

Chilton, Wisconsin
September 17, 2019

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 9/13/19, 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 seven members of the Council were present at roll call:

Council Member Clayton Thornber	Council Member Andrew Deehr
Council Member Mike Goebel	Council Member Kathy Schmitzer
Council Member Mark Willems	Council Member Tom Reinl
Council Member Ron Gruett	

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

General attendance: Delta Publications Mark Sherry and Dave Kohls, Kevin Johnson, Mary Krause, Karen Gries, Dorothy Mullard, Wal-Mart Store Tessa Collins, New Holstein First Responders Vickey Anhalt, Mount Calvary EMS Sharon Adamski, Town of Calumet EMS Debbi Calaway, Gold Cross Ambulance Mark Fredrickson, KD Subdivision, LLC Darlene Danes. Kent Katalinick, Ascension Hospital (Arrived at 7:25 PM)

Those in attendance recited the Pledge of Allegiance.

Moved by Thornber, seconded by Gruett and carried to approve the minutes of the council meeting held on August 20, 2019.

REPORT OF OFFICERS:

MAYOR:

- I received an invite to “Corks & Forks” on October 12, 2019 a community event to benefit Valley VNA Senior Center. I will have the invite in the front office if any council members would like to attend.
- Governor Evers and I endorsed proclamations acknowledging the 50-Year Reunion of the 1969 Chilton High School Football Team – Unbeaten, Untied & Unscored Upon.
- Updates from Calumet County – we will have references throughout the meeting.
- Former Alderman Richard Bosshardt passed away. Please keep his family in your thoughts.

DIRECTOR OF PUBLIC WORKS:

- Plating Company – still pending reports from the DNR before the City can proceed.
- TIF #7 - back filling behind curb needs to be done as does TIF #6 Dairyland Estates and then final walk thru of both projects.
- Calumet County plans to start the jail project this week. They will store the top soil on the south side of Court Street on their property. It could be there for over a year so they plan to tarp the ground to avoid weeds from growing.
- Finalized 2018 Street Projects and processed final payment.
- State Street Project – Distributed letter to council members tonight that will be sent to all property owners on State Street regarding the utility updates. The letter is informing the property owners that the City will host two public informational meetings in October.

CITY CLERK:

- Distributed the completed 2017 Open Space and Recreation Plan.
- Filed the 2020 Basic Recycling Grant and the 2020 Cooperative Agreement for Recycling Consolidation Grant. The consolidation grant includes all the

municipalities within the county.

- ↻ A sex offender waiver was filed on September 12th. When the Police Department has completed the criminal record reports, a meeting will be established.
- ↻ Working on 2020 budget preparations.
- ↻ The employee recognition luncheon will be held tomorrow to recognize Jason Kvalheim for 20 years of service and Travis Boll and Glenny Whitcomb for 5 years of service.
- ↻ An informational letter will be given to all full-time city employees regarding “cash-in-lieu” of health insurance option and the mandated request for all full time employees to complete an on-line health history questionnaire.
- ↻ Reminder for future meeting dates and times.

APPROVE FINANCIAL REPORT:

Moved by Willems, seconded by Reinl and carried to approve the September 1, 2019 financial report.

APPROVE OPERATOR LICENSES:

Moved by Reinl, seconded by Thornber to approve the two-year license applications to serve fermented malt beverages and intoxicating liquors from September 17, 2019 to June 30, 2020 for Shauna McCone, Kyle J. Ray, Joe Landwehr, Cynthia Sheffer and Ralph W. Prescott. Clerk Schmidlkofer noted the applicants have been approved by the Chilton Police Department. Motion carried.

APPROVE LIQUOR LICENSE:

Moved by Reinl, seconded by Thornber to approve “Class A” Beer and Liquor license change of description to allow for on-line pick-up for Wal-Mart Stores East, LP located at 810 S. Irish Road.

Wal-Mart representative Tessa Collins defined the process that Wal-Mart will use for on-line pick-up that includes alcohol sales. Hearing no more comments Mayor Jaeckels called for a voice vote. Motion carried.

