

Chilton, Wisconsin  
May 7, 2013

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 at the Chilton City Hall.

**AGENDA POSTING:**

On 5/03/13, copies of the agenda were delivered to the Mayor, Aldermen, City Department Heads, City Attorney, were made available to the media, and posted on the City Hall bulletin board and city webpage.

**ROLL CALL:**

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

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

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

Absent and excused council member Linda Bangart.

General attendance: Phil Cosson, Ehlers & Associates, Larry Burkhart, Fox Cities Regional Partnership, Chilton Veterans Memorial committee representatives Rich Appel, Bill Krizek, and Don Gehl, Faye Burg, Delta Publications, and Shawn Reilly, Chilton Times Journal.

Those in attendance recited the Pledge of Allegiance.

**MINUTES:**

Moved by Hilton, seconded by Thornber and carried to approve the minutes of the council meeting held on 4/16/2013.

**Mayor Report:**

- Annually the Chilton School District requests the Mayor to be part of a panel to select a recipient for the Schneider Scholarship; I was pleased to assist
- Attended the Chilton Chamber meeting last week; Chamber and City are working on the annual Father's day parade and the Chamber will host the circus in July
- Chilton School District has selected Police School Liaison (PSL) services from Calumet County Sheriff's Department; the Police Chief and I have received several inquiries why the Chilton Police Dept. officers' receive more compensation than county officers. If you or anyone has questions regarding this, please contact me directly.

**City Clerk Report:**

- ↻ May 9<sup>th</sup> at 7:00 p.m. Village of Hilbert will host a meeting to review the City's request for first responder services and if able to provide services at what cost
- ↻ 2014 DNR Recycling Grant application has been filed
- ↻ Tax Incremental Districts #2, #4 and #5 – filed recertification forms with the Dept. of Revenue
- ↻ Special Events filed by the Chilton Chamber of Commerce are:
  - Street Dance – June 15, 2013 to be held in the west Main Street parking lot; no street closures requested for this event
  - Summer Festival Parade – June 16, 2013 9 a.m. to 2 p.m.; parade will start on S. Madison Street and finish on E. Main Street
- ↻ A meeting with Wisconsin Deferred Compensation Program was held earlier today for all the employees
- ↻ North Shore Bank annual review with employees regarding individual investments will take place tomorrow at the WWTP
- ↻ May 8, 2013 at 11:00 am East Shore Recycling Commission Meeting will be held

## Minutes of Council Meeting 5/07/13

- ↻ May 8, 2013 at 11:30 am Municipal Recycling and Solid Waste & Disposal Subcommittee will meet
- ↻ May 9th the City will host the County Municipal Intergovernmental meeting at 9:30 am; Calumet County has confirmed featured speakers are Claire Silverman, Legal Counsel for the League of WI Municipalities, Carol Nawrocki, Senior Legal Counsel, WI Towns Assoc. and Andrew Phillips, General Counsel, WI Counties Assoc.
- ↻ After consultation with Police Chief Seipel, dog owners within the city that have failed to license their dog(s) will be issued a citation for failure to acquire an annual dog license pursuant to Wisconsin Statutes 174.05 and City of Chilton Municipal Code 6.07
- ↻ Deputy Meyer and Clerk Schmidlkofer have completed Board of Review training; state mandate to have BOR training every two years by one or more of the five Board of Review members
- ↻ Reminded council members of future committee meetings
- ↻ 2013 Bulky Item Pick-up - yesterday completed the north side of the City and the south side is May 20.
- ↻ Open Book is scheduled for May 13, 2013 from 4:00 pm to 6:00 pm; an example of the letter sent to property owners was shared with council members
- ↻ Board of Review is June 4, 2013 from 8:15 am to 10:15 am
- ↻ Written reports were provided regarding attendance at:
  - The League of WI Municipalities Mutual Insurance Conference
  - Municipal Treasurers of WI Conference

**APPROVE FINANCIAL REPORT:**

Moved by Hilton, seconded by Jaeckels and carried to approve the May 1, 2013 financial report.

**APPROVE OPERATOR LICENSES:**

Moved by Jaeckels, seconded by Thornber and carried to approve the two-year license application to serve fermented malt beverages, and intoxicating liquors from May 7, 2013 to June 30, 2014 for Julie H. Allen and Mindy M. Scheuers. Clerk Schmidlkofer noted the applicant has been approved by the Chilton Police Department.

