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

# Common Council

**Regular Meeting**

**Minutes**

**Tuesday, April 18, 2017 | 7:30 PM | De Pere City Hall Council Chambers**

THERE WILL BE A BRIEF SWEARING IN CEREMONY FOR ELECTED OFFICIALS PRIOR TO COMMENCEMENT OF THE COUNCIL MEETING.

1. Call to order. The Common Council Meeting was called to order on April 18, 2017 at 7:30 PM, De Pere City Hall Council Chambers, 335 S. Broadway Street, De Pere, WI.

| 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 | 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 April 5, 2017 Common Council Meeting.

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

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

Alderperson Jennings announced several upcoming downtown events. Puddle Duck is celebrating 30 years in business, and is hosting a grand re-opening on April 27th with a ribbon-cutting ceremony at 1:00 PM. Tickets are on sale for the Downtown Foodie Walk being held on April 29th from 1:00 - 5:00 PM, and De Pere Fashion Week is May 1st -7th. More information is available at definitelydepere.org.

5. LifeQuest Services billing presentation on behalf of the Fire Department.

Fire Chief Al Matzke explained that in the past he has been asked questions about ambulance billing that he hasn't been able to answer; therefore he invited a representative from Lifequest Services to provide a brief overview of the ambulance billing process, as well as a report on the City’s performance. Vice President of Client Relations and Sales Tim Rosin provided a brief presentation, and also distributed handouts to Council members. He reviewed fee schedules and payor options, demonstrating the percentage of charges that must be written off for each type. He explained that only calls meeting medical necessity definitions can be billed, which requires proper documentation by Fire Department staff. He provided comparison performance measures with other communities, and reported that De Pere's collection rate is at 86.8% which is phenomenal. He stated that this success can be attributed to Fire Department staff's attention to proper documentation. Mr. Rosin also answered Council members' questions.

6. Recommendation of the Board of Public Works to Award the Contract for Project 17-13 Crackfilling to Precisions Sealcoating, Inc. in the Amount of $84,375.00.

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

7. Recommendation from the Finance & Personnel Committee to accept award from Northeast Wisconsin Healthcare Emergency Response Coalition to the Fire Department.

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

8. Resolution #17-28, Authorizing Agreement Regarding the Sale and Purchase of Certain Business Park Property Between the City of De Pere and 8 Line Holdings, LLC

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

9. Resolution #17-29, Approving Facade Improvement Project and Authorizing Disbursement of Grant (317 Main Ave -Parcel WD-909)

Economic Development and Planning Director Kim Flom answered questions about the tax eligibility of the property, the grant funding source and process, and historic preservation tax credits and restrictions.
City Attorney Judy Schmidt-Lehman noted that the resolution in the packet identifies TID 5 as the funding source for this grant; there is some question that it may actually be TID 9. The final document will be corrected if needed.

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

10. Resolution #17-30, Authorizing Healthcare Student Placement Agreement with Northeast Wisconsin Technical College (NWTC)

| | |
|---|---|
| **RESULT:** | **TABLED [UNANIMOUS]** |
| **MOVER:** | Larry Lueck, Alderperson |
| **SECONDER:** | Scott Crevier, Alderperson |
| **AYES:** | Boyd, Carpenter, Crevier, Hansen, Jennings, Lueck, Nelson, Raasch |

11. Resolution #17-31, Authorizing Agreement for Contractor Services Between the City of De Pere and Badger Concrete Lifting, LLC (Mudjacking - Curb & Gutter and Sidewalk)

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

12. Resolution #17-32, Authorizing Agreement for Contractor Services Between the City of De Pere and American Pavement Solutions, Inc. (Concrete Grinding - Sidewalk)

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

13. Resolution #17-33, Resolution Establishing Non-Lapsing Funds as of December 31, 2016

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

14. Review of a Visioning Branding Initiative Request for Proposals (RFP)

15. Elections by the Common Council.

A. Alderperson Members of the Plan Commission.

Alderperson Boyd nominated Alderperson Lueck and Alderperson Lueck nominated Alderperson Boyd. Alderperson Raasch requested to close the nominations. Upon vote, motion carried unanimously to approve Alderpersons Lueck and Boyd to the Plan Commission.

B. President of the Common Council.

Alderperson Lueck moved, seconded by Alderperson Jennings to nominate Alderperson Boyd as President of the Common Council. Upon vote, motion carried unanimously.

16. Appointments and re-appointments to Boards and Commissions by Mayor Walsh.

Mayor Walsh announced his Board and Commission appointments and also provided a list for Council members. He noted that the vote on this item includes the standing committee appointments that are included in the agenda packet.

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

17. Voucher Approval.

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

18. Operator License Applications.

Alderperson Raasch moved, seconded by Alderperson Carpenter to approve Previously Tabled Operator License Applications #2 and 3 and to table #1. Upon vote, motion carried unanimously.
Alderperson Raasch moved, seconded by Alderperson Carpenter to approve Temporary Operator License Applications #1-6. Upon vote, motion carried unanimously.
Alderperson Raasch moved, seconded by Alderperson Carpenter to approve New Operator License Applications #1, 2, 4-6, 8 and 9 and to table #3 and 7. Upon vote, motion carried unanimously.

19. Future Agenda Items

Alderperson Carpenter requested an update on repairs at the Lande Street and Scheuring Road railroad crossings.
Alderperson Raasch requested consideration of using unassigned reserve funds to smooth out the debt bubble.

20. Adjournment.

Alderperson Raasch moved, seconded by Alderperson Crevier to adjourn the meeting at 8:07 PM. Upon vote, motion carried unanimously.

Respectfully submitted,

Carey Danen, Deputy Clerk-Treasurer