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**OFFICIAL MINUTES OF  
CITY OF KEWAUNEE COMMITTEE OF THE WHOLE (COW)**  
Kewaunee Municipal Building, 401 Fifth Street  
**MONDAY OCTOBER 25, 2021 - 6:00 P.M.**  
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Present: Chairperson Taylor, Mayor Jelinek, Alderpersons Shelton, Brewster, Blaha, Vollenweider, Stangel, Taylor, Nelson and Zimmerman.

Excused: Administrator Schnook

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

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

APPROVAL OF THE COMMITTEE OF THE WHOLE SEPTEMBER 27, 2021 MINUTES

Aldersperson Nelson moved, seconded by Aldersperson Stangel, to approve the September 27, 2021, Committee of the Whole Meeting Minutes as presented. Motion carried unanimously.

PUBLIC COMMENT

Chairperson Taylor opened the floor for public comment.

Kirt Johnson, 803 Milwaukee stated that felt the City did not need a full time Building Inspector. He also wanted to thank Jim Brewster, Wendy Sheldon and everyone else involved with developing the Marquette School site Recommended Options and Guidelines and stated that the Council should hold off on creating a RFQ at this time. Kirt Johnson also wanted to thank Steve Hansen from Kewaunee County for listening to him and others to create a second proposal for the redistricting of wards in the City of Kewaunee.

Joe Mills, 1124 Vliet Street, stated the proposed redistricting is in violation by not having all districts having population between 300 and 1,000. He urged the Council to simplify it, by moving one line you could make it 4 wards instead of 6 wards.

With no other comments, Public Comment was closed.

OLD BUSINESS

Ambulance Contract Percentage and Wages-Joe Steiner

Ambulance Director Steiner informed the Council that all four Townships have approved the wage increase and Percentage per Capita. Ambulance Director Steiner presented a list of all of the item that the Ambulance Axillary has purchased through fund raisers, grants and donation, totaling around \$550,000, which includes the building and all the equipment needed for the building and ambulances.

Aldersperson Nelson moved, seconded by Aldersperson Shelton, to forward to Council the recommendation of approval of the Percentage per Capita and the increase in wages as presented. Motion carried unanimously.

Refilling Building Inspector Position

Discussion was held on whether the Council/Committee of the Whole Members wanted to continue with a full time, part-time or contracted Building Inspector Position. Discussion was held on the current Building Inspector’s Contract. Discussion was also held regarding some of the other duties, like project manager for City projects, the increase of revenue with a full-time Inspector and the overall improvement of the maintenance of the City as a whole.

Update on the 2022 Budget

Clerk/Treasurer Decur reminded the Council of the Budget Workshop taking place tomorrow October 26, 2021, at 6:00 pm.

NEW BUSINESS

Letter of Support for Yachtworks

Russ Forkert, Yachtworks, LLC, stated that he has applied to the DNR for a permit to fill in a portion of his property that is currently designated as wetlands. He is looking to fill a couple of low areas on the Northside of Hathaway Drive. The DNR informed Mr. Forkert it would be helpful if he were able to obtain a letter from the City of Kewaunee that states the City would allow him to place fill on the property within the floodplain area.

Discussion was held on the proposed area to be filled, the proposed site plan and a state approved runoff plan.

Aldersperson Nelson moved, seconded by Aldersperson Vollenweider, to forward to Council the recommendation to have the Administrator draft a letter to allow Mr. Forkert of Yachtworks to fill the areas North of Hathaway Drive. Motion carried unanimously.

Marquette School Site Recommended Options and Guidelines – Jim Brewster

Aldersperson Brewster presented to the Committee of the Whole Members with a completed and approved Historic Preservation Commission Recommended Options and Guidelines for new construction on the Marquette Property. Aldersperson Brewster stated that the Commission is also working on a final version of the Historical Preservation Commission Processes and Guidelines for the Marquette Historical districts existing home owners.

