

Chilton, Wisconsin
October 7, 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 10/03/14, 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 seven members of the Council were present at roll call:

Council Member Richard Bosshardt

Council Member Rick Jaeckels

Council Member Clayton Thornber

Council member Dan Hilton

Council Member Kevin Johnson

Council Member Ron Gruett

Council Member Kathy Schmitzer

Other city officials present were Director of Public Works Todd Schwarz, City Attorney Derek McDermott and City Clerk Helen Schmidlkofer. Absent & excused Linda Bangart.

General attendance: Faye Burg, Delta Publications and McKenzie Thiel.

Those in attendance recited the Pledge of Allegiance.

Moved by Jaeckels, seconded by Hilton and carried to approve the minutes of the council meeting held on 9/16/2014.

REPORT OF OFFICERS:

MAYOR REPORT:

- ↻ Met with Ad-hoc committee for Police Chief selection
- ↻ Announced that Helen Schmidlkofer has completed the necessary requirements to renew the designation of Certified Municipal Treasurer of Wisconsin (CMTW) for a third time.
- ↻ Alderman Gruett inquired if any internal officers applied for the Police Chief position. Mayor Vanne replied, "Yes, one internal candidate."

CITY CLERK REPORT:

- ↻ Hosted an election school today from 9:00 AM to 11:00 AM in preparation of the November 4th election; power point notes were distributed for council members to view
- ↻ October 28th J. Mauel will conduct tax collection training for Premier
- ↻ Completed the application for a Recycling Consolidation Grant along with City's recycling grant application
- ↻ Recreation Department:
 - Held a mandatory meeting last Thursday with the volleyball participants and parents (100% participation) to review Zero Tolerance Policy; sportsmanship, positive attitude
- ↻ Working with Hawkins Ash, CPA regarding preliminary audit work. Gruett questioned if the new auditing firm seemed to be competent. Schmidlkofer replied, "Hawkins staff is requesting many documents that Schenck would review in house."

APPROVE FINANCIAL REPORT:

Moved by Hilton, seconded by Bosshardt and carried to approve the October 1, 2014 financial report.

APPROVE OPERATOR LICENSES:

Moved by Jaeckels, seconded by Schmitzer to approve the two-year license applications to serve fermented malt beverages and intoxicating liquors from October 7, 2014 to June

30, 2016 for Sage M. LeGault and Theresa J. Reiter. Motion carried. Clerk Schmidlkofer noted the Chilton Police Department has approved the applicants.

DIRECTOR OF PUBLIC WORKS REPORT:

- ↻ 2014 Street Projects are all completed: E. Washington & Douglas Streets and the alley off Brooklyn Street
- ↻ Band shelter repairs are complete; additional work will be included in the 2015 budget
- ↻ Well #11 Project Updates; pumphouse footings have been poured and transmission line work has started
- ↻ (WAM) Wisconsin Assessment Monies Grant regarding parcels 415, 420 and 476 E. Main Street; meeting tomorrow with the Sigma Group RE: Phase I & II work
- ↻ Chestnut Street Project – the City is required to have a state approved consultant to complete acquisition of property for this highway project
- ↻ October 20th City will start leaf pick-up

AUDIENCE PARTICIPATION:

The audience did not provide any comments at this time.

REPORT OF COMMITTEES:

Mayor Vanne noted the City Band committee minutes from the September 22, 2014 meeting were in the council packets to review.

Chairman Gruett presented the Public Safety Committee minutes from the September 18, 2014 meeting. Fire Chief Halbach presented the 2015 proposed Fire Department Budget. Chief Halbach highlighted the capital projects for \$18,800.00, which includes hose and turnout gear replacement.

Halbach further noted that the loan for the 2010 Pierce Pumper Truck No. 105 is paid in full as of 2014. The proposed budget did receive endorsement from all three townships (Town of Charlestown, Chilton and Brothertown).

Gruett did inquire if Chief Halbach had concerns with future budget constraints and revenues. Clerk Schmidlkofer assisted Chief Halbach and provided insight regarding previous expenditures.

