

**CITY OF OCONTO**  
**MINUTES OF THE BOARD OF PUBLIC WORKS**  
City Hall Council Chambers, 1210 Main St, Oconto, WI 54153  
**Monday, October 16<sup>th</sup>, 2023 @ 5:30 P.M.**

1. **Meeting of the Board of Public Works called to order at 5:30 pm by Chairperson Anderson**
2. **Roll Call –**
  - a. **Members present:** Darrell Anderson, John Wittkopf, Steve Stock, and Mike Feldt.
  - b. **Also present:** Mayor John Panetti, City Administrator Brittney Burrue, City Attorney Frank Calvert, Alderman Riley Sowle, Deputy Clerk/Treasurer Camille Belleau as recording secretary, and other interested parties.
  - c. **Excused:** Jean Young
3. **Approval of Agenda**
  - a. **Motion: Feldt / Stock**
    - i. *Motion to approve the agenda as presented for the Board of Public Works meeting on October 16, 2023. **Voice Vote:** 4 ayes – **MOTION CARRIED***
4. **Approval of Minutes**
  - a. **Motion: Stock / Feldt**
    - i. *Motion to approve the minutes as presented for the Board of Public Works meetings on September 18, 2023 and September 25, 2023. **Voice Vote:** 4 ayes – **MOTION CARRIED***
5. **Public Input**
  - a. None.
6. **Correspondence:**
  - a. **Process/Procedures for Cleanup and Citations**
    - i. Burrue said she is working with Officer Dufek to pick up where the previous superintendent left off but no other updates at this time.
  - b. **Other Public Works concerns from the committee**
    - i. Stock said he talked with the other landowners near the Sportsman's club and they're going to hold off on a gate for now. Panetti asked if the area was still a mess now that they have a DNR carcass dumpster and Stock said it's not as big of an issue with the dumpster there now.
    - ii. Calvert raised the question if the committee wants to look into an ordinance to regulate shipping containers in zones other than residential. Currently there's an ordinance for residential zoning but nothing for other zones. Wittkopf asked if there have been any complaints about them. Calvert and Anderson said there have been. Anderson said they should be regulated somehow.
    - iii. Calvert raised the question if the property at 231 Pecor St had approval to build closer to the sidewalk than the setbacks in the ordinances. Anderson asked if the setbacks apply to historic buildings that are being rebuilt. He said the owner was trying to bring the building back to its original condition to be considered a historical building and put on the registry. He continued that someone must have previously given him the okay to bring the building back to its historic shape, so changing that decision now wouldn't be fair to the owner. Wittkopf said there were stipulations when approved that certain parts were supposed to be done first and in a certain time frame. Stock said he'd rather see progress to the building instead of a vacant lot. Feldt asked if the owner could ask for a

variance. He said he would contact the property owner and set up a meeting to see what the plans are.

**7. Review of Accounts Payable Reports for September 14, 2023 through October 10, 2023 in the amount of \$29,597.37; 1,122.00.**

- a. Wittkopf questioned a payment to Crossroads Janitors if that's just for street or everyone. BurrueI clarified it's just for the street department.
- b. Wittkopf questioned a payment to Sherwin Williams for street paint. BurrueI said it's special street paint and they do shop around for the best price.
- c. Wittkopf questioned a payment to Oconto County for a bridge inspection. BurrueI explained it's something we're required to do, and the County does bill the City for it.
- d. Feldt asked if all the questions from last meeting were addressed. BurrueI said she would address any open questions at the next meeting.
- e. Regarding the payment for CDL tests, Anderson asked if both employees had passed and obtained their CDL's. BurrueI said they did.
- f. **Motion: Stock / Feldt**
  - i. *Motion to accept accounts payable as presented. Voice Vote: 4 ayes – MOTION CARRIED*

**8. Revenue & Expenditure Guidelines from 2023.**

- a. Stock asked if the city was on target with expenses this year. BurrueI explained a couple accounts are a little over, but no accounts are way over budget.

**9. Closed session**

- a. The Committee voted at 5:58 p.m. to convene into Closed Session pursuant to notice duly given and as allowed by Wis. Stats. 19.85(1)(c) for the consideration of employment for the following items:
  - i. Superintendent of Public Works.

**MOTION: Stock / Feldt**

*Motion to convene into closed session at 5:58 p.m. Voice Vote: 4 ayes – MOTION CARRIED*

**Roll Call:** Mayor Panetti, Attorney Calvert, Administrator BurrueI, Darrell Anderson, Mike Feldt, John Wittkopf, Steve Stock, and Alderman Sowle.

**10. Open session**

The committee voted at 6:35 p.m. to reconvene into Open Session pursuant to notice duly given and as allowed by Wis. Stat. 19.85(2) for discussion/recommendation from Closed Session.

**MOTION: Wittkopf / Feldt**

*Motion to reconvene to open session at 6:35 p.m. Voice Vote: 4 ayes – MOTION CARRIED*

**11. Action/Discussion on Matters from Closed Session**

- a. **MOTION: Wittkopf / Feldt**  
*Motion to hire the candidate for Superintendent of Public Works to Council. Voice Vote: 2 ayes / 2 nays (Anderson, Stock) – MOTION FAILED*
- b. **MOTION: Feldt / Wittkopf**  
*Motion to recommend Wage & Personnel re-interviewing the candidate to Council. Voice Vote: 2 ayes / 2 nays (Anderson, Stock) – MOTION FAILED*
- c. **MOTION: Stock / Anderson**  
*Motion to recommend raising the wage and reposting the job to Council. Voice Vote: 2 ayes / 2 nays (Feldt, Wittkopf) – MOTION FAILED*

**12. Next Meeting Date & Time**

- a. **Special Meeting** – TBD. Feldt to contact owner of 213 Pecor St and work with Administrator Burrueel to determine if a special meeting to discuss their property is needed.
- b. **November Meeting:** November 20, 2023 @ 5:30pm

**13. Adjournment**

- a. **MOTION: Feldt / Wittkopf**  
*Motion to adjourn at 6:44 p.m. Voice Vote: 4 ayes – MOTION CARRIED*

Minutes submitted by Deputy Clerk/Treasurer Camille V. Belleau