

Chilton, Wisconsin  
June 2, 2020

The regular meeting of the Chilton Common Council held at the Chilton Public Library was called to order at 6:30 p.m. with Mayor Thomas J. Reinl presiding.

**AGENDA POSTING:**

On 5/29/2020, 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 Thomas J. Reinl and seven members of the Council were present at roll call:

Council Member Jon Kragh(arrived 6:34pm) Council Member Ron Gruett  
Council Member Clayton Thornber Council Member Andrew Deehr  
Council Member Kathy Schmitzer Council Member Peggy Loose  
Council Member Mike Goebel

Other city officials present were, Director of Public Works Chris Marx, City Attorney Derek McDermott, Library Assistant Director Rebecca Barry and Deputy City Clerk Lisa Meyer. Also in attendance, Betty Schilling, Chilton Journal, Doug Kapral, Rick Jaeckels, Chad Stanek from Heartland Business Systems. Absent and excused Joe Schoenborn. Dave Kohls, Tri-County News, Zach and Logan Platner, Caleb Plate and Police Chief Craig Plehn joined the meeting remotely.

Those in attendance recited the Pledge of Allegiance.

Mayor Reinl called for a moment of silence for the Schmitzer and Birschbach families.

**MINUTES:**

Motion by Schmitzer, seconded by Gruett and carried to approve the minutes of the Council meeting held on May 19, 2020.

**REPORT OF OFFICERS:**

**MAYOR:**

Tom Austin signed the Development Agreement to purchase the property on Progress Way, east of Lisowe Dairy located in TID #6. Mr. Austin will apply for a conditional use permit which will be voted on at the Plan Commission Meeting and the council will have final approval at the June 16, 2020 council meeting.

The Culture and Recreation committee will meet monthly on the third Monday of the month at 8:30 am.

City Hall offices are still closed to the public. Park bathrooms are still locked but will open as soon as the County parks' bathrooms are opened.

**DEPUTY CITY CLERK: none**

**APPROVE FINANCIAL REPORT:**

Moved by Thornber, seconded by Gruett and carried to accept the May 31, 2020 financial report.

**APPROVE OPERATOR LICENSE:**

Moved by Gruett, seconded by Deehr to approve the two-year license application to serve fermented malt beverages and intoxicating liquors from June 2, 2020 to June 30, 2020 for Spencer Yeske. Deputy Meyer noted the applicant has been approved by the Chilton Police Department. Motion carried.

**DIRECTOR OF PUBLIC WORKS:**

- The utilities are working on the annual water valve turning.
- The street department has been busy at the cemetery with funerals that have been postponed from spring due to the pandemic.
- The transmission on the steiner lawn mower has been repaired by Horst Distributing.
- The water and sewer work has been completed on North State Street. The storm sewer is almost half done and the road will be graded and paved starting June 15.

**AUDIENCE PARTICIPATION:**

Doug Kapral, president of the Chilton Athletic Club (AC's) was present and was concerned about the park bathrooms being closed to the public due to the pandemic. They have been slowly starting baseball and softball practices but cannot schedule any games due to the bathrooms being locked. They are also unable to operate the concession stand because the bathrooms aren't available. The main source of revenues for the AC's are league registration fees and concession stand sales. These revenues fund field and building maintenance at Nennig Park. They just completed building a 26x28' pavilion between Fields A & C. Chief Plehn, who is also the City's Emergency Management Director, said the City is following CDC guidelines by not opening the bathrooms at this time. We are unable to clean and sanitize the bathrooms as needed. Council members agreed that the City is not in a position to make decisions without guidance from the State. Mayor Reinl thanked Mr. Kapral for his comments.

**REPORT OF COMMITTEES:**

Alderman Goebel reported on the Culture and Recreation Commission meeting on May 20, 2020.

The VFW made a request to the City to improve the lighting at their stand at Hobart Park. Public Works staff sought quotes for the work. One quote was received from Brantmeier Electric for a cost of \$2,998.00. The quote included costs to update all the electrical wiring in the stand to comply with current codes.

DPW Marx mentioned that the project was not budgeted in 2020 however there is a small sidewalk project budgeted in Hobart Park in 2020 for \$3,500. He stated that in asking around to determine exactly what the project was, there was no clear explanation. Because of this he suggested that the Committee reallocate the sidewalk dollars to the electrical project.

Motion by Goebel, seconded by Gruett to accept the bid from Brantmeier Electric of \$2998.00 for updating the electrical wiring in the Hobart Park VFW stand and reallocate the budgeted funds at Hobart Park from the sidewalk project to pay for the electrical work at the VFW stand in Hobart Park. Roll call vote.

