

**CITY OF OCONTO FALLS
COMMON COUNCIL
MEETING**

Council Chambers – Municipal Building
500 N. Chestnut Avenue - Oconto Falls, WI. 54154
TUESDAY APRIL 9 , 2024 – 7:00 pm

MINUTES

1. Meeting called to order at 7:00 pm by Mayor Brad Rice
2. Pledge of Allegiance
3. Roll Call Present: Aldermen: Devin Wirtz, 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, Clint Braun, David Steffens, Shawn Baxter S&L Ford, Greg Tank S& L Ford

Absent: Mathew McDermid

4. Approval of Minutes – Common Council 03.12.2024

MOTION: Holman/Wirtz

Motion to approve minutes Common Council 03.12.2024 with amendments.

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

5. Treasurer’s Report February

MOTION: Bahrke/Coopman

Motion to approve Treasure’s report for February as presented.

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

6. Bills Payable – March

MOTION: Wirtz/Holman

Motion to approve the Bills Payable as presented for March.

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

7. **Reports: written reports submitted**

✓ Administrator Report

City Administrator Wills did talk with insurance on the Wirtz fence claim and will be receiving a written statement on the denial.

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

MOTION: Holman/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:

- S&L Ford/Kayser Automotive Group Presentation-Sean Baxter-President Sean Baxter and Greg Tank representing S& L Ford presented to the council that S&L is planning to relocate to new headquarters in Little Suamico. S&L has planned on keeping the repair shop in the city.
- State Representative David Steffens/Candidate Assembly District 4 State Representative David Steffens introduced himself to the council.
- State Representative Elijah Behnke/Candidate Assembly District 4 didn't appear.
- Mr. Wirtz had concerns on how long the fence claim is going to take. Administrator Wills explained that the city is just waiting for a written denial on the claim then would proceed. This is expected to be on the April 16, 2024 Reorganizational meeting.
- Citizen was concerned on the speed of cars going too fast down Columbia Street.

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-N/A

Main Street Committee Report 03.20.24

Park & Recreation Committee Report- 03.12.24

Personnel Committee Report N/A

Planning Commission Report 03.06.24

Ordinance Commission 03.6.24

Utility Commission Report 03.19.24

NO ACTION TAKEN

Old Business:

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

- a. Estimated cost for city portion of New Fire Station cost for borrowing
Fire Chief Magnin went over the up-to-date financial cost of fire station. The fire station is still in the planned budget.
- b. Roof repair cost to include in borrowing
Administrator Wills presented three estimates on the old fire station roof.

MOTION: Wirtz/McDonald

Motion to get loan rates on the two costs with the old fire station roof repair and new fire station broke out separately.

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

**11. City Hall Surplus Sales
Surplus Equipment Update**

Street Superintendent Winkler gave update that the 2015 Kubota sold for \$6,425.00

NO ACTION TAKEN

12. Park and Rec Committee Update

- a. Eastside Beach update
 - i. Seasonal Lifeguards Status
Park and Rec Committee made the decision to have the beach open for a modified schedule. Being open Friday, Saturday and Sunday.

MOTION: McDonald/Bahrke

Motion to proceed with modified weekend schedule for the Eastside Beach knowing that we are out of budget.

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

- ii. Swim Raft
The new swim raft quotes were presented during the Park & Rec meeting. There are funds in the boat launch account that could be used for the raft.

MOTION: McDonald/Holman

Motion to approve the use of money from boat launch funds to purchase a swim raft.

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

- iii. Buoys For Westside Beach
A concern from citizens were brought up on the safety of the Westside Beach swimming area of fast undercurrent, water drop off on the

channel and boats not being able to see swimmers. The decision was made to place buoys in the swim area on Westside Beach to help with safety.

MOTION: Bahrke/Holman

Motion to approve the buoys for beaches if needed.

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

b. Oconto County Grant Application recommendations

Oconto County has opened ARPA funds for recreation grants. These funds do need to be spent on a beach or parks.

i. Memorial Field Improvements

There have been some concerns that the ball park fence at Memorial Field is in need of repair and the safety of fence.

ii. Eastside Beach Improvements

There was discussion of putting a modular bathroom up at the Eastside and Westside Beach and Memorial Field. The Park & Rec Committee decided it would be best to not put in modular bathrooms and plan for future fixing of the bathrooms that are existing.

MOTION: Wirtz/Coopman

Motion to proceed with Oconto County Grant Application. with recommend of Westside Beach bathroom, Memorial Field playground.

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

c. WI DNR Knowles Stewardship Grant/Land & Water Conservation Grant

i. Requires updated Five Year Outdoor Comprehensive Plan Prior to Application

ii. Most Recent 1998-2003 Outdoor Comprehensive Plan

1. <https://www.dropbox.com/scl/fi/ekobnv5erp0r6ghuxawb/City-of-Oconto-Falls-Comprehensive-Outdoor-Plan-1998-2003-Bay-Lakes-Regional-Plan-Commission.pdf?rlkey=eec46gac1amilbrzffpqixj0k&dl=0>

The city will need to update the Five Year Outdoor Comprehensive Plan. The option to adopt the county comprehensive plan.

NO ACTION TAKEN

d. Review Ch 188-7 Beach & Parking Areas Ordinance

Re: Administrator Wills/Street Supt Winkler

i. Dogs in non-beach park areas

There have been questions from the community if dogs are allowed at the parks. There is currently no ordinance for dogs not allowed at city park. There is an ordinance for no dogs in the beach area. This is something that would need further review to if the city would like to continue with no dogs in park. The street department is too review the signage to make sure there are no signs up where they shouldn't be.

