

APPROVED

CITY OF OWEN COMMON COUNCIL MEETING MINUTES

DATE: Tuesday, June 9th, 2020

LOCATION: Owen Community Building 833 W 3rd Street., Owen WI 54460

TIME: 6:00pm

CITY OFFICIALS PRESENT: Mayor Charles Milliren 6:45pm, Alderpersons: Joan Jalling, Pam Jaffke, Bob Wilczek, John Mael, Al Wagner, and Clerk Michelle Kind

CITY OFFICIALS EXCUSED: Ken Martine

ATTENDANCE LIST: CDC/Tim Swiggum, Police Chief Ibarra, Officer Juzwiak. & Public Works Director Chad Smith

COMMUNITY ATTENDANCE: Kitara Mills/Sentinel & Rural News, Cindy Cardinal/O-W Enterprise, and Brian Chapman/Cedar Corp, Ken Truman

A quorum being present, the meeting was called to order at 6:08pm & the Pledge of Allegiance was recited.

Public Comment:

No comments at beginning of meeting.

Ken Truman of 325 N Oak Street requested to speak to the Council regarding the sewer and water hook issues at his secondary property and water in the basement. Public Works and Cedar Corp also discussed the issues with the homes existing lines and found them to be not operational. A sewer snake was used and could not pass through. They also they poured over 50 gallons of water into the sewer floor drain to find how it exits but no flow came out the other end. It was communicated that the floor drain needs to be removed and the lines were blocked. Truman noted he would like to tear down the home and create a gravel lot next to his current residence for his Semi parking. Council discussed zoning, driveway ordinances, and curb extension options. Public Works and Zoning to review the Ordinances and come back to Truman. Truman also requested Public Works review the ruts in the alley so that they could be mowed.

Minutes:

Motion by Jalling/Wilczek to approve the minutes from May 19th, 2020 – see attached. Motion carried.

Liquor License Applications:

Motion by Mael/Wagner to approve a new application for Skunky's Bar at 246 N. Central Ave. Pippen's Pub & Grub no longer obtains the premise at 246 N. Central Ave and has moved out per the building Owner. No new application was received by the Agent to move to another premise. Skunky's Bar will be purchasing the property July 1st and has been making improvements therein already. Also approved were the following renewal applications for Beer & Liquor Licenses, and Cigarette Licenses from July 1, 2020 to June 30th, 2021 as long as the Taxes (both Real & Personal through Jan 31st, 2019), as well as City of Owen Utility bills are paid up to date and any code violations/permits or certifications are resolved or up to date before issuance. Motion Carried.

Class B Combination Licenses: Owen-Withee Vets Club, Agent Dennis Henke @ 118 N. Central Ave, Meadowview Golf Course Inc., Agent Joan Jalling, @ 800 West 3rd St, L.A.S.T. Ace LLC, Agent Stacy Wallace @ 234 Central Ave., The Thirsty Squirrel LLC, Agent Kellie Hanson @ 907 E. 3rd St,

Woodland Hotel, LLC, Agent Tim Swiggum @207 N. Central Ave., & Skunky's Bar, Agent Laken Conry @ 246 N. Central Ave.

Class A Beer Licenses: Creekside Convenience LLC, Agent Dawn Hill, @ 132 W. 3rd St, O-W Sports & Liquor, Jacalyn Reinke, @ 107 N. Central Ave., Scott & Lori's Family Foods LLC, Agent Scott Jalling, @ 707 W. 3rd Street, Dolgencorp, LLC, (Dollar General) Agent Teresa Pries @ 121 W. 3rd St

Class A Liquor Licenses: Creekside Convenience LLC, Agent Dawn Hill, @ 132 W. 3rd Street, O-W Sports & Liquor, Agent Jacalyn Reinke, @ 107 N. Central Ave., Dolgencorp, LLC, (Dollar General) Agent Teresa Pries @ 121 W. 3rd Street

Class B Beer and Class C Wine: El Pinal, Agent Ambrosio Lopez, @ 736 E 3rd St

Wilczek inquired on the ETA of the Woodland Hotel opening since purchased 5 years ago. Swiggum welcomed to provide a tour but noted it was not ready to open in the next 60 days as continued renovations are needed. At this time there is no additional applications for a Class B license.

