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OFFICIAL MINUTES OF  
CITY OF KEWAUNEE COMMITTEE OF THE WHOLE (COW)  
Kewaunee Municipal Building, 401 Fifth Street  
MONDAY FEBRUARY 26, 2018 - 6:00 P.M.  
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Present: Chairperson Griffith, Mayor Christman, Alderpersons Dworak, Jirtle, Kuehl, Kickbusch, Jelinek, Zimmerman, Griffith, and Schiller by phone.

Absent: None

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

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

APPROVAL OF THE COMMITTEE OF THE WHOLE JANUARY 22, 2017 MINUTES

Aldersperson Jirtle asked that on page 4 of the minutes. Aldersperson Kuehl asked that the word “been” be taken out of the last sentence under ATC Lease Extension.

Aldersperson Jirtle moved, seconded by Aldersperson Zimmerman to approve the January 22, 2017, COW Meeting Minutes with corrections. Motion carried unanimously.

PUBLIC COMMENT

Chairperson Griffith opened the floor for public comment.

No Public Comment

OLD BUSINESS

Set the Scope of Work on Extension of Water and Sanitary Sewer on River Road 2019

Public Comment from River Road Residents

Aldersperson Griffith explained to the River Road residents that this is for information only it has not been decided whether we are going to extend utilities at this time. We asked for this meeting to get your input and questions or idea that are concerning to residents, so we can make an informed discussion and get to provide you with answers in the future process. Aldersperson Griffith opened the floor for public comment regarding the proposed River Road Extension.

There were approximately 16 residents from River Road concerned about the extension of water and sewer. Resident Szydel presented the Committee a survey he compiled regarding which resident would like to see the extension go through and the residents that were against the extension. Of the 24 home owners 22 were not in favor of the extension.

Other concerns from the resident’s present were:

- What the estimate cost would be and how long would they be without water
- What would the extension do to their taxes
- Need more information regarding the cost and to consider putting in a loop system for Fire Protection

- Charge every resident the same amount and don't assess by the frontage.
- How would property without a resident, be assessed
- If the extension goes through are the property owners required to hook-up
- What would happen to our current septic systems and well if we need to hook-up

Resident Obry would like to know more of the cost as her well and septic need to be replaced.

Aldersperson Jelinek would like to find out the ages of septic systems and wells along River Road. Aldersperson Schiller inquired if the pipes can be placed in the ditch area, rather than under the street.

With the questions the residents brought forward, the Council can investigate the options that would be out there if the extension would go through.

BOARDS, COMMISSION AND AD HOC COMMITTEE COUNCIL LIAISON REPORTS

Park and Recreation Committee Improvements

Prioritized list of Capital Improvements

Park & Recreation Committee Chairperson Zenner reviewed the list of priorities for some needed repairs in the parks. Zenner met with Administrator Schnook and discussed what money was available for improvement. The number one priority would be to replace the bleachers at Haney Park, which the money could be found in the budget. They have been trying to keep up with the repairs on the bleachers, but it is a losing battle. The other list of priorities in order are repair lights at Memorial Field, Life Rings at the Harbor (these have been ordered), Improve the safety of the Haney Park Dugouts, refurbish the tennis courts at Kiewig Park and to improve/replace signs at several parks.

Aldersperson Jirtle stated that she has been approached about putting basketball hoops up at Kiewig Park instead of tennis courts.

Further discussion was held on the safety of the current bleachers with the boards rotting, frame rusting and no hand rails are in place.

Chairperson Zenner will discuss the issues raised at the COW meeting with the Park and Recreation Committee and perform more research on the bleachers and lights for the two parks and report back to the Council for approval.

Proposed Statue and Base for Harbor Park

Chairperson Zenner is looking at funding options for the cost of the base needed to place the Statue being donated by Dr. Bill Faller. One option that is being investigated is a matching grant that the Rotary Club may pay for the matching funds. Chairperson Zenner also stated that while the exact location of the statue and base is still not finalized, it would be near the riverfront in Harbor Park and face away from the river.

Planning Commission Report

Ordinance 14-236, Shift Property Maintenance Appeals from Beautification Committee to Plan Commission

Aldersperson Jirtle reviewed the changes to Ordinance 14-236, which would require appeals to require a hearing before the Plan Commission instead of the Beautification Committee.

Aldersperson Dworak moved, seconded by Aldersperson Jelinek to send the revised Ordinance to Council with the recommendation of approval. Motion carried unanimously.

