

Chilton, Wisconsin
February 2, 2016

The regular meeting of the Chilton Common Council was called to order at 6:30 p.m. with Mayor Gerald Vanne presiding in the council chambers of the Chilton City Hall at 42 School Street, Chilton, WI.

AGENDA POSTING:

On 1/29/16, copies of the agenda were delivered to the Mayor, Aldermen, City Attorney, and City Department Heads, were made available to the media, and posted on the City Hall bulletin board and city web page.

ROLL CALL: COMMON COUNCIL:

Mayor Gerald Vanne and eight members of the Council were present at roll call:

Council Member Richard Bosshardt	Council member Kathy Schmitzer
Council Member Kevin Johnson	Council Member Clayton Thornber
Council Member Rick Jaeckels	Council Member Ron Gruett
Council Member Linda Bangart	Council Member Dan Hilton

Other city officials present were Police Chief Craig Plehn, Director of Public Works Todd Schwarz, City Attorney Derek McDermott and City Clerk Helen Schmidlkofer.

General attendance: Gretchen Bloomer, Betty Wozniak, Lynn and Jeff Geurts

Those in attendance recited the Pledge of Allegiance.

Moved by Hilton, seconded by Schmitzer and carried to approve the minutes of the council meeting held on January 19, 2016.

REPORT OF OFFICERS:

MAYOR REPORT:

- Nice to have guests at a meeting

CITY CLERK REPORT:

- 2015 tax season grace period is until February 5th.
- Year-end appropriations and non-lapsing accounts will be presented to the council for approval. These were reviewed last week in detail with the Department Heads
- WisVote – new election software is up and running
 - Staff has been taking on-line training
 - Several of the required steps to complete tasks have not been working and required additional time to call in for tech support
- February 16th Primary Election – in person absentee voting started today; absentee voting was completed last week for residents in assisted living facilities and the nursing home.
- Spring 2016 Election – Ward 1 – pending no write-in candidates the City would advertise to fill the vacant aldermanic position
 - Ward 3 – Jaeckels aldermanic position does have one year of his two year term to fill. The City will advertise for the 1-yr. aldermanic position
- Auditors Hawkins Ash has completed in-house audit, preparing draft and then final audit for council presentation in April.
- City Department Heads and Mayor will meet with the new Chilton Chamber of Commerce President Jerry Mallmann to review the events held between the City and Chamber
- 2016 Tax Exempt properties – notifications have been sent to tax-exempt properties within the City to file the required Dept. of Revenue reports.
- Eastshore Recycling members have been invoiced for their annual dues
- The annual Board of Review affidavit for training have been filed with the Dept. of Revenue for Deputy Meyer and Clerk Schmidlkofer
- The chairs in the meal site/community room needed replacing because the bottoms of the chairs were worn out and causing damage to the floor. The

agreement between the City and the Calumet County Nutrition Program does allow for replacement and updating of equipment. With that being said the Nutrition program assisted the city by paying \$500 toward the purchase of 14 chairs. The total cost was \$550/14 chairs.

APPROVE FINANCIAL REPORT:

Moved by Jaeckels, seconded by Hilton and carried to approve the February 1, 2016 financial report.

APPROVE OPERATOR LICENSES:

Moved by Hilton, seconded by Bosshardt to approve the two-year license application to serve fermented malt beverages and intoxicating liquors from February 2, 2016 to June 30, 2016 for Hailey M. Ormsbee. Motion carried. Clerk Schmidlkofer noted the applicant has been approved by the Chilton Police Department.

DIRECTOR OF PUBLIC WORKS REPORT:

- Given the recent water concerns in Flint, Michigan, a report regarding the water quality in the City of Chilton was provided.

In 1985, a water study was conducted to check lead and copper levels. The study was conducted because homes that were built in 1983 to 1985 had lead base solder. The study included homes on Fox, Robin and Diane Streets.

From 1985 to 1990, the City investigated the amount of poly-orthophosphate to mix into the water. This product is NSF certified and lowers lead and copper levels in the delivered portable water by inhibiting corrosion in the water system. The study resulted in 30# daily would sufficiently control the lead and copper.

