

Chilton, Wisconsin
May 17, 2016

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

AGENDA POSTING:

On 5/13/16, 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 Rick Jaeckels and six members of the Council were present at roll call:

Council Member Mark Willems	Council Member Dan Hilton
Council Member Kevin Johnson	Council Member Clayton Thornber
Council Member Ron Gruett	Council Member Greg Kubichka

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

General attendance: John Thode, Director of Development for Horizon Construction Group, Inc., Kelly Kress and Reverend Michael Safford-Kennedy representing Ebenezer United Church of Christ, Gerald Vanne, Faye Burg, Delta Publications and Betty Schilling, Chilton Times Journal.

Those in attendance recited the Pledge of Allegiance.

Moved by Hilton, seconded by Willems and carried to approve the minutes of the council meeting held on 5/3/2016.

Mayor Jaeckels informed the council that he would like skip around to new business and have Mr. Thode from Horizon speak at this time to give an update on the Horizon Uptown Commons Phase II project.

Mr. Thode introduced himself and then provided a brief history on Uptown Commons Phase I project.

Currently Horizon is looking to proceed with Phase II project due to the fact that WHEDA has a new plan for tax credits which are expected to be released prior to the upcoming application due date of January 2017. Horizon does participate in WHEDA's advisory committee and believes there is a possibility of WHEDA revising the scoring characteristics to make senior housing development more competitive than recent years.

In addition, Horizon has looked at financing through the Federal Home Loan Bank of Chicago. They oversee a competitive grant program called AHP (Affordable Housing Program) and accept financing applications annually in June. Horizon is looking to secure a grant from the Bank of Chicago by December 1, 2016 in an amount not less than \$300,000.

Mr. Thode noted that Horizon would hope that at tonight's meeting, the City would approve the Uptown Commons Phase II project so that Horizon can meet the June 2016 timeline and file the AHP application.

Furthermore, Thode expressed that Horizon's request for financial support from the City would allow the project to achieve fiscal feasibility and assist with financial participant scoring for the WHEDA application. We have changed the buyer name from Horizon Development Group, Inc. to Midwest Affordable Housing Corp. to allow for higher scoring.

Attorney McDermott noted that he did confer with Horizon regarding the non-profit status and affirmed that the non-profit entity would still be taxable and is acceptable. The

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City has requested the following Seller Contingency be included on the addendum which states; Seller's obligation to conclude this transaction is contingent upon Buyer obtaining the tax credit from WHEDA for the development of the property pursuant to the Request for Proposal to be issued by the Seller.

Moved by Willems, seconded by Thornber to accept the vacant land offer to purchase on West Main Street, Lot 2 of certified survey map (CSM) No. 2936 for \$0.00 from Midwest Affordable Housing Corporation to include addendum and exhibit A. Roll call vote.
 Gruett – yes Willems – yes Kubichka – yes Thornber – yes
 Schmitzer – absent Hilton – yes Johnson - yes
 Six votes cast. Six votes aye. Motion carried.

Mayor Jaeckels thanked Mr. Thode for attending the meeting and then stated the council should skip down to Public Works committee report.

MOVED TO REPORT OF COMMITTEES:

Chairman Thornber presented the May 10, 2016 minutes from the Public Works committee meeting.

Ebenezer United Church of Christ requested to place flower containers in front of businesses along Main Street in the uptown area. Kelly Kress and Reverend Michael Safford-Kennedy explained that representatives of Ebenezer would ask the businesses if they would be willing to have a planter placed outside their business and if they would be willing to participate in the care of the planters, if not, members of the church would. There would be no cost to the city for this project.

Moved by Willems, seconded by Hilton to approve an agreement between the City of Chilton and Ebenezer United Church of Christ to maintain flower planters in the Uptown area. Motion carried.

Mayor Jaeckels and the council thanked Mrs. Kress and Rev. Safford-Kennedy for their interest to beautify the city.

Thornber said the committee reviewed the concerns of the wastewater storage shed. The roof is leaking and the building needs to be re-steeled. The committee reviewed three proposals for repairs and recommended Bob Kees from Hilbert to replace the roof, sidewall and baseboard for an approximate cost of \$16,364.00.

