

**OFFICIAL MINUTES
OF THE
CITY OF KEWAUNEE COMMON COUNCIL
MARCH 9, 2020 – 6:00pm**

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

Excused: Alderperson Schiller

Others Present: Administrator Schnook, Clerk/Treasurer Decur, Public Works Director Strelow, , Building Inspector Davister, Police Chief Kleiman and Fire Chief Hlinak.

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 FEBRUARY 10, 2020, COMMON COUNCIL MINUTES.

Aldersperson Kuehl moved, seconded by Aldersperson Zimmerman, to approve the February 10, 2020, 2019, Common Council Minutes with the corrected spelling of James Welhouse. Motion carried unanimously.

PUBLIC COMMENT/COMMUNICATIONS

Mayor Christman opened the meeting for any Public Comment.

Hearing no comments, Mayor Christman Closed Public Comment.

KEWAUNEE FIRE DEPARTMENT ANNUAL REPORT

Fire Chief Hlinak reviewed the 2019 Fire Department Annual Report.

KEWAUNEE POLICE DEPARTMENT ANNUAL REPORT

Police Chief Kleiman reviewed the 2019 Police Department Annual Report.

CONSENT AGENDA

- a. **Boards, Commissions, Committees and Staff Report; (Community Center, Library, Lighthouse, Plan Commission and Staff Reports)**
- b. **Operator's License – Jacob Guillen**
- c. **Set Salary for Marina Manager Position**
- d. **Approve Purchase of New Sewer Truck**
- e. **ORD 613-20 – Chapter 18, Sec. 18.56 – Sidewalk Café Permit (Second Reading)**

Mayor Christman asked if there was any item needing to be taken off the Consent Agenda for further discussion. Hearing none, Mayor Christman requested a motion approve the Consent Agenda as presented.

Aldersperson Jelinek moved, seconded by Aldersperson Kuehl, to approve the Consent Agenda as presented. Upon a roll call vote, motion carried unanimously.

MAYOR'S REPORT

Kewaunee School District Update – Elizabeth Lamack

Kewaunee High School Junior, Jack Severin won the State Wrestling Championship in his weight division. He is the third to do so in Kewaunee's history. The rest of the winter sports are wrapping up, and tonight is the Winter Sports Banquet to honor all winter athletes. With the end of winter sports comes the beginning of spring sports. Boys and girls Track and Field teams started practice today, with their first meet to be held on March 20, 2020.

All six Forensic's members competed in the Sub-District level, and all six moved on to the District level. They will be competing this Thursday. After this competition, the members may be competing at the State level. Clubs FBLA, FCCLA, and JOSA are getting ready for their State meets as well.

On Tuesday, March 3, the Junior Class took the ACT test. Results will come in from five to eight weeks.

Appointment of Jeffrey Welhouse to Plan Commission

Mayor Christman introduced Mr. Jeff Welhouse to the Council. Mayor Christman stated that she would like to recommend that Mr. Welhouse be appointed to the Planning Commission.

Discussion on his qualification was held and that Mr. Welhouse should be given a copy of the Training Book.

Aldersperson Kuehl moved, seconded by Aldersperson Dworak, to appoint Jeffrey Welhouse to the Plan commission for a three year term. Motion carried.

OLD BUSINESS

Flooding Update – Art Schiller

Mayor Christman read the email that was received from Aldersperson Schiller regarding flooding/water levels. "There is little new information to add since the update for the Committee of the Whole. Lake Erie has already set its all-time March record (occurred last week) which supports the Corp. of Engineer's forecast or higher. Elsewhere on the agenda is the discussion of the contract for the water level study which I fully support and which is a lynch pin of any planning not to mention actual physical improvements. I would also note that the Governor signed new legislation on Friday that somewhat broadens the rules for rebuilding a residence within a flood zone. I have not had an opportunity to read the legislation in its entirety but as of now I do not believe that we have any residences to which the changes would be applicable."

NEW BUSINESS

Technology Updates for Council Chambers

Administrator Schnook stated that at the January 27, 2020 Committee of the Whole Meeting, discussion was held on the technology upgrade for the Council Chambers. Administrator Schnook also reviewed that Aldersperson Schiller has a resident that is willing to donate 80% of the proposal that was received by Camera Corner. The proposal for the upgrade was for \$42,028.35, which would leave the City paying approximately \$7,500, which has been taken from the 2019 budget. After receiving the proposal and meeting with Gary Huebner a second time, it was decided to remove the Interactive Flat Panel Bundle and One 75" Smart 4K UHD TV and replace them with Service Pro Tablets for the Council and some Staff Members. The updated proposal would be in the amount of \$53,909.81. Administrator Schnook stated that he was verbally informed by Aldersperson Schiller that the Funder would continue to pay 80% of the new proposal.