From 1990 to 1993, poly-orthophosphate is used to coat the water mains.

In 1993, 20 households were tested for lead and copper; of those tested two-tested under the allowable level but desired to make changes. Water testing for private residents is conducted every three years.

From 1993 to 2014, lead and copper levels have reduced significantly.

The city has a total of 161 thousand feet of mains and 1,580 services. Approximately 140 lead services and 600 to 700 private laterals to residential services have NOT been updated.

When the City does road construction the lead services are replaced. The City is responsible for the services from the road to the curb stop. The homeowner is responsible from the curb stop to their residence. (Residents are given an opportunity to work with the contractor for the street project) The majority of lead services within the City that haven't been replaced exist on State Street and Main Street; those are county roads within the city.

The bottom line is the city's water supply is safe.

AUDIENCE PARTICIPATION: No comments were given at this time.

COMMITTEE REPORTS:

Chairman Gruett presented the minutes of the January 21, 2016 Public Safety committee meeting.

Chief Plehn and committee members reviewed noise concerns within the City. Following a brief discussion, the committee made a recommendation to revise the noise ordinance.

Moved by Gruett, seconded by Hilton to introduce and adopt Ordinance No. 1128, an ordinance to amend Municipal Code, Chapter 7 regarding loud noise. Gruett requested

that Attorney McDermott read the ordinance, in which McDermott did.

Council member Bangart asked, "If each noise complaint is discretionary, is this a case-by-case basis?"

Chief Plehn said, "Yes, the Department responds to each call regarding a noise complaint. The officer will use his or her discretion regarding the complaint. The Department will take a statement from the individual that called in and that statement will be used as evidence. In addition if required, that individual may be asked to testify in court."

Residents that were present from W. Washington Street voiced concerns regarding noise from 26 N. State Street.

Chief Plehn reassured them that he is working on this issue and in fact, in 2015 a citation for loud noise was issued at 26 N. State Street.

Mayor Vanne called for a roll call vote.

Gruett – yes	Bangart – nay	Bosshardt – yes	Thornber – yes
Jaeckels – yes	Schmitzer – yes	Hilton – yes	Johnson - yes

Eight votes cast. Seven votes aye. (Bangart-nay) Motion carried.

Gruett told the council members that Chief Plehn sent a letter last June to all current liquor license holders indicating that in the future the City could potentially implement a merit system to address citizen complaints.

Gruett noted that the committee did review ordinances from several cities that addressed the procedures used for a merit system and the types of violations. Chief Plehn indicated that the merit system does work in other cities.

Moved by Gruett, seconded by Bosshardt to have the Police Chief monitor the complaints at liquor license establishments thru the summer months of 2016. Motion carried.

Gruett reported that the committee reviewed acceptable areas for parking vehicles, boats, campers, etc. in residential areas. Gruett did receive many complaints from residents in his ward and does agree with their concerns that residents are parking vehicles in front yards when in fact this should not be allowed.

Gruett said the recommendation from the committee for residential properties is that there shall NOT be any parking in front or side yards and parking shall only be allowed on impervious surfaces. In other words, front yard - No parking except for an existing front yard that has a designated impervious surface would be grandfathered. Side yard – must have a driveway or impervious area. No registered motor vehicle parking on any pervious surface.

Residents at the meeting did stress their displeasure regarding two residential homes on W. Washington Street that have numerous vehicles parked on the front lawn. In fact, they drive over the curb to access the front yard to park vehicles. This causes mud on the sidewalk and street and is very uninviting. Parking in the front yard makes the entire neighborhood look bad.

Mayor Vanne cautioned that the City should not be too restrictive.

General discussion took place, which included:

- Residents should take pride in their property
- More residents are parking vehicles on front lawns
- A single home is now a rental and results in more vehicles
- Residents can use city owned parking lots
- If a citation is given, the homeowner is issued the citation per Chief Plehn
- Need to define impervious surface

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Consensus of the council was to refer this issue back to the committee for specific details on parking areas and define the surface.

