

**Minutes of the Committee of the Whole meeting held on  
Tuesday, October 1, 2019 pursuant to notice duly given.**

1. Meeting called to order at 6:00 p.m. by Mayor Heier.
2. Roll call: Mayor Heier, Al Schreiber, Jean Feldt, Dean Reed, Wes Markusen, Kim Bronikowski, Roger Reed, Attorney Calvert  
Also present: Police Chief Mike Rehberg, Superintendent of Public Works Jeremy Wusterbarth, Parks & Recreation Director Jon Bostedt, Building Inspector Joe Last, Administrator Sara Perrizo and 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  
None.
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 aloud and added an Application for Temporary Class B Retailer's License for the Machickanee Players on October 18-27. Chief Rehberg stated he has no objections.  
  
**Moved by Feldt, seconded by Markusen to approve the 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.**  
  
**Motion carried upon electronically recorded vote. 6 ayes**
  - b. Department Reports
    - i. Building Inspection Report  
Last reported there were 39 permits issued in September, for an estimated year-to-date total value of \$4.8 million. A sample report from the new electronic building inspection software was presented. Last stated that the software is working great on the new I-Pad.
    - ii. Police and Fire Reports  
Rehberg reported that there were 438 complaints in September and 34 ordinance violations. There are fewer and fewer ordinance violations to be found each month due to the city being cleaned up. There was a County drug interdiction on September 27. Detective Crocker and Officer Hagel participated, and their wages were covered with grant money. Rehberg and Crocker are attending a property room evidence class. October 4 is the last day for applications to be submitted for the upcoming open patrol officer positions.

iii. Park & Recreation Report

Bostedt presented the Campground monthly report and noted that revenues are down only \$1,536 over last year, which isn't bad due to the weather. One thing that helped bring in more revenue was the opening of a mini general store. Total revenue for the Campground year-to-date is \$182,519.50. Currently a "BOGO" promotion is being run. The new bath/shower facility opened on September 20. Proposed rates for 2020 will be on the next agenda. In the rest of the Parks, the department is doing its best to keep up with mowing and has started some winterization projects. A project was done with Oconto High School this year where they built new grills for several of the parks. Materials were donated by Neroco. The Bond Foundation approved a grant this week to cover the remainder of the cost for the pickle ball and tennis courts at Sharp Park.

iv. Public Works Report

Wusterbarth stated that leaf pickup will begin on October 14. There is more pitting occurring on the sidewalks on McDonald Street, so Wusterbarth contacted the contractor and informed them that more of the concrete needs to be replaced. This will likely occur in the Spring of 2020. The projects on Doran Avenue and Van Hecke Avenue are completed. The grant reimbursement and reimbursement from the Town of Oconto will be arriving soon. Grants applications will be submitted for both Bay Shore Road and Harbor Road and a public information meeting will be held soon for these projects.

v. Administrator Report

Perrizo reported that the 2018 audit is complete and the auditors will be presenting the information at the Council meeting. Budget books are expected to be completed in mid-October and Perrizo anticipates the tax rate being equal to last year. Cash and investments as of August 31 were \$4.3 million. The State will pay \$1.5 million in shared revenues in November. An election security contingency plan is being developed per the recommendation of the State.

- c. Financial Reports as Presented (September Accounts Payable and Payroll to be Presented Next Month)

**Moved by Feldt, seconded by D. Reed to approve the financial reports.**

**Motion carried upon electronically recorded vote.**

**6 ayes**

- d. Appointment of Scott Geller to the Board of Review (Replacing Becky Wendt, who resigned)

**Moved by Schreiber, seconded by D. Reed to approve the appointment of Scott Geller to the Board of Review.**

**Motion carried upon electronically recorded vote.**

**6 ayes**

- e. Approval to Keep 2020 Harbor Fee Schedule the Same as 2019

Bostedt handed out a pricing sheet and noted that there was discussion at the Harbor Commission regarding the daily transient fees. The \$1.50 fee was challenged by several boaters, but it was discovered that other marinas in the area charge the same or more.

**Moved by Bronikowski, seconded by Markusen to approve keeping the 2020 Harbor Fee Schedule the same as 2019.**

**Motion carried upon electronically recorded vote.**

**6 ayes**

- f. Approval of Invoice from Maxcess in the Amount of \$31,240 for Recovering Rolls  
Wusterbarth noted that the invoice was increased due to one more roller needing repairs.

**Moved by Feldt, seconded by Markusen to approve the invoice from Maxcess in the amount of \$32,140.**

**Motion carried upon electronically recorded vote.**

**6 ayes**

- g. Approval of Invoice from Crack Filing Service, Corp. in the Amount of \$20,000 for Crack Sealing City Streets

**Moved by Schreiber, seconded by Bronikowski to approve invoice from Crack Filling Service, Corp. in the amount of \$20,000.**

**Motion carried upon electronically recorded vote.**

**6 ayes**

- h. Approval of Pay Request #5 for Doran Avenue (to be handed out at meeting)  
Wusterbarth handed out the pay request, which totals \$151,885.48. The project came in approximately \$90,000 over budget due to soil conditions and the need for extra rip rap. The Town will be invoiced for \$216,775.16 for their share of the project.

**Moved by Schreiber, seconded by R. Reed to approve pay request #5 for Doran Avenue.**

**Motion carried upon electronically recorded vote.**

**6 ayes**

- i. Approval of Pay Request #5 for Van Hecke Avenue (to be handed out at meeting)  
Wusterbarth reported that this project came in approximately \$18,000 under budget. The payment due is \$16,058.22.

**Moved by Markusen, seconded by Feldt to approve pay request #5 for Van Hecke Avenue.**

**Motion carried upon electronically recorded vote.**

**6 ayes**

- j. Mayor Heier stated that the Committee may vote to convene into Closed Session at approximately 6:45 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:
  - i. Discussion on Possible Sale of City Property

**Moved by Schreiber, seconded by Bronikowski to enter into closed session at 6:45 p.m.**

**Motion carried upon electronically recorded roll call vote.**

**6 ayes**

Also present: Administrator Perrizo, Attorney Calvert, Joe Last, Jeremy Wusterbarth

k. **Moved by Schreiber, seconded by Feldt to return to open session at 7:10 p.m.**

**Motion carried upon verbal voice vote.**

**6 ayes**

l. Action/Discussion on Matters from Closed Session

**Moved by Schreiber, seconded by Bronikowski to deny the offer to purchase City-owned property.**

**Motion carried upon electronically recorded vote.**

**6 ayes**

6. **Moved by Schreiber, seconded by Bronikowski to adjourn at 7:11 p.m.**

**Motion carried upon verbal voice vote.**

**M/C**

Respectfully Submitted,  
Sara Perrizo, CPA  
City Administrator