Moved by Thornber, seconded by Kubichka to approve the quote from Bob Kees to complete the quoted repairs to the wastewater shed not to exceed \$18,000.00.

Roll call vote.

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

Thornber stated the committee did review the inadequate traffic flow on Court Street in the area of the Chilton School District Elementary and Middle school facilities. No action will be taken by the City until after the June 7, 2016 School District meeting per Chief Plehn. Once the School District determines their parking plans then the City can review traffic flow and parking on Court Street in this area.

The committee discussed the potential purchase of a used patch roller and trailer for the Street Department. DPW Schwarz will acquire quotes and report back to the committee.

DPW Schwarz stated the City received a report of potholes along Walnut Street. Walnut Street is primarily used by Kaytee and occupants of the building located at 44 Walnut Street. Records of Walnut Street showed that the original right of way of Walnut Street was 50 feet. Half of the road was vacated around 1920 and 25 feet remains. DPW Schwarz said the potholes that exist might actually be located on land owned by property owners other than the City. The only way to know for sure is to have a survey done.

Consensus was to have the Street Department fix the potholes and discuss possible vacation of Walnut Street with the affected property owners.

MOVED TO REPORT OF OFFICERS:

MAYOR REPORT:

Mayor Jaeckels said he had off work last Tuesday and attended Arbor Day activities. It was a rainy day so the schoolchildren did not attend however; the Woelfel and Bub families did attend. We appreciated the fact that both families went ahead with the dedicated tree planting.

Attendance at:

- City and County meeting to review county roads within city limits
- Public Works committee meeting
- Conference calls with representatives of the City and Horizon
- Redevelopment Authority meeting

CITY CLERK REPORT:

- ↻ Annual dog license renewals are completed; no citations will be issued this year.
- ↻ Memorial Day program was distributed, in addition approximately 30 minutes after the city program a dedication will take place at Klinkner Park for the additional name plaques at the Veterans Memorial.
- ↻ Assisted with conference calls regarding Horizon project.
- ↻ Completed the annual Recycling Grant with the Dept. of Natural Resources before the April 30 deadline.
- ↻ Annual Tax Incremental certification forms for #2 and #4 were completed and submitted to the Dept. of Revenue for the May 16 deadline.
- ↻ The Wisconsin Taxation District Exemption report was filed with the DOR; 39 tax exempt parcels are reportable within the city compared to 37 in 2014.

APPROVE LIQUOR LICENSE:

Moved by Johnson, seconded by Hilton and carried to approve the 6-month "Class B" Beer license for Veterans of Foreign War Post 3153 from June 1, 2016 to November 30, 2016. Person in charge, Bonnie Weber of Chilton.

Moved by Thornber, seconded by Kubichka and carried to approve the Class "B" Picnic license for Muscular Dystrophy Association for August 5 to 7, 2016 at Hobart Field. Person in charge, Dalton Payne of Chilton.

DIRECTOR OF PUBLIC WORKS:

- ↻ Preliminary work is being done by the Street Dept. on Forward Avenue.
- ↻ Pre-construction meeting is scheduled tomorrow with the contractor for 2016 Street Projects. Contractor would like to start work the first week of June and projected completion date by the end of June.
- ↻ Chestnut Street reconstruction project – DOT notified the City of the project manager, project start date is July 18.
- ↻ May 25th the electronic recycling event is scheduled from 2 PM to 6 PM at the city garage. Any volunteers are welcome to assist
- ↻ The annual 7th Grade Recycling Field trip is scheduled for May 26, this includes touring the City's compost site, Hickory Meadows landfill, lunch at Klinkner Park and then back to school for additional educational sessions.
- ↻ Due to the recent water concerns in Flint, Michigan, the DNR has indicated that changes are coming regarding lead pipe. No official documentation has been received yet.
- ↻ The Street Dept. painted lines for a pickle ball court on the Morrissey Park tennis court (white lines are for tennis and the yellow lines are for pickle ball).

