

**CITY OF OCONTO FALLS
COMMON COUNCIL JOINT
UTILITY COMMISSION MEETING**
Council Chambers – Municipal Building
500 N. Chestnut Avenue - Oconto Falls, WI 54154
TUESDAY MAY 9, 2023 – 7:00pm

MINUTES

1. Meeting called to order at 7:00 pm by Brad Rice

2. Pledge of Allegiance

3. Roll Call

Present: Mayor Brad Rice, Aldermen: Devin Wirtz, Marty Coopman, Ashley Bahrke, Tim Holman, Mathew McDermid, and Jeff McDonald Commission President James Kardoskee, Commissioners: James Patenaude ,Bart Schindel, Christos Anastapolous

Also Present: Administrator Peter Wills, Deputy Clerk Jenny Friedman, Utility Manager Greg Kuhn, Trinity Rasmussen, Jerry Moynihan, Cindy Leurquin, Max Mayer, Troy Fowler, Victoria Schewe, Kristine Wallace, Melissa Hudson

4. Approval of Minutes – Common Council 04-11-2023, Common Council Reorganizational Meeting 04-18-2023

MOTION: Holman/McDonald

Motion to approve minutes Common Council 04-11-2023, Common Council Reorganizational Meeting 04-18-2023

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

5. Treasurer's Report

MOTION: Wirtz/Holman

Motion to approve Treasurer's Report and place on file

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

6. Bills Payable – April

MOTION: McDermid/McDonald

Motion to approve the Bills Payable as presented for April.

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

7. **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
- ✓ Library Report

MOTION: Holman/Wirtz

Motion to place the reports on file as presented.

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

8. OPPORTUNITY FOR CITIZENS TO ADDRESS THE COUNCIL:

Jerry Moynihan presented National Night Out. This will be a free event for the community on Tuesday August 1, 2023 at the Oconto Falls High School parking lot. This event has been around for about thirty years with other communities. This would be The City of Oconto Falls first event. Jerry Moynihan has been working with the police, fire and ambulance departments for this event to take place. There will be vendors, free ice cream and giveaways.

Cindy Leurquin brought up the possibility of a substation being in her back yard. Utility Manager Greg Kuhn informed Mrs. Leurquin that the Utility meeting on Monday, May 15, 2023 at 6:00pm this would be the place to address the Utility Substation Station,

Max Mayer presented that there was a group of citizens that were interested in starting the Falls Fun Fest again possibly having it a weekend in August. The hopes that there would be several activates for adults and children.

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

9. Committee Reports

Board of Review-4.27.2023 Chair Devin Wirtz

Aldersperson Wirtz stated that Board of Review meeting went well. No one from the community came in. R&R did a presentation on the Cities sales ratio analysis. From 2018 to 2019 sales ratio analysis has fallen out of compliance. The city will have five years to get back into compliance and is on year four so there will be a need for reevaluation. Reevaluation could start as soon as October 2023. Last reevaluation for the city was done was in 2008.

Emergency Management Committee Report-N/A

Library Board-4.03.2023 Council Rep Ashley Bahrke

Main Street Committee Report 4.25.2023 Council Rep Ashley Bahrke

Park & Recreation Committee Report 4.18.2023 Chair McDermid

Personnel Committee Report 4.18.2023 Chair McDermid

Planning Commission Report 4.18.2023 Chair Marty Coopman

Utility Commission Report 4.17.2023 Council Rep Marty Coopman

No Action Taken

Old Business:

10. WIDOA Fire Station Project update

The WIDOA Fire Station is on schedule and Fire Chief Tim Magnin and City Administrator Peter Wills is working with Zeise Construction. The Pre BIDs will be taking place on Friday May 12, 2023. All BIDs will be due June 1st, 2023. The specs and build are to be done by June 2024. The Fire Department will be taking down the fence by the site and storing it until it is ready to place back up.

No Action Taken

11. City Engineering Request for Proposal (RFP) Selection

There were eight firms that the city had sent information to. Four of them returned with proposals MSA, Robert E. Lee, Ruckert.Mielke and Ayres. Reference calls were made on all the companies. MSA stood out the most with being able to secure funding and manage the grants for the cities and work well with contractors. The City will still have the option to use other firms if they choose and have no minimum amount of funds due.

MOTION: Coopman/McDonald

Motion to approve use of MSA for City and Utility.

Row Call Vote: Coopman-aye, McDermid-aye, McDonald-aye, Bahrke-aye, Wirtz-aye, Holman-aye, Kardoskee-aye, Schindel-aye, Anastapolous-aye, Patenaude-aye

MOTION CARRIED

12. Zoning Ordinance New Fire Station Site location parcels 431 Union Ave.

A. Council held rezoning Public Hearing held August 22, 2022 for 431 Union Ave. Council approved the rezoning.

B. 23-Z003 Zoning Ordinance Amend Official Map of the City Oconto Falls 423 Union Ave-City of Oconto Falls

MOTION: McDermid/Wirtz

Motion to approve 23-Z003 Zoning Ordinance

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

13. Zoning for property along County I, owned by Oconto Falls Public Schools annexed to the City of Oconto Falls from Agriculture to Multiple-Family Residence (R-2)

Re: Planning Commission Chair Coopman

A. Planning Commission Rezone Action Report of Public Hearing 4.18.2023: Parcel 040303000723, County Road I, owned by Oconto Falls Public Schools annexed to the City of Oconto Falls. Parcel 040303000831, County Road I, owned by Oconto Falls Public Schools annexed to the City of Oconto Falls.

