Common Council

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

Regular Meeting

Minutes

Tuesday, June 5, 2018 **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 Walsh.

Attendee Name	Title	Status
Michael J. Walsh	Mayor	Present
James Boyd	Alderperson	Present
Dan Carpenter	Alderperson	Present
Scott Crevier	Alderperson	Present
Jonathon Hansen	Alderperson	Present
Ryan Jennings	Alderperson	Present
Larry Lueck	Alderperson	Present
Casey Nelson	Alderperson	Present
Dean Raasch	Alderperson	Present

2. Pledge of Allegiance to the Flag.

3. Approval of the Minutes of the May 16, 2018 Common Council Meeting.

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

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

Alderperson Jennings announced that downtown property owners and business owners are invited to the Definitely De Pere Annual Meeting and Networking Event on June 6 at the Green Room, beginning at 5:00 p.m.
Alderperson Hansen announced the retirement of firefighter Todd Hendricks and thanked him for his 39 years of service. He also expressed that the City recently hired a new Communications Specialist, Andrew Pantzlaff, and shared that Andrew is doing an excellent job in his new role. He encourages citizens to follow the City's social media pages for information.

5. Cultural District Master Plan Update

Development Services Director Kim Flom walked the Council through the process that has occurred to date with the steering committee, the stakeholders and the consultant regarding the Cultural District Plan. She reviewed the three-day charrette, the open houses, and the project objectives. She presented different options reviewed by the committee and conceptual Front Street development plans. She explained that the next step will be presenting the plan to the Council at the June 19 Meeting and adopting it as an addendum to the Downtown Master Plan. Discussion followed with the Council and Development Services Director Kim Flom regarding the plan and how it affects the west side, the Mulva Center sight lines, how the Mulvas feel about the plan as partners in this with the City. Discussion followed regarding the possible developments that could occur on the Front Street property. Alderperson Crevier moved, seconded by Alderperson Raasch to open the meeting. Upon vote, motion carried unanimously. Bryan Kaster and Jesse Jossart, came forward and shared with the Council their concerns regarding the consultant's cash flow estimates for the Front Street development versus their own estimates. They do not believe the estimates from the consultant are accurate. Alderperson Raasch moved, seconded by Alderperson Boyd to close the meeting.

6. Recommendation from Board of Health to Terminate Contract for Local Preparedness Coordinator Services with Brown County Health and Human Services Public Health Division.

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

7. Recommendation from the Board of Park Commissioners to Accept Donation of $250 from the Denmark State Bank for the Urban Orchard.

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

8. Recommendation from the Board of Park Commissioners to Accept Bid for De Pere Ice Arena Bleachers.

   Parks and Recreation Director Marty Kosobucki explained why one of the bidders was declared to be non-responsive.

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

9. Recommendation from the Board of Park Commissioners to Approve Funding from the Ice Arena Fund to Replace Water Tank.

   Parks and Recreation Director Marty Kosobucki explained that Brown County Ice Management identified the issue and requested replacement of the water tank.

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

10. Recommendation from the License Committee on an Application for a Class "B" Fermented Malt Beverage & "Class B" Intoxicating Liquor License for Re-Serve Capacity & Supply LLC (DBA The Longbranch), 334 Main Av. Submitted by Re-Serve Capacity & Supply LLC, Agent: Kevin Alan Bauer, De Pere, WI.

RESULT:	**TABLED [UNANIMOUS]**
MOVER:	James Boyd, Alderperson
SECONDER:	Jonathon Hansen, Alderperson
AYES:	Boyd, Carpenter, Crevier, Hansen, Jennings, Lueck, Nelson, Raasch

11. Recommendation from the License Committee on Renewal Applications for Class "A" Fermented Malt Beverage Licenses, "Class A" Intoxicating Liquor Licenses, "Class A" Cider Licenses, Class "B" Fermented Malt Beverage Licenses, "Class B" Intoxicating Liquor Licenses, and Reserve "Class B" Intoxicating Liquor Licenses for the licensing period of July 1, 2018 to June 30, 2019.

    Alderperson Boyd moved, seconded by Alderperson Carpenter to approve all renewal applications subject to clarifying licensed premises of those applications identified at the License Committee Meeting. Upon vote, motion carried unanimously.

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

12. Recommendation from Plan Commission to approve a Proposed Extraterritorial Two Lot Certified Survey Map at 5177 Tetzlaff Road in the Town of Rockland (Parcel R-269). Submitted by Steven E. Zeitler, PLS, authorized representative for Lynda Tetzlaff.

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

13. Resolution #18-50 Approving Revised Facade Improvement Grant Eligibility Requirements and Guidelines.

    Development Services Director Kim Flom explained that Tina Quigley and Alderperson Hansen did most of the research on the policy changes. Alderperson Hansen explained that he researched communities with a population around the same size as the City of De Pere or greater to see how they handled their facade grant programs, if they had one. Discussion followed. City Attorney Judy Schmidt-Lehman pointed out that Exhibit A of the packet had been updated and the Council members had it available on their desks.

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

14. Resolution #18-48 Approving Facade Improvement Project and Authorizing Disbursement of Grant (330 Main Avenue - Parcel WD-371).

    Development Services Director Kim Flom explained that Luna will not fall under the new policy adopted by the Council.

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

15. Resolution #18-51 Authorizing Agreement Between the City of De Pere and the Medical College of Wisconsin, Inc. Regarding Mental Health Outreach Collaboration.

    Alderperson Nelson explained that MCW has a Psychiatry Residency Program and that a big part of their program is community engagement. He plans to serve on the panel with students to provide informational sessions.

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

16. Resolution #18-52 Authorizing Agreement for Consulting Services Between the City of De Pere and Carlson Dettmann Consulting, LLC (2018 Market Study Update)

    Alderperson Crevier expressed that it seems the City receives recommendations from our consultant on salaries but we continue to make changes to those recommendations; he wants to make sure the City is getting good salary data from this review. City Administrator Larry Delo explained that there will always be fluctuations and changes in the market and that there is no way for the consultant to identify all of this up front. Discussion followed.

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

17. Voucher Approval.

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

18. Operator License Applications.

    Alderperson Boyd moved, seconded by Alderperson Carpenter to approve Temporary Operator License Applications #1-2. Upon vote, motion carried unanimously.
    Alderperson Boyd moved, seconded by Alderperson Hansen to approve Renewal Operator License Applications #1-33 and 35-55 and to table #34. Upon vote, motion carried unanimously.
    Alderperson Boyd moved, seconded by Alderperson Carpenter to approve New Operator License Applications #1-12 and 14, to table #13, and to approve #15 subject to approval from the applicant's probation officer. Upon vote, motion carried unanimously.

II. Future agenda items.

Alderperson Hansen asked to be informed of the next Parking and Traffic Study meeting. Alderperson Carpenter asked that staff look at installing a "No Trucks" sign in the alley by the oil shop on George Street.

III. Adjournment. Alderperson Crevier moved, seconded by Alderperson Lueck to adjourn the meeting at 9:22 p.m. Upon vote, motion carried unanimously.

Respectfully submitted,

Shana Ledvina, Clerk-Treasurer