

Chilton, Wisconsin
October 16, 2012

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

AGENDA POSTING:

On 10/12/12, 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 Gerald Vanne and eight members of the Council were present at roll call:

Council Member Rick Jaeckels	Council member Kevin Johnson
Council member Ron Gruett	Council member Kathy Schmitzer
Council member Richard Bosshardt	Council Member Dan Hilton (Arrived at 6:40 PM)
Council member Clayton Thornber	Council member Linda Bangart

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

General attendance: Clara Meuer, Tom Austin, Keenan Anhalt, Vern and Ann Gasch, Jerilyn Dietz, Independent Candidate for Calumet County District Attorney, Rebecca Petersen, Manitowoc-Calumet Library System Director, Faye Burg, Delta Publications and Amanda Gamble, Chilton Times.

Those in attendance recited the Pledge of Allegiance.

Mayor Vanne had the privilege of presenting a certificate of appreciation for thirty-one years of serve at the Chilton Housing Authority to Ann Gasch.

MINUTES:

Motion by Jaeckels, seconded by Schmitzer and carried to approve the minutes of the Council meeting held on 10/02/2012.

OFFICERS' REPORT:

MAYOR REPORT:

- Met with Dev. Director Reilly, City Clerk Schmidlkofer and Larry Burkhardt, Executive VP of the Fox Cities Economic Development Corporation to discuss the City of Chilton's possible membership in the organization.
- Held meetings with Library Director Thiry

CITY CLERK REPORT:

- ↻ Election updates:
 - Countywide poll worker training was held on October 3, 2012 with 57 election workers in attendance
 - Absentee voting for residents confined to nursing homes and assisted living facilities is being conducted today
- ↻ January 1, 2012 population of the City of Chilton is 3,932; represents 1 person less since the 2010 census
- ↻ Schenck will be at the City this week Thursday, October 18 to conduct preliminary audit work
- ↻ Meeting with Chilton Chamber of Commerce is scheduled for October 17th at 3:00 p.m. to review projects

WRITTEN DEVELOPMENT DIRECTOR REPORT:

- Attended the Wisconsin Conference on Downtown Revitalization in Appleton on October 9 where we learned the state is creating an offshoot of its Main Street program called "Connect Communities." This program will provide some support, educational and networking opportunities but not all the benefits that being a full-fledged member of the Main Street program. The state will provide

more information about the Connect Communities program at an informational session in Appleton on October 30, which I will attend.

- The Chilton Chamber of Commerce has decided to create its own website separate from the City of Chilton's site beginning in 2013. The City oversaw the Chamber's website for the last nine years because the Chamber was not updating its site on a regular basis.
- Main Street Nail Spa is opening at 42 W. Main Street in November. This will be the first business in this building since my family moved to the community in 1999.
- With Mayor Vanne and City Clerk Schmidlkofer, met with Larry Burkhardt, the executive vice president of the Fox Cities Economic Development Corporation (FCEDC), to discuss the City of Chilton's possible membership in the organization.
 1. The FCEDC's goal is to increase economic development opportunities in the greater Fox Cities area (which includes all of Calumet and Outagamie Counties and the northern half of Winnebago County).
 2. The benefit to the City of Chilton is that the FCEDC would do the macro economic development roles that the city does not have the capability or the financing to do on its own.

Met with representatives of Appleton, Kaukauna and Menasha to discuss how their communities are looking to proceed. Each said that their community leader (mayor or administrator) is including membership in their 2013 budget and that they recommend that Chilton become a member. Membership fee is proportionate to population, with the fee being \$1 per population.

DIRECTOR OF PUBLIC WORKS REPORT:

- ↻ The official day the Department is picking up leaves is October 22, conducting annual fall clean-up around the city and all city parks are closed for the season
- ↻ Eight memorial trees were planted throughout the City
- ↻ Field Court paving project is complete
- ↻ Parking lot development across from the city hall will start next week
- ↻ Sludge has been removed from the plant which will allow for 180 days of sludge storage
- ↻ Garage door and operator has been installed at the city garage
- ↻ Working on state mandated traffic control sign changes which are required by 2013; also completing sign inventory
- ↻ Working on 5-year roadwork plan; creating inventory and rating

AUDIENCE PARTICIPATION:

J. Dietz introduced herself as the Independent candidate for Calumet County District Attorney.

REPORT OF COMMITTEES:

DPW Schwarz reported on the October 1, 2012 Tree Board meeting. Schwarz stated the Board is developing an Emerald Ash Borer ordinance for the City and an Emerald Ash Borer Management Plan.