FIRE CHIEF:

Chief Schoenborn reported that the Department had 76 calls this year. The 2019 budget is intact. I have been working with Clerk Schmidlkofer regarding FEMA Grant application preparations for SCBA apparatus. The Department by-laws have been revised and submitted to the city attorney for review. Five firefighters should be receiving certification in driver operations. The Department conducted a walk-thru of both Uptown Commons I and II. The Department is working on radio re-programming, assisting with Calumet County Dive Team, reviewing post deployment exercises, run critiques and working with investigators to complete paperwork appropriately. We have a couple of “Do Not Enter” facilities right now due to significant code violations. The house on Aebiescher Road is still available for training. Avada of Chilton provided free hearing exams for the firefighters. For daytime fire calls Monday to Friday, most firefighters are working so I have dropped the staffing to four people per truck to make sure that we have people and equipment on scene to take care of emergencies. The Department participated in the following events:

Crafty Apple, Kiel parade, St. Cloud softball tournament, Kicks for Hope, Beerfest and two events with Eastshore Humane Society.

POLICE CHIEF:

Chief Plehn reported that the Department has been extremely busy. Just finished investigating a very serious adult assault, the victim survived but is scarred. This almost was a homicide. The Department continues to be aggressive with all drug investigations to make sure all drug information is followed up in a timely manner. That is why you see more drug statistics, it is not that there are more drugs it is the fact that we are more actively investigating them. The goal is to be more proactive to eventually deter drug vendors from the City of Chilton. I am pleased to inform you that Crafty Apple and Calumet County Fair went on with very little problems. The Chilton and New Holstein Police Departments assisted Calumet County Public Health Department with alcohol

compliance checks. The Department is pending approval to hire a part-time patrol officer. This officer will be hired to replace Officer Hartwig who resigned to backpack around the world. We conducted a hiring process in June for part-time patrol officers with five applicants and interviewed four. Two of them we gave conditional offers to and before I started the background check; one of them was hired for a fulltime position elsewhere. The Department is short three part-timers; we will have to start another hiring process. Patricia Krupp started as part-time administrative assistant on September 9th. Krupp works fulltime for Calumet County dispatch and will be helping us out with all administrative duties. I conducted a crossing guard training, apparently, this was never done before. Since the City installed new pedestrian crossing signs Officer Harn will be conducting a "Safe Pedestrian Crossing" presentation to Chilton Area Catholic School and the Chilton School District Elementary students. Harn will stress that even though the lights are flashing, pedestrians still need to look for vehicles. I am setting up firearms training for the officers. I am holding off on ordering body cameras and new squad cameras until the Department knows what the IT needs are so we can properly equip and have enough memory security for these things. We need to have proper security for all the evidence. I encourage anyone from the council or in general to ride-along. You would be surprised what we deal with on a daily basis.

Reinl thanked the Police Department for meeting with local establishments. Reinl received positive feedback and added that public relations means a lot.

AUDIENCE PARTICIPATION:

No comments were given.

REPORT OF COMMITTEES:

Clerk Schmidlkofer reported on the August 14, 2019 annual Joint Review Board meeting. Schmidlkofer provided the annual reports for TIF No. 4, No. 6 and No. 7 as required by the Department of Revenue (DOR). The report included the purpose, district summary, financial data and illustrations of boundary map, projected cash flow and annual financial report submitted to the State. The Joint Review Board did approve a Resolution acknowledging filing of the annual reports and compliance for the City of Chilton.

Chairman Gruett reported on the August 5, 2019 Public Safety committee meeting. Gruett shared comments regarding the condition of the firehouse and the prospective that a new facility needs to be built.

Gruett requested Chief Schoenborn chair of the First Responder ad-hoc committee to present the First Responder information. Schoenborn said this is the second time the council is reviewing the program. Some of the ad-hoc committee members are in attendance tonight; Council Member Reinl, Vickey Anhalt from New Holstein First Responder and Mark Fredrickson from Gold Cross. The ad-hoc committee prepared an informational flyer that is in your packet. The information provided is intended to show the importance of a First Responder Program and share common support of implementing the program. First responders manage "life threatening" situations. Chief Plehn and his Department may be busy when a medical emergency occurs and unable to respond and that is why First Responders would be a huge benefit. Response time makes a huge difference. Ascension ambulance responded 1,095 times in 2018; this is not just the City of Chilton, this includes the surrounding area, which includes multiple townships. Of this, 394 patients or 35.9% were transported out of the City or the area. When Ascension ambulance is in the city the average response time is 4 minutes.

