

Chilton, Wisconsin
November 20, 2018

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 11/15//18, 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.

COMMON COUNCIL ROLL CALL:

Mayor Rick Jaeckels and eight members of the Council were present at roll call:

Council Member Clayton Thornber	Council Member Ron Gruett
Council Member Mike Goebel	Council Member Mark Willems
Council Member Tom Reinl	Council Member Kathy Schmitzer
Council Member Dan Hilton	Council Member Mark Wiegert

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

General attendance: Heather Koehler

Those in attendance recited the Pledge of Allegiance.

Moved by Reinl, seconded by Gruett and carried to approve the minutes of the council meeting held on November 6, 2018.

REPORT OF OFFICERS:

MAYOR:

- Completed letter for the annual city newsletter.
- Reminded members of the Chilton Chamber holiday parade on December 1st and the rebranded Delightfully Calumet holiday light show will be open the Fridays and Saturdays in December.
- Happy Thanksgiving to all and a safe hunting season.

CITY CLERK:

- ↻ Clerk's memo highlights holiday events within the City. The information is also available on the city's website.
- ↻ Working on 2019 budget preparations.
- ↻ Filed the annual Chilton Lake District financial reports.
- ↻ Preliminary audit visit took place on November 14, 2018.
- ↻ Completing post-election documents from the Nov. 6, 2018 General Election.
- ↻ Preparations are underway for the 2019 city newsletter. All Departments are consulted to see if they would like to include items in the newsletter.

DIRECTOR OF PUBLIC WORKS:

- Leaf pick-up will be tomorrow yet and then residents will need to take leaves to the city garage. Department will be installing snow fence.
- TIF #7 and Dairyland subdivision – gas & electric started installation today and should finish up tomorrow.
- Wastewater Plant – problems with lift stations the last several weeks.

AUDIENCE PARTICIPATION:

No comments were given.

REPORT OF COMMITTEES:

The November 12, 2018 minutes from the Library Board meeting were reviewed. Whitcomb highlighted the virtual reality classroom program.

The minutes of the October 10, 2018 Housing Authority meeting were reviewed. Thornber noted that the high utilization of water was due to three toilets running.

UNFINISHED BUSINESS:

Update regarding the Spetta property/former City of Chilton landfill located at 1509 Lime Kiln Road. DPW Schwarz provided an update for costs and timeline for the remedial dig of the site. Breakdown of costs are:

Landfill	\$4,500	Paid directly by Chilton
Contractor	\$13,900	Plan to start December 10, 2018 and the contractor is Jeff Foust Excavation-Oshkosh.
WDNR Fees	\$1,400	Invoiced thru Fehr Graham
Consultant and Lab	\$13,000	Invoiced thru Fehr Graham

Gail Rieder a representative of the Spetta Family is contesting who will pay for what. DPW Schwarz said this was somewhat agreed upon when the City received a letter from Davis/Kuelthau representing the owners of the Spetta property in September. Recommendation would be to have Spetta Estate provide a copy of the DNR warnings that were issued to the City and request documentation (proof) that the Spetta family did not contaminate the property.

The City staff will review further and report to the council at a later date.

MOVED TO NEW BUSINESS:

Mayor Jaeckels opened the Public Hearing at 6:45 P.M. to solicit comments regarding the proposed 2019 budget. Clerk Schmidlkofer read the notice as required by law. Mayor Jaeckels informed everyone that we would review the budget first and then open it up for public comments.

Clerk Schmidlkofer presented the 2019 City of Chilton budget highlighted first by the City’s mission statement. The proposed budget of \$2,866,001.00 in expenditures is a 5.17% increase from the 2018 expenditures, which was \$2,725,140.00. The proposed levy is \$1,334,523.00 compared to \$1,233,553.00 in 2018; this results in a tax rate of \$5.28, a thirty-five cent decrease from 2018.

In addition, the net new construction for 2019 is 0.937% compared to 1.09% in 2018. Last year \$443,165.00 was used from non-lapsing funds, for 2019 non-lapsing funds of \$529,707.00 were applied. Total revenues have increased by \$39,891.00 resulting in \$1,531,478.00 for 2019 compared to \$1,491,587.00 in 2018.

Clerk Schmidlkofer then highlighted the capital projects by Department. The Police Union wage increase is 2%. The budget includes two administrative assistants at 29 hours per week for the Police Department. (Currently one administrative assistant works 16 hrs. /wk. & one at 15 hrs. /wk.) The Public Works Department includes a full time employee for water/sewer and budgeted \$6,000.00 to assist with snow removal. Schmidlkofer reminded the council that the Water and Sewer Departments are fiduciary accounts and not set by taxes. The City’s health insurance is with Wisconsin Physician Service (WPS) and the 2019 renewal is a 12% increase. Current utilization of Health Reimbursement Account (HRA) is at 45%. McClone is forecasting 45% to 65% utilization in 2019. The health reimbursement account has \$70,088.94 remaining in it. This is what remains from when the City had self-funded health insurance. City employees other than the library budgeted a 2% wage increase. (The library board determines the library employee wages.)

