

Chilton, Wisconsin
August 20, 2013

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

AGENDA POSTING:

On 8/16/13, 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 Gerald Vanne and eight members of the Council were present at roll call:
 Council Member Linda Bangart Council Member Richard Bosshardt
 Council Member Rick Jaeckels Council Member Dan Hilton
 Council Member Kathy Schmitzer Council Member Ron Gruett
 Council Member Clayton Thornber Council Member Kevin Johnson
 Other city officials present were Director of Public Works Todd Schwarz, City Attorney Derek McDermott, and City Clerk Helen Schmidlkofer.

General attendance: Phil Cosson, Ehlers, Amy Vaclavik, McMahon Engineers, Faye Burg, Delta Publications, and Andrew Kruse-Ross, Times-Journal.

Those in attendance recited the Pledge of Allegiance.

MINUTES:

Moved by Hilton, seconded by Bangart and carried to approve the minutes of the council meeting held on 8/06/2013.

OFFICERS' REPORT:

MAYOR REPORT:

- ↻ Scott Kwiecinski, Development Manager for Horizon provided an update on Phase II Development of Uptown Commons (Letter was distributed to council members).
- ↻ Council President Hilton authorized Mayor Vanne to cancel the Sept. 3 council meeting provided no business needs to be completed.

CITY CLERK REPORT:

- ↻ Mayor Vanne and I attended the Chilton School District session on Public Schools' Investing in Wisconsin Public Schools tabletop exercise.
- ↻ Estimated population indicates a decrease of 13 residents; 3,920 from 3,933
- ↻ Presented a written report for the council from sessions and board meetings attended while at the Assoc. of Public Treasurers of United States & Canada Conference.
- ↻ Annual Fires Dues for 2013 are \$3,712.85; 2012 dues were \$3,658.35
- ↻ Chilton Chamber of Commerce sponsored Crafty Apple Fest is scheduled for September 7 from 9:00 AM to 7:00 PM
- ↻ Future committee meetings are provided on the clerk's memo for your reference.
- ↻ Deputy City Clerk L. Meyer will be attending the WI Municipal Clerk's Conference in Milwaukee 2 days this week.
- ↻ Providing additional information to the Library Director and board members regarding the 2014 budget, wages and compensation.
- ↻ Recreation Department Updates:
 - Minutes from the pre-season volleyball program parent/coach meeting held on August 13, 2013 were presented.
 - Program Director for Basketball – Rick Mueller
 - Program Director for Flag Football – Rod Krause
 - Program Director for Volleyball – Candy Chaussee
 - Post Season meeting will be held tomorrow evening for softball and baseball programs; coaches will be returning uniforms and equipment at the same time

APPROVE OPERATOR LICENSES:

Moved by Thornber, seconded by Jaeckels and carried to approve the two-year license applications to serve fermented malt beverages, and intoxicating liquors from August 20, 2013 to June 30, 2014 for Patricia R. Van Grinsven, and DeeAnna L. Loine. Clerk Schmidlkofer noted the applicants have been approved by the Chilton Police Department.

DIRECTOR OF PUBLIC WORKS REPORT:

- ↻ Department conducting normal day-to-day operations.
- ↻ 2013 Street Construction update: curbing should be poured this week Thursday.

AUDIENCE PARTICIPATION: No comments were received from the public.

NEW BUSINESS:

Phil Cosson, Financial Advisor for Ehlers provided a pre-sale report regarding the \$1,365,000.00 general obligation-refunding note from 2005. Further discussion revealed that with the current refinancing the City's net future savings would approximately be \$10,000.00 per year.

Moved by Gruett, seconded by Hilton to authorize the sale not to exceed \$1,370,00.00 general obligation refunding bonds. Roll call vote.

Gruett – yes	Bangart – yes	Bosshardt – yes	Thornber – yes
Jaeckels – yes	Schmitzer – yes	Hilton – yes	Johnson - yes

Eight votes cast. Eight votes aye. Motion carried.

Moved by Thornber, seconded by Hilton to introduce, adopt and waive the second reading of Resolution No. 1655, a resolution to subordinate CDBG Loan No. 08-03. Roll call vote.

Gruett – yes	Bangart – yes	Bosshardt – yes	Thornber – yes
Jaeckels – yes	Schmitzer – yes	Hilton – yes	Johnson - yes

Eight votes cast. Eight votes aye. Motion carried.

Moved by Thornber, seconded by Jaeckels to approve the conversion of CDBG Loan No. 07-09 to a rental-housing loan for a term of ten years at 0% interest rate and begin monthly payments. Roll call vote.

Gruett – yes	Bangart – yes	Bosshardt – yes	Thornber – yes
Jaeckels – yes	Schmitzer – yes	Hilton – yes	Johnson - yes

Eight votes cast. Eight votes aye. Motion carried.

