

**OFFICIAL MINUTES
OF THE
CITY OF KEWAUNEE COMMON COUNCIL
February 12, 2018 – 7:00pm**

Present: Mayor Christman, Alderperson Dworak, Schiller, Jirtle, Jelinek, Kickbusch, Kuehl, Griffith and Zimmerman

Absent: None

Others: Administrator Schnook, Clerk/Treasurer Decur, Public Works Director Murphy, City Attorney Wolske, Building Inspector Angoli, Librarian Petrina, Ambulance Co-Director Steiner and Deputy Police Chief Kleiman.

Mayor Christman called the meeting to order at 7:00 pm and the Pledge of Allegiance was recited followed by prayer and meditation.

APPROVAL OF JANUARY 8TH, 2018 COMMON COUNCIL MINUTES

Alderperson Dworak moved, seconded by Alderperson Jirtle to approve the January 12th, 2018 Common Council Minutes, as presented. Motion carried unanimously.

PUBLIC COMMENT/COMMUNICATIONS

Mayor Christman opened the meeting for any Public Comments.

Richard Kolb expressed his concern over the proposed Fee Schedule that is being proposed for building and zoning issues, he feels some of them are high.

Resident Joe Mills wanted to express his concern regarding the purchase of Salmon Harbor. Mills stated that he is totally against the purchase.

CONSENT AGENDA

Boards, Committees & Commission Reports: (Community Center, Lighthouse Preservation, Plan Commission, Marina Ad-Hoc Committee and Library Board)

2018 Election Board Appointments

Operator's License

Alderperson Kuehl moved, seconded by Alderperson Jelinek to approve the Consent Agenda as presented. Motion carried Unanimously.

OLD BUSINESS

Resolution 1062-18 Establishing Cash Deposit

Alderperson Zimmerman question the repetitive wording on page 14, 46-3a and 46-3c of the Schedule of Cash Deposits. Administrator Schnook reviewed the Municipal Code relating to the items in question and found that although they are the same on the Schedule of Cash Deposits they are referring to different dialogue in the Municipal Code.

Aldersperson Jirtle moved, seconded by Aldersperson Zimmerman to approve Resolution 1062-18 as presented. Upon a roll call vote motion carried unanimously.

Charter Ordinance for Primary Elections (second reading)

Mayor Christman reviewed the proposed Charter Ordinance providing for a primary whenever three or more candidates file nomination papers.

Aldersperson Zimmerman moved, seconded by Aldersperson Schiller to adopt the Charter Ordinance providing for a primary whenever three or more candidates file nomination papers. Upon a roll call vote motion carried unanimously.

MAYOR'S REPORT

Ambulance Director Appointment-Joe Steiner

Mayor Christman reviewed the application material received from Joe Steiner in response to the City's posting for the position of Ambulance Director. Mayor Christman stated that the position for Ambulance Director was open to all members of the Ambulance crew and Joe Steiner was the only applicant. As such, Mayor Christman would like to appoint Joe Steiner to the Ambulance Director Position. Discussion was held on the term limit of 4 years.

Aldersperson Griffith moved, seconded by Aldersperson Kickbusch to ratify the appointment of Joe Steiner to the position of Ambulance Director. Aldersperson Schiller moved, seconded by Aldersperson Griffith to amend the original motion to include, that the position is a 4-year term with the first term ending in April 2022. Motion carried unanimously.

Assistant Ambulance Director Job Description

Discussion was held regarding whether the Ambulance Director had any input regarding the Job description for the Assistant Ambulance Director.

Aldersperson Griffith moved, seconded by Aldersperson Schiller to table the approval of the Assistant Ambulance Director's Job Description until next month to allow input from the Ambulance Director. Motion carried unanimously.

Ordinance 585-18, Appointments (first reading)

Mayor Christman reviewed the Ordinance 585-18 which would amend Chapter 2 "Administration" "Appointed Officials" to include the Ambulance Director and Assistant Director. This will be placed on next months meeting for a second reading.

Appointments to Tug Ludington Committee

Mayor Christman presented the Council of a list of individual that she feels would work well and would like to appoint to the Tug Ludington Committee. The Individuals to be appointed to the Tug Ludington Committee are Jim Schaller, Paul Jirtle, Steve Jirtle Dennis Shimanek and John Griffith.

Aldersperson Kuehl moved, seconded by Aldersperson Griffith to ratify the appointment of the above individuals to the Tug Ludington Committee. Motion Carried, Alderspersons Griffith and Jirtle abstained.

Appointment of Joe Viau to the Park & Rec Committee

Mayor Christman explained that there is currently an opening on the Park and Rec Committee, with the recommendation of Doc Zenner, the Mayor would like to appoint Joe Viau to this position.

Aldersperson Schiller moved, seconded by Aldersperson Zimmerman to ratify the appointment of Joe Viau to the Park and Rec Committee. Motion carried, Aldersperson Griffith abstained.

Appointment of Claude Stangel to the Plan Commission

Mayor Christman informed the Council that there is an opening on the Plan Commission with the resignation of Jim Hartnett. Mayor Christman would like to appoint Claude Stangel to the open position on the Plan Commission.

