

Chilton, Wisconsin
May 16, 2017

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 Rick Jaeckels presiding.

AGENDA POSTING:

On 5/12/17, 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 Rick Jaeckels and eight members of the Council were present at roll call:

Council Member Mark Willems	Council Member Dan Hilton
Council Member Clayton Thornber	Council Member Ron Gruett
Council Member Greg Kubichka	Council Member Kathy Schmitzer
Council Member Kevin Johnson	Council Member Mike Goebel

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

General attendance: Faye Burg,

Those in attendance recited the Pledge of Allegiance.

Moved by Kubichka, seconded by Gruett and carried to approve the minutes of the council meeting held on 5/02/2017.

REPORT OF OFFICERS:

MAYOR REPORT:

- I am sure some of you saw or read some of the information regarding Briess and noise complaints. I have been in contact with the main neighbor that contacted the City as well as Briess. We are working through things and hopefully we will not have any more media coverage until we actually have a chance to sit down and meet with everyone.
- I did place a call to Calumet County Administrator Todd Romenesko to talk about State Street (County Highway F) because I sent Mr. Romenesko some questions and did not hear back. I was informed that he was out of the office due to the death of his father. Please keep him in your thoughts. There will be more information down the road as we continue talking.
- I called Scott from Horizon earlier today; they did receive the WHEDA Grant. It is likely to be an October or November start with a September 2018 finish for the Uptown project.
- Seeing that we will not be meeting again before Memorial Day, I would like to wish everyone a happy holiday as well as the citizens in general.

CITY CLERK REPORT:

- Detailed flyer was distributed regarding the Memorial Day parade and events.
- Open book was held on May 10 and Board of Review is set for May 31, 2017 from 8:15 AM to 10:15 AM. The city staff annually reviews the assessment roll. We compare the 2016 to 2017 roll to include any major building revisions, new construction and business name changes and values. Currently there are 1,733 parcels within the City.
- The annual notices to renew liquor and tobacco licenses have been sent out.
- League of WI Municipalities informational sheet regarding Dark Store tax shift and the Common Council's adoption of Resolution No. 1741 was forwarded to Senator LeMahieu and Representative Tittl.
- Council members were reminded to update their biographies for the city web site.
- Reminded council members of future committee meetings.

DIRECTOR OF PUBLIC WORKS REPORT:

- Last council meeting there were questions regarding non-lapsing funds (NLF). In your packet is a copy of the 5-Year plan for street maintenance and street reconstruction. Currently NLF street maintenance is \$84,000.00; which is not much to work with when you are looking at street projects. Next year's budget is going to be tight. We have a \$166,000 deficit with use of funds from the general fund and NLF. The City does have construction funds of \$239,000 but again this is not much money when doing street projects. I did explain at budget time that once operating costs increase that cost is there forever, when you do a capital projects this is a one-time cost. The 5-year plan is based on current costs and projected future expenditures, which takes into consideration oil costs and labor. Schwarz emphasized that the City should maintain a 5-year plan to apply for grants. Last year the City did receive \$34,871.18 in Local Road Improvement Grant (LRIP). There was over \$67,000.00 available for the surrounding municipalities of New Holstein, Hilbert, Potter, Sherwood and Chilton. The municipalities listed divided the funds instead of one community receiving all the funds. The Towns Assoc. has a separate road program for the local townships.

Gruett asked, "Does the State provide road aids to the City for the number of miles within the City?"

Schwarz replied, "Yes, annually. Connecting road aid for this year is \$56,000.00 and state transportation revenues is \$151,984.00."

The 2017 budget does not include any patchwork that should be completed. The longer you let a road deteriorate the worse it will get. If you have a road surface problem and do not take care of it, that surface fails and now you have sub-surface problems, which ends up being more costly. The 5-year plan does not include crack sealing or seal coating to help extend the life of the road. The normal black top road life expectancy is 25 years and concrete is 50 years.

Schmitzer stated that she had some of her constituents file complaints with her regarding the railroad tracks on Breed and Irish. "Is that a City responsibility or not?"

Schwarz replied, "Yes the City is responsible up to 4 feet of the rails, after that it is the railroad company. The railroad tracks are fine; the road has settled and has to be brought back to grade."

A water main break on Breed Street just north of Reed Street will require maintenance. The City tried to patch the road at the time of the break however; Breed Street will require additional maintenance. (Cracking and settling is taking place.) Many black top roads have rattling. Rattling is the surface course on a black top road that starts to separate. Schwarz identified several streets that have this. Remember the worse the roads get the more they cost.

Gruett then questioned if the annual budget for gas, etc. is enough for maintenance.

Mayor Jaeckels announced that it was time for the public hearing and he would come back to the Director's report.

MOVED TO NEW BUSINESS:

Mayor Jaeckels opened the Public Hearing at 6:45 P.M. to solicit comments regarding amendments to Chapter 16 of the City of Chilton Municipal Code. Clerk Schmidkofer read the notice and stated the notice was published as a Class II notice as required by law.

Mayor Jaeckels informed the council the amendments were available for your review. The Plan Commission approved revisions to Chapter 16.

Hearing no comments from the public Mayor Jaeckels closed the public hearing at 6:47 P.M.

