

**OFFICIAL MINUTES  
OF THE  
CITY OF KEWAUNEE COMMON COUNCIL  
REGULAR MEETING  
JUNE 13, 2016**

Present: Mayor Christman, Aldermen Dworak, Griffith, Kuehl, Jelinek, Jirtle, D. Kickbusch, Schiller, Zimmerman

Absent: None

Others: Administrator Ellefson, Deputy Clerk/Treasurer Jackson, Public Works Director Murphy, City Attorney Wolske, Police Chief Salentine, Fire Chief Hlinak, Brian Vogeltanz, Deanna Tittel, John Mastalir, Mark Reiff

Mayor Christman called the meeting to order at 7:11 p.m. whereas the Pledge of Allegiance was recited followed by prayer and meditation.

The Council received the Finance Committee minutes of May 9 and May 12, 2016.

**Dworak moved and Zimmerman seconded to approve Operator's Licenses as submitted. Motion carried with Jelinek abstaining.**

**Dworak moved and Jirtle seconded to approve issuance of Renewal Licenses: "Class B", "Class A", Class "A", Class "B", Soda/Water, Cigarette, and Miscellaneous licenses as submitted. Motion carried with Jelinek and Zimmerman abstaining.**

**Dworak moved and Jelinek seconded to approve May 2016 Accounts Payable in the amount of \$368,526.51. Upon a roll call vote, motion carried unanimously.**

**Dworak moved and Griffith seconded to select Bank of Luxemburg as the City's primary retail banking institution. Motion carried with Kuehl abstaining.**

The Council received the Public Works Committee minutes of June 1, 2016.

The Council received the Public Property & Safety Committee minutes of May 9 and May 26, 2016.

**Griffith moved and Jelinek seconded to approve use of the Hamachek property by Lakeshore Vintage Snowmobile Association. Motion carried unanimously.**

**Griffith moved and Jirtle seconded to approve listing the barn for sale on the Wisconsin Surplus Auction Website for two weeks. Motion carried unanimously.**

**Griffith moved and Zimmerman seconded to advertise the sale of docks in the Kewaunee County Star News, on Facebook and the City's website for two weeks at a minimum bid of \$50. The City Administrator and Public Works Director are then**

**authorized to chose to sell to those bidders in the best interest of the City. Motion carried unanimously.**

The Council received the Personnel Committee minutes of May 10 and June 6, 2016.

**Griffith moved and Jirtle seconded to approve hiring a temporary employee through Engstrom staffing agency to maintain full-time office coverage. Motion carried with Kickbusch voting no.**

**Griffith moved and Kickbusch seconded to add limited seasonal part time duties at the Kewaunee Marina to Greg Hlinak's current city employment at a rate of \$13.00 per hour. Motion carried unanimously.**

The Council received the Lighthouse Preservation Committee minutes of May 19, 2016.

The Council received the Ad-Hoc Clock Committee minutes of May 24, 2016.

**Kuehl moved and Griffith seconded to authorize the rental of a bounce castle using \$330.00 from the Clock Fund with the understanding that money will be reimbursed to the Clock Fund through the proceeds of the 50/50 raffle. Upon a roll call vote, motion carried unanimously.**

The committee received the Beautification Committee minutes of May 17, 2016.

**Griffith moved and Zimmerman seconded to approve the May 9, 2016 Regular Council Meeting and May 26, 2016 Special Meeting minutes as submitted. Motion carried unanimously.**

**Griffith moved and Dworak seconded to change the regularly scheduled Public Property and Safety Committee meetings to now take place on the last Tuesday of the month following the Public Works Committee meeting. Motion carried unanimously.**

**Dworak moved and Kickbusch seconded to approve RESOLUTION 1047-16, A RESOLUTION AUTHORIZING THE BORROWING OF \$360,000.00 FROM BANK OF LUXEMBURG FOR THE PURPOSES OF ROAD IMPROVEMENTS, STORM SEWER PROJECTS, HVAC SYSTEM UPGRADE AND PUBLIC FACILITY IMPROVEMENTS. Upon a roll call vote, motion carried with Kuehl abstaining.**

**Jelinek moved and Schiller seconded to approve RESOLUTION 1048-16, A RESOLUTION AUTHORIZING THE BORROWING OF \$2,000,000.00 FROM BANK OF LUXEMBURG IN ANTICIPATION OF THE HARBOR PARK, SEAWALL AND LIGHTHOUSE IMPROVEMENTS TO BE REIMBURSED BY THE STATE OF WISCONSIN UNDER THE HARBOR ASSISTANCE PROGRAM GRANT. Upon a roll call vote, motion carried with Kuehl abstaining.**

First reading of ORDINANCE 575-16, AN ORDINANCE AMENDING PORTIONS OF CHAPTER 1 ENTITLED "GENERAL PROVISIONS" AND CHAPTER 2 ENTITLED "ADMINISTRATION" OF THE MUNICIPAL CODE OF KEWAUNEE, WISCONSIN.

**Griffith moved and Dworak seconded to approve a change order from Foth for \$27,175.00 for additional geotechnical data required to complete engineering design services. Motion carried unanimously.** All future change orders will be submitted by Foth for approval by the City Administrator and Public Works Director prior to them completing the work.

**Jirtle moved and Kickbusch seconded to approve the Mayor's appointment of Mike Bories to the Zoning Board of Appeals. Motion carried unanimously.**

**Jelinek moved and Zimmerman seconded to approve the Mayor's appointment of Joel Weichelt to the Parks and Recreation Committee. Motion carried unanimously.**

Mayor Christman discussed guidelines for council members in contacting or requesting work of the City Attorney. She advised the council that any requests for information should be filtered through the Mayor or City Administrator.

Mayor Christman informed the council that they are not to incur expenses on behalf of the City and that any purchasing requests should be filtered through the Mayor or City Administrator.

**Griffith moved and Schiller seconded to authorize the advertisement and hiring of a limited term seasonal employee for the Kewaunee Marina. The City Administrator and Public Works Director are authorized to conduct interviews and select the best candidate. Motion carried unanimously.**

**Jirtle moved and Zimmerman seconded to adjourn the meeting at 8:27 p.m. Motion carried unanimously.**