

Chilton, Wisconsin
August 21, 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 8/17/18, 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. On August 21, 2018, the agenda was amended to include Pedestrian Sign Proposal under Unfinished Business.

COMMON COUNCIL ROLL CALL:

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

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

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

General attendance: Peggy Loose (Arrived at 6:39 pm)

Those in attendance recited the Pledge of Allegiance.

Moved by Willems, seconded by Thornber and carried to approve the minutes of the council meeting held on August 7, 2018.

REPORT OF OFFICERS:

MAYOR: I received emails from a former resident that is an art professor in Milwaukee and would like to create a mural in the City while on sabbatical in 2019-2020. I will acquire more information and then report back to you.

POLICE CHIEF:

I was asked to provide an update regarding the written warning/notices that were sent to 27 residents. The main purpose of the letter was to educate residents regarding parking of vehicles, boats, trailers and campers when parked on the grass. The Department learned that no one knew the ordinance existed. When talking with residents they would identify others that were in violation. The City was not looking good so I assigned a part-time patrol officer to go around, take the city section by section. The three areas were:

- 1) Advise them what the violation is.
- 2) Provide them with a copy of the ordinance so they knew what they were doing and why it was not compliant.
- 3) 15-day written warning. If they had any questions, exemptions or extensions to contact the Police Department or meet with DPW Schwarz.

The Officer did this for 2 days and only covered half the City before we were told to stop. He covered Madison Street and the west side of the City, which resulted in 27 letters. The officer attempted to contact the owner if they were home and if not they received letters with a written warning indicating what was wrong, a copy of the ordinance and a note to contact DPW Schwarz if they had questions. Out of the 27 notices at least half have been taken care of or made compliant. This was an educational tool for the residents and no citations were issued. This is an attempt to beautify the City.

Council members discussed interpretation of the ordinance and the need for improved communication.

MOVED TO NEW BUSINESS:

Mayor Jaeckels opened the Public Hearing at 6:45 P.M. to solicit comments to levy special assessments for water, sewer, sanitary sewer, curb and gutter installation on

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Tower View Drive and Dairyland Estates Phase Three. Mayor Jaeckels read the notice. Clerk Schmidlkofer stated the notice was published as a Class II notice as required by law.

Mayor Jaeckels inquired if anyone was present to speak in favor or not in favor of the special assessments. Hearing no comments from the public Mayor Jaeckels closed the public hearing at 6:46 P.M.

Moved by Hilton, seconded by Reinl to introduce, adopt and waive the second reading of Resolution No. 1774, a final resolution authorizing public improvements and levying special assessment for installation of water, sewer, sanitary sewer, curb and gutter on Tower View Drive in the City of Chilton. 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 Reinl, seconded by Schmitzer to introduce, adopt and waive the second reading of Resolution No. 1775, a final resolution authorizing public improvements and levying special assessment for installation of water, sewer, sanitary sewer, curb and gutter for Dairyland Estates on South Diane, Cassy, Bonny and Bonette in the City of Chilton. 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 BACK TO POLICE CHIEF REPORT:

Schmitzer asked, “Are we going Madison East or is it the council’s intent to review the ordinance and take it back to committee? I like equal application of the law.”

Plehn said the Police Department would continue to evaluate the remainder of the City.

DPW Schwarz said, “The letter that was sent out states contact the DPW director and not the police. I had no idea any of these letters were going out. I know we discussed it and you wanted to know what the ordinances were. I had no idea any of these letters were going out. I am still getting calls from people that their warning has been extended 15 days, 30 days and one said they have until October 1 to comply. I still don’t know what is going on.”

Council member Reinl commented communication is a big factor. Thornber clarified with Plehn that ordinance 16.10 was updated in 2016. This was to extend the length of trailers from 24 feet to 30 feet. Schwarz said the original ordinance was created in 1971 and in 2016, the update also included definitions.

Mayor Jaeckels added that it is important that the Police Department issue the letters because then there is documentation. If the Police did a verbal warning then there would be no documentation. Plehn added, “The extension shows that the City is willing to work with the residents.”

Discussion then took place what committee should review the ordinance, what chapter in the Municipal Code. Schwarz asked who would check to see if the residents are compliant. Plehn indicated that the Department will follow-up. Schwarz asked if he could have a list of the names so that he could check it out, if that is my job. Plehn said that is one thing that I would change is to give you a copy of everything.

Schmitzer referenced a situation on Memorial Drive where a boat was parked on grass. Gruett heard from a resident that said the notices are all going away; residents don’t have to worry about it. Schwarz agreed there is a lot of confusion in the City. Plehn stated this is not going away. Willems again asked the mayor if anything is being done regarding a property on Washington Street. DPW Schwarz stated he is waiting for a copy of a citation from the Police Chief before McDermott and he can proceed. Jaeckels stated it was time to move on.