Council member Reinl said, "Ascension does a great job with their ambulance service. They actually have two ambulances but they only staff one ambulance. The second ambulance is a back-up ambulance in case there are any issues. Ascension does not charge the City of Chilton for any ambulance services, which we are very fortunate. Years ago, the hospital had two ambulances that operated full time, but things have changed. Just because we have a hospital in the City that doesn't mean we don't need first responders. That is wrong. Seven times in 2018, the ambulance had to come from Brillion, which took 15 plus minutes to get here. I certainly don't want to be one of the

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seven people having a heart attack and waiting 15 minutes. It was amazing sitting on the ad-hoc committee learning how many times the New Holstein and Hilbert/Potter First Responders saved lives. That is a big deal. One save is a big deal. As far as funding the program, I am not one-hundred percent sure but if we reach out to local businesses, they would more than likely be willing to help. We are talking about \$20,000.00 for startup costs. That includes training and necessary equipment. After that the supplies used by First Responders, Ascension and Gold Cross will replace. The chair of the ad-hoc committee has talked to the Fire Department and they are more than willing to run the First Responders. They have volunteers within and outside the Department that are willing to help.”

Schmitzer asked, “How many volunteers are needed to run the program?”

Schoenborn said, “8 to start but 12 would be ideal.”

Mayor Jaeckels said, “The city cannot levy for a first responder program. It has to be part of what we already allow or cover. A county may levy and I did reach out to Calumet County Administrator Romenesko however, he said it was too late in the budget season but at least the County is aware of it. So next year hopefully the County can get pulled into the program and help bring everything together within the county.”

Reinl said, “The City cannot have a special line item for emergency medical services on the tax bill. Mayor this is a big deal, all budgets are tight. The County on the other hand can do things differently.”

Mayor Jaeckels said, “I want to expand on what Gruett said about a new facility for the Fire Department. The City would have a feasibility committee look at that but it wouldn’t just be the Fire Department. It would be a public safety facility in which we would have to look at all the needs of the Fire Department, Police Department and incorporate a First Responder Program. Schoenborn you mentioned having an ambulance at some point for the First Responders. You have to accommodate for those types of needs. You have to have foresight to look deeper and not by what we need now. You have to look beyond. You don’t want to spend whatever amount of money for facility upgrades and then find out 5 years down the road you didn’t do it right. You are always going to miss things. It is like building a new house, you are going to miss things, but you want to miss as few things as possible. You want to make it as good as you can and get the bang for your buck.”

Reinl said, “36% of the time the local ambulance is doing a transfer, that is a lot.”

Willems agreed with Reinl that it would be possible to acquire donations for the program.

Fredrickson said, “It is very important because First Responders make the EMS system better, even when the ambulance is in the city. Let me explain, I work with 28 different First Responder groups in the service area that I cover. Just last week alone we had 3 cardiac saves that went home and knew their name because they had an automatic defibrillator put on them before the ambulance got there. That is what is important, that the First Responders would be helping; they have all kinds of equipment to take care of situations, even if the ambulance is four minutes away. It is going to be better for the patient. I said this back in 2013 when I was here, it is unusual that I find a city like this that doesn’t have First Responders. I think the timing is right. I agree with who ever said that the community would put money into this. Two years ago, Waupaca started up and it pretty much has taken care of itself at this point and I believe that will be the case here as well. Gold Cross and Ascension will donate \$1,000.00 and donate an AED to the cause. I am here in support of the program. I think the ambulance service here does a great job in the city and at the end of the day First Responders make any EMS system better. When the Police are busy and the ambulance folks are out on calls, it is always a pleasure to have helping hands. Sometimes all you need is another set of hands.”

