

Chilton, Wisconsin
September 19, 2017

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 9/15/17, 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 eight members of the Council were present at roll call:

- Council Member Mark Willems Council Member Kevin Johnson
- Council Member Clayton Thornber Council Member Ron Gruett
- Council Member Greg Kubichka Council Member Kathy Schmitzer
- Council Member Dan Hilton Council Member Mike Goebel

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

General Audience: Phil Cosson, Ehlers Financial and Sean Dederling.

Those in attendance recited the Pledge of Allegiance.

Moved by Kubichka, seconded by Hilton and carried to approve the minutes of the council meeting held on 8/15/2017.

MOVED TO NEW BUSINESS:

Mayor Jaeckels requested Phil Cosson to present tax incremental district (TIF) No. 6 and No. 7 plans to the council. Cosson highlighted the August 9, 2017 Joint Review Board meeting followed by a Plan Commission meeting held on the same evening. The Commission held a public hearing regarding the creation of the TIDs in which they heard comments from the public and then made a recommendation to proceed for both districts.

Cosson defined what a TID is and how a TID functions. The City of Chilton had to close TID #2 in order to meet the state guidelines to create TID #6 and #7.

Cosson presented TID #6 and #7 plans in detail, which included:

- Type of district
- Boundary description and maps
- Existing uses and conditions
- Parcel list and analysis
- Equalized values
- Statement of kind, number and location of proposed public works and other projects
- Detailed list of project costs
- Economic feasibility and financing methods
- Development agreements, assessments on residential lots

Moved by Willems, seconded by Kubichka to introduce, adopt and waive the reading of Resolution No. 1747, a resolution approving the project plan and establishing the boundaries for the creation of tax incremental district No. 6. Roll call vote.

- Gruett – yes Willems – yes Kubichka – yes Thornber – yes
 - Schmitzer – yes Hilton – yes Johnson – yes Goebel - yes
- Eight votes cast. Eight votes aye. Motion carried.

Moved by Schmitzer, seconded by Hilton to introduce, adopt and waive the reading of Resolution No. 1748, a resolution approving the project plan and establishing the boundaries for the creation of tax incremental district No. 7. Roll call vote.

- Gruett – yes Willems – yes Kubichka – yes Thornber – yes

Schmitzer – yes Hilton – yes Johnson – yes Goebel - yes
 Eight votes cast. Eight votes aye. Motion carried.

Cosson exited the council chambers at 7:17 PM.

MOVED BACK TO REPORT OF OFFICERS:

MAYOR REPORT:

- Working on TID preparations.
- Will have the second round of Police Union negotiations tomorrow.
 Willems questioned who is involved with the negotiations. Jaeckels replied, myself, Attorney Jim Macy, Chief Plehn and Helen for taking notes.
- Former co-worker from Iola, Bob and JonAnn Kasson were given a tour of the city. They wanted me to share that they were impressed with the City with the number of amenities given the size of the city. The fact that we have a hospital, businesses like Briess, Kaytee, Worthington and the others. They were just surprised with city of our size what we have and we should be appreciative of what we have.
- Johnson inquired on the status of the applicants for the Fire Department. Jaeckels noted that we would be addressing this. I have appraised the chief in regards to this. The next fire training class is in spring of 2018.

POLICE CHIEF

- The Department has had an increase in calls, in particular an increase in domestic violence with people that do not speak English. This makes it very difficult to investigate due to the language barrier. The Department requires an interpreter from the arrest, investigation to the court process. Many times it is difficult to find an interpreter. Later this week we have a chief's meeting and will address the need for more interpreters. This is a problem not for Chilton but the entire county. Obviously, we know why we have more immigrants coming to this area due to employment at the large farms. Hence, they move into Chilton, their culture is different. Many times domestic violence occurs. Many times the victims are reluctant to report it due to their immigration status. Many times, they do not speak English; many times the male is the only breadwinner, so they need the financial money coming in to keep the family going. So these are the problems we are dealing with. We are trying to report this to Calumet County so that they can get the family proper assistance and help with that. The DA enacted a "72 hour rule" that when you make an arrest that court case gets to the judge so that the judge can put down bond conditions for the suspect and get the court case taken care of more quickly. This also puts a strain on the Department to get the reports up there and the criminal complaints that we have to review and swear to. So obviously, with increased calls of domestics, those are priority calls and the office staff is very, very behind. Gruett questioned the Chief if these are considered a dangerous call. Plehn responded yes, this is the most dangerous type of call.
- Other types of calls involve:
 Retail thefts at Wal-Mart. Plehn provided details of 9/2/2017 and 9/10/2017 calls.
 4-month investigation of worthless checks.
 2-year-old reckless homicide investigation.
- Due to increased calls I pulled up records from the last 3 years from January 1 to September 18 which resulted in the following:

