

Chilton, Wisconsin  
April 17, 2012

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 Gerald Vanne presiding.

**AGENDA POSTING:**

On 4/13/12, 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 Gerald Vanne and six members of the Council were present at roll call:

Alderman Rick Jaeckels	Alderman Kevin Johnson
Alderman Ron Gruett	Alderman Kathy Schmitzer
Alderman Dan Hilton	Alderman Richard Bosshardt

Other city officials present were City Attorney Derek McDermott, Director of Public Works Todd Schwarz, Library Director Steve Thiry and City Clerk Helen Schmidlkofer. General attendance: Gina Kabat, Delta Publications and Jim Lundstrom, Chilton Times Journal.

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 April 03, 2012.

**REPORT OF OFFICERS:**

**MAYOR REPORT:**

- Announced goals set as Mayor:
  - Tax rate to remain at the same level
  - Need to Address Future Phosphorus Costs
  - Review TIF Districts with Administration

**CITY CLERK REPORT:**

- Arbor Day Celebration set for to May 1, 2012 at 10:00 a.m. Nennig Park
- City of Chilton Fire Department Annual Brat Fry this Saturday, April 21<sup>st</sup>
- Open Book is scheduled for June 6, 2012 from 4:00 to 6:00 p.m.
- Board of Review is set for June 27, 2012 from 8:15 to 10:15 a.m.
- Board of Canvass Report was presented
  - Procedure to fill vacant aldermanic district positions
    - Advertise Vacancy in the City of Chilton Official Newspaper
    - Common council makes appointment to fill term

**APPROVE LIQUOR LICENSES:**

Motion by Johnson, seconded by Hilton to approve 6-Month "Class B" Beer License for Chilton Athletic Club, Ken Mueller, Agent. Motion carried.

**WRITTEN DEVELOPMENT DIRECTOR REPORT:**

- Working with DNR on the agency's plan to resurrect the Site Assessment Grant program. The city used SAG grants to help fund the demolition of buildings in TIF #4 and to pay for some of the environmental work in TIF #5.
- Plan to attend the Wisconsin Economic Development Association's spring meeting on April 24. The state's Wisconsin Economic Development Corporation will unveil its Certified Sites Program and what it means to municipalities.
- City website number for March 2012 was 11,936, up from 11,671 last year.

**DIRECTOR OF PUBLIC WORKS REPORT:**

- No. 8 reservoir has been drained
- Cleaned 1.4 million gallons sludge from tank at WWTP
- The guard rail on Quinney Road has been replaced

- Parks open for the season typically May 1<sup>st</sup> however due to the warm weather they will open on April 27<sup>th</sup>
- The April 10, 2012 informational Phosphorous meeting at the Engler Center had 30 to 35 attendees representing the surrounding municipalities and businesses

**Written POLICE CHIEF REPORT:**

- The Department is pleased with increased surveillance at Morrissey Park which resulted in identifying persons responsible for property damage

**REPORT OF COMMITTEES:**

Library Director Thiry reported that the Chilton Public Library’s current collection is 34,031 books, 1,712 audio recordings, 2,846 video, 123 periodical subscriptions, and 16,771 e-books. Much of our collection has been acquired through donations from the community. Last year our total circulation was 88,361 of which children’s materials accounted for 24,491 circulations.

Activity in 2011:

- Circulation to Chilton residents rose by about 5,000 while circulation to county residents decreased by about the same.
- 1,421 residents of Chilton have library cards, 3,175 cardholders call Chilton Public Library their Library.
- 77,669 visits to the library averaging more than 248/day.

2012: Operating Budget \$217,735.00 of which \$5,910.00 non-lapsing funds were applied Revenues received – Calumet County \$87,798.00  
 Fond du Lac, Sheboygan, Manitowoc Counties \$5,453.00  
 City of Chilton \$118,574.00

What is the library?

Circulation	Computers	Wi-Fi
Programs	Teacher resources	
Visits from travelers	Fax and Color Copy	
Phone calls		
Quiet study area for interviews, business meetings and organizations		
Commerce driven to area businesses, resources for area businesses		

Furthermore, Thiry stated we serve every person.

DPW Schwarz presented the Tree Board minutes from the April 2, 2012 meeting to the council.

- Arbor Day is set for 10:00 a.m. at Nennig Park on May 1, 2012
- Working on replacing identification markers at Klinkner Park

**MOVED TO NEW BUSINESS:**

Mayor Vanne opened the Pubic Hearing at 6:45 P.M. to solicit comments regarding the vacation of a portion of Fulton and Liberty Streets. Clerk Schmidkofer read the notice and stated the notice was published as a Class III notice as required by law.

