

**Minutes of the City of Chetek Common Council Meeting held on Tuesday, May 14, 2024 in the council room, 220 Stout Street, Chetek, WI. Also posted live on the City Facebook page**

The meeting was called to order by Mayor Martin at 6:00 p.m.

Members in attendance: Mayor Martin, Scott Bachowski, Earl Grover, Terry Hight, Thea Hempel

Public comments: Tom Birkmeier also treasurer for the veterans memorial. He believes that the monument was put in back in 1897 there are 2 sheets of every member that started it. The bottom straps he put on cause the pavers are coming off. They did give info on how it would need to be redone and what steps need to be taken. It will need a new foundation poured and then the monument would need to be put back on it. Removal of statue and re setting would be around 5000.00 and could be more or less. They do have many that are willing to donate and wanted to come to council to see what the council would take.

Grover made a motion to approve the agenda. 2nd by Hight. Carried.

Bachowski made a motion to move Item P of the agenda to replace Item F 2nd by Grover. Carried.

Hempel Commented that EDC April on the agenda be changed to EDC May as April minutes have already been accepted and placed on file. - city claims and minutes from April Council Min; April Organizational, April Emergency meeting; accept and place on file committee minutes: Library- April, EDC May. General License/permits: Chetek Chamber of Commerce, Lake Country Marina Class A Beer, Temporary Class "B" for St. Boniface Catholic Church July 14th  
Hempel was very pleased that the Marina was in attendance. Hempel did ask about what mitigation they were going to do to help with the drinking on the lakes. Mr Crotteau said that is what the DNR and Sheriffs Dept. are for. Mr. Crotteau is just helping to move it closer than other areas. Mr. Crotteau said that grocery carts are coming from KJ's. Barron County now has 2 DNR officers. Hempel motioned to approve the consent agenda items. Grover 2nd. Carried.

**Old Business:**

Employee Handbook & policies We are just revisiting from April. Personnel did approve the changes. Hempel said she had considerable feedback. She feels it is really hasty. She feels there are considerable changes. Hempel does not feel that it was just a file transfer edit replace title; it is a considerable policy change. She would like a meeting of the whole. Hempel made a motion to postpone to a meeting of the whole 2nd by Grover. Discussion: Bachowski said he would like to hash it out and talk it out and move forward. It has already been pushed out to a month. Grover said that he did meet with Laura and she did answer his questions. Grover said that he has read it twice and he still has some questions. Grover would like to understand the handbook better. Hight said that it is a recommendation and not a final word. There are some concerns with council to Administrator changes. There have been a lot of shifting of changes and possibilities and that has been discussed and possibly put in the handbook. 3 yea's with Bachowski voting no. carried.

**New Business:**

Discussion of park naming rights for the sports complex- Hight wanted to state that the park name would not be changed. Paul Poppe said that it is at the fundraising phase now and the question came up about naming rights. 1 what that naming rights would be. Where would that dollar increment be at. There is no desire to change the park name but what if they were to name it blank sports facility at Gotham Park. Something else that was discussed with pickleball parks says you donated 25k at that point you could put your name on that court. Hempel asked So this is a proactive thing that you are doing. Paul Poppe said yes it was. They would like to do a brochure and a presentation to see what the end goal is and from that point they would start a plan as to who to contact. They want to get going on their fundraising that way and the potential list that could do larger contributions the point of being on the agenda is to get the council approval and ok. The mayor said that the new sonnentag gave a bunch of money. Council said that it is a good idea and that we are going to maintain the park's name rights.

Sale of Hanger 15 Laura gave an update as to the sale of hanger 15. Terry Bartsch was at the meeting. He has signed his part of the lease now it is brought before council for final approval. Mr Kaye never did get a signed land lease to the council as they had asked. Hight asked if the term of the lease dates transfer. Hight asked about the lease fees and they were paid prior to the sale before to Mr. Kaye. In regards to the taxes Mr. Bartsch said that if and when there are any taxes that those would be taken care of and paid by him. Bachowski said that it is great that we are gonna have a hanger owner that is going to use it for its intended use. Bachowski made a motion to approve the lease with Mr. Bartsch. Hight 2nd Hempel just said that she does not like the way that this went down. So she is just asking that help to make the airport a better place. The mayor asked where home is for Mr. Bartsch and he lives in faribault.carried

Donation of Gravel to Chetek Chamber of Commerce- Jen asked if she could be on the agenda on Monday in regards to donation of gravel to the Chamber for their new building. It would be a very minimal amount Bachowski asked about how much it would be about 36 tons and would be about 400.00. Bachowski made a motion to approve the donation of gravel to the Chetek Chamber of Commerce. Grover 2nd. Carried.

