

**CITY OF OCONTO FALLS
COMMON COUNCIL
MEETING**

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

**TUESDAY JUNE 11, 2024 – 6:00 pm
MINUTES**

1. Meeting called to order at 6:00 pm by Mayor Clint Braun
2. Pledge of Allegiance
3. Roll Call Present: Aldermen: Marty Coopman, Jeff McDonald, Ashley Bahrke, and Tim Holman

Also Present: Mayor Clint Braun, Administrator Peter Wills, Deputy Clerk Jenny Friedman, Police Chief Brad Olsen, Utility Manager Greg Kuhn, Fire Chief Tim Magnin, Brad Magnin, Utility Commissioner Bart Schindel, Utility Commissioner Jame Kardoskee, Greg Pitel-Kerber Rose, Warren Bluhm Times Herald, Valerie Greetan and Carrie Hill,

Absent: Mathew McDermid, Devin Wirtz

4. Approval of Minutes – Public Hearing Common Council 05.14.2024, Common Council 05.14.2024

MOTION: Coopman/Holman

Motion to approve minutes Public Hearing Common Council 05.14.2024, Common Council 05.14.2024.

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

5. Treasurer's Report April

MOTION: Holman/McDonald

Motion to approve treasurers reports for April as presented.

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

6. Bills Payable – May

MOTION: Holman/Bahrke

Motion to approve the Bills Payable as presented for May.

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

7. **Reports: written reports submitted**

- ✓ Administrator Report
- ✓ 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:
DISCUSSION AND POSSIBLE ACTION ON ANY OR ALL OF THE
FOLLOWING:**

9. Committee Reports

- Board of Review 06.03.24
- Emergency Management Committee Report-N/A
- Joint Review Board N/A
- Library Board-N/A
- Main Street Committee Report N/A
- Park & Recreation Committee Report-N/A
- Personnel Committee Report N/A
- Planning Commission Report N/A
- Ordinance Commission N/A
- Utility Commission Report 05.20.24

MOTION: McDonald/Holman

Motion to place reports on file.

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

Old Business:

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

- a. Trucks and gear moved in June 1st.
- b. 98 Jackson Street Station, continue to work on moving items.

The fire station is in the final walk-through process. There have been some minor issues with the doors and lights that need to be worked out. The fire department has been working on getting gear and trucks moved into the new station since June first. Tentatively looking at the first week of August for ribbon cutting and August fifth open house.

NO ACTION TAKEN

New Business:

- 11. KerberRose S.C 2023 Audit Presentation**
 - A. Approval of 2023 Audited Financials

Greg Pitel from Kerber Rose summarized audit results performed for the year ended December 31, 2023 when internal controls were reviewed when trial balances and financial statements were reviewed. At the end of 2023, Fund balance for City's governmental funds is categorized as non-spendable, restricted, committed, assigned or unassigned. The General Fund is the only fund that can have unassigned fund balance unless the fund balance of another fund type is negative. The General fund has \$147,212 of non-spendable fund balance which is due to certain assets that are not in spendable form (Inventories/prepaid items and delinquent personal property taxes) and \$799,055 of unassigned fund balance that is available for cash flow needs and unanticipated or emergency expenditures. The unassigned general fund balance of \$799,055 is 31.66 percent of general fund expenditures. Moody's bond rating service considers general fund unassigned fund balance over 30 percent of general fund expenditures to be very strong. Pitel also touched on the utility rate of return on operations. The electric and water rate of return is based on the Public Service Commission of Wisconsin (PSC) regulatory accounting which differs from accounting principles generally accepted in the United States. The rate of return for the electric is 13.10%, and waters rate of return is 4.18%, the sewer rate of return is 3.71%. Council thanked Pitel for his report and had no further questions.

MOTION: Coopman/McDonald

Motion to approve the Kerber Rose S.C 2023 Audit.

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

12. 2023 Annual (CMAR) Compliance Maintenance Resolution for Wastewater Treatment Plant

A. Resolution 24-005 Annual (CMAR) Compliance Maintenance Resolution for Wastewater Treatment Plant

Utility Manager Greg Kuhn presented the Annual (CMAR) Compliance Maintenance for Wastewater Treatment Plant. This CMAR Resolution is done annually for the Utility.

MOTION: Holman/McDonald

Motion to approve Resolution 24-005 Annual (CMAR) Compliance Maintenance

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

13. Planning Commission Item

A. Appointment of Brad Rice Planning Commission Member

The Planning Commission met and has accepted the volunteer application for Brad Rice to join the Planning Commission.

MOTION: Holman/Coopman

Motion to accept appointment of Brad Rice for a Planning Commission member.

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

B. Van Buren Street Property

1. Swap City Property for McDermid Park on Van Buren Street
There is a private lot for sale on the end of Van Buren Street that a developer is working with. The developer has approached the city to see if they would sell part of their lot next to this private lot. There would be a resolution in place of this if processed along with councils' approval.

MOTION: Coopman/ Holman

Motion to approve property swap of parcels corner of Locust and McDermid Park at 135 Van Buren to the interior corner of Van Buren.

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

2. Approval to Plat Survey completed for City lots on Van Buren St.

MOTION: McDonald/Holman

Motion to approve City Administrator to do survey completed for City lots on Van Buren St.

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

C. Slum & Blight Investigation Properties Corner of County B & Main Street
The property at 182 N. Main and 710 County Road B has a potential developer if that properties were to sell. Currently there are two leans on the 182 N. Main property one from the bank and the other from the DNR. Administrator Wills discussed with the state Department of Natural Resources, the Tourism and Economic Development Corporation for the Oconto Region (TEDCOR), banks that control the property and MSA Environmental the action that will need to be taken to move forward with the project. They are recommended the city move forward with slum and blight investigations. The nonprofit organization Newcap Inc. has expressed an interest in building a facility on the property if the city can purchase it.

