

CITY OF OWEN COMMON COUNCIL MEETING MINUTES

DATE: Tuesday, June 13, 2023,

LOCATION: City Hall

TIME: 6:00pm

CITY OFFICIALS PRESENT: Mayor Scott Jalling

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

ATTENDANCE LIST: Clerk/Treasurer Tracy Rau, DPW Chad Smith, and Chief Patrick Fehlman.

COMMUNITY ATTENDANCE: Cindy Cardinal/Enterprise Sentinel, Andrea Mahnke, Tom Jirschele, Britney Mews, Brian Chapman.

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

Public Comment: None.

Approve Minutes from 5.23.23 Meeting: Wilczek/Jalling motion to approve the minutes as written. Motion carried.

Sharps Container: Britney Mews, the Health Officer for the Health Department, is looking to install a Sharps Container Kiosk potentially in front of the City Hall side of the building. There are currently no Sharps disposal kiosks in the County. An option is taking to Aspirus in Stanley. They have to be in a biohazard container, which are not readily available to the public. Can't access 24/7. Their goal for 2023-2025 is to have an outdoor Sharps Kiosk somewhere. They are about \$3,300 for an 18-gallon container. Disposal is \$300 at a time, no cost to us. County would own the unit. Not sure how much it would be used. May need to register with the DNR. Agreement would be where the kiosk is located. Wilczek/Jaffke motion to approve the Sharps Container and develop a memorandum of understanding with Clark County. Motion carried. Approve with City Attorney, then back to the Council.

School Safe Room: There will be a meeting on June 14th at 2:30pm. Initial meeting with Mayor, Chief, Tracy will talk more on this at the next meeting.

Cedar Corporation: Brian Chapman Countryside Estates is paved and restored. Should be complete other than the stub road has some pavement damage. The ditches along County Hwy D are dried up enough now to get the landscape contractor back.

Business Park Updates: Haas has been working and everything is looking good. Ditches are pretty much seeded and erosion mated. Two of the three ponds have been excavated. The third pond, the largest which was started last year was full of water. It was pumped out and letting it dry a bit before they can start hauling out of there. Then getting ponds restored and holding off paving until the Metal Wholesale business is constructed. It is in design right now. Cardinal Ave was ground down and ready for pavement. Manholes will need to be rehabilitated. Xcel Energy is already boring under Hwy 29. Putting up poles this next week. Metal Wholesale can get going as soon as they get ready. The one pond had to get bigger because of the DNR. Dry Hydrant permitting required from DNR. Wilczek said to get ahold of him when ready.

Pay App #2 McCabe Construction-Countryside Estates: Recommendation \$167,351.65. Holding \$12,000 retaining because of that damage on the stub, make sure we get that fixed. Approximately \$14,000 over the contract price due to miscellaneous, fuel cost, etc. Project went very well. Mauel/Jalling motion to pay \$167,351.65 to McCabe. Motion carried.

Personnel Meeting: Jaffke reported it was recommendation from the Committee to give an extra one-week vacation to Tracy and Chad. Jessi got one week as well. A lot more responsibility and a lot more to take care of deserves the extra down time. J. Jalling mentioned that Jessi did not get vacation time previously because she was only part time, but has now picked up more hours, almost up to full time and she should be eligible for vacation. Wilczek/Jaffke motion to approve the Personnel recommendation. Motion carried.

Operator License (See Agenda List): Mauel/Wilczek motion to approve the Operator Licenses that are listed. Motion carried. J. Jalling Abstained.

Beverage Licensing (See Agenda List): Wilczek/Riihinen motion to post all the current licensed names including the extra license request. Motion carried. J. Jalling Abstained.

Permit Meeting: Jaffke stated there have been two meetings, May 30th and an hour and a half ago. Did go through the Special Event Street Use/Block Party Permit form that is needed to be fill out, rules, and the signature page for residents to be notified. Conforms to our ordinance. Jaffke would like to have it put in the packet for next meeting. Wilczek mentioned these permits are two different things. Street Dance and Special Event. Carnival will fall under Special Event. Street Dance falls under a different ordinance. Issuance of Beverage Licensing. We can't issue a beverage license to a city entity whether it is the DRC, or anything under the City umbrella. The Jaycees, Chamber of Commerce are not under the City umbrella. Those can be issued temporary servers licenses. They fall under a different category. Mauel asked if the Fair is a City entity. Yes, but it is not the Fair selling the alcohol. A separate entity, a fundraising entity for the fire district.

