

**CITY OF OCONTO FALLS
COMMON COUNCIL**

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

**TUESDAY – MAY 11, 2021 - 7:00 PM
MINUTES**

Meeting called to order at 7:05 PM by Mayor Brad Rice

Pledge of Allegiance

Roll Call

Present: Mayor Brad Rice, Aldermen: Marty Coopman, Devin Wirtz, Jeff McDonald, Ashley Bahrke and Tim Holman

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

Excused: Alderman Mathew McDermid and Police Chief Brad Olsen

Others: Michelle Tester, Gary Steffens, Kurt Wolf, Bryce Iverson, Chad Carlisle, and Craig Schuh – Ayres Associates,

Approval of Minutes – Common Council Meeting on April 13, 2021 and Reorganizational Council Meeting on April 20, 2021.

MOTION: Wirtz / McDonald

Motion to approve the minutes as presented for the Common Council Meeting on April 13, 2021 and Reorganizational Council Meeting on April 20, 2021.

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

Treasurer's Report – March

MOTION: Holman / Wirtz

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

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

Bills Payable – April

MOTION: Coopman / Holman

Motion to approve the Bills Payable as presented for April.

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: Wirtz / Bahrke

Motion to place monthly reports on file.

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

New Business:

- A. Approval of engineering services and grant administration contracts for Park Avenue.

This paperwork needs to be in place to proceed with the project. Construction will start next year and all costs will be covered by the grant. Wirtz had concerns and questioned if there could be any fallout in which the city would be responsible for costs involved with this project. It was confirmed that as long as we follow the guidelines set by the grant, there will be no fallout. Any denial would have been done at the front end, prior to grant approval.

MOTION: Coopman / Bahrke

Motion to approve the engineering services and grant administration contracts for Ayres Associates on the Park Avenue Project as presented.

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

- B. Conditional use of Industrial Park lands, north of Bob Hammond Street – 26 CSM 18 -; Gary Steffens purchaser.

The Planning Commission met prior to this meeting and unanimously recommends that Council approve the conditional use of Industrial Park lands and Certified Survey Map (CSM) for purchaser Gary Steffens. The two conditions set were: 1) allow office space and shed for his construction company and 2) allow rental storage units. Council will also need to authorize for the Mayor and City Administrator to sign the CSM and deed for sale of this property.

MOTION: Wirtz / Coopman

Motion to accept the recommendation of the Planning Commission to approve the Certified Survey Map (CSM) prepared by Shallow Surveying for Gary Steffens property north of Bob Hammond Street as presented; to issue a Conditional Use Permit allowing 1) office space

and shed for a construction company and 2) rental storage units; and to authorize for the Mayor and City Administrator to sign the CSM and deed for sale of property, lot 3 of CSM.

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

- C. Application for Original Class A Fermented Malt Beverage & Liquor Alcohol Beverage License for Iverson Foods LLC – d/b/a Iverson’s Piggly Wiggly – Agent: Bryce Iverson.

Steve, Dave, and Tom Witt will be retiring on Saturday, June 12, 2021 from Witt’s Piggly Wiggly. The Piggly Wiggly will change ownership to Bryce Iverson. Iverson has filed the proper original application with the city to obtain an alcohol license under his new business for the period beginning June 13 until June 30, 2021. Police Chief Olsen completed a background check and has signed off on the agent application.

MOTION: McDonald / Wirtz

Motion to approve the application for an Original Class A Fermented Malt Beverage & Liquor Alcohol Beverage License for Iverson Foods LLC – d/b/a Iverson’s Piggly Wiggly – Agent: Bryce Iverson as presented.

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

- D. Cigarette – Tobacco License Applications for Iverson Foods LLC – d/b/a Iverson’s Piggly Wiggly.

Iverson has also filed proper application with the city to obtain a Cigarette-Tobacco License for his new business.

MOTION: Wirtz / McDonald

Motion to approve the application for a Cigarette – Tobacco License for Iverson Foods LLC – d/b/a Iverson’s Piggly Wiggly as presented.

