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OFFICIAL MINUTES OF  
CITY OF KEWAUNEE COMMITTEE OF THE WHOLE (COW)  
Kewaunee Municipal Building, 401 Fifth Street  
MONDAY JULY 22, 2019 - 6:00 P.M.  
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Present: Chairperson Kuehl, Mayor Christman, Alderpersons Dworak, Jackson, Schiller, Jelinek, Stangel, Mills and Zimmerman.

Excused: None

Others: Administrator Schnook, Clerk/Treasurer Decur, Public Works Director Strelow, CEDPGW Linsmeier, Police Chief Salentine, Ambulance Director Steiner and Attorney Nesbitt.

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

**APPROVAL OF THE COMMITTEE OF THE WHOLE JUNE 24, 2019, MINUTES**

*Aldersperson Jelinek moved, seconded by Aldersperson Mills, to approve the June 24, 2019, COW Meeting Minutes as presented. Motion carried unanimously.*

**PUBLIC COMMENT**

Chairperson Kuehl opened the floor for public comment.

Chris Holterman, resident from 608 Milwaukee Street and Kewaunee Marina slip holder had concerns regarding the communication at the Marina. Some of the concerns Mr. Holterman brought to the Committee are lack of communication regarding the flooding in the area, what and if there is a long term plan to manage the water, staffing changes, dock maintenance and the hours of the Marina.

Rose Dolski of E4976 Hwy 42 had a concern regarding the wrestling that is going to be held at The Blue Door and if there was any way the City could put a stop to it.

With no other comments Public Comment was closed.

**OLD BUSINESS**

**Presentation on Ambulance Rate Comparisons and Reimbursements-Lifequest & Joe Steiner**

Administrator Schnook explained that the Council requested more information on what was used for comparable communities and the justification on the requested increases.

Ambulance Director Steiner introduced Tim Rosin, from Lifequest. Tim Rosin presented information to the Committee regarding the comparison of surrounding communities. Kewaunee Rescue calls are about 73 percent Medicare, for which we will only collect around \$400 per trip, besides that, there is another 10 percent of patients on Medicaid, for which we can only collect \$180 per trip. Kewaunee does have a large percentage of fixed rate patients, the Country has a 50 to 60 percent average.

Discussion was held on the fixed rates, if the rates we are charging are comparable and the collection percentage.

### **Review & Discuss Alternatives to City Provided Large Item Pick-up Service**

Public Works Director Strelow updated the Committee on the amount of loss the City is incurring by having large item pick-up, which is about \$17,000 to \$25,000 per year. Public Works Director Strelow has been in contact with Advanced Disposal, which will not do large item pick-up within the City, and John Mastilier from Blue Water Services. Mr. Mastilier would be interested in working with residents regarding large item pick-ups. The Public Works Director felt that large item pick-up takes a lot of man hours that could be better spent on other projects, trimming trees, patching pavement, etc.

John Mastilier stated that he would be willing to offer the residents of the City a 5% discount from the going rate; Freon devices, tires, TV's, electronic devices would be \$2.00 off; Fluorescent tubes etc., would be billed the going rate with no discount; waste oil and metal would be accepted at no charge. There would be a 3% process fee on credit card charges. Mr. Mastilier also would pick up from the customer by delivering a 6-12 yard open back container, for the customer to load. Mastilier would haul away and Blue Water would bill customer at the going rate for items. The customer would also be charged a delivery/haul away fee of \$75 for each load. The equipment would have a no rent fee for 3 days with standard rent after 3 days. All customers would need to have a credit/debit card on file with a 3% process fee on all credit card payments. Curb side pick-up would not be an option, unless it went on the tax roll.

Discussion was held regarding the continuous loss of money, which the City cannot continue to incur every year. Also discussion was held on the condition and safety of the City Garbage Truck.

Administrator Schnook stated that the City's options would include getting rid of the large item pick-up service altogether or raise sticker prices to \$10-12, to help cover with the cost. Either option would require communication with the residents. Public Works Director Strelow recommends the City discontinue large item pick-up service and communicate with the residents the offer from Blue Water Services.

