

Chilton, Wisconsin  
June 4, 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 5/31/19, 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 Mike Goebel
Council Member Ron Gruett	Council Member Clayton Thornber
Council Member Kathy Schmitzer	Council Member Andrew Deehr
Council Member Mark Willems	

Other city officials present were Police Chief Craig Plehn, Director of Public Works Todd Schwarz, City Attorney Derek McDermott and City Clerk Helen Schmidkofer. Absent and excused Council Member Dan Hilton.

General Audience: Alice Connors

Those in attendance recited the Pledge of Allegiance.

**APPROVE THE MINUTES:**

Motion by Willems, seconded by Gruett and carried to approve the minutes of the council meeting held on May 21, 2019.

**REPORT OF OFFICERS:**

**MAYOR:**

- Mayor Jaeckels and Council President Reinl agreed there would not be a council meeting on July 2, 2019 unless warranted.
- Last Thursday I requested the Chilton School District to announce, at all three schools that all city parks are open from 6 AM to 11 PM. Parks are closed 11 PM to 6 AM and if you are loitering in the off hours, you could be cited by the Chilton Police Department. There has been increased usage by youth in the parks after hours.
- Horizon is looking at finishing Uptown Commons by the end of June and looking at mid to late July opening celebration.

**CITY CLERK:**

- Public Hearing information for the June 18, 2019 council meeting is distributed tonight. Please review and if you have questions regarding the public hearing please contact DPW Schwarz or myself before the hearing. Remember to bring the materials along to the meeting.
- The annual TIF reports have been filed with Ehlers in preparation of Joint Review Board meeting that will be held later this year.
- The Calumet Historical Society has made their final selection for the mural, which was on display in the chambers. The mural is on the 40 West Main Street building.
- Police Dept. Administrative Assistant Kelly Scheuer's last day is this Thursday. Chief Plehn said, "Sharon Hartman would work more hours, whatever hours she is not working at the City of New Holstein. We will look at filling those hours."
- The Chilton Morrissey Park Project Inc. group will meet the last week of June.

**APPROVE FINANCIAL REPORT:**

Moved by Thornber, seconded by Reinl and carried to accept the June 1, 2019 financial report.

**APPROVE OPERATOR LICENSES:**

Moved by Willems, seconded by Schmitzer to approve the two-year license applications to serve fermented malt beverages and intoxicating liquors from June 4, 2019 to June 30, 2020 for Kayla M. Ditter and Gerald D. Vanne. Clerk Schmidlkofer noted the applicants have been approved by the Chilton Police Department. Motion carried.

**APPROVE LIQUOR LICENSE:**

Moved by Reinl, seconded by Gruett to approve “Class B” Beer and Liquor license expansion for Mathes Pla-Mor Lanes on June 16, 2019 for the annual Father’s Day Parade from 10 AM to 4 PM. Motion carried.

**DIRECTOR OF PUBLIC WORKS:**

- Uptown Commons – Project Manager Brian stated that sidewalk is being installed and looking at partial occupancy by June 17 and full occupancy by July 1.
- BID opening will be held on June 11, 2019 for the 2019 Street resurfacing and paving. Repaving local streets, widening a portion of Hwy. 32/57 in the City’s jurisdictional limits and installing pavement and curb & gutter. The second BID is for construction of a new ten-lot residential subdivision road approximately 650 feet long, including sanitary and storm sewer, water main, grading and roadway construction.
- I have an engineering meeting with Calumet County next Tuesday regarding the jail project. There is a concern with the water easement between the City and Calumet County. If the county decides to do something different, they can opt out of the easement. The intent is to supply the courthouse with one 8” service off Court Street. Hydrant flow testing was conducted a month ago which resulted in inadequate water supply. This will be reviewed in detail at the meeting.
- The DNR did approve a 2019 Harvesting Permit for Lake Chilton for a 60 ft. wide by 1,100 ft. long area. This was approved and budgeted by the Chilton Lake District.
- Twenty-three weed notice letters were sent to city property owners.
- Calumet County was supposed to spray seal County Trunk F (Main Street to Breed Street) but is delayed one week.
- DOT will be doing work on Hwy 151 (Opportunity Drive to Hwy. 67)

**AUDIENCE PARTICIPATION:** No comments were given.

**REPORT OF COMMITTEES:**

Mayor Jaeckels reported on the May 8, 2019 Redevelopment Authority meeting. The Authority negotiated the sale of land.

