

Minutes of the Meeting of the Common Council of the City of Chetek Held on **Tuesday, June 14, 2011 at 7:00** p.m. in the Council Chamber – 220 Stout, Chetek, WI

Mayor Dianne Knowlton presiding.

Meeting was called to order. Roll call was taken. Present – Cliff Bronstad, Bill Waite, Mike Linton, Dennis Morley

Also in attendance: Joe Atwood, Dan Knapp, Alan Dobrowolski, Chad Dobrowolski, Jason Fostvedt, Sheryl Claflin, Ken Jost, Mike McGinnis, Kathy Davis, Ray Parr, Rod Rhodes

Mike Linton motioned to approve agenda – second by Morley. Motion carried.

Public Comment: Dave Wierzba, MSA updated the council on the Safe Routes to School project. The proposal was to design sidewalk on both sides of Dallas Street and the west side of 6th Street. In February 2011 MSA was given permission to submit a draft three-party agreement to K. Johnson (the local program consultant) The preliminary approval was received in May from K. Johnson. The contract has now been submitted to DOT for their approval. Once the approval is received from DOT, MSA will submit four (4) copies of the contract to the City of Chetek for the Mayor's signature/authorization. If a notice to proceed is received by August 1, 2011 the following schedule is anticipated: November – preliminary plans, January 2012 – environmental document, March 2012 – final plans, specifications to management consultant, 2012 season – construction.

Alan Dobrowolski read a letter from his mother to the council regarding the snow removal notice she received this past season from the zoning administrator. She felt the notice was “strongly worded”.

Consent agenda - motion by Bronstad to approve: May council minutes; May claims in the amount of \$374,210.74; May Board of Review minutes; April Police Commission minutes; May Community Center minutes; May Knapp Haven/Pelican Place minutes; April Plan Commission minutes; May Airport minutes; April Housing Authority minutes; May building/zoning report; March & April Library minutes. Seconded by Linton – carried.

Employee recognition - Three employees were recognized for their years of service: Kathy Davis – 15 years, Rod Rhodes – 25 years and Mike McGinnis – 30 years. The employees were given plaques and Chamber Bucks.

WHEDA - Mayor Knowlton presented information regarding WHEDA loans for economic development.

Garbage Utility – Waite motioned to not outsource the garbage service for at least three (3) years at which time the City may be looking at replacing the garbage truck. Seconded by Linton – carried.

Debt refinance – Steven Kornetzke, V.P. of Baird, presented the financial analysis for a proposed debt refinance. The proposal would be to combine several notes/bonds for savings and/or refinancing balloon payments to match revenue streams. Motion by Bronstad to proceed with refinance proposal as a negotiated sale – seconded by Linton. Motion carried.

Bike Routes – Natalie Springer presented a proposal for a marked bike route. The City of Chetek route would connect the bike route on the west side of Prairie Lake to the east side of Prairie Lake and to the proposed trail along Pokegama Lake. There would be zero cost to the City since Natalie has already secured funding for paint and supplies. Waite motioned to approve the marked bike route, seconded by Bronstad. Motion carried.

Liquor/malt beverage licenses – Bronstad motioned to approve all licenses as applied for, seconded by Waite. Motioned carried.

Temporary Class “B” fee – the fee for this type of license is regulated by the State of Wisconsin. The fee had been increased to \$25.00. Motion by Waite to rescind fee increase and approve at \$10.00, seconded by Bronstad. Motion carried.

Temporary Class “B” license applications – motion by Bronstad to approve applications for Chamber of Commerce, Chetek Community Club and Wisconsin Horse Puller’s Association as applied for. Seconded by Linton. Carried.

Road Closures/park use request – Motion by Bronstad, second by Waite to approve the road closure and park use requests for the Chamber of Commerce for Liberty Fest as applied for. Motion carried.

Sidewalk snow shoveling compliance – Waite motioned to change the time limit on snow shoveling compliance to 72 hours. Motion died. Bronstad advised that the building inspector has not issued any citations for non-compliance and will work with individuals if an extenuating circumstance exists and, therefore, feels the 24 hour time limit should remain. Motion by Bronstad to maintain the 24 hour time limit – seconded by Linton. In favor: Bronstad, Linton, Morley. Opposed – Waite. Motion passed.

Assessment Proposals – Associated Appraisal’s two year contract expires at the end of this year. They submitted a proposal for the years 2012 through 2016. Board of Review made a recommendation to continue working with Associated Appraisal. Motion by Bronstad to accept a two-year agreement with Associated Appraisal versus a five year agreement. Seconded by Waite. Motion carried.

Youth to serve as Interns on City Boards – Mayor Knowlton requested authorization from council to approve high school youth to serve on committees/boards for the City. This would give the youth an opportunity to learn about City government. Motion by Bronstad to approve Jamison Wendlandt as an intern on Planning commission board and Westin LaMoine as intern on the Community Center board. Second by Linton – motion carried.

