

**Minutes of the Committee of the Whole meeting held on
Tuesday, September 7th, 2021 pursuant to notice duly given.**

1. Meeting called to order at 6:00 p.m. by Mayor Heier.

2. Roll call: Mayor Heier, Roger Reed, Al Schreiber, Jean Feldt, John Reed, and Attorney Calvert
Excused: Kim Bronikowski and Dean Reed
Also present: Fire Chief Josh Bostedt, Lt. Tabitha Vande Voort, Building Inspector Joe Last, Parks & Recreation Director John Bostedt, Police Chief Mike Rehberg, Superintendent of Public Works Jeremy Wusterbarth, Administrator Brittney Bickel and as recording secretary, and other interested parties.

3. Approval of Agenda
Request of Amendment from Mayor Heier to move agenda item 5.e. after item 7. when Open Session reconvenes.
Motion by Schreiber, second by J. Reed to approve the Agenda as Amended.
Motion carried upon verbal voice vote. 4 ayes

4. Correspondence/Public Appearances: None.

5. Discussion/Recommendation on:
 - a. Department Reports
 - i. Building Inspection Report
J. Last reported that 337 total permits were issued year-to-date. That is 26 more than last year's total.

Baldwin Street house was razed 2 weeks ago. The garage is still intact, as allowed by Ordinance.

Inspection Warrant was drafted for a home on Fourth St. Since 2017, 29 Ordinance Violations were recorded on this house. As a habitual offender, the Police and Building Inspector will go over there together and inspect it.

J. Last also gave note that on September 25th, on McDonald St, there will be a wedding venue held. They cannot use the barn at this time for the wedding because it has not been fully cleared yet. It has however, been voted by the Building Inspection and Ad Hoc Committee to be allowed outside as a trial to see if we will need to create a new Ordinance or use an Ordinance already in place for parking, noise, etc.
 - ii. Police and Fire Reports
Rehberg reported 31 ordinance violations in August, with total calls for service equaling 537 total complaints. After 9 months all the equipment came for the new squad car, and it is on the road and usable. There was an armed robbery on Friday and an attempted homicide, the victim is currently in stable condition and expected to have a full recovery. After this incident the Police Chief Rehberg and

SRO Kassie Dufek had a meeting with the School Administration to go over what went right and what can be improved upon in the future. The communication from the Police Department to the School will be streamlined in the future. Tomorrow, the Police Department is doing an Active Shooter Training with the Fire Department as a run-thru for the September 30th Active Shooter Training with NewCap. Chief Rehberg noted that we are top in Active Shooter Training and Knowledge in the area.

Chief Josh Bostedt reported 115 EMS calls and 23 fire related calls, for a total of 138 calls in August. Year-to-date call volume is 1,003 calls, 83 ahead of last year. Several trainings were held. Training will be taking place at the football field with the trainer. There were 25 all-calls last month. Captain Cain and Cody Henry went to Indianapolis for the FDIC Conference and are working on a report of what they learned to bring back to the Fire Department. The engine reports came back from Rennert's. Firm numbers for the new ambulance were obtained. Yearly FAB Funds are completed and will be submitted this week.

Kim Bronikowski called in at 6:10 pm to the meeting, so she could participate via speaker phone

iii. Park & Recreation Report

John Bostedt passed around a Thank You card for everyone to sign for the generous funding from the KC Stock Foundation and the Bond Fund and noted that the sign will be up soon. At Sharp Park the new mini ramp is up. It was a donation from PJ Reed. Next Council meeting he will have a card and will get a sign up. There has been good use of the new launch and fishing pier. The Copper Culture agreement is still being negotiated. The new full-time employee is off COVID leave, in training, and doing well. The three alternative activities for kids that the Park and Recreation and Aimee Clough put together have been having successful turnouts. They are going to try to continue them even if the pool is able to open next year. The outdoor movie theater has been a hit and going well, especially with the new extended screen. Bostedt will address the Pool at next Council meeting, retiling is planned for next Spring. The Campground is doing there BOGO deal with the camping fees right now. The 2022 fees will be presented at next Tuesdays Council Meeting. Handed out letters to Seasonal Campers for the \$100 deposits. The following events took place in the City since the last meeting: Military Parade - was a success; the Girls Softball tourney - was a success other than Sundays rain; the 7th Annual Outdoor Youth Day put on by the Sportsmen's Club – approx. 65 kids came, last year there was approx. 100 kids; the Breathe of Color Run was at the Holtwood Sporting Complex – the numbers were down from last year, but everyone enjoyed it; The 13th Annual Fly-In will be taking place September 18th and Harvestfest will be on September 25th. Harbor fees will have some increases. ADA Canoe/Kayak and Floating Launch are in. There is about a month left of camping and boating. John issued a thank you for the following people: Campground – Rex Loendorf, Barb Loendorf, Donny Exferd, Ed VanHulle, Troy Wenzel, Brea Bostedt, Sarah Hubacher, Tionna Wyka, and Dawson Dionne. Harbor – Will Vandenbush, Gordy Olson, Joe VandeVoort, Mitch Barribeau, Lee Rockwell, and Jim Schroeder.

