

**Minutes of the Committee of the Whole meeting held on
Tuesday, April 10, 2018 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, Jean Feldt, Dean Reed, Bob Le Breck, Roger Reed, Attorney Calvert
Also present: Building Inspector Joe Last, Fire Chief John Reed, Police Captain Mike Rehberg, Superintendent of Public Works Jeremy Wusterbarth, Park & Rec Director John Bostedt, Administrator Sara Perrizo as recording secretary and other interested parties.
3. Approval of Agenda
Moved by D. Reed, seconded by Feldt to approve the agenda.
Motion carried upon verbal voice vote. 6 ayes
4. Correspondence/Public Appearances
Wusterbarth gave updates on the McDonald Street and Holtwood Way projects. Both projects are running ahead of schedule.
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 the list of applications. Captain Rehberg indicated he had no objections.

Moved by Le Breck, seconded by Schreiber to approve the Alcohol Beverage License Applications, Applications for Temporary Class B Retailer's License, Applications for License to Serve Fermented Malt Beverages and/or Intoxicating Liquor and Appointment of Agents.

Motion carried upon electronically recorded vote. 6 ayes
 - b. Building Inspection Report
Last reported that 25 permits were issued in March and 55 year-to-date with an estimated project value of \$750,000. All temporary structures that were dilapidated are now in compliance. There are only two properties in the city that are bank-owned. The property located at 318 Adams Street will be torn down next week.

Finally, Last reported that there was a fire at another property owned by a local landlord. Calvert reported that there will be raze/repair orders filed in court on several of the properties owned by the same landlord. Discussion ensued about the legal recourse that is available regarding these properties.
 - c. Police and Fire Reports

Rehberg reported that 38 ordinance violations were issued in March, 3 of which resulted in citations. In addition, there were 386 total calls for service in March. Rehberg gave a “shout out” to Officer Erek Belongia for a recent traffic stop which resulted in the seizure of a large amount of drugs and also for Belongia’s heroic actions in saving a woman from a recent fire. Rehberg has asked J. Reed to provide training for all officers regarding fires. Finally, Rehberg informed that there will be three dates for church/business training coming up.

J. Reed handed out the monthly staff report for March. In addition, J. Reed recommended NIMS training for all appointed and elected officials. He will coordinate this training.

Regarding the most recent fire in the City, J. Reed reported that the home was checked the day prior to the fire and no one was living there. The conditions of the fire were very dangerous. J. Reed contacted our state legislators and the City has done everything possible to require the landlord to maintain his properties. Now it is down to a legal battle. There was a MABAS response to the fire which means that other agencies are automatically called out at no cost to the City.

- d. Accounts Payable for the Month of March 2018 in the Amount of \$848,749.81, Payroll for the Month of March 2018 in the Amount of \$197,994.18 and Other Financial Reports as Presented

Moved by D. Reed, seconded by Schreiber to approve the accounts payable for the month of March 2018 in the amount of \$848,749.81, payroll for the month of March 2018 in the amount of \$197,994.18 and other financial reports as presented.

Motion carried upon electronically recorded vote.

6 ayes

- e. 2017 Carryover Requests

Perrizo explained that these are the normal carryovers from year-to-year and they have been approved by the City’s auditors.

Moved by Bronikowski, seconded by Schreiber to approve the 2017 carryover requests.

Motion carried upon electronically recorded vote.

6 ayes

- f. Golf Cart Trail Fee for 2018

Moved by Bronikowski, seconded by D. Reed to set the golf cart trail fee to \$25 for 2018.

Motion carried upon electronically recorded vote.

6 ayes

- g. Request from Oconto – J Douglas Bake Municipal Airport for Reimbursement of Additional Runway Project Expenditures

Perrizo explained that the County has agreed to pay for half of the expenditures if the City would pay for the other half. The City’s cost would be \$1,356.83.

Moved by D. Reed, seconded by Feldt to approve the request from Oconto-J Douglas Bake Municipal Airport for reimbursement of additional runway project expenditures in the amount of \$1,356.83.

Motion carried upon electronically recorded vote.

6 ayes

- h. Quote for SIP Trunking Telephone System
Steve Peterson and Jon Vandebush from Camera Corner Connecting Point were present to discuss this item. Vandebush explained that SIP trunking is newer technology using newer lines. The current phone system would be upgraded to accommodate these newer lines. Perrizo explained that the cost is \$6,638.96 and there is approximately a 20 month breakeven time frame. Schreiber questioned the reliability of the system. Vandebush stated that the system is very reliable and the phones would only be out of service if the internet service is down. This is a non-issue for both the Police and Fire departments. Le Breck asked what the life span of the system would be and Vandebush estimated about seven years.

