

**OFFICIAL MINUTES
OF THE
CITY OF KEWAUNEE COMMON COUNCIL
June 11, 2018 – 6:00pm**

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

Excused: None

Others: Administrator Schnook, Administrative Assistant Muchowski, Public Works Director Murphy, Librarian Petrina and Building Inspector Angoli

Mayor Christman called the meeting to order at 6:00 pm and the Pledge of Allegiance was recited followed by prayer and meditation.

Approval of the May 14, 2018, and May 21, 2018, Common Council Minutes

Alderperson Dworak moved, seconded by Alderperson Griffith to approve the May 14, 2018, and May 21, 2018, Common Council Minutes, with the correction of changing “absent” to “excused” for both the Mayor and Councilperson Schiller respectively, correcting the spelling of Nick Titels last name, changing the word from “and” to “add” at the bottom of page 2 and adding the name of which council person seconded the motion to approve the difference of the SMA and the actual bid on the Hwy 42 & Miller Street Utility Project. Motion carried unanimously.

PUBLIC COMMENT/COMMUNICATIONS

Mayor Christman opened the meeting for any Public Comments.

None

CONSENT AGENDA:

Boards, Commissions, Committee and Staff Reports: (Beautification, Community Center, Lighthouse Preservation, Park & Rec., Tug Ludington, Library Board, Police & Fire Commission and monthly Staff Reports)

Operator’s License: Randall C. Oleinik-----Karsten Hotel

Ord NO 591-18 – Ordinance Amending Municipal Code Chapter 58, Solid Waste/Recycling

Approve purchase of AudioConexus System-Tug Committee

Approve Bids for HWY 42 & Miller Road Utility Project

Approve Police Union Contract

Read, Accept and Place on File: 2017 Financial Statements

Administrator Schnook asked that the approval of bids for Hwy 42 & Miller Street Utility Project be removed as it was already voted on and Councilperson Griffith asked that the approval to purchase an Audio Conexus System by the Tug Committee to be pulled from the consent agenda for further discussion.

Aldersperson Kuehl moved, seconded by Aldersperson Schiller to approve the remaining consent Agenda items. Motion carried unanimously.

Approval to purchase Audio Conexus system was discussed. Aldersperson Griffith was concerned on the price to purchase and where were the funds coming from. Aldersperson Jelinek explained that they had contacted other committees to help with the funding seeing as how they would be using the system as well. Committees contacted were the Clock Committee, the Fire Auxiliary and the Lighthouse Committee. The Clock Committee was willing to help fund, the Fire Auxiliary didn't want to contribute and there was not a reply from the Lighthouse Committee as of the meeting. Aldersperson Jelinek stated that with the new system there would be no need for summer help on the tug, so funds set aside for that purpose could be used to help purchase.

Discussion was then had on the condition of the tug and the work that needs to be done on it. Some of the items of discussion were the paint, the gang way, plumbing and electricity. Mayor Christman assigned an action item to the Tug Committee to identify the maintenance that needs to be performed, prioritized and cost estimate for the repairs and a time frame to have them completed. Aldersperson Zimmerman suggested moving forward with the purchase of the system and seeing how it works for the summer. Then going back to the other Committees for reimbursement for some of the cost. Mayor Christman suggested donation tubes. Aldersperson Dworak stated that funds would also come from the rental of the system.

Aldersperson Jelinek stated that the system could be used for other things other than landmarks within the city. Some of the examples were locating parks, the beach, where to launch a boat.

Aldersperson Stangel moved, seconded by Aldersperson Shiller to approve the purchase of the Audio Conexus System. Motion carried. Aldersperson Griffith voted no.

LIQUOR LICENSE:

Combination Class B Liquor and Fermented Malt Beverage:

- Classix, LLC, Cassondra Jelinek, Agent-----1510 Ellis St.
- Lynn Brusky (The Goose Nest) -----207 Ellis St.
- TMJ Lanes Inc., Tylor Slack, Agent-----216 Ellis St.
- Kewaunee Bucket, Inc., Randall Francis Schlies-----311 Harrison St.
- Mark T. Kunkel (Kunkel's Korner) -----301 Ellis St.
- Scott J. Paul (Lake Effects Pub, LLC-----408 Milwaukee St.
- Uncorked by Skaliwags, LTD, Christopher Wiltfang, Agent-----306 Ellis St.
- Waters Edge Ent. (Port O Call), Randy Vandenack, Agent-----310 Milwaukee St.
- ABC Hospitality LLC, Alison Kentgen, Agent-----208 Ellis St.
- Waterfront Bar & Grill, LLC, Jill Pansier, Agent-----215 N. Main St.
- David Watters-Randall Oleinik, Agent (Karsten Hotel) -----122 Ellis St.

