

**CITY OF OWEN COMMON COUNCIL MEETING MINUTES**

**DATE:** Tuesday, July 13, 2021

**LOCATION:** Owen City Hall 833 W. 3<sup>rd</sup> Street, Owen WI 54460

**CITY OFFICIALS PRESENT:** Mayor Charles Milliren

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

**Employee Attendance:** Tracy Rau/Clerk, Officer Haugstad, DPW Smith, and Tim Swiggum/CDC.

**COMMUNITY ATTENDANCE:** Gail Stuttgen, Mary Meyer, Pete Johnson, Dennis Liepke, Cindy Cardinal/O-W Enterprise, Nicole Rogers/The Sentinel and Rural News.

A quorum being present, the meeting was called to order by Mayor Milliren at 6:03pm.

**Pledge of Allegiance** was recited.

**Public Comment:**

Stuttgen presented the final numbers for the ongoing discussion regarding the survey costs to the four properties on S. 5<sup>th</sup> Ave. The total costs include the surveyor and attorney fees totaling \$1,474.56. This was not on the agenda for this meeting but will be placed on the next agenda.

**Minutes:**

A Martine/Jaffke motion/second to approve the minutes from June 22, 2021 passed unanimously.

**L.A.S.T. Ace Customer Appreciation Street Closure:**

L.A.S.T. Ace has asked permission to close off the parking stalls in front and adjacent to their property as they have in the past. The date for Customer Appreciation Day is August 7, 2021 during the Owen Jr. Fair. It was acknowledged that there have been no issues in the past. A Wilczek/Wagner motion/second to approve the parking space closure for Aug. 7<sup>th</sup> passed unanimously.

**O-W Police Committee Report:**

Jaffke reported that the Police Committee will be meeting in closed session with Chief Ibarra and Officer Haugstad on July 22. Committee approved an increase of \$3, to \$21.55, for Haugstad retroactive to June 21 when he went full time. Haugstad explained a couple of grants he is working on to help fund the equipment needed for the K-9 officer. A newer, fully equipped squad that has reusable equipment is available and if the grants come through might make more sense than equipping a vehicle that would require a special cage system. A Mauel/Wilczek motion/second to approve the increase in wages to \$21.55 for Officer Haugstad passed unanimously.

**Public Works Department Report:**

Smith provided a written report to the council. A rail service company has been using water and Smith had to keep a close watch for low water supply warnings. The Sewer Commission will meet on July 21, 21 at the garage. Smith and Bottlemey took a course about E-coli which will be required soon. A new blower has been ordered for the WWTF. Completed purchase of a Chevy 3500 Crane truck with a dump body and side service boxes. Curb, gutter and other concrete work was completed. Crowley Park bathroom door locks will need to be replaced at a cost of \$150 times 4 doors. One of the lawnmowers is not needed and could be sold. A Martine/Wagner motion/second to approve the Public Works report passed unanimously.

**Other Committee Reports as presented:**

Swiggum reported that the DRC is busy working on the Car Show which is Aug. 21. A Military Convoy will be passing through Owen on July 31 in the early to mid afternoon. It will be quite a parade of over 90 historic vehicles and hopefully we can work some other activities around it at the park.

**Personnel Committee Recommendation:**

The Personnel Committee has completed the interview process and recommends that the council hire Jessi Stolfi at \$12.00 per hour with an increase to \$13.00 after 6 months with a good review. A Wilczek/Jaffke motion/second to approve the recommendation as presented passed unanimously.

**Clerk/Deputy Clerk Wages:**

Clerk Rau had been promoted to Clerk previously but was not given a wage and she is not collecting the correct wages for the work she is doing now. A Mauel/Wilczek motion/second to approve Clerk Rau’s wage at \$20.30 per hour retroactive to April 14 passed unanimously.

**City Hall Building Needs:**

A list of items was presented for the council to consider for the new City Hall. The list included a new sign out front, a flagpole, handrail outside the front door to the OWPD and painting or replacing the front shutters and the painting the rest of the building. Smith said he would look into the costs of a new sign and Milliren said that he would investigate the flagpole.

**City Hall Open House:**

A date has not been set until we know more about the building items above. It would be a good goal to do before the end of August.

**Historic Preservation Committee Recommendations:**

Minutes of the Historic Preservation Committee (HPC) were presented. The HPC is working on creating the Owen Historical Society and moving forward are recommending that the HPC be given management of the Old FNE Depot and the Old City Hall for the purpose of creating a historical museum with exhibits and tours. A Mauel/Wagner motion/second to place management of the FNE Depot and the old City Hall under the HPC passed unanimously.

**Senior Center Update:**

Smith reported that he had toured the building and believes it will need a bit of work. It is his opinion that the city should accept the offer from the county with no restrictions. A Wilczek/Mauel motion/second to move forward with the county to take possession of the building passed unanimously.

**Employee Wages:**

Previously a proposal for the wages and hours at city hall was presented to the council. It included an increase for Swiggum and full-time hours. It was asked of Swiggum what would warrant the extra hours and what would he be doing during those hours. Following a brief discussion, a Martine/Jaffke motion/second to table the subject until more information can be obtained passed unanimously.

**Disbursements/Accounts Payable:**

There were no questions. A Martine/Wilczek motion and second to approve the disbursements of City: \$44,558.87, Water: \$52,934.85, Sewer: \$5,591.62, and TIF #4: \$3,956.40 for a total disbursement of \$107,041.74 passed unanimously.

**Suggested Items for Future Agendas:**

5<sup>th</sup> Avenue Survey costs, Bluebird Street, Skid Steer

Mayor Milliren adjourned the meeting at 7:38pm.

Next Council meeting is Tues. July 27, 2021, at 6pm at City Hall.

Submitted by Tim Swiggum, CDC