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**OFFICIAL MINUTES OF  
CITY OF KEWAUNEE COMMITTEE OF THE WHOLE (COW)**  
Kewaunee Municipal Building, 401 Fifth Street  
**MONDAY MARCH 22, 2021 - 6:00 P.M. - VIRTUAL**  
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Present: Chairperson Vollenweider, Mayor Jelinek, Alderpersons Dworak, Brewster, Schiller, Stangel, Kuehl, Mills and Zimmerman.

Excused: None

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

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

APPROVAL OF THE COMMITTEE OF THE WHOLE FEBRUARY 22, 2021 MINUTES

Alderson Stangel moved, seconded by Alderson Brewster, to approve the February 22, 2021 Committee of the Whole Meeting Minutes as presented. Motion carried unanimously.

PUBLIC COMMENT

Chairperson Vollenweider opened the floor for public comment.

Wendy Shelton, 1104 Milwaukee St. wanted to know if there was anyway the Minutes of Meetings can be posted a couple of days after the meeting instead of waiting for a month. Ms. Shelton also stated that the web page is confusing, if you go to the February 22, 2021 Committee of the Whole, Agenda Packet it comes up with the March 8, 2021, common Council Packet.

Kirt Johnson, 803 Milwaukee St., stated that if there is going to be a Special Council Meeting following a scheduled Committee of the Whole Meeting, it would be nice if something would be placed on the Committee of the Whole Meeting Agenda so people are aware and informed. Mr. Johnson also stated that he would be interested in seeing the Blight Elimination List. Mr. Johnson felt the City was rushing the bid process and should be more transparent.

Robin Nelson, 621 Center St., thanked Mayor Jelinek for the appointment to the Lighthouse Preservation Committee and also Alderson Zimmerman and Dworak for the kind words. Ms. Nelson brought up some of the projects that are being looked at for the Lighthouse, both in maintenance and upcoming tours that are being looked at. The Lighthouse Preservation Committee is also working on getting the Lighthouse on the Historic Registry.

NEW BUSINESS

Refinancing Opportunities-Justin Fisher, Baird

Baird Representative Justin Fisher explained to the Committee of the Whole Members that interest rates are at an all-time low now and it would be a good time to refinance some of the higher interest rate loans. Mr. Fisher suggested that the City look at refinancing two Taxable General Obligation Refunding Bonds, which would include the 2014 Bond for debt service and 2015 State Trust Fund Loan for a total of \$2,650,000. By refinancing these two high interest

rates down to 2.07% the City would be saving up to \$139,117, over the lifetime of the loan. The second suggestion is regarding General Obligation Refunding Bonds, which would include the 2018 State Trust Fund Loan for debt service, 2018 Notes for debt service and the 2019 State Trust Fund Loans for debt service in the amount of \$1,215,000. Refinancing at the rate of 2.08% would create a savings of \$168,757 over the lifetime of the loan. Mr. Fisher reviewed the tentative timeline to make this happen.

Discussion was held on the low interest rates, a savings of over \$300,000 and if there would be fees taken out of the \$300,000. Mr. Fisher stated the fees are included in the overall paperwork.

Alderson Kuehl moved, seconded by Alderson Mills, to forward to Council the recommendation to approve the refinancing as presented. Upon a roll call vote, Aldersons Dworak, Brewster, Schiller, Vollenweider, Stangel, Kuehl and Mills – aye, Alderson Zimmerman – nay, motion carried.

Award Bid for Blight Elimination – Robbie Davister

BI Davister stated that on February 18, 2021 the City put out a request for bids in the Green Bay Press-Gazette, which were due March 8, 2021 at 4:00 pm. The City received four bids for the Blight Elimination project and they were publicly opened at 4:00 pm, on March 8, 2021. Bids ranged from \$261,970.45 to \$794,264. Miesler Construction Inc. was the only contractor that met all of the bid requirements. This is the contractor that was responsible for cleaning up the mess at the Marquette School site after the previous Contractor walked off the job. The other three bidders failed to meet the bid requirement due to lack of proper insurance, not providing bid security deposit and not providing an equipment list. It is Staff's recommendation to award the contract to the lowest responsible bidder, Miesler Construction, in the amount of \$469,487.

Alderson Vollenweider inquired if the City owns the Watters property at 123 Kilbourn. BI Davister stated that Lighthouse Title Co. is working to obtain the numerous liens that are held has against all of his assets of Mr. Dave Watters the Federal and State Government.

Discussion was held on the Blight Elimination Budget and if the proposed bid fits within the scope of the Budget.

