

CITY OF OWEN COMMON COUNCIL MEETING MINUTES

DATE: Tuesday, February 9th, 2021

LOCATION: Owen City Hall Community Center 833 3rd Street, Owen WI 54460

TIME: 6:00pm

CITY OFFICIALS PRESENT: Mayor Charles Milliren

Alderspersons: Joan Jalling, Pam Jaffke, Bob Wilczek, John Mauel, Ken Martine, Al Wagner

CITY OFFICIALS EXCUSED:

ATTENDANCE LIST: Clerk Michelle Kind, CDC/Tim Swiggum, PW Chad Smith, & Officer Juzwiak

COMMUNITY ATTENDANCE: Nicole Rogers/Sentinel & Rural News and Cindy Cardinal/O-W Enterprise, Brian Chapman, Amanda Mahnke-zoom, & Harold Lance and Mark Deraney-via zoom of AMKO Financial

A quorum being present, the meeting was called to order by Mayor Milliren at 6:12pm & the Pledge of Allegiance was recited.

Public Comment:

none

Minutes:

Motion by Jaffke/Wilczek to approve the minutes from January 26th, 2020 – see attached. Motion carried.

Financial Review with AMKO:

Presentation by Harold Lance in person & Mark Deraney-via zoom of AMKO Advisors of Financial Services – see attached. They are an independent municipal advisor out of North Dakota. They reviewed the USDA water loans of refinancing the loans with lower interest or extend the term and lower the payments could provide savings of between \$197,000 - \$223,700.

Next was the General Obligation loan for projects to be financed in 2021 of approx. \$875,000 for 5th street, new city hall, crane truck, & garage roof.

The advising, bond council, closing agent fees for both were included in the issuance and are not paid out of pocket. There is no financial obligation for the City should they decide not to accept the funding proposal bonds.

Motion by Jaffke/Wilczek to allow AMKO to proceed to provide loan options for the USDA loans and the General Obligation for projects. Ehlers Financial will also be requested to provide the same as a cost comparison. Motion carried.

Offer to purchase 2.1 acres for Parcel 265.0427.000 – see attached:

Motion by Martine/Mauel to approve the offer to purchase for Parcel 265.0427.000 of \$1,000.00 including they pay the closing costs and register of deed fees to adjoining property owner John Heil for 2.1 acres – see attached. Motion Carried.

Offer to purchase 30.1 acres of Agri Business Park for Parcel 265.0704.001, .002, .003, .009, & .010 – see attached:

Motion by Mauel/Wagner to approve the sale of TIF #4 land for a Tire Recycling Plant pending a DNR approval and contingent to Developers Agreement (to address aesthetics, water needs, safety, utility, and

road improvements) and to accept the offer to purchase Parcel 265.0704.001, .002, .003, .009, & .010 for \$30,000.00– see attached.

Additional City expenses of street and verify the water/sewer is operational. Noted a large fire load risk so PSI is a concern unless a retention pond and a dry hydrant is added. Motion Carried.

Offer to purchase 2.52 acres for 14 Parcels on E 1st Street between city garage & S Ash Street– see attached:

Motion by Wagner/Mauel to approve the offer to purchase for 14 Parcels 265.0665.000 – 265.0678.000, of \$500 to J & L Bohl properties for 2.52 acres of the 5 city lots for apartment complex and to approve the Zoning change to R-4, Multi-Family residential district – see attached. Extension of sewer lines would be City Utility obligation. Tree removal to be the owner’s responsibility. Motion Carried.

Rhom pay request final for 833 3rd street

Motion by Wilczek/Mauel to approve the Rhom pay request for 833 3rd street of \$74,663.80 minus \$20,000 until the punch list is fully completed. Motion carried.

CLA Audit Engagement letter for 2020 Audit

Motion by Mauel/Jaffke to approve the engagement letter and quote of \$24,800 plus the single audit statement for \$3,000-4,000 to CliftonLarsonAllen CPA for the 2020 Audit with audit field work tentatively scheduled for March 4th and final Audit delivery by June 1st, 2021. Motion carried.

O-W Development Committee Report:

Jaffke presented the OW Dev Committee Report. They noted loans are available for Owen and Withee businesses and to encourage them to apply. They will be increasing the signage of O/W businesses and places of interest by ordering signs.

Planning/Zoning:

Minutes provided as attached for the 3 offers to purchase discussed.

Building Committee:

Punch list as noted and the Locks and Keys for each Dept were discussed. OWPD signage is on the main front door of the Police Dept. Internet, new phone system, and computers will be set up and the move completed for PD and Office.

Public Works street project on Paul Avenue:

Motion by Wilczek/Jalling to approve the grant application with Cedar Corp from TIF #4 funds for street project of Paul Avenue. Motion carried.

This 2022 project in coordination with Clark County is estimated to be a \$900,000 project for the Owen section with a CDBG award estimated at \$602,000 and a County Reimbursement of \$200,000 leaving a City of Owen obligation of \$102,000.

Smith provided a 10-year plan to the Committee for streets, sewer, & water.

Police Dept Report

Officer Juzwiak noted they are working on investigations and ordinance violations.

Public Works Report

Water: 2020 inventory review found an additional \$15,000-30,000 in equipment. The crew also took a Diggers Hotline class and a New Locator Class. Smith gave a presentation of the new locator purchased.

Sewer: Still reporting high phosphorus with a business in the City so they are reviewing the situation and adjusting the alum to react to reduce the amount to the Black River per DNR requirements.
Streets: Smith provided a demonstration of safety equipment purchased from a \$500 grant received from the LGMI Insurance Company to its members. The snowmobile trail is open and the route adjusted as per property owner requests. The wood market is low this year. Smith has been looking for crane trucks. Snow Plowed 4 times and now the cold has set in.

Library Report

Next library meeting is set for Feb 17th at 5pm.

CDC Report

none

Clerk/Treasurer Dept Report – see attached:

Tax collections totaled \$1,087,223 & have been completed and the new online system with the County was instant for uploading the payments this year.

Resident outreach for Utility assistance was sent to those who had delinquent balances to see if this program can help them.

February election is 16th and polls are open 7am-8pm. There have been low numbers of absentee ballots requested.

Dog licensing is entered all online with the County system as well and working nicely.

Bank Rec, Accounts Payable & Receivable, as well as a Treasurer report is attached.

Disbursements/Accounts Payable:

Motion by Mael/Jaffke to approve the accounts payable of \$927,952.52 as presented - see attached.

Accounts Receivable of \$780,073.59 mostly from tax collections & utility payments – see attached.

Motion carried.

Budget review for 2020 & Jan 2021:

Budget 2020 & Budget 2021 will be at the 2nd meeting of each month

Bank Rec sent to Finance committee & the account balances were provided.

Suggested Items for Future Agendas:

Personnel committee handbook & CJ review

Building move

Finance Committee review the bond proposals

Mayor Milliren adjourned the meeting at 8:10pm.

Next Council meeting is Tues. February 23rd, 2021 at 6pm at 833 3rd street.

Respectfully submitted, Michelle Kind,
Clerk/Treasurer WCMC