

Chilton, Wisconsin
March 6, 2012

The regular meeting of the Chilton Common Council was called to order at 6:30 p.m. with Mayor Thomas J. Reinl presiding in the council chambers at the Chilton City Hall.

AGENDA POSTING:

On 3/02/12, 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.

ROLL CALL:

Mayor Thomas J. Reinl and eight members of the Council were present at roll call:

Council member Kevin Johnson	Council member Kathy Schmitzer
Council member Dan Hilton	Council member Ron Gruett
Council member Dan Holst	Council member Gerald Vanne
Council member Rick Jaeckels	Council member Tom Hemauer

Other city officials present were City Attorney Derek McDermott, Fire Chief Gary Halbach, Director of Public Works Todd Schwarz, Building Inspector Paul Birschbach and Deputy City Clerk Lisa Meyer.

General attendance: Gina Kabat, Delta Publications, Paul Denis, Schenck and Associates.

Those in attendance recited the Pledge of Allegiance.

MINUTES:

Motion by Hilton, seconded by Schmitzer and carried to approve the minutes of the Council meeting held on 2/21/12.

MOVED TO NEW BUSINESS:

Mayor Reinl introduced Paul Denis of Schenck & Associates. Paul presented the 2011 annual financial report for the City of Chilton. The management letter written by Schenck auditors did not identify any deficiencies in internal controls within the City of Chilton. The designated or committed fund balance totals \$1,963,536. This represents account appropriations and requires Council approval to spend. The committed fund balance represents 60% of the budget and is an excellent balance, according to Mr. Denis. Tax Increment Districts No 2, 4 and 5 are doing as expected. They should be able to recover their costs in tax increments by their termination dates. The Water rate of return is lower than last year but remains adequate. The Sewer Utility rate of return is negative but the City has authorized a rate increase of 3% for 2012 that should help the rate of return increase for 2012.

Paul Birschbach, City building inspector presented his annual report. A total of 173 permits were issued in 2011, compared to 188 in 2010. The value of improvements was \$2,844,566, as compared to \$4,891,095 in 2010. Two new home permits were issued in 2011 and 82 residential homes were remodeled along with various other projects. There were 25 commercial and seven industrial permits taken out. Some of the bigger projects included Kwik Trip's diesel canopy and store addition, a new metal storage facility for M-B Company, the outdoor movie theater and the former Penelope's building now occupied by the Dept. of Motor Vehicles and Cellcom.

FIRE CHIEF REPORT:

- Pump testing this Saturday, March 10.
- First Aid/CPR training at FVTC on March 12.
- Preparing the annual report for the April 3rd Council Meeting.
- D. Jones completed his State Firefighter I exam.
- The Brat fry committee is preparing for the annual Brat Fry, which will be April 21st.

OFFICERS' REPORT:**Mayor Report:**

- Shawn Reilly met with the underwriter of WHEDA for the Uptown Commons II project for a pre-inspection of the property. She was also the underwriter for the first Uptown Commons. She was very impressed with the improvements the city made in the Uptown district since being here four years ago. The City should find out in mid to late April the status of the application for tax credits thru WHEDA. If approved, construction could begin in late fall of 2012.
- Mayor Reiln attended the Chilton Lake District Ad Hoc meeting on February 28.

Deputy City Clerk Report:

- Calumet County will sponsor two Clean Sweeps. They will be held May 18 and 19 in the City of New Holstein and Town of Harrison.
- Reported Summary of Recycling Data
- Distributed Calumet County Summary of Recycling Costs as prepared by M. Kohrell, UW Extension of Calumet County.

APPROVE FINANCIAL REPORT:

Motion by Gruett, seconded by Jaeckels and carried to approve the March 1, 2012 financial report.

