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OFFICIAL MINUTES OF  
CITY OF KEWAUNEE COMMITTEE OF THE WHOLE (COW)  
Kewaunee Municipal Building, 401 Fifth Street  
MONDAY JANUARY 27, 2020 - 6:00 P.M.  
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- Present: Chairperson Jackson, Mayor Christman, Alderpersons, Dworak, Jelinek, Stangel, Kuehl, Mills and Zimmerman.
- Excused: Alderperson Schiller
- Others: Administrator Schnook, Clerk/Treasurer Decur, Public Works Director Strelow, Building Inspector Davister, Attorney Nesbitt, Librarian Petrina, Police Chief Kleiman, Fire Chief Hlinak and CEDPGW Autumn Linsmeier.

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

APPROVAL OF THE COMMITTEE OF THE WHOLE DECEMBER 16, 2020, MINUTES

Alderson Kuehl moved, seconded by Alderson Dworak, to approve the November 25, 2019, Committee of the Whole Meeting Minutes as presented. Motion carried.

PUBLIC COMMENT

Chairperson Jackson opened the floor for public comment.

Kirt Johnson, 803 Milwaukee, stated that he is concern about the development of the Marquette School Property, which is in the heart of the Historical District. Mr. Johnson does not want to see houses going up, but would like to keep it as green area.

Henry Blarek, Chris Holterman, Bob Robillard and Tom Kleiman all spoke in support of keeping the Marina open and work looking at options that may alleviate the water.

John Blaha, inquired what property is going to be discussed in Closed Session. Mayor Christman stated that the property to be discussed in closed session in the old Hamachek Property.

With no further comments, Public Comment was closed.

OLD BUSINESS

Flooding Updates

Mayor Christman stated that Kewaunee County Emergency Management has started a Flood Task Force Committee to look into flooding issues in the County. The City will continue with our Flood Task force concurrently, so we can keep our specific City issues in the forefront. US Army Corp of Engineer spoke at our last Council Meeting and the take away we got, was the services available are geared to the public sector not the private entities.

- **Proposal on Predicting Water Levels**

Pete Kolaszewski and Craig Schuh from Ayres Assoc. presented a proposal to engineer a Lake Michigan Water Level and Impact Analysis for the City of Kewaunee. This proposal includes:

1. Determine a high still water level to compare with shorelines and use for basepoint in inundation analysis.
2. Estimate potential wave heights in the Kewaunee River, which will be based on several potential wind intensities and directions.
3. Map areas that will be inundated based on a given water level.
4. Review the estimated water level, inundation mapping, and possible wave action effects with the City. Develop a list of problematic areas and areas of concern.
5. Propose conceptual improvements for resiliency, temporary or permanent, for the areas of concern.
6. Review funding options, prioritize projects, and assist in planning for potential construction.

Pete Kolaszewski reviewed an additional service that Ayres could conduct if the City would be interested. Ayres Assoc. would capture high definition aerial Lidar in the area of concern which has not been done since 2012, yielding a current surface model with a 5-centimeter (RMSE) vertical accuracy for a fee of \$16,500. This would not be able to be done until after the snow melts and before the leaves are on the trees.

Discussion was held regarding what type of specialists Ayres would be using, the time frame for the project, which would be 30-60 days depending on what services were done and if Ayres could present something sooner if they just work on three critical areas at this time. The critical areas would be land by the Lift Station, the low land by Hwy 42, LaFond's Fish Market, Harbor Express and the Port O Call along with the area near the pumping station. Discussion was also held on locating the funds, whether or not the DOT would help because it may impact a State Highway.

Alderson Jelinek moved, seconded by Alderson Dworak, to send to Council the approval of having Administrator Schnook to review the resumes and models from Ayres experts and work with Ayres to analyze the areas by the Lift Station, Hwy 42 East of the Bridge and the Pumping station. Motion carried unanimously.

Community Center Update

Alderson Zimmerman stated that the Community Center Committee is still evaluating potential areas that may work for a Community Center, one being the Enterprise Building, 203 Ellis Street and the other being land behind the County Building.

Planning for Marquette School Property

CEDPGW Autumn Linsmeier, reviewed the process, budget and timeline for the development of the Marquette School Property. With the potential for applying for grant funding for the development of the Marquette School Property, it is recommended that the City obtain input from the public as to what this site should become to ensure that the City is doing what its residents want and to create stronger grant applications in the future. Along with the survey the City should hold 2-3 public input sessions where residents and visitors can share their ideas for what this piece of land should become. After the public input is gathered, City Staff would compile the data and analyze it, and put together a one page findings that can be shared. Staff would also like to involve the UW- Extension Design Charrettes Team to create drawings to show potential options of the property.

