Common Council

Regular Meeting

Minutes

335 South Broadway
De Pere, WI 54115
http://www.de-pere.org

Tuesday, August 20, 2019 **7:30 PM** **De Pere City Hall Council Chambers**

1. Call to Order. The meeting was called to order at 7:30 PM by Mayor Michael J. Walsh.

Attendee Name	Title	Status	Arrived
Michael J. Walsh	Mayor	Present	
James Boyd	Alderperson	Present	
Dan Carpenter	Alderperson	Present	
Scott Crevier	Alderperson	Present	
Jonathon Hansen	Alderperson	Present	
Ryan Jennings	Alderperson	Late	7:50 PM
Amy Chandik Kundinger	Alderperson	Present	
Casey Nelson	Alderperson	Late	7:50 PM
Dean Raasch	Alderperson	Present	

Alderpersons Nelson and Jennings arrived at 7:50 PM due to a special session of the Board of Health.

2. Pledge of Allegiance to the Flag.

3. Approval of the minutes of the August 6, 2019 Common Council meeting.

RESULT:	**ADOPTED [6 TO 0]**
MOVER:	Dean Raasch, Alderperson
SECONDER:	Scott Crevier, Alderperson
AYES:	Boyd, Carpenter, Crevier, Hansen, Kundinger, Raasch
AWAY:	Ryan Jennings, Casey Nelson

4. Public comment upon matters not on the agenda and other announcements.

None.

5. Recommendation from the Finance/Personnel Committee to Accept a Donation in the Amount of $120 from VFW Post 2113 to the Fire Department.

RESULT:	**ADOPTED [6 TO 0]**
MOVER:	Scott Crevier, Alderperson
SECONDER:	Amy Chandik Kundinger, Alderperson
AYES:	Boyd, Carpenter, Crevier, Hansen, Kundinger, Raasch
AWAY:	Ryan Jennings, Casey Nelson

6. Recommendation from Finance/Personnel Committee to Accept a Donation from Unison Credit Union to the Police Department in the Amount of $500 for Emergency Response Equipment.

RESULT:	**ADOPTED [6 TO 0]**
MOVER:	Dean Raasch, Alderperson
SECONDER:	Scott Crevier, Alderperson
AYES:	Boyd, Carpenter, Crevier, Hansen, Kundinger, Raasch
AWAY:	Ryan Jennings, Casey Nelson

7. Recommendation from Finance/Personnel Committee to Accept a Donation from De Pere Christian Outreach to the Police Department in the Amount of $3,000.00 for the K-9 Unit.

RESULT:	**ADOPTED [6 TO 0]**
MOVER:	Scott Crevier, Alderperson
SECONDER:	Dan Carpenter, Alderperson
AYES:	Boyd, Carpenter, Crevier, Hansen, Kundinger, Raasch
AWAY:	Ryan Jennings, Casey Nelson

8. Recommendation from the Board of Public Works to Accept a Donation of Used Workout Equipment from the Green Bay Packers ($2000 estimated value)

RESULT:	**ADOPTED [6 TO 0]**
MOVER:	James Boyd, Alderperson
SECONDER:	Dean Raasch, Alderperson
AYES:	Boyd, Carpenter, Crevier, Hansen, Kundinger, Raasch
AWAY:	Ryan Jennings, Casey Nelson

9. Recommendation from the Board of Public Works to Accept a Donation from the YMCA of Used Workout Equipment ($25,000 estimated value)

RESULT:	**ADOPTED [6 TO 0]**
MOVER:	Dean Raasch, Alderperson
SECONDER:	Jonathon Hansen, Alderperson
AYES:	Boyd, Carpenter, Crevier, Hansen, Kundinger, Raasch
AWAY:	Ryan Jennings, Casey Nelson

10. Recommendation from the Board of Public Works to Approve Changes to Water Utility Billing Dates.

Alderperson Hansen stated that he is not sure this is the time to change the billing cycle if the City might potentially move to monthly billing in the future. Discussion followed about the composition of the three proposed billing groups. City Administrator Larry Delo stated that staff is recommending to not convert to monthly billing because of cost. Green Bay Water Utility is not interested in doing it this way because they would have to change their entire process. The cost could go up triple or more. He also pointed out that customers can pay as often as they want, remitting weekly or monthly payments if they so choose. Finance Director-Treasurer Joe Zegers reported that the current cost for Green Bay's services is $63,000, and it would be approximately $190,000 to do monthly billing. He explained that the City decided to utilize Green Bay's services because it provided significant cost savings and workload savings. Joe estimated that it would cost the City at least $100,000 to bring billing back in house, due to adding an employee and the impact to the workload of current Finance Department employees. Larry noted that there is no additional office space at City Hall to accommodate bringing back that position.