Street Closure July 8th & August 19th: Signatures were submitted but the Permit did not exist, so not able to make the 30-day notice before the first closure. Mauel/Wilczek motion to approve the July 8th and August 19th street closures along with a written statement of event. Motion carried.

Land Rental Agreement: Have not heard anything. Land was planted. Did not meet with Chad.

Public Works Report: Water, Pressure Relief Valve went bad. The booster pump was very hot. Meeting with Andrew from Wisconsin Rural Water, looking for water within the city. Spots to check are near the Community Gardens, Ash and 8th intersection and back corner behind the shop. There is something wrong with the well behind the shop, it is full of bentonite. If you drill a test well it can't be used for production. Brandon passed both of his Municipality tests and is certified. Fixed the lawns around where the water main break was. Curb and gutter around the water service on the road. ARPA money, would like to use it to paint the inside of the water tower. Sanitary/Sewer, sludge guys came in and gave a quote of \$120,000. Needs to go in front of the Sewer Commission. Cedar Corp and AB Engineering about doing quality trading to do river banks. Matt passed his Ponds and Lagoons and Solid Separations test. Chad passed the Solid Separation Disinfection test. New test Collection Systems, three years to complete. CMAR, due at the end of the month. Grated alleyways, will start adding gravel and grading them. Grass clippings ordinance, have seen a lot of clippings after mowing in the streets. It is unsafe for motorcyclists and plugging up the drains really bad. Will look into hanging a notice on the door. Swept the streets. Patching potholes in the streets. Painted lines on Central, crosswalks. Some concrete work on curbs and sidewalk by the bridge on the northside. Crowley Park was open on May 15th. Some vandalism at Crowley Park and on brand new concrete by the Mill Pond. Bridge was looking green so washed down and going to stain. Resident would like trees removed at the end of his driveway but those trees belong to the Golf Course. Overhang of branches over the sidewalk are the homeowners responsibility.

Owen-Withee Police Meeting Report: Jaffke reported the call report, traffic stops and ordinance violations. No new equipment update. Chief's contract was postponed. The meeting was short and sweet.

Mayor Report: Speed limit sign has been moved to the end of Hanson's property.

100 Year Report: Tracy made a bunch of donation jars and Mayor Jalling has started to put them in businesses. Recommended having a separate account for the funds. Carrie from Prevail is going to be the Treasurer for the committee and she would take care of the account at the bank and make sure Tracy has access online to keep records. Maue/Jaffke motion to open a separate account for the 100-year celebration. Motion carried. Riihinen Abstained. Ask Auditors if this is ok. Did reach out to the Lumberjack Show out of Hayward. For them to come, they would put on three 35-minute shows at 12pm, 2pm and 4pm, fee is \$5,900. It is one of the goals. They would not charge a fee for the show. Tim Gelhaus will write a song about the City of Owen, that is what he does for a living. Spoke with Norbert Pabich and he will be giving tours of Master Packaging. Ed Gelhaus also expressed interest in coming back to town and being involved.

Tree Ordinance: Resident had stopped in asking about planting trees in their yard. The ordinance mentions the Tree Advisory Board. Can plant in yard, just not in boulevard, on property line, near curb or any utilities underneath it. Will need to update ordinance.

Other Reports: Riihinen mentioned Fire Department Meeting and looking into Cyber Security.

Disbursements/Accounts Payable: City \$208,557.25, Water \$3,293.75, Sewer \$6,038.05, TIF #4 \$176,117.60. Totaling \$1,030,009.90. Jalling/Mauel motion to approve disbursements/accounts payable. Motion carried.

Future Agenda Items: Permits, Water Tower

Adjourn: 8:16pm

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