In 2004 the Fire Department budget was \$145,084.00 (NLF used \$12,912)

2 truck loan payments of \$85,580.00

Total budget of \$230,664.00

Compared to the 2015 proposed budget of \$220,066.00, which includes vehicle depreciation of \$61,000.00 (NLF used \$26,500). The state has mandates on municipal levies. The levy can only be increased by the city's net new construction, which is 0.468%. To meet this state mandate the City has to cut over \$400,000 from the proposed budget when all the departments submitted their preliminary budgets. In the past general fund money was used to apply to the budget however, that is no longer an option. The only resource other than decreasing department budgets is to apply non-lapsing funds. The non-lapsing accounts will not last forever and in fact, when they are gone the City will have to cut services and capital expenditures. This is a common concern among municipalities; working with no levy limits and more and more state mandates.

Gruett noted the consensus of the committee was to forward the proposed 2015 fire department budget to the city clerk for executive budget process.

Chief Halbach informed the committee the Department would like to dispose of a 240 volt, 60-gallon Speedair compressor, which was purchased new in 1995 or 1996.

Moved by Gruett, seconded by Thornber to authorize the Fire Chief to dispose of the air compressor by sealed BIDS. Motion carried.

Minutes of Council Meeting 10-7-2014

Police Chief Seipel presented the 2015 proposed Police Department Budget. Chief Seipel highlighted the capital projects of \$21,600.00, which includes half a squad, bullet resist vests, preliminary breath test, software program licensing. Gruett noted consensus of the committee was to forward the proposed 2015 police department budget to the city clerk for executive budget process.

Chief Seipel informed the committee that Lt. Tyson's last day working for the City of Chilton was September 26, 2014. The new chief will fill the second in command if he/she deems necessary. With that being said Seipel stated he would like to hire a full-time police officer. The officer would be needed to fill open shifts due to the vacancy of the lieutenant. Discussion evolved with hiring an additional officer at this time and the potential that one of the current officers in the Department would not apply for the lieutenant position resulting in laying off the newly hired officer.

Mayor Vanne pointed out that he spoke to the officers within the Department and is confident that someone within the Department will apply for the lieutenant position, which will result in an officer vacancy.

Chief Seipel has been working with Attorney McDermott regarding Municipal Code Chapter 4.07 reference street storage. There should not be storage allowed on city streets. The committee recommended deleting section 4.07 and include that section under parking restrictions.

MOVED TO NEW BUSINESS:

Mayor Vanne opened the Public Hearing at 6:45 P.M. to approve Ordinance No. 1109 to rezone property on Webster Street owned by Leggs 3 LLC from R-2 (One and Two Family Residential) to C-1 (General Business) so they can build their storage shed. Mayor Vanne read the notice. (The notice was published as a Class II notice as required by law.)

Mayor Vanne inquired if anyone was present to speak in favor or not in favor of the rezoning.

Mr. Thiel speaking on behalf of Leggs 3 LLC stated he is in favor of the rezoning. The owners have spoken with the neighbors and they are in favor of the rezoning as well.

Hearing no further comments from the public Mayor Vanne closed the public hearing at 6:48 P.M.

The Plan Commission did recommend the rezoning request at the August 13, 2014 meeting.

Moved by Johnson, seconded by Schmitzer to introduce, adopt and waive the second reading of Ordinance No. 1109, an ordinance to rezone Leggs 3 LLC (Tax ID# 16595) from R-2 (One and Two Family Residential) to C-1 (General Business). Roll call vote.

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

Seven votes cast. Seven votes aye. Motion carried.

MOVED BACK TO COMMITTEE REPORTS:

Moved by Gruett, seconded by Hilton to introduce, adopt and waive the second reading of Ordinance No. 1108, an ordinance to amend Chapter 4 (3) PARKING RESTRICTIONS. (b) No person shall permit any motor vehicle, trailer, semi-trailer or mobile home in his custody to park or remain unattended on any street, alley, municipal parking lot, park or any other public place in the City in excess of 48 hours. Any such vehicle parked or left standing on any street, alley, municipal parking lot, park or public place in the City in violation of this section may be removed by or under the direction of the Chief of Police and the expense of the removal charged to the owner of the motor vehicle, trailer, semi-trailer or mobile home. Roll call vote.

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

Seven votes cast. Seven votes aye. Motion carried.

Chairman Johnson presented the Public Works Committee minutes from the September 23, 2014 meeting.