NEW BUSINESS:

DPW Schwarz informed the council Calumet County Ag. Assoc. would like to move their ticket booth to the entrance of the fairgrounds off Chestnut Street and permanently keep the booth at this location. A photo of the ticket booth was available for the council members to review.

Comments regarding the booth were:

- Booth should have minor maintenance before moving
- Zoning requirements do not allow
- Comments from the neighbors should be heard

Moved by Thornber, seconded by Johnson to deny the request from Calumet County Agricultural Association to permanently locate the ticket booth off Chestnut Street. Motion carried.

REPORT OF COMMITTEES:

Chairman Hilton presented the May 9, 2016 Culture and Recreation committee meeting.

The Chilton Athletic Club manages the softball and baseball programs at Nennig Park from May to August and questioned the City how the Club is supposed to recycle at the park. The City switched to single stream recycling in November of 2015, which requires all recyclables to be in a 96-gallon container. Chris Marx, President of the Chilton Athletic Club informed the committee that in the past the aluminum cans were turned in for cash, cardboard was bundled and taken to the curb along with other recyclable items. This method is no longer acceptable. Following a brief discussion, it was determined that the Club could use a 2-yard recycling dumpster thru Advanced Disposal and have every other week pick-up for an estimated cost of \$26.00 per month.

The Club would require a dumpster for the season, which is May thru August. Discussion took place whether the City should pay for the additional recycling service or if the Club should be responsible because they are the sole user. Marx indicated that the Club would be willing to pay the fee for every other week service for a 2-yard recycling dumpster. Willems appreciated Marx's support and stated the City would re-visit the issue after the 2016 season.

Moved by Hilton, seconded by Willems to request that the Chilton Athletic Club manage and pay for recycling at Nennig Park for the 2016 season with use of a 2-yard recycling dumpster. Motion carried.

The Chilton Athletic Club reported to the committee that they have noticed poor drainage along the right field of ball Diamond A and they would like to install tile for improved drainage. Marx noted that this could not be completed until after the 2016 baseball season. The Club is willing to complete this project and pay for all costs associated with it. The committee agreed to this project.

Hilton informed the council that the City assisted the ChiltonFC Soccer Club and installed a drainage pipe into the manhole on Dove Avenue at Nennig Park in the area of the soccer field. Volunteers from the Club were going to finish the project however, the City would like the project completed correctly and for this reason are now requesting the City and not the Club complete the drainage project. The committee tabled this project; no action is required at this time.

Hilton noted the committee made recommendations to the agreement between the City of Chilton and the ChiltonFC Soccer Club regarding detailed reimbursement request and a timeline to submit reimbursements. The Club agreed to the language changes in the agreement.

Motion by Johnson, seconded by Hilton to approve the following amendments to the agreement between the City of Chilton and the ChiltonFC Soccer Association Inc.

As follows:

1. City provided the following supplies: goalie jerseys and gloves, pinnies, goals, nets, soccer balls.
2. Reimbursement for the cost of fuel, paint and weed killer not to exceed \$500.00 annually. Request for reimbursement shall be detailed and itemized and submitted

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by October 1 of each year for the current year's program. If the request is not submitted as noted no reimbursement shall be provided.

Motion carried.

The committee reviewed two quotes that were provided by Chief Plehn and DPW Schwarz to replace the cameras at Morrissey Park. JSM Secure of Sheboygan Falls provided three options, each with a higher resin camera and ranging in price from \$2,815.00 to \$10,304.00. AB Technologies of Chilton provided a quote for \$1,129.00. After review, a recommendation was to purchase the same type of cameras that are at Klinkner Park thru AB Technologies. DPW Schwarz stated that Morrissey Park Inc. would pay for half of the camera purchase.

Moved by Hilton, seconded by Willems to accept the camera quote form AB Technologies for \$1,129.00, use funds from the parks non-lapsing capital account (55201-821), and invoice Morrissey Park Fund for half of the cost. Roll call vote.
 Gruett – yes Willems – yes Kubichka – yes Thornber – yes
 Schmitzer – absent Hilton – yes Johnson - yes
 Six votes cast. Six votes aye. Motion carried.

