

Chilton, Wisconsin  
November 19, 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 11/15/19, 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 eight 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	Council Member Kevin Johnson

Other city officials present were Police Chief Craig Plehn, Assistant Fire Chief Nathan Schneider, Library Director Glenn Whitcomb, Library Director Assistant Rebecca Barry, City Attorney Derek McDermott, Interim Utility & Street Department Director Chris Marx and City Clerk Helen Schmidlkofer.

General attendance: Delta Publications Dave Kohls, Betty Schilling, Officer Steve Petrie, Officer Heather Mielke, Tim Keuler, Bob Moehn and Greg Kubichka (Arrived at 6:40 PM)

Those in attendance recited the Pledge of Allegiance.

Moved by Reinl, seconded by Schmitzer and carried to approve the minutes of the council meeting held on November 5, 2019.

**REPORT OF OFFICERS:**

**MAYOR:**

- ☞ I have been arriving earlier on most Wednesdays to meet with staff, so if anyone has any questions they can reach me. Last week I was in on Friday instead of Wednesday.
- ☞ I would like to especially thank Administrative Assistant Judy Thiel for keeping great records of what is going on and helping everyone stay on target, especially myself with lots of little reminders and things going on.

**CITY CLERK:**

- ☞ Echoed the mayor's comments in reference to thank you's, support and assisting with City items due to the sudden death of Todd Schwarz, regardless what Department; Fire, Water, Street, Police, Library, Wastewater everyone is helping whenever called upon. It truly is a team effort by all.
- ☞ Meeting with Fire Chief Schoenborn to work on preparations for the December 2 Public Safety meeting to review first responder program and fire service contracts that the City has with the townships.
- ☞ Deputy Meyer and I will be attending election equipment training tomorrow at the courthouse from 1 to 4 P.M.
- ☞ Distributed future meeting dates and times.
- ☞ Distributed holiday hours for November and December.
- ☞ The 2020 spring election regarding mayor and council member positions was reviewed. Candidacy papers can be taken out December 1, 2019 and are due January 7, 2020. Non-candidacy papers need to be completed by December 27, 2019.

**APPROVE OPERATOR LICENSES:**

Moved by Willems, seconded by Gruett to approve the two-year license applications to serve fermented malt beverages and intoxicating liquors from November 19, 2019 to June 30, 2020 for Jessica L. Miller and Laurie S. Argall. Clerk Schmidlkofer noted the applicants have been approved by the Chilton Police Department. Motion carried.

**INTERIM UTILITY & STREET DEPARTMENT DIRECTOR**

- ↻ In the process of winterizing the fire hydrants.
- ↻ Water Dept. is finishing testing for the State Laboratory of Hygiene.
- ↻ Wastewater Plant: installed screening unit at the plant and several control floats caused some issues.
- ↻ Generator Project – pads are in place, electrical lines are in place but not running yet. Inspection will take place in the next two weeks.
- ↻ Sludge has NOT been removed from the plant yet.
- ↻ Lift station pump repairs are completed as well as pump and service contracts.
- ↻ Salt/sand barrels have been set out throughout the City.
- ↻ Leaf pick-up will continue up to the day before Thanksgiving.
- ↻ Christmas decorations were put up today.
- ↻ Snow removal equipment is ready and all is working good.

**ASSISTANT FIRE CHIEF:**

- 94 runs for 2019, average for the year with no major incidents to report.
- 2019 Budget is intact with the only significant expense since October being the pump replacement for Truck No.103.
- 2020 capital purchase of a new compressor and fill station price has dropped \$6,000.00; Department would like to order ASAP for the cost savings. We will have to pay for electrical installation and removal. Any City departments are welcome to take the old compressor otherwise will try to sell on Wis. Surplus.
- The SCBA Committee will be meeting with vendors on December 4 from 5 to 9 P.M. in the Fire Dept. meeting room at city hall. Council members were invited.
- The Department officers voted to have the Department continue annual hose testing. We received a quote for \$3,800.00/year for 3 years. The Department can complete this task for \$1,500.00 to \$2,000.00 per year.
- Truck No. 107 maintenance is complete for the year.
- The house on Aebiescher Road - training burn took place on 10/14/19.
- Firefighter Kruger is completing Fire Officer 1, Safety Officer and Instructor 1 through NWTC and Lt. Van Roy is completing Instructor 1. This is for continued compliance with State Law SPS 330.
- The Department Safety committee continues work with cancer prevention, this is a nationwide initiative. Addressing cross contamination, not taking items home, etc.
- Firefighters Brett Bratz, J. Heller, B. Henninger, B. Alten and T. Schoenborn have completed and passed State Certified Driver Operator Pumper.
- The Department continues to participate in community events. Bell Ringers at Walmart on December 13<sup>th</sup> and Thanksgiving Day Turkey Express.
- Most importantly, Fire Prevention is complete with an outstanding job done by B. Alten with coordinating the week with the schools. Volunteers were Alten, N. Grenzer, B. Bratz, K. Halbach, D. Jones and A. Kruger. The volunteers visited three schools, two daycares for a total of over 900 children and 30 volunteer hours.
- Grants for the First Responder Program - Compeer Grant was denied and Wal-Mart Grant received award of \$2,000.00.

