

Chilton, Wisconsin
September 10, 2014

The regular meeting of the City of Chilton Redevelopment Authority was called to order at 4:00 p.m. with Chairman Wm. Engler presiding in the council chambers at the Chilton City Hall.

AGENDA POSTING:

On 9/5/14, copies of the agenda were delivered to the Chairman, Members, City Department Heads, were made available to the media, and posted on the City Hall bulletin board and city web page.

ROLL CALL: REDEVELOPMENT AUTHORITY:

Chairman Wm. D. Engler, Jr. and five members of the Authority were present at roll call:

Greg Garton	Gerald Vanne	Steve Mueller
Linda Bangart	Bonita Rowland	

Other city officials present were Director of Public Works Todd Schwarz and City Clerk Helen Schmidlkofer. Absent and excused Dexter Sattler. Chairman Engler determined that a quorum was present.

General attendance: Scott and Sue Salzsieder and Randy and Connie Koehler

Those in attendance recited the Pledge of Allegiance.

Moved by Rowland, seconded by Garton and carried to approve the July 9, 2014 minutes.

Audience Participation

Randy Koehler stated he has property on Main Street and would like to rezone to make apartments in the back side of it. Also the adjacent buildings formerly were occupied by Artistic Images and Personal Expressions we would like to make into apartments. As far as changes to the exterior of the building there would not be any. The thing is there are enough buildings on Main Street that are empty and we would like to change buildings to residential.

Chairman Engler stated there is a procedure to follow and that is to apply for a rezone permit. That goes to Plan Commission and they might ask the Redevelopment Authority for a recommendation but the Plan Commission provides a recommendation to the common council for the public hearing. This item is not on the agenda and we cannot discuss, you would have to file an application and follow the proper procedures.

Vanne stated that the Koehler's did present this to the Plan Commission. They also inquired with me and the Director of Public Works and we told them that this probably would not be rezoned. I told them rather than waste the \$200.00 if the City would say no. So the Plan Commission discussed it and did not make a decision however the Plan Commission talked about having the RDA give a decision too.

Vanne said, “But after checking into this Randy and Connie you have to submit an application to rezone and the Plan Commission will make a recommendation. So this is just for information today. “

Connie Koehler said, “So the application and check you sent back to me, I can now send back in.”

Vanne stated you have to fill in what zoning you want; you need to fill that out and not the City.

Randy Koehler then suggested that the City review zoning; the City has not done this in a long time. Randy and Connie exited the room.

Update Regarding Buildings at 107 and 111 West Main Street

Scott Salzsieder said at the last meeting on July 9th you passed a requirement for us to get a plan to you with what the materials would be by August 25th. Our contractor sent us an e-mail stating that one of his workers has a medical problem and he is the one that will be supervising the job and will not be able to do this job for us anymore. It was suggested in his email that we contact Mr. Luchterhand. We called Luchterhand over right away and he said that he will not have time to get anything done in time for the deadline. We went to see Mr. Vanne and asked him what we should do and he did not give us too much of hope because our contractor was the one that kind of bugged out on us and we could not get another one. Mr. Luchterhand would be happy to do this for us in spring, first thing. So we would like to get an extension so that we can have him draw up the plans and get everything we need ahead of time so that we can start construction in the spring. At this time it is very difficult to get anyone to do construction. The project itself everyone was in favor of, we want to improve property and increase taxes. This would be very useful for us and we would be able to get our work done. The only thing that has changed is that our contractor is not available to do the work for us.

Engler reminded Salzsieder that they were supposed to submit a completed plan.

Scott Salzsieder replied, yes within 45 days and after 42 days our contractor said he was not able to do that plan. You have the preliminary plan that shows the shape of the building, size but the specifics on color and type of material was not included. The replacement block that needs to be replaced the contractor does not have. So after 45 days without a contractor we couldn't select the materials.

Discussion among the RDA members indicated that a timeline was established however not met by the property owners.

Sue Salzsieder reminded the RDA members that they are just requesting an extension for the new contractor and not a new project.

Engler inquired what would the RDA like to do.

Rowland moved to accept the extension however when asked for how long she was not sure.

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The members then asked what are they actually required to do.

Vanne stated the City needs architectural plans drawn up and a timeline.

Discussion took place among the members, which ended with Chairman Engler reading the July 9, 2014 motion which indicated that Vanne moved, seconded by Bangart to accept preliminary sketch and then within a 45 day timeline to submit final plans for this project and completion of construction must be by December 1, 2014 or continuance of City's public nuisance action.

Engler stated that the City has already turned this over to the city attorney so the RDA does not have authority to take any action. Engler referenced the second notice was sent to Scott and Sue Salzsieder on August 27, 2014 indicating that the City will proceed with the public nuisance action.

Scott Salzsieder then stated the timeline was out of their control due to lack of a contractor that is why we are coming back to the RDA for an extension. The RDA already approved the idea you just did not have the details and we could not get them to you on time because of our contractor.

DPW Schwarz was requested to define the public nuisance procedure. The City goes to court, the court issues an inspection. The city building inspector along with a qualified contractor inspects the building and then files a report with the court indicating what needs to be done to bring it back up to usable state. The judge makes a decision to have the building fixed by a certain date and if this is not completed then the building has to be razed.

