

**CITY OF OCONTO FALLS
COMMON COUNCIL**

Council Chambers – Municipal Building
500 N. Chestnut Avenue - Oconto Falls, WI 54154

**TUESDAY, SEPTEMBER 8, 2020 - 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, Jeff McDonald, Devin Wirtz, and Mathew McDermid

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, and Fire Chief Tim Magnin

Absent: Aldermen Kevin Rusch and Tim Holman

Others: Samantha Doney, Aaron Breitenfeldt, Greg Pitel, and Warren Bluhm-Times Herald

Approval of Minutes – Common Council Meeting on July 14, 2020; Public Hearing on August 18, 2020; and Common Council Meeting on August 18, 2020

MOTION: Wirtz / McDonald

Motion to approve the minutes as presented for the Common Council Meeting on July 14, 2020; Public Hearing on August 18, 2020; and Common Council Meeting on August 18, 2020.

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

Treasurer's Report – June & July

MOTION: McDermid / Wirtz

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

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

Bills Payable – July & August

MOTION: McDermid / Coopman

Motion to approve the Bills Payable as presented for July & August.

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

Reports: written reports submitted

- ✓ Administrator Report
- ✓ Police Department Report
- ✓ Municipal Court Report
- ✓ Fire Department Report
- ✓ Street Department Report
- ✓ Building Inspector Report
- ✓ Utility Commission Report/Minutes

MOTION: McDermid / Wirtz

Motion to place reports on file.

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

DISCUSSION AND POSSIBLE ACTION ON THE FOLLOWING:

Correspondence/Information

- ❖ Resignation letter for serving on the Planning Commission from Jerry Davis.

OPPORTUNITY FOR CITIZENS TO ADDRESS THE COUNCIL – no citizen input

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

Old Business:

- A. Mobile Home Park License Renewal Application for Villa Mobile Home Park LLC.

The license renewal for Villa Mobile Home Park was tabled at the July Council Meeting. A few mobile home lots needed to be cleaned up before Council would sign off on a renewal. The building inspector indicated in her report that the areas of concern have been cleaned up. It was also mentioned that owner, Bill Wolf, is working something out with regards to repaving the private drive around the park area.

MOTION: McDermid / Coopman

Motion to approve the 2020-2021 Mobile Home Park License Renewal Application for Villa Mobile Home Park LLC as presented.

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

- B. Flatley Avenue.

While Street Superintendent Terry Magnin, Utility Manager Greg Kuhn, and Engineer Aaron Breitenfeldt were surveying catch basins on Flatley Avenue, they found a few issues. The initial plan was to put in curb and gutter this year when doing the Oakland Avenue / Sheridan Street area. Many tree roots were found in the sewers and the water mains also should be redone. Kuhn suggested we not put in the curb and gutter this year but rather wait until 2021 and do a complete reconstruction of Flatley Avenue like we are currently doing to Oakland Avenue. By doing so, he felt it would last for approximately 30 years. This would not change anything for Sheridan Street.

Kuhn presented alternative options with doing repair work on the sewer which would hold off reconstruction until the time arises. Many thought by taking care of it all in 2021 may be the better option and better cost savings in the long run. There was continued discussion as to whether or not this could even be done with the bonding in place for current construction. There were also questions as to additional costs and if there would be enough covered in the bonding. City Administrator will check with our bond counsel, Ehlers, with regards to the timeline we have to use the bonding funds and if it would be possible to add reconstruction of Flatley Avenue for the spring of 2021.

MOTION: McDermid / McDonald

Motion to hold off doing Flatley Avenue portion until 2021; contingent upon receiving approval from bond counsel if able to do so.

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

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

New Business:

A. 2019 Annual Audit Report.

Greg Pitel from Kerber Rose presented and reviewed the 2019 Financial Audit Report prepared by his firm which will be kept on file. Pitel reviewed the management letter pointing out audit findings, internal control, and deficiencies. As a whole the city and utility finances look good.

MOTION: McDermid / Coopman

Motion to accept the 2019 Audit Report as presented and place on file.

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

B. Resolution 20-007; Annual Compliance Maintenance Resolution for Wastewater Treatment Plant.

This resolution is required to be filed with the DNR annually by the wastewater treatment plant operator. There have been no issues and everything is going well.

MOTION: McDermid / Wirtz

Motion to approve Resolution 20-007; Annual Compliance Maintenance Resolution for Wastewater Treatment Plant as presented.

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

C. Outstanding invoice for Point of Beginning.

Point of Beginning (POB) worked closely with the city, Youth Football Group, and Panther Pride to design plans to reconstruct Memorial Field Park. The cost was \$5,000 for POB to develop plans, to help organize and set up a website campaign, and offer guidance with fundraising efforts. It was the understanding of the Council in 2019 when this was being done that the \$5,000 would be covered through Panther Pride fundraising effort. Council gave their approval of the master plan and to proceed with fundraising to complete construction. Since this time, Panther Pride has disbanded

and the city has now received an outstanding invoice from POB. POB has written off \$1,640.67; leaving a balance of \$3,359.33. There was a lengthy discussion and agreed that it was unfortunate the parties who said they would pay for the services have not and the city was left holding the bill. McDermid will make sure we receive all the work that was done to include any plans or files on a zip drive.

MOTION: McDermid / McDonald

Motion to authorize payment to Point of Beginning for invoice number 23699 in the amount of \$3,359.33, with funds to come out of the Fund Balance.

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

D. Declare 2014 Kubotz zero turn lawnmower as surplus.

McDermid would like this item tabled for now. He felt the motor should have lasted much longer than it had and would like to reach out to Kubota one more time to try and negotiate a price to have it fixed.

ITEM TABLED

E. Operator's License Applications: Two year: Kelly Jo Doman, Jacob T Holman, and Aidan Stary.

Applicants listed above 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 has completed a background check and signed off on all applications.

MOTION: Wirtz / McDonald

Motion to approve the Operator's License applications as presented for Kelly Jo Doman, Jacob Holman, and Aidan Stary.

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

F. Adjournment.

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

Since the Aaron Breitenfeldt was present, Council asked for an update on the Oakland Street project. Breitenfeldt explained the contractors are asking for a three (3) week extension to complete the project. They ran into a conflict while WE Energies was doing their work on the site. There was continued discussion and Council could understand that at least a two (2) week extension was reasonable; especially since we added the Sheridan Street project onto their workload. Since this was not an item agenda, Council cannot make a motion regarding this matter. City Administrator and Utility Manager do however have the authority to make this executive decision without Council ruling.

Having no further business, he declared the meeting adjourned at 8:07 pm.

City Administrator Vicki A. Roberts