

Chilton, Wisconsin  
May 20, 2014

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 5/16/14, copies of the agenda were delivered to the Mayor, Aldermen, City Department Heads, City Attorney, were made available to the media, and posted on the city hall bulletin board and city webpage.

**ROLL CALL:**

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

General attendance: Faye Burg-Delta Publications

Those in attendance recited the Pledge of Allegiance.

**MINUTES:**

Moved by Hilton, seconded by Jaeckels and carried to approve the minutes of the council meeting held on 5/06/2014.

**REPORT OF OFFICERS:**

**Mayor Report:**

- Received an invitation for ribbon cutting for Community Bank & Trust celebration for 25<sup>th</sup> Anniversary; Mayor expressed that he was unable to attend as well as Council President Johnson, R. Gruett stated he would try to attend to represent the City of Chilton
- Informed the council that a certified letter was sent to the property owner of 107 and 111 W. Main Street stating that the building was in disrepair and needs to be razed or fixed per Municipal Code Chapter 16.02 and Chapter 8.02(4) (g). DPW Schwarz added that he met with Building Inspector Birschbach and the property owner on 5/19/2014 and a registered letter is being sent on 5/21/14 requesting a detailed plan on how the property owner intends to repair the building by May 30, 2014.

**City Clerk Report:**

- Memorial Day Event – please report to city hall for the 9:00 AM parade start
- Dog license update – 1 citation was issued this past week for failure to license their dog
- Recreation Department:
  - Looking for a Volleyball Program Director
  - Soccer – field preparations continue to be a challenge due to rain
    - Pending zero tolerance forms
  - Baseball and Softball
    - Pending zero tolerance forms
- Created a request for proposal for audit services and packets were sent out to four local auditors including Schenck SC the current audit firm
- Created a request for proposal for tax collection assistance and proposals have been sent to all 5 financial institutions within the City of Chilton
- Future committee meeting schedule was provided for the council
- Open book was held on Monday, May 12<sup>th</sup> from 4:00 to 6:00 PM, several property owners attended; Board of Review is scheduled for June 3, 2014 at 8:15 AM

## Minutes of Council Meeting 5/20/14

- Wisconsin Deferred Compensation Program annual visit to review employee benefits took place earlier today; individual appointments with employees took place also
- Mc Clone Group did present employee disability, short term and life insurance options to all employees earlier today (Benefits are offered at employee expense; not paid by the City)

**APPROVE LIQUOR LICENSES:**

Motion by Schmitzer, seconded by Bosshardt to approve the 6-month "Class B" beer license for the Veterans of Foreign War Post 3153, Bonnie Weber, Agent. Motion carried.

**DIRECTOR OF PUBLIC WORKS REPORT:**

- ↻ Meeting again with Dept. of Transportation regarding storm sewer changes on Chestnut Street reconstruction project
- ↻ Bi-annual bridge inspection took place last Friday, Ayres and Associates is conducting the inspection
- ↻ Reviewing the 2014 street projects with McMahon
- ↻ Working with Building Inspector Birschbach and Davita regarding future building and state approved plans for dialysis facility, the plan is to have the facility open by November 1, 2014
- ↻ DNR conducted annual Sewer Department lab audit
- ↻ Banners and flags have been changed by the Street Department
- ↻ Department is busy conducting normal duties
- ↻ Alderman Gruett questioned the road condition of East Main Street (County Trunk Y) – Schwarz noted this is a county road and the county is aware of their responsibilities

**AUDIENCE PARTICIPATION:**

No comments were provided at this time.

**REPORT OF COMMITTEES:**

The council reviewed the Library Board minutes from the March 12, 2014 meeting. Council member Johnson asked Thiry questions regarding the disc-resurfacing machine. Council member Schmitzer inquired why the council was reviewing the March minutes. Thiry noted the board did not meet in April and the new procedure for minutes is to have the library board approve the minutes before they are presented to the council. It was also mentioned that the meeting day and time has been changed to the first Monday of the month at 6:30 PM instead of the second Wednesday of the each month at 4:15 PM.

The council members reviewed the May 5, 2014 Tree Board minutes.

Mayor Vanne presented the May 14, 2014 Plan Commission minutes.

