

Chilton, Wisconsin
August 16, 2016

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 8/12/16, 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.

ROLL CALL: COMMON COUNCIL:

Mayor Rick Jaeckels and six members of the Council were present at roll call:
 Council Member Mark Willems Council Member Greg Kubichka
 Council Member Kevin Johnson Council Member Clayton Thornber
 Council Member Kathy Schmitzer Council Member Kurt Stephany
 Other city officials present were Director of Public Works Todd Schwarz, City Attorney Derek McDermott and Deputy City Clerk Lisa Meyer. Absent and excused were Council Members Ron Gruett and Dan Hilton.

General attendance:

Phil Cosson, Ehlers & Associates, Inc., Faye Burg, Delta Publications and Betty Schilling, Chilton Times Journal.

Those in attendance recited the Pledge of Allegiance.

Moved by Johnson, seconded by Kubichka and carried to approve the minutes of the council meeting held on 8/02/2016.

MOVED TO NEW BUSINESS:

Phil Cosson, Financial Advisor for Ehlers provided the sale results regarding the \$2,385,000.00 general obligation promissory note for TIF #2 and TIF #4 from 2009. The existing 2009 debt interest rate is 3.40% for 2017 to 3.70% in 2019. The final sale results indicated an interest rate of 1.25% with a projected savings of \$8,315.40 per year for the next 3 years. This savings will help strengthen the cash flow in the TIF districts.

Moved by Willems, seconded by Schmitzer to introduce, adopt and waive the reading of Resolution No. 1730, a resolution authorizing the redemption of General Obligation Promissory Notes, dated March 19, 2009. Roll call vote.

Gruett – absent	Willems – yes	Kubichka– yes	Thornber – yes
Stephany – yes	Schmitzer – yes	Hilton – absent	Johnson - yes

Six votes cast. Six votes aye. Motion carried.

Moved by Willems, seconded by Johnson to introduce, adopt and waive the reading of Resolution No. 1726, a resolution to Refund Bonds with the State Bank of Chilton. Roll call vote.

Gruett – absent	Willems – yes	Kubichka– yes	Thornber – yes
Stephany – yes	Schmitzer – yes	Hilton – absent	Johnson - yes

Six votes cast. Six votes aye. Motion carried.

Sue Salzsieder is the school representative for the Library Board. She is currently serving on the board but her term has expired.

Moved by Johnson, seconded by Kubichka to re-appoint Sue Salzsieder to the library board for a term of August 17, 2016 to June 30, 2019. Motion carried.

MOVED TO REPORT OF OFFICERS:

MAYOR REPORT:

- Reminder to the Council that the September 6, 2016 meeting has been cancelled.
- Pictures of the council members for the city website will be taken at the September

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- 20, 2016 meeting. Council members should dress in business casual attire.
- Glenny Whitcomb has been approved by the Library Board as the new part-time Library Director.
 - The mayor has received two complaints regarding the letter he received from the Veterans Memorial committee pertaining to a possible cap on additional names. The committee is suggesting that once the available space at Klinkner Park is filled with veterans' names, the program be ended. Mayor Jaeckels said this will be discussed at the next Culture and Recreation committee meeting.
 - Received a noise complaint from a resident in a neighboring community regarding Kaytee Plant #4 silos.
 - The City changed health and dental insurance brokers. The Horton Group will be replaced by McClone.

CITY CLERK REPORT:

- The results of the August 9th, 2016 partisan primary election have been posted on the city website.
- Of the 2035 registered voters, 600 residents voted, which is approximately 29% turnout.

APPROVE LIQUOR LICENSE:

Moved by Schmitzer, seconded by Thornber and carried to approve the picnic license for Calumet County Agricultural Assoc. on September 2 thru 5, 2016 for the annual Calumet County Fair. The person in charge is Lanetta Mahlberg.

DIRECTOR OF PUBLIC WORKS:

- DPW Schwarz is working with Steve Parker of Kaytee Products to address the issue of the noise complaints at Plant #4.
- The stoplights on the south end of Chilton are continually flashing pursuant to a request from the Wisconsin DOT due to the re-surfacing of Hwy 57 south to New Holstein.
- The Chestnut Street reconstruction project ran into problems with fiber optics last week. They will be installing the storm sewer this week, tentatively grading the week of Aug 26 and paving Aug 29 with total completion by October 23.

UNFINISHED BUSINESS:

Update regarding the building at 101 W. Main Street.

The work to fix the deteriorating exterior wall at 101 W. Main Street has been completed.

