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OFFICIAL MINUTES OF  
CITY OF KEWAUNEE COMMITTEE OF THE WHOLE (COW)  
Kewaunee Municipal Building, 401 Fifth Street  
MONDAY FEBRUARY 24, 2020 - 6:00 P.M.  
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Present: Chairperson Jelinek, Mayor Christman, Alderpersons, Jackson, Stangel, Kuehl, Mills and Zimmerman. Alderperson Schiller joined by phone.

Excused: Alderperson Dworak

Others: Administrator Schnook, Clerk/Treasurer Decur, Librarian Petrina, Police Chief Kleiman.

Chairperson Jelinek called the meeting to order at 6:00 p.m.

APPROVAL OF THE COMMITTEE OF THE WHOLE JANUARY 27, 2020, MINUTES

Alderperson Stangel moved, seconded by Alderperson Kuehl, to approve the January 27, 2019, Committee of the Whole Meeting Minutes as presented. Motion carried.

PUBLIC COMMENT

Chairperson Jelinek opened the floor for public comment.

With no comments, Public Comment was closed.

KEWAUNEE CHAMBER OF COMMERCE PRESENTATION ON 2020 ACTIVITIES

Kewaunee Chamber of Commerce Administrator Assistant Cassie Jelinek updated the Committee on the changes that have taken place with the Chamber in the last year. Ms. Jelinek also informed the Committee of some of the upcoming events for 2020.

CITY OF KEWAUNEE LIBRARY 2019 ANNUAL REPORT

Librarian Carol Petrina presented and reviewed with the Committee the 2019 Library Annual Report.

OLD BUSINESS

Flooding Updates-Art Schiller

Alderperson Schiller review the data that he has been collecting regarding the high water problems that will be coming with the high waters and how it will be effecting businesses.

Discussion was held on issues relating to the high water and potential damages.

NEW BUSINESS

Personnel Update

• **Set Salary for Marina Manager Position**

Administrator Schnook updated the Committee on the Marina Manager Position. On February 11, 2020, the City Council approved the job description and salary of \$36,000 for the Marina Manager position. In order to attract a sufficient amount of qualified candidates and in the interest of time constraints, Mayor Christman authorized posting the identical job description with a salary range of \$36,000 to \$42,000 for calendar year

2020. As the City's Personnel Policy authorizes the Personnel Committee to refill a position, it was felt that the Common Council should ratify this wage change in the position.

Alderson Mills moved, seconded by Alderson Kuehl to forward to Common Council the recommendation to set the annual salary of the Marina Manager Position from \$36,000 to \$42,000. Motion carried.

Review and Recommend New Sewer Plant Trucks

Through the 2020 budgeting process \$60,000 was allocated to purchase a new truck with a crane so staff can safely perform maintenance on our lift station pumps. Staff has the mechanical ability to be performing this maintenance in house. The new truck would also provide us the ability to pull pumps in emergency situations, therefore not depending on the availability and emergency pricing of other companies. Staff has received estimates from Ganrud Auto Group and Jorn's Chevrolet for the truck and Casper's Truck Equipment and Olsen Trailer and Body for the crane and snow plow. Staff recommends to purchase the truck from Jorn's Chevrolet for \$29,110.35 and the crane and snow plow from Olson Trailer and Body in the amount of \$27,847, totaling \$56,957.35. The Parks Department will be purchasing the 2017 Chevrolet truck from the sewer department for \$17,000.

Waste Water Operator Josh Jacobs, was present to answer any question from the Committee of the Whole Members.

Mayor Christman asked if the new vehicle would be equipped with a backup camera, if the specs were specific to what was needed and if a Government Discount was given. Jorn's Chevrolet does offer a Government Discount.

Alderson Mills asked what the life expectancy of the new truck would be. Mr. Jacobs though the life expectancy would be around 20+ years.

Alderson Kuehl moved, seconded by Alderson Stangel, to recommend to Council the approval of the purchase of a new truck from Jorn's Chevrolet in the amount of 29,110.35, and the service body, crane and snow plow from Olson Trailer and Body in the amount of \$27,847. Motion carried.

Review Proposals on Predicting Water Levels

Administrator Schnook reviewed the proposal from Ayres and Cedar Corp., with the Committee along with the e-mail from Laura Gerold.

Discussion was held on the two proposals and the differences between the two. Ayres proposal includes pricing to include a high definition aerial Lidar in the area of concern, yielding a surface model with a 5-centimeter vertical accuracy. Cedar Corp proposal has a better mapping system, and could develop a revised flood risk map for the shoreline, Harbor and River Sites with the 2012 Lidar data. Discussion was also held on the purpose of doing the studies. Administrator Schnook will look into seeing if we can use Ayres for the Lidar Data and Cedar for Mapping.

Alderson Kuehl moved, seconded by Alderson Stangel, to authorize Administrator Schnook to negotiate with Ayres and Cedar regarding their proposals and what we need, and send it to Council for approval. Motion Carried.

ANNOUNCEMENTS

Alderson Zimmerman informed the Committee that the Garden Show will be held at Lakehaven on May 2, 2020.

Aldersperson Kuehl stated that Tom Skubal has resigned from the Lighthouse Preservation Committee and the Committee is looking to have Lighthouse Tours July 4, 11 and 18, 2020.

ADJOURNMENT

Aldersperson Zimmerman moved, seconded by Aldersperson Mills, to adjourn the meeting at 7:41 pm. Motion carried unanimously.

Submitted by Clerk/Treasurer Decur