“Class A” Intoxicating Liquor and /or Class “A” Beer License:

Harbor Express Limited, Dennis Shimanek, Agent-----202 Milwaukee St.
Piggly Wiggly of Kewaunee Inc., Nicholas Vandervest, Agent-----931 Marquette Dr.
Dolgenercorp, LLC (Doller General), Anthony Hawk, Agent-----991 Marquette Dr.
Michael Paral (Center Court) -----1614 Center Ct.

Class “B” Beer License:

Kewaunee Just Cares Inc., Kristen Richards, Agent-----1004 First St
Kewaunee Chiefs, Kyle Thompson, Agent-----710 Wisconsin Ave

Other Licenses:

Camp Ground License:

Salmon Harbor, 312 N. Main
Kewaunee Marina, 123 N. Main
Kewaunee RV & Campground, 333Terraqua Drive
Harbor Express Limited, Dennis Shimanek, Agent-----202 Milwaukee St

Pool Table License:

Kewaunee Bucket, Inc., Randall Francis Schlies-----311 Harrison St
Scott J. Paul (Lake Effects Pub, LLC-----408 Milwaukee St.
ABC Hospitality LLC, Alison Kentgen, Agent-----208 Ellis St.
TMJ Lanes Inc., Tylor Slack, Agent-----216 Ellis St.
David Watters-Randall Oleinik, Agent (Karsten Hotel) -----122 Ellis St.
Waterfront Bar & Grill, LLC, Jill Pansier, Agent-----215 N. Main St.
Michael Paral (Center Court) -----1614 Center Ct.
Lynn Brusky (The Goose Nest) -----207 Ellis St

Bowling Alley License:

TMJ Lanes Inc., Tylor Slack, Agent-----216 Ellis St.

Cigarette and Tobacco License:

Harbor Express Limited, Dennis Shimanek, Agent-----202 Milwaukee St
Piggly Wiggly of Kewaunee Inc., Nicholas Vandervest, Agent-----931 Marquette Dr.
Dolgenercorp, LLC (Doller General), Anthony Hawk, Agent-----991 Marquette Dr.
TMJ Lanes Inc., Tylor Slack, Agent-----216 Ellis St.
Lynn Brusky (The Goose Nest) -----207 Ellis St
Classix, LLC, Cassondra Jelinek, Agent-----1510 Ellis St.

The approval of liquor and other licenses was discussed. Noting the change to move Mike Paral (Center Court) from Pool Table License to Cigarette and Tobacco License. It was asked to remove Classix LLC and Mike Paral (Center Court) from the list to be voted on separately.

Aldersperson Kuehl moved, seconded by Aldersperson Dworak to approve all encompassing licenses other than Classix and Center Court. Motion carried unanimously.

Aldersperson Kuehl moved, Seconded by Aldersperson Griffith to approve the license for Classix. Motion carried. Aldersperson Jelinek abstained.

Aldersperson Dworak moved, Seconded by Aldersperson Jackson to approve the license for Mike Paral (Center Court). Motion carried. Aldersperson Zimmerman abstained.

MAYOR'S REPORT

Appointment of new city attorney Randy Nesbitt

Mayor Christman introduced Randy Nesbitt to the Council. She went over his credentials. Discussion was had on pay, administrative fees and travel time fees.

Aldersperson Dworak moved, seconded by Aldersperson Jelinek to approve the appointment of new city attorney Randy Nesbitt for a 2 year term. Upon a roll call vote motion carried unanimously.

Appointment of Councilperson Stangel to the Plan Commission

Mayor Christman appointed Councilperson Dan Stangel to the Plan Commission.

