

CITY OF PRINCETON
COMMON COUNCIL MEETING
COUNCIL CHAMBERS – 431 W. MAIN STREET
TUESDAY, DECEMBER 11, 2012
7:00 PM

1. CALL TO ORDER AND ROLL CALL.
2. PLEDGE OF ALLEGIANCE.
3. MAYOR'S REPORT
 - A. Code of Conduct
4. APPROVAL OF AGENDA
5. APPEARANCES FROM THE PUBLIC
6. CONSENT CALENDAR
 - A. Minutes for Approval:
 - i. November 27, 2012
7. REPORTS
 - A. Administrator Report
 - B. Police Chief
 - C. Library Director
8. COMMUNICATIONS
9. NEW BUSINESS
 - A. Discussion and or Action: Municipal Codification Proposals – Please see the proposed timeline and expenditure projections for General Code.
 - B. Discussion and or Action: Insurance Renewal – Please see the renewal forms from our current insurance carrier. The City can either renew or solicit bids for 2013.
10. CLOSED SESSION
 - A. 19.85 (1)(c): Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility
 - i. City Administrator
11. ADJOURN

* The meeting room is accessible to all. Requests from persons with disabilities who need assistance to participate in this meeting should be made to the Administrator's office at 920.295.6612 with as much advance notice as possible. The City now uses digital audio recording equipment for records purposes. If you have any questions please contact the City Clerk.

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CITY OF PRINCETON
COMMON COUNCIL MEETING MINUTES
COUNCIL CHAMBERS – 431 W. MAIN STREET
TUESDAY, NOVEMBER 27, 2012
7:00 PM

1. **CALL TO ORDER AND ROLL CALL.** Mayor Mosolf called the meeting to order at 7:03 PM. In attendance were Alderpersons Roehl, Garro, Kallenbach, Kallas, Magnus, and Hardt, Administrator Weidl and Mayor Mosolf.
2. **PLEDGE OF ALLEGIANCE.** The Pledge of Allegiance was recited.
3. **MAYOR'S REPORT**
 - A. **Code of Conduct** The Mayor stated the rules of the Code of Conduct.
4. **APPROVAL OF AGENDA** Kallenbach motioned to approve the agenda, seconded by Garro. Carried 6-0.
5. **APPEARANCES FROM THE PUBLIC** Randy Douglas, Zoning Administrator gave an update on issues he has been working on for the City of Princeton.
6. **CONSENT CALENDAR**
 - B. **Minutes for Approval:**
 - i. November 13, 2012
 - ii. November 20, 2012 Magnus motioned to approve the Consent Calendar items 6Bi and ii, seconded by Kallas. Carried 6-0.
7. **REPORTS**
 - C. **Administrator Report – Check Register for October 2012** Administrator Weidl stated the Check Register was in the in the Council Packets, he then answered questions.
8. **NEW BUSINESS**
 - D. Discussion and/or Action: Municipal Codification Proposals – James Bonneville (Municode) and Marcia Clifford (General Code) will be available to present codification services proposals and answer questions related to codification processes. Please bring bids from 11/13/2012 meeting. The City of Princeton is looking at codifying its Ordinances. There were two presentations. First was Marcia Clifford from General Code the second presentation was from James Bonneville from Municode. After the presentations and questions were answered Magnus motioned to direct the City Administrator to work with General Code to develop a calendar and financing options for codification services for the City of Princeton, seconded by Hardt. Carried 5-1 with Kallas voting against.
 - E. Discussion and/or Action: Contingency Fund – Ald. Hardt will present This item was discussed at the Finance Meeting.
9. **COMMUNICATIONS** Cheryle Nickel spoke about the Tree Board Bake Sale on 12/3/12, in the Conference Room of City Hall to raise funds to purchase trees to be planted on Arbor Day. She also gave an update on the City Survey for the LMI Block Grant. If any Council Member was interested in collecting surveys to contact City Hall. Alderperson Garro, Mayor Mosolf and Lee Williams had been around the City collecting surveys. Alderperson Garro stated she spoke with Lois Jankowski, 219 N Fulton St, about someone burning garbage in the Block behind N Fulton. The Police and City will look into the issue.
10. **CLOSED SESSION** Garro motioned to go into Closed Session pursuant to WI State Statute 19.85 (1)©: Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, seconded by Kallas. Carried 5-1 with Kallenbach voting against.
 - F. **19.85 (1)(c): Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility**
 - i. **City Administrator** A discussion was held with the City Administrator.
11. **ADJOURN** Mayor Mosolf adjourned the meeting at 8:45 PM.