2015	1920 incidents
2016	2177 incidents
2017	2281 incidents

 This indicates over 104 more complaints than last year, more than 361 complaints than 2015. This includes increased time for court and investigations. Luckily, we have the ability to use part time officers to fill shifts while the officers are investigating the major crimes.
- The City's summer festivals require the use of the Chilton Police Department part time officers. Happy to report that there were no major crimes reported at the county fair or crafty apple.
- Received a call that one of the crossing guards will be stepping down at the end of the month due to lack of time available for duty as a crossing guard. Fortunately, an existing crossing guard can fill that position that was created.
- New administrative assistant is currently being trained on the records management system

and training is going good.

- Officer Petrie is attending swat school at FVTC.
- Successfully completed Criminal Information Bureau (CIB) Audit in which the Department is compliant.
- I continue to review all complaints that the officers handle and continue to review and sign-off on all criminal complaints that go to the DA office.
- I continue to research for a municipal court, in fact met with Chief Reedy of New Holstein Police Department as a joint venture to save money and increase revenue. Brief discussion followed regarding this proposal.

CITY CLERK REPORT:

- ↻ Reminded council members of future committee meetings.
- ↻ Staff has been devoting a lot of time working with Ehlers on the creation of tax incremental districts six and seven.
- ↻ Assisting with 2018 budget preparations and Police Union negotiations.

APPROVE FINANCIAL REPORT:

Moved by Thornber, seconded by Willems and carried to approve the September 1, 2017 financial report.

APPROVE OPERATOR LICENSE APPLICATIONS:

Moved by Willems, seconded by Hilton to approve the two-year license application to serve fermented malt beverages and intoxicating liquors from September 19, 2017 to June 30, 2018 for Danielle D. Wiltzius and Anna M. Evans. Motion carried. Clerk Schmidlkofer noted the applicants have been approved by the Chilton Police Department.

DIRECTOR OF PUBLIC WORKS REPORT:

- ↻ Street Department – crack-sealing streets in addition to the basketball court at Nennig Park.
- ↻ Wastewater Department - working on pumps that are down in the sludge slurry tank.
- ↻ Pumps at the Irish Road lift station have been installed.
- ↻ Conference call scheduled with the DNR and EPA regarding the wastewater permit. Trying to determine what additional reporting is required for chloride reduction.
- ↻ Water Department –trying to get two systems to communicate. (Generator and the VFD) It is anticipated that for a week and a half, the water will not be softened and a newspaper article will inform customers of this.
- ↻ Work continues with the DOT regarding a road access for TIF #7.
- ↻ Working with the DNR regarding land in TIF #7.
- ↻ Working on potential land sales.
- ↻ Leaf pick-up has not been scheduled at this time.

Gruett complimented the Street Department on a job well done when picking up brush.

Audience Participation

Dederig stated that he is a student at Brillion High School and attending the meeting tonight for a college class.

NEW BUSINESS:

Moved by Willems, seconded by Thornber to approve the loan of \$15,000.00 at 0% interest for CDBG Loan No. 17-03 to allow them to replace the roof on their home. Roll call vote.

Gruett – yes	Willems – yes	Kubichka – yes	Thornber – yes
Schmitzer – yes	Hilton – yes	Johnson – yes	Goebel - yes

Eight votes cast. Eight votes aye. Motion carried.

Clerk Schmidlkofer reported on the annual payment in lieu of taxes from the Chilton Housing Authority in the amount of \$10,977.46 compared to \$11,946.19 last year.

UNFINISHED BUSINESS:

Moved by Schmitzer, seconded by Thornber to approve the amendments to the Uptown Commons Phase II Senior Housing Development Agreement. Amendments to include the tax credit investor and anticipated start and completion dates of the project. Motion carried.

REPORT OF COMMITTEES:

Chairman Johnson reported on the August 14, 2017 Public Safety committee meeting which he noted that some of items were reported on at the last council meeting. The safety concerns at intersections within the City are an on-going project.

The committee reviewed the Wal-Mart grant for \$2,500.00 that Chief Plehn applied for which was endorsed by Resolution No. 1727 to acquire surveillance cameras for the evidence rooms, interview room, lobby and the city hall parking lot.

Plehn said the cameras have been installed on the city hall garage, in the garage bay and garage evidence room in addition to the city hall hallways, police department lobby area, evidence room and interview room for a total of eight (8) cameras. (Surveillance can only be viewed by the Police Department computers.)

