

Chilton, Wisconsin
April 2, 2019

The regular meeting of the Chilton Common Council held in the Council Chambers at the City Hall was called to order at 6:30 p.m. with Mayor Jaeckels presiding.

AGENDA POSTING:

On 3/29/19, copies of the agenda were delivered to the Mayor, Aldermen, City Department Heads, City Attorney and were made available to the media, and posted on the City Hall bulletin board and posted on the City web page.

ROLL CALL:

Mayor Rick Jaeckels and seven members of the Council were present at roll call:

Council Member Tom Reinl	Council Member Mike Goebel
Council Member Ron Gruett	Council Member Clayton Thornber
Council Member Kathy Schmitzer	Council Member Dan Hilton
Council Member Mark Willems	

Other city officials present were Fire Chief Ben Schoenborn, 1st Assistant Fire Chief Nathan Schneider, Police Chief Craig Plehn, Director of Public Works Todd Schwarz, City Attorney Derek McDermott and City Clerk Helen Schmidlkofer.

Those in attendance recited the Pledge of Allegiance.

APPROVE THE MINUTES:

Motion by Hilton, seconded by Gruett and carried to approve the minutes of the council meeting held on March 19, 2019.

REPORT OF OFFICERS:

MAYOR:

- Stated he is waiting on a letter from Calumet County Administrator Romenesko regarding State Street (County F) project.
- Pros 4 Technology is conducting the citywide Information Technology (IT) audit tomorrow.

Council member Willems asked DPW Schwarz if the City gets a letter back from Calumet County regarding State Street and it is favorable, could the utilities be completed in 2019?

Schwarz said, "I am not aware what the letter is supposed to be about. I did hear it would be negotiations whether or not there would be a jurisdictional transfer. I did read the Chilton Chamber minutes where Mayor Jaeckels reported that the project was moved out to 2021."

Council member Reinl did speak with Calumet County Board chairperson Connors after reading the Chamber minutes. Reinl shared that the Calumet County Hwy. Committee met last Wednesday and no one from the City of Chilton was in attendance. The County is ready to negotiate with the City if there is a jurisdictional transfer.

Mayor Jaeckels said he spoke with Romenesko regarding the jail project and during construction heavy trucks would be using State Street and for that reason, it would not make sense to take over jurisdictional transfer until after the jail project is completed.

FIRE CHIEF:

Chiefs Schoenborn and Schneider came forward and presented the 2018 annual Fire Department report, which comprised of number of fire calls, types of calls, member training and certifications along with truck maintenance. The detailed report also included department structure and duties, expenses, revenues and yearly response statistical information. Computation of municipal costs for fire protection was also given. Schoenborn acknowledged the Department and city staff for their support. New legislation for Fire Departments will require additional training. With that being said, it may come a time when we contract out for hose testing and administrative personnel.

Mayor Jaeckels thanked them for the thorough report.

DIRECTOR OF PUBLIC WORKS:

- The City received recognition as 2018 Tree City USA, the 25th Year.
- Preparing annual street projects for BIDS.
- Received a draft report from Sigma regarding the Plating Company. I plan to meet with the DNA for review before we proceed.
- IT Computer audit tomorrow – I do have some concerns with this because it was not explained to us what they are going to do. Strand worked with the City to complete an upgrade last year for the Water and Sewer Departments. Strand manages all the programs and security. Strand recommends that they be present for the audit or not have it done. I am just sharing my concerns.

Mayor Jaeckels said, “I directed the whole city to have an IT audit by Pros 4 Technology. I spoke with New Holstein mayor and utilities, Calumet County IT Department and the County Administrator and there is no reason to have Strand present for the IT audit.”

CITY CLERK:

- Horizon Uptown Commons II rental information was distributed.
- The annual open book is scheduled for April 11, 2019 4 - 6 PM and Board of Review is scheduled for April 29, 2019 8:15 AM to 10:15 AM.
- Census 2020 – new address information has been submitted. Similar to the 2010 Census the city will establish a Census Committee.
- The City’s Health Reimbursement Account (HRA) usage for 2018 was \$44,864.00 or 45%. McClone Group estimated usage of 40% to 60%.
- Distributed Insight magazine article regarding Calumet County Economic Development Director Mary Kohrell.

