

**Minutes of the Committee of the Whole meeting held on
Tuesday, October 3, 2017 pursuant to notice duly given.**

1. Meeting called to order at 6:00 p.m. by Mayor Heier.
2. Roll call: Mayor Heier, Kim Bronikowski, Al Schreiber, Dean Reed, Bob Le Breck, Roger Reed, Jean Feldt, Attorney Calvert
Also present: Police Chief Bernie Faith, Building Inspector Joe Last, Fire Chief John Reed, Administrator Sara Perrizo as recording secretary and other interested parties.
3. Approval of Agenda
Moved by Schreiber, seconded by Bronikowski to approve the agenda.
Motion carried upon verbal voice vote. 6 ayes
4. Correspondence/Public Appearances
Mayor Heier stated that the recent Harvestfest was really nice. Several vendors from out of town told him how nice the City and its people are. The businesses liked having the event downtown, too. The Mayor extended kudos to the Oconto Chamber of Commerce and Ron and Kathy Hayes for organizing the event. Schreiber agreed that the event was a success. He noticed some young people on rollerblades going up and down Main Street and all were polite and courteous. This was a great start for the event on Main Street.

Mayor Heier also stated that the city has been working with Oconto County Economic Development (OCEDC) to set up tours of Paper Converting in Green Bay for 7th and 8th graders from Oconto, Oconto Falls and Lena. This is promote skilled labor and industry. The schools have increased their instruction in this area an often students can get college credit for the classes and/or step right into a job out of high school.

Chief Reed reported that the new generator has been installed at City Hall. Some additional duct work is needed at a cost of approximately \$2,600. Also, all fire trucks are ready to roll and seven firefighters are enrolled in Firefighter 1 training. They volunteer their time to attend this training.

Chief Faith informed that there will be a joint active intruder exercise at the school on November 1. Also, the Police Department is back to full staff. 68 new ordinance violation contacts were made last month, with 51 coming into compliance and 17 receiving citations.
5. Discussion/Recommendation on:
 - a. Alcohol Beverage License Applications, Applications for Temporary Class B Retailer's License, Applications for License to Serve Fermented Beverages and/or Intoxicating Liquor and Appointment of Agents
Mayor Heier read aloud the list of applicants. Chief Faith informed that applicant Brianna O'Hearn has received numerous citations in 2016-2017, some of which were alcohol-related.

Moved by Feldt, seconded by Bronikowski to approve the Alcohol Beverage License Applications and Applications for Temporary Class B Retailers' License except for Brianna O'Hearn.

Motion carried upon electronically recorded vote.

6 ayes

b. Building Inspection Report

Last reported that there were 26 permits issued in September, bringing the year-to-date total to 257 with revenue of \$33,515.16 and approximately \$5 million in construction value. There were four contractors and three citizens who were caught doing work without a permit this month and all will be in compliance now. On October 26, the new apartments on Howard Lane will have a unit open for viewing. Last met with the DNR last month and walked through a couple of sites to learn more about what to look for when issuing permits for properties located on the water. Marine Technologies has been in non-compliance with the State on several issues and the state inspector is working with them to come into compliance.

Calvert informed that raze or repair orders were issued on all of Joel Portmann's properties. Portmann's attorney has stated that there are plans to make all repairs within the next 60 days and has filed a restraining order against the City. That petition will be heard in circuit court.

Calvert also informed that the "plywood house" located on Adams Street has been taken back by the mortgage company. A neighboring property owner plans to purchase the home from the mortgage company and raze it.

Le Breck asked why the dumpsters at Subway do not have enclosures around them. Last stated that they have a building permit to put the enclosures up and the permit expires at the end of this month.

c. Accounts Payable for the Month of August 2017 in the Amount of \$429,784.00, Payroll for the Month of August 2017 in the Amount of \$217,594.78 and Other Financial Reports as Presented

Schreiber asked about the purchase of a title report. Perrizo explained that this was for property located off of Spies Road. There was some ambiguity in who owned the property.

Le Breck questioned a refund given by the campground. Perrizo will check into this.

Moved by Schreiber, seconded by Le Breck to approve the accounts payable, payroll and other financial reports as presented.

Motion carried upon electronically recorded vote.

6 ayes

d. Proposal from R&R Assessing for Assessment Services for January 1, 2018 Through December 31, 2020

Perrizo stated that R&R Assessing is doing a fantastic job for the City and recommended approval of the agreement.

Moved by Schreiber, seconded by Bronikowski to approve the proposal from R&R Assessing for assessment services for January 1, 2018 through December 31, 2020.

Motion carried upon electronically recorded vote.

6 ayes

- e. Approval of Invoice from Scott's Concrete in the Amount of \$5,640

Perrizo informed that this was for concrete work done on Turner Avenue.

Moved by Schreiber, seconded by D. Reed to approve the invoice from Scott's Concrete in the amount of \$5,640.

Motion carried upon electronically recorded vote.

6 ayes

- f. Approval of Ordinance Regarding Revisions to the Recycling Ordinance in the Municipal Code of Ordinances for the City of Oconto

R. Reed stated that the change to the ordinance was required by the DNR. Calvert informed that a definition of "glass container" was added.

Moved by Le Breck, seconded by D. Reed to approve the ordinance regarding revisions to the recycling ordinance in the Municipal Code of Ordinances for the City of Oconto.

Motion carried upon electronically recorded vote.