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John Weidl

From: Marcia Clifford [mclifford@generalcode.com]
Sent: Wednesday, December 05, 2012 3:26 PM
To: John Weidl
Subject: General Code payment options CRM:00200757

John:

Nothing is ever as easy as you think it is going to be. ☺ Here is the information I got back from the home office with regard to project timetables under both the 2 and 3 year payment options:

The P&P schedules, as they now stand, would result in 60% being billed in 2013 and the final 40% being billed in 2014 (because the project would start in early 2013 and wrap up in mid 2014). So that gives them a two-year plan right off the bat. Plan B: If they need the payments to be exactly equal in each year, we would need to make some internal adjustments and notes so the invoices went out accordingly.

Plan C: If instead they need a three-year plan, Tina has indicated to me that the final payment would need to be made by January 2015 (giving them 2013, 2014 and 2015). What would then happen would be that the performance schedule would still proceed as it now stands and the work would still be done in 2014, but the final invoice would not be due and payable until 2015. So you would likely end up with 60% in 2013, 20% in 2014 and the final 20% in 2015. And again, if exactly equal payments are called for in each year, we would adjust for 3 years accordingly.

In all of the above the preferred approach would be to send the invoices as the work is done, even if they had to have due dates adjusted to come due in the following year to even out the two-year or three-year time frame.

I think the bottom line is that we can pretty much do it however you want. If you would like additional information on any of these options, just let me know.

Marcia Clifford
General Code
262-859-3163



402 Gammon Place, Suite 225
Madison, WI 53719

League of Wisconsin Municipalities Mutual Insurance

Renewal Application - Liability and Other Coverages

Instructions: Please complete, if you have any questions contact your agent.

Policy Number: 24271
Insured: City Of Princeton
438 W Main Street
Princeton, WI 54968-

Renewal Term: 4/1/2013 to 4/1/2014
Agency: Baer Insurance Services
Agent: Mike Zagrodnik
P.O. Box 46490
Madison, WI 53744-0000
Phone: (608) 830-5803
Fax: (608) 664-2233

Insured's contact information:

- Liability coverage contact person
- Email address
- Workers' compensation coverage contact person (if different than above)
- Email address

	Information from Expiring Policy	Renewal information (please update all information)
Liability Limits	4,000,000	<input type="text"/>
Total Payroll (also see breakdown by class that follows)	492,070	<input type="text"/>
Full-time Equivalent Police Officers (2,00 hrs = 1.0, 500)	3	<input type="text"/>
Number of Licensed Vehicles (do not include trailers)	10	<input type="text"/>
Population	1,447	<input type="text"/>

The expiring policy **DID NOT INCLUDE** no-fault sewer liability coverage.
If you would like to add this coverage please check here

The following is a list of additional insured's that were covered by the expiring policy and/or any special circumstances (if any). Please indicate if changes need to be made to this list:
Additional Insured-Lessors of Equipment & Vehicles - Lease Finance Partners

Detailed Payroll Information:

Class Description	Column 1 Estimated Payroll (Exclude Premium Pay)	Column 2 Amount (in dollars) of Employee Portion of WRS Pension Paid by Employer	Total
5507 Street or Road Construction: Subsurface Work & Drivers			
6306 Sewer Construction: All Operations & Drivers			
7382 Bus Co.: All other Employees & Drivers			
7520 Waterworks Operation & Drivers			
7539 Electric Light or Power Co.: All Employees & Drivers			
7580 *Sewage Disposal Plant Operation & Drivers			
7704 Firefighters & Drivers			
7709 Volunteer Firefighters			

A-Do you have a Volunteer Fire Department?

Yes No

B-If you answered A "Yes" is the Fire Department an independent entity with its own federal ID #?

Yes No

C-If you answered "No" to B, what is the population base the Fire Department serves?

7710 EMS and Drivers			
7720 Police Officers & Drivers			
8810 Clerical Office Employees / Library			
9412 City General Operation			
9414 Village General Operations			

*If municipally owned, leave blank and include payroll in City/Village operations.

Any other changes or special instructions:

Submit

LWMMI - 021 (8/12)