

**OFFICIAL MINUTES
OF THE
CITY OF KEWAUNEE COMMON COUNCIL
SEPTEMBER 10, 2018 – 6:00pm**

Present: Mayor Christman, Alderperson Jackson, Schiller, Jelinek, Kuehl, Griffith, and Zimmerman at 6:00pm.

Excused: Alderperson Dworak and Stangel

Others: Administrator Schnook, Clerk/Treasurer Decur, Building Inspector Angoli, Librarian Petrina and Student Representative Schleis.

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 August 13th, 2018, COMMON COUNCIL MINUTES

Mayor Christman would like the minutes to reflect, under Manager and Park & Recreation Position, that it would be a great opportunity to educate and get the youth involved with government. Mayor Christman also did not come away from the meeting feeling the council did not think hiring a student a bad idea.

Alderperson Zimmerman moved, seconded by Alderperson Schiller to approve the August 13th, 2018, as corrected per discussion. Motion carried unanimously.

PUBLIC COMMENT/COMMUNICATIONS

Mayor Christman opened the meeting for any Public Comments.

Rose Dolski explained that she has a group that is willing to take over the Marquette School and refurbish what is left. The group is currently working on coming up with a fund, but would like the Council to put a stop on the demolition to give them the opportunity to raise the funds. Mayor Christman explained that we have lost time due to the landfill issue and the project is going to go forward as planned.

Joe Mills stated that a lot of people in the area felt the Marquette School should have been saved, but it is clearly past that point. Would it be possible to set bricks aside for the residents that would like a part of the School? It was stated that the contractor owns the bricks and it would be up to them.

Rick Kolb asked the Council they consider the proposed rezoning request for 503 Franklin Street, to allow them to move forward on their project.

Mayor Christman Closed Public Comment

CONSENT AGENDA

- a. Boards, Commissions, Committee and Staff Reports: (Community Center, Library Board, Lighthouse Preservation, Park & Rec., Tug, Plan Commission and Staff Reports)
- b. Operator's License: Caitlyn Tohak-----Waterfront Bar & Grill
- c. Approval of Water and Sewer Rate Study
- d. Approval of Water and Sewer Rate Increase

e. Approval of Hiring an CEDP & Grant Writer Position

Aldersperson Griffith moved, seconded by Aldersperson Kuehl to approve the Consent Agenda as presented. Motion carried unanimously.

OLD BUSINESS

Consider Change Order & Initial Payment of HWY 42 & Miller Street

Mayor Christman reviewed the discussion held on August 27, 2018, at the Committee of the Whole Meeting. It was stated by Administrator Schnook at that meeting the billing presented by Ayres along with the change orders amounts to \$26,700 dollars. The project budget had a built-in contingency of 10% or \$24,611.70. If Council would approve this change order, which puts the City at \$2,088.30 over budget and the project is not yet completed. Administrator Schnook is concerned about the cost-overruns and the inability to properly budget a project. Mayor Christman also explained that the Committee of the Whole made a motion to recommend the Council approve only items #3 and #5 of the change order.

Mark Schleis asked the Council what the issue was regarding the Change Order presented by Wood Construction.

Mayor Christman explained that it is not the amount of the Change Order or whether the work was done; it was the fact the City did not find out about the changes until after they were done.

Greg Wood, from Wood Construction dais that we can't stop the job every time an issue comes up and wait for Council approval, the project would never get done.

Discussion was held on the procedures to follow regarding Change Orders, the amount of the changes could have been approved by staff. Discussion was also held on if the project was completed on time.

Aldersperson Kuehl moved, seconded by Aldersperson Griffith to approve the additional \$8,800 dollars of the change order request.

Discussion was held, Clerk/Treasurer Decur explained that the change order had to be passed as a whole, because it has not been approved by Council at all.

Aldersperson Kuehl moved, seconded by Aldersperson Griffith to amend the motion to include the entire cost of the change order in the amount of \$12,000 dollars. Upon a roll call vote, all ayes, motion carried.

