

**CITY OF OCONTO FALLS
COMMON COUNCIL
MEETING**

Council Chambers – Municipal Building
500 N. Chestnut Avenue - Oconto Falls, WI. 54154

TUESDAY MARCH 12, 2024 – 7:00 pm

MINUTES

1. Meeting called to order at 6:56 pm by Mayor Brad Rice
2. Pledge of Allegiance
3. Roll Call Present: Aldermen: Mathew McDermid, Marty Coopman, Jeff McDonald, Ashley Bahrke and Tim Holman

Also Present: Mayor Brad Rice, Administrator Peter Wills, Deputy Clerk Jenny Friedman, Police Chief Brad Olsen, Utility Manager Greg Kuhn, Street Superintendent Alan Winkler, Ben Andrews with MSA, Warren Bluhm Times Herald, Valerie Greetan, Kevin Wirtz, Stephanie Holman, Carrie Hill, Clint Braun, Angie Ahlgrim, Patrick Ahlgrim, Bart Schindel and Reuben Radke

Absent: Devin Wirtz

4. Approval of Minutes – Common Council 02.13.2024

MOTION: McDermid/Coopman

Motion to approve minutes Common Council 02.13.2024 with amendments.

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

5. Treasurer's Report January

MOTION: McDonald /Holman

Motion to approve treasures reports for January as presented.

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

6. Bills Payable – February

MOTION: Bahrke/ Coopman

Motion to approve the Bills Payable as presented for February.

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

7. **Reports: written reports submitted**

- ✓ Administrator Report
- ✓ Police Department Report

The new police officers testing and background checks have come back good. The new officer should start end of May or early June.

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

MOTION: Holman/McDonald

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:

- A. Request for sponsorship and volunteers for Oconto County Farmers Market.
- B. Community Garden Seeking involvement they are looking for sponsors and volunteers.
- C. Marinette & Oconto Counties Clean Sweep information has been placed in packet for review.

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

9. Committee Reports

Library Board-2.27.2024

Main Street Committee Report-03.20.2024

Park & Recreation Committee-03.12.2024

Personnel Committee Report-2.13.2024

Planning Commission Report-03.06.2024

Ordinance Committee Report-03.06.2024

Utility Commission Report-2.19.2024

NO ACTION TAKEN

Old Business:

10. Police Sargent Position Promotion

Police Chief Olsen has written a recommendation letter for Officer Spencer Russ to be promoted to Police Sargent. This was brought before and approved by the Personnel Committee. Officer Russ does meet all the requirements.

MOTION: Coopman/Bahrke

Motion to approve promotion for officer Spencer Russ to Police Sargent.

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

- a. Fire Station Construction time line update

The inspector is coming out to do the inspections. Full finish is expected by end of May. The end of June early July for possible dedication. Fire department would like to get some landscaping and fully moved in before this would happen.

- b. Zeise Construction Contract Change Order Number 2.
This change Order Number 2 is for a savings of \$9,382.00.

MOTION: McDermid/McDonald

Motion to approve Zeise Construction Contract Change Order Number 2.

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

12. Snow Plowing -Fence Repair

Kevin Wirtz's brought forth on 2.13.2024 Common Council that 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. Mr. Wirtz was asked to bring back a quote for his fence at the February thirteenth Common Council. City Administrator Wills has spoken with the city attorney since last Common Council. The attorney has advised that the city submit any quotes for this or future issues through the insurance company before any other action is taken. Mr. Wirtz presented the council with a quote for his fence March 12,2024 from Custom fence in the amount of \$5,953.71.

MOTION: McDonald/Holman

Motion to send quote for fence to the insurance company.

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

13. City Hall Surplus Sales

a. Generator Repairs

The repairs for the city generator were completed on March seventh. The total cost of repairs was three thousand two hundred dollars. The total savings of about six thousand dollars with the city mechanic fixing it.

b. Surplus Equipment Update

The 1981 backhoe did sell for \$11,700 on surplus.

The Kubota did not hit the \$5,900 reserve that the city was asking.

MOTION: Bahrke/Holman

Motion to relist the Kubota F2690 lawnmower for \$5,000 surplus.

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

14. Park and Rec Committee Update

a. Eastside Beach update

The Eastside Beach Lifeguards staffing was discussed with citizen's input. The beach will need a minimal of eight lifeguards to run. There is one applicant for beach supervisor and seven life guard applicants. Two lifeguards still need to be certified and age into the program, another applicant only wants to work as a fill in. The posting for the beach positions is at several locations in Oconto Falls. On the flyers it is also made know that the lifeguard certification does have reimbursement from the city. Ideally the city would need ten lifeguards. If there are not enough applications the option of possibly having lifeguards parttime verse having them fulltime. Citizens were concerned about the swimming area at Westside Beach during the summer. Many people swim at this beach and when swimmers go farther out of in the river it makes this very hard for boaters to see them in the water. This could be a potential accident. The suggestion was made to have buoys placed for safety around the swimming area.

b. Oconto County Grant recommendations

The grant application is due in mid-April with funds having to be spent by the end of the year 2025. The Park & Rec Committee has directed the City Administrator to get quotes on playground equipment, softball field improvements, pickle ball courts, update bathrooms. After quotes are received the Park& Rec Committee will meet again in early April to make decisions to on how the money would be spent if approved for the grant.