Moved by Johnson, seconded by Schmitzer to approve the mayoral re-appointment of Bonita Rowland to the Redevelopment Authority for a term of 9-1-2013 to 8-31-2018. Motion carried.

The Chilton Housing Authority annual payment in lieu of taxes for 2013 was \$9,489.47, \$354.81 more than the 2012 payment.

Moved by Jaeckels, seconded by Schmitzer to approve perpetual care claims for Veterans graves for St. Mary's Parish \$189.00, St. Augustine \$261.00 and Hillside Cemetery \$546.00 and forward to Calumet County for payment. Motion carried.

Clerk Schmidlkofer informed the council members that according to Wisconsin Statute 45.85 a claim for payment for Care of Veterans Graves must first be approved by the local governing body and then filed with the County Clerk.

Moved by Jaeckels, seconded by Bangart to approve the quote from Schenck for the annual audit, which includes audit fees of \$17,185.00 and accounting assistance of \$4,115.00.

Alderman Gruett remarked that just because we are comfortable with an auditing firm does not mean that the City should not acquire quotes from other firms. How do we

know that we could get the best deal; we should check with surrounding communities.

Clerk Schmidlkofer noted that Schenck employees do provide several employees to conduct preliminary audit procedures in December and again in January to complete the City's audit. In addition, Mr. Denis presents the final audit report to the council and Department Heads. If you would like a request for services, we would first have to create a request for services proposal (RFP) identifying what services the city requires. I do believe the City has done a comparison in the past and it resulted in Schenck continuing to provide services for City. I will definitely research what has been done in previous years and report to the council.

Mayor Vanne called for a roll call vote.

Gruett – yes	Bangart – yes	Bosshardt – yes	Thornber – yes
Jaeckels – yes	Schmitzer – yes	Hilton – yes	Johnson - yes

Eight votes cast. Eight votes aye. Motion carried.

Fire Chief Halbach provided a quote from Paul Conway Shields of New Berlin for 43 helmets with a logo for \$11,180.00 and a quote from 5 Alarm of Delafield for 45 pairs of leather boots for \$11,700.00.

Chief Halbach indicated that the 2013 Fire Dept. capital budget does include \$6,000.00 for boots and \$6,800 for turnout gear however would like to use \$11,700.00 for helmets and budget for turn out gear in 2014. The Fire Fighters account will compensate the City \$6,000.00 for helmets, which covers the non-budgeted amount.

Mayor Vanne called for a roll call vote.

Gruett – yes	Bangart – yes	Bosshardt – yes	Thornber – yes
Jaeckels – yes	Schmitzer – yes	Hilton – yes	Johnson - yes

Eight votes cast. Eight votes aye. Motion carried.

REPORT OF COMMITTEES:

Amy Vaclavik of McMahan provided probable costs regarding development of Well #11 pump house and transmission main estimated at \$1,270,000.00. In detail, the report provided an estimated cost for construction of a pump house, well pump, and equipment to include a generator and transfer switch, 12-inch transmission line from Well No. 11 to Well No. 8 and extend 3-phase power to the well site. In addition, the City will have to acquire the land and complete a certified survey map. The proposed costs do not include Chapter 30 permits and Calumet County permits for the pump house or transmission main, if needed. Vaclavik also provided a proposed schedule or timeline regarding Well #11; starting with August 20, 2013 to proceed with the project to an anticipated completion date in fall of 2015.

Moved by Gruett, seconded by Hilton to authorize McMahan to proceed with the development of Well #11 for a probable cost of \$1,270,000.00 and direct McMahan to establish plans and specifications for professional services regarding the development of Well #11. Roll call vote.

Gruett – yes	Bangart – yes	Bosshardt – yes	Thornber – yes
Jaeckels – yes	Schmitzer – yes	Hilton – yes	Johnson - yes

Eight votes cast. Eight votes aye. Motion carried.

Moved by Jaeckels, seconded by Bangart to exercise the option to purchase real estate for the development of Well #11 to include surveying of the property. DPW Schwarz indicated the exact acreage required is not determined at this time.

Roll call vote.

Gruett – yes	Bangart – yes	Bosshardt – yes	Thornber – yes
Jaeckels – yes	Schmitzer – yes	Hilton – yes	Johnson - yes

Eight votes cast. Eight votes aye. Motion carried.

Moved by Hilton, seconded by Jaeckels to introduce, adopt and waive the second reading of Resolution No. 1656, a resolution declaring intent to reimburse expenditures from

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proceeds of borrowing for Well #11 projects, including the development of Well #11, pump house and raw main construction not to exceed \$1,270,000.00. Roll call vote.