Alderson Zimmerman asked if the City has the right to tear down the Watters property if they do not own it. Attorney Nesbitt stated the City would need to obtain a clear title of the property, which Lighthouse Title is working on.

Discussion was held regarding the possibilities of what would happen if the City would not receive a clear title to the property, and how much of a discount the Contractors would give the City, if any. Attorney Nesbitt stated the City could either do a change order or place something to the effect that the property may not be taken down in the Contract.

Alderson Mills moved, seconded by Alderson Kuehl, to forward to Council the recommendation to award Miesler Construction Inc., the contract for the Blight Elimination demolition. Upon a roll call vote, Aldersons Dworak, Brewster, Schiller, Vollenweider, Stangel, Kuehl and Mills – aye, Alderson Zimmerman – nay, motion carried.

Approval of Boat Launch Lighting Repairs

Marina Manager Kinjerski stated that sometime during the Boat Launch renovation and high water levels a power failure has been noted to all our outside parking lights at the boat launch. Two years ago it was documented that people were receiving electrical surges from stray voltage by the three Boat Ramps. The light fixtures towards the fish cleaning station are also thought to have wire damage. Marina Manager Kinjerski also stated that there is an open insurance claim to cover some of the flooding damage but it is undetermined what amount will be covered. Quotes were received from Eric Stauber in the amount of \$9,975, which would completely replace the conduit and wiring for all of the light poles, and Harv's Electric, in the amount of \$4,900, which would be to replace bad wires in conduit to light pole, cut blacktop, trench, install PVC, wire and tie in existing 3 poles by the boat ramps. Staff recommends awarding to Harv's Electric.

Discussion was held on the light pole bases and if they are reliable, if all 6 lights were needed at the Boat Launch Parking Lot, and that the current lights are LED Lights.

Aldersperson Kuehl moved, seconded by Aldersperson Schiller, to forward to Council the Recommendation to contract with Harv's Electric for the repair of the Boat Launch Lights. Upon a roll call vote, motion carried unanimously.

Update 10-Year CIP- Abigail Monrroy

EDPGF Monrroy stated that she has been working with the Department Heads on updating the CIP Plan. The yellow highlighted items on the spread sheet are the new items that the Department Heads are looking at adding. The orange highlighted items have been moved to a different year.

Aldersperson Dworak stated that at the last Committee of the Whole meeting he asked to have the full time Treasurer Position and the Fund Debt Reduction line items out of the 10-year CIP Plan as they should be a budgeted item.

Administrator Schnook stated that to remove or add something to the 10-year CIP a motion would need to pass.

Aldersperson Zimmerman moved, seconded by Chairperson Vollenweider, to table the approval of the 10-Year CIP Update until it can be reviewed line by line.

Aldersperson Stangel wanted to be clear that whether we table the 10-year CIP Plan or send it to Council, approving the 10-year CIP does not include the funding of the projects. That would be brought up at budget time. Aldersperson Stangel asked that when this comes back for discussion could it be a line item on the Committee of the Whole Agenda.

Administrator Schnook stated that the 10-year CIP Plan can be discussed tonight and if there are any changes, a motion would be needed.

After some discussion the previous motion went to a roll call vote, Alderspersons Zimmerman and Vollenweider – aye, Alderspersons Dworak, Brewster, Schiller, Stangel, Kuehl and Mills – nay, motion failed.

Discussion was held on the Debt reduction from the 10-year CIP, when that would that be discussed in the future, and that it should be discussed on an annual basis during the budget process.

Aldersperson Dworak moved, seconded by Aldersperson Kuehl, to forward to Council the recommendation to have the Full-time Treasurers position and the General Fund Gap line items be removed from the 10-year CIP Plan. Upon a roll call vote, Alderspersons Dworak, Brewster, Schiller, Vollenweider, Kuehl, Mills and Zimmerman – aye, Aldersperson Stangel – nay, motion carried.

Aldersperson Zimmerman moved, seconded by Aldersperson Vollenweider, to remove, Salmon Harbor Purchase, The Brown Duck Development, the Seawall Repair by Harbor Park and the Lighthouse Pier, Scott Street Connection, Snug Harbor Seawall Repair, the Accounting Software, Election Equipment and the 1.6 Million in Dock replacements, removed from the 10-year CIP.