Aldersperson Kuehl moved, seconded by Aldersperson Zimmerman to appoint Councilperson Stangel to the Plan Commission. Motion carried unanimously.

Turning-Over the Key Ceremony

Fireperson Jim Kleiman was at the meeting to present Mayor Christman with a key to the Fire Museum. Fireperson Kleiman explained to the Council the work that had been put into the building, some of the history of the equipment in the museum and explained the last remaining items that needed to be finished. Council agreed it was a great addition to the community.

Ad-Hoc committee to review wage study and personnel polices manual

Mayor Christman asked for volunteers to form an ad-hoc committee to review the wage study and go over the personnel polices manual. Aldersperson Dworak, Stangel and Jackson along with Administrator Schnook will be on the committee.

Kewaunee School District Update

Student Representative Remington Schlies updated everyone with activities at the school. He talked about the graduating class and the scholarships that were given out. He stated that there were 76 graduates this year. 28 of those graduates were going on to a 4 yr. college, 27 were going on to a 2 yr. college, 2 are going into the military and the remaining will be going into the workforce. There were 59 scholarships given out to the class for a total of \$150,000.

Representative Remington also stated that there were 300 students enrolled in the summer school program this year.

NEW BUSINESS:

Naming Rights, Park Design and Proposal from Matt's Services for the Donald M. and Jean L. Smith Lighthouse Park

The city received a letter from Jayne Conard, President of the Friends of the Kewaunee Pierhead Lighthouse stating the funds available; the funds should be enough to cover the constructor estimate provided by Matt's Services for the project designed by Robert E. Less Associates; the naming of the park to Donald M. and Jean L. Smith Lighthouse Park and their commitment to raise funds necessary (or provide donated labor and materials) sufficient for the care, maintenance and upkeep of the park except for the lawn mowing, trash collection and similar activities currently undertaken by the city with respect to the property. Matt's Services presented a proposal for \$80,995.00. Questions were asked regarding

some of the aspects of the proposal regarding permits and the bridge versus culvert. Matt Wojta stated they are still waiting on information from the DNR. He stated there are a lot of obstacles. Discussion was also had about security. Public Works Director Matt Murphy stated that at this time we have secured doors but do not have security cameras on our buildings; the DNR may require security cameras as we are now inviting the public into the area. Signage was discussed. Robin Nelson stated they are waiting on a grant from AARP for the sign. Question was asked about installation of the sign. Robin also stated that there would be help from the Parks & Recreation Committee for plantings. Discussion was had on the cost of additional snow removal during the winter months. Where to go with the snow? The city has places to put it, but will cost additional time and labor to do it. Alderperson Kuehl asked Matt's Services about insurance and bonds. Matt Wojta stated he does have insurance. Mayor Christman asked that he provide a copy to the city.

Alderson Schiller moved, seconded by Alderson Jackson to approve the naming rights, design and proposal for the Donald M. and Jean L. Smith Lighthouse Park. Subject to, after discussion with the DNR that if the costs go over \$90,000, that it be made known to the Council. Also, that if any requirements are needed for security cameras, it come back to Council. Upon a roll call vote, motion carried. Alderson Griffith voted no.

Approving Amendment to the Zoning Code: Resolution No PC1216-18, Rezoning of 503 Franklin Street-Eileen & Richard Kolb

The Plan Commission approved to change the zoning and comp plan for the property at 503 Franklin Street from B-3 to R-1. The change was not recommended by the staff. Building Inspector Angoli explained to the Council how the surrounding properties were zoned and explained some of the differences in the zoning codes for business properties. Alderson Griffith did not like the idea of changing property to an R-1. It should have been the property owner's responsibility to check the zoning prior to purchase. Alderson Shiller does not like the idea of spot zoning. He also stated that it should be a zoned as a business. Councilperson Shiller felt the whole triangle needed to be examined. Stating, we may have to get creative and start with a blank sheet of paper and they may need a conditional use permit to make it work. Alderson Jelinek spoke regarding the letter read to the Plan Commission for Randy Vandenack regarding the zoning of the property.

Alderson Shiller moved, seconded by Alderson Stangel to table the rezoning request and move it back to the Plan Commission. Motion carried. Alderson Kuehl voted no Alderson Jelinek abstained.

