

CITY OF OWEN COMMON COUNCIL MEETING MINUTES

DATE: Tuesday, January 14, 2020

LOCATION: 219 North Pine Street, Owen WI 54460

TIME: 7:00pm

CITY OFFICIALS PRESENT: Mayor Charles Milliren. Alderpersons: Joan Jalling, Ken Martine, Pam Jaffke, Bob Wilczek, John Mauel, Al Wagner, and Clerk Michelle Kind

CITY OFFICIALS EXCUSED:

ATTENDANCE LIST: Police Chief/Ibarra, DPW/Chad Smith, CDC/Tim Swiggum, Deputy Clerk/Carol Devine, and PW Dennis Looker

COMMUNITY ATTENDACE: Nicole Rogers-Sentinel & Rural News, Cindy Cardinal-OW Enterprise, and Resident Dan Hooks.

A quorum being present, the meeting was called to order at 7pm & the Pledge of Allegiance was recited. Clerk/Treasurer Michelle Kind was given the Official Oath and sworn into office.

Minutes

Motion by Wilczek/Jaffke to approve the amended minutes for the 12-10-19 council meeting – see attached. Motion carried.

Audit Report

Motion by Martine/Mauel to approve the 2018 Audit report summary given by Joy Palmer/CPA of CliftonLarsonAllen – see attached. Motion carried. Auditors will return in March of 2020 for the 2019 audit field work. TIF #3 & #4 balances and remaining expected term until paid. Rate of Return for Water increased 2.43% and Sewer down 1.27%. Last Water Rate increase was 2018 and is regulated by the Public Service Commission. Additional Internal Control procedures are recommended as well as the Joint Police Dept. Agreement. City to review report for 2021 budgetary purposes.

Public Comment

Dan Hooks provided a new survey map for 4th & 5th street. He attended the Municipal Building Committee meeting at the We Energies building and supports the purchase. He does not support the FEMA emergency shelter building at the school.

Police Report

Chief Ibarra presented the December Police Incident Report – see attached.

Ibarra meet with Clark County Health Dept regarding the reported rat infestation in the City. No nests were found at this time but there were areas they could be hiding in. They can breed rapidly. Poison use has complications due to the possible risk to pets eating the poison or the deceased rodent. Residents are asked to report any sightings to the City Hall to pinpoint any additional areas of concern. The County Health Department suggested the City coordinate a Cleanup Day and encourage Residents to actively participate to reduce the nesting areas and food sources. The County can help communicate a control plan if necessary.

Ibarra hired a new Part time Officer Jacob Haugstad. He was given the Oath and sworn into office for the Police Dept. by Mayor Milliren.

Public Works Report

DPW Chad Smith provided a report from public works on Water, Wastewater, 5th street project, and DOT rebuild of Cty Rd X and Cardinal overpass.

O-W Water Study: The cost to cap our 5 wells and purchase all the water from Withee could be more than \$2 million, whereas the possibility to invest in our own water supply could prove more beneficial and give all area residents more water availability. We are contracted with Withee to purchase 50,000 gallons per of water per day for several more years which gives us time to weigh the options and/or build infrastructure. Smith will review and provide a cost/benefit analysis to the City Council with additional well site options after review of possible availability.

The Dept is also reviewing the chorine water and poly testing results. A change in chemical brands would allow for better mixing of the chemical for more consistent results.

Wastewater Facility: The Phosphorus plant rebuild is going online this week. A review of the Phosphorus (mainly due to Industries and Residential Sewer) in our system is being done due to new DNR requirements. The amount of Phosphorus discharged has a direct correlation to the invoice from the DNR. Due to lines freezing last year we hit some spiked levels and were penalized almost \$30,000 for the year. The lines have now been repaired to help prevent additional fees with a goal of 0.2 Phosphorus level. Additional repairs were completed for the air compressor, air relief valve and the blower #3. Smith requested the Sewer commission meet to review the audit findings and projected budgetary needs to project future sewer rates.

The 5th Street: project is to be bid out in late February, trees will need to be removed by the street dept in the boulevard and our Road dept will take that out. The wood from the trees was discussed and can be sold or disbursed. Paul Street will need to be closed for approx. 3 days and Smith will coordinate with residents and the County on rerouting the traffic those days. The sump pump hook ups will be attached like it was done on 4th street between lot lines for residents to send directly to the storm drain, instead of the septic system which reduces the gallons in the system. Curb stops, manholes, and any other items will be reviewed on the reconstruction.

DOT project of County Rd X Cardinal: overpass bridge which is to be scheduled for 2022.

Smith will be purchasing additional water meters and a Remote Reading system to read water meters.

Bottlemy is certified for General Wastewater Management. Smith and Bottlemy attended a ponds class by Rural Water Association.

Rural Water reviewed our lab paperwork for additional documentation and calibrations.

2019 Vacation Pay

Motion by Wilczek/Martine to approve the request by Public Works for employees to roll over of their unused vacation time in 2019 to 2020 – see attached. Motion carried. With the July storm damage clean up, personnel changes, and winter restrictions of taking time off during the snow season it was approved to roll over.

Resolution 2020-1 to authorize the City to sign the Tornado Shelter Federal Emergency Management Grant

Motion by Mauer/Wagner to approve the Resolution – see attached. Noted no City funds are expected to be requested for the project. Motion carried.

Building Committee Report:

Motion by Jalling/Mauer to negotiate with We Energies for the intent to purchase the buildings including the garages behind the main building at 833 West 3rd Street in Owen. Motion carried. Repair

estimates to run between \$25,000 - \$30,000 to the building including the roof, water damages, flooring, windows, insulation etc.

CDC Report

CDC Swiggum reported FEMA representatives were on site for a meeting to review the funding for the storm damages occurred in July.

State Loan payments were made.

The DNR would like to present the Urban Forestry Grant to the City Council on Feb. 11th with additional student representatives to view the process.

The Zoning map needs to be reviewed and approved in February.

Updated on the Duplex for Carson's Corners and the River County Co-Op site will need drums removed and taken to the Hazardous Waste facility.

The Trackless Train was delivered and is in storage at the Old Depot. The DRC is working on an agreement to be drawn up for rentals.

Owen was not selected this year for the American Bloom Grant but intends to reapply next year.

The Tree City paperwork has been completed and we are expected to receive the award status.

Meeting with the County Highway Commissioner has been set for Jan 24th for the Quiet Zone on Railroad crossings.

The OWACC Annual Business Meeting for the Chamber of Commerce is Feb. 3rd at the Meadowview.

The Annual Business Expo will be April 4th at the old school.

Raze order draft for two properties and a repair list are expected for the next meeting.

Disbursements

Motion by Mauel/Jalling to approve the payment of the disbursements: City Pooled Check #29143-29260. City \$121,561.77; Water \$20,333.19; Sewer \$18,519.17, TIF #4 \$9,715.91, and Tax Roll to County, School and TC \$159,072.45. Motion carried.

Suggested Items for Future Agendas

Municipal Building, Police ordinance Fee Schedule, Quarterly Payroll, and Zoning Map.

Mayor Milliren completed his Professional Development Leadership Academy course.

Mayor Milliren adjourned the 1-14-20 Meeting at 8:35pm.

Next Council meeting Tues. Jan. 28th, 2020 at 7pm

Respectfully submitted,

Michelle Kind, Clerk/Treasurer WCMC