In addition, Schwarz and Street Dept. Leadman Kasper attended an Emerald Ash Borer seminar.

Library Director Thiry reported on statistical information regarding library usage. The council members reviewed the Library Board October 10, 2012 board minutes.

Mayor Vanne presented the minutes from the October 10, 2012 Plan Commission meeting.

The Commission tabled a request from Avis Tomazevic for a Conditional Use Permit to operate a home occupation at 29 E. Grand Street until the November Commission meeting.

Minutes of Council Meeting 10/16/2012

The Commission members were updated on business expansion projects in the Industrial Park. Backyard Nature Products, 477 Vogt Lane, are in the process of adding on a 16,014 square foot metal building for warehousing a newly expanded furniture line.

Briess Malt and Ingredients Company, 625 S. Irish Road are constructing a pilot dryer building. They are looking to double the production of their product in this Irish Road facility.

Council members reviewed the September 19, 2012 Housing Authority of the City of Chilton board minutes.

Council members reviewed the Redevelopment Authority minutes of the October 10, 2012 meeting.

The Authority re-appointed Gerry Vanne for a five-year term (Sept. 1, 2012 to Aug. 31, 2017).

The RDA discussed the sale of 27 and 35 W. Main Street in closed session.

Uptown and Downtown District Updates:

The Central House, 321 E. Main Street opened for business.

Main Street Nail Spa is opening in the Uptown at 42 W. Main Street in November.

The owner of Cuts N Such at 48 W. Main St. will close her business in November.

Chairman Hilton presented the minutes of the October 11, 2012 Culture and Recreation meeting.

DPW Schwarz informed the committee that the tennis courts at Nennig Park are locked due to poor condition and repairs. The cracks have been filled with sand and then crack sealed; in spring the courts will be examined to see if the repairs endured the cold weather.

Further discussion took place regarding all the tennis courts available within city limits after a request from the Chilton Athletic Club to dismantle the courts and the basketball court at Nennig Park so the club could build a baseball diamond. The proposed diamond would be close to the concession stand and a very practical location within the park. Suggestion was made that the Chilton Athletic Club consults with the Hobart Field Softball Assoc. to share resources.

The club inquired if there is a written plan for memorial trees at Nennig Park. DPW Schwarz stated there is no written plan at this time and if the club would like to be consulted before memorial trees are planted in the area near the ball diamonds that can be done.

Clerk Schmidlkofer stated she received a request from the Chilton Athletic Club if a defibrillator (AED) unit could be installed at the concession stand at Nennig Park. After consideration consensus of the committee was that, they do not identify a need for an AED unit at this time.

Chilton Athletic Club is requesting lights for the baseball diamond so that the association can have ball games on Friday nights. Chairman Hilton requested at a future meeting the committee meet with the following groups to review facilities within the entire city, Chilton Athletic Club, Hobart Softball Field and Chilton Morrissey Park Project.

Motion by Hilton, seconded by Jaeckels and carried to authorize DPW Schwarz to install identification signs for 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". (Estimated cost is \$117.00)

The Club inquired if dogs are allowed in city parks and if the owners are responsible to pick up after their dogs. DPW Schwarz stated signs are ordered to post in all city parks stating, "NO DOGS Allowed in Parks".

The club is requesting a drinking fountain in the area of the concession stand/ball diamonds at Nennig Park. DPW Schwarz noted Nennig Park does have two drinking fountains, one located at the lower bathroom and the other at the park shelter. The Committee requested Schwarz to acquire costs for a drinking fountain.

The council approved two Eagle Scout Service Projects at Morrissey Park earlier this year. The community information bulletin board Scout Project is completed satisfactorily. Upon completion, the sign will be donated to Chilton Morrissey Park Project, Inc. to maintain and manage postings.

DPW Schwarz stated he was not satisfied with the Scout Project around the Morrissey Park scoreboard. Upon completion, the Scouts agreed to maintain the area and plan to repaint the pavers approximately every ten years.

The City is requesting a maintenance agreement be completed between the City and Boy Scouts of America for maintenance of landscaping project around the scoreboard at Morrissey Park.

Motion by Hilton, seconded by Bangart and carried to request and complete a maintenance agreement between the City and Boy Scouts of America for the landscaping around the scoreboard at Morrissey Park.

Chairman Jaeckels presented the minutes from the October 15, 2012 General Government committee meeting.

