

**CITY OF OCONTO FALLS
COMMON COUNCIL
MEETING**

Council Chambers – Municipal Building
500 N. Chestnut Avenue - Oconto Falls, WI 54154
TUESDAY SEPTEMBER 12, 2023 – 7:00 pm

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: Marty Coopman, Ashley Bahrke, Devin Wirtz, Mathew McDermid and Jeff McDonald

Also Present: Administrator Peter Wills, Deputy Clerk Jenny Friedman, Utility Manager Greg Kuhn, Fire Chief Tim Magnin, Street Superintendent Alan Winkler, Joel Lavarda, Kevin Rusch, Cole Magnin, Bart Schindel, Trinity Rasmussen

Absent Excused: Tim Holman

4. Approval of Minutes –Common Council Commission 08-08-2023

MOTION: Mc Dermid/Wirtz

Motion to approve minutes Common Council 08-08-2023

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

5. Treasurer's Report July
General Fund Year to Date Financials through July 30, 2023
Equalized Value Report August 2023
2023 State Apportionment Report

The Year-to-Date Financials were about seven-point eight percent higher overall. The following departments a little higher.

- Police Department due to paying two workers compensation now the department is down to one.
 - Street Department due to paying out an employee sick and health after leaving.
- All the departments are starting to work on the budgets for 2024.

MOTION: McDermid/Wirtz

Motion to approve treasurers reports for July as presented.

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

6. Bills Payable – August

MOTION: Wirtz/Bahrke

Motion to approve the Bills Payable as presented for August.

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

7. Reports: written reports submitted

- ✓ Administrator Report
- ✓ Police Department Report
- ✓ Municipal Court Report
- ✓ Fire Department Report

The Fire Chief would like to thank the fire department on the great work they did while they had two structure fires at the same time. Fire truck 1311 the foam system isn't working so if there is a vehicle fire the ladder truck will be utilized instead.

- ✓ Street Department Report
- ✓ Building Inspector Report
- ✓ Utility Commission Report/Minutes
- ✓ Library Report

MOTION: McDermid/ 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:

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

9. Committee Reports

Emergency Management Committee Report-N/A

Joint Review Board 09.06.2023

Library Board-08.07.2023

Main Street Committee Report N/A

Park & Recreation Committee N/A

Personnel Committee Report NA

Planning Commission Report 09.06.2023

Utility Commission Report 08.21.2023 Council Rep Marty Coopman

No Action Taken

Old Business:

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

Re: Fire Chief Tim Magnin/Administrator Wills

A. New Fire Station Budget Update

B. Zeise Construction Change Order #1

Fire Chief Tim Magnin has requested more funds for the Fire Station project. The Fire Station project is about two weeks ahead of schedule according to Zeise's plans. They are placing block in now and by September eighteenth they are going to place pre stress concert for the bays. Estimated to have it closed in by the end of October. Zeise sent results of a truck test for the soil and stated that the soil wasn't going to be stable for project. Zeise Construction has requested a Change order to approve in the amount of \$94,081 in contingency cost. The current balance in the Fire Station Contingency is \$192,758.

The Contract is Changed as Follows:

(Included, where applicable, any undisputed amount attributable to previously executed Construction Change Directive)

1. Proposal #1 Unstable soil-parking lot	Add	\$14,678.00
2. Proposal #2 Electric strikes	Deducted	(\$1,200.00)
3. Proposal #3 Unstable soil-office area	Add	\$7,638.00
4. Proposal #4 Added Windows treatment and exit lights	Add	\$3,712.00
5. Proposal #5 Unstable soil-SW parking lot	Add	\$14,042.00
6. Proposal #6 Unstable soil-NW driveway and building pad	Add	\$28,2543.00
7. Proposal #7 Red/Green lights at OH doors	Add	\$7,919.00
8. Proposal #8 HVACVE	Add	\$11,108.00
9. Proposal #9 Unsuitable Soil-Driveway NW of App Bay	Add	\$7,641.00

Total Add \$94,081.00

- Council questioned with all the soil samples that were done before the contractors weren't able to tell that the soil was bad from those? Did soil sample need to be done then to meet the standards of our parking lot or is that something that would have only benefited the contractors?

The contractor stated these tests had to be done to meet the requirements. If the soil wasn't removed then they would have to look into Geotech style instead which would cost a lot more.

