

**OFFICIAL MINUTES
OF THE
CITY OF KEWAUNEE COMMON COUNCIL
November 13, 2017**

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

Absent: Alderperson Zimmerman was excused

Others: Administrator Schnook, Clerk/Treasurer Decur, Public Works Director Murphy, Librarian Petrina and Police Chief Salentine

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 OCTOBER 13TH AND 23RD, 2017 COMMON COUNCIL MINUTES

Changes to the minutes were discussed, changes needed were on page 3 under RFP on Klockner Site in the motion needs to read KCEDC not KEDE. Also, the minutes from October 23, the vote for the Waterfront Steering Committee should not show it was unanimous.

Alderperson Jirtle moved and Alderperson Jelinek seconded the motion to approve the October 9th and 23rd, 2017 Common Council Minutes, noting the changes discussed. Motion carried unanimously.

PUBLIC COMMENT/COMMUNICATIONS

Mayor Christman opened the meeting for any Public Comments.

Resident and Member of the Community Center Committee Helen Clinton asked the Council to consider tabling the motion to turn the upstairs of the Fire House back to the Fire Department until the two groups can meet and discuss what and where the Community Center property is going to be stored.

Resident Joe Mills expressed his disappointment with the process and selection of the Chamber of Commerce Representative to the Waterfront Steering Committee.

Mayor Christman outlined the process used to make recommendations to the Council for Committee Appointments.

CONSENT AGENDA

Annual City Assessors Report

Alderperson Dworak moved, and Alderperson Jirtle seconded the motion to approve the Annual Assessment Report for 2017. Motion carried unanimously.

Boards, Committees & Commission Reports: (Beautification Committee, Library Board, Lighthouse Preservation Committee, Park & Recreation Committee)

This item was pulled from the Consent Agenda for further discussion.

Alderperson Griffith asked if/when the life rings were going to be put in place along the sea wall. Administrator Schnook stated that money needs to be placed into the 2018 Budget for Life Rings.

Alderson Kuehl moved, and Alderson Schiller seconded the motion to approve the Boards, Committees and Commissions as presented. Motion carried Unanimously.

Tug Ludington's Water Hook-Up

This item was pulled from the Consent Agenda for further discussion.

Alderson Griffith wanted to know if the work to hook-up water is not completed in 2017 can the funds of \$2,000 in the 2017 budget be transferred into the 2018 budget.

Alderson Griffith moved, and Alderson Kickbusch seconded the motion to transfer the \$2,085 dollars from the 2017 budget to the 2018 budget. Motion carried.

Alderson Schiller moved, and Alderson Dworak seconded the motion to add to Aldersons Griffiths Motion to transfer the \$2,085 only if not completed in 2017. Motion carried unanimously.

Second Story Fire Hall Transfer

This item was pulled from the Consent Agenda for further discussion.

Discussion was held regarding the Community Center Committee and Fire Chief Hlinak setting a meeting to go over what is going to happen to the Center's property.

Alderson Griffith moved, and Alderson Jirtle seconded the motion to table the decision on the Fire Hall Transfer until next month to give the Community Center Committee and the Fire Department time to come up with an agreement for storing the Community Center's property. Motion carried unanimously.

MAYOR'S REPORT

Update on Waterfront Steering Committee

Mayor Christman updated the Council on the Waterfront Steering Committee's first meeting that was held last week. They discussed meeting timelines along with conducting a Public Survey. The Committee is looking to have final plans by January 31, 2018.

Move December COW Meeting

Mayor Christman stated that the COW Meeting has been changed to December 18, 2017, but there could potentially be a conflict with the Waterfront Steering Committee that is the same night but starts by 4:30 pm.

Alderson Kickbusch moved, and Alderson Jelinek seconded the motion to have the COW Meeting on December 18, 2017 and change the time to 6:30 pm. Motion carried unanimously.

NEW BUSINESS

Ordinance 583-17, Section 2-85 Entitled Administration: Liability for Treasurer Default and Insurance Policy

Alderson Schiller moved, and Alderson Griffith seconded the motion to approve and send Ordinance 583-17, Section 2-85 Entitled Administration: Liability for Treasurer Default and Insurance Policy to the Council for the Second Reading. Upon a roll-call vote motion carried unanimously.

American Transmission Company Easement

Bill Unke from American Transmission Company presented the Council with a proposed Transmission Line Easement, ATC will be rebuilding the existing transmission line that is located on City Property but needs and easement to do so. The easement would run across the Marina Parking Lot and Campgrounds. They are also looking at the option to use Herbicidal Chemicals for weed and brush control in the easement corridor for vegetation management purposes, this is voluntary and there is an additional payment of \$500 for this permission.

Discussion was held on what land would be affected and what could be done within this easement. Concerns that have been brought forward was the easement going over the new Boat Launch and Parking area and limiting surface activity as not to compromise the new parking lot. Another concern was the request for the use of herbicidal chemicals near the Marsh area.