Discontinue of utility disconnections- City Clerk said that Dan in the past has had issues with disconnects in regards to the door hangers being put on and water shut off to the point of threats to the public works guys doing the disconnects. We still plan to send out a disconnect but would no longer turn off water. Grover asked as being a landlord in the past that if it is not paid it would go on the tax roll which is correct and Grover also feels that is why you have a security deposit and you go to the city hall to make sure the bill is paid prior to returning the security deposit. Dan said that the City loses money when we have to do disconnects. The customers that do pay are paying for the disconnects. Hempel also asked if it was a time saving and yes it is. This is also a safety thing. Hempel asked how much of a time saving and Dan said about a day. The mayor asked Dan if he or his guys had been threatened and he responded yes. Hight made a motion to discontinue the utility disconnections. motions Grover 2nd. Carried

Award paving bid- There is just 1 bid. There was no quote from the county. Hempel asked where this is to budget and Dan said that it is under budget. Hempel made a motion to award the paving bid. Bachowski 2nd. Carried. Paving bid was awarded to Monarch Paving.

Water tower logo discussion- Hight asked what time of time constraints Dan is not sure at this time. Jana from SEH did respond to an email from Dan on whether you can put a school logo on the tower or not. It is allowed to place a school logo on the tank. The bidding documents included a logo but did not include any detail of the logo. The question did not come up during bidding, so I'm not sure what Maguire assumed for their bid.

Baldwin is placing the school logo on their tank, and Rice Lake just put the school logo on one of their tanks. Other tanks have included "Home of the \_\_\_\_". Hight reached out to Jenene and the school board did have their meeting and she did confirm that if they're invited they would like a seat at the table. There may be some cost involved. Dan said that the council needs to decide what kind of design they want. That design would then go to the engineer. Jenene did say that she did talk to the Administrator of the school Mark Johnson and they would love to be part of the conversation. It's always been Chetek Bulldogs on it. Hempel asked if we were 100% married to the school thing and everyone agreed no. That it is fully up to the council. Bachowski said that he likes the logo that we have come up with for the city but that is a later discussion. There was some discussion on possibly getting the school kids involved.

EOP Update/Approval- This is an annual thing and the only changes are facility changes that are local in the area contacts were updated along with phone numbers. The only other changes was removing Carmen's name and putting in the City Administrator and also the City Clerks info. Hight made a motion to approve the EOP update. Bachowski 2nd. Carried.

4 Wheeler/UTV Curfew- The mayor said that he has spoken with the Chief and he said you can talk all you want but to not vote on it tonight so he can be part of the final discussion. Most all council members have also spoken with the Chief. Hempel said that no one else has curfews but us. Chief is looking into some things and had a few request having date curfews instead of all year around. Protecting the residential communities. Discuss enforcement as that will add one other thing to our PD. Hight would like to hear from the Chief that they are licensed by the DNR and not the DOT. Dustin Johnson said County of Dunn requires blinkers after dark. Blinkers are not standard issue. City of Rice Lake ordinance is that

you have proof of insurance. There are steps that could be taken. snowmobiles till 1 am as long as you take the most direct route home something could be adopted to mirror the snowmobile curfew. This is in our current ordinances for snowmobiles. Hempel made a motion to postpone to the June meeting. Grover 2nd. Carried.

Police Dept Roofing Bids- The police dept needs a new roof or repair. We do have 2 bids. The police dept building has a flat roof so only able to obtain 2 bids. Northwest Roofing gave a bid of \$38,469.00 for a complete replacement. Would give a 20 year manufacturer warranty. 2nd bid J & A Northwest Construction & Commercial Roofing gave 3 different options. The 1st option is to replace the whole thing for a price of \$25,500.00 2nd option was their fabric reinforcement system for \$20,900.00 3rd option membrane restoration system 12,700.00. There is money in the outlay account to cover any option. The council would like to ask Joe his input. Hight did say that Northwest Roofing has been in town since he was a kid. They do a lot of big commercial buildings. Bachowski made a motion to table the decision on the police dept roofing bids to the meeting of whole or June meeting whichever comes first. Grover 2nd. Carried.