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

- E. Resolution 21-004; A City of Oconto Falls & Oconto Falls Area Ambulance resolution to participate in the Wisconsin Length of Service Award Program.

Coopman explained that about 20 years ago the State came up with a way to recruit volunteers to serve on ambulance services by offering a basic retirement plan for the staff. The Oconto Falls Ambulance Service is currently owned by the townships of Oconto Falls, Morgan, Stiles, and Spruce, the City of Oconto Falls, and the Village of Lena. One of these municipalities has to be on record as the participating sponsor for the program. The Town of Morgan has been the municipal sponsor in the past but is difficult for them to continue as they have a part-time clerk. It is preferred to have a municipal sponsor with a full-time clerk; therefore they are asking the City of Oconto Falls to be the sponsor for this program. It would basically be a transferring of funds. The Ambulance Service would collect funds and make a check to the City. In turn, the City would disperse a check for the same amount. City Administrator has reviewed the program and is okay with the City being the municipal sponsor.

MOTION: Wirtz / Coopman

Motion to approve Resolution 21-004; A City of Oconto Falls & Oconto Falls Area Ambulance resolution to participate in the Wisconsin Length of Service Award Program as presented.

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

- F. Temporary Class B License for Oconto Falls Sno Jokers to sell malt beverages at Memorial Field Park during the Memorial Weekend Celebrations from May 28, 2021 through May 31, 2021.

The Oconto Falls Sno Jokers Club has filed proper application with the city to obtain a Temporary Class B License to sell malt beverages during the Memorial Weekend Celebrations. Kurt Wolf informed the Sno Jokers Club will have two areas within the park that they will be selling from and both areas will have licensed operators present. In the past, multiple clubs applied for temporary beer licenses for this weekend event. This year there will only be one license for the Sno Jokers Club which covers the entire park area.

MOTION: Holman / Wirtz

Motion to approve the application for a Temporary Class B License for Oconto Falls Sno Jokers to sell malt beverages at Memorial Field Park during the Memorial Weekend Celebrations from May 28, 2021 through May 31, 2021 as presented.

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

- G. Operators License Applications for Allison McDonald, Jeffrey McDonald, Kurt Wolf, and Cody Nielsen.

The applicants have completed the Beverage Server Class and filed proper application with the City to obtain an operator's license. Chief Olsen completed background checks and has signed off on all applications.

MOTION: Wirtz / Holman

Motion to approve operator's license applications for Allison McDonald, Jeffrey McDonald, Kurt Wolf, and Cody Nielsen as presented.

Voice Vote: All present voting aye, except McDonald – abstaining
- **MOTION CARRIED**

- H. DNR Grant for Fire Department.

The Oconto Falls Ambulance Service has wanted to replace their current ATV well over a year now. The Oconto Falls Fire Department has a memo of understanding with the Ambulance Service to use their ATV and helps with transport to a scene when needed. Fire Chief Magnin briefed the Council on a \$20,000 DNR Grant that he would like to apply for. This grant is due by July 1, 2021 so he would like permission to proceed as soon as possible. If the department is awarded the grant; they would like to put the funds towards the purchase a UTV for the ambulance and fire services to use jointly. The Ambulance Service has already raised funds to put towards

this purchase as well. Chief Magnin has discussed joint ownership with Patrick Ahlgrim from the Ambulance Service and agreed that if grant money was awarded and a UTV was purchased, then the ownership of the UTV should go under the City. Ahlgrim will check with the Ambulance Service and Magnin is checking with the City to make sure there are no issues with this plan. Council saw no issues and felt Magnin should proceed to see if he can get the grant.

NO ACTION TAKEN... informational only

I. Adjournment.

Mayor Rice asked if there was any further business before the meeting is adjourned. Having no further business, Mayor declared the meeting adjourned at 7:28 pm.

City Administrator Vicki A. Roberts