DIRECTOR OF PUBLIC WORKS REPORT:

DPW Schwarz distributed a Phosphorus Fact Sheet for the members to review. Under the new NR 217 and NR 102 through the DNR the water quality based effluent limits on the phosphorus discharging into our receiving waters (south branch of the Manitowoc River) will be reduced from 1.0 mg/L to .075 mg/L. It could cost the city approximately 3-5 million dollars to add advanced filtration plants to the City's Wastewater Treatment facility. DPW Schwarz is looking into adaptive management solutions so that the limits could be adjusted over a five to nine year timeline so the City could educate the surrounding area in making reductions offsite rather than building expensive new filtration systems.

The U S Dept of Transportation Manual Uniform Traffic Code Devices (MUTCD) is making amendments to the retro reflectivity requirements to road signs. By 2015, warning signs and posts need to have proper reflectivity to be compliant. By 2018, street signs will need to have six-inch capital letters with proper reflectivity to be compliant. The WI DNR mandates are increasing the thermal water quality standards to protect fish and aquatic life from heat associated with wastewater discharges. The City will be required to perform water tests for temperature values at least three times a week for a minimum of 12 days per month.

AUDIENCE PARTICIPATION: No comments from the public.

COMMITTEE REPORTS:

Mayor Reiln presented the February 28, 2012 Chilton Lake District Ad-Hoc Meeting. Steve Rosenbeck from McMahan Associates was present at the Ad-Hoc meeting and gave a PowerPoint presentation reviewing the three main areas of concern of the Lake District. The first area is along the Optimist Riverwalk, the second on the south side, which is the Manitowoc River from the State Street Bridge to the fairgrounds and the third area is on the north side, the Manitowoc River from Leahy Park west to the Nelson property. The next step would be to hold a meeting with the landowners to discuss the findings.

NEW BUSINESS:

Motion by Johnson, seconded by Hilton to approve the estimate from Seipel's Carpentry for \$1,810.79 to replace five windows for CDBG Loan No. 11-01. Roll call vote. Eight votes cast. Eight votes aye. Motion carried.

Deputy Clerk, Lisa Meyer presented the annual Community Development Block Grant (CDBG) report. The city originally received the grant in 1979 from the Wisconsin Department of Administration. Since 1979, there have been a total of 347 loans given to

City of Chilton residents. There are currently 69 loans outstanding totaling \$604,605.79 in combined loans. The cash balance in the CDBG account is \$140,381.71 as of 12/31/11. This money is available to potential applicants. The City offers residents three different loan options. The first one is rehabilitation loans, which make repairs to an applicants' current home. Homestead acquisition loans enable an applicant to make a down payment on a home located in the City of Chilton and the third option is Rental Housing Rehabilitation loans.

Loan eligibility is based upon income guidelines set by the WI Department of Housing and the ability to place another lien on the home. The total rehabilitation cost of the home plus present indebtedness may not exceed the property's fair market value after rehabilitation.

Motion by Vanne, seconded by Hilton to approve the revised CDBG income guidelines and rent limits effective March 6, 2012 as established by the WI Dept. of Housing and Urban Development. Motion carried.

DPW Schwarz reviewed the State Municipal Agreement for a Highway Improvement Project for Hwy 151 E Chestnut Street between Madison and Elm Streets. Construction would not take place until the year 2015 or 2016. The Wisconsin Department of Transportation would like a commitment from the City that they will proceed with the project.

Motion by Vanne, seconded by Jaeckels to approve the March 1, 2012 State Municipal Agreement for East Chestnut Street (Madison to Elm). Roll call vote. Eight votes cast. Eight votes aye. Motion carried.

COMMUNICATION:

Deputy Clerk Meyer distributed the February 21, 2012 staff minutes and the monthly building/plumbing report.

Minutes of the February 22, 2012 Veterans Memorial Meeting were distributed.

BILLS:

Motion by Holst, seconded by Jaeckels to pay the bills. Roll call vote. Eight votes cast. Seven votes aye. (Schmitzer-abstain) Motion carried. Voucher No. 70972 through Voucher No. 71040 or accounts payable and payrolls totaling \$154,321.15.

ADJOURNMENT:

Motion by Jaeckels, seconded by Schmitzer and carried to adjourn at 7:23 p.m. on March 6, 2012.

Lisa Meyer,
Deputy City Clerk