

**OFFICIAL MINUTES
OF THE
CITY OF KEWAUNEE COMMON COUNCIL
SEPTEMBER 14, 2020 – 6:00pm - Virtual**

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

Excused: Alderperson Kuehl

Others Present: Administrator Schnook, Clerk/Treasurer Decur, PWD Strelow, Marina Manager Kinjerski, Police Chief Kleiman, EDPGF Monrroy, Attorney Nesbitt and Librarian Petrina.

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

APPROVAL OF AUGUST 10TH AND 24TH, 2020, COMMON COUNCIL MINUTES.

Alderson Mills moved, seconded by Alderson Dworak, to approve the August 10th and 24th, 2020, Meeting Minutes as presented. 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

Resolution No. 1097-20 to Commit Matching Funds for EDA Grant For Business Park Development.

Alderson Mills moved, seconded by Alderson Stangel, to approve the Consent Agenda – Resolution 1097-20, as presented. Aldersons Dworak, Brewster, Schiller, Vollenweider, Stangel, Mills – aye, Alderson Zimmerman – nay.

MAYOR'S REPORT

Appointment of Abigail Monrroy to the position of Community Economic Development Planner & Grant Facilitator

Mayor Jelinek introduced Abigail Monrroy, the new Community Economic Development Planner & Grant Facilitator, to the Council. Ms. Monrroy will be starting her position on October 5, 2020, and we look forward to her joining our team.

Update on COVID-19 Emergency

Mayor Jelinek stated that tonight's meeting is being held virtually but with Council Members and Staff attending in the Council Chambers. This is a trial to see if it is feasible to go back to in person meetings and still staying socially distanced. Mayor Jelinek also reviewed an article that was published in the Door County Daily Newspaper regarding the increasing positive cases of COVID-19.

Update on EDA Grant – Salmon Harbor, Engineering Report and Discussion on Next Steps, Should the City not be Grant Funded

Mayor Jelinek wanted to bring this forward as informational, so that the Council can do some thinking of what the City should do if the Grant is not received. Mayor Jelinek stated that the purchase of Salmon

Harbor is a very important part of the City controlling the looks of the Harbor area. There are residents that are saying why would the City take the property off of the Tax Roll, which the City is not planning on doing, the Marina can be assessed a payment to the City In-Lieu of Taxes. Residents have also been asking why the City would abandon the current Boat Launch, which is not the plan.

Aldersperson Vollenweider asked about projected finance number, and why they are combined with the City's current Marina. It was stated that if the City purchases Salmon Harbor the two Marinas would be combined into one entity. Aldersperson Vollenweider also asked if there is a signed counter offer. Attorney Nesbitt stated that there is a signed counter offer, the seller is waiting patiently and is looking forward to working with the City.

Aldersperson Schiller stated that what the Council needs to decide is if the City should be in the Marina Business. If it is decided to be in the Marina Business then it only makes sense to purchase Salmon Harbor and improve the Harbor. IF the Council decides that the City should not be in the Marina Business then they need to get out of it all together.

Aldersperson Stangel asked the Council to reach out to the residents and find out how they feel on the Marina issue but try and keep the Councils individual feeling out of the conversation.

Aldersperson Zimmerman would like to see the Business Financial Plan separated by Marinas.

Aldersperson Dworak stated that he was not present at the last meeting and was unaware that he needed to come up with a name for the Commission.

Kewaunee School District Update – Elizabeth Lamack

None

OLD BUSINESS

Budget Update

Clerk/Treasurer Decur reviewed the upcoming dates for the Budget Workshop and public hearing, the dates are as follows:

October 19, 2020 at 5:30 p.m., First Budget Workshop

November 11, 2020 at 6:00 p.m., Second/final Budget Workshop

November 23, 2020 at 5:00 p.m., Budget Public Hearing/ adopt Budget and Tax Levy

NEW BUSINESS

Authorize a return of Conveyance, thereby giving up the option to purchase the lot West of Kunkel's Korner, 301 Ellis Street

Mayor Jelinek stated that the City sold the owners of Kunkel Korner's adjacent to their building 5 years ago for \$10,000 with the stipulation that they add on to their current building. If Kunkel's did not build the proposed addition Kunkel's would need to pay the City an addition \$10,000 over the next 5 years. At this time the City has been paid the \$20,000. With the sale of the property it was brought to the City's attention that if the property was not built on the City had the rights to first refusal on purchasing the property back. The sale of the property cannot be sold until this matter is settled.

Discussion was held on the option of purchasing the property back and placing a City owned parking lot and create an agreement with the new owners to allow them to utilize the parking lot. It was also discussed that the lot in question is an important part of the Kunkel's Business to be able to provide parking for the customers.

