

**OFFICIAL MINUTES
OF THE
CITY OF KEWAUNEE COMMON COUNCIL
MARCH 20, 2017**

Present: Mayor Christman, Alderpersons Dworak, Schiller, Griffith, Zimmerman, Jirtle, Jelinek, Kuehl and Council Youth Representative JJ Vollenweider

Absent: None

Others: Interim Administrator Osten, Jr., Clerk/Treasurer Decur, Public Works Director Murphy, City Attorney Wolske, Police Chief Salentine, Fire Chief Hlinak, Ambulance Co-Director Stiener, Librarian Grosshuesch.

Mayor Christman the meeting to order at 7:12 p.m. whereas the Pledge of Allegiance was recited followed by prayer and meditation.

APPROVAL OF FEBRUARY 13, 2017 MEETING MINUTES

Griffith moved and Jirtle seconded the motion to approve the February 13, 2017 Common Council Meeting Minutes.

MAYOR REPORT

Update, City Administrator Search

Mayor Christman informed the Council that there are twelve applicants for the City Administrator position, we are hoping to meet and skype with the applicants next week and bring a few to the Personnel Committee.

City Representative to KCEDC

Mayor Christman explained to the Council that current representative Alderperson Zimmerman has a scheduling conflict when it comes to the morning meeting times and has asked to step down. Mayor Christman would like to appoint Alderperson Schiller to be the City's new representative to the Kewaunee County Economic Development Committee.

Kickbusch made and Griffith seconded the motion to approve the appointment of Alderman Schiller to the KCEDC.

INTERIM CITY ADMINISTRATOR REPORT

Email/Server Repair Options

Interim Administrator Osten Jr. explained that he and Shelby have been working on three different IT options. Osten Jr., recommend that the City work with the County to piggyback their phone and IT System and use the County as our IT go-to. Discussion was held on the cost saving.

Griffith moved and Dworak second a motion to have Interim Administrator Olsten Jr., proceed with Kewaunee County for IT and Phone System updates. Motion carried unanimously,

Audit Status

Interim Administrator Osten Jr. updated the Council on the Audit progress. Dave Ferris from Baker Tilly came up to help reconcile for the end of the year. Clerk/Treasurer Decur worked with Mr. Ferris to complete the reconciliation. It was a good learning session and Mr. Ferris affirmed that our Accounting System should be updated. Mr. Ferris will also send the Clerk/Treasurer some bullet points on better ways to work with the system.

ANNUAL REPORT

Library Annual Report

Librarian Grosshuesch reviewed the highlights of the annual report for the library. In the report you will find a list of the staff, sixty two percent of City residents hold a Library card, the library held more programs this last year and have even more for 2017. Alderperson commended the Library for their good job.

Fire Department Annual Report

Fire Chief Hlinak reviewed the annual report with the Council informing them of the audit that was held and the one that is coming up, goals for the upcoming year and monies raised by the auxiliary.

Ambulance Department Annual Report

Ambulance Co-Director Steiner reviewed the annual report. It has been a good year, the call volume was up, the new Heli-Pad was used 3 times, between donations and fundraisers we purchased one audio pulse last year and are looking to purchase in 2017. The Auxiliary has raised \$75,000 for Equipment. Medication has gone up tremendously in the past few years. The new ambulance unit should be ready to go next month.

Police Department Annual Report

Fire Chief Salentine reviewed the annual report with the Council. Discussion was held on the number of and type of calls for the year, what our K-9 unit has been involved in during the last year, it was asked if the speed sign that is placed in different areas of the city can be used for citations, it cannot.

PUBLIC WORKS COMMITTEE REPORT

February 28, 2017 Minutes

The Council reviewed the Minutes of the February 28, 2017 Public Works Meeting Minutes.

PUBLIC PROPERTY AND SAFETY COMMITTEE REPORT

February 28, 2017 Meeting Minutes

The Council reviewed the Minutes of the February 28, 2017 PPS Meeting Minutes.

Cemetery Plotting Proposal

Alderperson Griffith and Interim Administrator Osten Jr. explained by downsizing the area we have plotted out we could save money and still have 660 new plots available, which would last the City many years.

FINANCE COMMITTEE REPORT

February 13, 2017 Meeting Minutes

The Council reviewed the February 13, 2017 Finance Committee Meeting Minutes,

February 2017 Accounts Payables

Dworak moved and Kuehl seconded the motion to approve the February 2017 Accounts Payable in the \$1,301,892.66. Upon a roll call vote motion carried unanimously.

Class B Liquor and Fermented Malt Beverage License

Dworak moved and Zimmerman seconded the motion to approve the Class B Liquor and Fermented Malt Beverage License to the UnCorked by Skaliwags Restaurant, Christopher Wiltfang. Upon a roll call vote 7 aye with Alderman Schiller abstaining, motion carried.

Sale of Retired Ambulance

Dworak moved and Griffith seconded the motion to allow Ambulance Co-Director Steiner to negotiate the sale of the retired Ambulance. Upon a roll call vote motion carried unanimously.

Account Consolidation, Nicolet National Bank

This is to consolidate two accounts that would eliminate a \$50 per month service charge.

Dworak moved and Schiller seconded the motion to approve the consolidation of accounts mentioned. Upon roll call vote motion carried unanimously.

Harbor Project Contract Addendum

Interim Administrator Osten Jr. updated the Council on the new updated Addendum and the amount the City might have to pay for over and above the Grant which could be anything from zero to just over \$200,000.

Dworak moved and Jelinek seconded the motion to accept the Harbor Project Contract Addendum. Upon a roll call vote motion carried unanimously.

Resolution 1055-17: Harbor Park Seawall Facility Grant (water pump-out)

Dworak moved and Jirtle seconded the motion to adopt Resolution 1055-17.

After some discussion on the project and who should be in charge of the grant the Council thought Mayor Christman should be the signer in case Interim City Administrator Osten Jr., is not here to follow through with the process. After some Discussion, Mayor Christman asked that Resolution 1055-17 be revised to show the changes discussed and also the name of the grant placed on the document.

Dworak moved and Jirtle seconded to amend the previous motion and to change the resolution to show Mayor Christman as signer and the name of the grant be added. Upon a roll call vote motion carried.

PUBLIC COMMENT

Alderman Kickbusch would like to thank Lori Kickbusch for her work with Aurora to obtain donations in the amount of \$15,000 to the Kewaunee Fire Department and \$41,500 for the Kewaunee Ambulance.

Griffith moved and Zimmerman seconded to adjourn at 8:26 pm.

Submitted by: Clerk/Treasurer Decur