

**CITY OF OCONTO FALLS
COMMON COUNCIL**
Council Chambers – Municipal Building
500 N. Chestnut Avenue - Oconto Falls, WI 54154

**TUESDAY AUGUST 16, 2022 – 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: Devin Wirtz, Ashley Bahrke, Marty Coopman,
Matthew McDermid, Jeff McDonald

Excused: Alderman Tim Holman

Also Present Administrator Peter Wills, Deputy Clerk Jenny Friedman, Police Chief Brad
Olsen, Deputy Treasurer Eve Wallace, Fire Chief Tim Magnin, Street
Superintendent Allan Winkler, Street Forman Gerry Lemirande, Warren Bluhm,
Bart Schindel, Michelle Tester, Larry Jeske

Approval of Minutes –Common Council Meeting - Special Meeting -June 9, 2022
Common Council Meeting - Special Meeting -June 10, 2022
Common Council Meeting - Special Meeting -June 13, 2022
Common Council Meeting - June 14, 2022
Common Council Meeting - Special Meeting -June 22, 2022
Common Council Meeting - Special Meeting -July 1, 2022
Common Council Meeting - Special Meeting -July 25, 2022

MOTION: McDermid/Wirtz

*Motion to approve the minutes for Common Council Meeting - Special Meeting -June 9, 2022
Common Council Meeting - Special Meeting -June 10, 2022, Common Council Meeting - Special
Meeting -June 13, 2022, Common Council Meeting - June 14, 2022, Common Council Meeting -
Special Meeting -June 22, 2022, Common Council Meeting - Special Meeting -July 1, 2022,
Common Council Meeting - Special Meeting -July 25, 2022 and place on file.*

Voice Vote: MOTION CARRIED

Treasurer's Report-June

MOTION: McDermid/Bahrke

Motion to approve Treasurer's Report-June and place on file

Voice Vote: MOTION CARRIED

Tuesday August 16, 2022

Bills Payable –July

Devin Wirtz asked if the city had looked into pricing for diesel. Deputy Treasurer Eve Wallace states city changed vendors and now are with Staidl Oil, they have been watching fuel levels and price.

MOTION: McDermid/Wirtz

Motion to approve the Bills Payable as presented for July.

Voice Vote: MOTION CARRIED

Reports: written reports submitted

- ✓ Administrator Report
- ✓ Police Department Report
- ✓ Municipal Court Report
- ✓ Fire Department Report
Fire Chief Tim Magnin brought up that the grant is going well; last requirement was sent over on August 12, 2022.
- ✓ Street Department Report
Street Forman Gerry Lemirande handed out the snow plow proposal for the new loader. The new loader is expected to be in by Sept/Oct. Matthew McDermid asked if the Sterling truck is ready for surplus. Street Forman Gerry Lemirande states there are a few things that need to be repaired.
- ✓ Building Inspector Report
- ✓ Utility Commission Report/Minutes

MOTION: Wirtz/McDonald

Motion to place the reports on file

Voice Vote: MOTION CARRIED

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

Public Correspondence: Chamber of Commerce is having annual “Run for the Trails”

Mayor Brad Rice and Council recognized Attorney Larry Jeske for his years of service with the City.

Old Business:

1. Tree damage at the tubing hill and bike/hike trails
Re: Alderman Wirtz

Frank’s Logging was in area working on a logging project by the tubing hill and bike/hike trails and had inquired about being able to go into that area and clean up. Frank’s logging would take any of the trees causing possible danger laying, leaning and snapped trees at

no cost to the city in exchange of the timber and can start next week. There are some trees and damage below the hill that Frank's would not be able to take care of because it is too tight of an area for their equipment to get into. City will have to look into possibly getting some of our crew in there or possibly hiring Out on a Limb to go in that area.

MOTION: McDermid/Coopman

Motion to approve Frank's Logging to remove all storm damaged timber on the 18 acres at the tubing hill and bike/hike trails.

Voice Vote: MOTION CARRIED

2. Traffic/Noise Complaints

Marty Coopman reviewed that last month there were concerns with noise complaints and traffic issues. Police Chief Brad Olsen added more patrol last month by having the State patrol come in two times a month. Police Chief Brad Olsen states the state will be coming in for another 3 weeks to help with this.

New Business:

1. 2021 Audit Report (via zoom)

Greg Pitel from Kerber Rose summarized audit results performed for the year ended December 31, 2021 when internal controls and trial balance were reviewed and financial statements were prepared.

At the end of 2021, the City's Fund Balance totaled \$1,609,343; of which \$1,158,169 is an unassigned general fund balance that is available for cash flow needs and unanticipated or emergency expenditures. The unassigned general fund balance of \$1,158,169 is 51.90 percent of general fund revenues which is considered to be very strong fund balance.

Pitel also touched on the utility rate of return on operations. The electric and water rate of return is based on the Public Service Commission of Wisconsin (PSC) regulatory accounting which differs from accounting principles generally accepted in the United States. The authorized rate of return for the electric and water utilities is 5.50%. The sewer utility is not regulated and thus the sewer rates are set by the City Council. The rates of return in 2021 were lower than the authorized rate of return for the water utilities. This is a potential indicator that the City may need to increase rates to meet current and future cash flows.

Council thanked Pitel for his report and had no further questions.

MOTION: Wirtz/McDermid

Motion to accept the 2021 Audit Report by Kerber Rose.

Voice Vote: MOTION CARRIED

2. Approval of Appointments by City Administrator

Alan Winkler, Street Superintendent has been officially hired. Alan Winkler has been recommended for appointment by City Administrator.