Clerk Schmidlkofer presented the proposed 2013 expenditures and revenues highlighting capital projects and amounts of non-lapsing funds applied. Total expenditures are \$2,582,276.00; revenues are \$1,410,671.00 resulting in a levy of \$1,171,605.00. (Expenditures are down 2.36% from last year, revenues are also down from last year by 0.044%). The proposed budget will be using \$228,000.00 of non-lapsing operating funds and \$323,000.00 of non-lapsing capital funds. The estimated assessment values are currently being used to calculate the proposed 2013 budget. The actual manufacturing totals will not be forwarded from the State until early November.

Clerk Schmidlkofer stated the 2013 budget guidelines are as follows:

Levy limit increase - 0.0%

Net new construction – 0.556%

Budget expenditure restraint – not received as of yet

Chairman Jaeckels informed the council the proposed budget is applying \$551,000.00 of non-lapsing funds to meet the preliminary budget guidelines.

Motion by Jaeckels, seconded by Johnson and carried to set the public hearing for the 2013 Budget for Tuesday, November 20, 2012, at 6:45 p.m. and Clerk Schmidlkofer shall publish the notice on November 1, 2012 as a Class I Notice, which will allow 15 days between the publication and the public hearing.

Chairman Jaeckels stated Clerk Schmidlkofer would prepare resolutions and ordinances regarding the proposed 2013 wages and benefits for the November 6, 2012 council meeting.

UNFINISHED BUSINESS:

Motion by Johnson, seconded by Jaeckels and carried to approve the mayoral appointment of Council Member Bangart to the Culture and Recreation Committee.

Motion by Jaeckels, seconded by Schmitzer and carried to nominate Thornber as the council representative to the Plan Commission for a term of October 16, 2012 to April 15, 2013.

NEW BUSINESS:

Motion by Jaeckels, seconded by Thornber to introduce, adopt and waive the second reading of Resolution No. 1636, a resolution to subordinate CDBG Loan No. 07-09. Roll call vote. Eight votes cast. Eight votes aye. Motion carried.

Motion by Jaeckels, seconded by Hilton to introduce, adopt and waive the second reading of Resolution No. 1638, a resolution to subordinate CDBG Loan No. 01-02. Roll call vote. Eight votes cast. Eight votes aye. Motion carried.

Motion by Schmitzer, seconded by Hilton to introduce, adopt and waive the second reading of Resolution No. 1639, a resolution to subordinate CDBG Loan No. 10-04. Roll call vote. Eight votes cast. Eight votes aye. Motion carried.

Motion by Gruett, seconded by Jaeckels to approve snow and ice removal quotes from Austin Management Services LLC as follows:

- ↻ City hall at a rate of \$50.00 per hour (includes application of salt)
- ↻ Library at a rate of \$50.00 per hour (includes application of salt)
- ↻ City sidewalks that have not been shoveled within 36 hours of a snowfall, sleet or succession of drifting at a rate of \$0.20/ lineal foot and \$0.30/lineal foot with salt application

The City received four quotes for snow removal. Discussion took place regarding type of equipment required to complete removal of snow in an efficient and timely manner.

T. Austin introduced himself and reassured the council members that he has ample help and the needed equipment to complete the task.

K. Anhalt owner of Premier Property Management introduced himself and stated that last year he provided the City with proficient and well-timed completion of snow removal. Furthermore stated he has fine-tuned the removal process while working proficiently with city staff.

Mayor Vanne called for a roll call vote. Eight votes cast. Eight votes aye. Motion carried.

Motion by Hilton, seconded by Gruett to introduce, adopt and waive the second reading of Resolution No. 1637, a resolution supporting an Energy Policy for the City of Chilton. Roll call vote. Eight votes cast. Eight votes aye. Motion carried.

COMMUNICATIONS:

Clerk Schmidlkofer distributed the October 1 & 15, 2012 city staff meeting minutes and the minutes of the Chilton Chamber of Commerce September 5, 2012 meeting.

BILLS:

Motion by Hilton, seconded by Johnson to pay the bills. Roll call vote. Eight votes cast. Seven votes aye. (Schmitzer-abstained). Motion carried. Voucher No. 72179 through Voucher No. 72269 or accounts payable and payrolls totaling \$182,558.27.

ADJOURNMENT:

Motion by Hilton, seconded by Johnson and carried to adjourn at 7:40 p.m. on October 16, 2012.

Helen Schmidlkofer, MMC
City Clerk