

CITY OF KEWAUNEE CITY COUNCIL MEETING MINUTES

Monday, January 10, 2022 - 6 PM

1. Call to Order & Roll Call
Meeting was called to order by Mayor Jelinek at 6:00 PM. Roll Call – All members Present
2. Pledge of Allegiance/Prayer/Meditation was conducted.
3. Approval of the December 13, 2021 Common Council Minutes and December 20, 2021 Special Council Minutes.

Motion by Stangel, 2nd by Blaha to approve the meeting minutes as presented. Motion passed unanimously 8-0.
4. Public Comment
Joe Mills indicated a concern on item 7d. on the agenda. He asked why it was included in the consent agenda, as it was not discussed at the prior COW meeting.
5. Introduction of Interim City Administrator Steve Kubacki
Steve Kubacki briefly addressed the Common Council.
6. Update from Jeff Wisnicky
Jeff Wisnicky briefly addressed the Common Council, giving the Council a synopsis on why he was running for Judge, his qualifications, experience and abilities.
7. Consent Agenda
Council Member Shelton requested that items 7a and 7c be withdrawn from the consent agenda. Motion by Shelton, 2nd by Nelson to approve the consent agenda with items 7b and 7d included. Motion passed unanimously 8-0.

Shelton indicated that she would pass on suggestions on the Clerk/Treasurer posting to Administrator Kubacki.
8. Mayors Report
Mayor Jelinek reported that he was in discussions with a candidate for the Director of Public Works position and would report back to the City Council as talks proceed. Also, the Street Department Laborer position was being prepared for advertisement as well.

9a. Approve Three Percent Utility Increase for 2022

Motion by Stangel, 2nd by Vollenweider to approve the 3 % Utility Increase for 2022. Roll Call Vote. Motion passed unanimously 8-0.

9b. Resolution No. 2008-2022 – Preliminary Assessment – Scott Street Project

Discussion was held with concerns on the Resolution format and the determination of the benefitting property owners. Staff indicated that this was a preliminary resolution and was largely procedural in nature. Future resolution would provide additional information and opportunities for review and comment. WDNR review of water and sanitary sewer plans were pending. Based on this information, Staff recommended a motion to table at this time. Motion to table by Vollenweider, 2nd by Zimmerman. Motion passed unanimously 8-0.

9c. Resolution No. 2010-2022 – Authorized Representative to apply Grants.

Motion by Stangel, 2nd by Nelson to approve Resolution # 2010-2022, Roll Call vote – motion passed unanimously 8-0.

9d. Lakeshore Natural Resource Partnership Projects – Augie Kinjerski

Mr. Kinjerski gave a presentation on work efforts related to the Kewaunee Harbor Infrastructure potential projects, grant possibilities and work efforts designed to facilitate such grants and related work efforts. There will be a formal presentation to the entire City Council on the potential projects in a CIP format, complete with estimated costs, grant possibilities and City of Kewaunee matching costs. The Council will have the ability to prioritize projects and their related costs as appropriate.

Jim Loreti of Cedar Corp. contributed to the conversation, providing current and background information. Council Member Blaha questioned the structural integrity and life of the existing dock system. Mr. Kinjerski stated the docks were already past the life expectancy of such docks and that maintenance efforts at this time were very significant and expensive.

10a. Approve Part-Time Position Additional Hours

Staff requested that the City Council increase the hours for support staff in the Clerk/Treasurer's office to address all of the work efforts necessary in light of the current Clerk/Treasurer vacancy. Currently the position is authorized to work 20 hours per week. It was suggested that an additional 20 hours per week would be needed to keep up with the workload for a period of 8 weeks. Motion by Taylor, 2nd by Stangel to increase hours to 40 hours per week for a period of 8 weeks to address the work efforts necessary at this time. Motion passed unanimously 8-0.

10b. December 2021 Cash Report

No Comments

10.c. December 2021 Preliminary YTD Revenue & Expenditures

A question came forward as it relates to the Room Tax as it shows up both as a revenue and expenditure. Staff explained that this was a "Pass Through" type of account with the room tax monies being received as a revenue and then being remitted to the Chamber of Commerce as an expenditure.

This figure varies from year to year dependent upon the amount of tourism experienced.

10d. December 2021 Accounts Payable

Discussion was held on the level of payments to both ATT and Cellcom and the related service received. Administrator Kubacki was directed to meet with both parties and investigate.

Discussion was held on check # 76422 – Land Costs. It was explained that these costs were for properties purchased by the City of Kewaunee. Staff will investigate and report back to the City Council on the properties involved in these payments.

Discussion was held on the costs associated with Check # 508544, \$6,839.18 in total. Motion by Taylor, 2nd by Shelton to pull this payment and present a claim for reimbursement to the City of Kewaunee's Insurance Carrier. Motion Passed – 6 ayes – 2 nays.

The payment to Erichsen Repair LTD for \$12,999.99 was discussed, this was payment for Door Repair at the Lighthouse.

The payment to Miesler Construction Inc. was discussed, this payment was for site cleanup and misc. site activities at Fishermans Point.

Motion by Vollenweider, 2nd by Taylor to approve payment of bills totaling \$607,464.73. Motion passed -Roll Call – 8-0.

11. ENTER INTO CLOSED SESSION

Motion to go into Closed Session pursuant to WI Statute 19.85 (1)(c) at 7:35 PM by Stangel, 2nd by Taylor. Roll Call Vote – Motion Passed 8-0

12. ENTER INTO OPEN SESSION

Motion to back into Open Session at 8:11 PM by Nelson, 2nd by Vollenweider. Roll Call Vote- Motion passed unanimously 8-0.

13. Possible Actions from Closed Session - None

14. Announcements

Council Member Nelson announced that there was a new Pastor at Community Congregational Church.

Council Member Taylor indicated that he had constituents call with concerns on Solid Waste & Recycling services from Harters.

Council Member Blaha indicated that Scott Construction offered to help the City of Kewaunee evaluate Street Construction and Maintenance needs for the future.

15. Adjournment

Motion by Nelson, 2nd by Vollenweider to adjourn at 8:27 PM. Motion passed unanimously 8-0.

Submitted by Steve Kubacki – Interim City Administrator 1/18/2022