

Chilton, Wisconsin  
November 5, 2019

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 Jaeckels presiding.

**AGENDA POSTING:**

On 11/1/19, 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 Rick Jaeckels and seven members of the Council were present at roll call:

Council Member Tom Reinl	Council Member Mark Willems
Council Member Clayton Thornber	Council Member Kathy Schmitzer
Council Member Kevin Johnson	Council Member Andrew Deehr
Council Member Mike Goebel	

Other city officials present were Water Department Leadman Chris Marx, Wastewater Department Leadman Tim Keuler, Street Department Leadman Travis Boll, Police Chief Craig Plehn, Assistant Fire Chief Nathan Schneider, City Attorney Derek McDermott and City Clerk Helen Schmidlkofer. Absent and excused Council Member Ron Gruett.

General attendance: Ron Wolf from McMahon Associates, Delta Publications Dave Kohls, Tom & Therese Gross, Betty Schilling, Larry Weidig, and Jim Manz.

Those in attendance recited the Pledge of Allegiance.

**APPROVE THE MINUTES:**

Motion by Reinl, seconded by Thornber and carried to approve the minutes of the council meeting held on October 15, 2019.

**REPORT OF OFFICERS:**

**MAYOR:**

- Mayor Jaeckels asked for a moment of silence in honor of Director of Public Works, Todd Schwarz and to keep his family in your thoughts and prayers during this difficult time.
- I have spent a lot of time reviewing utility and public works department issues and concerns. I met with the leadmen last Wednesday to review a list of items. Going forward there is a need for cross training and making sure details are documented.

**CITY CLERK:**

- The 2020 spring election regarding mayor and council member positions was reviewed. Candidacy papers can be taken out December 1, 2019 and are due January 7, 2020. Non-candidacy papers need to be completed by December 27, 2019.
- Future committee meeting list was distributed.
- Health insurance: WPS renewal came in at 14% premium increase and after consulting with Mayor Jaeckels, I was directed to have McClone Group send health insurance coverage to market. This will take approximately three weeks.

**APPROVE FINANCIAL REPORT:**

Moved by Thornber, seconded by Schmitzer and carried to approve the November 1, 2019 financial report.

**APPROVE OPERATOR LICENSES:**

Moved by Schmitzer, seconded by Reinl to approve the two-year license application to serve fermented malt beverages and intoxicating liquors from November 5, 2019 to June 30, 2020 for Melissa Buechel. Clerk Schmidlkofer noted the applicant has been approved by the Chilton Police Department. Motion carried.

**LEADMEN:****Water Department – Chris Marx**

- Seasonal Hydrant flushing and valve exercising complete for 2019
- Hydrant winterization currently underway.
- Completed the annual sanitary survey of Chilton water system. Results have been submitted to the WI DNR.

**Wastewater Department – Tim Keuler**

- Yearly maintenance of pumps and mixtures (50% complete) waiting for ground to freeze or dry up so trucks can get back to maintenance.
- 350,000 gallons of sludge needs to be hauled in 2019 yet, waiting for ground to freeze or dry up.
- Existing generator at WWTP has a biofilm in the fuel tank which needs to be cleaned; investigating options at this time.
- Hycor unit is getting replaced on 11/12/2019; previously approved by the Council.
- As alternate program coordinator for safety compliance, I will be meeting with Fehr Graham on updates to Safety Compliance manual.

**Street Department – Travis Boll**

- Taking delivery of Truck #18 (5-yard truck).
- Leaf pick-up still ongoing up to Thanksgiving.
- Parks have been winterized and are closed for the season.
- Snow removal equipment has been installed and is ready to go.
- Receiving quotes for new two post vehicle lift for use at City Garage.
- Calumet County Jail Expansion Project - Road closure at Heimann and School Street for utility connection work to be done any time after 4 p.m. on November 8 and all day on November 9, 10, 11 as needed. The Chilton School District and Calumet County Courthouse have been notified of the proposed closure.

**AUDIENCE PARTICIPATION:**

Therese Gross addressed the council members regarding a book titled “Sex is a Funny Word.” The library board determined that the book should be available in the library but not available for children 5 and under. On September 24, 2019, the Materials Reconsideration Special Committee consisting of eleven community members reviewed formal complaints filed regarding placement of this book at the Chilton Public Library. Gross expressed that she is very disappointed with the final decision of the Library Board especially when the book states it is for adult readers.

Tom and Therese Gross exited the council chambers.

**REPORT OF COMMITTEES:**

Council member Schmitzer requested City Clerk Schmidlkofer to provide an overview of the proposed 2020 budget. Clerk Schmidlkofer presented the proposed budget expenditures of \$2,890,478.00 and revenues of \$1,544,012.00 resulting in a levy of \$1,346,466.00 and a tax rate of \$5.26535, which is \$0.0182 less than last year. The budget hearing is set for November 19, 2019 at 6:45 PM and the details of the proposed 2020 budget will be presented at that time.

The October 21, 2019 library board minutes were reviewed.