DPW Schwarz would like to purchase a 2001 used, reconditioned sewer cleaner truck to replace the current 1993 Jetter vacuum truck which is too small for the City's needs. The Vac-Con performs multiple tasks including sewer cleaning and hydro suction prior to digging or televising. City employees tried out the sewer cleaner and were impressed with its performance and the fact that it was user-friendly. Furthermore, Schwarz shared the fact that the City is required to clean the main line from the river to the wastewater treatment plant every other year. The current Jetter cannot handle the job so the City contracts out for this task for approximately \$10,000 each time. With the Vac-Con unit, the City could perform this job.

Moved by Johnson, seconded by Schmitzer to approve the purchase of a used 2001 Vac-Con sewer cleaner from Envirotech Equipment Co. Inc. for \$90,000.00 (Funds from sewer equipment replacement- No. 11536) and to authorization the Director of Public Works to sell the 1993 Jetter vacuum truck. Roll call vote.

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

Seven votes cast. Seven votes aye. Motion carried.

Recommendation on the last DNR sanitary water survey indicated that the City should repaint the south water tower. DPW Schwarz obtained a proposal from McMahon for design and bidding services for the Southside elevated water tank painting project for \$5,400.00.

Moved by Thornber, seconded by Bosshardt to approve the proposal from McMahon for \$5,400.00 for the Southside water tower design and bidding services. Roll call vote.

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

Seven votes cast. Seven votes aye. Motion carried.

(Chairman Johnson noted a color has not been determined at this time.)

The street department currently employs four employees. M. Kasper, Street Department Leadman will be retiring December 3, 2014. According to the union contract, a job posting notice for the vacant position must be posted for six working days to give all employees in the street, water and sewer departments an opportunity to apply for the position. If no one wants the position, then the City can advertise to fill the vacancy.

Motion by Hilton, seconded by Jaeckels to authorize the Director of Public Works to fill the vacant Street Department Leadman position by posting internally and then advertising if necessary. Roll call vote.

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

Seven votes cast. Seven votes aye. Motion carried.

Committee then reviewed the proposed 2015 budget items.

NEW BUSINESS:

Mayor Vanne opened the Public Hearing at 7:00 P.M. to rezone lots 4 thru 8 in the Field Court Subdivision from R-D (Two Family Residential) to R-1 (Single Family Residential).

Mayor Vanne read the notice. (The notice was published as a Class II notice as required by law.)

Mayor Vanne inquired if anyone was present to speak in favor or not in favor of the rezoning.

Hearing no comments from the public Mayor Vanne closed the public hearing at 7:01 P.M.

Moved by Gruett, seconded by Hilton to introduce, adopt and waive the second reading of Ordinance No. 1110, an ordinance to rezone lots 4 through 8 in the Field Court Subdivision (Tax I.D. #31684, 31686, 31690, 31692, 31694) from R-D (Two Family Residential) to R-1 (Single Family Residential).

DPW Schwarz noted lots one thru three in the Field Court Subdivision would remain R-D (Two Family Residential). At the August 13, 2014 Plan Commission meeting the Commission did endorse the rezoning.

Mayor Vanne called for a roll call vote.

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

Seven votes cast. Seven votes aye. Motion carried.

Moved by Hilton, seconded by Schmitzer to approve the bids for CDBG Loan No. 11-01 from Seipel's Carpentry for \$1,297.75 to move the laundry room from the basement to the main floor and 5 Star Mechanical for \$525.00 to complete plumbing. Roll call vote.

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

Seven votes cast. Seven votes aye. Motion carried.

Mayor Vanne reviewed the quarterly financial report along with the water and sewer department quarterly reports. Thornber questioned why insurance account (51930) appeared to be much higher than budgeted. Clerk Schmidlkofer will research and provide information at the next council meeting.

COMMUNICATION:

Distributed monthly building/plumbing report and Chilton Chamber of Commerce September 3, 2014 minutes.

APPROVE PAYMENT OF BILLS:

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

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

Seven votes cast. Six votes aye. Motion carried. Voucher No. 75901 through Voucher No. 75995 or accounts payable and payrolls totaling \$332,333.04.

ADJOURNMENT:

Moved by Jaeckels, seconded by Hilton and carried to adjourn at 7:06 p.m. on October 7, 2014.

Helen Schmidlkofer, MMC
City Clerk