Discussion was held on the timeframe of the project, the option to include the Historical Society at some point and whether or not this has been placed in the budget for 2020.

Alderson Jelinek moved, seconded by Alderson Mills to send to Council the recommendation to approve the Planning Proposal for the Marquette School Property. Motion carried unanimously.

River Road Update

Public Works Director Strelow stated there is still some soil work to be completed in the spring and that the City will be assessing DeGroot for not completing the project by the deadline.

Administrator Schnook stated that Clerk/Treasurer Decur provided a cost breakdown of the River Road Project, the City borrowed \$1,000,000 dollars for the project and to date the expenditures are just over 830,000 dollars which will leave us with money left over from the loan that can be paid back on the loan once the project is completely done. Also in the packet is a copy of the Special Assessment for the property owners along the River Road Project who had their services replaced, which came in below the proposed amount.

ORD 610-20 – Chapter 94, Sec. 94-343 – Traffic, Parking and Access

Building Inspector Davister presented the Committee with a copy of Ordinance 610-20-Chapter 94, Sec. 94-343 and explained that the proposed Ordinance was reviewed by the Planning Commission at their last meeting. The Planning Commission would like to see the removal of, Article VII, Section 94-343 (9) (a) (4), Concealed from View, be removed in its entirety, along with Section 94-343 (9) (a) (12) (a) Parking Prohibited, portion of number 3, (provided that any such Vehicle shall be concealed from view), and the entire number 4, regarding the concealing of such vehicles.

Public Works Director Strelow explained that regulations on Storm Sewer are getting for restricted every year. The gravel driveways let more pollutants into the Storm Sewers than any other type of surface, along with the pollutants gravel also runs into Storm Sewer, causing extra maintenance. If they are not maintained, the water, stones and pollutants run into the Rivers and Lakes.

Aldersperson Dworak moved, seconded by Aldersperson Jelinek, to send to the Council the recommendation to approve as submitted by Building Inspector Davister and the Plan Commission. Motion carried unanimously.

Discuss/Action on the Base for the Native American Statue Donation

Dr. Faller stated after he reviewed the Engineers Report and spoke with Building Inspector Davister and Public Works Director Strelow, they came up with a new design for the base of the statue that would work. If you go down 8' with the concrete, you would be excavating into the unstable soil. The Engineers stated that the top 6' of soil is compacted and solid. The new proposed base would be dug down 4' 8", 4' of ¾" clean stone compacted would be placed in the hole and 2" of continuous Styrofoam would be placed on top of the stone. A concrete slab of 8" would be placed on top of the Styrofoam. Cinder blocks would be on top of the concrete at a high of 2' 8" tall with a 6" concrete slab on top to place the statue on.

The committee asked Building Inspector Davister and Public Works Director Strelow, if this new proposed base would work and Davister and Strelow both agree this would be the best option. Strelow stated that if you construct the first base if it starts sinking you will need to dig the entire base up and reconstruct, the new proposed base you could raise a corner and mud jack under to level out.

Aldersperson Mills moved, seconded by Aldersperson Kuehl, to send to the Council the recommendation to approve the smaller proposed base without an Engineer Stamp. Motion carried unanimously.

NEW BUSINESS:

Letters of Support for BLRPC Grant

CEDPGW Autumn Linsmeier stated that Bay Lake Regional Planning Commission is offering a Grant Program for free technical assistance, this would allow the City to us 40 hours of their staff time to help create a Tree Inventory for the City and also a Marketing Brochure to present to groups she is invited to speak at. There are two letters in front of you for your review and approval that would be needed to apply for the proposed grant.

Public Works Director Strelow stated it would be beneficial to the City to have a tree inventory and plan, this would assist in what the City would like their tree lawn and to assist in the maintaining a uniformity look of the trees.

Aldersperson Kuehl moved, seconded by Aldersperson Mills, to forward to Council the recommendation to approve the support letters for the Tree Plan and Marketing Brochure for the Bay Lakes Regional Planning Commission Grant Program.

Technology Updates to Council Chambers

Administrator Schnook updated the Council on the Technology upgrade to the Council Chambers. Aldersperson Schiller has a resident that is willing to donate 80% of the proposal that was received by Camera Corner. The proposal for the upgrade was for \$42,028.35 which would leave the City Paying around \$7,500, which has been taken from the 2019 budget. After receiving the proposal and meeting with Gary Huebner again it was decided to remove the Interactive Flat Panel Bundle and one 75” Smart 4K UHD TV and replace them with Service Pro Tablets for the Council and some Staff Members. Mr. Huebner is working on a proposal showing the changes made.

Discussion was held on the need for the upgraded technology, what is in the proposal and if what is listed going over and beyond what we need.