MOTION: Wirtz/McDermid

Motion to approve the Appointments by City Administrator

Voice Vote:-MOTION CARRIED

3. Approval of Mayoral Committee Appointments

Tim Holman, Council Member is recommended for appointment to the Personnel Committee.

MOTION: McDermid/Wirtz

Motion to approve Mayoral Committee Appointments.

Voice Vote: MOTION CARRIED

4. Interlocal Agreement between States of Michigan and Wisconsin Municipalities Participating in the Mutual Aid Box Alarm System for Fire Protection.

Fire Chief Tim Magnin explained this is an agreement between states. If the city would need fire fighter backup the neighboring state that has signed could come over to aid. We have had one call in the past but could not go because to this agreement was not signed. If city gets called we do not have to go, it is still our choice. It is a good thing to have in place in case the city may ever need help as well. This is the same agreement used State Wide.

MOTION: Wirtz/Coopman

Motion to approve Interlocal Agreement between States of Michigan and Wisconsin Municipalities Participating in the Mutual Aid Box Alarm System

Voice Vote: MOTION CARRIED

5. City Baseball Field Scoreboard

Jeff McDonald asks if the city can take down the old score board at Memorial Field next to the new one. With the new scoreboard there, the old one looks kind of out of place. Street Forman Gerry Lemirande suggested that the old score board be moved to Pleasant View Park for younger children to have a scoreboard.

MOTION: Wirtz/Bahrke

Motion to remove the old scoreboard from Memorial Field and move it to Pleasant View Park.

Voice Vote: MOTION CARRIED

6. Election Management MOU with Oconto County

This MOU with the County allows help them to the City of Oconto Falls with the election process for the year of 2022. This MOU is good through December 31, 2022. If Oconto Falls is fully trained to be a self-provider by year end, then this MOU will not be renewed for 2023.

MOTION: McDermid/Holman

Motion to approve Election Management MOU with Oconto County

Voice Vote: MOTION CARRIED

7. Oconto County Recycling MOU

This is for our agreement between the county and city extends the current agreement in place for the recycling center through December 31, 2025 with no changes. The contact can be terminated with 30 days' notice and early termination penalty. The county does apply annually through the DNR for annual recycling grant. This grant helps to offset cost at the recycling center. The past two years the county was able to reimburse the city for our curbside recycling cost also. This agreement does not affect the dumpster the city provides at the recycling center or the agreement with the town of Oconto Falls for the cost reimbursement of the recycling center.

MOTION: Wirtz/Coopman

Motion to approve Oconto County Recycling MOU

Voice Vote: MOTION CARRIED

8. 1 year Operator's license. Operator's license applicants have turned in all the appropriate papers and Police Chief Brad Olsen has done background checks. Applicants are; Jody Katers, Shelbee Woods

MOTION: McDermid/Wirtz

Motion to approve 1 year Operator's License for Jody Katers, Shelbee Woods

Voice Vote: MOTION CARRIED

9. Renewal Mobile Home Park License Application for Rapids Housing.

This is the yearly renewal.

MOTION: Coopman/Wirtz

Motion to approve Renewal Mobile Home Park License Application

Voice Vote: MOTION CARRIED

10. Personnel

A. Library Director, Amy Peterson notice of resignation

The Library Board brought to attention that Amy Peterson is resigning.

No Action Taken

B. Park & Rec Director, Sheila Manns notice of resignation

No Action Taken

C. Offer of full time employment

Personnel Committee met prior to this council meeting and recommendations. First recommends the following to council to help with current staffing issues with the Police Department.

- Officer Elizabeth Hearly permanent full time position
- Officer Cade Zimonik limited time full time position, no longer than September 2023

MOTION: Wirtz/ Coopman

Motion to accept both recommendations from Personnel Committee

Marty Coopman brought up that with the motion legality we should name the recommendations.

AMENDED MOTION: Wirtz/Coopman

Motion to approve the first recommendation from Personnel Committee to offer Officer Elizabeth Hearly a permanent full-time permanent position.

Voice Vote: MOTION CARRIED

MOTION: Wirtz/McDermid

Motion to approve second recommendation from Personnel Committee to offer Officer Cade Zimonik a full-time position but only guaranteed through September of 2023

Voice Vote: MOTION CARRIED

- D. Approval of Fire Chief job Description
Personnel Committee met on the job description for Fire Chief and recommends the amended job description to Council.

MOTION: Bahrke/Wirtz

Motion to approve of Fire Chief Job Description

Voice Vote: MOTION CARRIED

- E. Police officer status updates

NO DISCUSSION

- F. Crossing Guard position possible expansion
Oconto Falls School District has eliminated bussing children who live within one mile of the school, due to staffing issues. At this point the school is doing a survey to see how many children this will affect and if students will be walking verses dropped off by vehicles. The school has approached the city in regards to possibly bringing on more crossing guards. Also there might be a need for more signs.

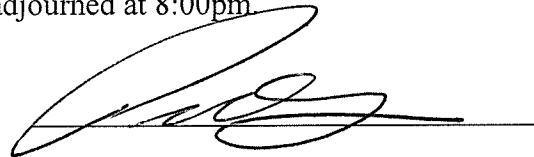
MOTION: McDermid/McDonald

Motion to direct Peter Wills City Administrator and Police Chief Brad Olsen to order the additional signs for crossings as they see fit and to ask the school to split the cost.

Voice Vote: MOTION CARRIED

- G. Adjournment

Mayor Rice asked if there was any further business before the meeting is adjourned. Having no further business, he declared the meeting adjourned at 8:00pm



Administrator Peter Wills