MOTION: Bahrke/Holman

Motion to use boat launch money for buoys at the Westside Beach.

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

15. Columbia Street Reconstruction Project Items

A. Interim Financing Letter up to \$2 Million as match for CDBG Application for Columbia Street Reconstruction.

Peshtigo National Bank has given the approval letter for Interim Financing for up to two million dollars as match for CDBG. The city should know if approved for grant in June or July of 2024.

B. Set Public Informational Meeting for March 26,2024 6:00pm

A public informational meeting will be held on March 26,2024 at 6:00 pm to inform citizens about the upcoming Columbia Street project if approved for the CDBG Grant.

MOTION: Bahrke/McDermid

Motion to set Public Hearing for CDBG Columbia Street Reconstruction project application at April 9,2024 at 6:00pm.

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

16. Road Access Permit Request Access Across City Property -Ahlgrim

Alderman Coopman is the board president of the Oconto Falls Ambulance. Coopman at this time would like the record to state that he will be abstaining from voting on any decision made on the Ahlgrim property due to conflict of interest. Mr. and Mrs. Ahlgrim and Paul Shallow presented to Planning Commission on January 31, 2024 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. They 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 if they could have a field access for the property that they have been using and thinking they had owned. The options would be to have a gentlemen's agreement, easement or buying the land. Administrator Wills spoke on behalf of the city that at this time the city is not interested in selling or exchanging land. The city would like to still have access on the backside of the dump which this part of the road also leads to. The shared access to the property can lead to possible liability concerns. City attorneys advised that if an easement, conditional use agreement was in place that the type of access should be defined and some kind of maintenance agreement also a gate at the end of the city property be placed on the property. The advisement from attorneys on back northern property where Ahlgrim's are requesting access should not be utilized by the Ahlgrim's and boundary lines should be honored. City Administrator presented a Road Access Permit Request the Planning Commission has reviewed and approved. Both parties have seen the permit. The permit was revised and needed to have a few small changes which are as follows;

- First paragraph should state (access their Town of Oconto Falls property)
- Number two on permit should state (seventy feet (70) in width)
- Number eight on permit should state at the end city property
- Number eleven date change to (permit valid date of April 30, 2025)

MOTION: McDermid/Holman

Motion to approve the amended version of the Road Access Permit Request Access Across City Property -Ahlgrim.

Voice Vote: McDonald -yes, Holman-yes, McDermid-yes, Bahrke-yes

Absent: Wirtz, **Abstaining from Voting-** Coopman- **MOTION CARRIED**

New Business:

17. (CSM) Certified Survey Map 354 South Washington

The neighboring property owners are selling their property. Currently the property line is right on the garage. Property owners have made a deal to move property lines over before any sales. This way property line would not be right on garage. This was agreed upon by all parties. Building inspector has reviewed legal CSM and this would

still meet all setback requirements.

MOTION: Bahrke/Coopman

Motion to approve (CSM) Certified Survey Map 354 South Washington

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

18. ORD 24-001 Amending Ch 43-6 Wards

Last year the city annexed properties into the city. With the new annexed properties, the wards and aldermanic district changed. This amendment change would now include the changes and be the most accurate information of the wards.

MOTION: McDermid/Coopman

Motion to approve Ord 24-001 Amending Ch 43-6 Wards.

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

19. ORD 24-002 Amending Ch 43-7 Aldermanic Districts

Last year the city annexed properties into the city. With the new annexed properties, the wards and aldermanic district changed. This amendment change would now include the changes and be the most accurate information of the aldermanic districts.

MOTION: Bahrke/Holman

Motion to approve Ordinance 24-002 Amending Ch 43-7 Aldermanic Districts.

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

20. Amend Ch 465-5 No parking on corner of N Maple and Green Bay Ave

- a. Set Public Hearing for March 26th 2024 at 6:30

There have been a few issues with semi-trucks having a hard time trying to make that corner safely with vehicles parked on the corner.

MOTION: McDermid/Holman

Motion to set Public Hearing for Amended Ch 465-5 No parking on corner of N. Maple and Green Bay Ave for April 9, 2024 at 6:45pm.

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

21. Amend Ch 365-7 No Hunting on City Land

- a. Set Public Hearing for March 26th 2024 at 6:35pm

This is to clarify ordinances that the city has never allowed hunting in city parks. There have issues with citizens hunting east side of Maple Street by golf course this considered a park also on the islands.

There have been a few amendments that will need to be updated and are as follows;

- Revise section A to state; It shall be unlawful to, within the corporate limits of the

City of Oconto Falls, carry concealed weapons without a permit or to discharge any gun, rifle, pistol, revolver, dynamite cap or dynamite, or any other explosive.