Plehn informed the committee so that they are aware that the camera project was completed by Bartel Technology Enterprises, LLC for \$2,497.96 to install three wireless cameras to the city hall garage and 5 wired cameras within city hall with all monitoring done by the Police Department.

Moved by Johnson, seconded by Willems that the Police Department shall be financially responsible for any future updates and maintenance for the surveillance cameras at the city hall garage and city hall. Motion carried.

The committee reviewed the sex offender ordinance, which has been referred to the City Attorney who will look further into the ordinance and provide guidance for the committee.

Failure to acquire dog license was reviewed in detail, which resulted in the Police Department not issuing citations at this time.

At the August 22, 2017 meeting, the committee reviewed the proposed 2018 fire department budget, which was forwarded to the city clerk for executive budget process.

Moved by Johnson, seconded by Kubichka to approve 5-year Fire Protection contract between the City of Chilton and the Townships of Chilton, Charlestown and Brothertown. Motion carried.

Chairman Hilton presented the August 28, 2017 Culture and Recreation committee minutes. The committee viewed detailed photos of the Riverwalk paved walk way and the sign. The Optimist Club and the City of Chilton worked on this joint project in 1997 to create a paved walkway along the river, to include benches and wharfs. Following a brief discussion the Optimist shared that the Club doesn't have any funds to assist with patch sealing or chip sealing the walkway or to straighten out the sign. Suggestion was to include this project in the Lake District.

Greg Kubichka representing the Chilton Lions Club is requesting to place 2 feet by 4 feet vinyl signs in Hobart and Klinkner Parks to advertise the Lions Club Christmas light show titled "Delightfully Chilton." The light shows will be held at Hobart Park the first four Friday and Saturday nights in December from 5 PM to 9 PM. The temporary signs would be placed for display September 1 to December 23, 2017. Consensus of the committee was that the Club be allowed to display the temporary signs, no formal action is required.

The Hobart Field Softball Assoc. representative Mike Barany provided an end of season report for the committee. The Hobart League played on Tuesday nights at Hobart Field and had seven teams with 12 to 13 players per team. Next year they are looking at adding two more teams. The Association thanked the City for replacing the bleachers. Notes from the Club included:

- Three wheeler equipment needs to be looked at – rear gear transmission fluid leaking. (task completed by the Street Department)
- The Assoc. placed a new refrigerator in the concession stand.
- The Assoc. would like to aerate the field this fall at their expense. (Approval given)
- Requested that the fence be painted; the Association would supply the labor and requested the City to provide the paint. (Approval given)

Minutes of Council Meeting 9-19-2017

- Association is planning a wood bat softball tournament for the Friday and Saturday of Father’s Day weekend in 2018. Looking for a non-profit organization to run the concession stand with proceeds going to that group.

The committee viewed all the city park photos and made note of certain areas or equipment that could potentially be included in the 2018 proposed budget.

The committee worked on the City of Chilton’s Open Space and Recreation Plan, which will be completed at the next committee meeting.

The September 11, 2017 Library Board minutes were available for review.

Mayor Jaeckels reported on the September 13, 2017 Plan Commission meeting regarding proposed Field Court subdivision zoning.

Chairman Schmitzer reported on the September 12, 2017 General Government committee meeting.

Clerk Schmidlkofer informed the council that with the closing of TIF #2 the City is required to complete a final audit for the lifetime of the district, which spanned from 1992 to 2017. The City’s audit firm Hawkins Ash has submitted a proposal to complete a TIF #2 audit for \$3,610.00.

Moved by Schmitzer, seconded by Willems to accept the Hawkins Ash proposal of \$3,610.00 to complete the TIF #2 closing report and audit with expenses taken from TIF #2. Roll call vote.
 Gruett – yes Willems – yes Kubichka – yes Thornber – yes
 Schmitzer – yes Hilton – yes Johnson – yes Goebel - yes
 Eight votes cast. Eight votes aye. Motion carried.

DPW Schwarz informed the council that the City needs to update the building codes due to changes in the WI Commercial Building Codes.

Moved by Thornber, seconded by Willems to introduce, adopt and waive the reading of Ordinance No. 114, an ordinance to update amendments to Municipal Code Chapter 10 regarding building code. Roll call vote.
 Gruett – yes Willems – yes Kubichka – yes Thornber – yes
 Schmitzer – yes Hilton – yes Johnson – yes Goebel - yes
 Eight votes cast. Eight votes aye. Motion carried.