Mayor Jaeckels presented the May 2, 2016 General Government meeting minutes.

DPW Schwarz reminded the council that at a recent council meeting a suggestion was made to have this committee revise the Site Design and Development Standards policy for the Industrial Park due to the fact there was an issue with topsoil.

Moved by Gruett, seconded by Thornber to revise page 7, Section XI Repurchasing Price to include if the landscape is altered within the two years after the date of purchase the landscape shall be returned to its original condition and if not prior to repurchase, the City shall retain an appropriate adjustment in price. Motion carried.

The committee reviewed proposed amendments to the Personnel Policy regarding union contracts, travel, health and dental insurance. The committee recommended to approve the revisions and this is before you tonight in resolution format.

Moved by Thornber, seconded by Gruett to introduce, adopt and waive the reading of Resolution No. 1716, a resolution to amend Chapter 8 reference unions, Chapter 14 city vehicle usage policy and Chapter 27 delete outdated language regarding health and dental insurance. Roll call vote.
 Gruett – yes Willems – yes Kubichka – yes Thornber – yes
 Schmitzer – absent Hilton – yes Johnson - yes
 Six votes cast. Six votes aye. Motion carried.

Mayor Jaeckels stated the he requested changing keys at city hall on the agenda due to the fact a city hall master key has been misplaced and we need to either replace the keys or do nothing. Following a brief discussion consensus from the committee was to have the Clerk acquire a written quote to change keys at city hall before any action is taken. In addition, Clerk Schmidlkofer will obtain a basic quote to convert the key system at city hall to a fob system. Committee member Johnson noted the school has this system and it works well.

DPW Schwarz informed the council that the City is working with Calumet County and Attorney Burnett to transfer contaminated property. The four parcels or properties the City would like to transfer are 420 E. Main Street (has two parcels); 415 E. Main Street and 476 E. Main Street of which two of the four parcels are reported to have contaminants. (Tax ID parcel numbers are 27668, 16632, 16634 & 16943). The process to acquire needs to be reviewed closer because two of the parcels have a mortgage and a tax lien.

Mayor Jaeckels stated the committee reviewed the current process for acquiring budgeted and non-budgeted items, what requires department head approval and council approval

along with dollar amounts.

Mayor Jaeckels noted the April 11, 2016 Library Board minutes were in the council packet. The board is currently seeking a library director and at their meeting last evening the board decided to re-advertise for a part-time library director. The Library Board will start over and place a new advertisement for a part-time library position with additional support staff. Jaeckels said, "The Search Committee that did a lot of work was disappointed in the Board's decision. There is nothing the council can do, as this is solely a library board decision."

The council reviewed the May 10, 2016 Redevelopment Authority minutes and the April 13, 2016 Housing Authority meeting minutes.

UNFINISHED BUSINESS:

Attorney McDermott did receive communication from the owners of 101 W. Main Street regarding the City's request to have a structural engineer confirm that it is safe to open the right-of-way. If this issue is not resolved then the City will proceed with public nuisance.

Update regarding order to raze or repair and remove personal property at 107 W. Main Street. The owner did take out a wrecking permit that indicated Halbach Construction planned to start demolition on April 20. The City is following through with the court process just in case the owner does not follow through with the demolition.

COMMUNICATION:

The May 2, 2016 staff minutes were distributed.

APPROVE PAYMENT OF BILLS:

Moved by Hilton, seconded by Kubichka to pay the bills. Voucher No. 78702 through Voucher No. 78759 or accounts payable and payrolls totaling \$80,617.28. Roll call vote.
 Gruett – yes Willems – yes Kubichka – yes Thornber – yes
 Schmitzer – absent Hilton – yes Johnson - yes
 Six votes cast. Six votes aye. Motion carried.

ADJOURNMENT:

Moved by Hilton, seconded by Johnson and carried to adjourn at 7:37 p.m. on May 17, 2016.

Helen Schmidlkofer, MMC
 City Clerk