

**OFFICIAL MINUTES
OF THE
CITY OF KEWAUNEE COMMON COUNCIL
SEPTEMBER 9, 2019 – 7:00pm**

Present: Mayor Christman, Alderpersons Schiller, Jelinek, Stangel, Kuehl, Mills, and Zimmerman.

Excused: Alderpersons Dworak and Jackson

Others Present: Administrator Schnook, Clerk/Treasurer Decur, Public Works Director Strelow, CDECPGW Linsmeier, Librarian Petrina and Police Chief Salentine.

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

APPROVAL OF AUGUST 12, 2019, COMMON COUNCIL MINUTES.

Aldersperson Jelinek stated that on page 4 of the minutes, second paragraph, third row, the word “detaining should read “detailing”. Also on page 3, under update on Water & Sewer Study, first paragraph, last sentence, it reads, “tax dollars to pay the approximately \$225,000 annually”, should read “tax dollars to pay the Water Department approximately \$225,000 annually”. On page 7, first paragraph, it should read “Miller Street Resto Mod”.

Aldersperson Mills asked that on page 2, under Interim Marina Manager/Harbor Master by changed from December 30, 2019 to “December 31, 2019”.

Aldersperson Jelinek moved, seconded by Aldersperson Schiller, to approve the August 12, 2019, Common Council Meeting Minutes with the listed change. Motion carried unanimously.

PUBLIC COMMENT/COMMUNICATIONS

Mayor Christman opened the meeting for any Public Comments.

Hearing none, Mayor Christman Closed Public Comment

CONSENT AGENDA

- a. **Boards, Commissions, Committees and Staff Report; (Community Center, Library, Lighthouse, Police and Fire Commission and August Staff Reports)**
- b. **Resolution 1076-19 – Approve Water Utility Debt Refinancing**
- c. **Approve Dolly Paine’s Appeal of Graveyard Policy**
- d. **Resolution 1079-19 – Wisconsin Public Employers’ Group Health Insurance Program**
- e. **Simplified Three Percent (3%) increase for Sewer & Water Service for 2020**

Aldersperson Kuehl asked to have 5.c Approve Dolly Paine’s Appeal of Graveyard Policy pulled from the consent agenda for further discussion.

Aldersperson Mills asked to have 5.d, Resolution 1079-19, pulled from the consent agenda for further discussion.

Aldersperson Kuehl moved, seconded by Aldersperson Stangel, to remove from the Consent Agenda item c. approve Dolly Paine’s Appeal of Graveyard Policy and d. Resolution 1076-19, Wisconsin Public

Employers' Group Health Insurance for further discussion and approve the remaining Consent Agenda as presented. Motion carried unanimously.

5. c. Approve Dolly Paine's Appeal of Graveyard Policy

Aldersperson Kuehl wanted the record to show that at the Committee of the Whole Meeting he voted nay. It currently stated the motion was approved unanimously.

Aldersperson Mills moved, seconded by Aldersperson Schiller, to approve the request from Dolly Paine regarding the placement of a marker at the foot of the grave lot and to reflect the nay vote of Aldersperson Kuehl in the August 26, 2019 Committee of the Whole Meeting Minutes. Motion carried.

5. d. Resolution 1079-19 – Wisconsin Public Employers' Group Health Insurance Program

Aldersperson Mills felt the wording in the last paragraph of the Resolution should read, "I understand that Wis. Stat. 943.395 provides criminal penalties for knowingly making false or (not of) fraudulent statement".

Discussion was held on the wording and Clerk/Treasurer Decur would review the original document sent from the state and revise the language.

Aldersperson Mills moved, seconded by Aldersperson Kuehl, to approve Resolution 1079-19, Wisconsin Public Employers' Group Health Insurance Program with the correct wording. Motion carried unanimously.

MAYOR'S REPORT

Police Chief Retirement

Mayor Christman informed everyone that Police Chief Salentine will officially be retiring effective on January 3rd, 2020. He will be using his remaining vacation starting on October 21, 2019 until his retirement date. Police Chief Salentine has been with the City of Kewaunee Police Department for 29 years and as Chief for the last 20 years.

Administrator Schnook stated that the Police and Fire Commission is aware of Chief Salentine's retirement plans and have asked if the position can be posted internally only. Administrator Schnook has been in contact with City Attorney Nesbitt and he stated that it is okay to post the position internally only. The Police and Fire Commission has reviewed and updated the Job Description. The position has been posted internally, applications are due on September 28, 2019, and hoping to conduct interviews the first week in October.

