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OFFICIAL MINUTES OF  
CITY OF KEWAUNEE COMMITTEE OF THE WHOLE (COW)  
Kewaunee Municipal Building, 401 Fifth Street  
MONDAY FEBRUARY 25, 2019 - 6:00 P.M.  
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Present: Chairperson Stangel, Mayor Christman, Alderpersons Jackson, Kuehl, and Zimmerman

Excused: Alderperson Dworak & Schiller

Others: Administrator Schnook, Clerk/Treasurer Decur, Public Works Director Strelow, Librarian Petrina CED Planner and Grant Writer Linsmeier, Police Chief Salentine.

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

APPROVAL OF THE COMMITTEE OF THE WHOLE FEBRUARY 4, 2019 MINUTES

Alderson Kuehl moved, seconded by Alderson Jelinek to approve the February 4, 2019, COW Meeting Minutes as presented. Motion carried unanimously.

PUBLIC COMMENT

Chairperson Stangel opened the floor for public comment.

No Public Comment

OLD BUSINESS

Marquette School Historic Fill Exemption- Tauren Beggs from WIDNR & Bill Honea from Ayres & Associates

Administrator Schnook reviewed the e-mails that he has been exchanging with Tauren Beggs from the DNR and Bill Honea of Ayres & Associates regarding the need to apply to the DNR for a Historic Fill Exemption for the Ash that was found near the old foundations. Administrator Schnook introduced Bill Honea from Ayres & Associated.

Mr. Honea reviewed the result on the testing performed on the Marquette School in conjunction with the ash that was found. One sample contained a PAH compound (benz(a)pyrene) and mercury above the state soil standards for direct contact. Based on these results, ash that remains on-site should be managed appropriately to prevent direct human contact. This can be done by capping with clean soil or another suitable barrier. A few other compounds exceeded the soil standards for protection to groundwater, however the laboratory ran a leachability test on the sample with the highest concentration of metals which showed the metal did not readily leach from the ash.

Tauren Beggs, from the DNR reviewed and explained that the City currently has a Local Governmental Unit exemption but needs a "Historic Fill Exemption". If the City caps the ash waste on-site you would need a Historic Fill Exemption approval before doing so. If the ash waste will remain on-site, which would trigger the need for a historic fill exemption approval another exemption would be needed again prior to any future development. The second would be "Limits of the LGU Exemption", a list of actions an LGU should take to protect public health or safety after considering intended development on use of a property. The Statutes provided explicit exceptions to the LGU exemption for uses of a property that may cause a threat to public

health or safety. Ash waste contaminated with metals and PAH's exposed to the surface would need to be addressed; capping is one option to ensure the site remains protective and to ensure the City retains their LGU Exemption.

Chairperson Stangel and Mayor Christman both inquired what would happen if the land would sell for development? It was explained that if you go with the Historic Fill Exemption and cap it there would have to be another Exemption filed prior to development.

Discussion was also held on the volume of contamination on site and what it would cost to cap the ash versus removing the ash layer. This would be determined with application process.

Aldersperson Kuehl moved, seconded by Aldersperson Jelinek to forward to Council with the recommendation to approve the amendment No. 3 with Ayres & Associates for the purpose of finding the volume of contaminated material and the development an application for a Historic Fill Site Exemption. Motion carried unanimously.

Smith Park signage – Council President Kuehl

Aldersperson Kuehl updated the Committee on the request for signage at the Don and Jean Smith Lighthouse Park. The Lighthouse Committee would like to place to sign in the area. The first sign would be placed on the stone just south of the Anchor and the other one would be placed by the City Public Works so they can place it in an area that will not interfere with access.

Aldersperson Zimmerman moved, seconded by Aldersperson Jackson to forward to Council the recommendation to approve the placement of the Signs for the Don and Jean Smith Lighthouse Park. Motion carried unanimously.

Community Center Update-Aldersperson Zimmerman

Aldersperson Zimmerman stated that there is not an update at this time.

Discuss any Follow-up or Next Steps Regarding Creation of a Storm Water Utility

Administrator Schnook reviewed the steps that need to be taken to create a Storm Water Utility. There is also a possibility of a grant that the City could apply for which would fund the development of a storm water utility. To be eligible for this Non-Point Storm Water Planning grant, the application must have already accomplished both a feasibility study of the dedicated revenue source to be developed and implemented. The applicant must receive a recommendation from local municipal board or Council representing the application to develop and implement the dedicated revenue source. As the grant is for \$85,000 with a 50% match, the City would need to commit \$42,500 to the development of a Storm Water Utility. Staff is looking for an approval to compile and send the application which will requires the commitment of the Council. The proposal is due April 15th

Aldersperson Kuehl ask if we have the matching money in the budget and Mayor Christman stated that it would be put in the 2020 budget.

