

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

**TUESDAY, AUGUST 13, 2019 – 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, Jeff McDonald, Kevin Rusch, Mathew McDermid, and Tim Holman

Also present: Administrator Vicki Roberts, City Attorney Larry Jeske, Deputy Treasurer Eve Wallace, and Street Superintendent Terry Magnin

Excused: Alderman Marty Coopman, Deputy Clerk Nancy Brye, Fire Chief Tim Magnin, and Police Chief Brad Olsen

Others: Warren Bluhm-Times Herald, Paul Ehrfurth-OCEDC, Gail Yatso, Gerry Davis, Stephanie Holman, and Emily, Sue, John, & Aaron Gonnering

Approval of Minutes – Common Council Meeting on June 11, 2019
Common Council Meeting on July 9, 2019

Tabled until return of Deputy Clerk

Treasurer's Report – June

MOTION: Rusch / Holman

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

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

Bills Payable – July

MOTION: McDermid / Wirtz

Motion to approve the Bills Payable as presented for July.

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

Reports: written reports submitted for review

Administrator Report

Police Report

Municipal Court Report

Fire Department Report

Street Department Report

Verbally added – part-time summer help will be done on August 23, 2019. The baseball field is going well and is 75% seeded.

Building Inspector Report

Utility Commission Report/Minutes

MOTION: McDermid / Rusch

Motion to place reports on file.

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

DISCUSSION AND POSSIBLE ACTION ON THE FOLLOWING - Correspondence/Information:

Nothing to address

OPPORTUNITY FOR CITIZENS TO ADDRESS THE COUNCIL

Gerry Davis, who resides at 603 S. Main Street, expressed his concerns with the installation of the new sidewalk along S. Main Street. His concerns were mainly regarding his driveway and the line of vision with the retaining wall. He also explained significant water problems 30 years ago which have now been corrected and hoping the new sidewalk won't create water problems again. He also has concerns with lot line and right of way. Street Superintendent informed they are trying to keep the sidewalk uniform with being 3 feet off the curb. Street Superintendent, City Administrator, and Alderman Rusch will meet Davis at the site tomorrow to explain and answer any questions.

DISCUSSION AND POSSIBLE ACTION ON ANY OR ALL OF THE FOLLOWING

Old Business:

- A. Update on dog park.

Emily Gonnering presented a final update. The dog park is coming along very well. A ribbon cutting ceremony is scheduled for August 17, 2019. Much progress has been made since the last update on fence installation. Fire hydrants for relieving areas, kiosk, poles for bag and ball dispensers, concrete slabs for benches, signs, and mulch have all been put in place. Emily is waiting on a tree from Corey & Co. along with a few small finishing touches.

New Business:

- A. Offer to Purchase - 431 Union Avenue, Oconto Falls, WI

City Attorney drew up an offer to purchase for the Jamie Nelson property located at 431 Union Avenue with a purchase amount of \$31,200. The offer to purchase contingency is subject to approval by the City Council. Title insurance is just shy of \$500.

MOTION: Wirtz / Rusch

Motion to approve the Offer to Purchase for the Jamie Nelson property located at 431 Union Avenue in the amount of \$31,200 and to pay the title insurance in the amount \$476.

Roll Call Vote: Wirtz-yes, Rusch-yes, Holman-yes, McDermid-yes, McDonald-yes
Coopman-absent; - **MOTION CARRIED**

B. Resolution 19-007 to adopt a Citizen Participation Plan

OCEDC Director Paul Ehrfurth explained since the city is in the process of closing the Revolving Loan Fund; the city will need to return the remaining balance of funds plus the accounts receivable. The city can then apply for projects to be paid for from the funds that were returned. In order to apply for these funds, the State requires municipalities to adopt a Citizen Participation Plan. Projects being considered for the use of these funds are the Senior Center and blight elimination for part of downtown.

MOTION: McDermid / Holman

Motion to approve Resolution 19-007; a resolution to adopt a Citizen Participation Plan as presented.

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

C. Adoption of City of Oconto Falls Procurement Policy

Paul Ehrfurth explained the procurement policy lays out the process to follow for projects relating to the use of funds as discussed in the previous agenda item. Mayor questioned what would happen to the city's portion if not used. Paul assured us he would see the funds get used.

MOTION: Wirtz / McDermid

Motion to adopt the City of Oconto Falls Procurement Policy as presented.

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

D. Operator's License Application: 1 year – Virginia Huycke

Virginia has completed the Beverage Server Class and filed proper application with the City to obtain an operator's license. Chief Olsen completed a background check and signed off on her application.

MOTION: Wirtz / Holman

Motion to approve operator's license application for Virginia Huycke as presented.

Voice Vote: All present 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 7:22 pm.

City Administrator Vicki A. Roberts