Reinl said, “I think that it is really important, this is not a cut on any service that we have now. I don’t want anyone to feel that is what we are talking about because they do a tremendous job. The ambulance service is not just here for the City of Chilton. It is

important that everyone knows they are doing a fantastic job and I don't want that ever said that they are not doing a good job.”

Fredrickson said, “With the Fire Department agreeing to take this project on that is a bonus. The Fire Service has been there a long time.”

Mary Krause, Sharon Adamski, Vickey Anhalt, Dorothy Mullard and Debbi Calaway all spoke in support of the First Responder program for the city and the surrounding area.

Katalinick entered the council chambers at 7:25 PM.

Willems asked, “Mayor Jaeckels if the council endorses the program tonight would that be the official kick-off that they could start raising funds and actually form a group?”

Jaeckels replied, “Essentially it would give the City the go ahead for the budget process. It would give us the ability to start the formal process.”

Moved by Willems, seconded by Deehr to endorse the First Responder program for the City of Chilton. Mayor Jaeckels called for a roll call vote.

Gruett – aye	Willems – yes	Reinl – aye	Thornber – yes
Schmitzer – aye	Goebel – yes	Deehr - yes	

Seven votes cast. Seven votes aye. Motion carried.

General comments were given regarding grants and donation for the First Responder program.

Anhalt, Fredrickson, Katalinick, Gries exited the council chambers at 7:28 PM.

Gruett continued with the Public Safety committee report stating that the townships were in attendance to review the service contracts, types of services and proposed increase for future fire truck payments.

Plehn exited the council chambers at 7:30 PM.

Mullard, Adamski, Krause and Calaway exited the council chambers at 7:31 PM.

Clerk Schmidlkofer reminded the council that the City would be working with the townships regarding revisions to the service contract.

The committee then reviewed the proposed 2020 Fire Department budget.

Plehn re-entered the council chambers at 7:35 PM.

Reinl reported on the August 19, 2019 Public Safety committee meeting due to chairperson Gruett being absent at that meeting.

At the committee meeting Plehn expressed future Department needs for when the City would possibly make renovations.

The committee reviewed updates to the special event diverted use forms. The committee recommended using the Fond du Lac County information and directed Chief Plehn and Clerk Schmidlkofer to use that example to create a new format for the City of Chilton. This will be reviewed at the next meeting.

The committee then reviewed the monitoring of liquor license establishments; again referenced that Chief Plehn met with the establishments to go over issues and concerns before they would occur.

The City has received reports of stray cats; the committee discussed how to handle this. Apparently, there already is an ordinance addressing this but it is not followed through. The committee discussed licensing cats similar to dogs. Currently the Cities of Kiel and

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Brillion are the only municipalities in the county that license cats. The City should discourage residents from feeding stray cats. If residents would take a cat to Eastshore Humane Society there is a fee however if the Chilton Police Department were to take a stray cat there, no fee is assessed due to the fact there is an agreement between the City of Chilton and Eastshore Humane Society. Reinl suggested that the City should let residents know they should not feed stray cats and the potential for licensing of cats in the future. Further discussion will take place.

The committee then reviewed the proposed 2020 Police Department budget. Plehn is looking at hiring a full time administrative assistant verses part-time assistants.

Chairman Thornber reported on the August 26, 2019 Public Works committee meeting.

The committee reviewed a request for a third quarter sewer credit however; the consensus of the committee was to deny the request. Thornber added that the third quarter adjustment or sewer credit was eliminated in 2011. The requester stated he was paying extra for watering his gardens or flowers.

The committee reviewed the 2020 proposed Sanitation and Development budget, which included no increase for cemetery, refuse and recycling services.

DPW Schwarz reviewed sludge hauling with the committee. Approximately 150 to 300 acres of land is used annually to spread sludge. The City has one farmer that was approached by the City of Appleton. It is getting to the point where the City may need to start compensating farmers to spread sludge. Currently the City does pay \$1,500 per year for a 30-acre parcel of land due to the location.

Moved by Reinl, seconded to Schmitzer and carried to approve equipment revisions to the Snow and Ice Policy.

