

**OFFICIAL MINUTES  
OF THE  
CITY OF KEWAUNEE COMMON COUNCIL  
JULY 10, 2017**

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

Absent: Jason Jelinek, excused

Others: Administrator Schnook, Clerk/Treasurer Decur, Public Works Director Murphy, City Attorney Wolske, Librarian Grosshuesch, Police Chief Salentine, Ambulance Co-Directors Joe Steiner and Brenda Vandermause

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 June 12, 2017 COMMON COUNCIL MINUTES**

***Alderperson Griffith moved and Alderperson Kuehl seconded the motion to approve the June 12, 2017 Common Council Minutes as presented. Motion carried unanimously.***

**CONSENT AGENDA**

**Boards, Committees & Commission Reports: (Board of Review, Police & Fire, Beautification, Lighthouse, Community Center, Park & Rec & K-9)**

**Kewaunee Harbor Cam**

**Set Zoning Fees**

**Sewer Rate Increase**

**Ordinance 581-17-Amend Section 2-16 of Municipal Code "Administration"; Recognizing that the City Attorney is appointed**

**WDOT Temporary Easement**

**Tug Ludington Move**

**Operator's License**

**Taxicab Permit-Randall Johnson**

Mayor Christman requested that the Tug Ludington pulled from the agenda so it could be voted upon at a council level. A recommendation from the Committee of the Whole was to wait until the Corp of Engineers could move it in the fall, unless they are here earlier.

***Alderperson Jirtle moved and Alderperson Zimmerman seconded to wait until the Corp of Engineers can move the Tug Ludington. Motion carried.***

Mayor Christman also requested the Taxicab Permit for Randall Johnson to be voted on as a separate item. Mr. Johnson has filled out an application and paid for his permit.

***Alderperson Kickbusch moved and Alderperson Griffith seconded to approve Mr. Johnson's Taxicab Permit. Motion carried unanimously.***

***Alderperson Dworak moved and Alderperson Schiller second to approve the Consent Agenda with the removal of the above two items. Motion carried.***

## **MAYOR'S REPORT & ANNOUNCEMENTS**

### **Property Maintenance Discussion**

Administrator Schnook explained that the City is receiving a lot of calls regarding property maintenance and the lack of it. Schnook presented the board with a power point presentation of Public Property's on Highway 29, just a fraction of issues that need to be taken care of regarding property maintenance. He also showed some of the buildings owned by the City. In order to enforce the Property Maintenance Policy on the Public the City needs to clean-up it's buildings first.

### **Resolution 1059-17-Support for County Broadband Application**

The County is looking at obtaining a grant to update their Broadband service and they are looking for support from the Communities in this process.

***Alderson Schiller moved and Alderson Kuehl seconded the motion to approve Resolution 1059-17. Alderson Dworak – aye, Jirtle – aye, Schiller – aye, Kickbusch – aye, Kuehl – aye, Griffith – aye and Zimmerman – aye. Motion carried unanimously.***

## **NEW BUSINESS**

### **Approval of June 2017 Accounts Payable**

***Alderson Zimmerman moved and Alderson Dworak seconded the motion to approve the June 2017 Accounts Payable in the amount of \$161,274.66. Alderson Dworak – aye, Jirtle – aye, Schiller – aye, Kickbusch – aye, Kuehl – aye, Griffith – aye and Zimmerman – aye. Motion carried unanimously.***

### **2017 Revenue/Expense**

Administrator Schnook informed the Council that we have been working on refining the Revenue and Expense Report. A lot of items have been corrected, but it still needs to be gone through.

### **Resolution 582-17 – Sewage Plant Compliance Maintenance Report**

Waste Water Operator Sisel reviewed the process of the Sewage Plant Compliance Maintenance Report that is due annually

***Alderson Schiller moved and Alderson Kuehl seconded the motion to approve Resolution 582-17 – Sewage Plant Compliance Maintenance Report. Alderson Dworak – aye, Jirtle – aye, Schiller – aye, Kickbusch – aye, Kuehl – aye, Griffith – aye and Zimmerman – aye. Motion carried unanimously.***

### **Klockner Property Easement**

Discussion was held on the first twenty feet easement adjacent to the sea wall to the south for creation of a boardwalk. An additional thirty feet would be an easement to prevent disruption of the tiebacks holding the sea wall. This would allow the City to reserve the right to allow some development within the thirty foot easement such as pavers or black top, anything that doesn't allow break of the surface soil.

