

**CITY OF OCONTO FALLS
COMMON COUNCIL
MEETING**

Council Chambers – Municipal Building
500 N. Chestnut Avenue - Oconto Falls, WI. 54154
TUESDAY JANUARY 09, 2024 – 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: Mathew Mc Dermid, Marty Coopman, Jeff Mc Donald, Ashley Bahrke, Tim Holman and Devin Wirtz

Also Present: Administrator Peter Wills, Deputy Clerk Jenny Friedman, Utility Manager Greg Kuhn, Fire Chief Tim Magnin, Street Superintendent Alan Winkler, Ben Andrews with MSA, John Senn, Jeff Senn, Kerry Senn, Paul Shallow, Angie Ahlgrim, Patrick Ahlgrim, Danielle Saari and Mark Krumrei

4. Approval of Minutes – Common Council 12.12.2023

MOTION: Bahrke/McDermid

Motion to approve minutes Common Council 12.12.2023.

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

5. Treasurer's Report November

MOTION: McDermid/Wirtz

Motion to approve treasures reports for November as presented.

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

6. Bills Payable – December

MOTION: Holman/Coopman

Motion to approve the Bills Payable as presented for December.

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

7. **Reports: written reports submitted**

✓ Administrator Report

Ben Andrews with MSA gave an update that the CDBG grant application that the city has received about nineteen percent of surveys back by deadline of January 15,2024. On Tuesday January ninth City Administrator Wills and Ben Andrews went door to door and received a few more surveys back including some from the apartments on Columbia Street. The city will need fifty one percent to turn in application.

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

Alderman Coopman announced that Oconto Falls Ambulance service was elected for Service of the Year from Wisconsin EMS Association.

Mr. and Mrs. Ahlgrim and Paul Shallow presented to council a plat survey of their land at 7908 Gallas Road that was purchased in 2017. It was surveyed upon purchase. Ahlgrims were looking at their property on the county portal in December 2023 and notice the layout of their property had changed. Ahlgrims then contacted Shallow Survey to look into the survey. Shallow found the original survey done was wrong. The County and Shallow Survey worked with the Ahlgrim's to collect all the surveys connected to the property to get the correct layout of their property. It was found the City of Oconto Falls has retained the title to the 40' strip of land since 1968, the Ahlgrims believed they had ownership of the land since 2017 until December of 2023. Ahlgrims are asking the if they could have a field access road or an easement for the property that they have been using and thinking they had owned. The City thanked the Ahlgrims for bringing this up, due to this wasn't on the agenda no action could be taken. Council let the Ahlgrims know that they would be bringing this to the Planning Commission meeting and would discuss there.

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

9. Committee Reports

Emergency Management Committee Report-N/A

Joint Review Board-N/A

Library Board-10.03.2023,12.05.2023

Main Street Committee Report-N/A

Park & Recreation Committee-N/A

Personnel Committee Report-N/A

Planning Commission Report-N/A

Utility Commission Report-12.18.2023

No Action Taken

Old Business:

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

The Fire Station project is possibly going to be finished the end of May. Fire Chief Magnin is half way through annual report so that the final funds can be requested in January 2024. Funds should be in early March. Budget might have possibly one correction but this still can't be determined.

NO ACTION TAKEN

11. Eastside Beach Lifeguards 2024

Park and Recreation Committee met on Tuesday January 09, 2024 at 6:00 pm. The Eastside Beach Lifeguards staffing was discussed with citizen's input. The beach will need a minimal of eight lifeguards to run the beach. As of date there are no application. There was one phone call inquiring on the positions. The Park & Rec Committee decided to do the following to

- Committee meet on regular basis until time to open beach. This will give a chance to assess the beach situation and if there are applications coming in.
- Update supervisor job descriptions. Removing lifeguard certifications on the supervisor job description. This will open up the job opportunity to more applicants.
- Keep posting on social media.
- Check with school if they hold job fairs and work with them on getting word out.
- Making it known that there is training reimbursement on the lifeguard training.

NO ACTION TAKEN

12. Local Financial Institutions Comparison for New City Bank Account

City Administrator presented three different comparisons for banking options from N.E.W. Credit Union, Peshtigo National Bank and Flagstar Bank. Some concerns that were brought up were,

- Are there balance requirements?

No.

- Is there a limit on transaction?

No.

- Are wire transfer fees a cost.

The city is expecting that they will be able to transfer from either Peshtigo National Bank or Associated Bank without having wire transfer fees. If the city initiated the transfer, then Peshtigo National Bank would not charge the ACH fees. The city does not anticipate having to wire money at this time.