Gruett – aye	Kragh – aye	Loose – aye	Thornber – aye
Schmitzer – aye	Goebel – aye	Deehr – aye	Schoenborn - absent

Seven votes cast. Seven votes aye. Motion carried.

The committee also discussed the need to stain the Hobart Park bandshell. Quotes were received however the committee decided to complete the project next year by including it in the 2021 budget.

Alderman Thornber reported on the General Government meeting on May 26, 2020.

The Wisconsin Dept. of Revenue requires municipalities to provide more detailed reporting on their TID districts each year to the Joint Review Board (JRB), which is made up of representatives of the other taxing jurisdictions in Chilton as well as a citizen member. Ehlers and Associates has performed this work in the past. The cost is \$1,500 per TID district and a fee of \$500 to attend the JRB meeting to present the reports. Last year Ehlers prepared the reports only and the City staff handled the presentation to the JRB meeting.

A motion was made by Thornber, seconded by Deehr to accept the agreement with Ehlers Public Finance Advisors to prepare the Supplemental Information for the Joint Review Board Meeting but decline meeting coordination and attendance. The Agreement is for Tax Increment District #4, 6, and 7 for a cost of \$1,500 per TID and to charge the cost to each respective TID.

Roll call vote.

Gruett – aye	Kragh – aye	Loose – aye	Thornber – aye
Schmitzer – aye	Goebel – aye	Deehr – aye	Schoenborn - absent

Seven votes cast. Seven votes aye. Motion carried.

Alderman Thornber explained that financial advisor Phil Cosson of Ehlers provided 3 options for the North State Street reconstruction funding for consideration. All the options included wrapping in the State Trust Fund loans entered into last year for TID 4 Horizon project into the financing for North State Street as interest rates are so attractive. Because of issuance costs for the 10 year G.O. Bond, Mr. Cosson recommended a 10 year State Trust Fund loan. By combining all the loans, the City will save approximately \$76,181.00 in interest.

Motion by Schmitzer, seconded by Goebel to authorize City staff to begin the process to finance the North State Street Project through a 10 year State Trust Fund Loan and include the refinancing of the three existing TID #4 loans the City currently has with the Board of Commissioners of Public Lands within the same loan. Roll call vote.

Gruett – aye                      Kragh – aye                      Loose – aye                      Thornber – aye  
 Schmitzer – aye                  Goebel – aye                      Deehr – aye                      Schoenborn - absent  
 Seven votes cast. Seven votes aye. Motion carried

Alderman Thornber reviewed the memo from Mayor Reinl regarding transferring funds from seven existing non-lapsing accounts to the Data Processing capital account (51450-821) to pay for the IT project awarded to Heartland Business Systems. Mayor Reinl said the non-lapsing accounts he chose are all operating reserves. He suggested moving \$70,000 from the following accounts:

Acct. #	Acct. Name	Current Balance	IT Project Amount
51601-790	City Hall (Reserve)	\$17,437.47	\$10,000
52101-790	Police (Reserve)	\$19,134.65	\$7,500
53102-790	Dept. Pub. Works (Reserve)	\$38,858.77	\$10,000
53230-790	St. Dept. Building (Reserve)	\$51,076.62	\$10,000
53240-790	St. Machinery (Reserve)	\$72,647.04	\$15,000
53420-790	Street Lighting (Reserve)	\$96,725.11	\$15,000
53724-790	Recycling (Reserve)	\$19,606.53	\$2,500
		TOTAL	\$70,000

Motion by Deehr, seconded by Schmitzer to transfer funds as outlined in the Mayor memo and shown above into the Data Processing capital account. (51450-821). Roll call vote.

Gruett – aye                      Kragh – aye                      Loose – aye                      Thornber – aye  
 Schmitzer – aye                  Goebel – aye                      Deehr – aye                      Schoenborn - absent  
 Seven votes cast. Seven votes aye. Motion carried.

Chad Stanek from Heartland Business Systems was present and spoke to the council about the changes in computer equipment and costs from the original bid proposal submitted. Some of the changes included a network switch, additional cables and wiring, an increase in the size of backup and uninterrupted power supply. Heartland will be eliminating some of the PCs and only upgrade the software. By only updating the software, the City can budget in 2021 for computer replacement. Mr. Stanek discussed two options for the IT project. One, called the Stand Alone and the second, a Shared Storage. The main difference between the two options is the amount of downtime each option provides the City and then the City can decide on what level of downtime they can live with. The cost difference between the two options, approximately \$25,000 more for the Shared Storage option, gets you less downtime than the Stand Alone option. If the

Stand Alone option was chosen now , the City can upgrade to the Shared Server option with little or no problems in the future.