Mayor Jelinek stated he felt a motion like this is extremely dangerous and financially irresponsible, and he doesn't understand the thought process behind this. Mayor Jelinek also stated that he is watching this continue with the Council, taking things out of the budget. There are multiple areas in Luxemburg doing housing developments. If you take these items out of the budget and the 10-year CIP you are telling the public the City is not interested in growth. The 10-year CIP is a plan. It doesn't mean everything on it is going to happen, and it will be discussed in the budgeting process and try to find funding for those items.

Aldersperson Vollenweider stated he felt \$44,000,000 is a lot of money even if it is not spent and some of these things should be budgeted for instead of putting them on the 10-year CIP.

Discussion was held on keeping the developments in the 10-year CIP, because Kewaunee is falling behind on new development compared to other communities. Discussion was also held on the shape of the old docks and the need to replace the docks to keep the Marina open, whether they are replaced all in one year or staggered over a few years. Also it was discussed that the 10-year CIP is a planning document, it's not a budget document and it's not a contract.

Discussion was held on the Snug Property and if it was privately owned. It was stated that it is currently privately owned, but may come available in the future.

Aldersperson Mills called for the question. Upon a roll call vote, Alderspersons Zimmerman and Vollenweider – aye, Alderspersons Dworak, Brewster, Schiller, Stangel, Kuehl and Mills – nay, motion failed.

Aldersperson Schiller moved, seconded by Aldersperson Kuehl, to forward to Council the recommendation to approve the amendment to the 10-year CIP. Upon a roll call vote, Alderspersons Dworak, Brewster, Schiller, Kuehl and Mills – aye, Alderspersons Vollenweider, Stangel and Zimmerman – nay, motion carried.

Approval of Development Fees – Abigail Monrroy

EDPGF Monrroy stated that she has been working with PWD Strelow and Shawn Swanson to develop a Park Needs Assessment for the purpose of addressing the needs in our existing parks. EDPGF Monrroy presented the Committee a copy of the Park Impact Fee Needs Assessment that was developed, which shows the supportable maximum Park Improvement and Maintenance Fee is \$2,808 per dwelling unit. Staff recommends the Committee of the Whole set the fee with a limit of \$2,808 per dwelling and forward to the Common Council for approval.

Administrator Schnook stated that the City Plan Commission worked very hard on putting together a new Sub-Division Ordinance. As part of the Ordinance the Plan Commission put together a set of development/impact fees. Since then the City has been contacted by Brown County Builders Assoc. informing the City that it needs a Needs Assessment Study to back up the fee amounts because an Impact Fee is not a tax. The Plan Commission approved and forwarded to the Council a \$1,000 per lot Development Fee. The City currently has 74.4 acres of Parks; the standard for parks is 1 acre per 100 residents. That is double the acreage a City the size of Kewaunee should have and currently we have a hard time maintaining the current parks. Rather than developing new Parks the fees would be used to maintain and improve the City's existing Parks.

Discussion was held on tabling of Park improvements and the cost of maintenance over 20 years and how the amounts are broken down. Discussion was also held on the amount of work that the JC's and Slugger do regarding Haney and Memorial Parks. It was also discussed if there has been any thought of getting rid of any of the City Parks that are not being used.

Aldersperson Mills moved, seconded by Aldersperson Schiller, to forward to Council the recommendation to set the Development Fees at \$1,000 per lot. Upon a roll call vote, Alderspersons Dworak, Brewster, Schiller, Vollenweider, Stangel, Kuehl and Mills – aye, Aldersperson Zimmerman – nay, motion carried.

ATV/UTV Operation on City Streets-Dave Kuehl

Aldersperson Kuehl stated that most of the Towns within Kewaunee County have adopted an Ordinance allowing ATV/UTV operations on City/Town roads listed at under 35 mph. The County Sheriff's Department has had little to no problem regarding ATV/UTV use on posted roads. This is something for the City to consider in the future.

Discussion was held on the economic impact allowing ATV/UTV on City Roads, the ATV Park access, the possibility of allowing ATV/UTV's on the Anhapee Trail and if the Ordinance should start at the Plan Commission level or Council.

ANNOUNCEMENTS

Marina Manager Kinjerski stated that the Campground Improvements are almost complete and will be ready for the April 15th, 2021, season opening.

Mayor Jelinek stated the City Hall will be opening back up this week and all meetings will be held in person, with the mask and social distancing mandate in place. Meetings will also be done virtually for those who are not comfortable with in-person.

ADJOURNMENT

Alderman Mills moved, seconded by Alderman Zimmerman, to adjourn the meeting at 7:45 pm. Motion carried unanimously.

Submitted by Clerk/Treasurer Decur