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

Absent: None

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

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

APPROVAL OF THE COMMITTEE OF THE WHOLE FEBRUARY 26, 2018 MINUTES

Aldersperson Jirtle asked that the sentence under approval of Committee of the Whole January 22, 2018 be corrected to say that Aldersperson Jirtle requested the word “been” taken out of the last sentence of the ATC Leasing.

Aldersperson Griffith moved, seconded by Aldersperson Dworak to approve the February 26, 2018, COW Meeting Minutes with corrections. Motion carried unanimously.

PUBLIC COMMENT

Chairperson Jelinek opened the floor for public comment.

No Public Comment

BOARDS, COMMISSION AND AD HOC COMMITTEE COUNCIL LIAISON REPORTS

Lighthouse Committee Report-Park Plan & Agreement-Robin Nelson

Robin Nelsen informed the Committee that the Fresnel lens will be moved the week of July 16. Nelson also updated the Committee on the Park Plan and agreement. The Lighthouse Committee does have the money to go forward with the project, the drawing will need to be redone due to some of the elevations that were not anticipated. Should have the new plans by the next Committee of the Whole Meeting in April.

Park & Rec. Committee Reports

a. Approval of Bleachers at Haney Park

Chairperson Tom Zenner of the Park & Rec Committee presented the Committee of the whole a diagram and cost of replacing bleachers at Haney Park. The proposed bleachers are similar to the ones at Memorial Field. Zenner and Administrator Schnook reviewed the Budget and feel they have enough money in the Budget to purchase these. Discussion was held regarding the special pricing that is due to expire on March 30 and the option of possible shared cost with the Jaycees.

Aldersperson Schiller moved, seconded by Aldersperson Kuehl to forward to council with the recommendation of approval. Motion carried unanimously.

b. Approval of Memorial Field Lights

Park & Rec. Chairman Tom Zenner updated the Committee of the Whole regarding the progress of repairing the lights at Memorial Field. Zenner stated that Public Works Director is looking for a proposal.

Chairperson Griffith moved, seconded by Alderperson Schiller to table the decision on the Memorial Field Lights repair until the next Committee of the Whole Meeting. Motion carried unanimously.

c. Approval of K.A.P.S. Program

Park & Rec. Chairman Tom Zenner, brought to the council the request from K.A.P.S. Summer program asking for fund for their program.

Alderperson Schiller moved, seconded by Alderperson Kuehl to forward to Council with the recommendation to approve the funds for the K.A.P.S. Program. Motion carried unanimously.

Beautification Committee Report – Christmas Decorations

Beautification Committee Chairperson Tom Zenner presented the Committee of the whole with a resolution to replace the Christmas Garland that is in very poor shape. We had 50 sections and are down to 40 with those looking very poorly. To replace all 50 would cost \$7,400. Discussion was held on only purchasing half this year. This is not in the Budget but Zenner explained that from previous funding they have \$2,100 left and he is looking at Grants and potential Donors. The deadline for this price is March 30, 2018. Public Works Director Murphy will need to contact them to see if they would extend their price until approved by the Council.

Alderperson Schiller moved, seconded by Alderperson Jirtle to forward to Council with the recommendation to approve the purchase of 25 sets of garland, and have Public Works Director Murphy contact the company to see if we could extend the deadline. Motion carried unanimously.

OLD BUSINESS

Marquette School Update

Administrator Schnook informed the Committee that the Bids for the demolition of Marquette School are due in the Office at by April 12, 2018. Schnook also informed the Committee that the Roof on the North end of the building has collapsed, and Public Works has barricaded the area off, incase the wall should happen to collapse.

Alderperson Schiller wanted everyone to know that the City does not own Marquette School, and will not decide to take it over until the bids are in and the cost is known and what and if we can receive additional grants.

Ambulance Assistant Director Position Update

Mayor Christman and Ambulance Assistant Director Steiner have revised the job description of the newly developed position for Ambulance Assistant Director. Steiner explained the position will be available to our current staff. Mayor Christman explained that it is an appointed position by the Mayor, but Christman will work with Steiner to find the right fit.

Alderperson Jirtle moved, seconded by Alderperson Zimmerman to forward to the Council with the recommendation of approval, to be place it on the Consent Agenda. Motion carried unanimously.

NEW BUSINESS

GASB-75-Discussion and Recommendation

Baker Tilly representative, Amanda Blomberg reviewed with the Committee of the Whole the new accounting law GASB-75, which requires the City to have a study done on whether the retired employees are creating more liability for the City.

Alderson Griffith moved, seconded by Alderson Schiller to table the recommendation regarding GASB-75 until the next Committee of the Whole to give Administrator Schnook time to contact other communities to see how they are dealing with this issue. Motion carried unanimously.

