

**OFFICIAL MINUTES  
OF THE  
CITY OF KEWAUNEE COMMON COUNCIL  
April 9, 2018 – 7:00pm**

Present: Mayor Christman, Alderperson Dworak, Jirtle, Jelinek, Kickbusch, Kuehl, Griffith, Zimmerman, Schiller and Student Representative Remington Schlies

Absent: None

Others: Administrator Schnook, Administrative Assistant Muchowski, Public Works Director Murphy, City Attorney Wolske, Librarian Petrina, Police Chief Salentine, Sheriff Joski, and members of the DOC Registry, Chelsea Place, Valerie Santana, and Heather Dederling

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 MARCH 12, 2018 AND March 26, 2018 COMMON COUNCIL MINUTES**

***Alderperson Kuehl moved, seconded by Alderperson Jirtle to approve the March 12, 2018 and March 26, 2018 Common Council Minutes, with the addition of Joe Mills being present at the March 12, 2018, Common Council meeting. Motion carried unanimously.***

**PUBLIC COMMENT/COMMUNICATIONS**

Mayor Christman opened the meeting for any Public Comments.

None

**CONSENT AGENDA**

Mayor Christman and Councilperson Griffith asked that the Community Center and Tug Ludington Committee reports, approval of the K.A.P.S. program and approval of the Fire Auxiliary Proposal for the Wood Steel Building be pulled from the consent agenda for further discussion.

There was discussion about the Community Center minutes of March 9<sup>th</sup>, 2018, which identified Fred Schnook incorrectly as the City Manager and suggested that the Committee hire and architect to develop plans for a new building which has not been authorized by the Council. As such the Mayor would like these minutes to be sent back to the Committee for further clarification and to seek guidance from the Council. The Mayor thought it was also important for the Committee to have a written mission and vision statement to guide the committee's work.

Councilperson Griffith stated that under the Tug Ludington Committee report that the minutes of March 1, 2018, erroneously states that Major Wilbur F. Browder was commander of the tug when it was built.

The Council discussed the process of possibly changing the minutes. Councilperson Schiller stated that the Council cannot alter the committee minutes/report which are developed by the Committee, but the Council can reject or not accept the report of a City-sanctioned committee.

***Alderson Schiller moved, seconded by Alderson Jirtle to approve all the Boards, Commissions, Committees & Staff Reports presented, except for the Community Center and Tug Ludington which were rejected. Motion carried unanimously.***

The Council discussed the K.A.P.S. Program. Questions were raised about the separation between the program and the Church and whether or not the program was a separate non-profit entity. Questions were also raised about the insurance for the program. It was mentioned that it is believed that there is programmatic and operational separation between the K.A.P.S. program and the Church.

***Alderson Schiller moved, seconded by Alderson Griffith to approve the K.A.P.S. Program subject to clarification of the separation between the K.A.P.S. program and the Holy Rosary Child Care Program. Motion carried unanimously.***

The Council discussed the Fire Auxiliary proposal for Wood Steel Building. Concerns were raised about proposal, specifically the City staff time being spent on the Fire Hall Museum and the potential for City staff time being spent on this project too, rather than on other important City projects. As such, it was suggested to remand this agenda item back to the COW for further dialogue and clarification.

***Alderson Griffith moved, seconded by Alderson Kickbusch to send back to the Committee of the Whole after discussion with the Fire Fighters. Motion carried unanimously.***

The remaining consent agenda items were:

- a. Reports from the Beautification, Lighthouse Preservation, Plan Commission, Park & Rec., Marina Ad-Hoc, Waterfront Steering and monthly Staff Reports
- b. Approval of Bleachers at Haney Park
- c. Christmas Decoration – Garland
- d. Ambulance Assistant Director Position Appointment
- e. Approval of Contract with Greatlakes Avian Pest Control
- f. Water Rate Study
- g. Ordinance 590-18 Amendment to 14-236 Property Maintenance Appeals – second reading
- h. Operator’s License – Samantha Bouressa – Waterfront Bar & Grill

***Alderson Dworak moved, seconded by Alderson Kuehl to approve the Consent Agenda with the exceptions of the Community Center Minutes, Tug Ludington Minutes, K.A.P.S. Program and the Fire Auxiliary Proposal for wood steel building as presented. Motion carried unanimously.***

## **MAYOR’S REPORT**

### **Update on Waterfront Steering Committee**

Mayor Christman updated the Council on the Waterfront Steering Committee. The next step is for Claire Thompson to present an overview of the waterfront plan to the COW and the Plan Commission for approval and then move to Council for final adoption.