- Add in section C and state; Discharge of firearms regulated. No person, except a law enforcement officer in the performance of an official duty, shall fire or discharge any firearm, rifle, spring gun, air gun or pneumatic pellet gun of any description in his/her possession or under his/her control within the City of Oconto Falls, provided that this section shall not prevent the maintenance and use of duly supervised rifle or pistol ranges or shooting galleries authorized by the City Council, or the firing or discharging of BB guns upon private premises by persons over 16 or under the direct personal supervision of a parent or legal guardian.
- Add in Section D and state; Hunting within the City of Oconto Falls is prohibited, except bow/crossbow hunting on private land with excess of four acres.
- Remove the old E that stated; Shooting into City limits. No person shall in the territory adjacent to the City discharge firearms in such a manner that the discharge shall enter or fall within the City of Oconto Falls.
- Adding in a new E that will state; Definition. For purposes of this section, "firearm" is defined as any instrumentality from or with which a shot, bullet or pellet may be discharged or expelled, regardless of whether the propelling force is provided by air, spring or other similar mechanical device or gunpowder.

MOTION: McDermid/Coopman

Motion to set Public Hearing for Ch 365-7 No Hunting on City Land for April 9, 2024 at 6:50pm.

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

22. Park Donation in Memory of Kathy (renal) Mattila

A friend of Kathy (Renel) Mattila's had called stating that Kathy loved the parks in Oconto Falls and would like to donate twenty-five dollars to her memory for the parks.

NO ACTION TAKEN

23. Safe Routes to School Grant

- A. Grant Proposal Bay Lake Region Planning
- B. Letter of Support for Grant Proposal

Administrator Wills Have been working with Bay Lakes Regional Planning they had awarded us forty hours of free time to assist with a project. Administrator Wills discussed with MSA a quote for safe Routes to School Grant. The total with for this grant would be \$32,000. The school at this time does not have interested in partaking in this grant at the time.

NO ACTION TAKEN

24. Five Year Road Improvement Plan

The CDBG application it requires a five-year road improvement plan. There is currently a five-year plan. This updated version of the Road Improvement plan has Columbia Street starting in the year 2025. This is the only part that would change on the current five-year plan. The Oconto Falls Utilities has help make and agrees on these decisions on the five-year plan.

MOTION: McDermid/McDonald

Motion to approve the five-year Road Improvement Plan.

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

25. Industrial Park Prospect -6-12 Acres

There is a business owner that is interested in possibly purchasing six to twelve acres of land for his business. He currently owns business in the city. This would help expand his business. If this land was purchased the new expansion of his business would be dealing with concrete cutting. The city would look at possibly adding a covidence if property was bought in industrial park. The City Administrator Wills will talk with business owner and show a couple different locations that might work for him.

NO ACTION TAKEN

26. Housing Developer seeking the City to provide 40 acres.

A housing developer is looking for forty acers of land to develop within the city. The developer would like to do a subdivision and then would do a multi-family unit but he wouldn't do a multi-family without a subdivision. The contractor's concern is that it cost the same amount to do project in Oconto Falls as other bigger cities but you get better rent in the bigger cities. The city currently does not have forty acres to offer. The contractor is wanting the land to be owned by the city. An option could be the city to reach out to surrounding land owners to see about possibly annexing into the city or selling to the city. If the city is going to grow the surrounding properties are going to have to be explored to see if the city could expand.

NO ACTION TAKEN

27. Street Department Salt Storage for April 30th Delivery

Steet Department Manager Winkler is working with the state in a buyback program for the extra salt that was not used this year.

28. St. Anthony's Fishing Derby/Auction Temporary Class B license St. Anthony's Food Truck Fundraiser May 6,2024 4-pm-7:30pm

MOTION: McDermid/Holman

*Motion to approve St. Anthony's Fishing Derby/Auction Temporary Class B license
St. Anthony's Food Truck Fundraiser May 6, 2024 4-pm-7:30pm*

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

29. One-Year operator's license application: Stephanie Herr

MOITION: Holman/McDonald

Motion to approve One-Year operator's license application: Stephanie Herr

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

30. Surplus 5 Police Radios and Toughbook's

The police department has radios and Toughbook's that are out dated and could be sold for surplus.

MOTION: Bahrke/Coopman

Motion to have Police Chief Olsen dispose of radios and Toughbook's as seen fit.

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

31. Joyful Noise June 29th, 2024

The local churches will be putting on a Lutheran concert on June 29, 2024. This will be a free concert that will start at 1:15pm and ending at around 6:00pm.

MOTION: Bahrke/ McDonald

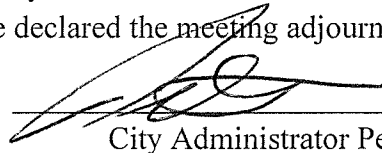
Motion to approve the joyful Noise on June 29, 2024.

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

32. 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 8:14 pm.



City Administrator Peter Wills