Discussion of siting the New County Jail-Art Schiller

Alderson Schiller informed the Committee that the County currently owns the building located on the south east corner of Hwy 42 and Duvall Street. The County is looking at this property to build a new County Jail. Discussion was held on other placement options of the proposed new County Jail. Consensus from the Committee was the City needs to work with Sheriff Joski and the County Board to keep it in the City but look at other options.

Alderson Schiller moved, seconded by Alderson Zimmerman to forward to May's Committee of the Whole Meeting for further discussion. Motion carried unanimously.

2018 Payment to KCEDC-John Griffith

Alderson Griffith requested that the Council does not pay the \$4,000 dollars to KDED for the year 2018. Griffith feels that KDED has not been working on the City's best interest when it comes to bringing in development to the City and the money could be better used in the community at this time.

Discussion was held on what the KCEDC has done for the City in the past. With the upcoming restructuring issues, it is important to keep our seat on the KCEDC, so we are informed on the goings on. It was talked about having this item on the agenda to stay informed.

Alderson Griffith moved to forward to Council with the recommendation to only pay \$2,000 at this time and send the other \$2,000 at a later date to the KCEDC for 2018. Motion failed, no second.

Goose and Seagull Issues

Administrator Schnook reviewed with the Committee the e-mail received by the Public Works Director Murphy regarding the option of a round-up for the geese. The round-ups occur in June and early July during the molting timeframe. Birds cannot be relocated, and the adult birds can be donated as human or animal food. Average costs are around \$3,000 depending on the amount of birds. This process would need a public meeting.

Administrator Schnook stated that the other option is to continue to contract with Greatlakes Avian Pest Control which would be \$500 a month and he will include the oiling of the laid eggs. Neither one of these have been budgeted for in 2018.

Discussion was held on the above options and the Committee felt that the City should try Greatlakes Avian Pest Control for the entire season and if that does not make a difference then look into the round-up process.

Alderson Schiller moved, seconded by Alderson Jirtle to forward to the Council with the recommendation to renew the contract with Greatlakes Avian Pest Control and review the budget and find where the City could cover the cost. Motion carried unanimously.

Water Rate Study

Administrator Schnook explained to the Committee that he received from the League of Wisconsin Municipalities called A Pretty Good Budget. In the article it states that the law now permits a community to charge its fire hydrant fee via the levy or utility bills, or to shift from the levy to the utility charge, without reducing the levy. This would be the time to conduct a water study and see how much of the \$212,000 hydrant fee we could take out of our levy. The study would cost between \$5,000-\$8,000.

Aldersperson Griffith moved, seconded by Aldersperson Kuehl to forward to the Council with the recommendation of approval of the water study. Motion carried unanimously.

Wood Steel Building Proposal by Fire Auxiliary

Administrator Schnook reviewed with the Council the proposal from the Fire Department Auxiliary to construct a room to hold their equipment for their brat fry's. They would cover all cost to close off a section of the building and place a garage door on the north side, this would help keep their equipment clean.

Discussion was held on the life of the wood/steel building, if the Fire Dept is aware that this could be a temporary fix and how the City can clean the area up.

Aldersperson Kuehl moved, seconded by Aldersperson Dworak to forward to Council with the recommendation of approval, and inform the Fire Dept. the life span of the may be shortened. Motion carried unanimously.

Researching Water & Sewer Replacement & Extension on River Road

- a. Replace Existing Service – Review Tapes
- b. Extend new Service

Chairperson Jelinek turned the floor to Administrator Schnook to discuss the River Road projects. Schnook reviewed his memo to the Committee saying that at the February 26, 2018, meeting a decision was not rendered as to setting the scope of the River Road project. The staff needs direction for the portion of River Road between Beardsley and First Street, as we are running out of time for grant writing. If the Committee recommends to the Council that Ayres be authorized to bid-out the existing water and sewer between Beardsley and First Street, Staff would then ask the Committee to consider bidding-out the extension of water and sewer to the City limits. City of Kewaunee elected officials and residents will then have real, not estimated costs to work from.

Aldersperson Griffith moved, seconded by Aldersperson Schiller to forward to Council with the recommendation to approve the bid process for Beardsley to First Street to replace the existing utilities. Motion carried unanimously.

Aldersperson Schiller moved, seconded by Aldersperson Dworak to forward the River Road Extension Project to next months Committee of the Whole and discuss with Ayres the option of extending utilities into the road right of way. Motion carried unanimously.

ANNOUNCEMENTS

Mayor Christman informed the Committee that Aldersperson Jirtle has resigned from Planning Commission as Chairperson, and Del Charles has also resigned from the Planning Commission.

Aldersperson Zimmerman moved, seconded by Aldersperson Griffith to adjourn the meeting at 8:29 pm. Motion carried unanimously.

Submitted by Clerk Treasurer Decur