

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

Present: Mayor Christman, Alderperson Dworak, Jackson, Schiller, Jelinek, Griffith, Zimmerman and student Representative Schleis.

Absent: Alderperson Stangel and Kuehl

Others: Administrator Schnook, Clerk/Treasurer Decur, Public Works Director Strelow, Police Chief Salentine, Librarian Petrina, Ambulance Director Steiner and Attorney Nesbitt.

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 NOVEMBER 12 & 26, 2018, COMMON COUNCIL MINUTES

Alderperson Zimmerman moved, seconded by Alderperson Dworak to approve the November 12 & 26 Common Council Meeting Minutes as presented. Motion carried unanimously.

PUBLIC COMMENT/COMMUNICATIONS

Mayor Christman opened the meeting for any Public Comments.

Mayor Christman Closed Public Comment

CONSENT AGENDA

- a. **Boards, Commissions, Committees and Staff Reports: (Community Center, Zoning Board of Appeals, Library Board and Staff Reports) (attachment)**
- b. **Combination class B Liquor and Fermented Malt Beverage – Hogan’s Outfitters, LLC-The Bucket – Ken Kuehl-311 Harrison Street**
- c. **Ordinance NO. 597-18-Amendment to the Sanitary Sewer Ordinance**
- d. **Ordinance NO. 598-18-Amendment to the Residency Requirement Ordinance**
- e. **Ordinance NO. 599-18-Amendment to the Appointed Officials Ordinance**
- f. **Lighthouse Tour Recommendation**

Alderperson Schiller moved, seconded by Alderperson Jelinek to approve the Consent Agenda with the removal of the Community Center Minutes for further discussion. Motion carried unanimously. Motion carried unanimously.

Community Center

Alderperson Zimmerman informed the Council that the Community Center Board has recently walked through the Mermaid Tails building for the purpose of a seeking a future home for the Community Center. Although the building has the square footage needed for the Center, it would cost too much to renovate. Administrator Schnook, Building Inspector Angoli and Alderperson Schiller also walked through the building and felt the cost to renovate was too great.

Alderperson Zimmerman moved, seconded by Alderperson Jelinek moved to approve the Community Center Minutes. Motion carried unanimously.

MAYORS REPORT

Appointment of Jake Heffernan to the Lighthouse Committee

Mayor Christman reviewed the bio and qualifications she received from Jake Heffernan. Mayor Christman would like Council to consider a motion to appoint Mr. Heffernan to the Lighthouse Committee.

Aldersperson Zimmerman moved, seconded by Aldersperson Griffith to appoint Jake Heffernan to the Lighthouse Committee. Motion carried unanimously.

Personnel Update

Mayor Christman introduced Brandon Strelow our new Public Works Director to the Council. For the Building Inspectors position, we do have one candidate who would be a good fit, he has currently passed two of his UDC Licenses and will be taking another test next month. The Committee may have to repost the position. The Committee interviewed 4 very qualified applicants for the Economic Development & Grant Writer position and should have a decision within 2 weeks.

Kewaunee School District Update-Remington Schleis

Student Representative Schleis presented the Council a copy of the 2017-2018 Kewaunee School District Report Card. The district is above the state in all areas with the exception of growth. If anyone is interested in viewing more of report card you can, dpi.wi.gov.

OLD BUSINESS

Resolution 1070-18 to Address Nonpayment of Garbage Fees

Mayor Christman reviewed the Resolution with the Council. Aldersperson Schiller had a problem with the wording regarding "paid equally by all owners of single family and multi-family buildings up to 4 units, including mobile home parks". After some discussion the Council felt the wording would make more sense if it read "paid by property owners of single family and multi-family building up to 4 units including mobile home parks".

Aldersperson Schiller moved, seconded by Aldersperson Griffith to adopt Resolution 1070-18 with the above mentioned changes. Upon a roll call vote, motion carried unanimously.

NEW BUSINESS

Review/Approval of Council and COW Meeting Schedule

Aldersperson Schiller moved, seconded by Aldersperson Dworak to approve the Council and Committee of the Whole Schedule for 2019. Motion carried unanimously.

Approve the Purchase of a New Ambulance to Replace Unit #821

Mayor Christman stated that at the November 26, Committee of the whole meeting, the Committee reviewed options for replacement of Ambulance Unit # 821, which is currently out of service due to reliability issues. At that time discussion was held regarding various option that pursued with the partnering Townships. The most cost effective option and the one being recommended by the Townships and staff is to replace #821 with a new Ambulance like the last one purchased to preplace #820 for a of \$168,812.

Ambulance Director Steiner stated that because of the price of the vehicle he has collected two more prices as needed per Municipal Code. Received was a quote from Luxemburg who just purchased a new Ambulance for a price of \$171,757 and Door County recently purchased two new Ambulances, which are four-wheel-drive for \$195,000 apiece.