**APPROVE LIQUOR LICENSES:**

Moved by Jaeckels, seconded by Hilton and carried to approve the Class "B" Picnic license for Good Shepherd Parish on July 27, 2013 to July 28, 2013 for their annual picnic; Person in charge is Bonnie Weber of Chilton.

Moved by Bosshardt, seconded by Jaeckels to approve a 6-Month "Class B" Beer License for Hobart Field Softball Assoc. Inc. with Matt Hintz, Agent. Motion carried.

**DIRECTOR OF PUBLIC WORKS REPORT:**

- ↻ 19<sup>th</sup> year the City of Chilton has been named Tree City USA by the Arbor Day Foundation in honor of its commitment to effective urban forest management
- ↻ May 1<sup>st</sup> Arbor Day celebration was well attended, DNR representative Tracy Salisbury commented it is always a pleasure to attend the City of Chilton's event
- ↻ Met with Josh Dukelow, Existing Industry Manager, Fox Cities Regional Partnership along with Steve Parker of Kaytee Products and Patricia Glynn of Calumet County.
  - Additional Chilton companies planning to target are:
    - Briess Industries,
    - Zarnoth Brush Works
    - Milk Products LLC
    - Worthington Cylinder
- ↻ Checking on prices for replacing the river walk lights
- ↻ Waiting for a demonstrator LED street light before proceeding with project
- ↻ Acquiring quotes for repairs to band shelter at Hobart Park
- ↻ May 14<sup>th</sup> annual 7<sup>th</sup> Grade Recycling Field Trip is scheduled
- ↻ Test Well – last Tuesday drilled down 200 ft.; set pump for preliminary testing

**NEW BUSINESS:**

Larry Burkhardt, Fox Cities Regional Partnership presented an overview regarding the public/private partnership working to build the local economy by supporting retention, expansion and attraction of primary employers in northeast Wisconsin.

Phil Cosson, Ehlers & Assoc. provided the council an update regarding the tax incremental districts #2, #4 and #5. Revenue from TID #2 is currently being shared with TID #4 and TID #5. TID #4 is required to pay back funds borrowed from the general fund for development within that TID. Cosson proposed that the Council review TID #5 and consider closing this TIF.

In addition, Cosson recommended that the council review the 2005 G.O. Debt and consider re-financing; rates are considerably lower and could save the City \$14,102.47 to \$15,215.00 per year. (Propose refinancing in August of 2013). Mayor Vanne and the entire council expressed gratitude to Cosson for the detailed report.

Moved by Hilton, seconded by Bosshardt to accept the BID from Jim Fischer Inc. of Appleton for the annual sidewalk replacement for Ward 5 as follows:

Remove & Replace 4” Sidewalk	\$ 4.25	sq. ft.
Remove & Replace 6” Sidewalk	\$ 4.75	sq. ft.
New 4” Sidewalk	\$ 3.65	sq. ft.
New 6” Sidewalk	\$ 4.00	sq. ft.
Remove & Replace 30” Curb & Gutter	\$ 25.00	lineal ft.

Roll call vote.

Gruett – yes                      Bangart – absent                      Bosshardt – yes                      Thornber – yes  
 Jaeckels – yes                      Schmitzer – yes                      Hilton – yes                      Johnson - yes  
 Seven votes cast. Seven votes aye. Motion carried.

**REPORT OF COMMITTEES:**

Chairman Hilton presented the minutes of the April 15, 2013 Culture and Recreation Committee meeting.

M. Hintz representing the Hobart Softball Field Inc. is seeking support for field maintenance from the City. Hintz informed the group the league would sponsor Tuesday night softball and kickball on Friday nights and the annual kickball tournament benefit in August. The City of Chilton Recreation Department will use the diamond on Monday nights for the Pee Wee Baseball Program. With this being said the group would appreciate assistance from the City regarding field/diamond upkeep. The group currently has two members and in addition compensates an individual to cut the grass.

In conclusion, the committee determined that the City will work with the group to identify how assistance can be provided:

- Consult with firm regarding diamond update
- City crew help with field work
- City work with Assoc. to develop a plan to maintain ballpark and concession stand

DPW Schwarz informed the committee that the river walk lights have been vandalized and need to be replaced. The City did include \$3,000.00 in the current budget for river walk lights; in addition, an insurance claim has been filed which resulted in \$7,000.00 for repair or replacement. If the City would keep the same pole and replace just the light fixture the cost is \$891.00 per fixture or \$13,365.00 for the fifteen (15) lights.

