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OFFICIAL MINUTES OF  
CITY OF KEWAUNEE COMMITTEE OF THE WHOLE (COW)  
Kewaunee Municipal Building, 401 Fifth Street  
MONDAY JUNE 22, 2020 - 6:00 P.M. - VIRTUAL  
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- Present: Chairperson Stangel, Mayor Jelinek, Alderpersons Dworak, Brewster, Schiller, Vollenweider, Kuehl and Mills.
- Excused: Alderperson Zimmerman
- Others: Administrator Schnook, Clerk/Treasurer Decur, Attorney Nesbitt, BI Davister, PWD Strelow, Librarian Petrina, EDPGW Johnson and Marina Manager Kinjerski.

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

APPROVAL OF THE COMMITTEE OF THE WHOLE MAY 18, 2020 MINUTES

Alderperson Schiller moved, seconded by Alderperson Dworak, to approve the May 18, 2020 Committee of the Whole Meeting Minutes as presented. Motion carried unanimously.

PUBLIC COMMENT

Chairperson Stangel opened the floor for public comment.

Hearing no comments, Public Comment was closed.

MAYOR'S REPORT: JASON JELINEK

Community Center Update

Mayor Jelinek updated the members of the Committee of the Whole regarding the proposed Community Center. Mayor Jelinek stated that Cindy Tang has approached the Council with a proposal to build a Community Center by Stump Pond. The Don & Jean Smith Trust has placed \$500,000 dollars in a fund for the purpose of building a Community Center, which should cover the cost of the construction of the building. Some concerns were brought up on who was going to pay for the daily operations and upcoming maintenance of the building. Mayor Jelinek asked Staff to look at past budgets to review the revenue and expenses and then look at a way to fund the operation.

Discussion was held on other resources to fund the operation, like fundraising, some type of endowment, and if this is going to be a true Community Center or a Senior Center.

OLD BUSINESS

TID #3 Update

Administrator Schnook updated the members of the Committee of the Whole stating that the first Joint Review Board Meeting for TID#3 was held on June 15. This was to establish the Board and review the process to create a TID District. Administrator Schnook stated that on June 25, 2020, the Plan Commission will be holding a hearing as required for the creation of TID #3.

Hap Grant Update

EDPGW Johnson updated the members of the Committee of the Whole on the HAP Grant by stating that on June 8, 2020 the Council adopted Resolution 1092-20, the Three year Harbor Development Statement of Intent. EDPGW Johnson also stated that at this time she is working with the DOT and HAP representatives to tighten up the language before I sending it out.

EDA Grant Update

EDPGW Johnson stated that Staff is looking at two EDA Grants. One Grant is specifically under the Economic Adjustment Assistance Program with money set aside for Communities that have had the closure of a Nuclear Plant. This would be used to follow through with an already adopted Business Park Plan on the north side of the City. EDPGW Johnson also stated that she is working with Bay Lakes Planning so the City can obtain these funds. Also through the CARES Act there is additional funding for a Public Works Grant through the EDA, for which there are two projects that are being looked at. Two Harbor Projects are being considered. One which would fall under the Construction Grant Application is the repair of the City owned Marina and the recovery of the City Boat Launch. The other which would fall under the Non-Construction Grant Application would be for the purchase of Salmon Harbor to expand the City Marina, and purchase of the Shopko Store for boat storage. We have been in contact with Bay Lakes Regional Planning to see which of the two options the City would have a greater chance to receive funding for. Bay Lakes Regional Planning has informed us the construction projects are highly competitive and the City would have a better chance if we pursue the option of Purchasing of Salmon Harbor.

Discussion was held on how the Shopko Store became part of the grant procedure. Administrator Schnook stated the owner/broker contacted the City to see if they would be interested in purchasing. Also discussed was the cost of raising the City's current boat launch. It was stated by Administrator Schnook that Ayres had given a price of \$300,000 to \$400,000 last year to raise the parking lot up 1 foot. Discussion was also held on the two different types of grants, the reason for purchasing viable businesses and taking them off the tax roll, and if the city had a Harbor Commission would this be something they would handle.

EDPGW Johnson was looking for direction from the Council on which option to select for the completion of this grant, the Non-Construction Grant and include the Shopko Store, or the Construction Grant to recover the City boat launch.

Aldersperson Kuehl stated that he is in favor of purchasing Salmon Harbor, but is not sold on the Shopko Store.

