

**Members Present:** Petty, Sloan and Thurow

**Absent:** none

**Others Present:** Mayor Palm, C. Giese, E. Geick, A. Kleczek Bolin, M. Hardy, and others

**Call to Order** –Ald. Petty called the meeting to order at 6:15 p.m. noting compliance with the Open Meeting Law. Moved by Sloan, seconded by Thurow to adopt the amended agenda and carried unanimously. Moved by Sloan, seconded by Thurow to approve the minutes of April 12, 2016. Motion carried unanimously.

**Accounts Payable** – Moved by Thurow, seconded by Sloan to recommend Council approval of the accounts payable for **\$768,871.69**. Motion carried unanimously.

**Civic Center Leases** – Park and Recreation Director Hardy discussed the DPI lease and changes to the lease language. They are also looking for a 5 year option with a 2.5% increase in rates. The Parks Commission has reviewed and is recommending for approval. The City Attorney has reviewed and approved the lease. Moved by Sloan, seconded by Thurow and carried to recommend to Council for approval.

**Driftless Glen Properties** – Attorney Kleczek Bolin discussed the 2.8 acre property available in the Devil’s Lake business park. Driftless Glen is looking to purchase the property to build a facility for storage, and requests a right of first refusal. They are offering \$110 for the Right of First Refusal. Moved by Thurow, seconded by Sloan and carried to recommend to Council for approval.

**Purchasing Policy** – Giese explained two additions which are already policies but have not been incorporated into the master purchasing policy. The first is the Insurance Claims Committee settlement authority of \$3000 which was previously set by a Council resolution. The second is a current practice in the police department for disposing of assets such as police evidence or bicycles. They currently post these items on an internet auction site which is available to anyone to bid on. Moved by Sloan, seconded by Thurow and carried to recommend to Council for action.

**Claims Committee Limits** – Adm. Geick provided a history of the Insurance Claims Committee and approval parameters. Auto damage claims are exceeding the Committee’s authority of \$3000, and practice has been to include claim settlements with the batch of vouchers. Geick requests to increase the settlement limit to \$10,000 and continue the practice of including claim settlements with the vouchers approved by the Council. Moved by Sloan, seconded by Thurow and carried to recommend to Council for action.

**Committee Comments:** None.

**Adjournment** – Moved by Sloan, seconded by Thurow and carried to adjourn. Motion carried, meeting adjourned at 6:30 p.m.

Cheryl Giese, Clerk-Finance Director