Aldersperson Schiller moved, and Aldersperson Griffith seconded the motion to approve the easement subject to the agreement upon language on protecting the use of the Campground, Boat Launch and Boat Launch Parking Lot. Motion carried unanimously.

Aldersperson Schiller moved and Aldersperson Dworak seconded the motion that the funds the City receives from this easement be allocated to the Boat Launch Kiosk. Aldersperson Schiller amended and Aldersperson Dworak seconded the amendment to the above motion to add that if funds are otherwise available through a Grant, the monies go into the Marina Fund. Motion carried.

Selecting Baird as our Financial Consultant

Administrator Schnook asked the Council to table this agenda request until he has time to meet with Ehlers to discuss what they can do for the City.

Aldersperson Kuehl moved, and Aldersperson Griffith seconded the motion to table the decision on selecting a Financial Consultant until further research has been done. Motion carried unanimously.

Fair Housing Resolution

Administrator Schnook explained to the Council that the passing of Resolution 1060-17 is a requirement for the CDBG Grant. The City already has a Fair Housing Ordinance that was passed in 2016. This is just a formality.

Aldersperson Jirtle moved, and Aldersperson Griffith seconded the motion to adopt Resolution 1060-17, Fair Housing. Upon a roll call vote, motion carried.

Harbor Wall Project Billing & Financing

Administrator Schnook explained that the Council need to approve the final bill to Foth in the amount of \$865,476.23. We will be using our line of credit to fund this payment and will be paid back in such time we receive the grant monies from the State of Wisconsin.

Aldersperson Jirtle moved, and Aldersperson Schiller seconded the motion to approve the final payment to Foth in the amount of \$865,476.23.

Aldersperson Griffith would like to see this bill be held for 30 days, or as when the lines for the Tug Ludington are received that they have promised us, and we have still not received.

Aldersperson Schiller moved, and Aldersperson Griffith seconded to amend the motion to include the Treasurer to hold \$30,000 from the \$865,476.23 owed to Foth, until the lines are received and approved. Motion carried unanimously.

Administrator Schnook explained to the Council that they still have the matter of coming up with around \$230,000 which will be the City Portion of the Harbor Project. Schnooks recommendation is to take the \$64,055 from the Lighthouse Fund and an addition \$20,000 from the Lighthouse Fund that was received from the Pierhead Nonprofit Group. Matt Murphy recommended that we take \$65,000 from the Marina Fund that cost was calculate, five slips by \$13,000, as you recall the marina has 5 slips that are reserved for Safe Harbor. With the Marina using the Sea Wall for the Safe Harbor it opens the 5 slips in the Marina for seasonal use. The remainder \$81,033.61 is either debt or find some other funding.

Aldersperson Griffith moved, and Aldersperson Jelinek seconded the motion to table until the next Council Meeting. Motion carried unanimously.

Approval of October 2017 Accounts Payable

It was brought to the attention of the Council that on the report for Accounts Payable, page 5, Salentine Repairs needs to go to repairs not salary's.

Aldersperson Jelinek moved, and Aldersperson Jirtle seconded the motion to approve the October 2017 Accounts Payable in the amount of \$102,981,63 with changes to Salentine Repairs. Upon a roll call vote motion carried.

Update on Marquette School

Administrator Schnook explained to the Council that the Mayor chaired a Public Hearing on the Marquette School Project and it went very well. Mayor Christman stated that there was a lot of positive comments regarding the City taking the building over and taking it down. The purpose of the meeting was specific to discuss the accusation of the property not of the development after the building is removed.

Update on Garbage & Recycle Totes

Administrator Schnook updated the Council regarding the conversation he had with Brian Hopkins from Advanced Disposal on covering the cost of the work the Public Works Department accumulated to help get the garbage tote up and going. Brian did not charge us the full amount for the month of October which saved approximately \$4,000. Brian also wanted to know if it was possible if Advanced gives the City a \$1,500 credit for the months of November and December.

Aldersperson Griffith moved, and Aldersperson Schiller seconded the move to approve the repayment option that was set forth by Brian Hopkins and Administrator Schnook. Motion carried unanimously.

Technology Upgrades

Administrator Schnook informed the Council that the new Antenna should be going up next week and wanted to commend the Council on collaborating with the County regarding the City's technology issues.

2018 Budget

Discussion was held on the purposed budget that was presented to the Council. A Workshop is Scheduled for November 21, 2017 at 6:00 pm, where Administrator Schnook and Clerk/Treasurer Decur will be going through the budget line by line and answering any questions.

Discussion was held on the preliminary Budget that needs to be placed in the paper and posted so we can continue with the Public Hearing on November 29, 2017.

Aldersperson Griffith moved, and Aldersperson Schiller seconded the motion to approve the 2018 Preliminary Budget Summary for publication. Motion carried unanimously.

ADJOURNMENT

Aldersperson Jirtle moved, and Aldersperson Dworak seconded the motion to adjourn the meeting at 8:57 pm. Motion carried unanimously.