Well #9 is back on-line as of August 23, 2019. The bottom 37 feet of the well was closed off then acidized, cleaned, pumped and two safe water samples were attained.

Mr. James Barany requested pavers be installed at the base of the mural located on the building at 40 W. Main Street. This will be reviewed at a future meeting.

Mayor Jaeckels announced that Mr. Barany would be speaking at the Civic Assoc. meeting next Wednesday at 7 PM in Hilbert.

Attorney McDermott informed the council of the latest agreement between the City of Chilton and Calumet County regarding State Street construction costs. Percentages remain the same as approved at the July 16, 2019 council meeting. The appropriations by the county will be addressed in their 2020 budget.

Moved by Willems, seconded by Reinl to endorse the State Street construction cost agreement between the City of Chilton and Calumet County dated September 5, 2019. Motion carried.

The committee reviewed the 2020 proposed street projects or rather lack of due to insufficient funds to maintain city streets.

Thornber wanted the council members to take note that the only way for the City to get ahead is with new construction and in particular how important the new duplexes would have been. I was told again that if the City had allowed duplexes there probably would be three built by now.

Chairperson Schmitzer reported on the September 4, 2019 General Government committee meeting.

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The committee had several questions regarding the IT Network system proposals. No action was taken at this meeting. Instead a separate meeting to review the two IT proposals has been set for September 23, 2019 at 6 PM.

The committee reviewed the proposed 2020 general government budget and then all city Department and committee budgets. The costs for State Street construction project, IT Network and health insurance were not available at the meeting. The next meeting is set for October 21, 2019 to finalize the proposed 2020 budget and set the public hearing.

The council members reviewed the September 9, 2019 Library Board minutes.

The Housing Authority August 14, 2019 minutes were reviewed.

Clerk Schmidlkofer reported on the September 5, 2019 Eastshore Recycling Commission meeting.

The Commission increased membership dues from \$25 to \$50 so that the group could complete more recycling outreach programs. The tire-recycling event resulted in 1.47 tons of tires collected; the 2020 date has not been set yet. The Commission received reports on Calumet County's 2019 hazardous waste and electronic events.

UNFINISHED BUSINESS:

Darlene Danes owner of KD Subdivision LLC said, "After the City installed water, sewer and electrical they could finally start building the houses. We have three houses that are completed. One sold in July and the other two are just completed. One is a zero/no step entry, which is 1,605 square feet and the other, is a 30-foot front porch house at 1,538 square feet. We had new lots surveyed on Bonny and Bonette Lane. We are starting a new house in the subdivision, which is something a little different. As you know, we cannot build duplexes in the subdivision, so we decided to change it up a little and surveyed some lots a little smaller. The lots we used were on Bonny Lane (Lots 36, 37) and on Bonette Lane (Lots 38, 39 and 40) taking five lots and making seven lots with 80 feet of frontage. We only minimized the lots by the width, not the length so you will have your 125 feet like most lots, which gives you a nice backyard. The smaller lots will have a 1,300 square foot home with two bedrooms, two bathrooms and a two car plus garage. The basement will also have an egress window for extra living space if needed. This is a half of duplex, but you will have your own lot with grass around your house, not another house attached or what is called a zero lot line home. The homes will cost slightly more than a duplex would, because of the fact that you will own your own lot and your total home. However, the cost of the house will not be much cheaper than the homes we are building now because you have two baths so your plumbing, heating, and electric is like the cost of a regular house. However, you will have a little less money stuck in the lot so it will be cheaper than a regular home but not as cheap as buying half a duplex. With a big interest in the City of Chilton for duplexes, we feel that this might be something people may be interested in. We had a booth at the Calumet County Fair, which was very beneficial. An open house will be held October 4, 5, & 6th."

Thornber thanked Mrs. Danes for the update and then she exited the council chambers at 8:00 PM.

NEW BUSINESS:

Moved by Willems, seconded by Reinl to approve the bid from Sabel builders LLC from Elkhart Lake for \$1,200.00 to repair the foundation of the house for CDBG Loan #17-01. Roll call vote.