Temporary Premise Description change – Red’s requested a premise description change to allow the sale of alcohol in the fenced in area on the west side of the building from July 1st through the fourth – 11:00 a.m. until 8:00 p.m. daily. Motion to approve by Bronstad, second by Linton. Motion carried.

Request to close alley & sidewalk area – B&B requested to close the alley and sidewalk area in front of their business for Breast Cancer fundraiser to be held on June 18, 2011 from 10:00 a.m. until 1:00 p.m. Motion by Waite to approve, second by Bronstad. Motion carried.

Ordinance 716A- electrician license – ordinance eliminates the requirement for local licensing of electricians. Electricians need to be state certified and are still required to get permits prior to any work being done. Motion to approve by Bronstad, seconded by Waite. Motion carried.

Neighborhood preservation – Joe Atwood submitted photos of properties in violation of the preservation ordinance. Complaints were received on the properties and Joe is seeking direction from the council whether or not to proceed with the subject properties as requested when the ordinance was passed. Motion by Morley, seconded by Waite to proceed with notice to the property owners. Motion carried.

Low Speed Vehicles – Ordinance 717A. ordinance allows the use of “low speed vehicles” in the City of Chetek subject to the regulations set forth. Vehicles must meet the National Highway Traffic Safety Administration’s (NHTSA) Federal Motor Vehicle Safety Standards and must have a certification label stating that the vehicle meets those standards. A golf cart is not considered a LSV according to the Wisconsin Department of Motor Vehicles. Motion to approve by Waite, seconded by Bronstad. Motion carried.

Ordinance 718A – rental inspections. Ordinance clarifies the mandatory rental inspection process and compliance. The City currently inspects residential rental units on a three-year rotation. Motion to approve by Bronstad, seconded by Waite. Motion carried.

Resolution 2011-03 – to appropriate the following donations/grants: \$20,000 from private donor for the airport AWOS system; \$46,867 Act 150 monies for library; \$2,670.97 police department vest grant monies and \$5,000 donation from Ivan Sletten for music in the park. Motion to approve resolution by Linton, second by Bronstad. Motion carried.

Resolution 2011-04 – authorization to transfer \$1,592.64 from federal asset forfeiture outlay account to the radio account to cover the cost of one radio. The police department will receive grant monies to cover the cost of the remaining radios (4). Motion to approve by Bronstad, seconded by Morley. Motion carried.

Volunteer Waiver form – to approve the use of the volunteer release and waiver form during a disaster recovery. The form has been approved for use by Barron County. Motion to approve by Bronstad, seconded by Morley, motion carried.

Community Center Director job description – the community center board members approved a new job description for the director position. Motion to approve by Linton, second by Bronstad. Motion carried.

Request to harbor third animal – Eric & Roxanne Lentz, 424 Stout Street, requested permission to keep a third dog at their residence. They were not aware that need needed council

permission to have more than two (2) pets at their residence. Several of their neighbors signed a letter stating they have no complaints with the Lentz's dogs. Motion by Cliff, seconded by Linton to allow the third dog with the stipulation that once one of the dogs is deceased or no longer resides at the residence they must comply with the two pet limit. They also must keep all three animals current with rabies vaccinations, annual licensing and must not have any complaints regarding the animals from neighbors. In favor – Bronstad, Linton, Waite. Opposed – Morley. Motion carried.

Office space rental at city hall – Motion by Bronstad to rent the extra office at city hall, two days per week to Sheryl Claflin with CBS Squared, Inc. at the rate of \$200.00 per month. No clerical service will be provided and a separate phone line shall be used for CBS Squared at their expense. Second by Waite. Motion carried.

Resolution 2011-02 – reaffirm. Council reviewed the amendment to the TIF #2 map which removed the three lots across the street from Image Plastics business. The lots need to be removed from the TIF district since they would no longer be contiguous with the rest of the TIF land after the removal of the Image Plastic property. This amendment was reviewed and approved by the TIF District board. Motion to approve by Bronstad, second by Linton. Motion carried.

Compliance Maintenance Annual Report – Mike McGinnis advised that there were no issues at the plant in 2010 and the report shows that each section grade in the report is an A. Motion by Morley, second by Waite to continue to the operate and maintain the WWTP to meet limits set by the Wisconsin Department of Natural Resources as stated on permit. Motion carried.

Amendment to fee schedule – the utility system software calculates the commercial rates in unit increments. Each rate increment is calculated by multiplying the number of units by the cost set for the extra light rate. When the council set the increase for the garbage rates last month, the rates didn't follow the unit cost. In order for the rates to match the incremented units an adjustment needs to be made as follows: light commercial increase by \$1.00; medium commercial increase by \$1.00; medium/heavy commercial increase by \$1.00; heavy commercial increase by \$5.00; extra heavy commercial increase by \$1.00. Motion to approve Linton, second by Bronstad. Motion carried.

Sewer rates - Motion by Linton to set a utility committee meeting for Tuesday, July 12th at 6:30 p.m. to review the auditors sewer rate analysis and make a recommendation to council on sewer rates. Seconded by Bronstad. Motion carried.

Motion to adjourn by Bronstad, seconded by Linton. Motion carried.