

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

**TUESDAY, FEBRUARY 13, 2018 – 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, Aldermen: Marty Coopman, Jay Kostreva, Kevin Rusch, Mathew McDermid, and George Stuckey

Also present: Administrator Vicki Roberts, City Attorney Larry Jeske, Deputy Clerk Nancy Brye, Fire Chief Tim Magnin, Street Superintendent Terry Magnin, and Officer Joe Ruiz

Excused: Alderman Devin Wirtz and Police Chief Brad Olsen

Others: Beth Julius, Don Heikkila, Tim Holman, Kevin Patenaude and Warren Bluhm - Times Herald

Approval of Minutes – Common Council Meeting on January 9, 2018

MOTION: Kostreva / McDermid

Motion to approve the minutes from the Common Council Meeting on January 9, 2018 as presented.

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

Treasurer's Report – December

MOTION: Rusch / Kostreva

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

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

Bills Payable – January

MOTION: McDermid / Coopman

Motion to approve the Bills Payable for January.

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

Reports: written reports submitted for review

Administrator Report

Police Report

Municipal Court Report

Fire Department Report - no written report

Fire Chief reported the department had to purchase a mobile radio for approximately \$800. One of the department's radios quit working and was beyond repair.

Street Department Report

Street Superintendent informed Wild Rivers Forestry has started logging the area on Maple Street near the Sno-Jokers shed. Although pulp is down right now, they still honored the contract price. They will keep close track of the logs being taken off and will give us a detailed copy.

Building Inspector Report

Kostreva asked if we heard anything from the owner of the old Caldwell House site with regards to what is being done with the property.

City Administrator informed she and the building inspector will be talking to the owner, Pam Ellman. If no action is taken, we may need to address it at Council this spring.

Utility Commission Report/Minutes

MOTION: Rusch / Coopman

Motion to place reports on file.

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

DISCUSSION AND POSSIBLE ACTION ON THE FOLLOWING:

Correspondence/Information

- Friends of the Oconto Falls Fire Department Annual Spaghetti Dinner Fundraiser – Saturday, March 17, 2018 at the Fire Station.

City Administrator pointed out the Friends of the Oconto Falls Fire Department have purchased over \$88,000 of equipment and supplies for the fire department. She encouraged everyone to attend this fundraiser event and show support for our firemen.

- Employee Recognition:
City: **Eve Wallace** – 15 years of service
Vicki Roberts – 10 years of service

Utility: **Justin Beaman** - 15 years of service (will be recognized at the Utility Commission Meeting next Monday)

Mayor and Council thanked Vicki Roberts for her years of dedicated service to the City and presented her with a certificate. Eve Wallace was not present at the meeting but will be presented with a certificate the following day.

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

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

Old Business: Nothing to report

New Business:

- A. Storage unit at tubing hill.
Re: Tim Holman

Tim Holman presented on behalf of the Lions Club. They would like to have a permanent storage shed constructed at the tubing hill to use for storage and serving. He commented the building could also be used for other events such as the Run for the Trails event and possibly for fat-tire bike trail events. The Lions Club has received enough donations to construct a ground level type shed, approximately 12 feet x 24 feet; that similar to the Boy Scout's shed.

City Attorney commented that since the property is being leased by the Oconto Falls Golf Club, they would also need to sign off and grant permission to construct the building.

MOTION: Rusch / McDermid

Motion to allow the Oconto Falls Lions Club to build a storage shed near the tubing hill; subject to approval from the Oconto Falls Golf Club.

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

- B. Declare two Benelli shot guns, one Remington 870, and 12 gauge ammunition as surplus.
Re: Police Chief

City Administrator informed it was discussed during budget finance meetings that these items will be needed to be declared surplus.

MOTION: Rusch / Kostreva

Motion to declare two Benelli shot guns, one Remington 870, and 12 gauge ammunition as surplus.

