

**OFFICIAL MINUTES
OF THE
CITY OF KEWAUNEE COMMON COUNCIL
JULY 13, 2020 – 6:00pm - Virtual**

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

Excused: None

Others Present: Administrator Schnook, Clerk/Treasurer Decur, PWD Strelow, Marina Manager Kinjerski, BI Davister, Police Chief Kleiman, EDPGW Johnson, Attorney Nesbitt and Plan Commission Chair Gerold.

Mayor Jelinek called the meeting to order at 6:02 pm and the Pledge of Allegiance was recited and followed by a prayer/meditation.

APPROVAL OF JUNE 8TH AND 22ND, 2020, COMMON COUNCIL MINUTES.

Aldersperson Kuehl moved, seconded by Aldersperson Schiller, to approve the June 8th and 22nd, 2020, Meeting Minutes with corrections. Motion carried unanimously.

PUBLIC COMMENT/COMMUNICATIONS

Mayor Jelinek opened the meeting for any Public Comment.

Hearing no comments, Mayor Jelinek Closed Public Comment.

CONSENT AGENDA

- a. Boards, Commissions, Committees and Staff Report; (Board of Review, Community Outreach Public Hearing, Community Center, Joint Review Board, Plan Commission June Staff Reports)**
- b. Classix, LLC, Cassandra Jelinek, Agent, 1510 Ellis Street**

Aldersperson Zimmerman requested to remove the Community Center from the Consent Agenda for further discussion.

Aldersperson Stangel requested to remove Board of Review and Plan Commission for further discussion and changes.

Aldersperson Stangel moved, seconded by Aldersperson Dworak, to approve the removal of the Community Center, Board of Review, and Plan Commission Minutes for further discussion and approve the remaining minutes and liquor license of the Consent agenda as presented. Aldersperson Dworak, Brewster, Vollenweider, Stangel, Mills, and Zimmerman aye, Aldersperson Schiller abstained. Motion carried.

Aldersperson Stangel asked that on page 2 of the Board of Review Minutes under Adjourn it should state "Aldersperson Stangel" not "Mayor Stangel". Also Aldersperson Stangel wanted to clarify that the motion to approve Resolution 1219-20 originally shows a vote of 5 aye, 1 nay, but after further discussion and explanation the vote was amended to 6 ayes and no nays.

Aldersperson Zimmerman informed the Council that due to the Covid-19, and not being able to meet with the funding agent, the Community Center Commission has decided to put the proposed Community Center Plans on hold until things open up more.

Aldersperson Dworak moved, seconded by Aldersperson Stangel, to approve the changes to the Board of Review Minutes along with the minutes from the Community Center and Plan Commission as presented. Motion carried unanimously.

MAYOR'S REPORT

Update on COVID-19 Emergency-Discuss Opening Haney Park

Mayor Jelinek informed everyone that in the last week the numbers of positive cases of Covid-19, have been increasing, as a Council we will need to keep an eye on the situation to see if any action would be needed regarding the safety of the employees.

Mayor Jelinek also wanted to get the view of the Council on whether virtual meetings should continue or if Council should start meeting in The Council Chambers. If we meet in the Council Chambers everyone would be required to wear masks along with social distancing.

Discussion was held regarding the possibility of conducting a meeting in the Council Chambers and maintaining social distancing with residents in attendance. It was the consensus of the Council to keep the meetings virtual for July and reevaluate the situation in August.

Kewaunee School District Update – Elizabeth Lamack

None

NEW BUSINESS

a. Resolution No. 1095-20 – Submit Harbor Assistance Grant Application

EDPGW Johnson stated that she has received some updated information, regarding the amount of what we will be requesting, instead of \$300,000 the City will be asking for \$231,500, and instead of coming up with \$60,000 matching funds the City will only need to match \$46,300. The grant application is ready to be submitted pending Council approval.

Discussion was held on if this project was brought to the Council or Committee of the Whole prior to tonight's meeting, EDPGW Johnson stated it was brought to the June 8, Council Meeting. Also there was discussion on where the matching funds would be coming from, which EDPGW Johnson stated from in-kind and general obligation funds.

Aldersperson Mills moved, seconded by Aldersperson Brewster, to adopt Resolution 1095-20, with the change of funds requested. Upon a roll call vote motion carried unanimously.

b. Resolution No. 1094-20 – Submit an Economic Development Administration Grant Application

EDPGW Johnson stated that she has also received some updated information regarding certain parameters the City has to adhere to since it is a Non-Construction Grant. One of the parameters is that the City cannot use in-kind funding for the project so the matching funds would need to be out of the General Fund or from a loan. The second parameter is regarding the cap amount we can request, which is \$3,000,000. The City will be applying for the total amount of \$3,000,000 knowing we might not receive the entire amount. This would increase the matching funds to \$600,000.

Administrator Schnook stated that the proposed grant would cover the purchase of Salmon Harbor for \$1.8 million and the remaining amount would be for upgrades to Salmon Harbor.

