

**MINUTES OF THE BOARD OF PUBLIC WORKS**  
City Hall – Council Chambers, 1210 Main St, Oconto, WI 54153  
**MONDAY, DECEMBER 18, 2023 - 5:30 PM**

Draft for Approval

**Meeting called to order at 5:30 pm by Chairperson Darrell Anderson**

**Roll Call –**

Present: Darrell Anderson, Mike Feldt, Steve Stock, and Jean Young

Also Present: Attorney Frank Calvert, Council President Bob LeBreck, City Administrator Brittney Burrue also as recording secretary, and other interested parties

Excused: John Wittkopf

**Approval of Agenda –**

**MOTION: Feldt / Young** *Motion to approve the agenda as presented for the Board of Public Works meeting on December 18, 2023. Voice Vote: 4 ayes M/C*

**Approval of Minutes –**

**MOTION: Young / Feldt** *Motion to approve the minutes as presented for the Board of Public Works meetings on November 15 and November 20, 2023. Voice Vote: 4 ayes M/C*

**Public Input –**

- Tina Meyer, 902 McDonald St, spoke regarding a snow removal billing (agenda item 6c)
- Lisa Anderson, 1039 McDonald St, spoke regarding a snow removal billing (agenda item 6c)
- Mike Pecor, 1034 McDonald St, spoke regarding a snow removal billing (agenda item 6c)
- Steve Stock asked about updating the snow removal ordinance

**Correspondence –**

- a. 1010 Pecor St: The Committee discussed the situation at 1010 Pecor St. They want a concrete plan of action by the next meeting. Burrue will invite the property owner to attend the January meeting with a prepared plan of action.
- b. Property Cleanups/Citations: Burrue stated she is working with Captain Dufek to clean up these properties. Citations have been issued.
- c. Snow Removal Billings on 12/1/2023: the Committee would like to review and update the snow removal ordinance at the January meeting to include a tangible amount of snow before City removal.  
**MOTION: Young / Stock** *Motion to reverse all of the 12/1/2023 snow removal billings. Voice Vote: 4 ayes M/C*
- d. Paserware Road Ratings: Burrue stated she worked with Utility Manager Matt Beekman to complete the Road Ratings by the December 15<sup>th</sup> deadline.
- e. Certified State Mileage Map: Burrue stated she worked with Utility Manager Matt Beekman to complete the Certified State Mileage Map by the deadline.
- f. Other Public Works Concerns from the Committee: Stock asked about blue garbage bag inventory.

**Review of Accounts Payable Reports for November 16, 2023 thru December 13, 2023 in the amount of \$16,314.18; \$2,212.80 –** The Committee reviewed the report and asked questions.

**MOTION: Stock / Young** *Motion to approve the A/P for 11/16/23 thru 12/13/23 in the amount of \$16,314.18 & \$2,212.80. Voice Vote: 4 ayes M/C*

**Revenue & Expenditures Guidelines 2023 –** The Committee reviewed the 2023 budget comparison report and asked questions. There are a couple of line items that are over budget, but the overall Public Works is well under their budget.

**Closed Session –**

Committee voted at 6:02 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. Hire of Chosen Candidate for Superintendent of Public Works

**MOTION: Young / Feldt** *Motion to convene into closed session at 6:02 pm.* **Voice Vote:** 4 ayes **M/C**

Roll Call: Darrell Anderson, Mike Feldt, Steve Stock, Jean Young, Attorney Calvert, Bob LeBreck, and Brittney Burrue

**Open Session –**

Committee voted to reconvene into Open Session at 6:23 p.m. pursuant to notice duly given and as allowed by Wis. Stat. 19.85(2) for discussion/recommendation from Closed Session.

**MOTION: Stock / Young** *Motion to reconvene into open session at 6:23 pm.* **Voice Vote:** 4 ayes **M/C**

**MOTION: Young / Stock** *Motion to hire the chosen candidate for the Superintendent of Public Works position.* **Voice Vote:** 4 ayes **M/C**

**Next Meeting Date & Time** – Monday, January 15<sup>th</sup>, 2024 @ 5:30 pm

**Adjournment – MOTION: Young / Feldt** *Motion to adjourn at 6:26 pm.* **Voice Vote:** 4 ayes **M/C**

Minutes submitted by City Administrator Brittney M. Burrue