CITY CLERK:

- Future committee meetings were reviewed.
- Provided an update regarding the August 14, 2018 Primary Election. The ballots were not hand counted, this was a communication error.

APPROVE OPERATOR LICENSES:

Moved by Schmitzer, seconded by Gruett to approve the two-year license applications to serve fermented malt beverages and intoxicating liquors from August 21, 2018 to June 30, 2020 for Natalie A. Kolbe and Holly A. Saltz. Clerk Schmidlkofer noted the applicants have been approved by the Chilton Police Department. Motion carried.

DIRECTOR OF PUBLIC WORKS:

- Working on the 2019 budget preparations.
- The north water tower project – the Bernzomatic side is complete, one more stencil needs to be painted yet then cure for 7-days. Next, chlorinate the inside. The tower should be back in service in approximately 2 weeks.
- Waste Water Department – The Department of Natural Resources (DNR) reviewed and approved a variance from water quality standards for chloride for the City of Chilton. The City received the permit however due to upgrades at the plant the manufactured numbers result in non-compliance so this needs to be corrected. Personnel are diligently working on testing so the reports will meet the DNR requirements.
- Dairyland Estates – sewer is installed and started with water main installation today. The retention pond is being dug and requires a 2-foot liner of clay, which is being trucked in from a different job the contractor is doing in Plymouth.
- Met with the Department of Transportation (DOT) on Monday regarding the access off Hwy 57. Initial cost estimates were \$225,000 to \$250,000 and after the meeting, the DOT agreed to abandon the first plan. Rather than put in extra lanes, by-pass lanes and construction easements to construct a ditch they have agreed to urbanize the entire area from the south side of the stop and go lights at the intersection of Calumet /E. Chestnut Streets to the corporate limits. Urbanize means curb and gutter and re-strip. This could save about \$100,000.00.

AUDIENCE PARTICIPATION: No comments were given.

REPORT OF COMMITTEES:

Mayor Jaeckels reported on the August 8, 2018 Joint Review Board meeting that included the Chilton School District, Calumet County, Fox Valley Technical College, City of Chilton and a citizen member. The annual meeting is part of a new requirement from the Department of Revenue (DOR). Clerk Schmidlkofer updated the Board on each Tax Incremental District (TID) balance and future projects. The City terminated TID #2 in August of 2017. Other TIDs are No. 4 created in 2005, No. 6 and No. 7 were created in 2017.

The July 11, 2018 Housing Authority minutes were in the council documents for review.

The August 13, 2018 Library Board minutes were distributed for review.

Mayor Jaeckels reported on the August 8, 2018 Redevelopment Authority (RDA) minutes. The RDA reviewed a request from Brittney Roes, owner of Cupcake Celebration at 42 W. Main Street to place her business sign on the existing sign pole. The business is located in the Redevelopment Authority Central Business District, which has Architectural and Design Guidelines to assist developers in the redevelopment of the historical community sections. The RDA did approve a conditional sign design that lettering should account for 50 percent of the sign and no specifications on colors.

UNFINISHED BUSINESS:

The Public Safety committee met earlier today, in which the committee requested to amend the council agenda to approve to purchase pedestrian signs for the intersections of Diane/Calumet, Main/State and Madison/Washington.

Mayor Jaeckels presented a quote from Decker Supply out of Madison for \$15,791.00 for solar powered pedestrian signs; the quote didn't include the arrow and pedestrian symbol signs. DPW Schwarz suggested that the City purchase all new florescent pedestrian signs and not use two current signs. Chief Plehn got a quote from another vendor for six reflective crosswalk and arrow signs for approximately \$812.00. The lead-time would be 3 to 4 weeks.

Moved by Reinl, seconded by Willems to approve the quote from Decker Supply Co. for solar powered pedestrian signs and have Decker revise the quote to include six reflective crosswalk signs and arrows at the intersections of Main/State, Madison/Washington and Diane/Calumet. The project shall not exceed \$20,000.00 and funds will be used from the General Fund. 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.

APPROVE PAYMENT OF BILLS:

Moved by Hilton, seconded by Goebel to pay the bills. Voucher No. 82387 through Voucher No. 82440 or accounts payable and payrolls totaling \$634,275.85.

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.

ADJOURNMENT:

Moved by Schmitzer, seconded by Gruett and carried to adjourn at 7:40 p.m. on August 21, 2018.

Helen Schmidlkofer, MMC
City Clerk