Motion by Deehr, seconded by Gruett to select the Stand Alone option provided by Heartland for a cost of \$51,912.08 and the funds be used from the Data Processing capital account (51450-821). Roll call vote.

Gruett – aye	Kragh – aye	Loose – aye	Thornber – aye
Schmitzer – aye	Goebel – aye	Deehr – aye	Schoenborn - absent

Seven votes cast. Seven votes aye. Motion carried.

Alderman Thornber discussed the need to update the storage room that will be housing the new equipment, specifically, the need to update the HVAC system to improve cooling in the room. There will also be the need to do additional electrical work to support the new equipment and HVAC upgrade. The City received a quote from Pethan's Refrigeration & Air Services LLC for the HVAC related work. The quote for the work is \$4,735.80. The quote does mention the potential need for upsizing the ductwork in the building, which is not included in the quote and will be provided in the future if needed.

The committee also discussed an allowance of \$3,500 for electrical related work.

Motion by Deehr, seconded by Loose to accept the quote from Pethan's Refrigeration and Air Services LLC of \$4,735.80 and budget an allowance of \$3,500 for any needed electrical work for the equipment room upgrade and the funds be used from the Data Processing capital account (51450-821). Roll call vote.

Gruett – aye	Kragh – aye	Loose – aye	Thornber – aye
Schmitzer – aye	Goebel – aye	Deehr – aye	Schoenborn - absent

Seven votes cast. Seven votes aye. Motion carried.

#### **UNFINISHED BUSINESS:**

At the May 19, 2020 City Council Meeting, the council approved of waiving the Class "B" Beer and Class "B" Liquor License for nine establishments in the city that were forced to close due to the COVID 19 pandemic. However, according to WI Stats: 125.51(3)(e) "the annual fee for a "Class B" license shall be established by the municipal governing body and shall be the same for all "Class B" licenses, except that the minimum fee shall be \$50." According to City of Chilton Municipal Code 6.01(2) License Fees, the fees are listed as Class "B" Beer is \$100 and Class "B" liquor is \$200 per year.

In order to change the fees for this year due to COVID-19, the City would need to change the municipal code.

Motion by Thornber, seconded by Goebel to rescind the motion made at the May 19, 2020 City Council Meeting to waive the Class "B" Beer and Class "B" Liquor License fees from July 1, 2020 thru June 30, 2021 for Ethel's Bar and Grill, Cheers, Curve Inn, Mathes Pla-Mor Inc., Ditter's 40 West LLC, Papa Don's Pizzeria, Chilton Eagles Club, Stage Coach Bar & Grill and Seven Angels. Motion carried.

**Motion by Schmitzer, seconded by Loose to approve Ordinance No. 1167, An Ordinance Amending Chapter 6 Section 6.01)2)(a) Licenses and Permits of the City of Chilton, Wisconsin Municipal Code and waive the reading.**

Roll call vote.

Gruett – aye                      Kragh – aye                      Loose – aye                      Thornber – aye  
Schmitzer – aye                  Goebel – aye                      Deehr – aye                      Schoenborn - absent  
Seven votes cast. Seven votes aye. Motion carried.

**NEW BUSINESS:**

Moved by Thornber, seconded by Goebel to introduce, adopt and waive the reading of Resolution No. 1820, a resolution to subordinate CDBG Loan No. 14-04 with Brandon and Emily Bancroft. Roll Call vote.

Gruett – aye                      Kragh – aye                      Loose – aye                      Thornber – aye  
Schmitzer – aye                  Goebel – aye                      Deehr – aye                      Schoenborn - absent  
Seven votes cast. Seven votes aye. Motion carried.

**COMMUNICATIONS:**

Distributed the monthly building/plumbing report and minutes of the staff meeting held on May 26, 2020.

**APPROVE PAYMENT OF BILLS:**

Moved by Schmitzer, seconded by Deehr to pay the bills. Check No. 85343-85387 and Voucher # 4906-4937 or accounts payable and payrolls totaling \$209,733.00. Roll call vote.

Gruett – aye                      Kragh – aye                      Loose – aye                      Thornber – aye  
Schmitzer – aye                  Goebel – aye                      Deehr – aye                      Schoenborn - absent  
Seven votes cast. Seven votes aye. Motion carried.

**ADJOURNMENT:**

Moved by Loose, seconded by Deehr and carried to adjourn at 7:21 p.m. on June 2, 2020.

Lisa Meyer, WCMC  
Deputy City Clerk