Gruett – yes Bangart – yes Bosshardt – yes Thornber – yes
 Jaeckels – yes Schmitzer – yes Hilton – yes Johnson - yes
 Eight votes cast. Eight votes aye. Motion carried.

Building permit concerns at 319 W. Breed Street were reviewed by the Public Works committee with the resident and it was determined that the fee would drop to a one-time inspection fee of \$50.00; however the penalty would apply. DPW Schwarz stated that since there is no change in policy no action is required by the council.

Moved by Gruett, seconded by Bosshardt to offer the wastewater/water department operator position to John Bodinger (currently employed in the Street Department) with a starting date of September 3, 2013 and rate of pay at \$22.62/hour according to the Union Contract.

DPW Schwarz noted that Bodinger would be attending educational classes pertaining to wastewater/water prior to this date so the compensation classification may be different.

Roll call vote.

Gruett – yes Bangart – yes Bosshardt – yes Thornber – yes
 Jaeckels – yes Schmitzer – yes Hilton – yes Johnson - yes
 Eight votes cast. Eight votes aye. Motion carried.

DPW Schwarz reported that no *significant* deficiencies were found when the Department of Natural Resources (DNR) recently conducted a sanitary survey at Chilton Waterworks. A survey is completed every other year and evaluates the systems source, facilities, equipment, operation, maintenance, and management as they relate to providing safe drinking water. The survey is a means of identifying potential risks that may adversely affect drinking water quality. (*Significant* deficiencies indicate noncompliance with the Wisconsin Administrative Code and/or represent an immediate health risk to consumers.)

The survey identified six deficiencies. Deficiencies are problems in the drinking water system that has the potential to cause serious health risks or represent long-term health risks to consumers. Deficiencies included:

1. The proper secondary fluoride controls are not provided.
2. Not all water mains are at least 6 inches in diameter.
3. The paint on the outside of the water tower #3 looks inadequate and unclean with apparent corrosion.
4. Required protective safety equip. is not provided when handling fluoride solutions.
5. The City Emergency Response Plan requires updating.
6. The chlorine gas feed and storage facility does not have leak detection equipment and automatic cylinder shutdown valves.

DPW Schwarz indicated that items 1 & 6 would be completed in conjunction with well #11 projects. Item 2 - undersized water mains will be replaced as street projects come up and the budget allows. Item 3 – The City has plans to budget money to repaint water tower #3 in spring of 2015 and items 4 and 5 are already completed. Schwarz will submit a letter to the DNR by November 30, 2013 notifying them of the action plan for all six deficiencies.

The August 14, 2013 library board minutes were presented to the council for review.

The August 5, 2013 Tree Board meeting resulted in the members conducting a walkthrough of Hillside Cemetery.

Moved by Hilton, seconded by Thornber to go into closed session at 7:36 PM under WI Statute 19.85(1) (g) to review claims of Calumet County for County Trunk F (State Street) repairs. Roll call vote.

Gruett – yes Bangart – yes Bosshardt – yes Thornber – yes
 Jaeckels – yes Schmitzer – yes Hilton – yes Johnson - yes
 Eight votes cast. Eight votes aye. Motion carried.

In closed session reviewed claims regarding repairs on County Trunk F (State Street).

Moved by Thornber, seconded by Jaeckels to return to open session at 7:49 PM.

Roll call vote.

Gruett – yes	Bangart – yes	Bosshardt – yes	Thornber – yes
Jaeckels – yes	Schmitzer – yes	Hilton – yes	Johnson - yes

Eight votes cast. Eight votes aye. Motion carried.

Moved by Jaeckels, seconded by Schmitzer to deny claims for repairs on County Trunk F (State Street) in April of 2013 for \$2,330.95 and June of 2013 for \$764.92 and authorize the city attorney to forward paperwork to Calumet County regarding denial of these two claims. Roll call vote.

Gruett – yes	Bangart – yes	Bosshardt – yes	Thornber – yes
Jaeckels – yes	Schmitzer – yes	Hilton – yes	Johnson - yes

Eight votes cast. Eight votes aye. Motion carried.

COMMUNICATION:

Distributed staff minutes from the August 5, 2013 meeting.

APPROVE PAYMENT OF BILLS:

Moved by Hilton, seconded by Jaeckels to pay the bills. Roll call vote.

Gruett – yes	Bangart – yes	Bosshardt – yes	Thornber – yes
Jaeckels – yes	Schmitzer – yes	Hilton – yes	Johnson - yes

Eight votes cast. Eight votes aye. Motion carried. Voucher No. 73861 through Voucher No. 73929 or accounts payable and payrolls totaling \$347,121.30.

ADJOURNMENT:

Moved by Jaeckels, seconded by Bangart and carried to adjourn at 7:56 p.m. on August 20, 2013.

Helen Schmidlkofer, MMC

City Clerk