APPROVE LIQUOR LICENSE:

Moved by Thornber, seconded by Schmitzer to approve six-month Class “B” licenses for Chilton Athletic Club and Hobart Field Softball Assoc. Motion carried.

APPROVE FINANCIAL REPORT:

Moved by Thornber, seconded by Hilton and carried to accept the April 1, 2019 financial report.

AUDIENCE PARTICIPATION: None

REPORT OF COMMITTEES:

Chairman Schoenborn presented the minutes of the March 7, 2019 First Responder Ad-hoc committee meeting. The committee is in the information gathering stages. Our next meeting is scheduled for April 18.

NEW BUSINESS:

Moved by Gruett, seconded by Hilton to approve the quote from RanderCom for \$3,887.00 to update software for the phone system and a 5-year hardware warranty on the system. Roll call vote.

Gruett – yes	Willems – yes	Reinl – yes	Thornber – yes
Schmitzer – yes	Hilton – yes	Goebel - yes	

Seven votes cast. Seven votes aye. Motion carried.

Clerk Schmidlkofer explained that when the City of Chilton Common Council adopted the Personnel Policy Manual, Chapter 10 addresses attendance at conferences as follows: “City employees are encouraged to attend conferences and conventions. Approval to attend conferences and conventions in Wisconsin and the four adjoining states (Illinois, Iowa, Michigan and Minnesota) is at the discretion of the department head. Attendances at conferences in any other states require the approval of the common council.”

I would like to attend the Assoc. of Public Treasurers of the United States and Canada (APT US&C) conference in Oklahoma City, OK and that is the reason for my request this

evening. I will provide a written report to the council after the conference. I currently serve as parliamentarian on the APT US&C board.

Moved by Willems, seconded by Hilton to authorize Clerk Schmidlkofer to attend the Assoc. of Public Treasurers of the US & Canada (APT US&C) Annual Conference in Oklahoma City, OK in July of 2019. Motion carried.

Moved by Hilton, seconded by Gruett to approve the annual agreement between the City of Chilton and Eastshore Humane Association, Inc. Motion carried.

Moved by Hilton, seconded by Thornber to approve the application of \$14,500.00 at 0% interest for CDBG Loan #18-02 to replace windows and doors. Roll call vote.

Gruett – yes	Willems – yes	Reinl – yes	Thornber – yes
Schmitzer – yes	Hilton – yes	Goebel - yes	

Seven votes cast. Seven votes aye. Motion carried.

Moved by Schmitzer, seconded by Goebel to approve the mayoral appointment of Ken Weber to the Housing Authority for a 5-year term. (4/2/2019 to 1/5/2024). Motion carried.

CLOSED SESSION:

Moved by Schmitzer, seconded by Thornber to go into closed session at 7:15 PM under WI Statutes 19.85 (1) (e) to negotiate the purchase of property. Roll call vote.

Gruett – yes	Willems – yes	Reinl – yes	Thornber – yes
Schmitzer – yes	Hilton – yes	Goebel - yes	

Seven votes cast. Seven votes aye. Motion carried.

Schoenborn and Schneider exited the council chambers.

In closed session negotiated the purchase of property.

Moved by Willems, seconded by Schmitzer to return to open session at 7:35 PM. Roll call vote.

Gruett – yes	Willems – yes	Reinl – yes	Thornber – yes
Schmitzer – yes	Hilton – yes	Goebel - yes	

Seven votes cast. Seven votes aye. Motion carried.

COMMUNICATIONS:

Distributed the monthly building/plumbing report and Chilton Chamber of Commerce March 6, 2019 minutes.

APPROVE PAYMENT OF BILLS:

Moved by Schmitzer, seconded by Hilton to pay the bills. Voucher No. 83489 through Voucher No. 83543 or accounts payable and payrolls totaling \$199,682.32. Roll call vote.

Gruett – yes	Willems – yes	Reinl – yes	Thornber – yes
Schmitzer – yes	Hilton – yes	Goebel - yes	

Seven votes cast. Seven votes aye. Motion carried.

ADJOURNMENT:

Moved by Schmitzer, seconded by Gruett to adjourn at 7:37 p.m. on April 2, 2019. Motion carried.

Helen Schmidlkofer
City Clerk