

**CITY OF OCONTO FALLS
COMMON COUNCIL
Reorganizational Meeting
Oconto Falls Fire Station
98 Jackson Street - Oconto Falls, WI 54154**

**TUESDAY, MAY 5, 2020 - 2:00 PM
MINUTES**

Due to Governor Evers Stay-At-Home Order during the COVID19 outbreak; the City of Oconto Falls held this in-person public meeting at a different location from normal meetings to allow for safe distancing practices. This meeting was held for the purpose of reorganizing the Common Council and attending to an immediate need in order to proceed with the Oakland Street project. The public was invited to attend the meeting but was asked to follow safe distancing practices during attendance.

Meeting called to order at 2:00 PM by Mayor Brad Rice

Pledge of Allegiance

Roll Call

Present: Mayor Brad Rice, Aldermen: Devin Wirtz, Jeff McDonald, Marty Coopman, Kevin Rusch, Mathew McDermid, and Tim Holman

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

Others: Michelle Tester and Aaron Breitenfeldt – Robert E. Lee & Associates

Approval of Minutes – Common Council Meeting on March 10, 2020

MOTION: McDermid / Wirtz

Motion to approve the minutes as presented for the Common Council Meeting on March 10, 2020.

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

Treasurer's Report – February and March

MOTION: Rusch / Holman

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

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

Bills Payable – March and April

MOTION: Rusch / McDermid

Motion to approve the Bills Payable as presented for March and April.

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

OPPORTUNITY FOR CITIZENS TO ADDRESS THE COUNCIL – no citizen input

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

Old Business: Nothing to address at this time.

Adjourn Sine Die

New Council Called to Order

Roll Call

Present: Mayor Brad Rice, Aldermen: Devin Wirtz, Jeff McDonald, Marty Coopman, Kevin Rusch, Mathew McDermid, and Tim Holman

Oath of Office was administered to the following after certification of the April 7, 2020 Election, but before the term start date of April 21, 2020 by Deputy Clerk Brye:

Mayor Brad Rice
Municipal Judge James Patenaude
District 1 Alderman - Jeff McDonald
District 2 Alderman - Marty Coopman
District 3 Alderman - Tim Holman

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

New Business:

A. Elect a Council President.

MOTION: Rusch / Wirtz

Motion to nominate Marty Coopman for Council President.

Mayor asked if there were any other nominations. Having none, nominations were closed.

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

B. Elect a Water and Light Commissioner – 5 year Appointment.

Let it be noted, this item will be addressed at the next Common Council Meeting. Notice has been published in the newspaper that all letters of interest for this position are due to the Administrator's office by May 27, 2020. Therefore, an appointment will not be made until all letters have been received.

Item tabled

C. Approval of Appointments by Mayor.

Mayoral Appointments

A.)	City Administrator	Vicki Roberts
B.)	Clerk	Vicki Roberts
C.)	Treasurer	Vicki Roberts
D.)	Police Chief	Brad Olsen
E.)	City Attorney	Larry Jeske
F.)	Health Officer	Terry Magnin
G.)	Civil Defense	Tim Magnin
H.)	Dog Pound Master	Brad Olsen
I.)	Water & Light Commission	Marty Coopman
J.)	Building Inspector	Jane Meissner
K.)	Fire Chief	Tim Magnin

Mayoral Committee Appointments

Ambulance Board: Marty Coopman - *Council Appointment*

Board of Appeals - (Mayor appoints a Chairperson):
Chairperson Tim Holman, Kenneth Harter, Vicki Roberts, Devin Wirtz, and Marty Coopman

Board of Health: Vicki Roberts, Brad Olsen, and Brad Rice

Board of Review: Mayor Brad Rice, Clerk Vicki Roberts, Devin Wirtz, Tim Holman, Marty Coopman, and Jeff McDonald

Economic Development Coordinator: Vicki Roberts

Emergency Government Planning Committee: *Council Member* Marty Coopman , *Council Member* Jeff McDonald, *Police Chief* Brad Olsen, *Fire Chief* Tim Magnin, *Utility Manager* Greg Kuhn, *City Administrator* Vicki Roberts, *Ambulance Personnel*, and *County Personnel*

Finance: Devin Wirtz, Mathew McDermid, Tim Holman, Marty Coopman, Kevin Rusch, and Vaughn Spaulding

Joint Review Board: Vicki Roberts - *Council Official Appointment* and Christos Anastasopoulos - *Citizen Appointment*

