Common Council

Regular Meeting

Minutes

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

Tuesday, July 21, 2020 **7:30 PM**

1. Call to Order. The meeting was called to order at 7:30 PM by Mayor James Boyd.

Attendee Name	Title	Status	Arrived
Dan Carpenter	Alderperson	Present	
Mike Eserkaln	Alderperson	Present	
Jonathon Hansen	Alderperson	Present	
Amy Chandik Kundinger	Alderperson	Present	
Shana Defnet Ledvina	Alderperson	Present	
Casey Nelson	Alderperson	Present	
Dean Raasch	Alderperson	Present	
Kelly Ruh	Alderperson	Present	
James Boyd	Mayor	Present	

2. Approval of the minutes of the July 7, 2020 Common Council meeting.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Casey Nelson, Alderperson
SECONDER:	Amy Chandik Kundinger, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Nelson, Raasch, Ruh

3. Recommendation from the Board of Public Works allowing James Street brick salvage

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Dean Raasch, Alderperson
SECONDER:	Shana Defnet Ledvina, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Nelson, Raasch, Ruh

4. Recommendation of Finance/Personnel Committee for Approval of Microsoft Office 365 Quotation.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Casey Nelson, Alderperson
SECONDER:	Mike Eserkaln, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Nelson, Raasch, Ruh

5. Recommendation from the Finance-Personnel Committee to accept a $2,500 Walmart Donation to Police Department

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Dean Raasch, Alderperson
SECONDER:	Jonathon Hansen, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Nelson, Raasch, Ruh

6. Recommendation from the Finance-Personnel Committee to accept a $1,500 Donation from De Pere Christian Outreach for Police K-9

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Casey Nelson, Alderperson
SECONDER:	Dan Carpenter, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Nelson, Raasch, Ruh

7. Recommendation from Finance and Personnel Committee to Waive Public Works Fees for Definitely De Pere Downtown Events

   Alderperson Raasch expressed concern that this might prompt similar requests from other organizations. Public Works Director Scott Thoresen explained that Council approved the same request from Definitely De Pere last year. City Administrator Larry Delo added that Definitely De Pere is a little unique because they are sponsored by the City in order to promote the downtown.

RESULT:	**APPROVED [7 TO 0]**
MOVER:	Amy Chandik Kundinger, Alderperson
SECONDER:	Mike Eserkaln, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Nelson, Raasch
AWAY:	Kelly Ruh

8. Recommendation of Finance/Personnel Committee to Approve Request of Health Director to Increase Hours of Public Health Nurse Position from 24 hours to 40 hours per week.

   Alderperson Raasch asked for confirmation on how the position increase will be funded going forward. Health Director Deborah Armbruster explained that the increase will be budgeted for in 2021.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Casey Nelson, Alderperson
SECONDER:	Amy Chandik Kundinger, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Nelson, Raasch, Ruh

9. Recommendation from the Finance-Personnel Committee on a request by Alderperson Kundinger to consolidate acceptance of donations by the Common Council to a quarterly basis.

   Alderperson Kundinger moved, seconded by Alderperson Nelson to consolidate the acceptance of donations. Discussion followed. Alderpersons Kundinger and Nelson then

withdrew their motions. Alderperson Kundinger moved, seconded by Alderperson Nelson to refer this item back to the Finance-Personnel Committee for further review.

RESULT:	**REFERRED BACK TO FINANCE-PERSONNEL COMMITTEE [7 TO 0]**
MOVER:	Amy Chandik Kundinger, Alderperson
SECONDER:	Casey Nelson, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Nelson, Raasch
AWAY:	Kelly Ruh

10. Recommendation from the Finance-Personnel Committee on request of the City Administrator to authorize expenditure under the Routes to Recovery: Local Government Aid Grants program.

Alderperson Raasch asked if program this will function similarly to the paycheck protection loans. City Administrator Larry Delo explained that it is a reimbursement grant, and that the City must expend the money first. Alderperson Raasch requested an update in the Friday Memo on what has been spent so far. Discussion followed on the types of expenditures that would be covered, where the grant money will be deposited when received, and the decision making process for using the funds.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Casey Nelson, Alderperson
SECONDER:	Mike Eserkaln, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Nelson, Raasch, Ruh

11. Recommendation from the License Committee on Class "B" Fermented Malt Beverage/"Class B" Intoxicating Liquor License renewal applications for the licensing period of July 1, 2020 to June 30, 2021.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Dan Carpenter, Alderperson
SECONDER:	Mike Eserkaln, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Nelson, Raasch, Ruh

12. Resolution #20-76 Approving Agreement for Consulting Services Between the City of De Pere and Dixon Engineering, Inc. (T-Mobile Wireless Antenna Installation - 9th Street Water Tower).

Alderperson Hansen asked about the issue discussed at Board of Public Works, that the antennas are currently blocking the De Pere logo on the water tower. Public Works Director Scott Thoresen reported that he followed up with the contractor the next day; they will evaluate the antenna locations and see if anything can be done to accommodate.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Shana Defnet Ledvina, Alderperson
SECONDER:	Dan Carpenter, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Nelson, Raasch, Ruh

13. Resolution #20-77 Authorizing Submission of Wisconsin Economic Development Corporation Community Development Investment Grant Application (Cobblestone Hotels).