Moved by Feldt, seconded by Bronikowski to approve the quote for SIP trunking telephone system.

Motion carried upon electronically recorded vote.

6 ayes

- i. Approval of Resolution Adopting the City of Oconto Comprehensive Outdoor Recreation Plan
Bostedt stated that the resolution will update the comprehensive plan from 2011 for another five years. This is important to remain eligible for grant funding

Moved by D. Reed, seconded by Le Breck to approve the resolution adopting the City of Oconto Comprehensive Outdoor Recreation Plan.

Motion carried upon electronically recorded vote.

6 ayes

- j. Approval of Bid for Holtwood Campground Shower/Bath/Laundry Facility

This item was held until the City Council meeting for more information.

- k. Approval of Certified Survey Map for Viestenz Property Located in the City of Oconto

Moved by Schreiber, seconded by Feldt to approve the certified survey map for Viestenz property located in the City of Oconto.

Motion carried upon electronically recorded vote.

6 ayes

- l. Approval of Certified Survey Map for Thompson Property Located in the City of Oconto

Moved by Schreiber, seconded by Bronikowski to approve the certified survey map for Thompson property located in the City of Oconto.

Motion carried upon electronically recorded vote.

6 ayes

- m. Approval of Revision to Ordinance 13-1-122(d) – Parking Surfaces
Last informed that there have been issues with parking surfaces in commercial areas. The revision to the ordinance allows for gravel as a surface for parking. Wusterbarth asked how spaces will be marked on a gravel surface. Discussion ensued regarding the various surfaces that should be allowable for parking.

Moved by Schreiber, seconded by Le Breck to refer back to the Building Inspection Ad-Hoc Committee the revision to ordinance 13-1-122(d) – parking surfaces.

Motion carried upon electronically recorded vote. 6 ayes

- n. Approval of Request from Crivello’s and Log Jam to Close Huron Avenue from Pecor Street to Main Street from 7:00 a.m. to 10:00 p.m. on Saturday, June 9, 2018

Moved by Bronikowski, seconded by D. Reed to approve the request from Crivello’s and Log Jam to close Huron Avenue from Pecor Street to Main Street from 7:00 a.m. to 10:00 p.m. on Saturday, June 9, 2018.

Motion carried upon electronically recorded vote. 6 ayes

- o. Approval of Invoice from Compass Minerals America in the Amount of \$5,346.52 for Road Salt
Wusterbarth stated that this is for the remainder of the salt purchased on the State contract.

Moved by Schreiber, seconded by D. Reed to approve the invoice from Compass Minerals American in the amount of \$5,346.52 for road salt.

Motion carried upon electronically recorded vote. 6 ayes

- p. Approval of Bid for Reconstruction of Washburn Avenue and Lindsey Avenue
Wusterbarth explained that six bids were received, with Peters Concrete being the lowest. The City has worked with Peters in the past and had no issues.

Moved by R. Reed, seconded by Bronikowski to approve the bid from Peters Concrete for the reconstruction of Washburn Avenue and Lindsey Avenue in the amount of \$651,963.30.

Motion carried upon electronically recorded vote. 6 ayes

- q. Approval of Pay Request from Dorner, Inc. for Work Completed on McDonald Street
Wusterbarth stated that the amount of the request is \$94,102.24 with 5% retainage.

Moved by Le Breck, seconded by Feldt to approve the pay request from Dorner, Inc. for work completed on McDonald Street in the amount of \$91,749.68.

Motion carried upon electronically recorded vote. 6 ayes

- r. Mayor Heier stated that the Committee may vote to convene into Closed Session at approximately 6:55 p.m., pursuant to notice duly given and as allowed by Wis. Stats. 19.85(1) (e) for the purpose of 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 for the following items:
 - a. Offers to Purchase City-Owned Land

**Moved by D. Reed, seconded by Schreiber to enter into closed session at 6:55 p.m.
Motion carried upon electronically recorded roll call vote. 6 ayes**

Also present in closed session: Attorney Calvert, Joe Last, Administrator Perrizo

- s. **Moved by D. Reed, seconded by Feldt to return to open session at 7:20 p.m.
Motion carried upon verbal voice vote. 6 ayes**

- t. Action/Discussion on Matters from Closed Session
**Moved by, seconded by to accept the offer to purchase parcel #265-1919037866 for \$1,000
with the buyer paying closing costs.**

Motion carried upon electronically recorded vote. 6 ayes

- 6. **Moved by Le Breck seconded by D. Reed to adjourn at 7:21 p.m.
Motion carried upon verbal voice vote. M/C**

Respectfully Submitted,
Sara J. Perrizo
Administrator