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OFFICIAL MINUTES OF  
CITY OF KEWAUNEE COMMITTEE OF THE WHOLE (COW)  
Kewaunee Municipal Building, 401 Fifth Street  
MONDAY MAY 20, 2019 - 6:00 P.M.  
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Present: Chairperson Jackson, Mayor Christman, Alderpersons Dworak, Mills, Schiller, Jelinek, Kuehl, Stangel and Zimmerman.

Others: Administrator Schnook, Clerk/Treasurer Decur, Public Works Crew Mike Stangel and Shawn Swanson, and Police Chief Salentine.

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

**APPROVAL OF THE COMMITTEE OF THE WHOLE APRIL 22, 2019 MINUTES**

Alderman Zimmerman asked to have Chairperson Dworak removed and replaced with Chairperson Zimmerman under public comment.

*Alderman Jelinek moved, seconded by Alderman Dworak to approve the April 22, 2019, COW Meeting Minutes with above change. Motion carried unanimously.*

**PUBLIC COMMENT**

Chairperson Jackson opened the floor for public comment.

With no other comments Public Comment was closed.

**OLD BUSINESS**

**Shopko Store and Pharmacy Update – Mayor Christman**

Mayor Christman stated that at this time there has not been any new updates on the Shopko Building. Hometown Pharmacy has placed a banner on the building stating they will be coming soon. They are looking at moving in sometime in June.

**NEW BUSINESS**

**Possible Refinancing of Water Utility Loan-Justin Fischer, Baird**

Chairperson Jackson introduced Jordan Masnica from Baird.

Jordan Masnica presented a proposal to the Committee to refinance the 2003 Water System Mortgage Revenue Bond. The proposed structure would be, September 1, 2020 to September 1, 2043. It would be the same length as the original Bond. The Callable time frame is to be determined. The Estimated Interest Rate is 3.72%, with a savings of approximately \$160,877.00. The Council would need to adopt a Parameters Resolution, which would include parameters for the Interest Rate and the Debt Service Savings. Also to include authority for final sign-off of the bond sale, within designated parameters, to be delegated to the Mayor and City Administrator. Then preparations are made for issuance, official statement and marketing. Jordan Masnica also discussed how the Interest Rate Sensitivity dictates the savings.

Discussion was held on the possibility to transfer the Water G.O. Debt to this proposal. Jordan Masnica stated that you cannot take just one portion from another loan you would have to refinance the entire G.O. Debt.

*Aldersperson Schiller moved, seconded by Aldersperson Mills to forward to the Council the possible refinancing of the water utility loan for further discussion. Motion carried unanimously.*

### **Placement of Native American Statue in Harbor Park-Tom Zenner**

Aldersperson Jelinek explained that the Park & Recreation Committee has looked at a site for the statue in Harbor Park, but because of the bad soil, the Committee needed to do further research. This is going back to the Park & Recreation committee to come up with a plan and then it will be presented to the Harbor Master Plan Taskforce and with their blessing it will then be presented to Council.

It was discussed to have soil boring prior to the placement. The footing of the base should a minimum of four feet to reach the frost line, and if Public Works is to do the placement of the statue, we will need to consider the weight that our equipment can handle.

### **Review 2019 Planned Summer Events-Frank Salentine**

Police Chief updated the Committee on upcoming events within the City.

-June 1<sup>st</sup>, will be the Bike Shore Ride, this consists of a 40, 60 and 100 mile ride. The 100 mile riders will be coming through the City.

-June 21<sup>st</sup>, is the Scenic Shore Bike Ride.

-July 3<sup>rd</sup>, the parade will be held at 6:30 p.m. with the fireworks to follow.

-July 7<sup>th</sup>, the Clock Celebration will be held.

-July 13<sup>th</sup>, the Car & Snowmobile Show will be held and they may include antique tractors to the mix.

-July 20<sup>th</sup>, is the Alumni Fest.

-June 8<sup>th</sup>, there will be a D-Day Celebration at the Tug Ludington.

-May 24<sup>th</sup>, the Garden Club will be at Harbor Park selling plants.

### **Lighthouse update: report on Safety Concerns-Mike Angoli; New door Proposal**

Chairperson Jackson turned the floor over to Building Inspector Mike Angoli.

Building Inspector Angoli presented the Committee, with photos of the tripping hazards along the length of the Pier. Angoli stated that the Corp of Engineers actually owns the pier, with the City having a 35 year access lease. The biggest concern Angoli had is with the current platform. It is only 35" wide, 12' long and 47" high. The platform with is not enough for two people to safely pass by each other and there is no railing on the open side in front of the doors. In order to make the entrance to the lighthouse safer, it would be necessary to construct a bigger platform and put a railing across the open area of the platform.

Administrator Schnook stated that this is being brought to the Council because of dialogue held at a previous meeting regarding the touring of the Lighthouse.

Discussion was held and will be forwarded to the Lighthouse Committee.

