

**OFFICIAL MINUTES
OF THE
CITY OF KEWAUNEE COMMON COUNCIL
OCTOBER 11, 2021 – 6:00pm**

Present: Mayor Jason Jelinek, Alderpersons Wendy Shelton, Jim Brewster, John Blaha, Jeff Vollenweider, Rich Taylor, Robin Nelson and Janita Zimmerman (zoom).

Excused: Alderperson Stangel and Administrator Schnook

Others Present: Clerk/Treasurer Terri Decur, Attorney Randy Nesbitt, Librarian Carol Petrina, Police Chief Kleiman and Marina Manager Kinjerski.

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

APPROVAL OF SEPTEMBER 13, 2021, COMMON COUNCIL MINUTES.

Alderperson Shelton moved, seconded by Alderperson Stangel, to approve the August 9, 2021, Minutes with the change to reflect a 6-2 vote on Resolution No. 2005-2021, to allow City Common Council to obtain Legal Counsel. Motion carried unanimously.

WACHTEL TREE SCIENCE – TREE MANAGEMENT PRESENTATION-NATHAN SCHUETTPELZ

Nathan Schuettpelz, Wachtel Tree Service presented the Common Council with an update on the Tree Management Plan that was created for the City of Kewaunee.

ANNUAL REPORT – TUG LUDINGTON – PAUL JIRTLE

Interim PWD Jirtle informed the Common Council that there were over 1200 visitors to signed-in on the tug for the 2021 season. Admissions brought in \$10,786.00, and \$1,181 in donations. Discussion was also held on moving the Tug over to Harbor Point Park and moving the anchors and propellers there also.

PUBLIC COMMENT/COMMUNICATIONS

Mayor Jelinek opened public comment.

Tom Kleiman, N2674 County AB, Luxemburg, stated that agrees with Mr. Jirtle’s comment regarding moving the tug. It would be a great idea. Also Mr. Kleiman had a concern regarding timing of the fish cleaning stations closing. There is still a lot of fall fisherman that come to Kewaunee, it should be maintained and kept open. Don’t let a few bad fisherman ruin it for everyone else.

Hearing no more comments, public comment was closed.

CONSENT AGENDA

- a. **Boards, Commissions, Committee and Staff Reports (Community Center, Lighthouse Committee, Library Board, Kewaunee Historic Preservation, Plan Commission and August & September Staff reports).**
- b. **Liquor License – Rooster’s LLC – (The Goose Nest) 207 Ellis Street**

Alderperson Shelton asked to have item 7. A. Boards, Commissions, Committee and Staff Report pulled from the Consent Agenda for further discussion.

Alderson Nelson moved, seconded by Alderson Vollenweider, to remove item a. Boards, Commission, Committee and Staff Reports from the Consent Agenda for further discussion and approve b. Liquor License – Rooster’s LLC – 207 Ellis Street. Motion carried unanimously.

a. Boards, Commissions, Committee and Staff Reports (Community Center, Lighthouse Committee, Library Board, Kewaunee Historic Preservation, Plan Commission and August & September Staff reports).

Alderson Shelton asked if there was a plan for the property at 123 Kilbourn Street?

Mayor Jelinek stated that this is part of the Blight Elimination Project and at this time there is no specific plan for the property.

Alderson Shelton asked if the redistricting meeting was going to be moved to October 25, and if Clerk/Treasurer Decur has heard anything of the Financial Training.

Clerk/Treasurer Decur stated that the redistricting meeting will be held after the Committee of the Whole Meeting and she is still waiting to hear from Baird regarding the training.

Alderson Shelton asked if the adjacent land owner made any agreement to pay for the construction of Scott Street seeing it could go out for bids next week?

Mayor Jelinek stated that at this time we only have a verbal agreement. Discussion was held regarding an Agreement from the property owners and the special assessment process.

Discussion was also held on how the City can be requesting bids if the City does not know what the intentions of the property owners are. This is an important issue to properly design the correct infrastructure.

Alderson Blaha questioned the insurance claim for the damage caused by a blown tire and how it was filed. He talked to his insurance agent and thought it should be covered under comprehensive.

Alderson Stangel moved, seconded by Alderson Shelton, to approve item a. Boards, Commissions, Committee and Staff Reports as presented. Motion carried unanimously.

MAYOR’S REPORT

Mayor Jelinek updated the Council on ongoing topics regarding road rating, street light replacement, the steps by Holy Rosary Hill, CDBG Grant and the Marina closing October 15, 2021. He also updated the Council regarding the Police Department working with surrounding Communities with sharing part time Officers, Police finalizing the USDA Grant they received and the CIP adjustments to move up the purchase of new squad for the K-9 Unit.

OLD BUSINESS

a. Approve RFQ for Marketing the Ellis Point Site

Seth Hudson, Cedar Corp., reviewed the RFQ for marketing the Ellis Point Site with the changes that the Council requested at the last Committee of the Whole Meeting.

Discussion was held on the contaminated soil that was capped on the Ellis Point Site, and if there is any building to be placed on the site it will need to be DNR approved. Discussion was also held on the Flood Maps being updated by FEMA.