BI Davister stated the \$1.2 would be used to raise the road going into Salmon Harbor, which is under water at the moment, seal the parking lot, remove the single boat launch and replace it with 4 launches, raise the camp site on the north end by Hathaway Drive, and add sewer, water and more showers and seal the roofs. This is the list of what we feel needs to be repaired with the raising of the road into Salmon Harbor and the boat launch upgrade being priority items.

Discussion was held regarding the need of a business plan, financial plan, if the City would contract with someone to run the marina and if we would be working with other businesses in the area so we don't create competition with current businesses.

Discussion was also held on the offer to purchase that has been sent to the realtor for Salmon Harbor, and if the Council could go over content of the offer to purchase at this time.

Attorney Nesbitt stated that discussion regarding the offer to purchase would need to be done in closed session, because it is negotiations and certain information could hinder the process if it was public. Attorney Nesbitt also stated that he has been in contact with the realtor and there are two other parties interested in the purchase of the property. So for that reason an offer to purchase has been sent, contingent on receiving funding and Council approval.

Alderson Mills moved, seconded by Alderson Kuehl, to adopt Resolution No. 1094-20, to commit matching funds for the EDA Public Works and Economical Adjustment Assistance Program including Cares Act Funding.

After some discussion on the offer to purchase;
Alderson Schiller moved, seconded by Kuehl, to amend the motion to specify that this is not to approve the offer to purchase, it is solely for the application of the funds.

Upon a roll call vote, Alderson Schiller, Kuehl, Dworak, Brewster, Mills and Stangel – aye, Alderson Zimmerman and Vollenweider – nay. Motion passed.

c. **Resolution No. 1091-20 – Approving the Project Plan for Tax Incremental Finance District #3**

Administrator Schnook stated that the City is looking to create a third TID. The proposed area encompasses the Hamachek Property up to the Marquette School Property. The Plans in the application include the proposed Hotel Development looking to develop the Hamachek Property, the reconstruction of Main Street, and the development of the Marquette Property. The Joint Board of Review held its initial meeting on July 15, 2020 and the Plan Commission held a public hearing and approved a resolution to move forward with the creation of a TID #3. Tonight a Resolution to approve the creation of TID #3 is before the Council for their approval. If the Council approves the Resolution the next step is for the Joint Review Board to meet, which is scheduled July 20, 2020 at 9:00 a.m. for their final approval of the proposed TID #3.

Discussion was held on the proposed plan, developers not being able to use the City as Collateral for their projects and the amount the City could acquire for the TID #3. Discussion was also held on the length of the TID, which would be 20 yrs. and if the monies could be used for projects other than TID related, which they cannot.

Alderson Mills moved, seconded by Alderson Schiller, to adopt Resolution No. 1091-20, approving the project plan for Tax Incremental Finance District #3. Upon a roll call vote, motion carried unanimously.

June 2020 Revenue and Expenditure Reports

Mayor Jelinek stated that the Council has received a copy of the June 2020 Accounts Payable Report, and asked if there were any questions.

Clerk/Treasurer Decur stated that a new line has been added to both the revenue and expenditure to itemize the grants received and the expenditures spent on the COVID-19 supplies to help in the record keeping for the specific grants.

June 2020 Cash Report

Mayor Jelinek asked if Council had any question regarding the June 2020 Cash Report. No comments/questions were received.

Approval of June 2020 Accounts Payable

Mayor Jelinek asked if Council had any question regarding the June 2020 Accounts Payable and Payroll Report. No comments/questions were received.

Aldersperson Zimmerman moved, seconded by Aldersperson Vollenweider, to approve the June 2020 Accounts Payable and Payroll Report in the amount of \$507,471.55. Upon a roll call vote, motion carried unanimously.

ANNOUNCEMENTS

Aldersperson Schiller asked Police Chief Kleiman if he could monitor Lakeshore Drive now that Hwy 42 is detoured. No one is following the 25 mph speed limit.

Aldersperson Zimmerman stated that the KD Salmon Tournament is up coming. It should be a good year as there has already been a 35# Salmon taken and a 28# Rainbow Trout. Too bad it was prior to the start of the Tournament.

Aldersperson Vollenweider wanted to thank the Staff for all of their work on the Grant process.

PWD Strelow informed the Council that the bridge on HWY 42, by the Marina, will be down to one lane the week of July 27 for sealing.

BI Davister stated that Staff is working on a Thank You for everyone involved in the process of completing the Marquette Project. Tentative date is August 12, 2020.

Mayor Jelinek stated that he is trying to reach out the Menominee Nation to get their blessing and see if they would like to participate in the unveiling of the donated statue from Bill Faller.

ADJOURNMENT

Aldersperson Vollenweider moved, seconded by Aldersperson Mills, to adjourn the meeting at 8:00 pm. Motion carried unanimously.

Submitted by Clerk/Treasurer Decur