

APPROVED

CITY OF OWEN COMMON COUNCIL MEETING MINUTES

DATE: Tuesday, August 11th, 2020

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

TIME: 6:00pm

CITY OFFICIALS PRESENT: Mayor Charles Milliren

Alderpersons: Joan Jalling, Pam Jaffke, Bob Wilczek, John Mauel, Al Wagner, Ken Martine and Clerk Michelle Kind

CITY OFFICIALS EXCUSED:

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

COMMUNITY ATTENDANCE: Nicole Rogers/Sentinel & Rural News, and Cindy Cardinal/O-W Enterprise

A quorum being present, the meeting was called to order by Milliren at 6:02pm & the Pledge of Allegiance was recited.

Public Comment:

none

Minutes:

Motion by Wilczek/Jaffke to approve the minutes from July 28th with corrections, 2020 – see attached. Motion carried.

Building Report:

The bid publication was sent to the Sentinel & Rural News as well as the O-W Enterprise for the 2 weeks of 8/17 & 8/24, many local building companies are interested. The pre-bid walkthrough will be at 10am on Thursday 8/27. The sealed bids will be due to the Clerk by 4pm on Thursday Sept. 3rd with the bid opening at 10am on Friday 9/4/20. Then the Council can approve the bid on the Sept 8th meeting. It is expected all the exterior will be completed by November with end of January inspections and completion.

Campground Advertising:

Motion by Wagner/Jaffke to table until next year as the fee of \$2,000 is a lot for this year and we are putting in several other amenities such as the new gazebo & playground equipment. The parks have done well with the new bathroom showers so new photo's will be considered next year for all the advertisements. Motion Carried.

Wilczek thanked Officer Juzwiak for the campground referral to a family stopped at the gas station.

Personnel Report:

The Committee met and provided a very good report to Michelle Kind/Clerk Treasurer and recommended a \$1.00/hour raise and further budget adjustments at budget time.

OWPC:

The Committee met and reviewed the budget for 2020 & 2021. They also approved the PTO adjustments for the Officers based on the new schedule approved from their recent hire dates to current.

Yde Legal out of Wausau was selected to prepare the Agreement between Withee and Owen. A lengthy discussion was held on the 3rd full time officer options. Benefits and the additional 10 hours were estimated as the current 30 hours/week plus retirement benefits are already budgeted. The Committee would take it back to their Boards for review with a possible referendum. Wilczek noted Withee had their meeting and they would review the budget and referendum on the spring ballot but that it would be non-binding. Kind noted if Owen could budget for their portion of the 3rd officer, Owen would not need a referendum on their ballot in April. For the additional 10 hours needed Withee's portion would be \$3,300/year plus possible benefits if taken. Wilczek noted this would provide for growth in the community and he would work with both Clerks to gather additional budget and referendum information.

Police Dept Report:

The July call report was reviewed. Mauel noted an area in Owen that has increased speeds. Also noted youth on ATV's on City roads are not allowed.

Clerk/Treasurer Report:

Kind provided the following report – see attached. Dennis Looker retirement celebration is being planned and requested a budget for the festivities. Election is today 8/11 and so far, have processed the 44 absentees and over 100 voters. Kind would like additional Poll Works and requested the Council circulate the flyer; training is provided. Utility bills now have a return envelope, more details on the billing statement between fixed and volume rates as well as the Library included their August flyer to increase circulation. Bank reconciliation for 2020 is ongoing and Journal Entries for 2019 are finished. Kind attended the Vet's Club meeting with Milliren to review the Liquor License options. The City of Owen website is underway so please take a look as we are making great strides to get all the information on the site with a goal of at least the last 3 years of information. Kind is requesting photos from all Dept's as well as Council by the next meeting. Arial photo of Owen was suggested and Swiggum to assist in contact info for Tim Peterson.

Public Works Report:

Smith provided the following report – see attached. Lead and copper testing went out for the Water Dept. The Insurance company unfortunately denied the initial claim for the UV lights, but Smith is going to provide more information & resubmit. The S-2 tanks were cleaned and had several feet of sludge that were cleaned out. Additional mixing of the Alum will provide better results which allows us to have zero phosphorus fees to the DNR again this month. The new employee CJ Kreuscher started this week and is a great addition to the team. He made several improvements to the sewer plant blower settings allowing for day vs. nighttime speeds. The 5th street project is going well and the tree trimming, curb and gutter and base is being installed, as well it is on budget. Several streets are being patched along with areas where there were water main breaks. Smith thanked the Council and Employees for the Sympathy card on the passing of his father in law.

Library Report:

See attached August report that was inserted in the July Utility bills.

Disbursements:

Motion by Martine/Wilczek to approve the accounts payable of \$206,224.98 as presented – see attached One Excl bill was noted as large but the payment for the rest had been applied to the accounts. The Haas payment to be revised, Smith and Swiggum to work with Kind on another account number to appropriate it to. Motion carried.

CountrySide Estates Lot 11 on 9th Street:

Motion by Wilczek/Jaffke to send to the Planning Committee the purchase of CountrySide Estates Lot 11 for a duplex. Motion carried. Planning also noted there is interest in building a bus barn located at the last two lots in TIF #3 of 4 acers and would discuss when plans are confirmed.

Suggested Items for Future Agendas:

Sewer Commission member to replace Gokey as he has moved, Mayor requested suggestions.

Mayor Milliren adjourned the meeting at 6:57pm.

Next Council meeting is Tues. Aug 25th at 6pm.

Respectfully submitted, Michelle Kind,
Clerk/Treasurer WCMC