Mayor Vanne requested DPW Schwarz to describe the city’s request for the proposed vacation.

DPW Schwarz stated the City’s 5-year road maintenance plan calls for reconstruction of these two streets within the five-year timeline. With the proposed vacation of the streets, this would provide financial savings to the city and the residents. In addition, the city would acquire utility easements and the vacated property would be divided in half.

Mayor Vanne inquired if anyone would like to speak either in favor of or against the vacation of Liberty and Fulton Streets.

H. Fesing of 615 Fulton Street requested a sign to identify a driveway ahead as their residence is over a hill.

V. Gau of 604 Fulton Street inquired if DPW Schwarz could estimate how much the taxes would increase due to the added property.

DPW Schwarz's response indicated that based upon the current tax rate approximately \$10.00 to \$15.00 increase.

Hearing no further comments from the public Mayor Vanne closed the public hearing at 6:49 P.M.

Attorney McDermott explained that since the introduction of Resolution No. 1618 to vacate a portion of Fulton and Liberty Streets on February 7, 2012 an amendment is necessary to include easements for public utilities.

Motion by Gruett, seconded by Johnson to amend Resolution No. 1618, to include the following:

Further resolved that the vacation and discontinuance be subject to and reserve easements for public utilities. Roll call vote. Six votes cast. Six votes aye. Motion carried.

Mayor Vanne inquired if there is any further discussion. Hearing none, roll call vote was taken. Six votes cast. Six votes aye. Motion carried.

DPW Schwarz indicated that the city would file Quit Claim deeds and inform the property owners by means of a letter of the proposed work schedule.

**MOVED BACK TO REPORT OF COMMITTEES:**

Chairman Hilton presented the Culture and Recreation committee minutes from the April 9 and April 12, 2012 meetings.

The April 9, 2012 meeting reviewed obligatory duties of the program directors and recreation director.

The April 12, 2012 minutes included a report by Development Director Reilly on the request by the Veterans Memorial of Chilton, Inc. group to authorize a site in Klinkner Park to establish a veteran's memorial. There would be no cost to the city for this project.

Motion by Hilton, seconded by Johnson to allow Veterans Memorial of Chilton, Inc. a site at Klinkner Park further described as the area between tree identification numbers 8, 10, 11 and 17 to establish a veteran's memorial. Motion carried.

Motion by Hilton, seconded by Jaeckels and carried to identify and name the baseball diamonds at Nennig Park as "A, B, C" in the order that they were built. The largest diamond – "A", small diamond to the north – "B" and the newest diamond developed in 2011 – "C".

Motion by Hilton, seconded by Jaeckels and carried to dissolve the concession stand agreement between the City and the Chilton Youth Club. The softball games will be played at Nennig Park this year and not at the Chilton School District Softball diamonds; for this reason no concessions are needed. Furthermore, it was noted that the Chilton Youth Club does agree to dissolve the agreement.

The Chilton Booster Club provided an update regarding the concession stand at Morrissey Park; the club will not be revising the stand in the near future due to the fact the club's funds are needed elsewhere.

Hobart Park Association representatives K. Bancroft and M. Hintz reviewed with the committee ball diamond preparations at Hobart Park. The Assoc. will seek assistance from G. Mortimer to update the diamond with the donated magic mix. Bancroft noted leagues games are scheduled for Tuesday nights.

In closed session, the committee evaluated obligatory duties of the recreation director. Consensus of the committee is to communicate to the Recreation Director that duties need to be completed as stated in the agreement.

Council member Gruett presented the April 12, 2012 Public Works meeting minutes.

Development Director Reilly informed the committee that there are three city-owned properties located east of Irish Road in the area of Industrial Drive and Progress Way, which do not have a certified survey map. Reilly recommended a certified survey map be completed for these properties to make it easier to sell the land.

Motion by Gruett, seconded by Schmitzer to accept the proposal from Mayer Land Surveying to complete a certified survey map of the three city-owned properties located in TIF #2, not to exceed \$1,200.00 and this expenditure will be processed from TIF #2 accounts. Roll call vote. Six votes cast. Six votes aye. Motion carried.

DPW Schwarz and Building Inspector Birschbach provided restructuring of various permits and fees to make them more consistent with what other area municipalities are charging and to cover the expenditures of inspections and administrative time. Currently the City uses a universal building and plumbing permit. The newly revised building permits are specifically designed for the following categories:

- Residential Single, Two or Three Family Home (NEW CONSTRUCTION)
- Residential (ADDITION, REMODEL or ALTERATION)
- Commercial, Industrial, Municipal or Residential Four or More Dwelling Unit (NEW CONSTRUCTION, ADDITION, REMODEL or ALTERATION)
- Manufactured or Relocated Home

Each permit will require the name of any hired contractor along with their State of Wisconsin contractor credential license certification number prior to approval.