Schmidlkofer referenced the budget publication, which outlined the various sections of expenditures and revenues as required by law. Tax Incremental District No. 2 (TIF #2) was created in 1992 and closed in September of 2017. The TIF increased the equalized value for the City by \$35.8 million. For Tax Incremental District No. 2 the City collected taxes in 2017 for payment in 2018, which resulted in revenues for:

City of Chilton	\$201,111
Calumet County	\$204,793

Chilton School District	\$375,981
Fox Valley Technical College	\$38,971

Act 223 allowed the city to receive a levy limit increase after the closing of TID #2 for \$99,447.00. TIF #2 refunds to overlying districts were calculated based on increments collected in excess of project costs and disbursed as follows:

Calumet County	\$955.00
City of Chilton	\$1,026.00
Chilton School Dist.	\$1,912.00
FVTC	\$195.00

This was reported on September 30, 2017 by Hawkins Ash the city's audit firm.

Furthermore, Schmidlkofer reminded the council members that the municipal tax rate the council would approve tonight is only one part of the total tax bill. The tax bill includes Fox Valley Technical College, Chilton Lake District, Calumet County and the Chilton School District.

Hearing no comments from the public Mayor Jaeckels closed the public hearing at 6:55 P.M.

Moved by Hilton, seconded by Thornber to introduce, adopt and waive the second reading of Resolution No. 1777, a resolution to adopt the 2019 municipal budget and direct a levy. Roll call vote.

Gruett – yes	Willems – yes	Reinl – yes	Thornber – yes
Schmitzer – yes	Hilton – yes	Wiegert – yes	Goebel - yes

Eight votes cast. Eight votes aye. Motion carried.

Moved by Thornber, seconded by Goebel to approve the 2018-2019 snowmobile trails within the city limits pending confirmation of approval from private property owners.

DPW Schwarz said, "The trail now goes thru Dairyland Estates, which is being developed. Has anyone thought about this?"

Chief Plehn said, "The Club proposed the trail and they would have to check on this. It could be a possibility that they did not."

Clerk Schmidlkofer offered to contact Mr. Hacker from the Calumet Snow Trails club to verify the trail.

Mayor Jaeckels asked for a voice vote. Motion carried.

Mayor Jaeckels said, "I spoke with Mr. Wiegert who indicated with time restraints he plans to resign as Ward 4 council member."

Attorney McDermott reviewed the statutory procedure regarding the resignation. The timing and successor is either appointed and or either elected. A critical date is December 1. If the vacancy occurs before December 1, then the position goes on the ballot in April of 2019. Prior to that time, the council may appoint a successor. The council would not have to appoint anyone during that time however, that person needs to take out papers December 1, 2018 for the April 2019 spring election for a one-year term. The alternative is that Alderman Wiegert would wait until after December 1, 2018 then the election for his successor occurs at the April 2020 election for the normal two-year term. Then the council would go thru the process of advertising and appointing a successor.

A brief discussion followed which resulted in Alderman Wiegert announcing his resignation as Ward 4 council member effective November 21, 2018 in the form of a letter.

Moved by Reinl, seconded by Willems to accept with regrets the resignation of Mark Wiegert as Ward 4 council member effective November 21, 2018. (Wiegert-abstain) Motion carried.

Moved by Thornber, seconded by Schmitzer to postpone until January of 2019 to appoint a successor to fill the Ward 4 council member position. (Wiegert-abstain) Motion carried.

Fire Chief Schoenborn introduced Heather Koehler as a potential new member of the Fire Department. She has completed the interview process and background check in addition she does live within the Fire District.

Moved by Willems, seconded by Hilton to approve Heather Koehler to join the City of Chilton Fire Department contingent upon passing pre-employment testing. Roll call vote.
 Gruett – yes Willems – yes Reintl – yes Thornber – yes
 Schmitzer – yes Hilton – yes Wiegert – yes Goebel - yes
 Eight votes cast. Eight votes aye. Motion carried.

Clerk Schmidlkofer noted that Koehler is required to complete the pre-employment testing and payroll paperwork before starting her duties as a firefighter.

COMMUNICATION:

The November 7, 2018 City staff minutes were distributed and council members were reminded to view the photos of Horizon Uptown Commons II construction process.

APPROVE PAYMENT OF BILLS:

Moved by Schmitzer, seconded by Hilton to pay the bills. Voucher No. 82824 through Voucher No. 82884 or accounts payable and payrolls totaling \$316,114.14.

Roll call vote.

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

ADJOURNMENT:

Moved by Thornber, seconded by Hilton and carried to adjourn at 7:17 p.m. on November 20, 2018.

Helen Schmidlkofer, MMC
 City Clerk