Clerk Schmidlkofer reported on the May 22, 2019 minutes of the Emergency Management meeting.

The committee reviewed the Municipal Emergency Management Plan Guide. Chief Plehn will update phone numbers and contact names. Plehn is working with the schools regarding their evacuation plans. At the committee meeting Plehn introduced Calumet County Emergency Management Director Sorenson. Sorenson then updated the group on Wisconsin Disaster Fund (WDF) and Disaster Damage Aids (DDA). Both programs would provide financial assistance to local governments for damage caused by disasters. Sorenson then informed the group of the AlertCommunicator Mobile App that the county is using in which Chiefs Plehn & Schoenborn are signed up.

Plehn emphasized that documentation is very important in order to acquire disaster funds.

Chairman Thornber presented the minutes of the May 29, 2019 Public Works committee meeting.

The Snow Disposal Agreement between the City of Chilton and Austin Management Services LLC was amended to include that the location of the snow pile would be moved from the southwest corner to the northwest corner of the city owned parking lot at 35

School Street. In the event of snow accumulation the snow would not exceed ten feet high and if so Austin would remove the snow at his expense.

Moved by Willems, seconded by Gruett to approve the Snow Disposal Agreement between the City of Chilton and Austin Management Services LLC. Motion carried.

At the committee meeting Wastewater Leadman Tim Keuler informed the members that the DNR had thought the effluent from the treatment plant was affecting the temperature of the south branch of the Manitowoc River and required temperature monitoring. The City contracted with Strand to conduct a Dissipative Cooling Study to prove the WWTP effluent had no effect on the temperature of the receiving waters. After the completion of the Dissipative Cooling Study the DNR accepted the findings and the City no longer is required to monitor the temperature.

Keuler reported that the City of Chilton is required to conduct phosphorus discharge study in order to lower the phosphorus discharge to 0.075 mg/L. This is the first step in a nine-year plan to reach the new lower limit. The City’s interim limit is currently 1.0 mg/L. In this first stage, the City will be looking for all sources of phosphorus coming into the WWTP, checking the efficiency of our biological-phosphorus removal system and evaluating the cost efficiency of other polishing acids for phosphorus reduction. This report will require a substantial amount of phosphorus testing to create a phosphorus baseline. The City will analyze the type of phosphorus (nonreactive, soluble and non-soluble) which will aid in determining what type of equipment or process is needed to achieve 0.075 mg/L. The City will also be working closely with industries that discharge to the plant.

The committee reviewed a policy for running water to prevent frozen pipes. DPW Schwarz said in the winter some property owners, approximately 15 to 20, who think their pipes are going to freeze, run their water continuously and request a credit on their utility bill without the City directing the customer to run their water. Recommendation is that the City will notify the property owners by letter to inform them when to start and stop running the water and the City will credit their bill accordingly.

Moved by Willems, seconded by Reintl to introduce, adopt and waive the reading of Ordinance No. 1156, an ordinance to amend Municipal Code Chapter 12.01(15) frozen services. Roll call vote.

Gruett – yes	Willems – yes	Reintl – yes	Thornber – yes
Schmitzer – yes	Hilton – absent	Goebel – yes	Deehr - yes

Seven votes cast. Seven votes aye. Motion carried.

The committee reviewed the policy for removing snow on sidewalks. Property owners have 36 hours after a snowfall to clean their sidewalks. If they do not clear their sidewalk, the City will invoice the property owner. The current charge is 50 cents per foot plus a 25% administrative fee. The City rate is less than what most private contractors and other local municipalities charge. The main thing is the City does not want to clear private sidewalks.

Motion by Willems, seconded by Thornber and carried to approve the following rates for snow removal by the City for private sidewalks not shoveled 36 hours after a snowfall:  
 First offense: 50 cents per foot plus 25% administrative fee.  
 Second offense: 50 cents per foot plus 25% administrative fee and \$50.00 surcharge.  
 Third offense: 50 cents per foot plus 25% administrative fee and \$100.00 surcharge.  
 Fourth and subsequent offenses: 50 cents per foot plus 25% administrative fee and \$200.00 surcharge.