***Alderson Kickbusch moved and Alderson Kuehl seconded the motion to approve the 50' Klockner Property Easement as presented. Motion carried unanimously.***

### **Lighthouse Park Plan**

Administrator Schnook explained that the COW recommended approval of the conceptual plans for the Kewaunee Lighthouse Park, this would allow the Friends of The Kewaunee Pierhead Lighthouse to begin selling pavers for the development of the park. The City Council should address several critical issues prior to giving final park plan approval.

***Aldersperson Zimmerman moved and Aldersperson Kuehl seconded the motion at approve the sale of Pavers for the proposed Lighthouse Park and proceed with further planning to be address the issues raised by City Staff. Motion carried unanimously.***

### **Approval of 2017/2018 Police Liaison Officer Contract**

***Aldersperson Kickbusch moved and Aldersperson Kuehl seconded the motion to approve the 2017/2018 Police Liaison Officer Contract as presented. Motion carried unanimously,***

### **Adoption of New Ambulance Pay Schedule Proposal**

The following changes to the Ambulance Pay Rates have been submitted, and recommended at the COW Meeting for approval:

Ambulance Driver wages (same)	\$12.60 per hour
Emergency Medical Responder (not part of legal crew)	\$14.00 per hour
EMT-Basic Run wages (drops from \$18.33)	\$15.47 per hour
Advanced EMT wages (same)	\$18.33 per hour
Trainee wages (same)	\$ 9.16 per hour
Required training wages (same)	\$ 9.16 per hour
Ambulance standby wages	\$ 1.50 per hour

***Aldersperson Kuehl moved and Aldersperson Griffith seconded the motion to approve the Ambulance pay schedule changes as presented. Upon a roll call vote, Aldersperson Schiller - aye, Kickbusch - aye, Kuehl - aye, Griffith – aye, Zimmerman – aye, Dworak – aye and Jirtle – aye. Motion carried.***

### **OTHER BUSINESS**

Aldersperson Griffith talked about the docking of the Tug, and the fact that the cleats that were used are less than two inches. The rope used to tie up the Tug is at two inches thick. There is no way the cleats are going to work. A phone conversation will be held with Foth and Michaels regarding the design.

Aldersperson Zimmerman had a resident ask if the City was going to power wash the new walk way by the Harbor on a daily basis. Due to staffing constraints, the answer is no.

Aldersperson Jirtle asked if anything can be done with the board walk by Selner Park, it is uneven, Public Works Director Murphy explained they are trying to regulate by placing stones around so the rain stops washing away the sand underneath the walk.

### **PUBLIC COMMENT**

Tom Kleiman from Carlton Hunting and Fishing Club would like to thank the City for approving the Harbor Cam.

Helen Clinton wanted to thank Administrator Schnook for his presentation on property maintenance.

Joe Mills asked if anything is going to be done with the no parking on First Street between Miller Street and Ellis Street. This has been brought up in the past but nothing has been done. It will be placed on the next COW Meeting for discussion.

## **CLOSED SESSION**

*Aldersperson Jirtle moved and Aldersperson Zimmerman seconded the motion to convene into Closed Session pursuant to Wisconsin Statute 19.85 (1) (e) and 19.85 (1) (c) at 8:28 pm. Motion carried unanimously*

*Aldersperson Dworak moved and Aldersperson Griffith seconded the motion to reconvene into Open Session at 9:09 pm. Motion carried unanimously.*

## **ANY ACTION ON CLOSED SESSION**

*Aldersperson Kuehl moved and Aldersperson Griffith seconded the motion to present a counter offer to Scott Bartolini in person. Motion carried unanimously.*

*Aldersperson Kuehl moved and Aldersperson Griffith seconded the motion based on the budget amount to deny the request for a raise by office personnel.*

*Aldersperson Jirtle moved and Aldersperson seconded the motion to appoint one Ambulance Director for a 4 year term as appointed by the Mayor by January 1, 2018. Motion carried unanimously.*

## **ADJOURNMENT**

*Aldersperson Kuehl moved and Aldersperson Griffith seconded the motion to adjourn the meeting at 9.14 pm. Motion carried unanimously.*

Submitted by Clerk/Treasurer Decur