RFP for new City Attorney- This was put on Laurasw radar from multiple city employees as the current city attorney does not respond back in a timely manner. We received 2 RFP's one from Weld Riley and the other from Von Briesen. Weld Riley would appear that they have 2 attorneys. Their fee is \$235.00 an hour per their contract they do cover some local municipalities. Von Briesen would have 1 attorney at our disposal with an arsenal of governmental attorneys with them. They do have vast resources and work with other municipalities. Their billing is 325.00 an hour but they do have a much larger team. Last time the only reason we did not go with Von Briesen is because of a conflict of interest at that time. Hempel asked if there were any other conflicts of interest and no personal ties. The mayor said that timeliness and response is the big thing. Hight made a motion to hire Von Briesen as City Attorney. Bachowski 2nd. Carried.

Resolution 2024-12 Hazard Mitigation Plan- this comes from the County and West Central Regional Planning also help put the resolution together. If approved it goes back to West Central Regional Planning to get put with the Barron County's Multi-Hazard Mitigation Plan for 2024-2029. Hempel makes a motion to approve resolution 2024-12 Barron County Hazard Mitigation Plan. Grover 2nd. Carried.

ARPA Fund reallocation sound system money from downtown- This was brought to the attention of the council as this is the only thing left from the ARPA Funds that have not been allocated. The state needs all funds allocated by December 31,2024. Hight has talked to Toby who came up with the idea. The guy went out of business and now they are trying to find someone else that would do the downtown sound system. Hight also did talk with Jennifer from the Chamber and he came up with the idea of giving the money that would go to the sound system to the Chamber to help with the cost of their new building. Bachowski said that he did not want to do anything tonight. Reach out to Toby again and then the chamber and see what their interest is in the money to go towards the building and not the speaker fund. Laura said we would like to know by October as to what we need to allocate the money to. Hempel said that she would like to see it done even before October. Hight said that he would go to the next Chamber meeting. Grover made a motion to table the ARPA funds to the June meeting. Bachowski 2nd. Carried.

Replacement of 4 picnic Tables- This was a lengthy discussion as to how many we currently have. We had 4 stolen this past winter. The question was asked with the amount that we currently have, do we need to purchase now. Dan said that would be up to council but no we would not need to purchase now. This was put on as an agenda item because of the possibility of moving the ARPA funds to the picnic tables and then using money for the sound system out of an outlay account. There was a police report and an insurance claim made but insurance will not cover because our deductible is 5000.00 which is the price for the 4 picnic tables. It was further discussed that it could be a budgeted item for next year. no motion was made.

Clerk/Treasurer Institute open conversation on office hours during that week- The Clerk treasure institute is something that everyone needs to do in the office because it is instrumental. The question before the council would be what is the take on closing the office for the week if all 3 employees were to attend. The office could be open when Mark is on break during that week but that would be it. Clerk did say that there have been some discussions with UW-Green Bay and the advisory board which the clerk sits on of in the coming years of maybe doing a split week or different options as many municipalities like ours can not

afford to be closed for a full week. You do have to commit 100% of your time that week to the classes. So it has been brought up on how to help offset some of the time that municipalities would need to close or how to be able to send multiple people and still run the office effectively. Bachowski said he is a big proponent of being customer oriented so he would like to see Mark continue and have Laura start with hers. Hight said that he would like to keep 1 person in the office and keep the doors open. Hempel said that she does not like the idea of the office being closed for a week. Hempel has already got pushback over the summer hours and the past Friday that the office was closed. Bachowski said that he would like to see Mark continue and Laura decide whether it should be herself or Brandy who starts this year. Maybe talk to Carmen how it would be a benefit to Laura.

Write off chargeback of Personal Property Taxes for 2022- This is a write off for personal property taxes from DJM DeSmith Holdings. We did get Barron County's tax amount back and also the share from the school. Hempel made a motion to write of personal property taxes for 2022. Hight 2nd. Carried.

Grover made a motion to go into closed session. Bachowski 2nd. Roll call vote Bachowski-yes, Grover-yes, Hight-yes, Hempel-yes. Carried.

Bachowski made a motion to go back into open session. Grover 2nd. Roll call vote Bachowski-yes, Grover-yes, Hight-yes, Hempel-yes Carried

Hempel made a motion to allow the Mayor and Laura to make the negotiations on behalf of the city. Bachowski 2nd. Carried.

Bachowski motioned to adjourn the meeting, 2nd by Grover. Carried.

A handwritten signature in black ink, appearing to read 'Mark Eby', is written over a horizontal line. The signature is stylized and cursive.

Mark Eby, City Clerk