Thornber said, “There was some heated discussion regarding emergency backup wiring at the Irish Road and Heimann Street lift stations, No. 7 Pump House along with the purchase of a portable stand-by generator and trailer. This past Monday DPW Schwarz and I met with the leadmen at the plant to review options. I would prefer that the council would not take action on this tonight. There are two other options that I have in mind that

will be substantially cost more money but would be permanent. One of the other options could be substantially less expensive but not taking care of the well situation. If the council would allow the committee to forbearance to look into alternatives, we would appreciate it. We would appreciate no motion on this tonight.”

Discussion then took place regarding how to proceed. Thornber said, “It is the committee chairman’s recommendation to vote the approval down so that we can do some further research.”

Moved by Willems, seconded by Gruett to approve the quote from Brantmeier Electric Inc. for \$89,801.00 for backup wiring at the Irish Road and Heimann Street lift stations, No. 7 Pump House and the purchase of a mobile generator and trailer.

Reinl asked DPW Schwarz his comment. Schwarz said, “There really is not time now to review due to the fact there is a lot involved with this project. When Thornber was at the plant yesterday we spent 1 ½ hours reviewing.”

Schwarz referenced a 2003 study that Strand Associates, Inc. completed that identified phased plans for upgrading and expanding the capabilities of the lift stations and pump stations. The auxiliary power proposal is an economical plan. Thornber is looking for an individual quote for each location and DPW Schwarz noted he has already looked into it and provided details on what is required at each lift station and pump house.

Discussion then took place regarding the timeline that the committee could complete their research and present a new proposal to the council. DPW Schwarz added that when we look at this he would appreciate the entire committee present and be aware that the meeting may last several hours.

Thornber asked Mayor Jaeckels to call the question.

Gruett – nay	Willems – nay	Reinl – nay	Thornber – nay
Schmitzer – nay	Hilton – absent	Goebel – nay	Deehr - nay

Seven votes cast. Seven votes nay. Motion failed.

Connors exited the council chambers at 7:00 PM.

Thornber reported that the committee reviewed water main and sewer main services on State Street and directed DPW Schwarz to start exploring engineers for the State Street project and to plan on having utilities done in 2019 contingent upon the county doing road repairs in 2020. There was discussion at the committee level regarding what year the county planned on working on State Street.

Mayor Jaeckels said, “I did verify with Calumet County Administrator Romenesko that the utilities would likely be done in 2020 and the road in 2021.”

Thornber said the committee reviewed street maintenance projects that require repair and there are no funds in the current budget. The areas identified are:

- Breed Street – concrete breaking up due to a water main break 8-10 years ago
- Madison & Grand Street – crosswalk area is falling apart and concrete is deteriorating
- MB Lane
- State Road – ditching needs to be done and road is sinking away
- Court Street (from State Street to the west)

Thornber said, “Basically the committee said get some quotes and see if we can scare up some money for the repairs.”

**UNFINISHED BUSINESS:**

No business

**NEW BUSINESS:**

No business

**COMMUNICATIONS:**

Distributed the monthly building/plumbing report, minutes of the Chilton Chamber of Commerce May 1, 2019 meeting and the May 1, 2019 staff minutes.

**APPROVE PAYMENT OF BILLS:**

Moved by Goebel, seconded by Deehr to pay the bills. Voucher No. 83764 through Voucher No. 83827 or accounts payable and payrolls totaling \$168,849.53. Roll call vote.  
Gruett – yes                      Willems – yes                      Reinl – yes                      Thornber – yes  
Schmitzer – abstain      Hilton – absent                      Goebel - yes                      Deehr - yes  
Seven votes cast. Six votes aye. (Schmitzer-abstain) Motion carried.

**ADJOURNMENT:**

Moved by Schmitzer, seconded by Goebel to adjourn at 7:08 p.m. on June 4, 2019.  
Motion carried.

Helen Schmidlkofer  
City Clerk