- Fee to transfer funds and account reconciliation fee was left blank on the sheet presented is there a fee for these with Peshtigo National Bank?

There are no fees for transferring funds or reconciliation fee.

- The ten-dollar amount ACH fee is that in line with what the city pays now with Associated Bank?

As of right now the city plans on keeping the payroll through Associated Bank. So that fee would not apply.

- Is the Oconto Falls Utilities on board with this?

Yes, the Oconto Falls Utilities are on board with having Peshtigo National Bank.

- Is the library on board with this change and been notified?

At this time the library is not going to make the change.

Council reviewed the comparison and found that Peshtigo National Bank would work best for the city to open up an account. The city would have the same signers on the account as they do now for Associated Bank.

MOTION: McDonald/Coopman

Motion to open an account with Peshtigo National Bank.

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

Columbia Street Annexation from Town of Oconto Falls Farm Rd to County I.

The City annexed a portion of Columbia in December 2023. It was questioned in December if the City could reapproach the Town of Oconto Falls to annex the rest of Columbia Street to County Road I with the right away. Administrator Wills did call and talk with the Town of Oconto Falls and they would be willing to do this if the City of Oconto Falls sends a proposal. Concerns from council were

- Was the annexation from December completely done?

Yes, this is fully complete.

- Is this just the street or street and properties?

This would be just the street and the right away. No properties would be included.

- If this would be annexed would the city then have to repair the entire distance of Columbia or just the portion that was discussed in previous meetings? This would raise the cost greatly.

That would have to be discussed if it was annexed.

- If the properties aren't annexed into the city how does that work with grants like CDBG?

How this would potentially work is the city could open another project and seek other BIDS.

- What would the cost of this be?

The cost would be for the cost of the survey which would be estimated nineteen hundred dollars.

- How does this benefit us?

It helps grow the city, the city already maintains that portion so now they would be able to get paid from the state on the distance and miles. Maintaining purposes, the city will know the street will be cleared in front of the school. It gives the city access to County I; it extends our continuances. It would help for any future plans for storm and sewer.

NO ACTION TAKEN

New Business:

14. 2024 Terrace Tree Program

The Park and Recreation Committee met and discussed updating the Terrace Tree Application with changing the types of trees offered and the size. These tree estimates came from Rank landscaping.

MOTION: Wirtz/McDonald

Motion to approve 2024 Terrace Tree Program with the addition to the trees and replacements.

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

15. Sale of 1981 International Model #1300 1426, J231/1040A Serial#37873. The bucket is 82" wide.

The Street Department currently has no use for this piece of equipment and would like to put it up for sale. The utilities were asked if they can utilize this as well but they have no need for it.

MOTION: Wirtz/McDonald

Motion to sell 1981 International Model #1300 1426, J231/1040A Serial#37873. On surplus with minimal bid of \$2000.00.

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

16. Oconto County ARPA Recreational Capital Project

The Oconto County Board of Supervisors has allocated a total of \$200,000 for capital projects for recreational activities as defined under statute. There will be no ongoing funding available for operational costs. The amount of available funding will limit the award to projects. The maximum award for any single project has been set at \$50,000 by the County Recreation Committee. Funds approved by the county cannot exceed 30% of the total project cost, with a maximum amount of \$50,000. An exception can be made when a specific funding source is allocated to the county for a specific purpose and the county is acting as a pass-through entity. The requesting entity must have 20% of the total project cost available to start construction. The application deadline is April 30, 2024. With these funds available the city would like to look into upgrading some of our parks. Send the Oconto County ARPA Recreational Capital Project to Park and Recreation Committee meet no later than March.

17. Employee Reviews

Currently the city does not do reviews with employees. If any issue arises it is handled on the day it happens. Possibly looking into doing individual evaluations for employees. The city administrator would do the managers reviews, managers would do the employees in their department. Recommend employee reviews to Personnel Committee.

NO ACTION TAKEN

18. One-year operator's license application: Madison Cooper, Ashton Guesnon, Juliet Puliatchk

MOITION: McDermid/Wirtz

Motion to approve One-year operator's license application: Madison Cooper, Ashton Guesnon, Juliet Puliatchk.

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

19. Class B License application for Knights of Columbus fundraiser held at St. Anthony's School

The Knights of Columba's are looking to hold a meat raffle fundraiser at St. Anthony's on Saturday January 13,2024.

MOTION: Bahrke/McDonald

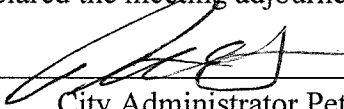
Motion to approve the Class B License application for Knights of Columbus fundraiser held at St. Anthony's School.

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

20. 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 8:02 pm.



City Administrator Peter Wills