Aldersperson Zimmerman moved, seconded by Aldersperson Dworak to ratify the appointment of Claude Stangel to the Plan Commission. Motion carried, Aldersperson Jirtle abstained.

Update on Waterfront Steering Committee

Mayor Christman updated the Council on the Waterfront Steering Committee. A meeting is going to be held on February 13, 2018 at 4:30 pm, this should be the last meeting before the presentation of their Draft Plan.

ATC Lease Extension for area by the Wood Steel Building

Discussion was held on the length of the Lease and what would happen if the property by the wood steel building could be developed prior to the end of the Lease, and if ATC would happen to fence the property the City should receive a set of keys.

Aldersperson Jirtle moved, seconded by Aldersperson Zimmerman to table the ATC Lease Extension. Motion carried unanimously.

Administrator Report-Staff Report/Building Inspector Report

Administrator Schnook reviewed the Building Inspectors Report with Council. Discussion was held on how the Council would like to receive staff reports going forward. Now staff reports are done every two weeks in an email to the council, except for the Building Inspectors Report, which is placed on the Monday Night Council Meetings.

Aldersperson Schiller moved, seconded by Aldersperson Griffith to put all staff reports under Agenda Item Boards, Commission and Committee Reports with the updates being sent to the Council 1-week prior to the meetings.

Ordinance 586-18, Zoning Change-Marcus Steele Building

Administrator Schnook explained to the Council that the zoning change for has been previously approved, this Ordinance is needed to complete the procedure. This will be placed on next month's agenda for a second reading.

Ordinance 587-18, Removal of Salvageable Material; Ordinance 588-18, Razing of Buildings; Ordinance 589-18, Recovery of City Costs and Expenses

Discussion was held where the information was collected to create these ordinances. Building Inspector Angoli stated that he took 3 or 4 ordinances from other areas and combined them into one that fit the City. Also, it was discussed what size building would need to receive a permit prior to being tore down. Ordinance 587-18; 588-18 and 589-18 will be reviewed and placed on the next Council Agenda for the second reading.

Fee Schedule Changes

Aldersperson Schiller asked this to be placed on the next Committee of the Whole seeing it is a budgetary change and not a Plan Commission issue. The Fee Schedule Changes will be placed on the next Committee of the Whole with the old Fee Schedule attached.

Ordinance 584-18, allowing Snowmobiles to Operate in the City (first reading)

Mayor Christman read Ordinance 584-18, allowing Snowmobiles to Operate in City Streets, and asked for comments. Aldersperson Griffith stated that he has received a lot of complaints regarding snowmobilers driving on private property. Discussion was also held on the option of designating some of the alleyways also. Discussion of definition of "Public Right of Ways" language to be used in place of streets and alleys

Approval of November 2017 Accounts Payable

Aldersperson Kuehl asked what check #71259, Atis Elevator Inspection was for, Public Works Director Murphy stated that was the inspection to decommission the elevator. Aldersperson Kuehl also inquired on check #71315, Kewaunee County Solid Waste, that the amount seems high. Public Works Director and Clerk/Treasurer will look into it. (Check #71315 was reviewed, and it was for land fill fees approved by Public Works Director). Aldersperson Kickbusch wanted to know why the Police are buying tires at Simonar Service when there are places within the City. Deputy Police Chief Kleiman stated that to get the government discount, we pay Simonar Service directly, Nuhlicek's orders them from Simonar Service and installs them for us.

(Check #71315 was reviewed, after talking to the Kewaunee Land Fill it was discovered that reference #272667 and #272867 should have been charged to Advanced Disposal and our account will be credited.)

Aldersperson Zimmerman moved, seconded by Aldersperson Griffith to approve the January 2018 Accounts payable/Payroll in the amount of \$1,227,012.48. Upon a roll call vote motion carried unanimously.

ENTER INTO CLOSED SESSION pursuant to Wisconsin Statute 19.85 (1) (e): Deliberating or negotiating the purchasing of public properties, the investing in public funds, or conducting other specific public business, whenever competitive or bargaining reasons require a closed session: Letter of intent to purchase Salmon Harbor.

Aldersperson Jirtle moved, seconded by Aldersperson Zimmerman to enter into closed session pursuant to Wisconsin Statute 19.85 (1) (e). Motion carried unanimously.

RETURN TO OPEN SESSION PURSUANT TO WISCONSIN STATUTE 19.85 (2)

Aldersperson Griffith moved, seconded by Aldersperson Jelinek to come out of closed session and enter into open session at 9:10 pm. Motion carried unanimously.

ANY ACTION ON CLOSED SESSION

Aldersperson Griffith moved, seconded by Aldersperson Jelinek to have Administrator Schnook to draft a Letter of Intent for the purchase of Salmon Harbor in the amount of \$1,550,000 and review with the Attorney Wolske. Motion carried unanimously.

ANNOUNCEMENTS

Aldersperson Griffith would like to extend a Thank You to the Library and the Kewaunee High School in making the Mayoral debate successful.

ADJOURNMENT

***Aldersperson Dworak moved, seconded by Aldersperson Kuehl to adjourn the meeting at 9:16 pm.
Motion carried unanimously.***

Submitted by Clerk/Treasurer Decur