Motion by Willems, seconded by Hilton to introduce, adopt and waive the second reading of Ordinance No. 1138, an ordinance amending Chapter 16.04 definitions and 16.05 accessory building.

Kubichka asked, “The definition of #46 – this stated that all structures shall be permanently fastened. I know I mentioned this last meeting. Are you talking about the larger ones? What about the smaller sheds? All structures have to be permanently fastened to the ground.”

Schwarz stated that if the shed needs a building permit, and is over \$500 it has to be fastened to the ground.

Schwarz responded, “The City is being more pro-active than re-active regarding shipping containers. Other communities are having problems with shipping containers. That is why we are making changes to the ordinance, to address this issue. I did have several calls regarding shipping containers for storage and offices.”

Schwarz reminded council members that the procedures for changes to Chapter 16 require review by the Plan Commission, publication and then a public hearing. At the last Plan Commission meeting, there were changes to create a definition of a temporary structure and a timeline for a temporary structure in commercial and industrial zoning. This will address the “hoop houses.”

Mayor Jaeckels called for a roll call vote.

Gruett – yes Willems – yes Kubichka – yes Thornber – yes
Schmitzer – yes Hilton – yes Johnson – yes Goebel - yes

Eight votes cast. Eight votes aye. Motion carried.

MOVED BACK TO DIRECTOR OF PUBLIC WORKS REPORT:

- Street Department:
 - In the process of changing the street signs that are attached on the same pole as stop signs on state highways and county trunks within the City. The State of WI mandates that street signs not be attached on the same pole as a stop sign and preferably on the other side of the street. Twenty-five signs are already moved and we have some that will be attached with a bracket to the light poles due to limited space to install a new pole.
 - Parks – mowing and clean up.
 - Cemetery – process of placing sod and preparations for Memorial Day events.
- Met with Dept. of Transportation (DOT) regarding Chestnut Street construction project that was completed. There are areas behind the terrace that have settled and need to be filled in. Highway and road signs have tipped and need to be straightened out. The road itself is in good shape, nothing has cracked.
- The City is assisting Calumet County for an electronic and appliance disposal event on May 24 from 2 to 6 PM at the city garage. There is a minimal cost for televisions. Details are on the city web site.
- Annual 7th grade recycling field trip is set for May 25. Students will visit the city’s compost site, Hickory Meadows Landfill and then everyone will be served lunch at Klinkner Park that demonstrates garbage verses recycling.
- Klinkner Park – names have been added to the Veterans Memorial stones.
- 2017 road construction contracts have been signed and waiting on the pre-construction meeting date.
- Sewer Department has been working on the CMAR and CMOM reports. The Department is required to figure out how much energy is used to treat one pound of BOD, which is challenging. The City has been more efficient and has been doing energy audits regarding electrical use. Now this is incorporated into the CMOM, which is reflected in the CMAR report.
- Well #8 – both VFD have been installed. Transfer switch issues will be addressed at the next Public Works committee.
- Met with Calumet County representatives regarding the proposed slurry pond. Plans are required along with inspections and the DNR does get involved.

AUDIENCE PARTICIPATION: No comments.

NEW BUSINESS:

Moved by Kubichka, seconded by Johnson to approve the Menards bid of \$968.50 for materials for handicap accessible bathroom, smoke and carbon monoxide detectors for CDBG application No. 17-01. Roll call vote.

Gruett – yes Willems – yes Kubichka – yes Thornber – yes
Schmitzer – yes Hilton – yes Johnson – yes Goebel - yes
Eight votes cast. Eight votes aye. Motion carried.

Moved by Johnson, seconded by Schmitzer and carried to appoint Dexter Sattler as the citizen at large and Rick Jaeckels representing the City of Chilton on the 2017 Joint Review Board.

Moved by Willems, seconded by Kubichka and carried to waive the \$25.00 fireworks permit fee for the Chilton Chamber of Commerce to be held on June 16, 2017 near the Chilton Outdoor Twilight Theater.

REPORT OF COMMITTEES:

Jaeckels announced, “The April 10, 2017 Library Board minutes were in your packets and if you have any questions, you can direct them now to Alderperson Schmitzer.

Plan Commission minutes from the May 10, 2017 meeting looks like we covered everything and if you have any questions you can direct them to me.

Redevelopment Authority May 10, 2017 minutes were in your packet and if you have any questions feel free to ask me.

The April 12, 2017 Housing Authority minutes are in you packet and if you have any questions direct them to Alderman Thornber.”

COMMUNICATION:

Jaeckels said, “The May 3, 2017 staff minutes were submitted because I had a meeting that day.”

APPROVE PAYMENT OF BILLS:

Moved by Hilton, seconded by Thornber to pay the bills. Voucher No. 80372 through Voucher No. 80447 or accounts payable and payrolls totaling \$136,339.02. Roll call vote.

Gruett – yes Willems – yes Kubichka – yes Thornber – yes
Schmitzer – abstain Hilton – yes Johnson – yes Goebel - yes
Eight votes cast. Seven votes aye. (Schmitzer-abstain) Motion carried.

ADJOURNMENT:

Moved by Schmitzer, seconded by Kubichka to adjourn at 7:07 p.m. on May 16, 2017 Motion carried.

Helen Schmidlkofer
City Clerk