NO ACTION TAKEN

13. Columbia Street Reconstruction Project Items for CDBG Application

- A. Columbia Street Public Informational Meeting Held March 26,2024 6:00pm
The informational meeting was held with a small turnout from the community.

- B. Columbia Street CDBG Public Hearing held April 9, 2024 6:00pm
 - 1. Approve Citizen Participation Public Hearing Certification

MOTION: Wirtz/McDonald

Motion to accept the Citizen Participation Public Hearing Certification.

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

- C. Resolution 24-003 to Commit Matching Funding to CDBG-PF Project
This is part of the preauthorization for the CDBG application. The commitment of matching funds for the city.

MOTION: Coopman/ Wirtz

Motion to accept Resolution 24-003 to Commit Matching Funding to CDBG-PF Project

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

- D. Resolution 24-004 to Commit to Adopt Capital Improvement Plan
- E. Amend Fair Housing Ordinance Ch 238
 - 1. Recommend to Ordinance Committee
 - 2. Set Public Hearing for May 14, 2024 6:30pm

MOTION: Bahrke/Holman

Motion to accept Resolution 24-004 to Commit to Adopt Capital Improvement Plan.

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

MOTION: McDonald/Holman

Motion to recommend Amend Fair Housing Ordinance Ch 238 to Ordinance Committee and set public hearing for May 14,2024 at 6:30 pm

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

New Business:

- 14. 2nd Annual Oconto Falls Dri-Tri

Beth Lorrett owner of Homegrown Fitness will be holding a 2nd Annual Oconto Falls Dri-Tri on Saturday July 13,2024. Homegrown fitness is anticipating at least twenty participants. Beth is asking to have the city as a sponsor of her Dri-Tri again.

MOTION: Holman/McDonald

Motion to approve the 2nd Annual Oconto Falls Dri -Tri and wave the parking fees and pavilion fees at the westside beach.

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

15. Ordinance 24-004 Amend Ch 465-5 No parking on corner of N Maple and Green Bay Ave.

MOTION: Wirtz/Bahrke

Motion to approve Ordinance 24-004 Amend Ch 465-5 No parking on corner of N Maple and Green Bay Ave

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

16. Ordinance 24-003 Amend Ch 365-7 No Hunting on City Land

MOTION: Wirtz/Bahrke

Motion to send Amending Ordinance 24-003 Amend Ch 365-7 No Hunting on City Land to Ordinance Committee on May 14 2024 at 6:35pm.

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

17. Planning Commission Items

A. Industrial Park -Price for Industrial Park Lot

There have been prospects looking at industrial park lots for sale. The city would need to come with a price offer to sell.

MOTION: Wirtz/Holman

Motion to offer potential buyer a range of \$12,000 to \$20,000 an acre pending infrastructure needs.

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

B. Potential Sale of City Property on Van Buren Street

A developer would like to buy a section of city land for building house. The pricing would have to be determined and how much of the lot would be sold.

MOTION: Holman/Wirtz

Motion to proceed with potential sale of city property on Van Buren Street and work with the developer.

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

18. Civic Systems Accounting System Contract

The current accounting system is going to be no longer used in the year 2025 and will need updating. There would be an annual fee of \$4,800.00. This system would be used by utility and the city. The upgrade in the system has not been budgeted for this year. The city and utility will need to sign up for training in the year 2024 to be trained and ready for the new system in 2025.

Tabled for further discussion.

19. 2024 Fee Schedule Revision-Right of Way Permits

The current fee schedule doesn't clarify the distance of Revision-Right of way permits. This updated version now clarifies this.

MOTION: Wirtz/McDonald

Motion to approve the amended 2024 Fee Schedule Revision-Right of Way Permits as written.

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

20. Application for Temporary Class "B"/Class "B" Retailer's License Sno Jokers May 24-27,2024

MOTION: Holman/Wirtz

Motion to approve Application for Temporary Class "B"/Class "B" Retailer's License Sno Jokers May 24-27,2024

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

21. Application for Temporary Class "B"/Class "B" Retailer's License Chamber of Commerce Summer Sunset Concert Series -Music by the River June 28,2024, July 26,2024, August 16,2024.

MOTION: Wirtz/Holman

Motion to approve Application for Temporary Class "B"/Class "B" Retailer's License Chamber of Commerce Summer Sunset Concert Series -Music by the River June 28,2024, July 26,2024, August 16,2024.

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

22. Application for Temporary Class "B"/Class "B" Retailer's License Trent Maloney Memorial Tournament

MOTION: Bahrke/Coopman

Motion to approve Application for Temporary Class "B"/Class "B" Retailer's License Trent Maloney Memorial Tournament

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

23. One-Year operator's license application: Brandy Wilson, Linda Trudeau, Samantha Tank, Seth Pfeiffer, Amanda Sekey, Tasha Hajenga, Makayla Hansen

MOTION: Wolman/ Wirtz

Motion to approve One-Year operator's license application: Brandy Wilson, Linda Trudeau, Samantha Tank, Seth Pfeiffer, Amanda Sekey, Tasha Hajenga, Makayla Hansen

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

24. Two- Year operator's license application: Stephen Robb, Debra Arndt

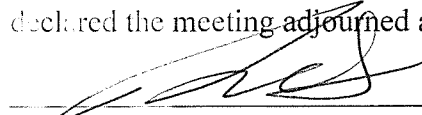
MOTION: Wirtz/Bahrke

Motion to approve the Two- Year operator's license application: Stephen Robb, Debra Arndt.

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

25. 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 8:51pm.



City Administrator Peter Wills