Vanne asked what the timeline on the court system action would be, in which DPW Schwarz indicated he would have no idea. So without having the City spend any money at this point maybe the RDA looks at the decision we made and increase the timeline.

Engler stated this action was started by the common council the RDA did not start this process.

Vanne stated the RDA had jurisdiction, so that is why Vanne asked Salzsieder to come to the RDA.

Engler stated the RDA does not have jurisdiction over public nuisance only the council can start or stop it.

The RDA can only approve construction in this area consistent with the Uptown Plan.

Once again Engler reminded the members that the common council would have to stop the nuisance action that they have already started. Discussion continued which indicated that a review by the city attorney will be completed.

Scott Salzsieder again stated the only thing missing is the details on the type of materials so why would the city waste money at this point.

Review by the RDA members indicated that a lack of building improvements has been going on

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for a long time. Salzsieder again stated that this is not due to lack of trying, he has no control over the contractor.

Discussion then took place regarding follow-up with contractor and responsibilities. Since 2003 discussions have taken place between Salzsieder and the City. Additional concerns brought forth were:

- Study and appraisal with VandeWalle & Associates
- Letter of understanding with VandeWalle & Associates
 - Exceeding owner's expectations
- Historical value and preservation
- Safety hazard, not only with one building but several buildings
- Owner had good intentions however sidetracked with family health issues

Once again Scott Salzsieder requested that the RDA make a recommendation for an extension. This would save a lot of trouble and expenses.

Engler stated the RDA could make a recommendation to the council but the council has already taken action. The City would have to consult with its attorney. The RDA cannot do anything legally at this point.

Vanne asked what can we bring to the council, what is the RDA's thought on this.

Mueller stated if there is a nuisance process then that is what we need to do, if a contractor finds the building to be structurally sound then you move forward with what is practical and realistic. I am not a contractor and for the good of the City and yourself you follow the procedure.

Scott Salzsieder stated that Parsons said the building is fine but he just does not have time this year. The plans are essentially set and you just need the minor details. The new contractor is willing to do this next spring; he is brand new on the job.

Engler said the council has taken the second step and if the council wishes to stop this then it is up to the City Attorney and the council. If this does continue you will have a chance to come forward and request an extension. The RDA does not have authority and Rowland's motion would be out of order for us.

Scott Salzsieder said you have authority to recommend to the council that they change or stop the process.

Vanne said Tuesday night we will have to put this on the council agenda and the council will have to discuss to see if they will give an extension and what that timeline will be with the court process.

Engler suggested to Vanne that you consult with the City Attorney first.

Scott Salzsieder commented that it seems like a lot of added expense to the City.

Engler replied that it has been a lot of trouble for the City. It has been a long time, we have spent hours talking about your buildings; there has been many meetings. It is not something that we have been wasting time on.

Clerk Schmidlkofer suggested to everyone that the City consult with the city attorney and then Schmidlkofer will contact Salzsieder directly to indicate the date the council will address the public nuisance for 107 and 111 West Main Street.

Scott Salzsieder said it sounds like it would be a good idea to be at the council meeting.

Election of Officers:

Moved by Vanne, seconded by Mueller to approve the re-appointment of William D. Engler Jr. to a one year term as Chairperson. The term is from September 10, 2014 thru August 31, 2015. Motion carried.

Moved by Garton, seconded by Mueller to approve the re-appointment of Dexter Sattler to a one year term as of Vice-Chairperson. The term is from September 10, 2014 thru August 31, 2015. Motion carried.

Review Central Business District Areas to include Uptown Master Plan, Downtown Master Plan and Review Appointment of Architectural and Design Sub-committee

General discussion took place regarding updating the central business district areas in the uptown and downtown that were put into the Redevelopment Authority mirroring the tax incremental finance (TIF) districts and excluded some properties. The question is do we want to try and extend the influence of the RDA to some of the other areas. One of the areas in question happens to be on North State Street. I do not know why we made the plans the same as the TIF Districts but I guess we thought that TIF Districts are limited in value and that the RDA would follow the same pattern but the RDA is not limited in value.

If the RDA would like to consider this it may be helpful in the future. In addition change the loan program; the council discontinued this due to a couple of defaults resulting in a loss to the City. Perhaps the RDA would like to revisit the qualifications for loans so a loan could be available if proper security were given. If the RDA were going to pursue this further we would ask for some internal background information; set that up for another meeting, study it and then make a recommendation to take action. It would not hurt to have the Plan Commission involved at some point.

Moved by Vanne, seconded by Garton to authorize city staff to prepare information to review the Uptown and Downtown RDA areas, plans and central business district loans for possible revisions. Motion carried unanimously.

Update on Redevelopment Authority Funds

Clerk Schmidlkofer reported the RDA has \$29,978.00 in their account due to the recent property sale to Chilton RE, LLC. In addition a map was provided to the RDA members indicating that two additional lots are for sale; one is 5.97 acres and the other is 1.43 acres.

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Moved by Vanne, seconded by Mueller to adjourn at 4:50 p.m. Motion carried.

Helen Schmidkofer

Helen Schmidkofer, MMC

Recording Secretary