    A revised copy of the resolution was distributed to Council members before the meeting, and is attached to these minutes as Exhibit A.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Jonathon Hansen, Alderperson
SECONDER:	Dan Carpenter, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Nelson, Raasch, Ruh

14. Resolution #20-78 Approving Reclassification of the Health Department Office Assistant Position to Administrative Assistant and Adjustment to Compensation Plan Grade Level.

    Health Director Deborah Armbruster and Human Resources Director Shannon Metzler explained what the responsibilities of the position will be once the pandemic subsides.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Amy Chandik Kundinger, Alderperson
SECONDER:	Kelly Ruh, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Nelson, Raasch, Ruh

15. Resolution #20-79 Approving Memorandum of Understanding with the De Pere Professional Firefighter's Association IAFF Local 141 Regarding Overtime Call-In Procedure.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Casey Nelson, Alderperson
SECONDER:	Mike Eserkaln, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Nelson, Raasch, Ruh

16. Resolution #20-80 Approving Memorandum of Understanding with the Wisconsin Department of Natural Resources for Mutual Aid and Fire Suppression Services.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Dean Raasch, Alderperson
SECONDER:	Dan Carpenter, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Nelson, Raasch, Ruh

17. Resolution #20-81 Authorizing Submission of Wisconsin Elections Commission Coronavirus Aid, Relief and Economic Security Subgrant.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Shana Defnet Ledvina, Alderperson
SECONDER:	Casey Nelson, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Nelson, Raasch, Ruh

18. Review Common Council Meetings Start time (Request of Ald. Nelson)

    After discussion, Council members agreed to leave meeting start times as they are currently.

RESULT:	**NO ACTION**

19. Consideration of and Possible Action on Resuming In-Person Meetings of the Council and City Committees, Boards and Commissions (request of Ald. Raasch).

    Alderperson Raasch moved, seconded by Alderperson Carpenter to resume in person meetings starting after September 1st, with the virtual attendance option still in place for alderpersons and the general public.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Dean Raasch, Alderperson
SECONDER:	Dan Carpenter, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Nelson, Raasch, Ruh

20. Review of Resolution #20-34 Declaring a State of Emergency (Request of Ald. Raasch).

RESULT:	**NO ACTION**

21. Operator License applications.

    Alderperson Carpenter moved, seconded by Alderperson Ledvina to approve Renewal applications #1-62. Upon vote, motion carried unanimously. Alderperson Carpenter moved, seconded by Alderperson Ledvina to deny Renewal application #63 for Hannah LeCloux under Guideline 3 (d & e). Upon vote, motion carried unanimously.
    Alderperson Carpenter moved, seconded by Alderperson Eserkaln to approve Previously Tabled applications #1 and 2. Upon vote, motion carried unanimously. Alderperson Carpenter moved, seconded by Alderperson Ledvina to deny Previously Tabled application #3 for Justin Reince under Guideline 3 (d & e). Upon vote, motion carried unanimously.
    Alderperson Carpenter moved, seconded by Alderperson Eserkaln to approve New Operator applications #1-13, 16, and 18-20. Upon vote, motion carried unanimously. Alderperson Carpenter moved, seconded by Alderperson Ledvina to deny New Operator application #14 for Cheyenne Blackowl under Guideline 4, as well as #15 for Kelly Bloemer and #17 for Kim Hagerstrom under Guideline 3 (e). Upon vote, motion carried unanimously.

22. Voucher approval.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Dean Raasch, Alderperson
SECONDER:	Casey Nelson, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Nelson, Raasch, Ruh

23. Future agenda items.

None.

24. Adjournment.

Alderperson Carpenter moved, seconded by Alderperson Raasch to adjourn the meeting at 8:54 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Carey Danen, City Clerk

EXHIBIT A

RESOLUTION #20-77 (Revised)

AUTHORIZING SUBMISSION OF WISCONSIN ECONOMIC DEVELOPMENT
CORPORATION COMMUNITY DEVELOPMENT INVESTMENT GRANT APPLICATION
(De Pere Hotel Group, LLC)

WHEREAS, the Wisconsin Economic Development Corporation (WEDC) Community Development Investment Grant (CDI) is a state program for municipal applicants which is intended to support 'shovel ready, catalytic projects' in Wisconsin communities to spur economic development; and

WHEREAS, De Pere Hotel Group, LLC has requested that the City of De Pere (City) apply for the CDI grant to assist it in the purchase and in-fill development of 400 Main Avenue (WD-287), 473 Main Avenue (WD-286), 499 Main Avenue (WD-283) and 109 S. Fifth Street (WD-284) from a privately owned surface parking lot to a signature multi-story hotel and chophouse; and

WHEREAS, the City is interested in assisting De Pere Hotel Group, LLC by making an application for the CDI grant upon the terms and conditions of the attached grant application, incorporated herein as Exhibit A.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

> The Director of Development Services is authorized to submit the WEDC CDI grant application for funding the above described activities and accept any grant funding awarded.

BE IT FURTHER RESOLVED THAT:

> All City officials, officers, employees, and agents are authorized and directed to take such steps as are lawful and necessary in furtherance thereof.

Adopted by the Common Council of the City of De Pere, Wisconsin, this 21st day of July, 2020.

APPROVED:

_____

James G. Boyd, Mayor

ATTEST:

_____
Carey E. Danen, City Clerk

Ayes: _____
Nays: _____
Board/Committee Approval: 6/9/2020