### **Proposal to Repair Center Street – Brandon Strelow**

Public Works Crew Mike Stangel and Shawn Swanson presented to the Committee a map of the Storm Water located at the intersection of Center Street and Fourth Street. Little Seidel Lake lift station pumps large volumes of storm water to the intersection of Center and Sixth St. The water then flows east through the storm sewer until it reaches Third Street. There are three catch basins that flow to a manhole at the intersection of Center and Fourth streets. The storm sewer at that intersection is flawed, and has led to the following problems:

- Two of the catch basins drain against flow of the main storm sewer. This prevents water from draining off the road and causes flooding.
- Two catch basins are collapsing.

- Two pipes running from the catch basins to the manhole collapsed. This is where you see gravel and barricades.
- The manhole is deteriorating, has no flow line, and is in the wrong location.
- Little Seidel Lake lift station cannot run during rain events or it will flood Center Street.

Estimates have been received to repair the storm sewer and pavement. DeGroot Inc. came in at \$16,350 and Matt's Services came in at \$15,995 for the storm sewer repairs. Mertens Construction and Concrete can do the curb and gutter for \$2,795, paving by the County for \$11,200. It is recommended to hire Matt's Services to perform the storm sewer work, their estimate provided an option for a manhole with fernco's to make the pipe connection, this will provide a better seal at the manhole. Staff also recommended to hire Mertens Construction and Concrete LLC, to pour curb and gutter and the County to do the paving. It is also recommended to add \$5,000 in contingencies, due to the size of this project. Proposed total cost would be \$34,990.00.

Discussion was held on the importance of repairing this area and how this project would be funded. Administrator Schnook, Clerk/Treasurer Decur and Public Works Director Strelow will review the budget and find the funds.

*Aldersperson Kuehl moved, seconded by Aldersperson Jelinek to forward to Council the recommendation to approve the repairs to the storm sewer on Center and Fourth Streets. Motion carried unanimously.*

#### **Proposal for Possible Ambulance Rate Increase-Joe Steiner**

Administrator Schnook reviewed the e-mails between Lifequest, Ambulance Director Steiner and himself, regarding the proposed increase of Ambulance Fees. It is proposed to increase several rates both residential and non-residential. Lifequest has completed a survey of the cost of services in other areas.

Discussion was held on the proposed increased rates, if the survey used comparable areas, and the collection from Medicare.

*Aldersperson Stangel moved, seconded by Aldersperson Kuehl to forward to Council for the approval of said Ambulance Rate increases. Motion carried unanimously*

#### **Update on Alta Survey**

Administrator Schnook updated the Council, stating that Cedar Corp. is in the process of doing the Survey on the Hamachek Property and should be done by the end of May.

#### **Update on Water and Sewer Rate Study**

Administrator Schnook updated Council on a letter received from Baker Tilly, who is contracted to complete the City's Water and Sewer Study. Baker Tilly is requesting that the City provide a table listing meter count by size, name, address, assessed value of each customer, including tax exempt customers, along with the assessed square feet of each customer, including tax exempt customers. They also would like the total assessed value of all customers and the total square feet of improvements of all customers. Administrator Schnook stated that some of this information can be obtained easily, but the majority of the request would take weeks to compile. Administrator Schnook stated he has a call into Assessor Mike Muelver and is waiting to hear back to see what information he can provide.

Aldersperson Jackson mentioned a call to Steve Hanson may help with some of the information.

### **Update on River Road Project-Special Assessments**

Administrator Schnook reviewed with the Committee the River Road Inspection Report that was completed. This shows the inspections completed, which properties need water and/or sewer laterals, and if they need to relocate the sump discharge. Individual meetings have been held with property owners, to discuss the projected cost, and sign the waiver-special assessments for the private side lateral replacement and installation. At this time we have signatures from all the residents. Administrator Schnook also reviewed the letter/e-mail received from Pete Kolaszewski, Ayres who helped with the wording for the waiver.

Administrator Schnook also stated prior to implementing the special assessment the Council will need to hold a hearing and adopt a Resolution.

Alderman Schiller stated that he has been contacted by one of the residents and they had questions regarding the verbiage of the waiver.

Alderman Jelinek and Mills stated they have also talked to the resident and explained what the waiver meant, and after the discussion they were okay with signing the waiver.

***Alderman Mills moved, seconded by Alderman Kuehl to forward to Council. Motion carried unanimously.***

### **Update on Boat Launch Project**

Administrator Schnook stated he placed this on the agenda for further review of the quotes received: Lunda Construction quoted \$42,500. Mertens Construction & Concrete quoted \$17,280, with additional work from the Public Works Crew in the amount of \$2,000. This was previously discussed at the May Council Meeting.

### **ANNOUNCEMENTS**

Alderman Mills stated that the Carp Tournament was small, but successful. There were about 16 anglers with a new record being set at 31lbs., 15oz.

### **ADJOURNMENT**

***Alderman Zimmerman moved, seconded by Alderman Mills to adjourn the meeting at 7:28 pm. Motion carried unanimously.***

Submitted by Clerk/Treasurer Decur