**UNFINISHED BUSINESS:**

Leadman Marx shared that the generator project requires some changes to be completed for efficient back up needs. Marx defined the request is for two propane tanks that need to be installed for the two generators located at Heimann Street lift station and Irish Road lift station. The 1,000-gallon propane tanks will be needed to allow operation down to 20 degrees Fahrenheit. A ten-foot setback from the generator, electrical panels and a 25-foot setback is needed from the property line. New concrete pads will have to be constructed at an estimated cost of \$300.00 plus approximately 1-hour use of a backhoe and 5-yard dump truck and DPW employee time.

Moved by Willems, seconded by Deehr to approve leasing two 1,000-gallon propane tanks and the costs to construct new cement pads at the Irish Road and Heimann Street lift stations. Roll call vote.

Gruett – absent	Willems – aye	Reinl – aye	Thornber – aye
Schmitzer – aye	Goebel – aye	Deehr – aye	Johnson – aye

Seven votes cast. Seven votes aye. Motion carried.

Marx informed the council that a verbal agreement between the Public Works Director and Brantmeier Electric exists and requires the council's attention. Brantmeier Electric would like to take possession of the City's propane tank located at Well #7. Brantmeier will remove the existing propane tank and gas line located at Well #7 and in exchange, install an electric heater complete with wiring. (Estimated value \$2,000.00).

Moved by Willems, seconded by Reinl to approve the agreement between the City of Chilton and Brantmeier Electric Inc. as defined above. Roll call vote.

Gruett – absent	Willems – aye	Reinl – aye	Thornber – aye
Schmitzer – aye	Goebel – aye	Deehr – aye	Johnson – aye

Seven votes cast. Seven votes aye. Motion carried.

Marx then informed the council the current utility easement with Chilton School District for Heimann Street Lift Station requires changes to accommodate the generator project. Marx did present the proposed changes to the district's Building and Grounds committee meeting last night.

Moved by Reinl, seconded by Schmitzer to approve the revisions to the sanitary sewer and lift station easement with the Chilton School District. Motion carried.

#### **NEW BUSINESS:**

Moved by Schmitzer, seconded by Thornber to authorize the mayor to sign documents in the absence of the Interim Public Works Director. Motion carried.

Attorney McDermott informed the council Excel Net is conducting a business transaction and the original lease agreement with the City of Chilton states that he requires written approval prior to ownership changes.

Moved by Thornber, seconded by Goebel to approve consent of assignment lease agreement with Excel Net Inc. Motion carried.

Moved by Willems, seconded by Reinl to introduce, adopt and waive the reading of Resolution No. 1795, a resolution to subordinate CDBG Loan No. 08-01. Roll Call vote.

Gruett – absent	Willems – aye	Reinl – aye	Thornber – aye
Schmitzer – aye	Goebel – aye	Deehr – aye	Johnson – aye

Seven votes cast. Seven votes aye. Motion carried.

#### **COMMUNICATIONS:**

Distributed the monthly building/plumbing report and minutes of the October 2, 2019 Chilton Chamber minutes along with an Insight magazine article highlighting Terra Verde business, which is located in the city.

Moved by Willems, seconded by Schmitzer to go into closed session at 7:32 PM under WI Statute 19.85 (1) (c) to review interim director of public works position.

Roll call vote.

Gruett – absent	Willems – aye	Reinl – aye	Thornber – aye
Schmitzer – aye	Goebel – aye	Deehr – aye	Johnson - aye

Seven votes cast. Seven votes aye. Motion carried.

Kohls, Schilling, Weidig, Manz, Wolf, Schneider, Boll, Keuler, Marx and Plehn exited the council chambers at 7:32 PM.

In closed session, the council reviewed the director of public works position.

Moved by Schmitzer, seconded by Johnson to return to open session at 8:10 PM.

Roll call vote.

Gruett – absent	Willems – aye	Reinl – aye	Thornber – aye
Schmitzer – aye	Goebel – aye	Deehr – aye	Johnson - aye

Seven votes cast. Seven votes aye. Motion carried.

Schilling, Kohls and Marx returned to the council chambers at 8:10 PM.

Moved by Willems, seconded by Goebel to appoint Chris Marx as Interim Utility and Street Department Director with an hourly rate increase retroactive to November 6, 2019. (A job description has not been defined at this time and will be established at a future council meeting.) Roll call vote.

Gruett – absent	Willems – aye	Reinl – aye	Thornber – aye
Schmitzer – aye	Goebel – aye	Deehr – aye	Johnson - aye

Seven votes cast. Seven votes aye. Motion carried.

Brief discussion took place regarding the new appointment, which included hours of work, weekend duty, vacation requests in which Mr. Marx accepted the new appointment.

**APPROVE PAYMENT OF BILLS:**

Moved by Schmitzer, seconded by Goebel to pay the bills. Voucher No. 84387 through Voucher No. 84512 or accounts payable and payrolls totaling \$757,230.60. Roll call vote.

Gruett – absent	Willems – aye	Reinl – aye	Thornber – aye
Schmitzer – aye	Goebel – aye	Deehr – aye	Johnson – aye

Seven votes cast. Seven votes aye. Motion carried.

**ADJOURNMENT:**

Moved by Schmitzer, seconded by Thornber to adjourn at 8:26 p.m. on November 5, 2019. Motion carried.

Helen Schmidlkofer  
City Clerk