Beverage Server Applications:

Motion by Wilczek/Mauel to approve the following Beverage Server Applications - see attached except for Anthony Wallace as PD Chief Iberra noted there are additional pending charges per Owen Ordinance 7.29(D) listing habitual violations. Motion Carried.

Wallace can tend bar under a Licensed Server but not have a Server License.

Yellowstone Trail Association Membership:

Motion by Jalling/Mauel to approve \$50 for the Tourism Membership for the City of Owen to promote the trail as it goes through Owen – see attached. Motion Carried.

Building Committee:

Wilczek provided a floor plan draft and invited the Council to view the building and make suggestions to updates. Several members walked the City Hall and Police Dept offices and Council meeting room. Privacy for closed session, kitchen/break room, bathroom, office spaces, and uses were discussed.

Motion by Jaffke/Mauel to allow the Building Committee including Dept Heads Kind & Iberra to move ahead with proposed draft of plans as provided and make improvements based on the recommendations from the Architect & Contractors. Motion Carried.

Personnel Committee: The Personnel committee meet to discuss overtime and time sheets. Also noted is the pending retirement for Dennis Looker in the Public Works Dept in August. PW Supervisor Smith to post the full-time position to begin looking for applicants. The Committee will be meeting again soon to continue Employee Handbook revisions.

Public Works:

Smith reported water updates for sending out the Consumer Confidence reports to residents and the results from the Ground water Inspection of the reservoir.

In Wastewater he reported an insurance claim for the UV light flooding and to rebuild them. there were heavy rains which affected the SSO on 5/28. The Acute wet test passed with flying colors. They also installed new blowers for the over temperature alarms. There was no payment due to the DNR for Phosphorus in May which was great news. Noted dissolved oxygen issues. In Streets Smith gave a review of the 5th street project, the strong storm 5/26 caused major clean up including large number of trees to clean up. Hired Solutionz was contracted to do crack sealing, fix manholes and patch water main breaks and valve boxes. – see attached.

OWPC:

The OWPC met and discussed streamlining the book work and move to an agreement with Withee as Owen provides the Accounts Payable, Accounts Receivable, and Payroll. The City Council was also in attendance. Kind contacted the League of Municipalities for similar Municipal agreements and they had three to contact. Ibarra will contact them for agreement/contract suggestions and Legal references. Swiggum will invite the League to attend the next meeting to provide their suggestions.

OWPD:

Chief reported there were several Ordinance violations, mostly to cleaning up junk. Officer Brandner resigned. The May incident log – see attached.

Community Development Coordinator:

The Farmers Market has started, and we had the train out on Saturday. It had some power issues which will be addressed. Crowley Campground had their health inspection from the County and will provide a report for Public works to address. The Flower baskets are all up and being watered with volunteer help. Working with VPLE Insurance for River Country for the Environmental insurance. The Fair Board to meet and discuss the 2020 event due to COVID. The Downtown Revitalization Committee to meet this Thursday.

Clerk/Treasurer Report:

Updated the Council on the website development, Liquor License and Beverage License applications are being prepared, and Commercial Utility accounts were updated with workhorse accounting software for consistency and to provide better reporting to Public Works for gallons sold.

New hire posting for Public Works:

Motion by Wilczek/Jaffke for Smith to proceed with posting the full time Public Works position to prepare for the upcoming retirement of Dennis Looker estimated as 8/31/20. Motion carried.

Disbursements:

Motion by Mauel/Wagner to approve the accounts payable of \$267,047.46 with the vendor change from Yellowstone to Napa for the train batteries as presented – see attached. Motion carried.

Mayor report:

Mayor Milliren reported the O-W school was approved for the FEMA grant to build a dome. The item will go on the November Election ballot for referendum requesting matching funds. Forward financial will provide a matching donation of \$50,000.

Suggested Items for Future Agendas:

Condemn/Raze order updates

Mayor Milliren adjourned the meeting at 8:17pm
Next Council meeting is Tues. June 23rd.

Respectfully submitted, Michelle Kind,
Clerk/Treasurer WCMC