Schreiber issued a Thank You to John and his crew for keeping the City Parks clean and well taken care of. John Bostedt extended that Thank You to Jeremy and his crew for their help and the use of the big equipment.

iv. Public Works Report

Wusterbarth reported on update on Harbor Rd - the final asphalt on Harbor Road that was supposed to be poured today, didn't happen because of the hail and rainy weather. The final coat will be moved to Wednesday, with everything opening back up to the public on Thursday morning. For Chicago Street, the permits were approved, so that project can begin. The garbage truck needed repairs and was sent in. For a new truck it costs about \$225,000. There was a ticking in the motor. We looked at repairs costing about \$15,000-\$20,000. If motor needed to be rebuilt, and we will hopefully be able to get another 10+ years out of the truck. The repair company said the ticking noise is common in that motor and it will happen with that many hours on it, it is safe to use. It was returned back to us today. The last 2 weeks we were renting a dump truck at a cost of around \$1500 per week.

v. Administrator Report

No information was reported at this time.

- b. Accounts Payable for the Month of July 2021 in the Amount of \$289,356.75, Payroll for the Month of July 2021 in the Amount of \$247,701.84 and Other Financial Reports as Presented

Motion by Schreiber, second by J. Reed to approve the accounts payable, payroll and other reports.

Motion carried upon electronically recorded vote.

5 ayes

- c. Discussion on Auditor's response to possible mid-year audit.

Bickel stated that the auditors responded that they have never heard of a mid-year audit with an Administrator change and it is not common. Even if it was something we wanted to move forward with, they would not be able to complete it at this time as they do not have the time. Attorney Calvert reported that last year's audit was around \$27,000. R. Reed asked Bickel whether she was comfortable moving forward with only an end of the year audit. Bickel responded that she was comfortable and did not want to spend unnecessary funds towards a mid-year audit. Schreiber noted that back when Linda Belongia was our City Administrator, she would have an outside company come in once a month to reconcile the accounts. That is also an option to investigate if needed. Bickel responded that it isn't needed at this time, but if something shall come up, it will be brought back to the Council at that time.

- d. USDA Grant for Fire Department.

Lt. Vande Voort found out that it is 35% of costs for EMS and 15% of costs for Fire. The Department needs 7 new Dell computers and brackets in the apparatus, for a total of \$25,744.15 minus the 35% covered by the grant, for a total City owed amount of \$16,733.70. The application is approx. 18 pages and will take some time to fill out. A public notice and an agenda item for the City Council was needed to move forward with

this application. No motion is needed at this time. The application and approval process will take a couple months.

- e. Moved to after item 7.
- f. Ordinance Regarding an Addition to the Public Safety Ordinance on the Municipal Code of Ordinance for the City of Oconto.

Chief Josh Bostedt explained that he is in communication with Chiefs from surrounding areas like Oshkosh, Green Bay, Two Rivers, Fond Du Lac, etc. Aspire Ambulance Service has been hanging out on the highway waiting to jump Ambulance calls. Like these surrounding areas, we need to create an Ordinance to deter Aspire Ambulance Service from coming into our jurisdiction. They can bring people into the hospital, but they cannot come in without our Fire Department knowledge and approval. We hold command over them. Chief Bostedt would make sure the Townships we have contracts with adopt the same Ordinance. Fortunately, we have not seen Aspire Ambulance Service in our area yet and they seem to be staying South of Green Bay. Attorney Calvert stated that he would draft the Ordinance.

Motion by Feldt, second by R. Reed to approve the creation of an Ordinance regarding an Addition to the Public Safety Ordinance on the Municipal Code of Ordinance for the City of Oconto.

Motion carried upon electronically recorded vote.

5 ayes

- g. Lease Agreement for Copper Culture State Park.

John Bostedt stated that the DNR offered us \$5,000, we countered with \$7,000. Our second offer was \$6,000, and they came back with a firm \$5,500. The Park & Recreation Committee requests that we go for \$6,000 and request this contract be reviewed every 2 years. J. Reed expressed concerns regarding the Insurance for Copper Culture State Park, questioning if the City has the liability and responsibility. Schreiber added the City is picking up a lot more responsibility, a lot more wage costs. He expressed that if the DNR thinks they can run the park for \$5,500 then we should think about letting them take the responsibility for it. Attorney Calvert inserted that every 2 years is a lot, 5-10 years might be more advantageous if we can negotiate a dollar amount we are comfortable with. Feldt disagreed, stating in 2 year increments we can build and keep a relationship, but if in 5-10 year increments, we would lose that relationship. Wusterbarth agreed with building a relationship in the smaller 2-year contracts and added that an Escalator Cause should be included in the contract to help with increasing costs. Schreiber stated he feels firm on \$7,000.