Alderson Taylor moved, seconded by Alderson Nelson to approve the RFQ for the Ellis Point Site. Upon a roll call vote motion carried unanimously.

b. Discuss RFQ for Marquette School Property

Mayor Jelinek placed on the agenda the RFQ for Marquette School Property to start a dialog regarding the next steps for the property. Mayor Jelinek stated that he has received an email from Alderperson Brewster regarding the Historic Preservation Commission finalizing the Site recommended options and guidelines.

Alderperson Brewster stated that the site options and guidelines would be presented at the next Committee of the Whole.

c. Update-Ambulance Contracts and Funding

Ambulance Director Steiner updated the Council Regarding funding possibilities for the wage increase. State money wasn't approved in the budget as was proposed, which would have allowed the City to recover monies lost to Medicare and Medicaid. However, Medicaid reimbursement rates were increased to 80% of Medicare rates. With rough calculations and estimates, we would bring in an additional \$10,000-\$15,000 per year. Additional Federal Money that Steiner is currently applying for is due October 28 for the 4th round of funding, it is unknown how much the grant would or could be. Funding Assistance Program grant application was submitted this past week which brings in \$5,500 per year for education and supply funding.

Discussion was held on the current calculations being through Equalized Value, and the Per Capita the Towns are requesting.

d. Budget Update-Clerk/Treasurer Decur

Clerk/Treasurer Decur informed the Council that she printed copies of the General Fund Draft Budget both Revenue and Expenditure. Funds 200's, 300's, 400's, 611 and 620 were still in the works but, she would let the Council know when it was available to be picked up. Clerk/Treasurer Decur stated she wanted to get the General Fund Draft Budget to the Council so they have time to look at it prior to the October 18, 2021, Budget Workshop.

NEW BUSINESS:

a. Discussion of the State Aldermanic Redistricting Map/Ward Map

Discussion was held regarding proposal #2 received from the County regarding the redistricting and how it balances out the population much better than proposal #1.

b. September YTD Revenue and Expense Reports

Mayor Jelinek asked if anyone had any questions regarding the September YTD Reports.

Alderperson Shelton questioned the loader cost that was taken out of Fund 409. Clerk/Treasurer Decur stated that was the amount that we borrowed towards the new Loader.

Mayor Jelinek asked if there were any more questions. Hearing none, he moved to the next item.

c. September 2021 Cash Report

Mayor Jelinek asked if anyone has any questions regarding the September Cash Report.

Alderperson Shelton questioned the negative amount for the General Fund. Clerk/Treasurer stated that is a cash flow issue as we do not receive our Shared Revenues until November, this does happen a couple times per year because of receiving Tax Funds.

Mayor Jelinek asked if there were any more questions. Hearing none, he moved to the next item.

d. Approval of September 2021 Accounts Payable & Payroll

Aldersperson Nelson moved, seconded by Aldersperson Shelton, to approve the September 2021, Accounts Payable and Payroll, in the amount of \$387,353.90. Upon a roll call vote, motion carried unanimously.

ENTER INTO CLOSED SESSION,

- a. Pursuant to WI Statute 19.85(1)(e): Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session: Stellick Property – 309 Harrison Street (attachment)
- b. Pursuant to WI Statute 19.85 (1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility: Administrators Employment

Aldersperson Blaha moved, seconded by Aldersperson Vollenweider, to move into closed session at 7:50 p.m., pursuant to Wisconsin Statute 19.85(1) (e): Pursuant to WI Statute 19.85(1) (e): Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session: Stellick Property – 309 Harrison, and WI Statute 19.85 (1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility: Administrators Employment. . Upon a roll call vote, motion carried unanimously.

RETURN TO OPEN SESSION, PURSANT TO WISCONSIN STATUTE 19.85(c)

Aldersperson Vollenweider moved, seconded by Aldersperson Taylor, to reconvene into open session at 9:18 p.m. Upon a roll call vote, motion carried unanimously.

ANY ACTION FROM CLOSED SESSION

Aldersperson Vollenweider moved, seconded by Aldersperson Nelson, to approve the sales of Parcels # 241-00010-1660, 309 Harrison Street to Jill Pansier, owner of The Bucket Bar a& Grill, LLC in the amount of \$5,700 with the contingency that the lot be combined by CSM to parcel #241-00010-1680 and not be sold as a separate parcel in the future, with the Mayor to sign the Paperwork. Upon a roll call vote, motion carried unanimously.

ANNOUNCEMENTS

Aldersperson Blaha reminded the Council about the upcoming Fund Raiser being put on to benefit the Ambulance/Fire Departments on October 23, 2021, from 8:00 pm to Midnight at Classix.

Aldersperson Zimmerman stated that there are a lot of transients because we are a Fishing Community, so it is very important to take care of our Marina Operations.

Aldersperson Nelson informed the Council that the Lighthouse Tours went very well, although someone stole the new Life Ring.

ADJOURNMENT

*Alderson Nelson moved, seconded by Alderson Vollenweider, to adjourn the meeting at 9:25 pm.
Motion carried unanimously.*

Respectfully submitted by Clerk/Treasurer Terri Decur