Alderperson Raasch said that he has asked the Director of Public Works to conduct an analysis to see if monthly billing makes sense in order to better serve customers. He stated that the smart meters were sold to the City with the premise of monthly billing. He stated that there was some agreement at Board of Public Works that the City would go back to in house billing at some point, remarking that monthly billing could solve cash flow issues.

Joe replied that while cash flow would be improved with monthly billing, he doesn't see that the City would find investment income of $100,000 to cover the increased costs. He also pointed out that the proposed changes to the billing dates that are before Council tonight will also improve cash flow. Larry stated that from discussions staff has had with the auditors, cash flow is not an issue for the City. Alderperson Carpenter stated that there is a month delay between meter readings and the bills going out, and asked if the smart meters provide an opportunity to shorten this timeframe. Joe will investigate the possibility and report back.

RESULT:	**ADOPTED [5 TO 1]**
MOVER:	Dan Carpenter, Alderperson
SECONDER:	Dean Raasch, Alderperson
AYES:	Boyd, Carpenter, Crevier, Kundinger, Raasch
NAYS:	Jonathon Hansen
AWAY:	Ryan Jennings, Casey Nelson

11. Recommendation from the Board of Public Works to Award Contract 19-24, Municipal Service Center Roof Repair, to Schaus Roofing & Mechanical Contractors in the amount of $155,545.

RESULT:	**ADOPTED [6 TO 0]**
MOVER:	Dean Raasch, Alderperson
SECONDER:	Jonathon Hansen, Alderperson
AYES:	Boyd, Carpenter, Crevier, Hansen, Kundinger, Raasch
AWAY:	Ryan Jennings, Casey Nelson

12. Recommendation from the License Committee on an application for a temporary premises description change submitted by St. Norbert College.

RESULT:	**ADOPTED [4 TO 0]**
MOVER:	Jonathon Hansen, Alderperson
SECONDER:	Dan Carpenter, Alderperson
AYES:	James Boyd, Dan Carpenter, Jonathon Hansen, Dean Raasch
ABSTAIN:	Scott Crevier, Amy Chandik Kundinger
AWAY:	Ryan Jennings, Casey Nelson

13. Recommendation from the License Committee on an application for a Class "B" Fermented Malt Beverage and "Class B" Intoxicating Liquor License for Nostra Cremona, LLC (DBA TBD: Nostra Cremona), 368 Main Av. Submitted by Nostra Cremona, LLC, Agent: Andrew T. Krans, De Pere, WI.

RESULT:	**ADOPTED [6 TO 0]**
MOVER:	James Boyd, Alderperson
SECONDER:	Dean Raasch, Alderperson
AYES:	Boyd, Carpenter, Crevier, Hansen, Kundinger, Raasch
AWAY:	Ryan Jennings, Casey Nelson

14. Resolution #19-93 Authorizing Utility Easement (Employer's Boulevard; Parcels WD-364-D-502, WD-364-D-502-2 and WD-364-D-502-3).

RESULT:	**ADOPTED [6 TO 0]**
MOVER:	Dan Carpenter, Alderperson
SECONDER:	Jonathon Hansen, Alderperson
AYES:	Boyd, Carpenter, Crevier, Hansen, Kundinger, Raasch
AWAY:	Ryan Jennings, Casey Nelson

15. Resolution #19-94 Authorizing Amendment to 2019 City Budget for Additional TID Facade Improvement Grant Funding.

Alderperson Raasch stated that while he is in favor of the facade grant program, he is concerned that the City is not sticking within the budget with this proposal. Development Services Director Kim Flom pointed out that the resolution indicates that the fund would be capped here. She stated that an increase was suggested last year during budget planning, but the direction received from Council was to keep the amount the same, and that staff should make a request if they were interested in doing an increase. Discussion followed about potential ideas to make the program more competitive, and to set time limits for project completion. Kim stated that she will bring these ideas to the Redevelopment Authority for discussion. Discussion followed about scenarios when staff from other departments has requested funds above what was set in the budget. Alderperson Jennings pointed out that there is a difference where the funds are drawn from; certain requests come from the general tax fund, while façade grant funds come from the TID district. He feels the applicants have submitted good projects and the City should support them. Alderperson Boyd stated that these renovation projects have been contagious, spurring neighborhood businesses to do the same; he fears that projects might not happen if the City tells them they have to wait.