Aldersperson Mills stated we have a better chance at getting the grant to purchase Salmon Harbor, which would be an enterprise fund and could be charged something in-lieu of tax.

Aldersperson Stangel stated he would like to see the City acquire Salmon Harbor.

Aldersperson Schiller felt the city should go with the grant to purchase Salmon Harbor. It could always be leased to a private business.

Aldersperson Vollenweider felt leasing out the Marina does not work from past experiences. Aldersperson Vollenweider is concerned about the City buying more. Is it going to be better, and if we don't receive a grant what will the citizen opinion be if we need to finance the purchase?

Administrator Schnook stated Staff needs to hear direction from Council whether to move forward with the grant application to purchase of Salmon Harbor and the Business Development Park.

Chairperson Stangel, Alderspersons Kuehl, Mills, Schiller, Dworak and Brewster stated approval for moving forward with applying for the grants. Aldersperson Vollenweider was against this.

NEW BUSINESS

Report from Ad-Hoc Committee on Re-Opening the City

Discussion was held on the reopening of City Parks and Buildings. Signs have been purchased to place on Park Facilities regarding Social Distancing, following CDC Guidelines, and all Groups that use the facilities will be expected to sanitize the bathroom before and after their function at a minimum. It was also discussed to allow Staff time to prepare to open City Hall, Public Works and the Library, but they should be open by Friday, June 26th. Because of the inability to hold social distancing and following CDC guide lines the Council and the Committee of the Whole Meetings will be held virtually until further notice.

Aldersperson Dworak moved, seconded by Aldersperson Mills, to recommend to the Council to move forward with opening the Parks and City Buildings when ready, and posting on the Web Site and Facebook with the open hours. Motion carried unanimously.

Revisit Snow Plowing Issues and Concerns

PWD Strelow stated that at the January 27, 2020, Committee of the Whole Meeting discussion was held about the downtown snow district, related City Ordinances, and plowing the Churches' parking lots. The Committee of the Whole motioned to table the subject until June or July where potential changes would be reviewed. PWD Strelow updated the Committee of his findings which included the City Ordinance, Sec. 54-129, Deposit of Snow: "no person shall throw or put, or cause to be thrown or put, any snow or ice into any street, avenue or other public place in the City". PWD Strelow stated in his research he also found State Statute 86.105, Snow removal in private driveways, which reads "The governing body of any county, Town, City or Village may enter into contracts to remove snow from private roads and driveways. This section must be construed narrowly. Plowing of private parking lots is not authorized. Only in exceptional circumstances would plowing private driveways be permissible."

Discussion was held on contacting the Churches regarding the City discontinuing the plowing of Church Parking Lots and how to prepare them for the upcoming winter months.

PWD Strelow stated that he has been in contact with some of the Churches briefly but intends to contact all of the Churches again and work with them to allow for a smooth transition.

Put Garbage Contract out for Bids

Mayor Jelinek stated that the contract with Advanced Disposal is due to renew at the end of December. Advanced Disposal is asking for a 3% increase of services, and that the City is required to furnish the bins, which would mean the city would be responsible for any repairs. Mayor Jelinek felt that most of the damage done to the bins is due to the way their drivers handle the bins. Administrator Schnook is looking for guidance from the Committee, if the City should look at bidding the contract out.

Discussion was held on the numerous complaints the City gets, from the handling of the bins to not being picked-up.

Aldersperson Vollenweider moved, seconded by Aldersperson Schiller, to recommend to the Council the approval of placing the Garbage/Recycling Contract out for bids. Motion carried unanimously.

Discussion of Creating Two Possible Subdivisions

Administrator Schnook updated the Committee on the two proposed subdivisions that BI Davister is working on. One being the Connection of Scott Street and the other adding on to the south side of Little Seidl Lake Road. Administrator Schnook stated the proposal will be brought before the Committee when Meetings are held in person.

Discussion was held on the number of lots proposed along with the number of lots that are within the City and not built on.

ANNOUNCEMENTS

Aldersperson Kuehl presented a question on tree planting, asking if the City still pays half of the cost. This will be brought to the next Committee of the Whole.

ADJOURNMENT

Aldersperson Vollenweider moved, seconded by Aldersperson Kuehl, to adjourn the meeting at 7:57 pm. Motion carried unanimously.

Submitted by Clerk/Treasurer Decur