

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

**TUESDAY, NOVEMBER 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: Devin Wirtz, Jay Kostreva, Marty Coopman, Mathew McDermid, Tim Holman, and Kevin Rusch

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

Others: Samantha Doney, Warren Bluhm-Times Herald, Don Heikkila, Shannon & Koa Lefebvre, Brad Magnin, Bryce & Alex Roberts, and Officer Joe Ruiz

Approval of Minutes – Common Council Meeting on October 9, 2018.

MOTION: Rusch / Wirtz

Motion to approve the minutes as presented for the Common Council Meeting on October 9, 2018.

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

Treasurer's Report – September

MOTION: Rusch / McDermid

Motion to accept the Treasurer's Report as presented for September and place on file.

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

Bills Payable – October

MOTION: McDermid / Coopman

Motion to approve the Bills Payable as presented for October.

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

Reports: written reports submitted for review

Administrator Report

Police Report

Verbally added - the main computer went out in the old squad car and will cost approximately \$1,100 to have it replaced.

Municipal Court Report

Fire Department Report

Verbally added – the company who was doing the fire station study is willing to meet with city officials at no cost to explain our options and what they do.

Street Department Report

Verbally added – leaf pick up has been extended until next Wednesday. WE Energies contractor, K & S, has installed temporary concrete sidewalk pads along Cherry Street which will be replaced next spring. The street department received two loaders so far to try out; one from Kamatzu and another from CAT. A third loader, from Volvo will be coming Thursday.

Building Inspector Report

Council questioned the complaint mentioned in the report from a homeowner on Cardinal Drive who feels the city should install a fence by Pleasant View Park. The city will not be installing a fence; this would be the homeowner's responsibility. Council also questioned a rental property on Main Street with regards to the condition of an old barn and unsightly debris and refuse collecting on the property. The property owner informed the barn would be coming down and that the renters will be cleaning up the yard.

Utility Commission Report/Minutes

MOTION: McDermid / Holman

Motion to place reports on file.

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

DISCUSSION AND POSSIBLE ACTION ON THE FOLLOWING

Correspondence/Information:

- Certificate of Appreciation from the American Legion Auxiliary
- Honor Brad Magnin and Bryce Roberts for their actions that led to a life being saved.

Brad Magnin and Bryce Roberts were presented with framed certificates and recognized for their extraordinary actions that led to a life being saved while working on duty for the street department.

OPPORTUNITY FOR CITIZENS TO ADDRESS THE COUNCIL – No citizens in-put

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

Old Business: *Nothing to address*

New Business:

A. Resolution 18-005; 2019 Utility Commission Budget Resolution.
Utility Manager Greg Kuhn

Utility Manager provided copies of the 2019 Utility Budget for water, sewer, and electric in council packets. Kuhn pointed out a few highlights planned for next year. He commented the water and sewer does not have any planned projects. There are three planned projects for the electric; 1) replace existing rotting utility poles behind Jones Funeral Service; 2) replace nine utility poles along Flatley Avenue; and 3) update secondary underground infrastructure along Hillside Avenue to bring it to current standards. The three projects are projected to cost approximately \$115,000 and will take approximately one year to complete. The electric utility will also be purchasing a plow for the new water truck. The sewer utility will be purchasing a stand-by generator and installing manual switches at lift stations.

Coopman commented on the promotion and wages for Customer Service Representative Beth Rank. He reiterated Utility Budget Committee plans to give Rank a promotion; increasing her wages in 2019 by \$2.00 per hour and then finish with an additional increase to bring her pay up to \$23.33 per hour in 2020. Coopman did not feel this promotion should be given in a two year increment and would like to see Rank receive the full promotion in 2019. He felt Rank's workload has increased with taking on responsibilities after the departure of Lisa Christiansen and felt she should be compensated for such.

MOTION: Rusch / McDermid

Motion to accept the recommendation of the Utility Budget Committee and approve Resolution 18-005; 2019 Utility Commission Budget Resolution as presented.

MOTION: Coopman / Kostreva

Motion to amend the 2019 Utility Commission Budget to reflect a promotion for Beth Rank; increasing her wages to \$23.33 per hour, effective January 1, 2019.

Continued discussion...

It was pointed out that the split promotion was at the recommendation of the Utility Budget Committee and some felt \$2.00 per hour increase in 2019 was sufficient; especially coming soon after a recent rate increase. When asked what Rank was being promoted to, Utility Manager Kuhn responded she was being promoted from Customer Service Representative to Lead Customer Service Representative. Kuhn informed he did put in for the full promotion to become effective in 2019 but the committee decided on the split. The past Administrative Assistant's wages would have been at \$23.33 per hour, but it was pointed out she was here for 20 years and Rank has only been here a couple years.

Motion to amend the budget was called.

MOTION: Coopman / Kostreva

Motion to amend the 2019 Utility Commission Budget to reflect a promotion for Beth Rank; increasing her wages to \$23.33 per hour, effective January 1, 2019.

Roll Call Vote: Coopman-yes, Kostreva-yes, Rusch-no, Wirtz-no, McDermid-no, Holman-no - **MOTION FAILS**

Motion to approve budget as presented was called.

MOTION: Rusch / McDermid

Motion to accept the recommendation of the Utility Budget Committee and approve Resolution 18-005; 2019 Utility Commission Budget Resolution as presented.

Roll Call Vote: Rusch-yes, McDermid-yes, Coopman-no, Wirtz-yes, Holman-yes, Kostreva-no - **MOTION CARRIED**

B. Zoning for Pleasant View Estate – 2nd Addition

- 1) Report of Recommendation by the Oconto Falls Planning Commission
- 2) Ordinance No. 18-001; an ordinance to change zoning of Pleasant View Estates – 2nd Addition from C-1 Commercial to R-1 Single Family
Re: Planning Commission

The Planning Commission met a couple times and followed proper procedures to hold a public hearing to change zoning of Pleasant View Estates – 2nd Addition from C-1 Commercial to R-1 Single Family. This is basically cleaning up the city's zoning map to reflect something that should have been changed back when the area was platted for housing development in 2007. There are quite a few homes already built in this area.

MOTION: McDermid / Holman

Motion to approve the recommendation of the Planning Commission and approve Ordinance No. 18-001; an ordinance to change zoning of Pleasant View Estates – 2nd Addition from C-1 Commercial to R-1 Single Family as presented.

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

C. Revise Mayoral appointments list to include appointment of Tim Holman as chairperson for the Board of Appeals.

Re: Mayor Rice

Chairperson for the Board of Appeals is a Mayoral appointment to be approved by the Council. A chairperson for this board was never appointed and there is a case coming before the board in the near future.

MOTION: Rusch / Wirtz

Motion to approve the Mayoral appointment of Tim Holman as chairperson for the Board of Appeals.

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

D. Operator's License Applications: 1 year – Brooke L. Trepanier

2 year – Stephanie L. Kurek

Re: Deputy Clerk

Both applicants have completed the Beverage Server Class and filed proper application with the city to obtain a license. Chief Olsen completed background checks and signed off on both applications.

MOTION: Coopman / Wirtz

Motion to approve the Operator's License Applications as presented for Brooke L. Trepanier and Stephanie L. Kurek.

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

E. 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 7:36 pm.

City Administrator Vicki A. Roberts