B. 23-Z002 Zoning Ordinance Amend Official Map of the City Oconto Falls School District Property Parcels -City of Oconto Falls

MOTION: Wirtz/Bahrke

Motion to approve recommendation from Planning Commission Rezone Action Report of Public Hearing 4.18.2023: Parcel 040303000723, Parcel 040303000831 County Road I,

owned by Oconto Falls Public Schools annexed to the City of Oconto Falls.

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

MOTION: Wirtz/Holman

Motion to approve 23-Z002 Zoning Ordinance

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

New Business:

14. Approval of Donation, Gift, Memorial Program Policy & Application
City Administrator Wills presented a Donation, Gift, Memorial Program Policy & Application. The object of this is to set guidelines for who is responsible for the donation after it is made and to make donations process smoother for all parties involved.

MOTION: McDermid/Holman

Motion to approve Donation, Gift, Memorial Program Policy & Application

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

15. Victoria Schewewe Memorial Bench Request
Victoria Schewewe's would like to have a memorial bench donated in memory of her brother who passed in twenty twenty. Schewewe has been working on donations and once enough money raised would like the bench to be placed in the Dog Park area.

MOTION: McDermid/Wirtz

Motion to approve the Victoria Schewewe Memorial Bench

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

16. Cell Tower Lease buyout proposal Vertical Bridge
Vertical Bridge has contacted the City of Oconto Falls in regards to buying out the Cell Tower several different times. The most recent offer was for \$485,000. This would pay the City ten percent inflation. The City will continue to look into this offer and speak with the attorney before any deals are made.

No Action Taken

17. City Tree Plan

Re: Park & Rec Chair McDermid/Street Superintendent Winkler

- a. City Resident Terrace Trees Application and cost update
- b. City Tree replacement for trees removed due to Ash disease
- c. Stump grinding costs for trees cut down due to disease

The Park and Rec Committee met on Tuesday, May 9, 2023 and recommended placing the wood from cutting trees in the city that is stored at the recycling center up for BID. The stumps that are left will need removing. The City received two BIDS on this. City Administrator Wills is to look into the budget to see if there are funds to purchase trees to plant in the parks. There would also be a notification to the public that if anyone is interested in a making a monetary donation towards a tree for any cause they can.

MOTION: Wirtz/McDonald

Motion to approve the recommendations from Park & Rec on the three items Terrace Tree Application, Tree Replacement and Sale of Lumber.

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

MOTION: McDonald/Wirtz

Motion to direct the City Administrator and Street Superintendent to inspect the two Stump Grinding BIDS to make sure they are qualified and take the lowest BID.

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

18. Update Ordinance 188-7 Bathing Beach and Park areas & 188-8, Violations and Penalties.

The Park & Rec Committee met on Tuesday, May 9, 2023 and recommended Police Chief Olson to look into these two ordinances to include the proper wording for the new Beach Parking Permits and what the penalties would be if the parking permits were not followed. This will be brought back at the next council meeting.

No Action Taken

19. Proposed Chicken Ordinance & Permit Application

Alderman McDonald brought forth an ordinance for chickens. There are request through the years from citizens to have chickens. In the purposed ordinance the citizens would need to

- license their chickens on a yearly basis
- have no more than six chickens No roosters and not allowed to sell eggs
- have chickens in shelter and fencing
- shall not cause a public nuisance due to noise, odors, unsanitary conditions or any operational features

MOTION: Wirtz/Bahrke

Motion to present the Proposed Chicken Ordinance & Permit Application to Ordinance Committee.

Voice Vote: Wirtz-aye, Bahrke-aye, Coopman-Aye, McDonald-aye, McDermid –nay, Holman-nay **MOTION CARRIED**

20. Proposed Sexting Ordinance

Sexting Ordinance is something that most municipalities have in place. There are issues every year with this and would be good to have specific rules in place to handle these issues.

MOTION: Coopman/Wirtz

Motion to send the proposed Sexting Ordinance to the Ordinance Committee.

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

21. Two Year Operator’s License Applications- Crystal Berg

Motion: Holman/Coopman

Motion to approve the two year operator's license for Crystal Berg

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

22. Application for two Temporary Class B/Class B Retailer's License Oconto Falls Chamber Summer Sunset Concert Series

MOTION: Wirtz/McDermid

Motion to approve Temporary Class B/Class B Retailer's License for Oconto Falls Chamber Summer Sunset Concert Series

Voice Vote: All present voting aye- **Motion Carried**

23. Adjournment

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

Having no further business, he declared the meeting adjourned at 8:26pm.



City Administrator Peter Wills