Discussion was held on the “Potential Site Options” for the former school site and that the Council should be making the decision on what should be placed there, then presented at the Historical Preservation Commission regarding the design. Discussion was also held on whether the Council needs to adopt the Guidelines.

Aldersperson Brewster moved, seconded by Aldersperson Shelton, to forward to Council the recommendation to adopt the Marquette School Site Recommended Options and Guidelines as presented. Motion carried unanimously.

ORD. NO. 628-2021, Redistricting

Discussion was held on Ordinance No. 628-2021, Redistricting of voter wards. The Committee of the Whole was in agreement that proposal #2 was the best solution to go with as the population is better distributed.

Aldersperson Taylor moved, seconded by Aldersperson Nelson, to forward to Council with the recommendation to adopt Ordinance No. 628-2021. Motion carried unanimously.

Discussion and Possible Action on Fish Cleaning Station/Stations

Marina Manager Kinjerski stated that he has been working with the Dramm Co. regarding a solution to the Fish Cleaning Stations. At this point they are in the preliminary stages of options, but could have something more concrete at the next Committee of the Whole Meeting.

Discussion was held on the proper entity this issue should be considered by for decision and the majority felt it should be brought before the Harbor Commission. Discussion was also held on the status of a Harbor Commission, which has not been ratified by the Council at this time.

It was discussed that until a Harbor Commission is ratified the Marina should work with the Committee of the Whole and Council regarding the Fish Cleaning Station options.

This will be placed on the next Committee of the Whole Meeting Agenda.

City Stairway at Catholic Church Hill

Aldersperson Nelson presented some photos of the repairs needed on the Stairs by Holy Rosary Hill. She talked to PWD Jirtle and he thought it would be about \$10,000 to repair but has not gotten an estimate.

Discussion was held on the deteriorating condition of shape the steps and railing and whether or not they should be repaired, which would cost between \$10,000 and \$15,000 or remove them which would be more costly. Discussion was also held on the possibility of finding Grant funding for the repairs.

Aldersperson Zimmerman moved, seconded by Aldersperson Stangel, to forward to Council the recommendation to do further investigation and try to find Grant money for the repairs. Motion carried unanimously.

Proposal for Workshop Package – Cedar Corp.

Marina Manager Kinjerski stated that there are a lot of repairs needed to be done within the Marina. He has been working with Cedar Corp and would like to contract with Cedar to gather input from vested parties to look at the many interrelated harbor area issues beyond just the need for dock replacement. This would be a 1-day Workshop Package and would cost \$15,000. Jim Loreti, Cedar Corp., stated there would be three major areas of focus.

1. Market Analysis to identify the potential marina users in the future.
2. Master Planning to identify conceptual options for Marina/Dock layout.
3. Development of cost estimates for the preferred concepts (or combination of concepts)

This effort will serve as a basis for collectively identifying all projects within the harbor area. It will also serve as a basis for seeking out grants that may be applicable in the future.

Discussion was held on the amount of larger boats that are coming into the Marina, the amount of repairs needed to compete as a Marina, and whether or not to move forward with the Workshop Package this year or put it into the budget for next year.

ANNOUNCEMENTS

Aldersperson Taylor informed everyone about the Clean Sweep being held on October 30, 2021 at the Kewaunee County Highway Garage in Casco.

Aldersperson Zimmerman stated that Lake Haven Hall is holding a Trick or Treat party on October 31, 2021 from 3-6 for kids 3-12 years of age.

Aldersperson Nelson stated that Terry Lychwick spoke at the last Lighthouse Committee Meeting and was a very interesting speaker.

Mayor Jelinek stated Trick or Treat hours will be on October 31, 2021, from 3:00 pm to 6:00 pm. Mayor Jelinek stated that he is currently working on a home remodel/addition project with Habitat for Humanity, and if anyone is looking to volunteer they are at the home on Dodge and Center every day, so stop in.

ADJOURNMENT

Aldersperson Vollenweider moved, seconded by Aldersperson Zimmerman, to adjourn at 8:10 pm. Motion carried unanimously.

Respectfully Submitted by Clerk/Treasurer Decur