At the committee meeting Chief Plehn stated that the local Wal-Mart Store implemented a loss prevention program due to major losses. Within the first month, the Police Department was there 7 out of 10 days. Plehn did reach out to other agencies and the local store officials in an effort to take a more pro-active approach to handle the situation.

Chief Plehn informed the council he hosted an informal reception with residents. "Coffee with the Chief" at Seven Angels restaurant on Thursday, January 28th from 8:30 AM to 10:30 AM. When asked if this would be scheduled again Chief Plehn indicated perhaps two times a year or quarterly.

The committee reviewed with Chief Plehn that authorization was given to him to list unclaimed evidence for sale in the City's official newspaper. In addition could also utilize Craigslist. Plehn stated at the committee meeting that the Department does not have many items at this time and will wait until the Department has numerous items to make it worthwhile.

Chief Plehn was asked to review job titles for a Part-Time Officer and a Part-Time Patrol Officer. Plehn stated that currently there are no titles or job descriptions established for a special event officer, part-time officer or part-time patrol officer. This will be completed in the future; no changes will be made at this time.

Chief Plehn reported to the committee that he is working jointly with Police Departments from New Holstein, Kiel and Brillion in an effort to hire part-time officers. The current process has resulted in 60 applications and 32 have been selected for phase 2 in the hiring process.

Gruett said the committee looked at hiring an officer and he feels very strongly that the City look into this. Chilton is the only city in Calumet County with the least amount of officers especially when we have the jail and courthouse.

Chief Plehn requested the committee to review hiring a full time police officer in 2016. Plehn reminded the committee members when he gave his Departmental report at the December 15, 2015 council meeting the detailed report indicated how busy the entire Department is and the overtime hours worked are very demanding on personnel.

The committee reviewed Police Department statistical reports from 2007 to 2016 regarding:

- Budgets including non-lapsing funds applied
- Revenues
- Overtime hours
- Overtime budget, wages and fringe
- Part-time officer's budget
- Part-time Officer hourly rates and number of hours worked annually
- Part-time Patrol Officer hourly rates and number of hours worked annually

Per Union Contract the wages for a full time officer hired in 2016 would be \$46,752.00 plus benefits and fringe of \$36,851.00 (family benefits) or \$27,129.00 (single benefits).

At the June 3, 2015, committee meeting the Department requested to apply for a COPS Grant in which the committee and council turned down. In fact, the council stated that the City could not fiscally fund an additional officer.

Plehn thought the council could use funds in the 2016 budget that were not applied for employee wages. The committee reviewed a detailed spreadsheet, which indicated \$9,630.25 savings in the 2016 budget due to employee wage increase of \$750.00/employee instead of budgeted 3%.

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In addition, Chief Plehn stated that if the new officer were hired for the last 3 months in 2016 the full impact of the officer would not significantly affect the current budget. Chief Plehn also stated that the captain worked a substantial amount of overtime hours to fill shifts in 2015.

Mayor Vanne indicated the request for a new officer will take some time to review and did not anticipate any action at this meeting. The committee agreed with this statement and will continue to review the chief's request.

NEW BUSINESS:

Moved by Thornber, seconded by Johnson to approve 2015 account appropriations:

