

**CITY OF OCONTO FALLS  
COMMON COUNCIL  
MEETING**

Council Chambers – Municipal Building  
500 N. Chestnut Avenue - Oconto Falls, WI. 54154  
**TUESDAY FEBRUARY 13, 2024 – 7:00 pm**

**MINUTES**

1. Meeting called to order at 7:00 pm by Mathew McDermid
2. Pledge of Allegiance
3. Roll Call Present: Aldermen: Mathew McDermid, Marty Coopman, Jeff McDonald, Ashley Bahrke, Tim Holman

Also Present: Administrator Peter Wills, Deputy Clerk Jenny Friedman, Police Chief Brad Olsen, Utility Manager Greg Kuhn, Fire Chief Tim Magnin, Street Superintendent Alan Winkler, Ben Andrews with MSA, Warren Bluhm Times Hearld, Valerie Greetan, John Senn, Jeff Senn, Angie Ahlgrim, Mark Krumrei, Kevin Wirtz, Stephanie Holman, Kurt Wolf, Josh Wirtz, Jason Magnin

Absent: Mayor Brad Rice, Devin Wirtz

4. Approval of Minutes – Common Council 01.09.2024

**MOTION: Bahrke/Coopman**

*Motion to approve minutes Common Council 01.09.2024.*

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

5. Treasurer’s Report December

**MOTION: Holman/McDonald**

*Motion to approve treasures reports for December as presented.*

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

6. Bills Payable – January

**MOTION: Holman/Bahrke**

*Motion to approve the Bills Payable as presented for January.*

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

7. **Reports: written reports submitted**

✓ Administrator Report

Administrator Wills gave an update on lifeguard status. The beach has four lifeguards that have applied and one person that applied for Beach Supervisor. The help wanted

posters have been posted in several more locations and on Facebook, city website, school has been contacted and they had stated they would post on job boards along with send out with electronic notice.

- ✓ Police Department Report
- ✓ Municipal Court Report
- ✓ Fire Department Report
- ✓ Street Department Report
- ✓ Building Inspector Report
- ✓ Utility Commission Report/Minutes
- ✓ Library Report

**MOTION: Holman/Bahrke**

*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-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 beginning of June. There are no issues and are ahead of schedule.

**NO ACTION TAKEN**

**11. Columbia Street Annexation from Town of Oconto Falls Farm Road 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-of-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.

**MOTION: McDonald/Holman**

*Motion to move ahead with survey process for Annexation from Town of Oconto Falls Farm Road to County I.*

**Voice Vote:** McDonald -yes, Holman-yes, Coopman-yes, McDermid-yes, Bahrke-no

**Absent:** Wirtz- **MOTION CARRIED**

**12. Columbia Street Reconstruction Project Items**

**A. Resolution 24-002 Approval to Apply for CDBG Grant**

This Resolution provides the authorization to sign and submit the application for the CDBG Grant.

**MOTION: Bahrke/Coopman**

*Motion to approve Resolution 24-002 for approval to apply for CDBG Grant.*

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

**B. MSA Task Order #4 CDBG Application & Environmental Service Review**

The Task Order #4 is to allow MSA to assist the city in submitting the CDBG Application and Environmental Services.

**MOTION: McDonald/Holman**

*Motion to approve the MSA Task Order #4 CDBG Application and Environmental Service Review.*

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

**C. MSA Amendment #1 Columbia Street Design Engineering**

The amendments to this Columbia Street Design were as follows

- finalizing of design
- permitting specifications
- bidding

**MOTION: Holman/McDonald**

*Motion to approve MSA Amendment #1 Columbia Street Design Engineering.*

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

**D. Approval to contact banks for letter of Interim Financing Letter up to two million as match for CDBG Application for Columbia Street Reconstruction.**

This will allow Administrator Wills to start looking for funds from banks saying that they are willing to finance with the city up to the amount of two million dollars for the CDBG Columbia Street Reconstruction. These letters of credit will not commit the city to any financing.

