/month	\$ 6,517.19
Clothing Allowance	\$ 125.00/year
Chief of Police/month	\$ 5,630.85
Uniform Allowance	\$ 500.00/year
Police Lieutenant/month	\$ 5,218.47
Uniform Allowance	\$ 500.00/year
Municipal Court Judge/month	\$ 462.63
Municipal Court Clerk/hour	\$ 16.91
*Not to exceed 1560 hours per Budget Year	
City Health Officer/year	\$ 610.00
Crossing Guards/ hour	\$ <del>11.82</del> 13.10
Board of Review Members/meeting	\$ 40.00

This Ordinance shall be effective January 1, 2018.

This Ordinance shall be in full force and effect upon its passage, approval and publication as provided for by law.

Introduced by Alderperson Nathan Anfinson 23<sup>rd</sup> day January, 2018.

Adopted and approved this 23<sup>rd</sup> day of January, 2018.

ATTEST:

  
Steven M. Jacobson, City Clerk-Treasurer

  
Steven Neitzel, Mayor

Anfinson stated there is a change for the Crossing Guard wage rate, it should be \$13.10/hour versus \$11.82/hour.

Motion by Anfinson, second by Hady, to adopt Ordinance 2018-02.  
All voting AYE. Motion carried.

The following ordinance was introduced by Alderperson Anfinson: ORDINANCE 2018-03, AN ORDINANCE FIXING COMPENSATION FOR THE HORICON FIRE DEPARTMENT, PURSUANT TO SECTION 5-2-4(e) OF THE MUNICIPAL CODE.

(Copy of Ordinance on page 2A – 2B)

Motion by Anfinson, second by Hady, to adopt Ordinance 2018-03.  
Voting AYE: Anfinson, Frami, Fausett, Hady, and Marschke.  
Abstaining: Miller.  
Motion carried.

The following ordinance was introduced by Alderperson Anfinson: ORDINANCE 2018-04, AN ORDINANCE ESTABLISHING COMPENSATION FOR HORICON EMS EMPLOYEES PURSUANT TO SECTION 5-5-12 OF THE MUNICIPAL CODE.

(Copy of Ordinance on page 2C)

Motion by Anfinson, second by Hady, to adopt Ordinance 2018-04.  
All voting AYE. Motion carried.

The following ordinance was introduced by Alderperson Anfinson: ORDINANCE 2018-05, AN ORDINANCE ESTABLISHING WAGES OF CITY ELECTION OFFICIALS, PURSUANT TO SECTION 3-1-16(a) OF THE MUNICIPAL CODE.

(Copy of Ordinance page 2D)

Motion by Anfinson, second by Hady, to adopt Ordinance 2018-05.  
All voting AYE. Motion carried.

Discussion was held relating to the wage rates of Part-Time Police Officers and Part-Time Police Officer Trainees. Items discussed included current wage rates, job functions, and surrounding community wage rates.

Motion by Anfinson, second by Hady, to set a wage rate of \$19.64 (75% of the current wage rate of an entry level Police Officer) for a Part-Time Police Officer and \$14.73 (75% of the Part-Time Police Officer) for a Part-Time Police Officer Trainee effective January 1, 2018.  
All voting AYE. Motion carried.

Motion by Fausett, second by Anfinson, to adopt the City of Horicon Complete Streets Policy.  
All voting AYE. Motion carried.

**ORDINANCE NO. 2018-03**

**AN ORDINANCE FIXING COMPENSATION FOR THE HORICON FIRE DEPARTMENT, PURSUANT TO SECTION 5-2-4(e) OF THE MUNICIPAL CODE**

**THE COMMON COUNCIL OF THE CITY OF HORICON DO ORDAIN AS FOLLOWS:**

1. That Pursuant to Section 5-2-4(e) of the Municipal Code, members of the Horicon Fire Department shall receive such compensation as set forth in this ordinance:

(a)	Chief	\$4,700.00/year
	* Plus fire call compensation	
	* Plus meetings and training	
	Assistant Chief	772.56/year
	Secretary + Base Position Held	225.11/year
	Captain	551.83/year
	Training Officer	478.61/year
	Lieutenant	478.61/year
	Drivers (7)	470.97/year
	Assistant Drivers (7)	456.76/year
	Maintenance Men (2)	415.23/year
	Fire Fighter 1- (Training not Completed)	302.69/year
	Fire Fighter, Entry Level (Training Completed) or hired prior to 2006	359.51/year
	Meetings, per member	11.60/meeting
	Training	9.34/hour
	Fire Calls	12.92/hour

(b) Training includes schooling and what was formerly referred to as drills.

