

## CITY OF OWEN COMMON COUNCIL MEETING MINUTES

**DATE:** Tuesday, May 23, 2023,

**LOCATION:** City Hall

**TIME:** 6:00pm

**CITY OFFICIALS PRESENT:** Mayor Scott Jalling

Alderspersons: Joan Jalling, Ken Martine, Pam Jaffke, Bob Wilczek, John Mauel, and Matt Riihinen

**ATTENDANCE LIST:** Clerk/Treasurer Tracy Rau and Chief Patrick Fehlman

**COMMUNITY ATTENDANCE:** Cindy Cardinal/Enterprise Sentinel, Tim Swiggum, and Laken Potocnik.

The meeting was called to order by Mayor Jalling at 6:00pm & the Pledge of Allegiance was recited.

**Public Comment:** Clerk Rau wanted to remind everyone, since the Farmer's Market is opening this Saturday, the vendor applications need to be filled out or the vendors need to pay \$20.00. Cindy Cardinal said they will send a monthly list of all the vendors to City Hall.

**Approve Minutes from 5.09.23 Meeting:** Jaffke/Jalling approve the minutes as written. Motion carried.

**Speed Limit Sign (Update):** Mayor Jalling delivered the notice to move the speed sign that was agreed at the last meeting to Brian Duell. He will take it to the Highway Committee and once they decide, they should get back to us. Chief Fehlman and DPW Smith got the speed sign out and they must program yet.

**School Safe Room (Postponed):** Wilczek asked if the school is not available, who all will have access to get the doors open. He believes that should be in the agreement as well. If it is just school staff and there is a need for it, how will the community be able to access it if something arises. Jalling asked, "shouldn't the fire department have an access key? Wilczek understands that it is on school property, but it is also a storm shelter for the community. Does it need to be approved by the school? Walk-Through will be around the first week of June. Wilczek/Martine motion to postpone any action until the next meeting June 13<sup>th</sup>. Motion carried.

**Operator License – Clarence Gollhardt Jr.:** Wilczek/Mauel motion to approve Clarence Gollhardt Jr's operator license. Motion carried.

**Beverage Licensing (Update):** Letters were sent out after the last meeting. A few businesses have already dropped off their paperwork. Martine and Mayor Jalling asked if it is possible to reach out and talk with the few businesses that may have outstanding payments due. Laken Potocnik voiced that she feels that we (as the business owners) know what to do, we know bills must be paid and if that is not done it is no one's fault but our own. Wilczek agreed, the letters sent out stated what all was due. As of June 30<sup>th</sup>, the licenses are null and void but to be posted and published the 15 days they must file by the June 13<sup>th</sup> meeting. If everything is not paid by June 30<sup>th</sup> then that license will be denied and available. Next in line, with all paperwork already submitted and dated, would be given the chance to get the license.

**Street Closures (Postponed):** Laken Potocnik discussed the DRC throwing upcoming events. Permit, where and how do they fill that out? Chief Fehlman said there is a Block Party Permit outline but has not existed for a while, even though it is in the Ordinances. There are a lot of things in our Ordinances that require permits. Amplified sound, extending the noise ordinance are just a few. Looking at the Block Party permit it also requires a Street Use Petition where you need to go around to the residents who reside on the street being used. No less than 60% of the residents must sign the petition. A permit is being written up. Things have not been known before and in moving forward corrections are being made. Noise ordinance for the city is 11pm. Wilczek/Jaffke motion to have the DRC fill out the petition for street use permit for a one block radius of the event, submit a written request to the council for the event and adhere to the rules from the last council meeting, plastic containers outside no glass

and clean up, then the event can go on. Motion carried/Martine abstained. Wilczek asked if our Permit Committee should meet and help with the process. The Licensing and Permit Meeting will be on Tuesday May 30<sup>th</sup> at 6pm.

**Land Rental Agreement (Postponed):** No updates. Postpone until the next meeting.

**Owen's 100 Year:** Mayor reported that he has a 10-person committee. The only organization that does not have a commitment is the school. The committee meeting will be on May 31<sup>st</sup>, but is there any money, maybe \$1000 - \$2000, that can be put aside for this committee? Could the Finance Committee meet before the next meeting and see if there is anything in the budget that could be used?

**Mayor's Report:** None.

**Other Reports:** None.

**Disbursements/Accounts Payable:** City \$21,900.87, Water \$2,731.56, Sewer \$43,233.70, TIF #4 \$79,899.73. Totalling \$197,079.59. Martine/Jalling motion to approve disbursements/accounts payable. Motion carried.

**Convene into Closed Session:**

Time: 6:41pm Wilczek/Jalling motion. Motion carried.

**Under Wi Statute 19.85 (1)(f) Considering financial, medical, social, or personal histories or disciplinary data of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations. (1)(c) Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the government has jurisdiction or exercises responsibility.**

**Consideration to reconvene into Open Session:**

Time: 7:19pm Wilczek/Martine motion. Motion carried.

**Announce recommendations discussed in Closed Session:** No action taken from Closed Session.

**Future Agenda Items:** Personnel Meeting May 30<sup>th</sup> 1pm, Licensing and Permit Meeting May 30<sup>th</sup> 6pm, 100-year Committee Meeting May 31<sup>st</sup> 4pm, Police Committee, Update on the School Safe Room, Update on the Land Rental, Finance Meeting, Beverage Licenses

**Adjourn:** 7:23 pm

Respectfully given to the best of my ability, Jessi Stolfi Deputy Clerk