

Chilton, Wisconsin  
January 17, 2012

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

**AGENDA POSTING:**

On 1/13/12, 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:**

**COMMON COUNCIL:**

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

Council member Kevin Johnson                      Council member Kathy Schmitzer

Council member Tom Hemauer                      Council member Ron Gruett

Council member Dan Holst                      Council member Gerald Vanne

Council member Rick Jaeckels

Other city officials present were Director of Public Works Todd Schwarz, City Attorney Derek McDermott, Development Director Shawn Reilly and City Clerk Helen Schmidlkofer. Absent and excused council member Dan Hilton.

General attendance: Gina Kabat, Delta Publications and Scott Kwiecinski, Horizon Development.

Those in attendance recited the Pledge of Allegiance.

**MINUTES:**

Motion by Vanne, seconded by Schmitzer and carried to approve the minutes of the Council meeting held on 12/20/11.

**OFFICERS' REPORT:**

**MAYOR REPORT:**

- ↻ Internally working on personnel policy

**CITY CLERK REPORT:**

- ↻ Distributed 2011 Government Accountability Board Administrative Achievements; report highlighted election law revisions in 2011
- ↻ Reminded council members of future committee meetings
- ↻ Division of Motor Vehicle will be open on Tuesdays and Thursdays from 7:00 am to 5:00 pm at Southside Shopping Center

**WRITTEN DEVELOPMENT DIRECTOR REPORT:**

- ↻ Updated cash flow analysis reports for Tax Incremental Districts #2, #4 & #5
- ↻ Assisted Horizon in completing the WHEDA application for Uptown Commons II
- ↻ 2011 year end web site visitor numbers are:
  - 132,284 total visitors (average 11,024 per month)
  - 56,651 unique visitors (average 4,721 per month)

**APPROVE OPERATOR LICENSES:**

Motion by Holst, seconded by Vanne to approve the two-year license applications to serve fermented malt beverages and intoxicating liquors from January 17, 2012 to June 30, 2012 for Karl P. Mueller and Lindsey N. Mensch. Motion carried. Clerk Schmidlkofer noted the applicants have been approved by the Chilton Police Department.

**APPROVE FINANCIAL REPORT:**

Motion by Vanne, seconded by Jaeckels and carried to approve the January 1, 2012 financial report.

**DIRECTOR OF PUBLIC WORKS REPORT:**

- ↻ Street Department – conducting normal maintenance and snow removal
- ↻ Completing preliminary work for 2012 street proposals
- ↻ Working with DOT on state municipal agreement for a section of Chestnut Street

**AUDIENCE PARTICIPATION:** No participation

**REPORT OF COMMITTEES:**

Mayor Reinl presented the January 11, 2012 Redevelopment Authority meeting minutes.

Dev. Director Reilly introduced Scott Kwiecinski of Horizon Development. Kwiecinski noted changes in the UCII application included a reduction from 26 units to 24 units. This is because the WHEDA rural set aside designation caps the total units on a project to 24. This would then reduce the Tax Incremental District amount Horizon is requesting from the City from \$315,000.00 to \$260,000.00. This would also decrease the land purchase price from \$208,000.00 to \$192,000.00 based on a per unit cost. Horizon is requesting a \$150,000.00 loan from the City of Chilton at an interest rate of 2.63% amortized over thirty years.

Motions by Vanne, seconded by Gruett to endorse the loan of \$150,000.00 to Uptown Commons II, LLC with an annual interest rate of 2.63%, amortized over 30 years and include a loan term of 30 years. Roll call vote. Seven votes cast. Seven votes aye. Motion carried. In addition, Mayor Reinl shall draft a letter of support for Uptown Commons II, LLC to assist in their application.

Dev. Director Reilly provided an analysis of Tax Incremental District #2, #4 and #5. Positive cash flow is indicated in all three districts; in particular, TIF #2 see an additional \$54,882.00 in increment verses earlier projections. This increase over the next four years will allow TIF #2 to share an additional \$195,982.00 with TIF #4 and TIF #5.

Council member Jaeckels presented the December 27, 2011 Culture and Recreation Committee minutes.

Recreation Director Schwarz informed the committee members the umpire behind home plate for the 7<sup>th</sup> and 8<sup>th</sup> Grade Program does have a greater responsibility than the umpire does in the field and for this reason is requesting an additional \$10.00 per game; the current rate is \$25.00 for both field and home plate umpires per game.

Motion by Johnson, seconded by Jaeckels to approve the new rate for home plate umpire at \$35.00 and the field umpire \$25.00 per game effective for the 2012 season. Roll call vote. Seven votes cast. Seven votes aye. Motion carried.

Program Director Job Descriptions – reported to committee this is a work in progress and is not completed at this time.