RESULT:	**ADOPTED [7 TO 1]**
MOVER:	Scott Crevier, Alderperson
SECONDER:	Amy Chandik Kundinger, Alderperson
AYES:	Boyd, Carpenter, Crevier, Hansen, Jennings, Kundinger, Nelson
NAYS:	Dean Raasch

16. Resolution #19-95 Authorizing Third Agreement Extending Option to Purchase Between the City of De Pere and Washworld of De Pere LLC (Parcel No. WD-1136-3; American Boulevard).

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Scott Crevier, Alderperson
SECONDER:	Casey Nelson, Alderperson
AYES:	Boyd, Carpenter, Crevier, Hansen, Jennings, Kundinger, Nelson, Raasch

17. Resolution #19-96 Authorizing Agreement Regarding the Sale and Purchase of Property Between the City of De Pere and G & G Rebuilders, Inc. (Part of WD-L482-1; 2535 Lawrence Drive).

    Development Services Director Kim Flom explained that the City is providing utilities in exchange for the property. City Administrator Larry Delo reported that the value of the services is $128,300.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Dean Raasch, Alderperson
SECONDER:	Scott Crevier, Alderperson
AYES:	Boyd, Carpenter, Crevier, Hansen, Jennings, Kundinger, Nelson, Raasch

18. Resolution #19-97 Authorizing Purchase Order- Lease Agreement with MailFinance, Inc. (Postage Meter - City Hall and Municipal Service Center).

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Casey Nelson, Alderperson
SECONDER:	Scott Crevier, Alderperson
AYES:	Boyd, Carpenter, Crevier, Hansen, Jennings, Kundinger, Nelson, Raasch

19. Resolution #19-98 An Initial Resolution Authorizing the Sale and Issuance of General Obligation Promissory Notes; and Certain Related Details.

    Justin Fischer with Robert Baird Co. reviewed the proposed financing plan, and provided a handout to Council members which will be attached to these minutes. Mr. Baird and Finance Director-Treasurer Joe Zegers answered Council members' questions about the possibility of refinancing other bonds, and the impact on the debt bubble.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Scott Crevier, Alderperson
SECONDER:	Dan Carpenter, Alderperson
AYES:	Boyd, Carpenter, Crevier, Hansen, Jennings, Kundinger, Nelson, Raasch

20. Resolution #19-99 An Initial Resolution Authorizing the Sale and Issuance of Taxable General Obligation Promissory Notes; and Certain Related Details.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Dean Raasch, Alderperson
SECONDER:	Casey Nelson, Alderperson
AYES:	Boyd, Carpenter, Crevier, Hansen, Jennings, Kundinger, Nelson, Raasch

21. Appointments to Board of Health and Sustainability Commission by Mayor Walsh.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Dean Raasch, Alderperson
SECONDER:	Ryan Jennings, Alderperson
AYES:	Boyd, Carpenter, Crevier, Hansen, Jennings, Kundinger, Nelson, Raasch

22. Operator license applications.

Alderperson Boyd moved, seconded by Alderperson Carpenter to deny Previously Tabled Application #1 on the basis of the applicant being an habitual law offender under Wis Stats. 125.04(5)(b) and for non-appearance at Committee meetings when requested. Upon vote, motion carried unanimously.

Alderperson Boyd moved, seconded by Alderperson Hansen to approve Previously Tabled Application #2 contingent upon the applicant providing written documentation to the City Clerk that her probation has been successfully completed. Upon vote, motion carried unanimously.

Alderperson Boyd moved, seconded by Alderperson Carpenter to approve New Operator Applications #1-6. Upon vote, motion carried unanimously.

Alderperson Boyd moved, seconded by Alderperson Hansen to table New Operator Application #7. Upon vote, motion carried unanimously.

23. Voucher approval.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Dean Raasch, Alderperson
SECONDER:	Casey Nelson, Alderperson
AYES:	Boyd, Carpenter, Crevier, Hansen, Jennings, Kundinger, Nelson, Raasch

24. Future Agenda Items.

Alderperson Hansen was contacted by a constituent who has been a participant in City softball leagues. Hansen reported that he is working with the City Parks Director regarding the resident’s concerns, but that the constituent also requested a review of team registration fees.

25. Adjournment.

Alderperson Boyd moved, seconded by Alderperson Crevier to adjourn the meeting at 8:09 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Carey Danen, City Clerk