

**OFFICIAL MINUTES
OF THE
CITY OF KEWAUNEE COMMITTEE OF THE WHOLE
APRIL 24, 2017**

Present: Chairperson Kuehl, Mayor Christman, Alderpersons Dworak, Schiller, Griffith, Zimmerman, Jelinek and Jirtle by phone

Absent: Art Schiller was excused

Others: Interim Administrator Osten, Jr., Clerk/Treasurer Decur, Public Works Director Murphy, City Attorney Wolske, Police Chief Salentine, Fire Chief Hlinak, Ambulance Director Steiner, Deputy Police Chief Kleiman, Rick Siebold and Jerry Liebherr

Chairperson Kuehl called the meeting to order at 6:00 p.m. whereas the Pledge of Allegiance was recited followed by prayer and meditation.

BOARD & COMMISSION REPORTS

Board of Review

Mayor Christman informed the Committee that the BOR will be meeting on May 8, 2017 to pick the President and Vice-President of the Board of Review, then adjourn to the meeting on June 1, 2017 starting at 5:00pm.

Plan Commission

Aldersperson Jirtle reviewed the zoning changes regarding to Signs on the Baseball Field Fences. Discussion was held on how they would be fastened to the fence to prevent damage to the fence and what type of material the signs would be made from. The type of material allowed will be noted in the Ordinance.

AD HOC COMMITTEE COUNCIL LIAISON REPORTS

Lighthouse Preservation Committee

Aldersperson Dworak informed the Committee that the LPC is waiting for an updated cost on the windows. The windows were in worse shape than the Committee thought. He also updated them on the camera that Carl Fishing & Hunting wants to donate and place on the Treatment Plant for the purpose of viewing the lake on the Web. Further discussion was held on the maintenance of the Camera. It was decided to bring this back at the next Committee of the Whole Meeting.

Clock Committee

Aldersperson Jelinek mentioned that the Clock Tower needs to be stained again this year, the next Clock Committee Meeting will be held in early June and the Clock Tower Celebration will be held on July 2, 2017.

ADMINISTRATION REPORT

Agreement: Fire Auxiliary & City

Jim Kleiman updated the Committee on the placement of the new Fire Museum, and the trees that need to be removed. The Layout of the building is marked out on the site. Discussion was held on the material being used and if the donations will cover it. If needed the Brick Front can always be delayed until more money is raised. The Liability of the City was discussed regarding Workman's Compensation not covering volunteers. The Fire Department Auxiliary will look into some type of Liability Insurance prior to the next Council Meeting. Once it is turned over to the City the Fire Department Auxiliary will maintain the inside of the building and the City would maintain the outside.

Aldersperson Dworak moved and Aldersperson Jelinek seconded the motion to recommend to the Council the approval of the agreement between the City and the Fire Department Auxiliary. Upon a roll call vote motion carried unanimously.

Zoning Ordinance Amendment (Ballfield Signs)

Aldersperson Jirtle reviewed the ordinance with the Committee. Discussion was held on what the signs could be constructed of, vinyl or similar material.

Aldersperson Kickbusch moved and Aldersperson Griffith seconded the motion to recommend to the Council the approval of the Zoning Ordinance with the inclusion of the types of signs allowed. Motion Carried Unanimously.

Veterans Car Show/Snowmobile Show, Bike Rodeo Discussion

Jerry Liebherr and Rick Siebold presented the Committee with the proposed July 8, 2017, Annual Veterans Car Show and Snowmobile Show. Discussion was held regarding the placement of the signs and the street closure. They also asked if they could still use the Hamacheck Property for the Bouncy House and parking. This will be placed on the May 8, 2017 Council Meeting.

Bike Rodeo Discussion

Police Chief informed the Committee that the Bike Rodeo will be held this year on May 20, 2017 in the Grade School Parking Lot.

COW Policy Discussion

Interim Administrator Osten reviewed the Policy for the Committee of the Whole with the members. Discussion was held on whether the Mayor would be a voting member of the Committee of the Whole. It was decided that the Mayor would not be a voting member of the Committee. Discussion was held on Items 7 and 8 and it was decided that Special Meeting would only be called by the City Council and that Committee Chairperson would rotate between Council Members and not the Mayor.

Aldersperson Griffith moved and Aldersperson Zimmerman seconded to recommend approval of the COW Policy to the City Council. Motion carried unanimously.

PUBLIC SAFETY REPORT

Updates: New Police Car, New Ambulance, Sale of Old Ambulance, Property Maintenance

Ambulance Co-Director Steiner informed the Committee that the New Ambulance has arrived and is in service. The old Ambulance has been sold to Casco Fire Department.

Police Chief Salentine informed the Committee that they are expecting the new Squad Car any day now.

Junk Vehicle Discussion

Discussion was held on what could be done with junk vehicles sitting on property. Updating the Nuisance Ordinance regarding Junk Vehicles would be a start. Discussion was held on whether the vehicle needs to be registered, legally operable on a public road and if it is in an enclosed building. An Ordinance will be drafted and brought to the council.