Discussion was held regarding if the Council would like to go forward with a five member police force or hire a sixth member.

The Council and Staff thanked Chief Salentine for his many years of service and dedication.

Community Center Update

Aldersperson Zimmerman stated that due to staffing at her full time job she was not able to attend the latest Community Center Meeting. She did state that the Committee has talked to County Executive Feldt and Lee Luft regarding the need of a Community Center.

Flooding Update

Discussion was held on the Corp of Engineers doing a Risk Assessment. Public Works Director Strelow has been in contact with the Corp of Engineers and they can do a Risk Assessment. However it could take 6 months to 2 years to complete. Public Works Director Strelow will keep in touch with the Corp of Engineers regarding the Assessment.

Pharmacy Update

Mayor Christman updated the Council on the opening of Hometown Pharmacy. The Pharmacy has opened on Sept 3, with a ribbon cutting scheduled for Sept. 18 at 4:00p.m., with the City and the Kewaunee Chamber of Commerce.

OLD BUSINESS

Grant Identification, Design Charrettes, Economic Development Training and Retreat Update-

Autumn Linsmeier

CEDPGW Linsmeier reviewed the grant identification progress, the work that the Design Charrettes Team completed, and dates for both the economic development training and retreat workshops. Administrator Schnook stated that if any of the Council Members plan on attending, please let Autumn Linsmeier know as soon as possible.

NEW BUSINESS

Charge Card Fees

Clerk/Treasurer Decur updated the Council by stating that she will be meeting with Chris Michels on Thursday to go over the charge card fees and the options that can be used to forward the fees to the user.

Budget Update

Administrator Schnook stated that the dates presented to the Council were a best guess time line. Clerk/Treasurer Decur stated that she will not have the information ready to be distributed until sometime after September 23, 2019, Decur will look at dates and send a copy to the Council for their approval.

Lighthouse Door Approval

Administrator Schnook stated that Mayor Christman and Alderperson Kuehl requested that the replacement of the Lighthouse Door be added to the agenda. At this time it has not been presented to Staff or the Committee of the Whole for their review. It is up to Council if they would like to review the request tonight or send it to the Committee of the Whole for their review.

Alderperson Mills moved, seconded by Alderperson Stangel to forward the Lighthouse Door Replacement to the next Committee of the Whole Meeting. Motion carried, Alderperson Schiller, Jelinek, Kuehl, Mills – aye, Alderperson Zimmerman - nay.

August - Cash Report

Mayor Christman asked if anyone had questions on the cash report.

August - YTD Revenue/Expenditures

Mayor Christman asked if anyone had questions on the Revenue and Expenditure Reports.

Approval of August 2019 Accounts Payable

Mayor Christman stated that the Council has received a copy of the August 2019 Accounts Payable Report and asked if there were any questions.

Mayor Christman asked about the payment on page 9, WI Dept. of Transportation in the amount of \$3073.05. Public Works Strelow stated that he was in contact with the DOT and this invoice was a carry-over from the Hwy 42/Miller project for sidewalks.

Aldersperson Jelinek wanted to know if someone is sent to Conference or Training is there a per-diem for meals per day. At this time there is no per-diem for meals.

Aldersperson Kuehl moved, seconded by Jelinek, to approve the August 2019 Accounts Payable and Payroll Report in the amount of \$372,512.83. Upon a roll call vote, motion carried unanimously.

ANNOUNCEMENTS

Mayor Christman stated that she has received information from the WI Department of Transportation that they will be starting construction on Hwy 42 starting at Duvall Street, heading north to the south end of Algoma.

Clerk/Treasurer Decur asked Mayor Christman if she had set the time for the 2019 Trick or Treat hours. After some discussion the hours will be 3:30 pm to 7:00 pm on October 31st.

Aldersperson Kuehl stated that he has received a complaint from residents at the Senior Village about the mailboxes being consolidated. The residents should talk to their landlord about this issue as the City has no control where they put the mailboxes.

Aldersperson Mills stated that the Harbor Towns Association will be meeting at Ryan's Park in Kewaunee on October 17 & 18, 2019.

ADJOURNMENT

Aldersperson Zimmerman moved, seconded by Aldersperson Mills to adjourn the meeting at 6:56 pm. Motion carried unanimously.

Submitted by Clerk/Treasurer Decur