*Aldersperson Schiller moved, seconded by Aldersperson Mills, to forward to Council the recommendation to eliminate large item pick up in the 2020 Budget. Motion carried unanimously.*

### **Grant Identification, Design Charrettes, Economic Development Training-Autumn Linsmeier**

CEDPGW Linsmeier reviewed the request to have Council Members identify three Grants that would relate to the 2019 CIP Plan.

CEDPGW Linsmeier informed the Committee that the Harbor Master Plan Taskforce has decided to bring back the Design Charrettes Team that came to Kewaunee in 2018 and assisted with the Waterfront Plan. This would be on a smaller scale, so we can have a set of charrettes for our entire Harbor and Downtown Areas. The Team will be coming to Kewaunee August 15 and 16. They will be meeting with Taskforce Members on the evening of August 15 and working with her during the day of August 16 to draw out the charrettes and create a narrative. Also on August 16, from 4pm-5pm they will be presenting their plans at the Kewaunee School District Building Atrium. Linsmeier urged the Council to attend.

CEDPGW Linsmeier also informed the Committee that the City of Kewaunee, City of Algoma, Kewaunee County and the Kewaunee County Economic Development Corporation, will be holding an Economic Development 101 Training, put on by the Wisconsin Economic Development Association and the Wisconsin Economic Development Corporation. The training will take place on October 23 at Classix in Kewaunee from 5pm-8pm, with registration and check-in from 4:30pm – 5pm. Linsmeier urged the Council to attend.

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

Administrator Schnook updated the Committee on the progress of the Water and Sewer Study. The City has an agreement with Baker Tilly to complete the study. In the agreement, page 2, under water rate study, item 3, reads: "Optional: Analysis of alternative methods for direct charge recovery of public fire protection including equivalent meter method, equivalent service method, property value method, and square feet method."

Administrator Schnook asked if the Committee would like to consider the removal of the square feet method and the Property value method as it would cost an additional \$3,000 for Assessor Muelver to collect the information needed.

Discussion was held on needing the square foot method for the storm sewer, and what the cost savings be if the City goes with the square feet and property value method.

Administrator Schnook will contact Baker Tilly and see if they have an idea of what the savings would be if we went with the square feet method and bring it back to the next meeting.

### **Update on River Road Project**

Administrator Schnook presented the Committee with a Gantt chart of the River Road Construction Project, the project is scheduled to be completed by the middle of October. There will be weekly meetings with all parties and Public Works Director Strelow will have daily updates.

## **NEW BUSINESS**

### **Flooding Updates-Mayor Christman**

Mayor Christman updated the Committee on the progress with the Corp of Engineers, hoping they will come and give technical assistance on what the City can do to prevent further flooding. Mayor Christman would like Marina Manager Holzem, Fire Chief Hlinak and Public Works Director to meet with the Corp of Engineers if and when they come to discuss the situation. The County has offered sand bags to the City, which would need to be filled. At this time placing the sandbags in the right areas is unknown and could cause flooding at other locations.

Aldersperson Schiller stated that this is a regional problem and every Community along the Lakeshore should be contacting Madison.

Aldersperson Jelinek wanted to know what the plan is for the Campsite. Administrator Schnook stated that the Marina Staff is in contact with the campers daily.

### **ATV Update – Council President Kuehl**

Chairperson Kuehl updated the Committee on the ATV Ordinance that was before the County, which did not pass. If an ATV Ordinance is passed at the City, Village or Town level, the County Sheriff Department cannot enforce it.

This is something the City should be looking into implementing.

**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 Zimmerman moved, seconded by Aldersperson Dworak, to enter into Closed Session at 7:07 pm, pursuant to Wisconsin Statute 19.85 (1). Upon a roll call vote, motion carried unanimously.*

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

*Alderson Zimmerman moved, seconded by Alderson Dworak, moved to enter into Open Session at 8:03 pm. Motion carried unanimously.*

**Any action from Closed Session**

None

**ANNOUNCEMENTS**

Alderson Zimmerman stated that it was nice to see so many people in the downtown area this past weekend.

Mayor Christman informed everyone that Channel 5 will be promoting Kewaunee on July 26, 2019 from 9 am to 10 am.

**ADJOURNMENT**

*Alderson Zimmerman moved, seconded by Alderson Dworak, to adjourn the meeting at 8:07 pm. Motion carried unanimously.*

Submitted by Clerk/Treasurer Decur