(c) Training (approved by the Chief) during working hours for which wages are lost to a maximum of 8 hours per work day 10.30/hour

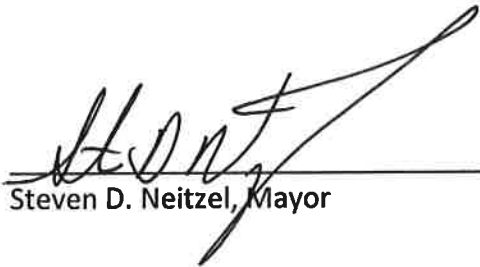
(d) Fire Inspection. Total wages not to exceed \$2,575.00  
Deputy Fire Inspector 10.30/hour  
Assistant Deputy Fire Inspector 8.24/hour

2. That this Ordinance shall be in full force and effect from January 1, 2018.

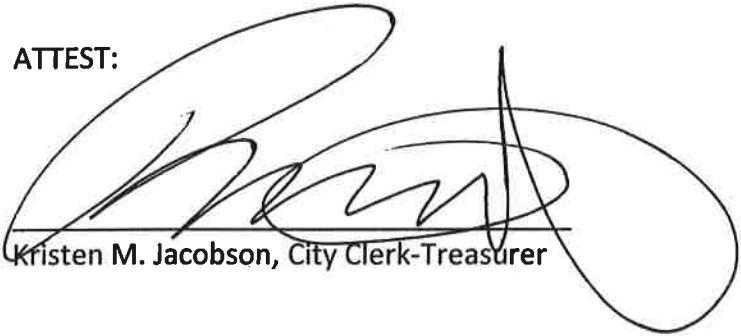
3. This Ordinance shall take effect upon passage and publication as provided by law.

Introduced by Alderperson Nathan Anderson this 23<sup>rd</sup> day of January, 2018.

Adopted and approved this 23<sup>rd</sup> day of January, 2018.

  
Steven D. Neitzel, Mayor

ATTEST:

  
Kristen M. Jacobson, City Clerk-Treasurer

ORDINANCE NO. 2018-04

AN ORDINANCE ESTABLISHING COMPENSATION FOR HORICON EMS EMPLOYEES PURSUANT TO SECTION 5-5-12 OF THE MUNICIPAL CODE.

THE COMMON COUNCIL OF THE CITY OF HORICON DOES ORDAIN AS FOLLOWS:

1. That pursuant to Section 5-5-12, of the Municipal Code of the City of Horicon , members of the Horicon Emergency Medical Services shall receive such compensation as set forth in this Section:

Coordinator	\$ 3,500.00/year
Assistant Coordinator	942.63/year
Secretary	476.89/year
Trustees (3)	125.00/year
Training Officer	212.18/year
D-FIB Coordinator	212.18/year
Equipment Maintenance Person (2)	477.40/year
Duty Compensation, E.M.T. Basic	225.00/year base
Duty Compensation, Driver	125.00/year base
Duty Compensation, Driver/CPR	150.00/year base
Duty Compensation, EMT in Training	175.00/year base
On Call Pay	1.00/hour
Call Compensation	14.38/hour
Meetings per Member	12.24/meeting
Training	10.71/hour
Defib. Recertification (Max. 2)	28.10 each
EMT Refresher	300.00 each

2. That this Ordinance be in full force and effect from January 1, 2018.
3. This Ordinance shall take effect upon passage and publication as provided by law.

Introduced by Alderperson Nathan Anderson this 23<sup>rd</sup> day of January, 2018.

Adopted and approved this 23<sup>rd</sup> day of January, 2018.

  
\_\_\_\_\_  
Steven D. Neitzel, Mayor

ATTEST:

  
\_\_\_\_\_  
Kristen M. Jacobson, City Clerk-Treasurer

ORDINANCE NO. 2018-05

**AN ORDINANCE ESTABLISHING WAGES OF CITY ELECTION OFFICIALS, PURSUANT TO SECTION 3-1-16(a) OF THE MUNICIPAL CODE.**

THE COMMON COUNCIL OF THE CITY OF HORICON, DOES ORDAIN AS FOLLOWS:

That pursuant to Section 3-1-16(a) of the Municipal Code of the City of Horicon, the wages of Election Officials of the City of Horicon are fixed as follows:

Election Inspector	\$ 9.14
Chief Inspector	\$10.17

This Ordinance shall be effective January 1, 2018.

This Ordinance shall be in full force and effect upon its passage, approval, and publication as provided for by law.

Introduced by Alderperson Nathan Anderson this 23<sup>rd</sup> day of January, 2018.

Adopted and approved this 23<sup>rd</sup> day of January, 2018.

  
\_\_\_\_\_  
Steven D. Neitzel, Mayor

ATTEST:

  
\_\_\_\_\_  
Kristen M. Jacobson, City Clerk-Treasurer



Motion by Anfinson, second by Fausett, to accept the quote from Bendlin Fire Equipment Co. in the amount of \$102,367 for purchase of SCBA units with tanks and facepieces for the Fire Department. All voting AYE. Motion carried.

