

**APPROVED**

## **CITY OF OWEN COMMON COUNCIL MEETING MINUTES**

**DATE:** Tuesday, February 11th, 2020

**LOCATION:** 219 North Pine Street, Owen WI 54460

**TIME:** 7:00pm

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

**CITY OFFICIALS EXCUSED:** Ken Martine

**ATTENDANCE LIST:** Police & CDC/Tim Swiggum

**COMMUNITY ATTENDANCE:** Richard Hauer from UW Stevens Point and his Students from the UWSP Forestry Class, Dan Hooks, Jenny Parsons, Clarence Gollhardt, Brian Chapman-Cedar Corp, Nicole Rogers-Sentinel & Rural News, and Cindy Cardinal-OW Enterprise

A quorum being present, the meeting was called to order at 7pm & the Pledge of Allegiance was recited.

### **UW-Stevens Point Urban Forestry Plan**

Instructor Richard Hauer and the UWSP Forestry class have asked to coordinate with the City of Owen to provide a tree inventory and management plan for our City through a class project. They will be in the City the week of March 2<sup>nd</sup> doing the survey, looking at the types of trees, historical trees and to conduct a risk analysis. This will help the City to create a plan for what types of trees to plant taking into consideration their longevity, disease prevention (such as Emerald Ash Borer) address current issues. This can allow the City direction to apply for cost share grant funding with the DNR to improve the landscapes. The students will be divided into project groups and provide their Forest Plans on May 4<sup>th</sup> from 8-10am at UWSP. Several students asked questions of the City Council for direction as to what the current issues were. Several responses addressed the sidewalks heaving due to large root trees and the damage they can do to the infrastructure of the streets and utilities. Another was the growth potential and costs as well as spring colors and fall foliage. Several sections of woods could be select cut to provide good growth as well as remove mature trees that are the end of their life span and keep down invasive species. The City of Owen has several committees such as the Tree Board and Growin' Owen. The City was also awarded \$20,000 for the American Bloom Grant. Blooming trees such as apple and cherry trees were planted in the community gardens. More work can be done to add to the Yellow Stone trail by planting yellow wild flowers. The students asked what the three biggest issues were: tree loss, damages to infrastructure, and leaves. The assets are Owen's quality of life, residents of small-town life, and pride in our City to attract business to the area. The Council looks forward to the report.

### **Minutes**

Motion by Wagner/Jaffke to approve the minutes for the 1-28-20 council meeting – see attached. Motion carried.

### **Treasurers Report**

Motion by Wilczek/Jalling to approve the report presented – see attached. Motion carried.

### **Public Opinion**

Gollhardt of Altenburg Avenue requested a review of the stop sign on Altenburg and Bjornstad Street. It was a 4-way stop and now the traffic is going too fast with only one street being stopped. Police are requested to patrol the area and address those who are speeding.

Hooks inquired on the funding for the We Energy building, if the deed was reviewed, and raised concerns regarding the renovations. He requested certified contractors, a review standards and compliance measures be taken, and payment made when the work is completed. The additional acres are not needed for this project.

### **O-W Lions Picnic License for Fishing Tournament 3/1/20**

Motion by Mauel/Jaffke to approve the O-W Lions Picnic license for the fishing tournament – see attached. Motion carried.

### **Clark Cty Economic Development & Tourism membership & booth for annual meeting**

Motion by Jaffke/Wagner to approve the membership fee (based on number of residents) and for Swiggum to also provide a booth in the Expo on behalf of Owen on April 22<sup>nd</sup> from 9am-4pm at the Clark Electric Coop Headquarters in Greenwood. Motion carried.

### **OW Police Report** – see attached for listing of Incidents

**Public Works Report** – see attached. Phosphorus quality controls are in place and reducing the amount processed in the system. With the new refuse carts in place, the Public Works dept is looking for Ordinance review to have the carts removed off the street by Friday afternoon to ensure the carts are off the road way in snow emergencies.

**CDC Report** – see attached. Zoning Maps and upcoming approval. River Country/Heartland clean up and recording of the land transfer. The OWACC annual meeting and Sid Borgeson Community Service award was given to Jackie Reinke. Reviewing the FEMA report to prepare for reimbursement. Business Park advertisement. Owen Junior Fair will be Aug . 14<sup>th</sup> - 16<sup>th</sup>.

### **Clerk Treasurer report and Disbursements**

Motion by Martine/Mauel to approve the payment of the disbursements: City \$90,533.31, Water \$3,979.27; Sewer \$61,805.77, and TIF #4 \$38,500, Totaling \$194,818.35. Motion carried.

A review of the Refuse cart billing process and verification of addresses served was completed. Tax Collections for 2019 have finished and we collected \$899,285 with all of the Personal Property taxes paid. Email addresses have been created for all the Alderman to use for Owen business. The 2020 Elections are under way with the Feb 18<sup>th</sup> Primary. Polls open 7am-8pm and we held a poll worker training today along with the public test of the new voting equipment. In Person absentees are available until Fri. 5pm. Payroll and AP processes are being updated along with training. Assisted office in FEMA reimbursement documents, updated banking info for new offices held, and will continue to review the calendar options as well as updates with web site customer service.

### **Building Committee Report:**

Motion by Martine/Mauel to approve the intent to purchase of the We Energies building Parcel #265.0477.000 for \$19,594.80 with a quit claim deed and donation letter for the balance of the fair market value after the revised Assessment for 833 West 3<sup>rd</sup> Street in Owen. The taxes and utilities were prorated and the transfer fee paid. Motion carried.

Wilczek estimated the closing date of Feb. 14<sup>th</sup>, reviewed surrounding land options, meetings with

Appraiser and Building Inspector to review the building. An Architect will be selected to provide a spec sheet for the renovations to verify the project costs and expectations.

**Funding for the City Hall building, renovations, relocation**

Motion by Mael/Jaffke to pay for the building using existing funds and to apply for a loan for the renovations and relocation after the estimate from the Architect bid and reviewing our borrowing capacity. The building can also be multi-purpose for a Community Center, meeting room, Elections, etc.

**Suggested Items for Future Agendas**

Park & Rec meeting and review Crowley Park bathroom project, Ordinance review for refuse carts off the roadway after pickup, Police Committee, Building Committee, Zoning Map approval on 2/25, 5<sup>th</sup> Street Bid on March 5th.

Mayor Milliren adjourned meeting at 8:29pm.

Next Council meeting Tues. Feb. 25<sup>th</sup>, 2020 at 7pm

Respectfully submitted,  
Michelle Kind, Clerk/Treasurer WCMC