**MOVED TO NEW BUSINESS:**

Mayor Jaeckels opened the Public Hearing at 6:45 P.M. to solicit comments regarding the proposed 2020 budget. Clerk Schmidlkofer read the notice as required by law. Mayor Jaeckels informed everyone that we would review the budget first and then open it up for public comments.

Clerk Schmidlkofer presented the 2020 City of Chilton budget highlighted first by the City's mission statement. The proposed budget of \$2,890,478.00 in expenditures is a \$24,477.00 increase from the 2018 expenditures, which was \$2,866,001.00. The proposed levy is \$1,346,466.00 compared to \$1,334,523.00 in 2018; this results in a tax rate of \$5.26, compared to \$5.28 in 2019.

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In addition, the net new construction for 2020 is 0.0849% compared to .937% in 2019. Last year \$529,707.00 was used from non-lapsing funds, for 2020 non-lapsing funds of \$105,385.00 were applied along with a CD in the amount of \$200,000.00 and a \$600,000.00 new loan. Total revenues have increased by \$12,534.00 resulting in \$1,544,012.00 for 2020 compared to \$1,531,478.00 in 2019.

Clerk Schmidlkofer then highlighted the capital projects by Department. The Police budget includes a full time administrative assistant instead of three part-time assistants, SWAT set-up computers and funds for a future squad. The Public Works Department includes \$800,000.00 for reconstruction of State Street. Additional funds were budgeted for street patching and ward one sidewalk maintenance. Culture and Recreation R311 mower and push mowers, speaker unit at Klinkner Park and sidewalk at Hobart Park. Schmidlkofer reminded the council that the Water and Sewer Departments are fiduciary accounts and not set by taxes. The City's health insurance is with Wisconsin Physician Service (WPS) and the 2020 renewal is a 14% increase. Due to the increase, the City went to market and the proposed changes will be reviewed later at this meeting. Police Department Union Contract specified a 2% wage increase for 2020, City employees other than the library budgeted a 2% wage increase. (The library board determines the library employee wages.) Schmidlkofer referenced the budget publication, which outlined the various sections of expenditures and revenues as required by law. Furthermore, Schmidlkofer reminded the council members that the municipal tax rate the council would approve tonight is only one part of the total tax bill. The tax bill includes Fox Valley Technical College, Chilton Lake District, Calumet County and the Chilton School District.

Hearing no comments from the public Mayor Jaeckels closed the public hearing at 6:53 P.M.

Moved by Reinl, seconded by Thornber to introduce, adopt and waive the second reading of Resolution No. 1796, a resolution to adopt the 2020 municipal budget and direct a levy. Roll call vote.

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

Eight votes cast. Eight votes aye. Motion carried.

**MOVED BACK TO AUDIENCE PARTICIPATION:**

No comments were given.

**REPORT OF COMMITTEES:**

The council reviewed the November 11, 2019 library board minutes and the September 24, 2019 Materials Reconsideration committee minutes. Library Director Whitcomb shared comments regarding how materials are placed at the library.

The council reviewed the October 9, 2019 Housing Authority minutes.

Chairperson Schmitzer reported on the November 18, 2019 General Government committee meeting. The meeting was held last night therefore no minutes are in the packet.

The committee reviewed health insurance coverage for the employees, which increased 14% from 2019 to 2020. The proposed budget allowed for a 10% increase. The council compared the 2019 coverage and premiums to the proposed plan recommended by the General Government committee. The proposed plan would increase deductibles from \$3,000 to \$3,500 for single plan and \$6,000 to \$7,000 for limited and family plan. The employee health insurance premium share is currently at 12% and that would increase to 15%.

Currently the City contributes toward the health reimbursement account (HRA) in the following manner:

Single plan employee responsibility \$0.00 to \$1000 and city contribution \$1001 to \$3,000.  
 Limited and Family plan employee responsibility \$0.00 to \$2000  
 and city contribution \$2001 to \$6,000.

