

**OFFICIAL MINUTES  
OF THE  
CITY OF KEWAUNEE COMMON COUNCIL  
FEBRUARY 10, 2020 – 6:00pm**

Present: Mayor Christman, Alderpersons Jackson, Jelinek, Stangel, Kuehl, Mills and Zimmerman.

Excused: Alderperson Dworak and Schiller

Others Present: Administrator Schnook, Clerk/Treasurer Decur, Public Works Director Strelow, CEDPGW Linsmeier, Building Inspector Davister, Attorney Nesbitt and Librarian Petrina.

Mayor Christman called the meeting to order at 6:00 pm and the Pledge of Allegiance was recited and followed by a prayer/meditation.

**APPROVAL OF JANUARY 13, 2020, COMMON COUNCIL MINUTES.**

*Alderson Kuehl moved, seconded by Alderson Mills, to approve the January 13, 2019, Common Council Minutes as presented. Motion carried unanimously.*

**PUBLIC COMMENT/COMMUNICATIONS**

Mayor Christman opened the meeting for any Public Comment.

Mr. Kirt Johnson, 823 Milwaukee St., stated that he would like to see the Marquette Planning Time-Line be pushed back now that CEDPGW Linsmeier is leaving. Mr. Johnson also hopes that any development on the Marquette site be brought to the Historical District Commission for approval. The Historical District Commission feels the Marquette Site would be a good place to place a Historical Marker for the District.

Mr. Cody Lukes, E3989 Hwy 29, stated that he is a Charter Captain and holds a slip at the Marina, and he wanted to know where the City was at with regards to the Electrical Problem.

Jill Pansier, 507 Ellis Street expressed her support for the opening of the Marina this year. As a Business owner the Marina generated a lot of dollars for the City of Kewaunee.

Jeff Welhouse, 300 Hathaway Dr., felt that the high-water problem is not just a one year concern and the City needs to look at the long term future of the Harbor area.

Hearing no more comments, Mayor Christman Closed Public Comment.

**CONSENT AGENDA**

- a. **Boards, Commissions, Committees and Staff Report; (Community Center, Police and Fire Commission and December Staff Reports)**
- b. **Operator's License – Debra McCarthy**
- c. **ORD 610-20 – Chapter 94, Sec. 94-343 – Traffic, Parking and Access (Second Reading)**
- d. **Approve Placement and Base for the Native American Statue Donation**
- e. **Approve Planning Process for Marquette School Property**
- f. **Approve Letters of Support for BLRPC Grants**
- g. **Approval to Create a TIF District for Hamachek and Marquette School Properties.**

Mayor Christman asked if there was any item needing to be taken off the Consent Agenda for further discussion.

Alderson Zimmerman asked to have, item e. Approve Planning Process for Marquette School Property to be removed for further discussion.

Alderson Mills asked to have item b. Operator's License – Debra McCarthy to be removed for further discussion.

Mayor Christman entertained a motion approve the Consent Agenda with the removal of Items b. and e.

***Alderson Jelinek moved, seconded by Alderson Kuehl, to approve the Consent Agenda with the removal of Item b. Operator's License and e. Planning Process for Marquette School for further discussion. Motion carried unanimously.***

**b. Operator's License – Debra McCarthy**

Alderson Mills asked the question: if operator's license expire every two years on the 30<sup>th</sup> of June is the \$30 fee prorated for applicants that would come in and apply on different months?

Operator's License are not prorated. Some applicants might get a couple extra months and some maybe a few less.

***Alderson Mills moved, seconded by Alderson Kuehl to approve the operator's license for Debra McCarthy. Motion carried unanimously.***

**e. Planning Process for Marquette School Property**

Administrator Schnook stated the Committee of the Whole reviewed the proposed draft for planning the Marquette School property. With the potential for applying for grant funding for the development of the Marquette School Property, it is recommend that the City obtain input from the public as to what this site should become to ensure that the City is doing what its residents want and to create a stronger grant application in the future. Along with the survey the City should hold 2-3 public input sessions where residents and visitors can share their ideas for what this piece of land should become. After public input is gathered, City Staff would compile the data and analyze it, and put together a one page finding that can be shared. Staff would also like to involve the UW-Extension Design Charrettes Team to create drawings to show potential options of the property.

Alderson Kuehl asked if the City has enough staff to continue with the Marquette School Site Planning Proposal created by CEDPGW Linsmeier with her leaving the City.

Discussion was held on the concept of the proposed plan and the time line can be adjusted as Staff is available.