Motion by Jaeckels, seconded by Johnson to approve a one year Recreation Director Employment Agreement with Jeff Schwarz. Revisions included:

- Director shall not serve as program director
- Responsible to hire all umpires and referees; assure that they have completed all necessary payroll forms. Umpire/Referee Game Log must be completed by umpire/referee with a list of game dates, type of sport and level/league. Recreation Director shall approve game log, sign and forward to City Clerk for payroll processing at the end of the season.
- Shall establish a meeting date within one month of each recreation program ending with program director and city clerk to review season and future program needs. This shall include but not limited to umpire pay scale, field maintenance, what worked and what needs improvement along with future team tournament schedules.
- Shall work directly with the Chilton School District to reserve their facility for recreation department programs.

Roll call vote. Seven votes cast. Seven votes aye. Motion carried.

Clerk Schmidkofer reported on the December 15, 2011 Insurance Committee meeting. Dental insurance coverage remained at the 2011 rate and health insurance coverage increased by 18.99% compared to 2011. Discussion took place regarding potential changes to the health insurance plan to assist with premium costs. Future amendments could include:

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- Increased deductibles, prescription coverage co-pays and office visit co-pays
- Implement wellness program

Council member Schmitzer presented library board minutes from the January 11, 2012 meeting.

The Board approved the Youth Librarian position at a rate of \$12.00 per hour, not to exceed 20 hours per week with no benefits. Director Thiry will advertise to fill this position.

Quotes from Four Seasons Electric and Useful were approved to proceed with relocation of the computer lab project.

**NEW BUSINESS:**

Motion by Vanne, seconded by Jaeckels to introduce, adopt and waive the second reading of Resolution No. 1616, a resolution to subordinate CDBG Loan No. 0-07. Roll call vote. Seven votes cast. Six votes aye. (Hemauer-nay) Motion carried.

Motion by Vanne, seconded by Holst to approve the 2011 year-end account appropriations as follows:

48300-000	Property Sales	\$ 9,191.41	
55201-820	Parks-Sale of '96 Turfcats w/Broom		\$1,750.00
55201-820	Parks-Sale of '97 Turfcats w/Broom		\$ 2,841.41
52101-226	Police-Sale of CF29 Laptop		\$ 200.00
52101-810	Police-Sale of '08 Chev Impala-Cheyka		\$ 4,400.00
48503-000	Various Donations-City	\$ 3,683.50	
52101-340	Police-Roys Ride-donation		\$ 25.00
55301-821	Recreation-Capital-CACF		\$ 2,411.00
52101-810	Police Dept-Capital-Wal-Mart		\$ 1,000.00
52101-340	Police Dept-Reinl Accting-Bike Helmets		\$ 247.50
43310-000	Recreation Revenues	\$2,700.00	
55301-340	Recreation Dept-Misc.Operating		\$2,700.00
46540-000	Cemetery	\$ 546.00	
54910-821	Cemetery-Cap.Improvements		\$ 546.00
46710-000	Library Fines/Photocopy	\$5,084.74	
48501-000	Library Gifts	\$5,099.71	
55113-325	Library Revenue/Expense--Books		\$10,184.45
47400-000	DPW Services-Equip.Rent	\$7,801.87	
53240-810	Street Machinery-Cap. Equipment		\$7,801.87
43524-000	State Aid-Hwy Safety Grant	\$11,870.00	
52101-110	Police-Salaries		\$6,675.32
52101-150	Police-Fringe		\$1,064.68
52101-810	Police-Capital-In Squad Video System		\$4,130.00
		\$45,977.23	\$45,977.23

Roll call vote. Seven votes cast. Seven votes aye. Motion carried

Motion by Johnson, seconded by Jaeckels to approve the mayoral re-appointment of Barb Wieting to the Chilton Housing Authority for a 5-year term (1-6-2012 to 1-5-2017). Motion carried.

Motion by Vanne, seconded by Schmitzer to approve the 2011 tax adjustment of \$210.53 for Rural Mutual Insurance at 18 W. Main Street due to dooimage assessment error. Roll call vote. Seven votes cast. Seven votes aye. Motion carried.

**COMMUNICATIONS:**

Clerk Schmidlkofer distributed the December 20, 2011 staff minutes and monthly building/plumbing report.

**BILLS:**

Motion by Vanne, seconded by Jaeckels to pay the bills. Roll call vote. Seven votes cast. Six votes aye. (Schmitzer-abstain) Motion carried. Voucher No. 70534 through Voucher No. 70760 or accounts payable and payrolls totaling \$1,893,230.98.

**ADJOURNMENT:**

Motion by Vanne, seconded by Johnson and carried to adjourn at 7:08 p.m. on January 17, 2012.

Helen Schmidlkofer, MMC

City Clerk