Motion by Schreiber, second by R. Reed to go back to the DNR to renegotiate with a request for \$7,000 and a 2-year contract for the Copper Culture State Park Lease Agreement.

Motion carried upon electronically recorded vote.

5 ayes

- h. Approval of payments to Bob Erdman of EZ Dock Floating Dock Systems for Kayak/Canoe Launch in the Amount of \$29,223 and Floating Fishing Pier in the Amount of \$25,193.

Motion by J. Reed, second by Feldt to approve the payments.

Motion carried upon electronically recorded vote.

5 ayes

- i. Possible use of \$10,000 out of Harbor Capital Improvements for Harbor Road Project.

John Bostedt and Wusterbarth stated that because of the added parking spot on the Causeway, extra rock and asphalt was needed, and the project is over budget.

Motion by R. Reed, second by Feldt to approve the use of \$10,000 out of the Harbor Capital Improvements Fund for the Harbor Road Project.

Motion carried upon electronically recorded vote.

5 ayes

- j. Approval of invoice from Nelson Tactical in the amount of \$3,360.42 for ballistic helmets.

Motion by J. Reed, second by Feldt to approve the invoice.

Motion carried upon electronically recorded vote.

5 ayes

- k. Approval of invoice from Rennert's Fire Equipment in the amount of \$16,874.66 for engine 1012 repairs.

Motion by Feldt, second by Schreiber to approve the invoice.

Motion carried upon electronically recorded vote.

5 ayes

- l. Discussion on Possible Purchase of New Ambulance.

Josh Bostedt provided some firm numbers, as requested, on the cost of the new ambulance. Looking at adding Wi-Fi. There are also things that are included on the invoice that we don't need and could eliminate to save money. One being the touch screens. We could eliminate the touch screens and stay with the rocker switches. J. Reed raised a question regarding whether we are going for the F-550, rather than the F-450. Josh Bostedt said he needed to contact the dealer and get more information on this. He also wants to discuss the pros and cons of diesel versus gas. Schreiber asked if part of this cost would be coming out of the COVID funds we have available. We don't yet know for sure if these expenses will qualify. The spending regulations on the COVID funds needs to be looked at closer. The radio system seems to qualify. And it is in major need of being replaced as it is from 1990 and never worked well. Wusterbarth stated that the Utility would also have use of these funds. He suggested a meeting of the department heads to review the restrictions and make a list of items that would qualify for each department. Attorney Calvert stated that there is no contact available to ask questions on this. We need to get together and determine what we know will qualify.

- m. Approval of invoice from Belson Co. in the amount of \$27,039.98 for City of Oconto blue garbage bags.

Motion by J. Reed, second by Feldt to approve the invoice.

Motion carried upon electronically recorded vote.

5 ayes

- n. Approval of invoice from Home & Lighting in the amount of \$3,299.75 for solar street lighting on Harbor Rd.

Motion by Schreiber, second by Feldt to approve the invoice.

Motion carried upon electronically recorded vote.

5 ayes

- o. Approval of Pay Request #2 from Peterson Concrete Construction for Harbor Rad. This pay request is for \$229,420.19.

Motion by J. Reed, second by Schreiber to approve the pay request.

Motion carried upon electronically recorded vote.

5 ayes

- p. Approval of Pay Request #2 from Advance Construction for Splinter Causeway. This pay request is for \$73,632.89

Motion by Feldt, second by Schreiber to approve the pay request.

Motion carried upon electronically recorded vote.

5 ayes

6. Mayor Heier stated that the Committee may vote at approximately 7:00 p.m. to convene into Closed Session pursuant to notice duly given and as allowed by Wis. Stats. 19.85(1) (c) for discussion on personal matters for the following items:

- i. Lt of Administration Position in Fire Department
- ii. Other Personnel Matters

Motion by R. Reed, second by Schreiber to enter into closed session at 7:18 p.m.

Motion carried upon electronically recorded roll call vote.

5 ayes

Also present in closed session: Josh Bostedt, Administrator Bickel, and Attorney Calvert

7. **Motion by Schreiber, second by Feldt to return to open session at 8:28 p.m.**

Motion carried upon electronically recorded vote.

5 ayes

8. Action/Discussion on Matters from Closed Session (and 5.e.)

Motion by Feldt, second by J. Reed to approve the creation of Full Time Position for Clerk of Courts with salary and benefits to be determined.

Motion carried upon electronically recorded vote.

4 ayes, 1 nay (R. Reed)

9. **Motion by J. Reed, second by Feldt to adjourn at 8:32 p.m.**

Motion carried upon verbal voice vote.

5 ayes M/C

Respectfully Submitted,
Brittney M. Bickel
City Administrator