

**CITY OF OCONTO FALLS  
COMMON COUNCIL**

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

**TUESDAY – JUNE 8, 2021 - 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, Devin Wirtz, Jeff McDonald, and Ashley Bahrke

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

Excused: Aldermen Mathew McDermid and Tim Holman

Others: Michelle Tester, Gary Steffens, Corey Rank, Bart Schindel, Kevin Rusch, and Steve Dansereau

**Approval of Minutes** – Common Council Meeting on May 11, 2021.

**MOTION: McDonald / Bahrke**

*Motion to approve the minutes as presented for the Common Council Meeting on May 11, 2021.*

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

**Treasurer's Report** – April

**MOTION: Wirtz / Coopman**

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

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

**Bills Payable** – May

**MOTION: Wirtz / McDonald**

*Motion to approve the Bills Payable as presented for May.*

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

**Reports:** written reports submitted

✓ *Administrator Report*

✓ *Police Department Report*

Verbally added: With regards to Detective Kuhn's leave for academic purposes; she will be out of town for two (2) weeks and doing eight (8) weeks virtual.

✓ ***Municipal Court Report***

✓ ***Fire Department Report***

Verbally added: Three (3) applications were received for the lieutenant position. Applications will be reviewed and a decision will be made by mid-July.

✓ ***Street Department Report***

There was a discussion regarding restrooms being open at the city parks. It was explained that the following guidelines have been in place for the following park areas:

West Side Beach: Police Department opens park gates and restrooms daily from 6am–10pm. Park and restrooms are cleaned daily by the Street Department.

East Side Beach: Restrooms are only open when lifeguards are on duty due to vandalism issues when left unattended. Lifeguards are on duty starting the beginning of June (when school lets out) until the beginning of September (when school starts back up). Weather permitting; lifeguards are on duty daily from 1pm – 7pm. Lifeguards are responsible for picking up the park area and cleaning restrooms. Street Department clears out trash cans. There have been issues with people not picking up their trash after lifeguards leave at 7pm since the park is still open. The Police Department will keep an eye on the beach after 7pm to see how things go. Park & Rec Director indicated the beach has no revenue to cover costs; there are a lot of beach users from out of the community; and many people abuse the rules by bringing dogs or drinking alcohol on the premise.

Remaining Parks: Coaches have keys and open restrooms for practices and games. Citizens renting the facilities are given restroom keys for duration of rental. Street Department cleans restrooms and trash cans at all park facilities after events and rentals.

It was agreed to put this item on next month's agenda for further review.

✓ ***Building Inspector Report*** - no written report (will double up next month)

✓ ***Utility Commission Report/Minutes***

**MOTION: Wirtz / Bahrke**

*Motion to place monthly reports on file.*

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

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

- Recognize Police Officer Corey Rank for 30 years of dedicated service to the citizens of Oconto Falls.

Rank was thanked for his 30 years of dedicated service to the community and presented with his service revolver and badges displayed in a shadow box.

**OPPORTUNITY FOR CITIZENS TO ADDRESS THE COUNCIL** - Citizen in-put will be limited to 3 minutes.

Steve Dansereau, a citizen affected by the Oakland Street reconstruction, was present to express his disappointment on how things were handled with putting his property back to its original state after reconstruction was complete. He brought in a bag of dirt that was placed in his yard to repair landscape areas that were affected. He was very unhappy with the dirt quality, the tree stumps that have not been removed yet, and the cement blocks that remain at the end of the road. It was explained that the contractors have come out twice to fix the dirt issues. The black dirt and hydro seed meet spec requirements for landscaping. Mayor would speak to the engineer of the project but did not think any more could be done since required specs have been met. The cement blocks are not on the street or city property. The Hydro Plant placed them on their property to keep vehicles from entering. The tree stumps will be removed by the street department.

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

### **Old Business:**

#### A. Review of mask mandate.

Since the CDC (Center for Disease Control and Prevention) has lifted mask mandates, this item is being reconsidered now rather than waiting until the July meeting. There was discussion on CDC guidelines for masking and social distancing. It was agreed that if you are feeling ill, then you should not come to a meeting.