The committee is recommending that for 2020 the City would contribute \$1,000.00 for single coverage and \$2,000 for limited and family coverage to a health savings account. The employee would be responsible for the remainder of the deductible. The health reimbursement account had \$22,929.04 at the beginning of the year and now has a zero balance. (The health reimbursement account had funds from when the city had self-funded health insurance.)

Clerk Schmidlkofer reminded the council members that earlier this year at the June 24, 2019 special council meeting the council approved \$4,000.00 cash in lieu of health insurance be offered to all eligible employees upon the City receiving a certificate of health coverage.

Brief discussion took place comparing the current plan to the proposed plan. Keuler and Petrie expressed disappointment in the committee’s decision to increase the deductible.

Schmitzer then shared that the Police Union Contract states “Employer shall provide health insurance. Employees will pay twelve percent (12%) towards the cost per month of the health plan premium. If self-insured, the Employer agrees to set the premium equivalent at a level sufficient to pay any and all fees of the plan and re-insurance premiums, and the costs of claims incurred during the plan year.”

Clerk Schmidlkofer consulted with Attorney Macy regarding the Union Contract and Macy shared that health insurance premium change would have to be negotiated and a side agreement would address the “cash in lieu of health insurance.”

Mayor Jaeckels said, “The City will be looking into the Police Union Contract and present to the General Government committee.”

No action was taken regarding health insurance; this will be on the December 3, 2019 council agenda.

**UNFINISHED BUSINESS:**

Kubichka representing Delightfully Calumet requested use of the Hobart field concession stand for electrical purposes. There will be a display in that area and not by the band shell. Marx stated the City does not have any issues with the request.

Moved by Willems, seconded by Goebel to honor the request from Delightfully Calumet and allow them to use Hobart field concession stand for electricity. Motion carried.

Marx informed the council that to complete the generator project at Well #7 and Heimann Street Lift Station, additional work to network the generators into the computer system is required.

Moved by Willems, seconded by Goebel to approve the proposal from Energenecs in the amount of \$5,375.00 to wire the generators into the computer system. (Costs will be split 50/50 between water and sewer). Roll call vote.

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

Eight votes cast. Eight votes aye. Motion carried.

**NEW BUSINESS:**

Moved by Schmitzer, seconded by Thornber to introduce, adopt and waive the reading of Resolution No. 1797, a preliminary resolution to install sanitary sewer lateral and water lateral for North State Street Utility project. Roll call vote.

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

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Eight votes cast. Eight votes aye. Motion carried.

**COMMUNICATION:**

Distributed Calumet County Civic Association May 22, 2019 minutes.

Moved by Schmitzer, seconded by Goebel to go into closed session at 7:31 PM under WI Statute 19.85 (1) (c) to review Job Description and Compensation for Interim Utility & Street Department Director and Review Probationary Period for Wastewater/Water Operator. Roll call vote.

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

Eight votes cast. Eight votes aye. Motion carried.

Plehn, Petrie, Schilling, Kohls, Kubichka, Moehn, Keuler and Mielke exited the council chambers at 7:31 PM.

In closed session, the council reviewed the job description and wage for interim director and probationary period for wastewater/water operator.

Marx exited the council chambers at 7:40 P.M.

Moved by Reinl, seconded by Thornber to return to open session at 7:50 P.M.

Roll call vote.

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

Eight votes cast. Eight votes aye. Motion carried.

Marx entered the council chambers at 7:50 P.M.

Moved by Reinl, seconded by Schmitzer to approve the Interim Utility & Street Department Director wage at \$32.00 per hour, eligible for overtime pay (time and a half after 40 hours/week) and meeting pay set at \$45.00 per meeting retroactive to November 6, 2019. Job description defined as former director except the building inspector shall work with city staff and city attorney unless issues require to be forwarded to Public Works Committee. Roll call vote.

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

Eight votes cast. Eight votes aye. Motion carried.

Moved by Thornber, seconded by Johnson to waive the six-month probationary period for Wastewater/Water Operator Bancroft. Roll call vote.

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

Eight votes cast. Eight votes aye. Motion carried.

**APPROVE PAYMENT OF BILLS:**

Moved by Schmitzer, seconded by Thornber to pay the bills. Voucher No. 84513 through Voucher No. 84565 or accounts payable and payrolls totaling \$203,932.64. Roll call vote.

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

Eight votes cast. Eight votes aye. Motion carried.

**ADJOURNMENT:**

Moved by Willems, seconded by Goebel to adjourn at 7:52 p.m. on November 19, 2019. Motion carried.

Helen Schmidlkofer, MMC  
City Clerk