Administrator Schnook stated that the Mayor then directed him to assure that, prior to executing this contract that Camera Corner will help with the coordination of the tablets with the other equipment and service of the tablets, thereby assuring the City does not lose the functionality of the tablets. Camera Corner stated that they will be happy to assist with what they can with the tablets as well, having Ross

Loining get setup for our particular network. Camera Corner assures the City that they have the resources as well in terms of demonstrating how the tablets can be used. They are happy to coordinate with staff. Mayor Christman also directed Administrator Schnook to order the tablets from Amazon, as they are \$1,430.00 less expensive than Camera Corner's proposal and to have receive a certificate of insurance naming the City of Kewaunee and their agents as addition insured. The Contract was executed on 2/28/2020.

Discussion was held on the cost of the tablets from Camera Corner versus Amazon or Best Buy, and the specifications being used are necessary. Questions regarding the need for an 86" Class UHD Commercial TV with Essential Smart Function versus a 75" TV in the original bid. It was stated that Alderperson Schiller requested the upgrade to an 86" TV.

Alderperson Stangel moved, seconded by Alderperson Jelinek, to approve the Proposal from Camera Corner in the amount of \$53,909.81 with an 80% donation coming from a resident and the remainder 20% covered by the City. Upon a roll call vote, Alderpersons Dworak, Jackson, Jelinek, Stangel and Zimmerman aye, Alderpersons Kuehl and Mills nay.

ORD 614-20 – Chapter 62, Article II, Section 62-43, Parking and operating a vehicle upon, over and across sidewalks (first reading)

Mayor Christman reviewed ORD 614-20, regarding Parking and operating a vehicle upon, over and across sidewalks.

Discussion was held on the wording of the Ordinance and if it was clear to the public. The specific wording that was discussed was "No person shall operate an automobile or truck upon, over or across a sidewalk within the City except to access a permanent driveway."

Administrator Schnook stated that this Ordinance has been vetted by the Building Inspector, Public Works Director, Police Chief, Plan Commission, Administrator and the City Attorney.

Ordinance 614-20, Chapter 62, will be brought back for a second reading.

Resolution 1082-20 – Adoption of County Hazard Mitigation Plan

Administrator Schnook stated that Kewaunee County has developed a Hazard Mitigation Plan that affects the City of Kewaunee. The Plan offers some very good data and information on the City of Kewaunee. The Hazard Mitigation Plan was reviewed by the City of Kewaunee Plan Commission at their 2/1/2020 meeting and passed with a unanimous motion to send the Plan to the full Common Council for adoption. Doing so will make the City of Kewaunee eligible to apply for and receive mitigation funding in the future.

Alderperson Kuehl moved, seconded by Alderperson Mills, to adopt Resolution 1082-20 – Adoption of County Hazard Mitigation Plan. Upon a roll call vote, motion carried unanimously.

Discussion/Recommendation on Proposals for Predicting Water Levels

Administrator Schnook stated that at the January 27, 2020, Committee of the Whole Meeting, he reviewed the proposal from Ayres and Cedar Corp. with the Committee, along with the email from Laura Gerold. Discussion was held on the two proposals and the differences between the two. Laura Gerold recommended the Cedar proposal because of the improved wave study.

City staff have been meeting to discuss the various proposals. An outcome of these discussions is that Ruckert-Mielke Engineers has also submitted a proposal to perform a topographic map using drone technology for \$3,000. The County performed a LIDAR study in 2012, therefore the staff feels a new LIDAR study will not gain significantly new data. If the City is to perform a wave study, it is

recommended that Cedar Corp be contracted to perform this work based upon the recommendation of Laura Gerold.

Representatives from Ayres and Cedar Corp were present to answer any questions. The Council also discussed the proposal from Ruekert-Mielke Engineers and decided to go with the topographic map to start. This will give the City a good starting point to see what the next step would be.

Alderson Kuehl moved, seconded by Alderson Stangel, to approve the proposal received from Ruekert-Mielke Engineers in the amount of \$3,000, for topographic maps. Motion carried.

January - Cash Report

Mayor Christman asked if anyone had questions regarding the January or February Cash Report. No questions were asked.

January - YTD Revenue/Expenditures

Mayor Christman asked if anyone had any questions regarding the January or February YTD Revenues and Expenditures.

Alderson Mills questioned why the Budget for Fire Hydrant was adopted with a larger amount than the dollar amount in the 2020 Fee Schedule. Staff will look into the issue and get back to the Council.

Approval of February 2020 Accounts Payable

Mayor Christman stated that the Council has received a copy of the February 2020 Accounts Payable Report and asked if there were any questions. There were no questions.

Alderson Kuehl moved, seconded by Alderson Zimmerman, to approve the February 2020 Accounts Payable and Payroll Report in the amount of \$1,316,462.10. Upon a roll call vote, motion carried unanimously.

ANNOUNCEMENTS

None

ADJOURNMENT

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

Submitted by Clerk/Treasurer Decur