Fee Schedule Changes

The Committee received a copy of the current fees for the Building Inspector along with the proposed changes, for their consideration.

Aldersperson Jelinek moved, seconded by Aldersperson Zimmerman to send the proposed Fee Schedule changes to Council with the recommendation of approval. Motion carried unanimously.

NEW BUSINESS

Approve Capital Improvement Plan Contract

Administrator Schnook reviewed the benefits of having a CIP Plan;

1. Allows for a systematic evaluation of all potential projects at the same time.
2. The ability to stabilize debt and consolidate projects to reduce borrowing costs. (Debt Financing)
3. Provides a tool for long-term, multi-year planning.
4. Serve as a public relations and economic development tool because it informs the public about the government's current and future investments in infrastructure.
5. Serves as a tool for grant & foundation writing
6. A focus on preserving a governmental entity's infrastructure while ensuring the efficient use of public funds.
7. An opportunity to foster cooperation among departments and an ability to inform other units of government of the entity's priorities. It provides a venue for cost sharing across departments and between units of government.
8. A CIP can link strategic and comprehensive plans with financial plans and the organization's fiscal capacity
9. A good CIP will promote better planning and installation or construction since the acquisition will be before the crisis time. A CIP moves an organization in to planning mode rather than crisis mode.
10. Identifies, prioritizes, and optimizes the financing of projects.

Administrator Schnook also presented the Committee with a sample CIP Plan from the City of Whitewater. Schnook liked the way this one is laid out and would like to follow. Three quotes were received with the amounts being \$2,950.00 from Bay Lake Regional Planning to \$10,000-\$15,000 from Stantec Consulting Services. Schnook stated that he requested another proposal from Bay Lakes Regional Planning Commission that was for a 10 year, rather than a five year CIP. Schnook passed-out that proposal which was for \$5,090. Schnook recommended adoption of the proposal.

Aldersperson Jirtle moved, seconded by Aldersperson Dworak to send to the Council for approval the CIP proposal for \$5,090 with the Bay Lakes Regional Planning Commission. Motion carried unanimously

ATC Lease Extensions; Wood Steel Building and Campground & Boat Launch Parking Lot

Administrator Schnook reviewed the changes that were requested at the last meeting which included; a) If the property is ever fenced a key will be available to City Hall; b) to relocate site in the event this parcel would be developed. These changes have been made on the proposed lease agreement with ATC for the property by the wood/steel building, which is due to expire in February. Public Works Director Murphy stated that he has been no issues with ATC and has no problem with extending the lease.

Aldersperson Kuehl moved, seconded by Aldersperson Jelinek to forward to the Council the recommendation to approve the revised Lease Agreement Extension with ATC. Motion carried unanimously.

Discussion was held on the Lease of property that involved the Boat Launch, Campground and Parking area. Administrator Schnook stated that himself and Alderperson Schiller met with ATC on their proposed Lease Agreement, with the concerns and requested language changes regarding what could be placed or done on the property. Schnook stated the City and ATC were unable to come to an agreement regarding the language the City requested on the Lease.

Ice Rink at Haney Park

Chairperson Griffith asked Public Works Director Murphy to review issues regarding the ice rink at Haney Park.

Public Works Director Murphy reviewed some of his concerns regarding the ice rink at Haney Park. The big issue is that ice can not be made if there is no frost in the ground and it needs to be 32 or below. Because of the mild weather and the repair of a broken fire hydrant used to flood the rink, the Department was unable to flood the rink until the beginning of February and 2 weeks later it was above 32 and the rink was unusable. Some private citizen also used their snowplow to clear the ice rink and in the process, tore up the grounds. Murphy questions the cost involved to the City for maybe 10-15 days of skating. Discussion was held on how to improve the rink and to contact Algoma for a cost analysis of their rink.

Alderperson Jelinek moved, seconded by Alderperson Kuehl to send the Haney Park Ice Rink issues to the Park and Recreation Committee for a solution. Motion carried unanimously.

ANNOUNCEMENTS

Alderperson Zimmerman would like to congratulate Alderperson Dworak on becoming a member of Kewaunee School District Wall of Fame.

Alderperson Kickbusch moved, seconded by Alderperson Dworak to adjourn the meeting at 7:39 pm. Motion carried unanimously.

Submitted by Clerk Treasurer Decur