Library Board: Marty Coopman - *Council Appointment*

Main Street Committee: Ashley Bahrke – OCEDE, Peter Bruesch – Coachlight Inn, Paul Ehrfurth – OCEDE, Stephanie Holman – Senn Hometown Insurance, Melanie Rice – The Flower Shoppe, Vicki Roberts – City Administrator, Barb Salscheider – Salscheider’s Antique Bar, and Gail Yatso – Oconto Falls Chamber of Commerce

Oconto County Economic Development Corporation: Vicki Roberts - *City Representative*

Ordinance: Marty Coopman , Mathew McDermid, Devin Wirtz, Kevin Rusch, and Jeff McDonald

Park & Recreation: Kevin Rusch, Jeff McDonald, and Mathew McDermid

Citizen Appointments - 3 year term: Tom Trudell, Rueben Radke, and Terry Magnin

Personnel: Kevin Rusch, Mathew McDermid, Marty Coopman, and Vicki Roberts (non-voting)

Personnel Manual: Marty Coopman, Mathew McDermid, Kevin Rusch, *City Administrator* Vicki Roberts (non-voting), and *Utility Manager* Greg Kuhn (non-voting)

Planning Commission: Vicki Roberts, Marty Coopman, Jeff McDonald, Jerry Davis, Vaughn Spaulding, and Chique Tousey-Tabor

Revolving Loan: Vicki Roberts, Kevin Rusch, Connie Kriescher, Richard Van Ark, and Carrie Hill

Senior Citizen Board of Directors: Brad Rice - *Council Appointment*

Union Negotiating Committee (WPPA): Kevin Rusch, Devin Wirtz, Mathew McDermid, Marty Coopman, *City Administrator* Vicki Roberts (non-voting), and *Police Chief* Brad Olsen (non-voting)

Water & Light Shared Personnel: *Utility Manager* Greg Kuhn (non-voting), Carl Vowinkle, and Jim Patenaude

Wisconsin Public Power, Inc.: *Utility Manager* Greg Kuhn

Official Depositories: Associated Bank, NEW Credit Union, Peshtigo National Bank, and Community Investment Partners

MOTION: McDermid / Rusch

Motion to approve the appointments by Mayor as presented.

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

D. Approval of Appointments by City Administrator.

City Administrator Appointments

- | | | |
|-----|-----------------------|--------------|
| A.) | Deputy Clerk | Nancy Brye |
| B.) | Deputy Treasurer | Eve Wallace |
| C.) | Street Superintendent | Terry Magnin |

MOTION: McDermid / Holman

Motion to approve the appointments by City Administrator as presented.

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

E. Resolution 20-001; a resolution designating newspaper for legally required notices.

This is an annual resolution with the designation to continue using Oconto County Times Herald as the newspaper for legally required notices.

MOTION: McDermid / Wirtz

Motion to approve Resolution 20-001; a resolution designating Oconto County Times Herald as the newspaper to be used for legally required notices.

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

F. Bid consideration for Oakland Avenue project.

Aaron J. Breitenfeldt, project engineer for Robert E. Lee & Associates, informed bids were opened on May 1, 2020 for the 2020 Oakland Avenue Reconstruction Project. Seven bids were received ranging in the amount from \$1,593,015 to \$2,101,652.50. The low bidder was Kruczek Construction from Green Bay with a total base bid of \$1,593,015. Based on the bids received, Kruczek Construction will still be the low bidder with any combination of the alternate bid items that the City selects to award. Kruczek Construction is qualified to perform the work and has worked well with Robert E. Lee & Associates on past projects. It is the recommendation of Robert E. Lee & Associates that the City award the project to Kruczek Construction for the base bid amount of \$1,593,015 plus any alternate bid items the City selects.

There was discussion as to the start and completion date of the project and if there would a penalty imposed in the event the project runs over completion date. Breitenfeldt commented that Kruczek Construction would like to start in two weeks and has a completion date being the end of October. We do have some leverage, as the contract does state a penalty up to \$1,200 per day can be applied with good reason on substantial and final completion dates.

Alternate bid items for Flatley Avenue and concrete crushing were also discussed to decide which options best fit the city's needs.

MOTION: McDermid / Coopman

Motion to approve Kruczek Construction's base bid in the amount of \$1,593,015.00 for the Oakland Avenue Reconstruction Project; accepting ALT1 for Flatley Avenue to include items 70 - 74 totaling \$86,805.00; also accepting ALT2 for concrete crushing totaling \$67,640.00; making this a grand total of \$1,747,460.00.

Roll CallVote: McDermid-yes, Coopman-yes, Wirtz-yes, McDonald- yes, Rusch-yes, Holman-yes – **MOTION CARRIED**

G. Adjournment.

Mayor asked if there was any further business before the meeting is adjourned. Having no further business, he declared the meeting adjourned at 2:35pm.

City Administrator Vicki A. Roberts