Gruett – aye	Willems – yes	Reinl – aye	Thornber – yes
Schmitzer – aye	Goebel – yes	Deehr - yes	

Seven votes cast. Seven votes aye. Motion carried.

Moved by Willems, seconded by Deehr to accept the snow removal quote from Premier Property Management for \$80.00/hr. for snow removal and \$40.00/hr. for salting sidewalks. Roll call vote.

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Gruett – aye Willems – yes Reinl – aye Thornber – yes
 Schmitzer – aye Goebel – yes Deehr - yes
 Seven votes cast. Seven votes aye. Motion carried.

Moved by Willems, seconded by Schmitzer to approve the proposal from McMahon Engineers for professional services for State Street Utility Reconstruction. Roll call vote.

Gruett – aye Willems – yes Reinl – aye Thornber – yes
 Schmitzer – aye Goebel – yes Deehr - yes
 Seven votes cast. Seven votes aye. Motion carried.

Moved by Reinl, seconded by Schmitzer to introduce, adopt and waive the reading of Resolution No. 1793, a resolution to amend assessments for Dairyland Estates Phase III. Roll call vote.

Gruett – aye Willems – yes Reinl – aye Thornber – yes
 Schmitzer – aye Goebel – yes Deehr - yes
 Seven votes cast. Seven votes aye. Motion carried.

Moved by Thornber, seconded by Goebel to introduce, adopt and waive the reading of Resolution No. 1794, a resolution to authorize a 2020 Census committee. Roll call vote.

Gruett – aye Willems – yes Reinl – aye Thornber – yes
 Schmitzer – aye Goebel – yes Deehr - yes
 Seven votes cast. Seven votes aye. Motion carried.

Moved by Schmitzer, seconded by Goebel to appoint Kevin Johnson as District No. 4 council member for a term of September 18, 2019 to April 20, 2020. Motion carried.

COMMUNICATION:

Monthly building and plumbing report was distributed.

Moved by Reinl, seconded by Thornber to go into closed session at 8:06 PM under WI Statute 19.85 (1) (c) to review Fire and Police Department personnel. Roll call vote.

Gruett – aye Willems – yes Reinl – aye Thornber – yes
 Schmitzer – aye Goebel – yes Deehr - yes
 Seven votes cast. Seven votes aye. Motion carried.

Sherry, Kohls, Collins and Schwarz exited the council chambers at 8:06 PM.

In closed session, the council reviewed the applicants.

Moved by Reinl, seconded by Schmitzer to return to open session at 8:09 PM.

Roll call vote.

Gruett – aye Willems – yes Reinl – aye Thornber – yes
 Schmitzer – aye Goebel – yes Deehr - yes
 Seven votes cast. Seven votes aye. Motion carried.

Moved by Reinl, seconded by Gruett to approve the hiring of Dustin Meyers as a City of Chilton firefighter contingent upon passing pre-employment testing. Roll call vote.

Gruett – aye Willems – yes Reinl – aye Thornber – yes
 Schmitzer – aye Goebel – yes Deehr - yes
 Seven votes cast. Seven votes aye. Motion carried.

Moved by Reinl, seconded by Schmitzer to approve the hiring of Heather Mielke as a Part-time Patrol Officer at an hourly rate of \$19.50 per hour contingent upon passing pre-employment testing. Roll call vote.

Gruett – aye Willems – yes Reinl – aye Thornber – yes
 Schmitzer – aye Goebel – yes Deehr - yes
 Seven votes cast. Seven votes aye. Motion carried.

APPROVE PAYMENT OF BILLS:

Moved by Reinl, seconded by Goebel to pay the bills. Voucher No. 84166 through Voucher No. 84266 or accounts payable and payrolls totaling \$324,172.41. Roll call vote.

Gruett – aye Willems – yes Reinl – aye Thornber – yes

Schmitzer – aye Goebel – yes Deehr - yes

Seven votes cast. Six votes aye. (Schmitzer-abstain) Motion carried.

ADJOURNMENT:

Moved by Schmitzer, seconded by Gruett to adjourn at 8:11 p.m. on September 17, 2019. Motion carried.

Helen Schmidkofer, MMC
City Clerk