Aldersperson Zimmerman moved, seconded by Aldersperson Kuehl, to forward to Council with the recommendation of approval subject to the amount of the new proposal. Motion carried.

Decide on Municipal Marina Operations for 2020

Administrator Schnook informed the Committee that in 2019 the Marina lost about \$15,000 dollars. Administrator asked what the Committee anticipate regarding the opening of the Boat Launch, Camp Ground and Marina.

Public Works Director Strelow, Building Inspector Davister and Fire Chief/Marina Employee Hlinak updated the Committee on the current damage/potential damage they are aware of;

- The Marina and Boat Launch will need to be rebuilt;
- The Campground also needs new gravel on the roads and in the sites, along with something done with the green space which is all mud;
- Stray Voltage in the Boat Launch Parking lot;
- Raising the electrical boxes on the docks;
- Fixing the 5 areas of dock damage already done this year from the ice;
- The Fish Cleaning Stations may be inoperable due to one of the pits is are dangerously close to being underwater and the potential water that could be coming up through the drains and emptying out into the sewer along with one of the motors being underwater;
- The Bathrooms have been flooded at time this year and if the water rises the drains will need to be sandbagged but then the showers cannot be used;
- If the water continues to increase as they are predicting some of the Boats would not be able to go under the bridge from the Boat Launch;

Attorney Nesbitt stated that if the City is aware of any unsafe issues the Insurance will not cover the Liability or if it is unmanned.

Discussion was held on the Public Boat Launch, with most of the Committee in agreement with the damage of the parking lot and the new landing it is doubtful it will be open. Discussion was held on the possibility to sandbag the Campground and options for the Marina. If the docks are repaired and the electric is moved there is a possibility of opening the Marina but it is doubtful that the parking lot will be open. Discussion was also held on the information that would be received from Ayres regarding the Lake Michigan Water Level and Impact Analysis Report. The Committee felt the decision on the Marina should wait until the report is presented and the City receives option on what may be done to help keep the water out of these areas. Discussion was also held of leasing the Marina out to run the daily operations.

Alderson Mills moved, seconded by Alderson Jelinek to table the decision on opening or closing the marina until further information is collected. Alderson Mills, Stangel, Jelinek, Jackson and Dworak – aye, Alderson Kuehl and Zimmerman – nay.

Changing the Boundaries of the Downtown Snow District

Alderson Jelinek stated he has received a call from a business owner that was told by the Public Works Director Strelow he needed to stop putting his snow from his sidewalk in the street. The Contractor who is doing the plowing currently drives on the sidewalk with his truck to clear the snow and pushes it into the street. Alderson Jelinek asked if the Downtown Snow District needs to be looked at.

Public Works Director Strelow presented the Committee with the amount of time it takes to clear the current snow district and the three Church parking lot that the City does not get paid for clearing. Also discussed was Contractors that are getting paid to clear parking lot and then leaving the snow in the streets for the City to dispose of. Public Works.

Discussion was held on the purpose of the Snow District, pushing snow onto a State Highway and the time and liability the City would incur. Discussion was also held regarding having Public Works Director Strelow reviewing the Snow Ordinance and District and bringing it back in June or July so the City is ready for next year's snow season.

Alderson Dworak moved, seconded by Alderson Kuehl to table the Changing of the Snow Boundaries to a later Committee of the Whole until Public Works Director Strelow has time to review and make necessary changes. 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 specified public business, whenever competitive or bargaining reasons require a closed session: The Gathering at Pierpoint Development Proposal.

Alderson Zimmerman moved, seconded by Alderson Kuehl, to convene into Closed Session at 9:00 p.m. Upon a roll call vote, motion carried unanimously.

RETURN TO OPEN SESSION, PURSUANT TO WISCONDIN STATUTE 19.85(2)

Alderson Mills moved, seconded by Alderson Jelinek, to reconvene into open session, pursuant to Wisconsin Statute 19.85(2) at 9:24 pm. Motion carried unanimously.

ANY ACTION FROM CLOSED SESSION

None

CREATE A TIF DISTRICT FOR HAMACHEK AND MARQUETTE SCHOOL PROPERTIES

Discussion was held on the creation of a TIF District for the Hamachek Property along the Lake to the Marquette School Property. Administrator Schnook stated if the City does decide to create a TIF District along that corridor it would show developers that we are interested in developing that area.

Aldersperson Jelinek moved, seconded by Aldersperson Mills to forward to the Council the recommendation to approve the creation of a TIF District, contingent on finding out the possible boundaries of the District

ANNOUNCEMENTS

None

ADJOURNMENT

Aldersperson Zimmerman moved, seconded by Aldersperson Mills, to adjourn the meeting at 9:35 pm. Motion carried unanimously.

Submitted by Clerk/Treasurer Decur