100-41111-000	Surplus Applied	\$ 8,226.54	
100-52202-224	Hydrant Rental 3% increase		\$ 4,372.00
100-53722-230	Sold Waste-Bulky Item Pickup		\$ 3,854.54
100-51101-790	Council (Operating Reserve)	\$ 749.96	
100-51101-110	Council Meeting Pay		\$ 749.96
100-51510-790	Accting & Auditing (Operating Reserve)	\$ 4.00	
100-51510-210	Accting & Auditing Prof. Services Hawkins Ash		\$ 4.00
100-51530-790	Assessment of Property (Reserve)	\$ 10.89	
100-51530-312	Assessment of Property Printing		\$ 10.89
100-51601-821	City Hall (Capital Reserve)	\$ 2,285.00	
100-51601-810	City Hall Capital paper shredder		\$ 2,285.00
100-51602-790	City Clock (Operating Reserve)	\$ 167.85	
100-51601-340	City Clock Misc.		\$ 167.85
100-52101-821	Police-Capital Equipment	\$ 7,753.52	
100-52101-810	Police Capital 2015 Dodge 2 year budget		\$ 7,753.52
100-52105-790	School Patrol (Reserve)	\$ 112.89	
100-52105-110	School Patrol Salaries		\$ 112.89
100-52401-790	Building Inspector (Reserve)	\$ 308.88	
100-52401-210	Building Inspector Prof. Services-electric insp.		\$ 308.88
100-53431-821	Sidewalks (Capital Reserve)	\$ 6,124.40	
100-53431-820	Sidewalks-Capital Improvements		\$ 6,124.40
100-53440-821	Storm Sewer (Capital Reserve)	\$ 5,103.48	
100-53440-820	Storm Sewer-Capital		\$ 5,103.48
100-53721-790	Solid Waste Collection (Oper. Reserve)	\$ 134.98	
100-53721-231	Solid Waste Collection- Contracted Service		\$ 134.98
100-53724-790	Recycling (Oper. Reserve)	\$ 2,945.68	
100-53724-110	Recycling Salaries		\$ 2,945.68
100-53740-790	Weed Control (Oper. Reserve)	\$ 55.41	
100-53740-110	Weed Control Salaries		\$ 55.41
100-54910-790	Cemetery (Oper. Reserve)	\$ 5,387.89	
100-54910-231	Cemetery Contracted Services burials		\$ 5,387.89
100-55113-821	Library Rev/Exp Capital Reserve	\$ 23,626.48	
100-55113-325	Library Rev/Exp Books		\$ 23,626.48
100-55201-790	Parks (Oper. Reserve)	\$ 754.46	
100-55201-2	Parks Electricity		\$ 754.46
100-55201-8	Parks Capital Reserve	\$ 19,860.00	
100-55201-8	Parks Capital Morrissey tennis courts		\$ 19,860.00
100-55308-7	Christmas Decorations Operating Reserve	\$ 196.17	
100-55308-340	Christmas Dec-Misc. Operating Banners		<u>\$ 196.17</u>
		\$ 75,581.94	\$ 75,581.94

Roll call vote.

Gruett – yes Bangart – yes Bosshardt – yes Thornber – yes

Jaeckels – yes Schmitzer – yes Hilton – yes Johnson - yes

Eight votes cast. Eight votes aye. Motion carried.

Moved by Jaeckels, seconded by Bosshardt to approve the 2015 non-lapsing accounts balances and appropriations in the amount of \$1,653,187.80. Roll call vote.

Gruett – yes Bangart – yes Bosshardt – yes Thornber – yes

Jaeckels – yes Schmitzer – yes Hilton – yes Johnson - yes

Eight votes cast. Eight votes aye. Motion carried.

Moved by Thornber, seconded by Bangart to introduce, adopt and waive the second reading of Resolution No. 1712, a resolution to designate a savings account at State Bank of Chilton. Roll call vote.

Gruett – yes Bangart – yes Bosshardt – yes Thornber – yes
 Jaeckels – yes Schmitzer – yes Hilton – yes Johnson - yes

Eight votes cast. Eight votes aye. Motion carried.

COMMUNICATION:

Distributed monthly building/plumbing report and the Calumet County Cliffs, Caves and Color tourism booklets.

APPROVE PAYMENT OF BILLS:

Moved by Schmitzer, seconded by Hilton to pay the bills. Roll call vote.

Gruett – yes Bangart – yes Bosshardt – yes Thornber – yes
 Jaeckels – yes Schmitzer – yes Hilton – yes Johnson - yes

Eight votes cast. Eight votes aye. Motion carried.

Voucher No. 78219 through Voucher No. 78277 or accounts payable and payrolls totaling \$90,984.24.

ADJOURNMENT:

Moved by Johnson, seconded by Schmitzer and carried to adjourn at 7:38 p.m. on February 2, 2016.

Helen Schmidlkofer, MMC
 City Clerk