Aldersperson Griffith moved and Aldersperson Dworak seconded the recommendation of a change in the Nuisance Ordinance regarding junk vehicles with the City Administrator and Police Chief discretion on whether it is acceptable.

Further discussion was held.

Aldersperson Griffith moved to withdraw his original motion and moved, Aldersperson Dworak seconded and to recommend to the Council approval of the changes with Registered Vehicles only. Motion carried unanimously.

Aldersperson Griffith moved and Aldersperson Zimmerman seconded the motion to take a ten minutes break at 7:34 pm. Motion carried unanimously.

Aldersperson Griffith moved and Aldersperson Zimmerman seconded the motion to reconvene at 7:44 p.m. Motion carried unanimously

ADMINISTRATION REPORT

Garbage: PR/Contract/Ordinance Discussion

Interim Administrator Osten reviewed that the letter was put together by Alderperson Kuehl regarding the Residential Garbage Service. The end of our current contract is December 31, 2017 so we will need to decide if it should go to a RFP or continue with the current hauler.

Alderperson moved and Alderperson Zimmerman seconded to table until the next COW Meeting on May 22, 2017. Motion carried unanimously.

Ordinance, Amend Chapter 2-62 Appointed Officials

Alderperson Jirtle moved and Alderperson Zimmerman seconded to recommend to the council the approval of Amended Chapter 2-62 Appointed Officials. Motion carried unanimously.

Baker Tilly Supplemental Contract

Alderperson Zimmerman moved and Alderperson Jelinek seconded the motion to table the Contract for Baker Tilly. Motion carried unanimously

FINANCE REPORT

Approve Financial Committee Minutes

Alderperson Dworak moved and Alderperson Jelinek seconded the motion to approve the April 10, 2017 Financial Committee Minutes. Motion carried unanimously.

PUBLIC WORKS REPORT

Approve Public Works Committee Minutes

Alderperson Griffith moved and Alderperson Kickbusch seconded the motion to approve the March 27, 2017 Public Works Committee Minutes. Motion carried unanimously.

Updates: DNR Vegetation Disposal, Beach Clean-up Permit, Seminar Recap

Public Works director Murphy informed the Committee the need to refile with the DNR for another 5-year permit to allow the city to clean up the vegetation on the Beach area. He also gave them a short overview of his previous conference and made mention that the hot topic was lead water laterals.

Tree Placement – Red Fox Court – Petition

Discussion was held on the process of replacing trees. Public Works Director explained that the nine trees on Red Fox Court cannot just be cut down, because of the type of airborne disease the Dermont Cherry Tree carried they either have to be burnt or buried.

Alderperson Griffith moved and Alderperson Jelinek seconded to recommend to the Council that the City remove the 9 stumps and trees and offer the Homeowners a 50/50 Shared of replacement cost at the Homeowners Discretion. Motion carried, Kickbusch abstained.

Lead Lateral Grants Discussion

The meeting with the DNR regarding grants for Lead Laterals was postponed, it will be brought back to the Committee at a later date.

PUBLIC PROPERTY REPORT

Approve Public Property & Safety Committee Minutes

Alderperson Zimmerman moved and Alderperson Griffith seconded the motion to approve the March 27, 2017 Minutes with updated corrections. Motion carried unanimously.

Updates: Harbor Project, Proposed Beach Park, Cemetery Plotting, Harbor Stage Disposition, Sale of Pick-up Trucks, Tug Relocation

The Harbor Project hit another snag, they want an addendum to put a tie back over our 12" water main but if they would happen to hit it and cause damage or break it, they want us to fix it. Discussion was held on

whether the Grant could be extended, option to the above mentioned issue and the cost of Revenue being lost. It was asked that the contract be sent to the City Attorney.

The proposed Beach Park was discussed, NWTC Students were there to look at the area and are coming back with some designs. They would like to place the Anchor at this location and talked about selling Paver Bricks to help off-set the cost.

Cemetery Plotting should be completed this week.

Harbor Stage will be tabled until the next COW Meeting, NEW Plastics and 2 Individuals may be interested in the Stage.

Pick-up Trucks and Trailers bids will be read the first Friday in May.

It was discussed that it could cost up to \$600 to move the Tug when the Harbor Project is finished.

Dog Walk at Stump Pond Discussion”

Discussion was held on allowing a Dog Walk at Stump Park. Concerns were the cost of maintaining, what would happen to the migrating Birds in that area, who is responsible if someone gets bitten and the cost of fencing in the area.

Alderson Griffith moved and Alderson Zimmerman seconded to table indefinitely. Motion carried unanimously.

PERSONNEL REPORT

Approve Personnel Committee Minutes

Alderson moved and seconded by Alderson Griffith to approve the September 28 and October 5, 2016 Personnel Committee Minutes. Motion carried unanimously.

PUBLIC COMMENTS

ANNOUNCEMENTS

Alderson Zimmerman moved and Jelinek seconded the motion to adjourn at 9:55pm. Motion carried unanimously.

Submitted by City Clerk/Treasurer Decur