Motion by Anfinson, second by Frami, to approve a 1 year subscription to *I Am Responding* in the amount of \$355 for the Fire Department. All voting AYE. Motion carried.

Motion by Anfinson, second by Frami, to authorize the hiring/filling of the Department of Public Works Working Foreman position. All voting AYE. Motion carried.

Motion by Anfinson, second by Frami, to accept the quote from L.W. Allen, Inc. for upgrades to SCADA controls in the Chestnut, Willow, Nebraska, and Industrial Lifts in the amount of \$34,812. All voting AYE. Motion carried.

Motion by Anfinson, second by Hady, to approve the hiring of Scott Giesen for the Department of Public Works Heavy Equipment Operator position at a starting wage rate of \$20.32/hour with a start date of February 12, 2018 pending a successful pre-employment physical and DOT drug screening. All voting AYE. Motion carried.

Discussion was held relating to Spring Nextel's request to upgrade the antenna equipment located on the Clinton Street Water Tower. No action was taken.

Motion by Marschke, second by Frami, to grant a One Year Operator License for the year ending June 30, 2018 to Sarah A. Lotz; and a Two Year Operator License for the year ending June 30, 2019 to Lorie A. Weber.

Voting AYE: Marschke, Anfinson, Miller, Frami, and Fausett.

Abstaining: Hady.

Motion carried.

The following is a statement of financial condition for the City of Horicon as of December 31, 2017:

Cash Balance, December 1, 2017	\$ 172,504.98
Receipts	<u>\$ 3,535,696.19</u>
	\$ 3,708,201.17
Expenditures	<u>\$ 3,217,371.85</u>
	\$ 490,829.32
Payroll	<u>\$ 76,102.85</u>
Cash Balance, December 31, 2017	<u>\$ 414,726.47</u>

Motion by Anfinson, second by Miller, to approve the financial statement for December 31, 2017 as printed.

All voting AYE. Motion carried.

An Invoice Register containing invoices paid December 15, 2017 through January 18, 2018 was reviewed by the Council.

Motion by Anfinson, second by Miller, to approve payment of the bills for December 2017 (checks dated 12/15/17 – 1/18/18) in the amount of \$7,083,357.00.  
All voting AYE. Motion carried.

Non-Action Discussion:

Jim Bandsma, Fire Chief, announced Mark Neitzel had retired from the Fire Department after 30 years of service. He also announced the hiring of a new employee and the beginning of training for several of the new hires. Bandsma stated he anticipates several retirements in 2018.

Alexandra Harvancik, Librarian, referenced her director's report. Harvancik announced the Library Board is looking to construct a 5-year strategic plan. She also announced the Library is working on new signage. Harvancik stated the Library has expanded their realia collection.

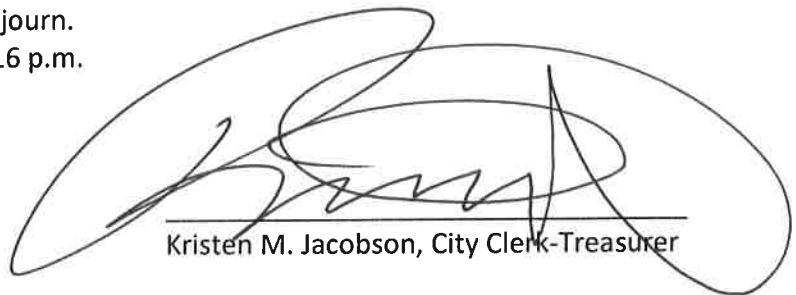
Joseph Adamson, Police Chief, announced Officer Mantych and K-9 Mason are progressing nicely on their training. He also announced Congressman Glenn Grothman will be at the Public Safety Building for a town hall meeting tomorrow. Adamson stated a security/safety assessment of the municipal buildings will occur tomorrow.

Dave Magnussen, Public Works/Utility Supervisor, announced Todd Midtbo and Buzz Vanderhei just started their 29<sup>th</sup> year as employees for the City of Horicon. He also announced there will be a retirement luncheon for Buzz Vanderhei on January 29<sup>th</sup>.

Kristen Jacobson, Clerk-Treasurer, stated there is an upcoming election in February. Jacobson added there is new election equipment and she and Chris had attended training today on the new equipment. Jacobson announced the office is busy with year-end and audit prep as well as training/preparing for Lisa Warmka's retirement. Jacobson also announced she and her staff are available Monday through Friday from 7:30 a.m. – 4 p.m. for any comments, questions, or concerns.

Mayor Neitzel stated he would like to hold a special Committee of Whole meeting in February or early March to plan for upcoming projects and purchases.

Motion by Frami, second by Miller, to adjourn.  
All voting AYE. Meeting adjourned at 8:16 p.m.



Kristen M. Jacobson, City Clerk-Treasurer

KMJ