The committee reviewed changing the pole to an 8 ft. pole, which would potentially prevent vandalism in the future to the light fixtures. Estimated cost for an eight-foot pole is \$750.00 per pole. In addition, DPW Schwarz is working with Focus on Energy on other lighting project grants and will consult with them to see if there is any grant funds available for this project and if so what type of light fixture would be available.

A. Connors stated the Optimist Club is interested in supporting this project and would donate funds for the river lights and donate maintenance free benches in this area.

At the next committee meeting, the Optimist Club will provide a commitment regarding lights and benches and in the meantime, DPW Schwarz will acquire a proposal from Focus on Energy.

R. Appel provided an update on the Veterans Memorial Project that the group would like to establish at Klinkner Park. The Chilton Veterans Memorial when completed will stand as an outstanding effort to pay tribute to the sacrifices made by men and women who served their country in the military.

Jim Suttner formerly of Chilton has completed a drawing or site plan for the group, which Appel shared with the committee that highlights a walkway from the parking lot to a memorial sign. Along the paved path, memorial plaques and trees are displayed and before you reach the memorial sign, you walk through an area that has a groundcover berm, edged with stone and containing six 6-foot armed forces statues and benches, which gives the illusion that you are standing among them. The site will include lighting and 24 hour surveillance cameras.

Buechel Stone Corp. and Master Plan Landscapers, LLC have graciously committed resources to this project and a major donation is pending. The group will acquire 100% of the funds to establish the memorial as well as future maintenance expenses. Currently the plan is to launch fund-raising Memorial weekend with a timeline to start construction in spring of 2014.

Marketing and communications will include area TV stations, illustrations for public viewing, local newspaper coverage and website information.

Moved by Gruett, seconded by Thornber to authorize the Chilton Veterans Memorial Project at Klinkner Park with the Ad-hoc Committee responsible for all costs except the City of Chilton shall pay for the monthly lighting expenses upon completion.

Roll call vote.

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

Clerk Schmidlkofer updated the committee on the current recreation program directors:  
 City soccer program - Appleton Soccer Club  
 Lake-to-Lake soccer – Kelly Gozdziwski  
 Baseball and Softball Programs – Chilton Athletic Club

In addition, Deputy Meyer and Clerk Schmidlkofer have managed distribution of uniforms, equipment and necessary supplies and paperwork along with the Program Directors.

S. Reilly provided a written update on the Chilton Morrissey Park Project Inc., which will celebrate the fifth anniversary of the building of the Morrissey Playground in mid-June. While currently the non-profit organization does not have plans to expand the playground or construct any additional pieces, the group will continue yearly maintenance to ensure the playground stays a safe, fun location for families and kids in the Chilton community.

DPW Schwarz informed the council the City budget included \$8,897.00 to construct a shelter at Riverside Park. Bill Engler, Jr. has contributed \$3,000.00 to the City intended for this project.

Moved by Hilton, seconded by Schmitzer to accept with gratitude the \$3,000.00 from Engler for the Riverside Park shelter project. Motion carried.

**UNFINISHED BUSINESS:**

Attorney McDermott informed the council he is seeking approval to proceed with signing documents regarding the foreclosure of Tomazevic Main Street Real Estate LLC. located at 238 East Main Street. This would prevent any more litigation expenses.

Moved by Gruett, seconded by Thornber and carried to authorize the City Attorney to sign a stipulation for entry of judgment by BMO Harris Bank, N.A.

**COMMUNICATION:**

Distributed monthly plumbing/building permit report, April 15, 2013 staff minutes and April 3, 2013 Chilton Chamber of Commerce minutes..

**APPROVE PAYMENT OF BILLS:**

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

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

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

Seven votes cast. Six votes aye. Motion carried. Voucher No. 73327 through Voucher No. 73412 or accounts payable and payrolls totaling \$146,524.07.

**ADJOURNMENT:**

Motion by Jaeckels, seconded by Johnson and carried to adjourn at 8:08 p.m. on May 7, 2013.

Helen Schmidkofer,  
City Clerk