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

- C. Police Chief Olsen's vacation days.
Re: Personnel Committee

McDermid informed the Personnel Committee met on February 1, 2018 an unanimously approved the recommendation for the Police Chief's vacation schedule to follow the same schedule set for the City Administrator. The Police Chief currently has no scheduled increase on vacation time.

MOTION: Rusch / Coopman

Motion to accept the recommendation of the Personnel Committee to approve the Police Chief's vacation schedule to follow the same increase as set for the City Administrator; 3

weeks of vacation each year for 1-5 years of service, 4 weeks of vacation each year for 6-10 years of service, and 5 weeks of vacation each year for 10+ years of service.

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

D. Officer Jamie Kuhn's promotion to detective position.

Re: Personnel Committee

McDermid informed the Personnel Committee also discussed a promotion for Officer Jamie Kuhn. The committee unanimously approved the recommendation to promote her to a detective position. She is already performing detective duties as well as filling road shifts.

Kostreva asked since she is doing both jobs, are we looking at hiring another officer?

McDermid informed this need was also discussed at the Personnel Committee meeting and is being sent to the Finance Committee to find funding to possibly hire another officer.

City Administrator mentioned that a meeting will be set sometime in March or April as she and the Police Chief would like to meet with School Superintendent Dean Hess to see if there is any funding available through a school resource officer which could help offset some of the cost.

MOTION: Rusch / Kostreva

Motion to accept the recommendation of the Personnel Committee to approve the promotion of Jamie Kuhn to a detective position and follow the detective pay rate set forth in the WPPA Contract.

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

E. Custom Metals Specialists loan review.

Re: Revolving Loan Committee

City Administrator informed the Revolving Loan Committee met yesterday to discuss the current loan for Custom Metals which ballooned on February 1, 2018. It was unanimously agreed to recommend extending the note for another 8 years at 3.25% interest rate.

MOTION: McDermid / Rusch

Motion to accept the recommendation of the Revolving Loan Committee to approve an extension on the note for Custom Metals Specialist for an (8) eight year term at 3.25% interest rate.

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

F. Temporary Class B License Application for the Friends of the Oconto Falls Fire Department to sell wine and beer at their annual spaghetti fundraiser dinner on Saturday, March 17, 2018 at the Fire Station.

Re: Deputy Clerk

Deputy Clerk informed this is an annual fundraiser event for the Friends of the Oconto Falls Fire Department. They have filed proper application with the city and a donation has been made to cover the license fee.

MOTION: Kostreva / McDermid

Motion to approve the Temporary Class B License Application for the Friends of the Oconto Falls Fire Department to sell wine and beer at their annual spaghetti fundraiser dinner on Saturday, March 17, 2018 at the Fire Station.

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

G. Operator's License Applications:

One year license expiring June 30, 2018: Stephanie L. McDermid & Lucy A. Lancman

Two year license expiring June 30, 2019: Andrea M. Croschere

Re: Deputy Clerk

Deputy Clerk informed all applicants have taken the Responsible Beverage Server Class and filed proper application with the city. Chief Olsen completed back ground checks and has signed off on all applications.

MOTION: Coopman / Rusch

Motion to approve the operator's license applications as presented for Stephanie L. McDermid, Lucy a. Lancman, and Andrea M. Croschere.

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

H. Application for agent change from Andrew Scheeneman to Kevin Patenaude on the Oconto Falls Golf Club Inc. Alcohol License.

Re: Deputy Clerk

Deputy Clerk informed the Oconto Falls Golf Club has filed proper application with the city for an agent change. Chief Olsen completed a back ground check and has signed off on the application.

MOTION: McDermid / Kostreva

Motion to approve the application for an agent change from Andrew Scheeneman to Kevin Patenaude on the Oconto Falls Golf Club Inc. Alcohol License.

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

I. Adjournment.

Mayor Rice asked if there was any further business before the meeting is adjourned. Having no further business, he declared the meeting adjourned at 7:26 pm.

City Administrator Vicki A. Roberts