

**CITY OF OCONTO FALLS  
COMMON COUNCIL**

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

**TUESDAY – DECEMBER 14, 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, Jeff McDonald, Ashley Bahrke, Mathew McDermid and Tim Holman

Absent: Alderman Devin Wirtz, Police Chief Olsen

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

Others: Morgan Melecki

**Approval of Minutes –** Common Council Meeting on November 9, 2021  
Public Hearing on November 30, 2021  
Special Common Council Meeting on November 30, 2021.

**MOTION: Holman / McDonald**

*Motion to approve the minutes as presented for the Common Council Meeting on November 9, 2021, Public Hearing on November 30, 2021 and Special Common Council Meeting on November 30, 2021.*

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

**Treasurer's Report – October**

**MOTION: McDermid / Coopman**

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

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

**Bills Payable – November**

Question regarding check #034837 to Overhead Door Co of Green Bay in the amount of \$2,678.10. Terry explained the springs broke on an overhead door at the mechanic shop.

**MOTION: McDermid / Coopman**

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

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

**Reports:** written reports submitted

✓ *Administrator Report*

Verbally added: Vicki explained if we have a February election she will need more help. She also said that we did advertise for the cleaning position for City Hall and Fire Department and have not received much interest.

✓ *Police Department Report*

✓ *Municipal Court Report*

✓ *Fire Department Report*

✓ *Street Department Report*

Verbally added: -They have been trying to flood the skating rink but the weather has not been in their favor.

-They will be working on catch basins.

-They will bring tables and garbage cans to the tubing hill when needed.

-Terry will start looking for quotes for chipping the brush pile.

✓ *Building Inspector Report*

✓ *Utility Commission Report/Minutes*

**MOTION: McDermid / Holman**

*Motion to place monthly reports on file.*

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

#### **OPPORTUNITY FOR CITIZENS TO ADDRESS THE COUNCIL:**

Marty informed the Ambulance Service did receive their license to operate at critical care level and are starting that immediately.

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

##### **Public Correspondence:**

Thank you letter from Jon Spice was handed out at the meeting.

##### **Old Business:**

##### **New Business:**

- A. Resolution 21-009; a resolution authorizing salary increases for employees  
Re: Finance Committee

Tim questioned the wording in the resolution: "City Administrator to make necessary changes to the above employees' salaries for fiscal year 2022." Vicki explained she would never make any salary changes without the permission of the Finance/Council.

**MOTION: Coopman / McDermid**

*Motion to approve Resolution 21-009; a resolution authorizing salary increases for employees.*

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

- B. Temporary Class B License Application for St. Anthony's Parish to sell malt beverages at their annual Ice Fishing Derby on January 22, 2022 at the East Side Beach and permission to utilize the beach house for the event  
Re: City Administrator

Kim asked for the application fee to be waived. Terry offered to pay for it.

**MOTION: McDermid / McDonald**

*Motion to approve the temporary Class B License application for St. Anthony's Parish to sell malt beverages at their annual Ice Fishing Derby on January 22, 2022 at the East Side Beach and permission to utilize the beach house for the event.*

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

- C. Confirmation of the Mayor's election inspector appointments for a two year term:  
Debbie Jones, Donna Kane, Larry Kindel, Tracy Merges, David Merges, Mary Beth Rice, and Judy Kostreva  
Re: Mayor Rice

To comply with Wisconsin State Statutes; the city must confirm election inspector appointments every two years. The city did not receive a list of nominees for election inspectors from any political parties; therefore we may appoint election inspectors of our choice.

I would like to appoint the following election inspectors for a two year term:

Debbie Jones, Donna Kane, Larry Kindel, Tracy Merges, David Merges, Mary Beth Rice, and Judy Kostreva

**MOTION: Bahrke / Coopman**

*Motion to approve Confirmation of the Mayor's election inspector appointments for a two (2) year term: Debbie Jones, Donna Kane, Larry Kindel, Tracy Merges, David Merges, Mary Beth Rice, and Judy Kostreva.*

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

- D. Recycling Center Hours  
Re: Street Superintendent Terry Magnin

-Current recycling center hours are Tuesday/Saturday 7-3 & Thursday 7-11. Would like to reduce Saturday hours to 7-12. It's difficult to keep personnel long-term because people don't like to work every Saturday.

-After some discussion, Administrator suggested to try having 2 people work Saturday 7-12 and then rotate one person leaving at noon instead of reducing the hours. Council liked this idea and would like to try this option for now.

**NO MOTION**

- E. Chapter 455 Municipal Employee Handbook – Holidays  
Re: City Administrator

**AGENDA ITEM NOT DISCUSSED**

- F. Operator’s License Applications: Two year – Susan Letson, Molly Campshure, Jazmyn Stewart and Alexandra Morrow-Stam, Chris Zielinski  
Re: Deputy Treasurer Eve Wallace

The applicants have completed the Beverage Server Class and filed proper application with the City to obtain a license. Chief Olsen completed a background checks and have signed off on the applications.

**MOTION: Holman / McDonald**

*Motion to approve the 2 year Operator’s License Applications for Susan Letson, Molly Campshure, Jazmyn Stewart and Alexandra Morrow-Stam and Chris Zielinski as presented.*

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

- G. 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 7:19 pm.

  
City Administrator Vicki A. Roberts