Ord No. 592-18, Chapter 94 Entitled "Zoning of the Municipal Code" and 593-18, Amendment to the Comprehensive Plan, No. 02

These were struck from the agenda due to the rezoning of 503 Franklin Street being tabled and moved back to the Plan Commission.

School Liaison Officer Agreement

Administrator Schnook presented a draft agreement with the Kewaunee School District. It was noted that this included the pay increase based on the new union contract.

Alderson Kuehl moved, seconded by Alderson Schiller to approve the School Liaison Officer Agreement once there is a change made in # 3 of the agreement stating the school has to choose an option on Exhibit A. Motion carried unanimously.

Ord No. 590-1-18, Chapter 14-236 – Appeals

First reading, moved to July 9, 2018, council meeting.

Ord 94-10: R1-1 Single Family (d) Conditional Uses Update

First reading, moved to July 9, 2018, council meeting.

Update from Public Works Director on Sale of Haney Park Bleachers

Public Works Director Murphy stated he had buyers for the 16 sets of old bleacher from Haney Park. 10 sets to be sold to Pagel's at Cedar Valley Campground and 6 sets to be sold to the Kewaunee FFA Alumni. Each set will be sold for \$100.00 each. Buyers would be responsible for hauling, but the city would load them. Mayor Christman suggested that we create a bill of sale to include "Sold As Is" and "Not Responsible for Liability".

May Revenue and Expenditure Report

Council reviewed, read and placed to file.

Approval of May 2018 Accounts Payable

There were a few questions asked in an email by Alderperson Jackson. Administrator Schnook supplied answers obtained from Clerk Decur over the phone.

Alderperson Shiller moved, seconded by Alderperson Kuehl to approve the May 2018 Accounts payable/Payroll in the amount of \$347,071.51. Upon a roll call vote motion carried unanimously.

Marina Ad-Hoc Committee Report

Alderperson Shiller and the Committee meet with Russ Forkert, President of Yacht Works, Inc. to view a presentation and discuss Salmon Harbor. The presentation was on the development of the Salmon Harbor property. The development would be in a staged fashion with storage for large vessels in new storage buildings. The current dry stack storage racks and building would be dismantled and moved to another site, not within the city. They would then build another building on the existing slab to accommodate larger vessels. The presentation included selling the "in water" portion to the city along with the Ship's store.

Mayor Christman commended Mr. Forkert for his interest in Kewaunee and Salmon Harbor as a port for large vessels. There were items she felt needed to be revisited from past actions the Common Council had taken on Salmon Harbor. Specifically:

- The Common Council voted on 4/9/18, with recommendation from the Marina Ad-hoc Committee, to not parcel out Salmon Harbor. What happened between March and May that this is back on the table and it is parceled out?
- The City offered \$1.6 million dollars for this property as a whole, but now we are to consider the marina only at \$1.5 million?
- The proposal calls for the City to be used as a vehicle to write grants to widen the launch well because of the City's public, non-profit status. We have a staff that is extremely busy with other projects and grants at this time. There is concern with resources available to commit to this project.
- The mayor also questioned if a feasibility study has been done.

The goal is to get development into the city and may help jump start future development in the city. At this point we can't say no and need to look into it. It was noted that the city employees don't have time to work on this as we have too many irons in the fire already.

Alderson Kuehl moved, seconded by Alderson Griffith to have the Marina Ad-Hoc Committee continue in discussion and bring back to the Committee of the Whole. Motion carried unanimously.

ANNOUNCEMENTS

Don't forget to vote tomorrow.

Contract came in and signed by Dakota InterTech. Art Harrington has looked at the contract and has come up with some suggested changes.

Alderson Jelinek requested each council person should purchase an I-pad. Administrator Schnook explained that is part of the capital improvement plan to get each council person a laptop.

Alderson Zimmerman had questions asked to her about garbage and recycling, why the minutes haven't been put on the website for the last 3 months and why Salmon Harbor was back on the agenda.

ADJOURNMENT

Alderson Zimmerman moved, seconded by Alderson Jelinek to adjourn the meeting at 8:06 pm. Motion carried unanimously.

Submitted by Administrative Assistant/Karen Muchowski