Aldersperson Schiller moved, seconded by Aldersperson Mills, to authorize the return of Conveyance, waiving the right of first refusal to purchase the lot West of Kunkel's Korner, 301 Ellis Street. Upon a

roll call vote, Alderpersons Dworak, Brewster, Vollenweider, Stangel, and Zimmerman – aye, Alderpersons Schiller and Mills – Nay, motion carried.

Approve Special Assessment Charge for Demolishing 309 Harrison Street

Mayor Jelinek stated that City Staff have been trying to get the owner to fix-up or demolish their building, to no avail. The owner put a restraining order against the City, preventing the staff from demolishing the structure and took the City to Court. The Judge found in the City's favor and ordered the owner to demolish the building. The owner never complied with the Court Order. The City has knocked the building down. In the next couple of weeks, the City will restore the common wall remaining on 307 Harrison Street, grade and seed the area with grass. The City will be sending an invoice to the owners of 309 Harrison Street for all of the work as the owner was paid by their insurance company to perform the demolition and failed to do so. Staff is asking the Council to approve the placement of this cost as an assessment to 309 Harrison Street if the owners do not pay for the demolition.

Aldersperson Mills moved, seconded by Aldersperson Schiller to approve the placement of special charges on the 2020 tax roll if not paid by owner of 309 Harrison Street. Upon a roll call vote, Alderspersons Dworak, Brewster, Schiller, Vollenweider and Mills – aye, Aldersperson Zimmerman – nay, motion carried.

Authorize taking out a loan for Public Works Department Loader and Police Department Squad and acceptance of Grant Funds for same

Administrator Schnook stated this is informational only we need to publishing a meeting notice regarding the loan for grant purposes. The Police Chief Kleiman has applied for and received a \$11,400 grant from the USDA for the purchase of \$76,000 squad and equipment. The total cost that the City would pay for this equipment would be \$64,600, or anything else in excess of \$76,000. The understanding is that the grant money will be used after the City's portion of the \$64,600, is exhausted. The Police Department has set aside money over the past few years for this purpose and currently we have \$48,200 with the remaining monies budgeted in 2021.

Administrator Schnook stated that the Public Works Department was issued a \$30,000 Community Facilities grant from the USDA to assist in purchasing a front-end loader equipped with a bucket, snow plow, and wing. The front-end loader will be replacing a 2001 Sterling dump truck that frequently has mechanical issues and is only used for plowing snow. Along with being more efficient at removing snow, the loader will be used year-round, and will hold a higher value than a plow truck. This Item is also in the City's CIP and has been pushed back several years. The approval of taking out a loan would only need to be done for the Public Works front-end loader.

Approve Garbage/Recycling Contract

Mayor Jelinek stated that of the 3 proposals, Harter's Fox Valley Disposal came in with the lowest bid. Mayor Jelinek also stated that he has been in contact with current clients of Harter's Fox Valley Disposal and everyone seems to be happy with their services. The City Staff will be working with Harter's for a smooth transition.

Aldersperson Dworak moved, seconded by Aldersperson Mills, to approve the 3-year contract with Harter's Fox Valley Disposal to begin, January 1, 2021. Upon a roll call vote, motion carried unanimously.

August 2020 Revenue and Expenditure Reports

Mayor Jelinek stated that the Council has received a copy of the August 2020 Accounts Payable Report, and asked if there were any questions. No comments/questions were received.

August 2020 Cash Report

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

Approval of July 2020 Accounts Payable

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

Aldersperson Zimmerman moved, seconded by Aldersperson Brewster, to approve the August 2020 Accounts Payable and Payroll Report in the amount of \$598,183.61. Upon a roll call vote, motion carried unanimously.

ENTER INTO CLOSED SESSION, pursuant to Wisconsin Statute 19.85(1) (e): Deliberating or negotiating 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: Update on CDB Grant – Blight Elimination

Aldersperson Mills moved, seconded by Aldersperson Stangel, to enter into Closed Session at 7:17 pm, pursuant to Wisconsin Statute 19.85 (1) (e). Upon a roll call vote, motion carried.

RETURN TO OPEN SESSION, pursuant to Wisconsin Statute 19.85 (2)

Aldersperson Mills moved to enter into Open Session at 7:45 pm, pursuant to Wisconsin Statute 19.85 (2). Motion carried unanimously.

ANY ACTION FROM CLOSED SESSION

None

ANNOUNCEMENTS

Mayor Jelinek updated everyone on the Statute Dedication being held on September 17, 2020 at Haney Park.

Aldersperson Zimmerman stated that the Blue Door had a nice event on September 12, 2020, with a Craft Show in the Streets. Lot of people attended and the day was beautiful. Also there is a New establishment in the City it is the Yellow Building on Milwaukee, it is supposed to have coffee, tea, coco and gifts.

ADJOURNMENT

Aldersperson Zimmerman moved, seconded by Aldersperson Dworak, to adjourn the meeting at 7:52 pm. Motion carried unanimously.

Submitted by Clerk/Treasurer Decur