

**OFFICIAL MINUTES  
OF THE  
CITY OF KEWAUNEE COMMON COUNCIL  
MARCH 8, 2021 – 6:00pm - Virtual**

Present: Mayor Jelinek, Alderpersons Dworak, Brewster, Schiller, Vollenweider, Mills and Zimmerman.

Excused: Alderperson Stangel and Kuehl

Others Present: Administrator Schnook, Clerk/Treasurer Decur, PWD Strelow, BI Davister, Librarian Petrina, Police Chief Kleiman, Marina Manager Kinjerski and EDGW Monrroy.

Mayor Jelinek called the meeting to order at 6:00 pm and the Pledge of Allegiance was recited.

**APPROVAL OF FEBRUARY 8, 2021, COMMON COUNCIL MINUTES.**

*Alderson Dworak moved, seconded by Alderson Schiller, to approve the February 8, 2021 minutes as presented. Motion carried unanimously.*

**LIBRARY 2020 ANNUAL REPORT**

Librarian Petrina reviewed the 2020 Kewaunee Library Annual Report with the Council.

**POLICE DEPARTMENT 2020 ANNUAL REPORT**

Police Chief Kleiman reviewed the 2020 Kewaunee Police Department Annual Report with the Council.

**PUBLIC COMMENT/COMMUNICATIONS**

Mayor Jelinek opened public comment.

Hearing none, Mayor Jelinek closed public comment.

**CONSENT AGENDA**

- a. **Boards, Commissions, Committee and Staff Reports (Community Center Committee, Tug Ludington, Library Board and Staff Report).**
- b. **Urban Forestry Grant Update**
- c. **Lighthouse Tours**

*Alderson Mills moved, seconded by Alderson Schiller, to approve the Consent Agenda as presented. Upon a roll call, the motion carried unanimously.*

**MAYOR'S REPORT**

- a. **Robin Nelson to Lighthouse Committee**

Mayor Jelinek stated that he would like to recommend to Council the appointment of Robin Nelson to the Lighthouse Preservation Committee.

*Alderson Schiller moved, seconded by Alderson Zimmerman, to approve the appointment of Robin Nelson to the Lighthouse Preservation Committee. Upon a roll call vote, Aldersons Dworak, Brewster, Schiller, Vollenweider, Zimmerman – aye, Alderson Mills – nay, motion carried.*

## NEW BUSINESS

### **a. Ordinance No. 621-2021 – Change on Bidding Construction Work (Second Reading)**

Ordinance No. 621-2021 – Change on Bidding Construction Work was recommended by the Committee of the Whole to adopt.

*Alderson Mills moved, seconded by Alderson Schiller, to adopt the changes to Ordinance 621-2021 – Chapter 62, Sec. 62.2, Public Construction without Bids. Upon a roll call vote, Aldersons Dworak, Brewster, Schiller and Mills – aye, Aldersons Vollenweider and Zimmerman – nay, motion carried.*

### **b. Ordinance No. 623-2021 – Chapter 94-343 (12), (12)(ee) and (gg) – (First Reading)**

Alderson Schiller stated that he is proposing an Ordinance change to, Chapter 94-343 (12)-Number of off-street parking stalls required and Chapter 94-343 (12)(ee)-Outdoor Sales Areas, and (gg)-Retail Stores and Shopping Centers. The Current Ordinance for Highway Business requires 8 parking stall per 1,000 square feet of building. This would require the Old Shopko Store and proposed Tractor Supply to have over 260 parking stall. There is no Business that is in compliance with the current parking stall Ordinance.

This is the first reading and will be going to the Plan Commission on March 24, 2021 Meeting for their approval.

### **c. Recommendation to Secure Debt for Roof Repair, Front End Loader and Scott Street Construction for \$500,000**

Clerk/Treasurer Decur stated that she received rates to borrow \$404,000, for the Roof Repair, Front End Loader and Scott Street Connection. Bank of Luxemburg's rate would be 2.99%, for 10 years and Nicolet National Bank's rate would be 3.48% for 10 years.

Discussion was held regarding the assessments that would be assessed to the two property owners for the Scott Street Connection.

*Alderson Dworak moved, seconded by Alderson Mills, to approve a loan in the amount of \$404,000 from the Bank of Luxemburg at 2.99% for 10 years, to be used for the City Hall Roof repair, Front End Loader and Scott Street Construction. Upon roll call vote, Aldersons Dworak, Brewster, Schiller and Mills – aye, Aldersons Vollenweider and Zimmerman – nay, motion carried.*

### **d. 2021 Fee Schedule Approval**

*Alderson Mills moved, seconded by Alderson Dworak, to approve and adopt the 2021 Fee Schedule as presented. Upon roll call vote, Aldersons Dworak, Brewster, Schiller and Mills – aye, Aldersons Vollenweider and Zimmerman – nay, motion carried.*

### **e. January 2021 Cash Report**

Mayor Jelinek asked if there were any question regarding the January Cash Report.

Alderson Schiller asked if there was anything in the Cash Report that Council should be aware of. Administrator Schnook stated that there was nothing at this time.

### **f. Approval of February 21021 Accounts Payable**

Alderson Vollenweider asked what the charge on page 3, item 2, CC Dispute was for.

Clerk/Treasurer Decur stated that there was a charge on the City's Charge Card that we had no record for. After trying to contact WePay and not getting any response we are disputing the charge.

*Alderson Vollenweider moved, seconded by Alderson Brewster, to approve the February 2021, accounts payable/payroll for \$1,226,495.81. Upon a roll call vote, motion carried unanimously.*

#### **ANNOUNCEMENTS**

Alderson Zimmerman stated that she attended the Lake to Bay Vintage Shop Hop this past weekend and would recommend to everyone to attend the next Lake to Bay Vintage Shop Hop, which may be in June.

#### **ADJOURNMENT**

*Alderson Mills moved, seconded by Alderson Zimmerman, to adjourn the meeting at 6:55 pm. Motion carried unanimously.*

Submitted by Clerk/Treasurer Terri Decur