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OFFICIAL MINUTES OF  
CITY OF KEWAUNEE COMMITTEE OF THE WHOLE (COW)  
Kewaunee Municipal Building, 401 Fifth Street  
MONDAY JANUARY 25, 2021 - 6:00 P.M. - VIRTUAL  
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Present: Chairperson Schiller, Mayor Jelinek, Alderpersons Dworak, Brewster, Vollenweider, Stangel, Kuehl Mills and Zimmerman.

Excused: None

Others: Administrator Schnook, Clerk/Treasurer Decur, Attorney Nesbitt, BI Davister, PWD Strelow, Librarian Petrina, EDPGF Monrroy, Ambulance Director Steiner, Fire Chief Hlinak, and Marina Manager Kinjerski.

Chairperson Schiller called the meeting to order at 6:00 p.m.

APPROVAL OF THE COMMITTEE OF THE WHOLE December 21, 2020 MINUTES

Aldersperson Kuehl moved, seconded by Aldersperson Dworak, to approve the December 21, 2020 Committee of the Whole Meeting Minutes as presented. Motion carried unanimously.

PUBLIC COMMENT

Chairperson Schiller opened the floor for public comment.

Rich Taylor, 808 Rose St, felt it was strange that the public can comment on the agenda items without having the benefit of knowing what the new business is. Mr. Taylor felt that public comment, should be held after the new business is discussed at the committee level.

Hearing no other comments, Public Comment closed.

MAYOR'S REPORT: JASON JELINEK

Committee Structure

Mayor Jelinek stated that council has already started to reform some of our Committees with a skeletal structure in the form of an Ordinance. This is something that needs to be brought back for further discussion and completed. Mayor Jelinek would like the Committee of the Whole to revisit the Ordinance that passed, so we can go forward with the restructuring of Committees and Boards.

NEW BUSINESS

Recommendation to secure Debt for Roof Repair, Front End Loader and Scott Street Connection for \$500,000

Chairperson Schiller explained that Staff is looking for guidance from the Committee of the Whole and Council on securing financing. The financing is for the Roof Repair at City Hall, the Front End Loader and Scott Street connection. All three of these items have been approve by Council.

Discussion was held on the cost of each project, which was explained the roof was \$110,000, the Front End Loader is \$167,000 and Scott Street Connection will be around \$200,000.

Discussion was also held on how the litigation is going regarding the roof. It was explained that it is in the Courts hands at this time. Also discussed was the assessment being placed on the property owners for the Scott Street connection. It was stated that assessments will only be placed on the two property owners adjacent to the connection.

Alderson Kuehl moved, seconded by Alderson Mills, to recommend to Council to approve Staff to look into securing a loan for the Roof Front End Loader and Scott Street Connections.

Consider Municipal Property Offer to Purchase

Chairperson Schiller explain that the Offer to Purchase, from Jeff Stangel, before the Committee of the Whole, is a for property to the South and West of City Hall. The offer would be contingent on a Variance being granted due to setback issues. As Chairperson of the Board of Review, I do not feel this would fall under the statutory requirements for a Variance.

Discussion was held on requirement concerns regarding the Helicopter Pad located near the proposed site. Ambulance Director stated that it is not a helicopter pad but a concrete pavement for convenience if needed.

The importance of keeping the land for future expansion of the Fire Station or City Hall, was held

There was discussion held regarding the encroachment of his existing building that is sitting on 5' 8" off City property on the south lot line. It was discussed to have Staff work with Mr. Stangel to rectify the encroachment issue.

Alderson Mills moved, seconded by Alderson Vollenweider, to forward to Council the recommendation to table the Offer to Purchase from Jeff Stangel, and authorize City Staff and Legal Counsel, to work with Mr. Stangel on the encroachment issue located on the South Lot Line by City Hall. Upon a roll call vote, Alderson Mills, Dworak, Schiller, Kuehl, Vollenweider and Brewster – aye, Alderson Zimmerman and Stangel – nay. Motion carried.

Proposed Ordinance Change on Bidding Construction Work

Administrator Schnook review the City of Kewaunee's current Ordinance No. 62.6 – Public construction without bids. This current Ordinance reads “*Sidewalk, curb and gutter, sewer mains and laterals, and demolition of structures may be constructed and demolished by the City without submitting the same for bids under Wis. Stats. 61.15*, and is very version of the ordinance is very vague. The Proposed version would read as; “*Sidewalk, streets, curb and gutter, sewer mains and laterals, water laterals, storm sewers and laterals, excavation, filling, grading and demolition of structures may be constructed and demolished by the City without submitting the same for bids under Wis, Stats. 62.15.*”

PWD Strelow would like to see an addition to the proposed Ordinance by adding “*water mains*” to the language to be consistent with the sewer mains and laterals.

Alderson Kuehl wanted to be clear that this Ordinance will not bypass any State laws for bidding projects over the \$25,000.

Alderson Mills moved, seconded by Alderson Dworak, to forward to Council the recommendation to approve the Ordinance Change to Bidding Construction Ordinance with the addition of the words water main added. Upon a roll call vote, motion carried unanimously.

ANNOUNCEMENTS

Chairperson Schiller wanted to thank Mr. Blum, from the press for attending our meeting. Chairperson Schiller also informed everyone that he and his wife Sara have sold their property on Lakeview Drive and until their new residence are ready to move in they will be living above there office on Ellis St.

Alderson Vollenweider asked when the official adopted 2021 Budget would be ready to pick up. Clerk/Treasurer Decur stated that they are ready and can be picked up any time.

Administrator Schnook stated that he has received a notification from Chief Hlinak will be retiring on April 1, 2021. Administrator Schnook also stated that he will be meeting with the Mayor and Police & Fire Commission to move forward. Administrator Schnook wanted to thank Chief Hlinak for his 44 years of service to the City of Kewaunee.

ADJOURNMENT

Alderson Vollenweider moved, seconded by Alderson Mills, to adjourn the meeting at 6:40 pm. Motion carried unanimously.

Submitted by Clerk/Treasurer Decur