**MOTION: Bahrke/Holman**

*Motion to allow Administrator Wills to contact banks for letter of Interim Financing Letter up to \$2 Million as match for CDBG.*

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

**13. Resolution 24-001 Authorizing Encompass Childcare Submission of WEDC Community Development Investment (CDI) Grant Application**

In the past only the city could apply for these grants. These rules have changed now. The Resolution 24-001 allows Encompass Childcare to apply for WEDC Community Development Investment (CDI) Grant Application with proof that the city approves and knows of Encompass Childcare applying. This does not affect other opportunities for the city or other business to apply for grants in future or hold them responsible for submitting reports or financials.

**MOTION: Bahrke/Coopman**

*Motion to approve Resolution 24-001 Authorizing Encompass Childcare Submission of WEDC Community Development Investment (CDI) Grant Application.*

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

**14. Downtown Snow Plowing**

The city is working with contractors with snow removal and there have been no issues. They have worked out a system that has seemed to work for this year so far.

**NO ACTION TAKEN**

**15. Current Fire Station 98 Jackson St-Roof Replacement Quotes**

The current Fire Station 98 Jackson St-Roof has leaks and is in need of repair. This is a rubber roof with life span of twenty years and has been on since 1984. City Administrator Wills presented three quotes SPS Roofing Systems, Great Lakes Roofing and Northern Roofing Quotes. The leaks at this time have a temporary patch on them but will need to be repaired. At this time there is no plans of how the building will be utilized. Until the decision is made of how the building is going to be utilized the decision to repair the roof will be postponed.

**NO ACTION TAKEN**

**16. St. Anthony's Fishing Derby/Auction Temporary Class B license**

St. Anthony's Fishing Derby has been canceled due to the unsafe ice conditions. St. Anthony's applied for a Temporary Class B license for their yearly auction.

**MOTION: Holman/Bahrke**

*Motion to approve the St. Anthony's Temporary Class B license for the auction.*

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

**New Business:**

**17. Snow Plowing -Fence Repair**

The Wirtz's brought forth when the snowplows went through by his house that the snow pushed his fence and bowed fence and cracked some portions of it. Administrator Wills did inform the council that this would not be covered by insurance so it would be paid out of the city budget if approved to repair.

**MOTION: Holman/Bahrke**

*Motion to Mr. Wirtz at 506 Alpine Drive to get a quote for repair of his fence and bring back to council.*

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

**18. Declaration of Surplus Kabota F2690 Lawnmower**

The Street Department currently has no use for this piece of equipment and would like to put it up for sale. The replacement machine has come in and no longer have a use for the Kabota F2690.

**MOTION: McDonald/Holman**

*Motion to sell Kabota F2690 Lawnmower minimal bid \$8,000.*

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

**19. City Hall Generator Repair Quotes**

Fire Chief Magnin has been doing monthly checks on the generator. Every year the generator has a test ran on it by a certified technician. This year when test was run, they found some rotting on the radiator. Fire Chief Magnin did try and patch it but this did not take. The city did receive a quote from Total Energy Systems for the repair, parts and labor. The city suggests working with the street department mechanic to see if he was able to fix some of the issues with the generator first.

**NO ACTION TAKEN**

**20. Memorial Day weekend celebrations/ Dash of Color events**

The Memorial Day celebrations are starting to be organized. The following are some of the activities that will happen

- Softball tournament
- Bands
- Car show
- Carnival has been contacted
- Fireworks
- Dash O.F. Color

**NO ACTION TAKEN**

**21. Oconto Falls Market Place Agent Application Manindar Singh**

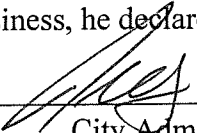
**MOITION: Holman/McDonald**

*Motion to approve Oconto Falls Market Place Agent Application Manindar Singh.*

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

**22. Adjournment**

**Mathew McDermid** asked if there was any further business before the meeting is adjourned. Having no further business, he declared the meeting adjourned at 8:15 pm.

  
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City Administrator Peter Wills