

**CITY OF OCONTO FALLS
COMMON COUNCIL JOINT
UTILITY COMMISSION MEETING**
Council Chambers – Municipal Building
500 N. Chestnut Avenue - Oconto Falls, WI 54154
TUESDAY JUNE 13, 2023 – 6:48pm

MINUTES

1. Meeting called to order at 6:48 pm by Brad Rice

2. Pledge of Allegiance

3. Roll Call

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

Absent: Devin Wirtz

Also Present: Administrator Peter Wills, Deputy Clerk Jenny Friedman, Utility Manager Greg Kuhn, Tom Zeise, Trinity Rasmussen, Bart Schindel, Dean Hess, Max Mayer, Julie Hensen, Reid Hensen, Joel Lavarda, Jon Spice, Tucker Moynihah, John Gretzinger, Paul Shallow, Joel Schmechel, Steph Holman, Leo Kramer, Christos Anastapolous, Beth Schmit, Tim Perrizo

4. Approval of Minutes – Common Council 05-09-2023,

MOTION: Holman/Coopman

Motion to approve minutes Common Council 05-09-2023

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

5. Treasurer's Report N/A

6. Bills Payable – May

MOTION: McDermid/Bahrke

Motion to approve the Bills Payable as presented for May.

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/McDermid

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:

Julie Hensen expressed concern about the amount of noise and speeding from cars in the city on Cherry Ave.

Max Mayer presented an update on the Falls Fun Fest. The hopes that there would be several activates for adults and children.

Police Chief Brad Olsen and Police Officer Hearly introduced Canine Unit Prince.

Officer Hearly and Prince have finished four week training in tracking narcotics, bite work and area searches.

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

9. Committee Reports

Emergency Management Committee Report-N/A

Library Board-6.05.2023 Council Rep Ashley Bahrke

Main Street Committee Report 5.17.2023, 06.01.2023 Council Rep Ashley Bahrke

Park & Recreation Committee Report 5.09.2023 Chair McDermid

Personnel Committee Report NA

Planning Commission Report 06.06.2023 Chair Marty Coopman

Utility Commission Report 5.30.2023 Council Rep Marty Coopman

No Action Taken

Old Business:

10. WI DOA NEIGHBORHOOD INVESTMENT GRANT- FIRE STATION PROJECT UPDATE

NEW FIRE STATION BIDS APPROVAL- NEIGHBORHOOD INVESTMENT GRANT

B. Additional Funding for the New Fire Station

RE: Administrator Wills

- A. Construction Manager Tom Zeise/Project Manager John Gretzinger presented a Cost Savings Summary for the new fire station due to the BIDS came back 7.65% higher than expected which does not include a contingency plan. The Cost Saving Summary showed a savings of \$267,447. Administrator Wills has made calls out to banks in the process of looking loan options for The City of Oconto Falls. The city is already committed into some of the funds of WI DOA Neighborhood Investment Grant. The options for the City are

- Give back 1.5 million dollars already invested with no Fire Station

- Have the team redesign Fire Station. This would have to be paid to do again. With possibility of missing deadline.
- Try and find the finances for the current status of the Fire Station.

MOTION: McDermid/McDonald

Motion to approve New Fire Station BIDS as presented.

Row Call Vote: McDermid-yes, McDonald-yes, Bahrke-yes, Holman-yes, Coopman-yes, Wirtz-absent **Motion Carried**

11. Oconto Falls Municipal Utility Annexation Petition of Parcel# 40-303000831A 10 Acres for Utility Substation
Utility Manager Greg Kuhn presented an Annexation Petition of Parcel# 40-303000831A 10 Acres for Utility Substation.

MOTION: Bahrke/Coopman

Motion to except the Annexation Petition from the Oconto Falls Utility and send to Planning Commission for review.

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

12. City Tree Replacement Funding
Administrator Wills recommend transfer \$2752 Budgeted for Holiday Decorations (Banners) to Parks Expense for Tree Replacement in Parks. The Holiday Decoration Banners were not decided on so those funds are available. That will get the city around ten to twelve trees.

MOTION: Coopman/Holman

Motion to transfer \$2752 Budgeted for Holiday Decorations (Banners) to Parks Expense for Tree Replacement in Parks.

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

New Business:

13. Oconto Falls New Middle School Building Plans -Presentation
Russ Schumacher with Nexus Solutions went over the Oconto Falls New Middle School Building Plans. The middle school will be a two-story building, with the traffic design for easy traffic flow, circulation of traffic and student safety key point to keep bus traffic and other vehicles separated. Having a designated drop off and pick up sites. The entry way will be a secured entry with buzzer access. There is a fire lane around the whole school with a gate in back that will be closed unless deliveries or snow plowing takes place. There will be a pedestrian path on the south side of the school will connect to the high school and elementary path along the West side County Road I. The parking will accommodate about two hundred vehicles. Breaking ground hopefully in September 2023. The opening of the new middle school possibly by fall of 2025.

14. Certified Survey Map (CSM) 538 Green Bay Ave Subdividing Parcel
Paul Shallow-Shallow Surveying presented the Certified Survey Map (CSM) 538 Green Bay Ave. The landowner had asked Shallow Surveying to subdivide her parcel into three parcels as presented to council. Landowner would then sell the newly divided parcels.

MOTION: McDermid/Holman

Motion to approve Certified Survey Map (CSM) 538 Green Bay Ave subdividing the Parcel.

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

15. Triathlon Event Request to Waive Rental Fee at Westside Beach & Waive Parking Fee-
Beth Schmit owner of Hometown Fitness would like to hold her first Dri Tri Triathlon Event in the City of Oconto Falls. This would be held on Saturday July 15, 2023 at the Westside Beach. Beth Schmit has asked the council if they would be willing to sponsor the Dri Tri Triathlon. The goal is to have about twenty-five people.