DPW Schwarz contacted Paul Benedict, Senior Structural Engineer from McMahon Group. Mr. Benedict visually observed the exterior wall at 101 W Main Street. He emailed, "The corrective measures that are indicated to have been installed, in my opinion, should provide the same structural integrity as the original construction to stabilize the south end of the building structure. Therefore, the barricades can be removed from the sidewalk and parking areas."

Moved by Stephany, seconded by Kubichka to open the sidewalk and remove the no parking signs on South State Street from Intersection of State and Main Street to State Street Bridge. Motion carried.

REPORT OF COMMITTEES:

Chairman Thornber presented the August 3, 2016 Public Works committee meeting.

Wilford W. Elliott and Charlotte M. Robertson submitted a letter in writing complaining about the uncut grass and weeds adjoining their backyard property at 318 Donna Street. The growth is an eyesore and reduces the aesthetic value of their property. This area of uncut grass and weeds is part of a Conservancy area.

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The Conservancy area is a 50-foot strip of property (berm) between Bird Stuff and Farm Parts Depot on Donna Street. The berm is currently owned by two different business owners.

In 2000-01, the City met with property owners and the decision was that the City would reshape the area so it was mowable, plant ash and pine trees, and if the property owner wanted to, they could mow it or leave it alone. At that time, the property owners all decided to mow it.

DPW Schwarz said the business owners who own the entire berm now do not want to mow it. One of the two property owners said they would be further ahead to remove the berm and flatten it out then to mow all of it. Removal of the berm would not be visually appealing and would take away the buffer between the residential homes and the industrial businesses.

The committee recommended that Robertson and Elliott talk directly with the business owners of the berm regarding maintaining the berm. No action was taken.

Draft proposals from Calumet County regarding County Trunk F (State Street) were distributed to committee members as informational only. The proposals submitted showed cost sharing between Calumet County and the City of Chilton based on the County's Cost Sharing of Joint Projects with Municipalities Policy dated 5/11/2016 and a jurisdictional transfer to the City. One proposal used concrete and the other proposal used asphalt (blacktop). The proposals include the section of road from Grand Street to Main Street with Breed Street to Grand Street as optional. DPW Schwarz and Mayor Jaeckels met with county representative Alice Connors and County Highway Commissioner Brian Glaeser on August 4 to discuss the proposals. The cost sharing figures are not favorable to the City. DPW Schwarz advised the council that the city would need to replace the water and sanitary sewer in 2017 if reconstruction is to take place in 2018.

The Diverted Use Special Events application was reviewed. DPW Schwarz said the City is having a problem determining which organizations get the application fee waived when applying for a special event. Currently any Chamber of Commerce sponsored events, City related events, and the School District of Chilton homecoming parade events are being waived. There have been numerous run/walk events taking place this year. Each applicant must provide a completed application, proof of liability insurance in an amount of at least \$1,000,000,000 and a sketch of the location of the public property affected by the event. Police Chief Plehn requested a change on the application to add language as follows: Is this a walk or run event? If yes, runners will be running at their own risk. Runners must use sidewalks when available and must obey all traffic laws.

At the committee meeting Administrative Assistant Thiel clarified that only non-profit Chamber events are being waived. Other non-profit organizations are paying the application fee.

Moved by Willems seconded by Schmitzer to waive the special events permit fee for all non-profit organizations and to add language to the application as follows: Is this a walk or run event? If yes, runners will be running at their own risk. Runners must use sidewalks when available and must obey all traffic laws. Motion carried.

The City has retained Strand Associates Inc. to help fine tune documentation related to the Capacity Management Operation and Maintenance (CMOM) program. The draft presented to the committee was organized to follow the Wisconsin Department of Natural Resources (WDNR) mandate. The draft includes guidelines and procedures related to the collection system CMOM program. The CMOM report is used in conjunction with the preparation of the Compliance Maintenance Annual Report (CMAR) that is submitted to the WDNR.

At the last public works committee meeting a draft of the Capacity Management,

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Operations & Maintenance (CMOM) manual was presented. DPW Schwarz said the only change made from this draft to the final version was a change to the name of mayor on the organizational chart. Everything else remained the same.

Moved by Willems seconded by Stephany to introduce, adopt and waive the reading of Resolution No. 1729, a resolution approving of the Capacity, Management, Operation and Maintenance Program (CMOM). Roll call vote.

Gruett – absent	Willems – yes	Kubichka– yes	Thornber – yes
Stephany – yes	Schmitzer – yes	Hilton – absent	Johnson - yes

Six votes cast. Six votes aye. Motion carried.

