

**CITY OF OCONTO FALLS
COMMON COUNCIL**
Council Chambers – Municipal Building
500 N. Chestnut Avenue -Oconto Falls, WI 54154

**TUESDAY, JUNE 9, 2015 – 7:00 PM
MINUTES**

Meeting called to order at 7:00 PM by Mayor Brad Rice.

Pledge of Allegiance

Roll Call

Present: Mayor Brad Rice, Alderpersons: Mathew McDermid, Jay Kostreva, George Stuckey, Kevin Rusch, and Don Osborne

Excused: Alderperson Marty Coopman

Also present: Administrator Vicki Roberts, City Attorney Larry Jeske, Police Chief Brad Olsen, Deputy Clerk Nancy Brye, Street Superintendent Terry Magnin, and Fire Chief Tim Magnin

Others: Colleen Messenger-Oconto County Reporter, Gail Irwin-Times Herald, Karen Kerber-KerberRose, Bill Grady, Rueben Radke, Dave Alsteen, James Moynihan, Bart Schindel, John Spice, John Salscheider, Kim Magnin, Lowell Kamke, Calvin Johnson, Jerry & Tammy Moynihan, Bart Magnin, Nancy Fish, Bill Wolf, and Belinda Cho

Approval of Minutes – Common Council meeting on May 12, 2015 and Special Common Council meetings on May 14, 2015, May 28, 2015, and June 1, 2015.

MOTION: McDermid/Kostreva

Motion to approve the minutes from the Common Council meeting on May 12, 2015 and Special Common Council meetings on May 14, 2015, May 28, 2015, and June 1, 2015.

Voice Vote: All voting aye - **MOTION CARRIED**

Treasurer's Report – April

MOTION: McDermid/Osborne

Motion to accept the Treasurer's Report for April and place on file.

Voice Vote: All voting aye - **MOTION CARRIED**

Bills Payable – May

MOTION: McDermid/Rusch

Motion to approve the Bills Payable for May.

Voice Vote: All voting aye - **MOTION CARRIED**

Reports:

Administrator Report – written report given.

Police Report – written report given.

Police Chief added the NWTC Cadet Program has started up again and is being overseen by Officer Ruiz. Cadets have logged a total of 91 hours for the month of May, helping with the parade and working with the Building Inspector on ordinance violations.

Municipal Court Report – written report given.

Fire Department Report – written report given.

Fire Chief thanked department members for their assistance with the parade and safety fair. Using funds from the \$5,000 ST Paper donation, the department is in the process of purchasing air bags.

Street Department Report – written report given.

Building Inspector Report – written report given.

Utility Commission Report/Minutes – written report given.

MOTION: Rusch/McDermid

Motion to place reports on file.

Voice Vote: All voting aye - **MOTION CARRIED**

DISCUSSION AND POSSIBLE ACTION ON THE FOLLOWING:

Correspondence/Information

- Recognition to James Moynihan for 50 years of service on the Oconto Falls Fire Department.
- Recognition to Tim Magnin and Bart Schindel for 30 years of service on the Oconto Falls Fire Department.

Mayor and Council congratulated James Moynihan, Tim Magnin, and Bart Schindel for their dedication and years of service to the Oconto Falls Fire Department. Mayor Rice presented James Moynihan with a plaque and ring and presented Tim Magnin and Bart Schindel with a plaque.

OPPORTUNITY FOR CITIZENS TO ADDRESS THE COUNCIL - All Citizens in-put will be limited to 3 minutes.

DISCUSSION AND POSSIBLE ACTION ON ANY OR ALL OF THE FOLLOWING:

Old Business:

- A. Quotes to pulverize and pave Munsert Avenue, Monroe Street, Cherry Avenue, Ridge Road, Indianwood Drive, and City Hall parking lot.
Re: Street Superintendent

Quotes were received from Oconto County and Barley with a detailed breakdown on each street. After reviewing quotes, a couple options were presented as to what would be the most cost effective and better options. It was agreed the best option would be to have Barley complete the curb & gutter for Indianwood and Ridge and the City Hall parking lot. The County would pulverize and pave Munsert, Monroe, Cherry, Ridge, and Indianwood. The City would hire an engineer and the Street Department would assist with preparation on Munsert Avenue. By choosing this option, the City would have approximately \$50,000 as a cushion for extra materials if needed. It was agreed that going this route would be the best option to stay under or within the budgeted amount to complete these roads. The entire project should cost approximately \$309,712.

MOTION: Kostreva/Stuckey

Motion to approve Barley to complete the curb & gutter for Indianwood and Ridge and pulverize and pave the City Hall parking lot; for the County to pulverize and pave Munsert, Monroe, Cherry, Ridge, and Indianwood; and the City to hire an engineer for Munsert and the Street Department to assist with preparation for Munsert; for a total estimated cost of approximately \$309,712.