Clerk Schmidlkofer informed the council that Chapter 14.09 (3) City Vehicle states the following:
 Use of City car shall be booked through the clerk’s office. The Police Department shall use their squad for out-of-city travel regardless if other city vehicles are booked.

Schmidlkofer said, recently the Police Department did use the city vehicle however the policy states that the Police Department should only use their squads. Plehn agreed that the Department should be allowed to use the city vehicle and noted that the Department would not want to tie up a squad for a week while attending a conference.

Schmidlkofer stated that Attorney McDermott and the League of Municipalities Attorney Silverman reviewed Chapter 32 regarding nepotism. The current policy is stricter and that is why the City requested revisions.

Moved by Schmitzer, seconded by Goebel to introduce, adopt and waive the second reading of Resolution No. 1749, a resolution to amend the Personnel Policy Chapter 14 regarding city vehicle use and Chapter 32 regarding nepotism. Roll call vote.
 Gruett – yes Willems – yes Kubichka – yes Thornber – yes
 Schmitzer – yes Hilton – yes Johnson – yes Goebel - yes
 Eight votes cast. Eight votes aye. Motion carried.

Schmidlkofer reported on the health insurance, which included annual costs for 2016 and projected costs for 2017.

2016 Health Insurance

			Deductible
Monthly premiums	\$	30,493.07	S \$ 250.00
Annual	\$	365,916.84	F \$ 500.00
Less Employee share of 12%	\$	43,910.02	

2017 Health Insurance

Monthly premiums	\$	20,602.16
Annual	\$	247,225.92
Less Employee share of 12%	\$	29,667.11
HRA Fee	\$	1,554.00
Benefit Advantage Claims		
Paid by the City – Jan-Aug	\$	40,563.00

The current plan design has a deductible of \$3,500 for a single plan and \$7,000 for a family plan. The City would contribute toward the health reimbursement account in the following manner:

- o Single plan employee responsibility \$0.00 to \$500 and city contribution \$501 to \$3,500.
- o Family plan employee responsibility \$0.00 to \$1000 and city contribution \$1001 to \$7,000.)

After review, the committee would like to see if the estimated claims processed thru Benefit Advantage is what was forecasted. Schmidlkofer noted that mid to late October the health insurance renewal rates will be available and will be brought forward at that time. No action was taken regarding 2018 budget or wages at this time.

Chairman Schmitzer noted the committee reviewed the 2018 budget outline and then discussed the reporting method of non-lapsing funds.

Moved by Schmitzer, seconded by Kubichka to go into closed session at 8:03 PM under WI Stature 19.85 (1) (e) to review an offer to purchase. Roll call vote.

Gruett – yes	Willems – yes	Kubichka – yes	Thornber – yes
Schmitzer – yes	Hilton – yes	Johnson – yes	Goebel - yes

Eight votes cast. Eight votes aye. Motion carried.

In closed session discussed the purchase of public property.

Moved by Thornber, seconded by Willems to return to open session at 8:08 PM. Roll call vote.

Gruett – yes	Willems – yes	Kubichka – yes	Thornber – yes
Schmitzer – yes	Hilton – yes	Johnson – yes	Goebel - yes

Eight votes cast. Eight votes aye. Motion carried.

Moved by Schmitzer, seconded by Hilton to accept the real estate sale agreement between the City of Chilton and Steven J. Austin to purchase the property known as Lot 1 of certified survey map No. 3331 for a purchase price of \$12,600.00. Roll call vote.

Gruett – yes	Willems – yes	Kubichka – yes	Thornber – yes
Schmitzer – yes	Hilton – yes	Johnson – yes	Goebel - yes

Eight votes cast. Eight votes aye. Motion carried.

COMMUNICATION:

Distributed the August 1, 2017 staff minutes, September 6, 2017 city and county informational meeting minutes, monthly building/plumbing report and the June Chamber of Commerce minutes.

APPROVE PAYMENT OF BILLS:

Moved by Hilton, seconded by Goebel to pay the bills. Voucher No. 80821 through Voucher No. 80942 or accounts payable and payrolls totaling \$383,998.26. Roll call vote.

Gruett – yes	Willems – yes	Kubichka – yes	Thornber – yes
Schmitzer – abstain	Hilton – yes	Johnson – yes	Goebel - yes

Eight votes cast. Seven votes aye. (Schmitzer-abstain) Motion carried.

ADJOURNMENT:

Moved by Schmitzer, seconded by Kubichka and carried to adjourn at 8:09 p.m. on September 19, 2017.

Helen Schmidlkofer, MMC
City Clerk