Review Changes in Don & Jean Smith Lighthouse Park Plan

Aldersperson Kuehl updated the council on the changes to the Don & Jean Smith Lighthouse Park, after the changes the Park will be on City land only and includes more rock in the area to cut down on grass mowing. The issue of being handi-capped accessible has been reviewed and approved, the Lighthouse Committee would like your approval of the changes.

Discussion was held on the compliance approval of the handi-capped accessible grade and if it meets state requirements. Building Inspector Angoli will check the grade of the walk way this week.

Aldersperson Kuehl also stated that the Lighthouse Committee would like approval for the Friends of the Lighthouse Pierhead to hire Laura Davis to complete a Historical Structure Report. This will assist us to get approval for National Register and be key in large grants like the Maritime Grand and the Lighthouse

Society. This will cost about \$40,000 dollars, but we have Tyler Sivret and Adam Gronke both history majors willing to assist with research on the project, which will reduce the cost by about \$5,000 dollars. The Committee is working on grants to offset the cost.

Alderson Griffith moved, seconded Schiller to approve the changes to the Don & Jean Smith Lighthouse Park Plan and refer item number four, hiring of Laura Davis to the Committee of the Whole. Motion carried unanimously.

ORD 594-18 Comprehensive Plan Changes of 420, 418, 416, 408 Harrison Street, 409 Dodge Street and Parcel 31241 OTP 20, from B-2 Community Business District to R-3 Multi-Family District and 323, 321 and 405 Ellis Street from “B-2 Community Business District to R-2 Two-Family District

Mayor Christman stated at the August 13, 2018 Common Council Meeting, Building Inspector Angoli gave an overview of the properties and current use of the properties. He also gave an overview of the surrounding properties. He stated that most have residents that live on the upper levels; however due to the lack of business rentals, the lower levels of the buildings are sitting empty.

Alderson Schiller presented an amendment to the proposed ordinance showing a Transition Zone Overlay District, the purpose of this overlay district is intended to promote the development, use and occupation of those lots and parcels that are located between established Residential, Business, Waterfront and Light Industrial zones. Schiller also stated that area, yard and height requirements in the T District shall conform with the underlying zoning district provided that for good cause shown the Plan Commission may allow for such deviations from such requirements as are consistent with the maintenance of the overlay district as a transition between commercial and residential use.

Building Inspector Angoli felt that the overlay district Alderson Schiller is presenting is too large and spread-out over too wide of an area to control effectively. If the Council would like to see an overlay district they should start out small, you can always add property but it's hard to remove it if it does not work out.

Administrator Schnook felt that although the T-Zone concept is a good one, there are so many more details to work out before this is passed. Schnook asked what happens if someone wants to put up a sign, or even a neon sign, wants more parking spaces? These questions need to be worked-out prior to adoption.

Alderson Griffith moved, seconded by Alderson Zimmerman to move the proposed amendment to Ordinance 594-18, be brought to the next Committee of the Whole Meeting for further review.

Discussion was held on what place in this procedure the Plan Commission should have and if the T District has been seen by Planning.

Alderson Griffith moved, seconded by Alderson Zimmerman to amend the motion to send the proposal also to the Planning Commission for their review. Motion carried unanimously.

ORD 593-18 – Rezoning Request of 420, 418, 416, 408 Harrison Street, 409 Dodge Street and Parcel 31241 OTP 20, from B-2 Community Business District to R-3 Multi-Family District and 323, 321 and 405 Ellis Street from “B-2 Community Business District to R-2 Two-Family District

Alderson Schiller moved, seconded by Alderson Kuehl to move the proposed the amendment to Ordinance 593-18, be brought to the next Committee of the Whole Meeting and the Planning Commission for further review. Motion carried unanimously.