MOTION: McDermid/Holman

Motion to donate the Westside for Dri Tri Triathlon up to \$500 with parking.

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

16. Oconto Falls High School Football Request to Waive Fee at Westside Beach August 5
Leo Kramer-Oconto Falls Foot Ball Team came to ask for the waiver of Westside Beach rental. The Oconto Falls High School Football does a day of community service then after they would like to have a picnic at the park to thank the team for helping with the community service. Community members stepped forward to offer to pay for this fee.

NO ACTION TAKEN

17. Internal Controls for WI DOA Neighborhood Investment Grant Accounting Polices & Procedure Manual
Administrator Wills brought forth this policy to help create better guidelines and policies for transaction that the city does.

MOTION: Bahrke/McDonald

Motion to accept Internal Controls for WI DOA Neighborhood Investment Grant Accounting Polices & Procedure Manual

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

18. Police Vehicle Funding

Chief Brad Olsen presented that the 2017 squad car that the School Resource Officer uses had transmission trouble a couple of weeks ago that is in need of repair. On Monday June 12, 2023 the squad cars engine car died. The estimate from S&L came back on the car and it will cost estimated \$12,000. Police Department is due for a new patrol squad car next year but Ford is not excepting orders until October with a minimal twelve month wait. Dana Safety Supply has a car right now for \$60,000.

MOTION: Bahrke/McDermid

Motion to purchase 2023 Ford Police Interceptor from Dana Supply and finance that vehicle with payments coming from Fund Balance.

Row Call Vote: Bahrke-yes, McDermid-yes, McDonald-yes, Holman-yes, Coopman-yes, Wirtz-absent **Motion Carried**

19. Police Department Raffle for Canine Unit

Chief Brad Olsen presented to council the idea of the Police Department to hold a raffle for the Canine Unit to raise funds.

MOTION: Holman/McDonald

Motion to approve Police Department Raffle for Canine Unit

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

20. 2022 Annual (CMAR) Compliance Maintenance Resolution for Wastewater Treatment Plant

Utility Manager Greg Kuhn presented the Annual (CMAR) Compliance Maintenance for Wastewater Treatment Plant. This CMAR Resolution is done annually for the Utility.

MOTION: Coopman/Bahrke

Motion to approve Resolution 23-002 Annual (CMAR) Compliance Maintenance

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

21. Library Board Member Appointment 3 Year Term-Mary Beth Rice.

City Administrator Will spoke on behalf of the Library Board Members that elected to have Mary Beth Rice serve a three-year term.

MOTION: McDermid/McDonald

Motion to approve the Library Board Member Appointment 3 Year Term-Mary Beth Rice

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

22. Fee Schedule Peddlers Permit

Deputy Clerk Friedman presented the current Fee Schedule with the possibility of changing the Peddler Permit fees.

MOTION: McDermid/McDonald

Motion to approve the Annual Peddlers Permit to be \$250 and Daily Peddlers Permit to \$50.

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

23. Alcohol Beverage Renewal/Agent License Applications:

Re: Deputy Clerk Jenny Friedman

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
ROA Enterprises Inc - d/b/a Riverview BP - Agent: Susie Stutzman
Dollar General #22944 607 E Highland Drive Oconto Falls, WI. – Agent: John
Greene
Oconto Falls Market Place Corp-Agent Maninder Singh

Class B Fermented Malt Beverage & Class B Liquor:

Boogie Knights LLC; d/b/a The Corner Pocket – Agent: Kaitlin Robles
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

MOTION: Holman/McDonald

*Motion to approve the Class A Fermented Malt Beverage & Class A Liquor and Class B
Fermented Malt Beverage & Class B Liquor:*

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

24. Cigarette – Tobacco License Applications:
Re: Deputy Clerk Friedman

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
ROA Enterprises Inc - d/b/a Riverview BP
Boogie Knights LLC; / Location d/b/a Corner Pocket
Dolgencorp, /Location d/b/a Dollar General #22944

MOTION: Holman/McDermid

Motion to approve Cigarette – Tobacco License Applications

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

25. Application for Temporary Class “B”/Class “B” Retailer License for Trent Maloney
Memorial Inc. Tournament August 12,2023
Re: Deputy Clerk Friedman

26. Two Year Operator's License Applications- Jason Demmith , Catherine Strom, Rebecca Angus, Brittany Niehaus, Ashley Coopman, Constance Blazek, Jennifer Brazzell, Hattie Strom, Lucy LaBrosse, Nathan Rogatzki, Brandi Story, Crystal Kobus, Ella Hensel, Natalie Miller, Suzanne Verhagen, Brandi Bush, Selena Lueckfeld

Motion: Holman/Bahrke

Motion to approve Two Year Operator's License Applications

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

27. One Year Operator's License Applications- Ashley Reed, Joseph Reed, Megan Gilligan, Daniel Brandt, Tammy Gallagher, Fonda Fischer, Amber Rae Rennie, Cathryn Joyce, Dillon Joyce, Jody Katers, Cindi Boucher, Michael Nompleggi, Rebecca Salscheider, Stephanie Kurek, Tyler Burmeister, Debbie Tennie, Misty Rusch, Patricia Hrabik, Penny Kempke, Savannah Soares-Rivera, Kristi Heim, Holly Brock

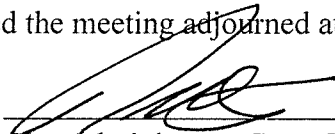
Motion: Bahrke/McDermid

Motion to approve One Year Operator's License Applications

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

28. 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 8:27pm.



City Administrator Peter Wills