Discussion was held on if #821 could be traded in or if it would need to be sold out right. Director Steiner stated that the City could not use it for a trade because it does not run, the best option is to list it on the Wisconsin Government Auction.

Aldersperson Jelinek moved, seconded by Aldersperson Zimmerman to purchase a new ambulance to replace #821 for a cost of \$168,812, use the Capital Improvement Reserve Fund and borrow the difference at either Bank of Luxemburg or Nicolet Bank. Upon a roll call vote, motion carried unanimously.

Aldersperson Griffith moved, seconded by Aldersperson Schiller to approve listing Unit #821 on the Wisconsin Government Auction website, when it is ready to go. Upon a roll call vote, motion carried unanimously.

Update on Miller Street & Hwy 42 Utility Project

Administrator Schnook updated the Council on the final Cost of the Miller Street & Hwy 42 Utility project. At the May 14, 2018, Common Council meeting, the Council unanimously voted to approve the Administrator to apply for a loan of between \$350,000 and \$400,000 for the project from the Board of Commissioners. With the project coming in lower than expected Administrator Schnook applied for a loan in the amount of \$340,000. Administrator Schnook stated that the actual cost of the project came in at \$328,788.21, \$21,000 of this cost was for sidewalk work. We are looking to the Council for direction on the actual amount the City should borrow. We could borrow the full amount of \$328,788.21 and use the sidewalk fund to lower the general fund balance or take the \$21,000 out of the sidewalk fund, leave the general fund balance as is, and only borrow \$306,958.07.

Discussion was held on the amount of interest the City would save and replacing a couple of light bases along Milwaukee that are in pretty rough shape.

Aldersperson Schiller moved, seconded by Aldersperson Jelinek to approve the loan request to the Board of Commissioners of Public Land in the amount of \$328,788.21. Upon a roll call vote, motion carried unanimously.

Update on HWY 42 Resurfacing Project

Administrator Schnook reviewed the letter the City has received from our Insurance Company on the claim we received from Port-O-Call regarding the damage to their sewer lateral when Bodart Electric was moving a street light. The Insurance Company has recommended that the City disallow the claim.

Aldersperson Schiller moved, seconded by Aldersperson Jackson to disallow the Claim Number WM000312410050 from Port-O-Call, located at 310 Milwaukee Street, Kewaunee. Motion carried unanimously.

Update on Boat Launch Project

Administrator Schnook informed the Council that a problem with the Boat Launch Ramp has been found. The ramps themselves are poured in two sections and Lunda forgot to place rebar in the construction joint to connect both sections. It was found out when Ayres was inspecting it and noticed one side has already separated by $\frac{3}{4}$ " and the ice has not come in yet. To fix the error, Lunda will need to come in the spring and break the top section drill holes in the second section, place pins in and re-pour the top section, the only problem is when they come in spring, the Brown Trout Season will be in full swing.

The Council discussed the possibility of having to extend the current permit from the DNR, and if they would even allow this to be repaired during Brown Trout running. Also Council wanted to know who was responsible for the cost of fixing the error, which Administrator Schnook felt it is the responsibility of the Contractor.

Aldersperson Schiller felt that there should be something in writing, stating that the City is not responsible for the correction.

November Cash Report

Mayor Christman and Council reviewed the November Cash Report.

November Revenue and Expenditure Report

Mayor Christman and Council reviewed the November YTD Revenue and Expenditure Budget.

Approval of November 2018 Accounts Payable

Aldersperson Zimmerman moved, seconded by Aldersperson Schiller to approve the November 2018 Accounts Payable and Payroll in the amount of \$482,291.72. Upon a roll call vote, motion carried unanimously.

Enter into CLOSED SESSION pursuant to Wisconsin Statute 19.85(1)(g): Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved: Marquette School Project

Aldersperson Griffith moved, seconded by Aldersperson Zimmerman to go into closed session at 6:55 pm. Upon a roll call vote, motion carried unanimously.

Return to open Session pursuant to Wisconsin statute 19.85(2)

Aldersperson Griffith moved, seconded by Aldersperson Zimmerman to return to Open Session at 7:46 pm. Motion carried unanimously.

Action on Closed Session

None

ANNOUNCEMENTS

Mayor Christman informed the Council that there will be an informational meeting regarding the paving of Hwy 42, from Buffalo Heights North along Hwy 42 to the outskirts of the City Limits, with the DOT on December 13.

Aldersperson Zimmerman informed the Council that the Karstin Hotel is closed and they are holding a sale on items within the Hotel on Sunday December 16th.

ADJOURNMENT

Aldersperson Griffith moved, seconded by Aldersperson Zimmerman to adjourn the meeting at 7:56 pm. Motion carried unanimously.

Submitted by Clerk/Treasurer Decur