Permit fees for Wrecking, Driveway, Street Opening and Dumpster have been revised to cover the costs of any inspections and administrative time also.

Motion by Gruett, seconded by Jaeckels to introduce, adopt and waive the second reading of Resolution No. 1623, a resolution to establish new base rates and rates for permits. Roll call vote. Six votes cast. Six votes aye. Motion carried.

Motion by Gruett, seconded by Hilton to introduce, adopt and waive the second reading of Ordinance No. 1087, an ordinance to amend Municipal Chapters 5, 10 and 11 to remove permit fees. Roll call vote. Six votes cast. Six votes aye. Motion carried.

Motion by Gruett, seconded by Jaeckels to refer Chapters 16 and 19 of the Municipal Code to the Plan Commission for review and to set a public hearing to review the proposed amendments of Chapter 16 and 19 at the June 19, 2012 council meeting at 6:45 p.m. Motion carried.

**NEW BUSINESS:**

Motion by Hilton, seconded by Bosshardt to accept the bid of \$357,334.16 from MMC, Inc. for 2012 Utility and Street Reconstruction of Pennsylvania Avenue, Clay, Adams, Columbia, Fulton and Liberty Streets. Roll call vote. Six votes cast. Six votes aye. Motion carried.

Mayor Vanne noted this is the organizational meeting and appointed the following standing committees to the Council with the first name listed being the chairperson of the committee.

General Government.....	Jaeckels, Johnson, Schmitzer
Public Safety.....	Gruett, Bosshardt, Jaeckels
Public Works.....	Johnson, Hilton, Vacant
Culture & Recreation.....	Hilton, Gruett, Vacant

Weed Commissioner - May 1, 2012 to April 30, 2013. Re-appointment of Michael Kasper

Plan Commission Member – May 1, 2012 to April 30, 2015  
 Three-year term to re-appoint Steve Mueller  
 Kyle Ellefson to fill the un-expired term to 4-30-2014 (Vacated by Bob Rieder)

Board of Review – three members plus alternate for 2012  
 Robert Rieder, Pat Wettstein and Shawn Reilly. Alternate Mark Willems.

Tree Board – May 1-2012 to April 30, 2015  
 Three-year term to re-appoint – Judy Thiel and Byron Hacker.  
 Andrea Jaeckels to fill the un-expired term to 4-30-2013 (Vacated by Karen Loose)

Cable Communications System Advisory Council – May 1-2012 to April 30, 2014.  
Two-year term to re-appoint Helen Schmidlkofer and Brian Bartel.

Board of Appeals - May 1, 2012 to April 30, 2015  
Three-year term to re-appoint Diane Jaeckels, Brian Brantmeier and the  
appointment of Mike Boll to replace Lloyd Broker.

Emergency Management Director - May 1, 2012 to April 30, 2013.  
Re-Appointment of Stephen Mueller

Motion by Johnson, seconded by Hilton and carried to approve the mayoral appointments  
as noted above.

Johnson moved to nominate Hilton for council president.

Mayor Vanne inquired if there were any other nominations; hearing none, the  
nominations were closed.

Motion by Johnson, seconded by Gruett and carried to elect Hilton to the office of  
council president for a one-year term. Unanimous ballot was cast.

Chilton Times Journal submitted a bid of \$5.60 per column inch for publications as the  
City of Chilton's official newspaper. Motion by Schmitzer, seconded by Gruett to accept  
the bid from Chilton Times Journal from May 1, 2012 to April 30, 2013 with a rate of  
\$5.60 per column inch. Roll call vote. Six votes cast. Six votes aye. Motion carried.

Motion by Johnson, seconded by Jaeckels and carried to approve the mayoral  
appointments as follows:  
Redevelopment Authority  
Gerry Vanne to fill the un-expired term to 8-31-2012 (Vacated by Tom Reinl)  
Kathy Schmitzer to fill the un-expired term to 8-31-2013 (Vacated by Tom Hemaer)

Chilton Public Library  
Richard Bosshardt to fill the un-expired term to 6-30-2013 (Vacated by Kathy Schmitzer)

**BILLS:**

Motion by Hilton, seconded by Schmitzer to pay the bills. Roll call vote. Six votes cast.  
Six votes aye. Motion carried. Voucher No. 71185 through Voucher No. 71272 or  
accounts payable and payrolls totaling \$466,020.35.

**ADJOURNMENT:**

Motion by Hilton, seconded by Johnson to adjourn at 7:14 p.m. on April 17, 2012.  
Motion carried.

Helen Schmidlkofer, MMC  
City Clerk