#### **MOTION: McDonald / Bahrke**

*Motion to eliminate mask and social distance mandates effective immediately.*

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

#### B. Kabota lawn mower

Street Superintendent informed the 2014 Kabota lawn mower is not in working condition and did not think we should put any money into fixing it. There are approximately 800 hours on the mower and would cost approximately \$5,500 to get it running again. The initial thought was to check to see if the mower could be fixed at a reasonable price for a better resale value or possibly a third mower for the department to use. McDermid was checking into this but was not in attendance of tonight's meeting. It was agreed to revisit this item next month to hear his input on the matter.

**ITEM TABLED...** until July meeting

#### C. Price reconsideration for Gary Steffens property in the Industrial Park.

City Attorney presented a map showing the area where a high pressure, underground gas line runs through the Industrial Park property recently sold to Gary Steffens. The gas line did not show up on any maps from the County, City, or past and present land surveying companies. It was discovered when Steffens called Digger's Hot Line to come out and mark before he began digging. After further checking, it was discovered there was an easement in 1960 when it was the old McDonald farm property. The gas line cuts diagonally across the Steffens lot; creating approximately 6/10 of a non-

buildable acre. The gas line was buried deep enough that the farmer we leased the land previously to was able to plant corn. However, Steffens will not be able to build a structure over the gas line. He will be able to put a driveway over it, just not a structure. This being said, Steffens will have to deviate from his original building plan to accommodate for the buried gas line easement. City Attorney Jeske pointed out that the deed has been executed and Steffens has already paid the City \$20,525. If the City was interested in refunding Steffens for the non-buildable portion; it was calculated to be approximately \$1,260.

**MOTION: McDonald**

*Motion to refund Gary Steffens \$1,200 in lieu of losing land from a high pressure, underground gas line running through Industrial Park property he recently purchased from the City.*

**No second - MOTION FAILS**

There was continued discussion with regards to the refund amount.

**MOTION: Wirtz / Coopman**

*Motion to refund Gary Steffens \$2,000 in lieu of losing land from a high pressure, underground gas line running through Industrial Park property he recently purchased from the City.*

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

**New Business:**

- A. Approval of architecture / engineering services and grant administration contracts for Senior Center.

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. Ayres Associates professional fees are covered by the grant. Ayres will go out for bids on the project and come back to Council for review before they proceed. There was continued discussion regarding the project in general. Wirtz was still on the fence about the project as a whole as he feels it will be costly to maintain the reconstructed building in years to come. Since we were approved of this grant, we either use the funds or we send the money back to the state. Administrator reiterated that the City Council approved the submission of the Senior Center grant application to the state back in October, 2020. Administrator is working on putting together a small group relating to picking out colors, fixtures, etc. The group so far consists of Ashley Bahrke, Deb Arndt, Vicki Roberts, and Mayor Brad Rice. Wirtz questioned future maintenance to the Senior Center after improvements are made. Administrator stated that it is our intention to go as maintenance free as possible and she also invited Wirtz to be on the committee. There was discussion on how the building will be used and it was pointed out that the Commission on Aging will continue using the facility for Meals on Wheels. Donations can be still be made to help run the facility, but the building cannot be used as a rental.

**MOTION: Coopman / Bahrke**

*Motion to approve the architecture / engineering services and grant administration contracts for Ayres Associates on the Senior Center Project as presented.*

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

- B. Resolution 21-006; Annual Compliance Maintenance Resolution for Wastewater Treatment Plant.

Utility Manager commented on the great job Ryan Walters is doing to maintain the system. The Wastewater Treatment Plant received A's across the board. The new sewer laterals put in on Adams Street, Oakland Avenue, Flatley Avenue, and Sheridan Street have also contributed to the good reporting.

**MOTION: Coopman / Wirtz**

*Motion to approve Resolution 21-006; Annual Compliance Maintenance Resolution for Wastewater Treatment Plant as presented.*

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

- C. Declare Street Department's 1994 one ton Ford truck as surplus.

The new Ford F-550 truck is getting the body put on at Caspers and should be ready in about 2 ½ weeks. Since the old 1994 Ford truck is being replaced by the F-550; the Street Department would like to put it out for bids once the new truck is ready.

**MOTION: Wirtz / McDonald**

*Motion to declare the 1994 one ton Ford truck as surplus and put it out for bids once the new truck is ready with a minimum bid being set at \$1,000.*

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

- D. Temporary Class B License Applications for the Chamber of Commerce to sell malt beverages at the East Side Beach during Summer Sunset Series Concerts – Music by the River on Friday, June 25, 2021; Friday, July 23, 2021, and Friday, August 27, 2021.