### **Kewaunee School District Update**

Student Representative Remington Schlies updated everyone on what’s going on at the Kewaunee High School. The following groups will be going to State. FFCLA, FBLA, FFA, and Skills USA.

## **NEW BUSINESS:**

### **Sex Offender Registration Program**

Valerie Santana with the Wisconsin Department of Corrections went through a slide presentation on sex offenders. Chelsea Place, also with the Wisconsin Department of Corrections then talked about how the program works and the possibility of a TLP (Transitional Living Program) to take place in Kewaunee at 718 River Road. Discussion was had about the safety of the community, zoning of the property, term limit on the contract, and the average stay of each individual. It was determined that this is not a group home. It is a temporary living place for homeless people coming out of jail or prison until they find other living arrangements. Not limited to only sex offenders. Chelsea also stated that they have individuals that will be coming out on May 1, 2018, that are in need of a place to live. It was determined by the Council that more information was needed. Mayor Christman suggested that an Ad-Hoc committee be formed to work with the DOC and police.

***Aldersperson Schiller moved, seconded by Aldersperson Jelinek to form an Ad-Hoc Committee for the purpose of determining the best place in Kewaunee for a Transitional Living Program. Motion carried, all voted yes, with the exception of Aldersperson Griffith who voted no.***

### **Water & Sewer Replacement Bid**

The Council discussed the desire to go out for bids for the replacement of existing water, sanitary sewer and storm water services and also replacement of the City's portion of roadway, sidewalks, curb and gutter on River Road between Beardsley and First Streets. Staff recommended approval with the understanding that the project will not be bid until such time as the Common Council determines the full scope of the River Road project. Specifically, determine to what extent, if any, water and sewer services are to be extended on River Road.

***Aldersperson Griffith moved, seconded by Aldersperson Kuehl to defer the bidding process. Motion carried, all voted yes, with the exception of Aldersperson Jelinek who voted no.***

### **Funding Strategy for Highway 42 & Miller Road, Beardsley to First Street**

The total estimated project cost of \$382,372.05 which includes work performed in 2016. A new estimate will not be known until it is out for bid. There are no grants available at this time. The city staff reviewed three possibilities for loans at this time. Administrator Schnook recommended the City go with the Board of Commissioners of Public Lands and then apply for a DNR Small Loan Program which would buy-down the interest rate. Furthermore, there is no pre-payment penalty, does not have points or closing costs associated with the loan. Administrator Schnook stated that his time frame would be early May to bid the project. It was recommended to bring up to the next council meeting.

***Aldersperson Schiller moved, seconded by Aldersperson Griffith to provide the Administration with a sense of the Council: to pursue a loan with the Board of Commissioners of Public Lands and then apply for a DNR Small Loan Program and bring before the next Committee of the Whole to develop a more detailed funding strategy. Motion carried unanimously.***

### **March Revenue and Expenditure Report**

Mayor Christman stated Terri is doing a great job with the reports. Keep up the good work. Councilperson Schiller asked in the future to provide cash balances.

### **Approval of March 2018 Accounts Payable**

It was determined that the Advanced Disposal bill did not include the cleanup of their hydraulic oil spill.

***Aldersperson Zimmerman moved, seconded by Aldersperson Jirtle to approve the March 2018 Accounts payable/Payroll in the amount of \$495,429.20. Upon a roll call vote motion carried unanimously.***

**ANNOUNCEMENTS**

Mayor Christman thanked both Aldersperson Kickbusch and Jirtle for their time served on the council. Aldersperson Kickbusch and Jirtle both talked about their time served.

**ADJOURNMENT**

***Aldersperson Zimmerman moved, seconded by Aldersperson Kickbusch to adjourn the meeting at 9:00 pm. Motion carried unanimously.***

Submitted by Administrative Assistant/Karen Muchowski