NO ACTION TAKEN

14. August Common Council meeting change from August 13,2024 due to Partisan Primary Election.
The August Common Council will need to be changed due to it falls on the August 13,2024 Partisan Primary Election.

MOTION: McDonald/Homan

Motion to change the August Common Council to August 20th 2024 at 6:00pm.

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

15. Oconto Falls Area Ambulance Annual Meeting July 24,2024 at 6:30pm
A. If quorum of Council plans to attend, a notice as City Council meeting

The ambulance has invited all the council and board members that they service to the annual meeting at the ambulance garage. A response of who is going would be needed in case a notice of a quorum has to be posted.

NO ACTION TAKEN

16. Police Dept Squad Car-2017 Ford Explorer Repair Quote

A. Quote to repair former SRO vehicle replaced after engine & transmission failure.

B. Approval to sell vehicle either following repair or as is as Surplus vehicle

There are two options for the former SRO Squad Car-2017 Ford Explorer. The first option is ProCar submitted a quote of \$4,612.05 to repair the former SRO Squad Car-2017 Ford Explorer after engine and transmission failure. The second option would be placing it up for surplus as it is right now.

MOTION: Holman/McDonald

Motion to place the Squad Car-2017 Ford Explorer in to surplus as is and Police Chief be the determinator of the final price sold.

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

17. 2024 Mobile Home Park Annual License Renewal-Status update

The Mobile Home Park is due for its annual renewal. The Fire Chief Magnin, Mayor Braun and Administrator Wills have done a walk through with the site manager. There were several violations that needed fixing before the license is approved.

MOTION: Bahrke/McDonald

Motion to extend Mobile Home Park Annual license renewal by thirty days of license renewal date.

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

18. Alcohol Beverage Renewal/Agent License Applications:

Class A Fermented Malt Beverage & Class A Liquor:

Iverson Foods LLC - d/b/a Iverson's Piggly Wiggly - Agent: Bryce Iverson

Krist Oil Co. d/b/a Krist Food Mart #82 – Agent: Mari Reed

Merciers Fastop of Oconto Falls LLC – Agent: Andy Mercier

Dollar General #22944 607 E Highland Dive Oconto Falls, WI. – Agent: John Greene

Family Dollar Stores of Wisconsin #23770- Agent Debra Raymond

Oconto Falls Market Place Corp-Agent Maninder Singh

Class B Fermented Malt Beverage & Class B Liquor:

Boogie Knights LLC; d/b/a The Corner Pocket – Agent: Kaitlin Robles

S&S Hometown Bar & Restaurant owned by Russell Strom – Agent: Catherine Strom

Barbara Salscheider - d/b/a Salscheider's Antique Bar

Oconto Falls Golf Club Inc; d/b/a River Island Golf Course - Agent: Kevin Williams

The Penguin Again LLC – Agent: Jennifer R Sadorf

MOTION: Bahrke/ Holman

Motion to approve the Class A Fermented Malt Beverage & Class A Liquor as listed.

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

MOTION: Bahrke/ Holman

Motion to approve the Class B Fermented Malt Beverage & Class B Liquor as listed.

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

19. Alcohol Beverage/Agent License Application/Tobacco License

Class A Fermented Malt Beverage & Class A Liquor:

Five Rivers Wis LLC Agent: Aman Singn

The Five Rivers Wis. LLC is a new company that is going to be buying out the Oconto Falls Market Place. Once the sale is final then the license would be granted.

MOTION: Bahrke/Holman

Motion to approve the Alcohol Beverage/Agent License Application/Tobacco License Class A Fermented Malt Beverage & Class A Liquor for the Five Rivers Wis. LLC contingent of the sale of Oconto Falls Market Place and surrender of their license.

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

20. Cigarette – Tobacco License Applications:

Iverson Foods LLC - d/b/a Iverson's Piggly Wiggly

Krist Oil Co – d/b/a Krist Food Mart #82

Barbara Salscheider - d/b/a Salscheider's Antique Bar

Merciers Fastop of Oconto Falls LLC

Family Dollar Stores of Wisconsin, Inc d/b/a Family Dollar Store #23770

Oconto Falls Golf Club Inc; d/b/a River Island Golf Course

Oconto Falls Market Place Corp

Boogie Knights LLC; / Location d/b/a Corner Pocket

Dolgencorp, /Location d/b/a Dollar General #22944

MOTION: Holman/ Coopman

Motion to approve the Cigarette – Tobacco License Applications as listed.

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

21. One Year Operator's License Applications-

Tyler Burmeister, Julie Nielsen, Destiny Sell, Gail Coopman, Sephanie Kurek, Jody Kater, Rebecca Salscheider, Daniel Brandt, Cynthia Liptak

MOTION: Bahrke/McDonald

Motion to approve the one-year operator's license as listed.

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

22. Two Year Operator's License Applications-
Savannah Soares-Rivera, Patricia Hrabik, Jacqueline Kowalkwski, Sue Vandebush,
Debby Tennie, Shawn Bergner, Susan Letson, Kristal Kernan, Tracy Maloney,
Suzanne Witt-Krause, Shelia Rathsack, Joanne Drews, Jennifer Skrobel, Alex
Young,

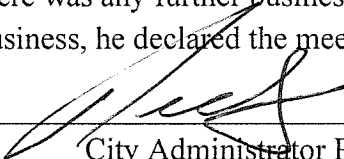
MOTION: Coopman/McDonald

Motion to approve the two-year operator's license as listed.

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

23. Adjournment

Mayor Clint Braun asked if there was any further business before the meeting is adjourned. Having no further business, he declared the meeting adjourned at 7:09pm.



City Administrator Peter Wills