Proper application was received from the Chamber of Commerce to sell malt beverages during the summer concerts.

**MOTION: Coopman / McDonald**

*Motion to approve the Temporary Class B License Applications for the Chamber of Commerce to sell malt beverages at the East Side Beach during Summer Sunset Series Concerts – Music by the River on Friday, June 25, 2021; Friday, July 23, 2021, and Friday, August 27, 2021 as presented.*

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

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

Proper application was received by mobile park owner, Bill Wolf to renew his Mobile Home Park License for Villa Mobile Home Park LLC. He did work with Utility Manager Kuhn and the work crew when paving was being done to Sheridan Street to have the mobile park entry repaved at the same time.

**MOTION: Coopman / Wirtz**

*Motion to approve the 2021-2022 Mobile Home Park License Renewal Application for Villa Mobile Home Park LLC as presented.*

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

F. Alcohol Beverage Renewal/Agent License Applications:

***Class B Fermented Malt Beverage & Class B Liquor:***

The Corner Pocket – Agent: Amy Klarkowski  
S&S Hometown Bar & Restaurant owned by Russell Strom – Agent: Catherine Strom  
Barbara Salscheider - d/b/a Salscheider’s Antique Bar  
Oconto Falls Golf Club Inc; d/b/a River Island Golf Course - Agent: Kevin Williams  
The Penguin Again LLC – Agent: Jennifer R Sadorf

***Class A Fermented Malt Beverage & Class A Liquor:***

Iverson Foods LLC - d/b/a Iverson’s Piggly Wiggly - Agent: Bryce Iverson  
Krist Oil Co. d/b/a Krist Food Mart #82 – Agent: Mari Reed  
Merciers Fastop of Oconto Falls LLC – Agent: Andy Mercier  
RKOA Enterprises Inc - d/b/a Riverview BP - Agent: Susie Stutzman

Proper alcohol license renewal applications were submitted for all listed establishments. Chief Olsen has signed off on applications for each appointed agent. The city’s has three (3) open Class B Combination alcohol licenses available in addition to the one (1) open reserve license.

**MOTION: McDonald / Bahrke**

*Motion to approve the Class A and Class B Malt Beverage & Liquor License renewals and agent applications as presented and listed above for the time period of July 1, 2021 through June 30, 2022.*

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

G. Cigarette – Tobacco License Applications:

Iverson Foods LLC - d/b/a Iverson’s Piggly Wiggly  
Krist Oil Co – d/b/a Krist Food Mart #82  
Barbara Salscheider - d/b/a Salscheider’s Antique Bar  
Merciers Fastop of Oconto Falls LLC  
Family Dollar Stores of Wisconsin, Inc d/b/a Family Dollar Store #23770  
Oconto Falls Golf Club Inc; d/b/a River Island Golf Course  
RKOA Enterprises Inc - d/b/a Riverview BP

Proper applications have been filed for the above listed businesses to sell over the counter cigarette-tobacco products at their establishments.

**MOTION: Wirtz / Coopman**

*Motion to approve the Cigarette-Tobacco License applications as presented and listed above for the time period of July 1, 2021 through June 30, 2022.*

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

H. Operators License Applications:

<b><u>One Year License:</u></b>	Cathryn P. Joyce Stephanie L. Kurek Cindi L. Boucher Michael J. Nompleggi Quinnah N. VanDrise Pamela A. Frievault Joseph R. Stutzman Ashley A. Reed Joseph N. Reed	Dillon E. Joyce Tammy M. Gallagher Fonda M. Fischer Rebecca J. Salscheider JoAnn L. Frievault Terri A. Buchholz Linda L. Peterson Megan A. Gilligan
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<b><u>Two Year License:</u></b>	Adam B. Klarkowski Hattie A. Strom Gail A. Coopman Adeline J. Pumplun Constance J. Blazek Jason R. Demmith Nathan J. Rogatzki Julianne M. Baldwin Patricia A. Hrabik Shannon R. Tuchscherer	Lori J. Junk Brittany L. Nienhaus Carissa A. McDonald Stephanie F. Holman Suzanne J. Verhagen Clayton J. Rathsack AmberRae Rennie Victoria L. Pfeiffer Penny M. Kempke-Cole Sophie M. Ford
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All of the 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: McDonald / Wirtz**

*Motion to approve the Operator's License applications as presented and listed above.*

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

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 8:06 pm.

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City Administrator Vicki A. Roberts