

CITY OF OWEN COMMON COUNCIL MEETING MINUTES

DATE: Tuesday, March 24th, 2020

LOCATION: Owen Public Library, 414 N. Central Ave., 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: CDC/Tim Swiggum, DPW/Chad Smith

COMMUNITY ATTENDANCE: Dan Hooks 418 E 4th Street, Shane Steen-Steen Construction, Brian Chapman-Cedar Corp. and Cindy Cardinal-OW Enterprise

A quorum being present, the meeting was called to order at 7:00pm & the Pledge of Allegiance was recited.

Public Comment

Hooks expressed his concerns about the costs of the 5th St. project and some brown water issues. Ken Martine thanked the city for their kind words and support after the loss of his daughter. Wilczek reported that the Chief of Police asked him to inform the council that they have been running patrol on the intersection of Altenberg and Bjornstad.

Minutes

Motion by Jaffke/Mauel to approve the minutes for the 3-10-20 council meeting – see attached. Motion carried.

Declare Public Health State of Emergency: Covid 19 Disaster Declaration

Mayor Milliren read the declaration aloud to the council and all present.

Motion by Wilczek/Wagner to approve the Declaration of Emergency for COVID-19. Motion carried.

Resolution 2020-3 Covid 19 :

Motion by Martine/Jaffke to approve Resolution 2020-3 Covid 19 Disaster Resolution. Motion carried.

Approve bid award 2020 CDBG Street & Utility Improvements East 5th St. & Colman St

The bid award was tabled from the March 10, 2020 meeting due to questions about the qualifications of Steen Construction. Shane Steen was present to answer any questions and concerns. Discussion was held on the process not being sent to the Public Works Committee beforehand. Projects have not been handled like that in the past and have been brought to the whole council. Engineers are hired to ensure the qualifications are met and to oversee the project. A letter from the city attorney was discussed and the pros and cons were considered relating to the bid award. DPW Smith felt that a delay in approval will raise the costs of the project. Chapman pointed out that rejecting the lowest bidder could jeopardize the CDBG Grant funding. A motion by Wilczek/Mauel to approve the bid award to Steen Construction for \$1,084,476.15 was carried on a 4-2 vote with Jaffke and Jalling voting no.

Engineering addendum for CDBG 5th St. project

DPW Smith and Chapman brought a proposal forward to add a direct bore replacement of casing pipe under the 5th Street railroad crossing. The project was designed to fit the budget and with the bid coming

in lower than estimated, it allows us enough room under the grant to do the job completely now and not have to worry about the utility under the tracks in the future. Total cost estimate is \$99,000. A motion by Wilczek/Jaffke to approve the addendum to the 5th Street Project carried unanimously.

Approval of Sewer Commission Appointment

Mayor Milliren nominated Harry Mitchell to complete Art Feldman's term through 2021 on the Sewer Commission. Motion by Mauel/Jalling to approve the nomination carried. Feldman was recognized for his years of service.

Chippewa Valley Tech College 2020 Referendum

Due to the Covid 19 emergency CVTC representatives were not available to attend. The council and public were referred to the handouts and video at the CVTC website. Taxes on a \$100,000 house will go up approximately \$13 if the referendum passes.

Personnel Committee Report

Chair Jaffke reported that Deputy Clerk Carol Devine has met with the committee and is retiring. Her last day will be April 17th. The Personnel Committee directed Clerk Kind to advertise in the local papers for her replacement. It was also posted on the Wisconsin Municipal Clerk's website.

Motion by Wilczek/Wagner to accept the retirement of Carol Devine and approve the advertising costs. Motion carried.

CDC Report on CountrySide Estates:

Swiggum reported that an offer has been made for Lot #10 in the CountrySide Estates. He asked that the offer be sent to the Planning Committee to make a recommendation to the council. A motion by Wilczek/Martine to send the offer to the Planning Committee carried unanimously.

OWPD Report: Jaffke reported on the meeting held prior. Approved Covid 19 Disaster Declaration. Discussed employee paid time off issues pertaining to the Covid 19 restrictions. Police handbook and employee handbook were discussed, and Personnel is working to make amendments for approval. Overtime hours and how to compensate the officers was also discussed. No decision was made as it was not listed on the agenda.

Clerk/Treasurer Report: Election update

We have had a lot of absentee ballots requested as was recommended by the Wisconsin Election Commission. As of now the election is still on and precautions are being made to sanitize and space things out farther to allow for social distancing. We will be watching the Covid 19 recommendations closely. Board of Review training will be done by watching a video that has been ordered.

Disbursements- AP Report

Motion by Martine/Jaffke to approve the report presented for \$39,373.35– see attached. Motion carried.

Suggested Items for Future Agendas

Personnel Committee Report on applicants, Planning Committee recommendation for CountrySide Estates, Parks and Recreation meeting report, Election update. Discuss council meeting times.

Mayor Milliren adjourned meeting at 8:13pm.

Next Council meeting Tues. April 14, 2020 at 7pm at the Owen Public Library

Respectfully submitted,
Michelle Kind, Clerk/Treasurer WCMC