DPW Schwarz informed the council that the Plan Commission did review Wisconsin Act 80 affecting Shoreland-Wetland Zoning. Land annexed after May 7, 1982 had been under County zoning regulations. Wisconsin Act 80 turns the power over to the City to manage shoreland within their district boundaries. The City is required to update their Shoreland-Wetland zoning code by July 1, 2014. Recommendation from the Plan Commission is to approve the revisions to Chapter 24 Shoreland-Wetland Zoning Code and to set a public hearing.

Moved by Johnson, seconded by Jaeckels to set a public hearing to revise Municipal Code Chapter 24 on June 17, 2014 at 6:45 PM. Motion carried.

The Commission was updated on the recent city property sales; T. Baer purchased 8.72 acres off Progress Way with the intent to build a commercial warehouse and J. Bloomer purchased 4.22 acres off Progress Way, with the intent to build incubator buildings.

In addition, 1.12 acres of Redevelopment Authority (RDA) property on the corner of MB Lane and E. Chestnut Street was purchased with the intent to build a dialysis facility.

The Plan Commission established the following goals:

- Work on economic development of uptown and downtown
- Continue discussions on extraterritorial planning with Towns of Chilton & Charlestown
- Update zoning ordinance as needed
- Review annually and amend as necessary the Smart Growth Plan
- Continue research on the recreational trail in the City

Mayor Vanne provided a report from the May 14, 2014 Redevelopment Authority meeting.

The RDA members were given an update on the sale of the 1.12 acres of RDA property sold to Chilton RE LLC to build a dialysis facility.

The RDA approved exterior revisions to 48 W. Main Street to remove two windows and install one large window and to replace two doors and approve the installation of the Artistic Images sign contingent upon completion of a revocable occupancy sign permit.

The RDA supports the City's action to request the property owner to clean up the public nuisance at 107 and 111 West Main Street.

#### **NEW BUSINESS:**

Moved by Thornber, seconded by Schmitzer to approve the total unit quote of \$11,125.00 from Jim Fischer, Inc. for 2014 annual sidewalk replacement (Ward 1). Roll call vote.

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

Eight votes cast. Eight votes aye. Motion carried.

Moved by Jaeckels, seconded by Hilton to approve the quote for \$5,000.00 from Feldo Factory Direct to replace ten windows for CDBG Loan No. 14-05. The homeowner agrees to pay the difference between the lowest quote and the Feldo quote. Roll call vote.

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

Eight votes cast. Eight votes aye. Motion carried.

Moved by Jaeckels, seconded by Hilton to approve the quote for \$3,600.00 from Lischka Roofing to replace the roof and \$9,539.00 from K Bee Window & siding to replace 16 windows, to include wrapping the outside and replacing the inside wood trim for CDBG Loan No. 14-03. Roll call vote.

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

Eight votes cast. Eight votes aye. Motion carried.

Moved by Gruett, seconded by Thornber to approve the purchase of a Hydro-Tek Pro pressure washer from Hydroclean Equipment Inc. for \$4,670.00 to include the trade-in of the old pressure washer. Roll call vote.

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

Eight votes cast. Eight votes aye. Motion carried.

Moved by Bosshardt, seconded by Johnson to approve Chief Seipel's recommendation and hire Ben Bastian as a part-time police officer at a rate of \$11.50 per hour and a part-time patrol officer at a rate of \$18.50 per hour contingent upon passing pre-employment testing. Roll call vote.

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

Eight votes cast. Eight votes aye. Motion carried.

**COMMUNICATION:**

Distributed the May 5, 2014 staff minutes and the April 2, 2014 Chilton Chamber of Commerce minutes.

**APPROVE PAYMENT OF BILLS:**

Moved by Hilton, seconded by Schmitzer to pay the bills. Voucher No. 75284 through Voucher No. 75347 or accounts payable and payrolls totaling \$73,868.84. Roll call vote.

Gruett – aye	Bangart – aye	Bosshardt – aye	Thornber – aye
Jaekels – aye	Schmitzer – aye	Hilton – aye	Johnson - aye

Eight votes cast. Eight votes aye. Motion carried.

**ADJOURNMENT:**

Motion by Hilton, seconded by Bangart and carried to adjourn at 6:55 PM on May 20, 2014.

Helen Schmidlkofer,  
City Clerk