6 ayes

- g. Proposal from Camera Corner for Information Technology Support

Steve Peterson, 344 Mc Donald Street, was present from Camera Corner. Camera Corner has a division called Net Assist, which essentially becomes the IT staff for a company. There are over 30 computer engineers available as well as help desk staff on-call. They propose the benefits of a full-time IT staff at a reduced cost. Perrizo stated that we appear to have outgrown our current vendor, as there have been significant delays in response time. Schreiber asked how much we currently spend. Perrizo estimated between \$5,000 and \$10,000 per year. The proposal from Camera Corner is for \$18,000 per year. Mayor Heier stated that we can't be forced to sit with unresolved issues for 3-4 days. Most companies have full-time IT staff and this is a way for us to have that at a reduced cost. We need professional services to keep moving forward. Bronikowski stated that we are growing at a fast rate in the realm of technology and we need to keep up. D. Reed noted that the city's current provider is reactive and Camera Corner would take a more proactive approach.

Eric Peterson, 655 Superior Avenue, was also present from Camera Corner. He stated that they would take "ownership" of the city's computers and protect the data, which is the most important part of the system. They provide a 4 hour response time and provide on-site support as needed.

Le Breck asked if this would be a one-year agreement. Perrizo stated that Camera Corner has agreed to lock in the rates for three years. Faith asked what would happen if there was an issue

in the middle of the night. E. Peterson said that the city would call a 1-800 number and the call center that answers would call Camera Corner's engineers until they get someone who can resolve the issue. This is outside of the scope of the proposal and would therefore be at an added cost.

Schreiber noted that the proposal includes 4 hours of on-site service per month and that anything after that would be billed at \$130 per hour. E. Peterson stated that 95% of issues can be resolved remotely.

J. Reed asked if the Camera Corner staff is HIPAA certified. E. Peterson responded that they will all be able to sign a HIPAA agreement before accessing any data. Faith asked if the Police Department's separate server would be included in the proposed services. E. Peterson stated that they based the proposal on the number of users, so the server would be included.

Moved by Feldt, seconded by D. Reed to approve the proposal from Camera Corner for Information Technology Support.

Motion carried upon electronically recorded vote.

6 ayes

- h. Approval to Raise Seasonal Slip Rental Rates to \$42 per Foot and to Charge Launch Fees for Non-Motorized Boats

R. Reed stated that this was brought up at the Harbor Commission meeting during the budget discussions. The owner of the neighboring marina complained about the city's fees. John Bostedt reminded the Commission that the city agreed to try the current rate for two years. We have twice as many boats this year as last year. Mayor Heier spoke with Bostedt, who indicated that he has already told people that the rates would be the same next year. There is the possibility of 5-6 new boats coming in. Mayor Heier also noted that we have made a profit at the Harbor this year. Bronikowski commented that a two-year rate was set last year so the rates didn't keep going back and forth.

Schreiber agreed. He also stated that the county charges for the launch of non-motorized boats and feels that the city should, too. Everyone who uses the launch should pay for it. Bronikowski disagrees, opining that allowing non-motorized boats to launch without a fee may bring in more people. Le Breck pointed out that non-motorized boats can launch from anywhere – City Park, side streets, back yards, etc. Schreiber countered that launching a non-motorized boat at a designated launch takes as much time as launching a motorized boat. Also, the boaters leave the same amount of garbage as any other boater. Le Breck noted that people who fish at Breakwater Park also leave garbage.

Moved by Schreiber, seconded by D. Reed to leave the slip rental rates at \$38 per foot for 208.

Motion carried upon electronically recorded vote.

6 ayes

Moved by Schreiber, seconded by LeBreck to charge launch fees for non-motorized boats.

Motion failed upon verbal voice vote.

2 ayes (R. Reed, Schreiber), 4 nays

i. Ordinance Regarding Temporary Car Ports

Last explained that many other municipalities are prohibiting these types of structures. The Building Inspection Ad-Hoc Committee realized that some people have invested money in these types of structures, so they recommended that one could have them up in summer OR winter, but not both. The dates would be from April 1 – September 30 OR October 1 – March 31. In addition, a requirement to secure the structures per manufacturer’s recommendations was added to the ordinance.

Moved by Schreiber, seconded by D. Reed to approve the ordinance regarding temporary car ports.

Motion carried upon electronically recorded vote. 6 ayes

j. Changes to Ordinance 13-1-203 – Swimming Pools

Last stated that the current ordinance does not address pools that can be put up and taken down each year. These need to be regulated to make them safer for our citizens.

Moved by Feldt, seconded by Bronikowski to approve the changes to ordinance 13-1-203 – Swimming Pools.

Motion carried upon electronically recorded vote. 6 ayes

k. Changes to Ordinance 8-3-8 – Garbage Accumulation

Last stated that this will regulate garbage and recycling that is stored outside of a home by requiring the refuse to be placed in a closed container. Calvert stated that there is also a change in the requirement to clean up excess garbage, changing the time to do so from 3 days to 12 hours.

Moved by Schreiber, seconded by Feldt to approve the changes to ordinance 8-3-8 – Garbage Accumulation.

Motion carried upon electronically recorded vote. 6 ayes

6. **Moved by D. Reed, seconded by Le Breck to adjourn at 7:13 p.m.**

Motion carried upon verbal voice vote. M/C

Respectfully Submitted,
Sara J. Perrizo
Administrator