***Alderson Mills moved, seconded by Alderson Jelinek, to approve the Marquette School Site Planning Proposal, and work out the time later as it proceeds. Motion carried unanimously.***

**MAYOR'S REPORT**

**Kewaunee School District Update – Elizabeth Lamack**

Sports:

Senior Mackenzie Tlachac reached 1000 career points in a 58-35 win against Sturgeon Bay, 25 points belonging to Tlachac. Senior Ryan Carmicheal broke a 45 year old record previously held by Charlie Novak, by scoring 52 points in a high scoring game against Algoma, breaking the 51 point record. The wrestling team has had another year of success, being the conference champions for the third year in a row.

#### Clubs:

Saturday, February 7<sup>th</sup> FBLA competed in a regional competition, many of the members placed eighth and above. Sophomore Micheala Czech placed first in the event "Introduction to business", and she will be moving on to state. On February 3<sup>rd</sup>, Skills USA had their first competition, Emma Nuechterlein placed 1<sup>st</sup>, place in the event "Job Interview" and Jennifer Gregorich placed 1<sup>st</sup> in the event "Photography".

#### Events:

In preparation for prom, the junior class and the baseball team are hosting a mattress sale for their fundraiser. It is being held in the grade school from 10:00-4:30 on March 7<sup>th</sup>. The school Play, "Alice in Wonderland", will be performed in the Palntico Theater at the end of this month at 7:00 p.m. Friday and Saturday Nights and 2:00 p.m. on Sunday.

#### School:

The current eighth graders have participated in Freshmen Orientation. The upcoming freshmen were introduced to high school teachers, and the type of classes they will be taking. The high school students also signed up for next year's classes, with the school going back to the two semester system. A new memorial is being displayed to honor Kewanee veterans. The memorial honors 11 veterans who died in action serving our country.

### **OLD BUSINESS**

#### **City of Kewaunee Fee Schedule (Hydrant Rental)**

Administrator Schnook stated that the 2020 Fee Schedule was adopted on December 9, 2019. At that time there were some concerns regarding the dollar amount shown for 2019 vs 2020. After investigating the issue, it was discovered that the amount shown on the 2020 Fee Schedule was correct. The 2019 price was incorrect.

***Aldersperson Mills moved, seconded by Kuehl to approve the Hydrant fee in the amount of \$37,572.86 for 2020. Upon a roll call vote, motion carried unanimously.***

#### **Resolution 1078-20 Authorizing Improvements and Levying Special Assessments against Benefitted Properties.**

Administrator Schnook and Attorney Nesbitt both stated that as per Wisconsin State Statutes, the City of Kewaunee Common Council must pass a Final Resolution approving special assessments for those River Road property owners who were required to have new water and/or sewer laterals installed. The passing of this resolution will allow City Staff to assess the listed fees to each effected property owner.

Discussion was held on preparing a letter to property owners informing them of the amount of assessment along with the option to pay all at once or be assessed on their property tax over 5 years. It was also discussed that it was under the budgeted amounts the property owners were told it would be.

***Aldersperson Kuehl moved, seconded by Aldersperson Stangel, to adopt Resolution 1078-20 – Authorizing Improvements and Levying Special Assessments against Benefitted Property. Upon a roll call vote, Alderspersons Jackson, Stangel, Kuehl, Mills and Zimmerman – aye, Aldersperson Jelinek abstained.***

### **NEW BUSINESS**

#### **Decide on Municipal Marina Operations for 2020**

Mayor Christman stated that on February 2, some of the Council met with Public Works Director Strelow and Marina Employee Hlinak to tour the current high water situation within the Marina area and discuss what the potential could be. Mayor Christman also stated that some idea were discussed that may help the infiltration of more water in areas.

Discussion was held on placing two berms in the marina area one being on the east end along the walkway by the fuel dock. The other being on the west end of the marina from Hwy 42, southeast towards the F-Dock. Discussion was also held about placing Plug Pipes and Pumps in the storm sewer located east by the marina and on the west side of the marina. This way if we would get a heavy rain we have the ability to pump the water out of the parking lots and areas north of the berm.

Public Works Director Strelow stated he has received 3 estimates for moving the electrical boxes ranging from \$13,450 to \$45,680. The estimate for the berms came in at \$15,741.25, but will depend on who hauls the clay.

The Council discussed the impact that closing the Marina would have on the City now and future years to come. Discussion was held on the proposed plans, costs and knowing that these action may not work. Any work that is performed is “trial and error” – nothing is guaranteed. The Council also discussed hiring a Marina Manager. Concerns received from business owners and residential property owners, safety issues, and high water issues for the future.