Roll Call Vote: Kostreva-yes, Stuckey-yes, Rusch-yes, Osborne-yes, McDermid-yes, Coopman-absent - **MOTION CARRIED**

New Business:

- A. Certified Survey Map Request from Shallow Surveying on behalf of Steve and Karen Herms to combine their two parcels located at 299 S. Maple Avenue into one parcel.
Re: Planning Commission

Mayor explained the Planning Commission met earlier and unanimously approved the recommendation for Council to approve the Certified Survey Map as presented.

MOTION: Osborne/McDermid

Motion to accept the recommendation of the Planning Commission to approve the Certified Survey Map Request from Shallow Surveying on behalf of Steve and Karen Herms to combine their two parcels located at 299 S. Maple Avenue into one parcel.

Voice Vote: All voting aye - **MOTION CARRIED**

B. Mobile Home Park License Application for Villa Mobile Home Park LLC.

Re: Deputy Clerk

Deputy Clerk explained this is an annual license renewal for Villa Mobile Home Park. Since there have been no changes to the license since last year, we have again by-passed the Planning Commission and are bringing the renewal approval directly to Council. The only issue at the mobile home park in the past year was a drug related incident in which a meth lab was found in one of the mobile homes. The Police Department received full cooperation from the park owner and management with this matter.

Mayor asked park owner, Bill Wolf, if this mobile home had to be removed.

Bill Wolf stated it did not have to be removed. The home was thoroughly cleaned and is now habitable to live in. He has a letter from the State of Wisconsin stating it has passed inspection.

Administrator asked if Mr. Wolf would forward a copy of this letter to the City for our files.

Bill Wolf said he would do so.

MOTION: Rusch/McDermid

Motion to approve the Mobile Home Park License Renewal for Villa Mobile Home Park LLC for the time period from July 1, 2015 through June 30, 2016.

Voice Vote: All voting aye - **MOTION CARRIED**

C. 2014 Audit Report.

Re: Karen Kerber

Karen Kerber stated the audit for the city and utilities went well. Everything that was requested was provided and everything balanced accordingly. Kerber reviewed the 2014 Financial Audit Report, Statement of Net Position, Statement of Activities, Balance Sheet, Income Statement, Cash Investments, Debt Obligations, and Legal Debt Margins. There is enough debt capacity in the event there is a need. The city and utility accounts are healthy and where they should be.

MOTION: Rusch/McDermid

Motion to place the 2014 Audit Report on file.

Voice Vote: All voting aye - **MOTION CARRIED**

D. Construction of additional 9 holes at River Island Golf Course; possibly select and/or strategically cut trees for an additional 9 holes.

Re: Alderman Rusch

Rusch explained there has been interest in a second set of 9 holes at the golf course. Mat McDermid, Terry Magnin, and Larry Jeske walked the area. There is quite a bit of mature wooded area in which the City could benefit from the lumber if harvested.

Attorney reassured that before anyone was contracted to harvest the wood, the matter would be brought back to Council for approval.

Rusch suggested we harvest the trees even if they do not proceed with plans for additional holes at the golf course.

McDermid agreed. The price of timber is up and there is money to be made with the matured trees.

Cal Johnson, a board member for the Oconto Falls Golf Club, pointed out there is a portion in the original quick deed stating that nothing can be done to the trees unless you proceed with a park or recreation area. The board is in agreement and eager to proceed with a second set of 9 holes and would like to see it done within the next two to three years.

Rusch suggested we check over the language in the deed and table discussion until next month.

Cal Johnson will get a copy of the deed to City Attorney Jeske, who will review it and report back next month.

ITEM TABLED

E. Resolution 15-002; Resolution to modify proceed with curb & gutter on portions of Indianwood Drive and Ridge Road.

Re: City Administrator

Administrator pointed out the draft resolution does not have a time period listed in which the homeowners have to reimburse the City for their 20% portion of the cost. Three years was discussed and suggested at a previous meeting.

MOTION: Rusch/Kostreva

Motion to approve Resolution 15-002; Resolution to modify proceeds with curb & gutter on portions of Indianwood Drive and Ridge Road to include the landowner's portion to be reimbursed to the City over a three year period.

Voice Vote: All voting aye, except Stuckey- abstained - **MOTION CARRIED**

F. Proposal from ACC Planned Service, Inc. for duct cleaning the HVAC system at City Hall.

Re: City Administrator

Mayor asked for this item to be placed on the agenda. After giving it further thought, this item is basically maintenance on the heating/cooling system that will be split three ways between City, Police Department, and Utility and does not need council approval. This is for informational purposes only. The system is in need of cleaning, as there is visible mold and it has not been cleaned since it was installed.

