

**Minutes of the Committee of the Whole meeting held on
Tuesday, February 4, 2020 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, Dean Reed, Wes Markusen, Kim Bronikowski, Attorney Calvert
Excused: Roger Reed, Jean Feldt
Also present: Police Chief Mike Rehberg, Fire Chief John Reed, Parks & Recreation Director Jon Bostedt, Building Inspector Joe Last, Superintendent of Public Works Jeremy Wusterbarth, Administrator Sara Perrizo and as recording secretary and other interested parties.
3. Approval of Agenda
Moved by Schreiber, seconded by D. Reed to approve the agenda.
Motion carried upon verbal voice vote. 4 ayes
4. Correspondence/Public Appearances
Perrizo referenced a letter from Debra Camps that was on the Alderpersons' desks. Camps is requesting two dedicated parking spots in front of her business located at 1129 Main Street, to be used for her elderly customers. Wusterbarth said that complaints have been received from businesses near Camps' business regarding Camps using cones to block off parking spots. Rehberg questioned where it would end, stating that if we do this for one business, we will have to do it for others. Heier agreed, stating that Camps has cones that she currently puts out as well. D. Reed stated that this is an issue for all Main Street businesses and suggested that if this is a real problem for Camps, she may want to look for a different location in the City. Calvert noted that his office is next to Camps and stated that the only time there is a real issue with parking is when there is a bowling league going on across the street. Schreiber doesn't know how we can give dedicated spots to just one business and also wondered how it would be enforced. He also noted that Camps parks her personal vehicle on Main Street. Wusterbarth suggested that Camps could change the appointment times for the elderly clients to a time when the street is less busy. Bronikowski agreed, stating that all Main Street businesses have to deal with this.

Perrizo demonstrated the new smart board tv that is installed in the Council chambers.

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 aloud. Chief Rehberg stated he had no objections.

Moved by Schreiber, 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. 4 ayes

b. Department Reports

i. Building Inspection Report

Last reported that there were 21 permits issued in January with an estimated value of \$200,000. He purchased a new vehicle for the department, and it came in under budget. Oconto hosted a FEMA substantial damage workshop for area agencies. The city will be sending letters to all property owners located within the flood plain. Last attended a grant workshop in Keshena to learn about the grant for the property on Spies Road. Finally, Last stated that an inspection warrant was issued for all properties that are owned by the individual who owned the property where the recent fire occurred. Out of the eight properties inspected, only one had smoke detectors installed. A letter was sent to the property owner and she is now coming into compliance with building regulations.

ii. Police and Fire Reports

Rehberg stated that there were 28 ordinance violations and 444 complaints in January. Captain Van Hulle and Sergeant Sowle are retiring on March 1. Two candidates have been selected through the hiring process and Rehberg will be back working shifts until the new officers are trained.

J. Reed reported that a critique of the recent structure fire was done. The department did a great job stopping the fire, but unfortunately there was nothing that could be done for the victims. All but four members of the department are now certified incident safety officers. A barrage of repairs have been done on the department's vehicles. J. Reed is working on expanding the planning for flooding with the other department heads and the County. Six Gumbo Suits were purchased for cold water rescues. Several grants have been written for the department and J. Reed is working on updating the emergency action plan for the city. He noted that the proper chain of command was followed during the December flooding.

iii. Park & Recreation Report

Bostedt reported that the department is finishing equipment maintenance and rebuilding a portion of the mini golf course. They are also assembling eight new picnic tables. The Tree City renewal is complete. So far 93 Holtwood Campground reservations and 7 City Park reservations have been books. There were 203 walkers at the recent candlelight walk at Copper Culture Park.

iv. Public Works Report

Wusterbarth met with the engineers and finalized the plans for Mott Street. There will be a public informational meeting on this project on February 11. There will also be two flood preparation meetings for city residents only held on February 10. Flyers have been put out for this meeting and a positive response has been received. Wusterbarth has been dealing with enforcement surrounding female cottonwood trees. Generally, a complaint will be received from a neighboring property and a violation issued. Technically the property owner has 14 days to take down the trees, but Wusterbarth has been working with them on the timelines. Questions have been brought up as to why some people are getting violations and not others. The reason for this is that the violations are based on complaints only.

v. Administrator Report

Perrizo reported that the new voting machine is in and tested and will be used for the February election. Tax collections will be completed on February 7. The city applied for a Coastal Management grant for both the old hospital project and the pedestrian bridge project. The old hospital project was awarded \$100,000, but none of the money has been spent due the project not moving forward. The State has asked that the city divert the money from the old hospital project to the bridge project and Mayor Heier and Perrizo agreed to do so. The old hospital project can apply for the grant again in the future if necessary. Cash and Investments as of December 31 are \$6.5 million. Finally, Perrizo reported that the new bond rating is in and it has been downgraded to an A-. The rationale for this is concerns about the money that was spent in TIF #4 for the apartment development and the expenses that were incurred for the recent flooding. Perrizo explained to the analyst that the City has a development agreement for the apartment development and we are guaranteed to recoup that money and also that the City has applied for grants for the flooding. If the grants do not come through, the money will be taken from the Revolving Loan Fund. However, the analyst declined to change the rating.

- c. Accounts Payable for the Month of December 2019 in the amount of \$321,020.45, Payroll for the Month of December 2019 in the Amount of \$149,747.90, and other Financial Reports as Presented

Moved by Bronikowski, seconded by D. Reed to approve the accounts payable, payroll and other financial reports.

Motion carried upon electronically recorded vote.

4 ayes

- d. Discussion on Possible Purchase of Sandbag Filling Equipment
Wusterbarth stated that the County has said that they may rent a machine and fill 12,000 to 15,000 sandbags for County residents to purchase. We have used a lot of resources already and have approximately 3,700 bags on hand as well as 370 yards of sand. We need to decide if we are going to charge residents for these bags. Purchasing a machine would save time, but it would still require labor to run the machine and move the bags. We could probably handle filling the bags that we have with our crew and volunteers. The cost of a machine would be \$17,000. Schreiber stated that it would be a lot to ask the Public Works department to furnish sandbags to every resident. We would also be competing with private enterprise. Discussion ensued regarding a limit on the number of sandbags each resident can take and how much the City should charge per bag. The consensus was that we set a limit of 75-100 bags per resident and Wusterbarth will set the fee.

No action.

- e. Municipal Disaster Proclamation
Perrizo said that this is to apply for Wisconsin Disaster Fund monies.

Moved by Schreiber, seconded by Bronikowski to approve the Municipal Disaster Proclamation.

Motion carried upon electronically recorded vote.

4 ayes

- f. Approval of Quote from Crane Engineering in the Amount of \$42,975 for Six Inch Pump
Wusterbarth stated that this is to replace the current pump, which is a 1972 model. The old pump will be kept as a backup. The cost of the new pump will come out of the equipment replacement fund.

**Moved by Schreiber, seconded by D. Reed to approve the quote.
Motion carried upon electronically recorded vote.**

4 ayes

- 6. Moved by D. Reed, seconded by Markusen to adjourn at 7:05 p.m.
Motion carried upon verbal voice vote.**

M/C

Respectfully Submitted,
Sara Perrizo, CPA
City Administrator