MAYOR'S REPORT

Kewaunee School District Update-Remington Schleis

Student Representative Schleis stated that a summit was held this summer to review and revise the goals for the Kewaunee School District. A copy of the outcome from the summit was presented to the Council and there will be a copy at City Hall if anyone is interested. The District has 957 students, with 410 in the Elementary School, 199 in the Middle School and 410 enrolled in High School. School safety has been updated with new cameras in the school, the front entrance is the only way to enter into the school all other doors are locked, in the hallways there are no hoods or hats allowed along with not cell phones in the class room. Schlies also stated that there will be a total of 6 foreign exchange student in the district this year.

Marquette School District Update

Mayor Christman reviewed the new progress schedule with the Council members, she also gave them an e-mail that was received late today with the acceptance of from the Outagamie County. Demolition of the southern half of the building is to start on Wed., September 12th.

NEW BUSINESS

Boat Launch Bid Review and Approval

Mayor Christman stated that at the August 27, 2018, Committee of the Whole Meeting, Pete Kolaszewski, from Ayres & Associates reviewed the bids received on August 24, 2018. Administrator inform the Committee of the Whole that we have an approved grant for \$400,000, and that maybe some of this could be used to address Alderson Schiller's concern regarding the parking lot.

Discussion was held on the issue of going over budget on the Boat Launch Project, and the procedures regarding change orders.

Alderson Kuehl moved, seconded by Alderson Schiller to award Lunda Construction Co. the Boat Launch Project in the amount of \$323,915.51. Upon a roll call vote, all aye, motion carried

ORD 595-18-Rezoning Request – Kolb-503 Franklin Street-B-3 to B-1

Mayor Christman stated that a request from Richard and Eileen Kolb came before the Plan Commission to rezone 503 Franklin Street from B3, Highway Commercial to B1, Local Business, with a hearing being held the Plan Commission recommended approval. This is only the First reading and will be placed on the next Council for the seconded reading.

ORD 596-18-Comprehensive Plan Change Request- Kolb-503 Franklin Street-B-3 to B-1

Mayor Christman explained that this is also the first reading and will need to be placed on the next Council Agenda for the second reading.

August Cash Report

The August Cash Report was reviewed by the Council, with no question.

August Revenue and Expenditure Report

Mayor Christman stated that she would like to know the reason for the overage on some of the Misc. Accounts. Clerk/Treasurer Decur apologized for not having time to go over the YTD Budget Reports and right down the explanation of some of the reasons. For some of the misc. accounts it's just a matter of

the Auxiliary's purchase item through the City so they are not charges tax but then they reimburse the City and that is placed in the Revenue Accounts. I have completed the review of the YTD Budget and I will send them to the Council.

Approval of August 2018 Accounts Payable

Mayor Christman asked, if check #72213, made out to Wil-Kil Pest Control was for rat control on the home we are in the process of getting it demolished and could we put that on the tax roll for collection. Administrator Schnook explained that the check in question was for the condemned home on Harrison Street and also that the City could try and place it on the tax roll, but they have not paid taxes in years. So, there is very little hope of recuperating any funds.

Aldersperson Griffith questioned about the cable franchise fees and how is that regulated.

Aldersperson Kuehl moved, seconded by Aldersperson Griffith to approve the August 2018, Accounts Payable and Payroll in the amount of \$511,823.63. Upon roll call vote, all ayes, motion carried.

ANNOUNCEMENTS

Mayor Christman informed the Council that Emergency Management Director Mark Aulik has resigned with his recent move out of the area. In the interim I have asked Administrator Schnook if he would like to fill-in until a time when the Council can approve an appointment, whether it be Mr. Schnook or someone else.

Aldersperson Zimmerman wanted to say how amazing the house at 323 Dodge Street looks. She has received a lot of good comments regarding the cleaning up of properties in the City.

ADJOURNMENT

Aldersperson Zimmerman moved, seconded by Aldersperson Jelinek to adjourn the meeting at 7:38 pm. Motion carried unanimously.

Submitted by Clerk/Treasurer Decur