- How were the prices for hauling the soil determined?
This will need to be followed up on.
- Red/Green lights at OH doors why are they in the change order?
Fire Chief Magnin and City Administrator Wills did discuss this with contractors somewhere throughout the plans these were taken out and not charged to the BID. They are now being added and charged. The lights are a state regulation light so they will need to be in the plan.
- What is the HVACVE add?
This is the roof top unit heating and cooling unit. Fire Chief Magnin and City Administrator Wills did discuss this with contractors in the beginning of project that there was an oversized unit for the fire station. This was cut back in size but contractors are stating now that there needs to be an increase in the unit to make sure it is large enough for the station.
- Where is the soil being hauled to?
The City dump and then the new Middle School site.

The Council would like Zeise Construction and the architect to come back to the Special Common Council on Monday September 25, 2023. To discuss the breakdown of Change Order in more depth.

NO ACTION TAKEN

11. Municipal Utility 2023 Revenue Bonds Sale Report

The Bond sale went through for less than expected. The City is to save \$465,549 in interest cost. The way this Bond was structured also offered a premium pay savings of roughly one hundred twenty thousand dollars in savings as well for the Utility. The money for the Bond should be in soon. The bond proceeds will need to be spent by August 17, 2025 due to IRS rules. The earliest that it can be paid off is 2030. Utilities is working with contractors for materials.

NO ACTION TAKEN

12. Mobile Home Park Annual Park application renewal status update

There was another inspection of the Mobil Home Park to follow up from last months. Over half of the corrections have been made but there are still more safety corrections that will need to be made before licenses is granted. The City will do another inspection before next Common Council. If the correction weren't done when the next inspection happens, then City will look into possibly fining.

NO ACTION TAKEN

New Business:

13. Petition of Annexation Jane A. Rusch Estate 8005 W Highland Drive,
Parcel# 03223230462, Parcel# 03223230462B

Kevin Rusch presented the Petition of Annexation for the Jane A. Rusch Estate. Mr. Rusch is the trustee of the estate and would like to annex into The City of Oconto Falls.

MOTION: Bahrke/Wirtz

Motion to accept the Petition of Annexation Jane A. Rusch Estate 8005 W Highland Drive, Parcel# 03223230462, Parcel# 03223230462B and recommend to Planning Commission.

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

14. Cole Magnin Certified Survey Map for approval

Cole Magnin is looking to purchase land from Witts he provided all the proper paperwork to Planning Commission and they approved then referred to Council. This has met all the city requirements and Building Inspector has also reviewed and approved.

MOTION: McDonald/McDermid

Motion to approve Certified Survey Map for Cole Magnin.

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

15. Street Dept Proposal for Fire Station- Jackson Street

Once the new Fire Station is up the old Fire Station will be vacant. Street Department

showed interest in possibly using it for their equipment. Street Superintendent went to measure and look at the current Fire Station and found it would be suitable for the majority of the street department equipment. The roof is in need of repaired. This might be a suitable use for the Street Department. There is no decision at this time how to use the current Fire Station once vacant. This is something the City is just starting to look into.

NO ACTION TAKEN

16. Snow Removal Proposal Zero Setback Businesses Main Street & West Side

The City Administrator brought forth snow plowing and removal issues that were a problem last winter. That would need to be resolved before this coming winter.

- Contractors having no place to go with snow and wanting City to haul snow away.
- Snow piles in zero lot lines and other inappropriate spots.

A suggestion of how to handle this is the City possibly be able to do the plowing and removal of snow for the businesses instead of the contractors on the Main Street side. City Administrator Wills was given the approval from Council to work with the contractors and Main Street businesses to come up with a fair agreement.

NO ACTION TAKEN

17. One Year Operator's License Applications- Savannah Long

MOTION: Wirtz/McDonald

Motion to approve One Year Operator's License Applications- Savannah Long

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

18. Two Year Operator's License Applications- Susie Stutzman

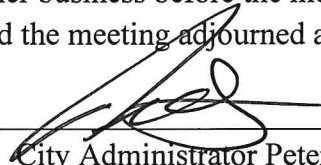
MOTION: Coopman/Wirtz

Motion to approve Two Year Operators License Application for Susie Stutzman.

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

19. 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 8:13pm.



City Administrator Peter Wills