Aldersperson Jelinek moved, seconded by Aldersperson Kuehl to forward to Council the recommendation to approve implement the application for the Non-Point Storm Water Planning Program so as to fund the development of a storm water utility. Motion carried unanimously.

Restricted Funds into Certificates of Deposit

Administrator Schnook reviewed the options for the City's restricted fund, three of the five cd's proposed will need to be collateralized because they will be over the \$ 250,000 FDIC. Clerk-Treasurer stated that these totals are as of 12/31/17, within a week or two we should know how much will be needed to add as of 12/31/18.

Aldersperson Kuehl moved, seconded by Aldersperson Jelinek to forward to Council the recommendation to approve with the fund balances as of 12/31/18. Motion carried unanimously.

Demolition of the Old Barn

Administrator Schnook explained to the Committee that staff has not yet advertised for the proposal to remove the old barn on City property along HWY 42. That being said we have received 2 proposal from local contractors who are interested in the project.

Discussion was held on the lack of specific information in the proposal and the concerns about the lack of detail. Specifically, the Committee asked staff to clarify if the barn was to be removed from the site and land filled and if the site would be leveled. It was also discussed if the proposal needs to be bid-out, and that the City is within the limit of not having to advertise.

Aldersperson Jelinek moved, seconded by Aldersperson Jackson to forward to Council the recommendation to approve the proposal only after Staff receives detailed proposals. Motion carried unanimously.

NEW BUSINESS

Shopko Store and Pharmacy Update

Mayor Christman updated the Committee on the progress of the Shopko Closure. The Community & Economic Development Task Force has meet and are working with the Market Analysis and looking at the top 5 areas the City should try to recruit. The Employee Task Force, which Administrator Schnook is heading up, is waiting for the meeting between the Manager of ShopKo and the representative of the DWD to see if the City will need to get involved. Mayor Christman has also been in contact with Mr. Wiegert who owns the old Stager building about leasing the building to a new pharmacy in the city which could be an option.

Personnel Update – Marina Manager Position Recruitment; Review Work Plans for Building Inspector and CED Planner & Grant Writer

Administrator Schnook reviewed the work plans set up for the new Building Inspector Williams, and CED Planner & Grant Writer Linsmeier. Schnook also explained that Williams has currently passed 3 of the 4 tests to become a certified inspector, There is a concern regarding the last test for the electrical codes he needs to take, it is said that this is one of the hardest test in the series. As a precautionary note we would like to re-advertise the position with the closing date of April 1st, which gives Williams time to take the test and get the results back. If he succeeds in passing the test we could forgo the interviews.

Administrator Schnook stated that interviews for the Marina Manager will be held this Wednesday and Thursday.

Replacement of Light Poles on HWY 42

Public Works Director Strelow explained that he has received a quote after an inspection of the 18 light poles along HWY42 by the Bridge. They all need some work but of the 18 that were inspected 7 of the poles should be consider to be repaired in the next year.

Aldersperson Jelinek ask if it would be possible to get more than 1 quote, Public Works Director Strelow stated that he will try to find more quotes but at this time Unlimited Enterprizes was the only one that got back to me.

It was suggested that staff contact Lynn Kroll or Lynn Stuebol from W.P.S to see if W.P.S. would perform this work. It was also suggested to talk with other municipalities to see who they use for street light repair and replacement.

Alderson Jelinek moved, seconded by Alderson Kuehl to instruction PDW Strelow to try and find another quote and bring it back to a following Committee of the Whole Meeting. Motion carried unanimously.

Approval of 2019-2028 C.I.P.

Discussion was held on the Kewaunee Capital Improvement Plan for 2019-2028 and if it should be approved at this time as a few new items came up tonight that could be added to it. Staff felt that the issues regarding the Lights and Storm Water Sewer Utility are just in the planning stages, an addendum can always be done in the future.

Mayor Christman state this will be a good tool to have when looking for grants.

Alderson Kuehl moved, seconded by Alderson Jelinek to forward to Council the recommendation to approve the 2019-2028 Capital Improvement Plan. Motion carried unanimously.

ANNOUNCEMENTS

Alderson Jelinek updated the Committee on the replacement of the damaged lights at the park. After talking to Norm from Harv's Electrical and receiving a verbal estimate of \$170,000 to replace the light, this issue will be brought back to the Park & Recreation Committee.

Administrator Schnook reviewed the progress of the application for the County RLF Funds. The question was brought up by Staff that they would like to add the Marquette School project to the list of funding requests.

Alderson Jelinek stated that he and Paul Jirtle have completed some test recordings on the Audio Tour System and will have it up and running by spring.

Alderson Kuehl moved, seconded by Alderson Zimmerman to adjourn the meeting at 8:00 pm. Motion carried unanimously.

Submitted by Clerk Treasurer Decur