Administrator added it was questioned whether or not insurance would cover the cost of mold removal. As with the fire station, mold is typically not a recoverable expense from insurance.

G. Alcohol Beverage Renewal/Agent License Applications:

Class B Fermented Malt Beverage & Class B Liquor:

The Penguin Again LLC – Agent: Jennifer R Sadorf
Oconto Falls Golf Club Inc - d/b/a River Island Golf Course - Agent: Cynthia Neta
Barbara Salscheider - d/b/a Salscheider’s Antique Bar
S&S Hometown Bar & Restaurant owned by Russell Strom – Agent: Catherine Strom
Brad Gagnon - d/b/a Happy Jacks II
Cory Lynn DuFour LLC – d/b/a One5Seven Bar & Grill – Agent: Cory DuFour

Class A Fermented Malt Beverage & Class A Liquor:

Witt’s Inc - d/b/a Witt’s Piggly Wiggly - Agent: David Witt
Sooch Inc - d/b/a Mobil 22 - Agent: Davinder Sooch
Venture Dynamics Inc - d/b/a Riverview Quick Mart - Agent: Pamela LaCount
Merciers Fastop of Oconto Falls LLC – Agent: Andy Mercier

Re: Deputy Clerk

Deputy Clerk alcohol licenses are up for annual renewal. There have been no changes since last year. Chief Olsen completed a background check on all of the agents and has signed off on their applications. On July 1, 2015 the City will have two open Class B Combination Alcohol Licenses available and 1 reserve available.

MOTION: McDermid/Rusch

Motion to approve the Class A and Class B Malt Beverage & Liquor License Renewal and agent applications as listed above for the time period from July 1, 2015 through June 30, 2016.

Voice Vote: All voting aye - **MOTION CARRIED**

H. Cigarette – Tobacco License Applications:

Sooch Inc - d/b/a Mobil 22
Venture Dynamics Inc - d/b/a Riverview Quick Mart
Witt’s Inc - d/b/a Witt’s Piggly Wiggly
Family Dollar Stores of Wisconsin, Inc d/b/a Family Dollar Store #3770
Barbara Salscheider - d/b/a Salscheider’s Antique Bar
Merciers Fastop of Oconto Falls LLC

Re: Deputy Clerk

Deputy Clerk tobacco licenses are also up for annual renewal. There have been no changes since last year.

MOTION: McDermid/Rusch

Motion to approve the Tobacco License Renewals as listed above for the time period from July 1, 2015 through June 30, 2016.

Voice Vote: All voting aye - **MOTION CARRIED**

I. Operator's License Applications:

One Year License:

Antique Bar: Amanda L. Ferron, Emily R. Steffens, & Rebecca J. Salscheider

River Island Golf Course: Nelisa C. Chamorro

Witt's: Sarah E. Gallian

Happy Jacks II: David F. Dietrich

One5Seven: Kenneth C. Albert

Penguin Again: Autumn A.L. Williams

Mercier's Fastop: Mary L. Posig

Fundraiser Events: Pamela L. Stoll

Two Year License:

Riverview Quick Mart: Sarah G. Hughbanks, Jill M. Miller, Crystal L. Wallenfang, Christine M. Loberger, Marissa A. Meyer, Kimberly M. Philippi, & Dan D. Patton

Penguin Again: Michelle L. Sotka & Nathan J. Rogatski

Fundraiser Events: Trisha M. Yashinsky, Stephanie F. Holman, & Maria C. Bradford

Mobil 22: Patricia A. Strom

River Island Golf Course: Joanne Drews, Courtney L. Magnin, Brynn M. Larsen, & Jason R. Demmith

Witt's: Nancy A. Jensen, Victoria L. Pfeiffer, Jennifer L. Buch, Julia R. Schullo, Patricia A. Hrabik, Mary B. Diedrich, Penny M. Kempke-Cole, Shannon R. Tuchscherer, Chelsie M. Noack, Rose M. Kempke, & Bryce M. Iverson

Re: Deputy Clerk

Deputy Clerk all of the applicants have completed a Beverage Server Class and have filed proper application with the City to either renew their current license or obtain a new license. Chief Olsen completed a background check and has signed off on all applications.

MOTION: Rusch/McDermid

Motion to approve the Operator's License Applications as presented and listed above.

Voice Vote: All voting aye - **MOTION CARRIED**

J. Adjournment.

Mayor Rice asked if there was any further business before the meeting is adjourned.

Administrator wanted to inform Council that additional curb cut outs need to be placed by the handicap fishing dock on Main Street and by the City Hall front entrance.

Having no further business, Mayor Rice declared the meeting adjourned at 7:43 pm.

City Administrator Vicki A. Roberts