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OFFICIAL MINUTES OF  
CITY OF KEWAUNEE COMMITTEE OF THE WHOLE (COW)  
Kewaunee Municipal Building, 401 Fifth Street  
MONDAY JUNE 24, 2019 - 6:00 P.M.  
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Present: Chairperson Jelinek, Mayor Christman, Alderpersons Jackson, Kuehl, Stangel, Mills and Zimmerman.

Excused: Alderpersons Dworak and Schiller

Others: Administrator Schnook, Clerk/Treasurer Decur, Public Works Director Strelow, CEDPGW Linsmeier, Police Chief Salentine and Librarian Petrina.

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

APPROVAL OF THE COMMITTEE OF THE WHOLE MAY 20, 2019 MINUTES

Alderman Kuehl moved, seconded by Alderman Zimmerman, to approve the May 20, 2019, COW Meeting Minutes as presented. Motion carried, (5 aye, Alderman Mills – Nay).

PUBLIC COMMENT

Chairperson Jelinek opened the floor for public comment.

With no other comments Public Comment was closed.

OLD BUSINESS

Review and Discuss Structural Changes to Facilitate Improved Grant Writing

CEDPGW Linsmeier presented the Committee with the 2019 CEDPGW Plan Mission, Goals, and Plans/Work Items Update. Discussion was held on how to find and where to find different grants that are available. The Committee members felt it would be easier to find the grants for needed items. CEDPGW Linsmeier would like the Committee to take action on the update and send it to Council for approval or make any changes needed. This gives everyone a direction and starting point. This will also be placed on the COW Agenda for monthly updates.

Alderman Mills moved, seconded by Alderman Kuehl, to forward to Council with the recommendation to approve the 2019 CEDPGW Plan Mission, Goals and Plans/Work Items. Motion carried unanimously.

Update on Water and Sewer Rate Study

Administrator Schnook stated he is still waiting on a proposal from Assessor Mike Muelver regarding the cost to research the actual square footage of all improvements and assessed taxes for all customers.

Update on River Road Project

Administrator Schnook stated that the Committee has before them the Gantt chart given to Staff regarding the time line of the project.

Public Works Director Strelow stated that the County was originally going to start pulverizing River Road this week, but due to their Contractor's Schedule it has been pushed back until mid-July.

Discussion was held on potential upcoming problems with the water level and meeting the deadline, which is not until October 20th, 2019.

Update on Boat Launch Project

Administrator Schnook stated, that he and Staff have met with the DNR regarding our Grants due to expire at the end of June, 2019. DNR was able to extend three of the Grants until June 30, 2020, so we can complete the project within that timeline, with delay due to the water conditions.

NEW BUSINESS

Update on Alta Survey

Administrator Schnook updated the Committee, stating that Cedar Corp. has completed the Alta Survey and has included the close-out language from the WI. DNR and marked the hotspot on the site. We need Council approval. We also need approval from Council on whether requested copies of the survey can be given out to developers.

Alderson Kuehl moved, seconded by Alderson Mills, to forward to the Council with the recommendation to approve the Alta Survey and to authorize copies of said Survey be distributed when requested. Motion carried unanimously.

Review Harbor Master Plan – Autumn Linsmeier

CEDPGW Linsmeier presented the Committee with the Gantt chart that was created to show the timeline for the completion of the Harbor Master Plan. The Task Force has been doing a great job and we are on schedule to have the Draft Plan completed by the end of June. The Committee is working with U.W.Extension to bring back the Design Charrettes Group that worked on the City's Waterfront Plan back to the City. It is the desire of the Committee to develop Charrettes for the New Park, Campground and Ahnapee Landing sites which would create consistency and add to our current Charrettes.

Review Data on Large Item Pick-up-Brandon Strelow

Public Works Director Strelow reviewed the Large Item Collection Cost with the Committee. It takes three crew members 8 hours to collect and dispose of the garbage, totaling 24 hours per month. Public Works and Clerk Staff spend another 26 hours per month on collecting fees for stickers, sending notices to residents that have not paid for large item pickup, coordination of large item pick up and handling complaints from residents. The total hours per season is about 400. At that rate the City has lost approximately \$17,600 last year and \$4,170 so far this year. Another thing to consider is that our 1986 Mack Garbage Truck is beyond its lifespan. A used truck to replace, the Mack would cost between \$75,000 and \$125,000.

Public Works Director Strelow has contacted other Cities to see how they handle large item pick up and the majority no longer offer large item pickup. It is a service that private companies provide. Strelow stated, I have called Advanced Disposal but have not received a return call. We have talked to Riverview Transfer Station and they showed great interest in providing large item pickup.

Discussion was held on the condition of the truck, the loss of money the City is incurring and other options such as private company collecting, possibility of placing dumpsters twice a year at the City Garage or the discontinuation of the service.

Alderson Mills moved, seconded by Alderson Kuehl, to forward to the Council with the recommendation to eliminate the Large Item Pickup Service for 2020 and look into other options for the future. Motion carried, (5 aye, Alderson Zimmerman-nay).

Replace Streetlight Bases and Poles on Hwy 42 – Brandon Strelow

Public Works Director Strelow updated the Committee regarding the proposal to replace the downtown light pole bases. In February Unlimited Enterprises provided an estimate of \$46,557 based on the inspection they completed. We have recently received a quote from Electrical Synergies, LLC in the amount of \$33,670 based on their inspection. The inspections from both companies were very similar and both stated that there is no safety hazard at this time. Based on the inspections and conversations with both companies it is Public Works Director Strelow’s recommendation that we add this item to the CIP Plan.

Aldersperson Kuehl moved, seconded by Aldersperson Stangel, to forward to Council the recommendation to add the Proposed Replacement of the Downtown Light Poles and Bases to the CIP Plan. Motion carried unanimously.

ENTER into CLOSED SESSION pursuant to Wisconsin Statute 19.85 (1) (e): Deliberating or negotiation the purchasing of public properties, the investing of public funds, or conducting other specific public business, whenever competitive or bargaining reasons require a closed session: Proposal to Purchase Lakefront Properties

Aldersperson Kuehl moved, seconded by Aldersperson Zimmerman, to convene into Closed Session at 7:03 p.m. pursuant to Wisconsin Statute 19.85 (1) (e). Upon a roll call vote, motion carried unanimously.

Return to Open Session, pursuant to Wisconsin Statute 19.85 (1) (e)

Aldersperson Mills moved, second by Aldersperson Stangel, return to open session at 9:24 p.m. pursuant to Wisconsin Statute 19.85 (1)(e). Motion carried unanimously.

Any action from Closed Session

Aldersperson Kuehl moved, seconded by Aldersperson Mills, to forward this matter to the Council and place under Closed Session pursuant to Wisconsin Statute 19.85 (10)(e). Motion carried unanimously.

ANNOUNCEMENTS

Aldersperson Stangel asked if anyone would be interested in attending the ground breaking for the new Solar Farm.

Aldersperson Kuehl stated that in the past the Lighthouse has been open to the public. It was requested that Robin Nelson send a plan to Building Inspector Angoli, due to safety concerns.

Aldersperson Zimmerman asked if there were a lot of bikes coming through the City, because of the scheduled Bike Ride.

Chairperson Jelinek announced that the Clock Celebration will be held on July 7, 2019. The Fire Department will be on hand with food and drinks.

ADJOURNMENT

Aldersperson Zimmerman moved, seconded by Aldersperson Mills, to adjourn the meeting at 9:34 pm. Motion carried unanimously.

Submitted by Clerk/Treasurer Decur