***Alderson Kuehl moved, seconded by Alderson Zimmerman, to approve the estimate from Matt’s Services in the amount of \$15,741.25 to construct 2 berms at the Marina. Upon a roll call vote, Aldersons Jackson, Jelinek, Stangel, Zimmerman-aye, Alderson Mills-nay.***

***Alderson Kuehl moved, seconded by alderperson Jelinek to approve the estimate from E-Street Electric for the purpose of raising the electrical boxes. Upon a roll call vote, Aldersons Jackson, Jelinek, Stangel, Zimmerman-aye, Alderson Mills-nay.***

***Alderson Kuehl moved, seconded by Alderson Jelinek to approve the dock repair needed not to exceed \$40,000. Upon a roll call vote, motion carried unanimously.***

#### **Exclusivity Agreement for Pierpoint Development**

Administrator Schnook reviewed the proposed Exclusivity Agreement between the City and Pierpoint Development Group, LLC with Kathy Howlett-Despot, Principal. This was brought before the Committee of the Whole and discussed.

Administrator Schnook and City Attorney Nesbitt both agreed that an Exclusivity Agreement is common when working on a proposed project of this size.

***Alderson Mills moved, seconded by Alderson Kuehl, to approve the Exclusivity Agreement for one year with Pierpoint Development Group, LLC. Motion carried unanimously.***

#### **Approval to Repaint City Entrance Sign**

Administrator Schnook stated that per the Integrated Plan and Waterfront Plan, the Plan Commission has been discussing the need for “Branding” our community for many months. The Plan Commission decided to begin the process with the City’s entrance signs. The Commission likes the entrance sign on the West end of the City, however, the Commission feels it needs to be repainted to make the colors “pop”, eliminate the sailboat in the current sign, add the slogan “Authentic Harbor Town” to the base of the sign, and relocate the school district signs to another portion of the property. John Joski is in the process of providing a quote to repaint the entrance sign.

***Alderson Mills moved, seconded by Alderson Stangel to approve the painting of the West Side City Entrance Sign as proposed by the Plan Commission. Motion carried unanimously.***

**ORD 613-20 – Chapter 18, Section 18.56 – Sidewalk Café Permit (First Reading)**

Mayor Christman reviewed Ordinance 613-20 Chapter 18, Section 18-56 – Sidewalk Café Permit, this is the first reading.

Administrator Schnook stated at the January 23 Plan Commission Meeting the Commission reviewed and approved, the Sidewalk Café Ordinance developed by staff and reviewed by the City Attorney. This proposed Ordinance grew out of discussions with Silo Ventures for their development of a possible sidewalk café area. Harbor grounds Coffee House also provides a sidewalk café within the City. It is felt that providing some minimum level of regulations and permitting of sidewalk cafes is necessary to ensure public safety and establish community expectations for their operations.

Discussion was held on Item c. “the permittee shall not allow patrons of the sidewalk café to bring alcoholic beverages into the sidewalk café, nor to carry open containers of alcoholic beverages about in the sidewalk café area, nor to carry open containers of alcoholic beverages served in the sidewalk café outside the sidewalk café area.” Council felt it should read; “the permittee shall not allow patrons of the sidewalk café to bring alcoholic beverages into the sidewalk café, nor to carry open containers of alcohol beverages served in the sidewalk café outside the sidewalk café area.”

Discussion was also held on the item letter/numbers that were not correct and to have staff make the corrections.

**December - Cash Report**

Mayor Christman asked if anyone had questions regarding the December Cash Report. No questions were asked.

**December - YTD Revenue/Expenditures**

Mayor Christman asked if anyone had any questions regarding the December YTD Revenues and Expenditures.

**Approval of December 2019 Accounts Payable**

Mayor Christman stated that the Council has received a copy of the November 2019 Accounts Payable Report and asked if there were any questions. There were no questions.

***Aldersperson Dworak Kuehl, seconded by Aldersperson Mills, to approve the January 2020 Accounts Payable and Payroll Report in the amount of \$1,886,938.31. Upon a roll call vote, motion carried unanimously.***

**ANNOUNCEMENTS**

None

**ADJOURNMENT**

***Aldersperson Zimmerman moved, seconded by Aldersperson Mills, to adjourn the meeting at 7:53 pm. Motion carried unanimously.***

Submitted by Clerk/Treasurer Decur