DPW Schwarz said there have been problems with the booster pumps at the Well #8 facility. The engineer came on site to assess the situation and recommended doing improvements in phases. The booster pump modifications include rebuilding booster pump #3 and replacing the pump motor, removing the anti-surge control valves on each booster pump discharge and installing variable frequency drives (VFD's) with modifications to the motor starters to power the VFD's. The proposal also includes an evaluation of the existing Ion Exchange Softening System, which includes alternative and costs for softened water flow monitoring.

DPW Schwarz said McMahon Engineers have been familiar with the water system facility at Well #8 since its inception so it made sense to request the proposal from them. If we get another proposal from a different firm, they would have to do an evaluation of the facility to learn the whole system and it would probably cost the City a lot more.

Moved by Kubichka seconded by Thornber to approve the proposal submitted by McMahon to provide professional engineering services for needed improvements at the City of Chilton's Well #8 Softening and Booster Pumping Facilities. Roll call vote.

Gruett – absent	Willems – yes	Kubichka– yes	Thornber – yes
Stephany – yes	Schmitzer – yes	Hilton – absent	Johnson - yes

Six votes cast. Six votes aye. Motion carried

The public works committee discussed the 2017 preliminary budget. In reviewing equipment replacement, pieces of equipment have surpassed both the DOT and City life expectancies. Most of the equipment should have been replaced ten or more years ago according to the life expectancy data. As for streets, Court and Walnut Streets are the worst streets in the City.

The library board minutes from the July 11, 2016 meeting and the June 8, 2016 Housing Authority of the City of Chilton minutes were distributed.

Mayor Jaeckels presented the August 10, 2016 Plan Commission meeting minutes.

John and Roxanne Bieck submitted an application for rezoning their property located at 241 E. Main Street (Tax I.D. #16602). The request was to rezone the property from C-2 (Central Business) to R-1 (Single-Family Residential) for residential living. Property owners within 200 ft. of the property were notified of the application for rezoning request prior to the meeting. No inquiries for or against the rezone were received.

Moved by Thornber, seconded by Kubichka to set the public hearing date of September 20, 2016 at 6:45 to rezone from C-2 (Central Business) to R-1 (Single-Family Residential) for the property located at 241 E. Main Street (Tax I.D. #16602). Motion carried.

Moved by Schmitzer, seconded by Stephany to go into closed session at 7:20 PM under WI Statute 19.85(1) (e) to discuss TIF #2 business parkland, parcel #32384 and #32386. Roll call vote.

Gruett – absent	Willems – yes	Kubichka– yes	Thornber – yes
Stephany – yes	Schmitzer – yes	Hilton – absent	Johnson - yes

Six votes cast. Six votes aye. Motion carried.

In closed session reviewed TIF #2 business parkland.

Moved by Willems, seconded by Johnson to return to open session at 7:35 PM.

Roll call vote.

Gruett – absent	Willems – yes	Kubichka– yes	Thornber – yes
Stephany – yes	Schmitzer – yes	Hilton – absent	Johnson - yes

Six votes cast. Six votes aye. Motion carried.

Moved by Willems, seconded by Stephany for the City to proceed to reacquire the property purchased by Bloomer pursuant to Article 11 of the industrial park development guidelines, location ID #32384.

Roll call vote.

Gruett – absent	Willems – yes	Kubichka– yes	Thornber – yes
Stephany – yes	Schmitzer – yes	Hilton – absent	Johnson - yes

Six votes cast. Six votes aye. Motion carried.

Moved by Willems, seconded by Stephany to enter into an exchange agreement with Best Exteriors and Home Improvements LLC pursuant to our development guidelines to exchange parcels #32386 for 32384 after we acquire parcel #32384 from Bloomer. Roll call vote.

Gruett – absent	Willems – yes	Kubichka– yes	Thornber – yes
Stephany – yes	Schmitzer – yes	Hilton – absent	Johnson - yes

Six votes cast. Six votes aye. Motion carried.

Moved by Stephany, seconded by Kubichka to authorize Best Exteriors and Home Improvements LLC to put their construction trailer on parcel # 32384 once the binding contract is entered into. Motion carried.

COMMUNICATION:

Distributed the minutes from the City County Information Meeting held on August 3, 2016.

APPROVE PAYMENT OF BILLS:

Moved by Johnson, seconded by Kubichka to pay the bills. Voucher No. 79067 through Voucher No.79135 or accounts payable and payrolls totaling \$115,692.15. Roll call vote.

Gruett – absent	Willems – yes	Kubichka – yes	Thornber – yes
Schmitzer – abstain	Hilton – absent	Johnson – yes	Stephany - yes

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

ADJOURNMENT:

Moved by Johnson, seconded by Schmitzer and carried to adjourn at 7:40 p.m. on August 16, 2016.

Lisa Meyer
Deputy City Clerk