



Common Council

Regular Meeting

335 South Broadway
De Pere, WI 54115
<https://www.deperewi.gov/>

Minutes

Wednesday, February 16, 2022

7:30 PM

Council Chambers and Virtual

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	Aldersperson	Present	
Mike Eserkaln	Aldersperson	Present	
Jonathon Hansen	Aldersperson	Present	
Amy Chandik Kunding	Aldersperson	Present	
Shana Defnet Ledvina	Aldersperson	Present	
John Quigley	Aldersperson	Present	
Dean Raasch	Aldersperson	Present	
Kelly Ruh	Aldersperson	Present	
James Boyd	Mayor	Present	

2. Pledge of Allegiance to the Flag.

3. Approval of the minutes of the February 1, 2022 Common Council meeting.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dan Carpenter, Aldersperson
SECONDER:	Kelly Ruh, Aldersperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Quigley, Raasch, Ruh

4. Public comment upon matters not on the agenda. Comments made during the public comment period shall pertain only to matters under the jurisdiction of the Common Council. §6-3(f) DPMC

None.

5. Recommendation from the Finance/Personnel Committee to Accept a \$250 Sponsorship from the Kress Inn and Bemis Conference Center in Support of De Pere TV.

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Dean Raasch, Aldersperson
SECONDER:	Jonathon Hansen, Aldersperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Quigley, Raasch, Ruh

6. Recommendation from Finance/Personnel Committee to Accept an \$835 Donation from De Pere Walmart to the Police Department for Four Flat Screen Monitors.

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Mike Eserkaln, Alderperson
SECONDER:	John Quigley, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Quigley, Raasch, Ruh

7. Recommendation from Finance/Personnel Committee to Approve Proposed Grant Management Policy.

Alderperson Raasch asked for clarification regarding the intent of the policy. City Administrator Larry Delo stated that the purpose is to ensure that grant applications are properly managed. Alderperson Ledvina asked him to explain the review process. Larry compared it to the current Public Works practice of hiring an engineering firm for assistance in applying for a DNR grant. Alderperson Hansen asked how the process would be managed from an IT standpoint; Larry stated that staff is working on a product that would be accessible on the City server.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	John Quigley, Alderperson
SECONDER:	Mike Eserkaln, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Quigley, Raasch, Ruh

8. Recommendation from Finance/Personnel Committee to Approve Request For Proposals for Grant Services.

Alderperson Hansen spoke in favor of the idea, and asked if the consultant would go across all departments looking for grants. Administrator Delo confirmed this, and explained that the intent is to use them as needed. If the consultant identifies something that could easily be done in-house, staff will do that. If an opportunity is unique or staff does not have time, then the consultant would probably manage the grant.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jonathon Hansen, Alderperson
SECONDER:	Kelly Ruh, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Quigley, Raasch, Ruh

9. Recommendation from Finance/Personnel Committee to Designate the American Rescue Plan Act (ARPA) funds as a Revenue Loss.

Alderperson Raasch asked for help in understanding the value of using this method. City Administrator Delo said this is the method being recommended by The Counties Association and the League of Wisconsin Municipalities. It gives Council a lot more flexibility in how the funds are used, and Council members will still have the ability to specifically designate funds for particular uses. Discussion followed about the restrictions of the program, reporting requirements, and audit procedures. The funds have to be designated by the end of 2024, and spent by 2026. Alderperson Hansen suggested creating a centralized process for staff and elected officials to submit ideas, and then schedule a special study session at some point in the future.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mike Eserkaln, Alderperson
SECONDER:	Jonathon Hansen, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Quigley, Raasch, Ruh

10. Recommendation from the Board of Public Works on award of Contract 21-09 Matthew Drive Pond Reconstruction to Peters Concrete Company in the amount of \$409,108.60

Alderperson Carpenter asked for verification that his motion to approve the pond reconstruction is for the specified 6-foot depth; Public Works Director Scott Thoresen confirmed this.

RESULT:	APPROVED BY ROLL CALL VOTE [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Dan Carpenter, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Quigley, Raasch, Ruh

11. Recommendation from the Board of Public Works on award of Contract 21-16 Mystic Creek Subdivision Construction to Kruczek Construction Company in the amount of \$3,250,000 upon completion of staff contingencies.

RESULT:	APPROVED BY ROLL CALL VOTE [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Shana Defnet Ledvina, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Quigley, Raasch, Ruh

12. Recommendation from the Board of Public Works on award of Contract 22-05 Sidewalk and Curb Repair to Jim Fischer, Inc in the amount of \$316,620.

RESULT:	APPROVED BY ROLL CALL VOTE [UNANIMOUS]
MOVER:	Dan Carpenter, Alderperson
SECONDER:	Dean Raasch, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Quigley, Raasch, Ruh

13. Recommendation from the Board of Public Works on award of Contract 22-15 Sewer Televising to Green Bay Pipe & TV, LLC in the amount of \$44,128.75

RESULT:	APPROVED BY ROLL CALL VOTE [UNANIMOUS]
MOVER:	John Quigley, Alderperson
SECONDER:	Dan Carpenter, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Quigley, Raasch, Ruh

14. Resolution #22-07 Authorizing Agreement for Contractor Services Between the City of De Pere and Excel Underground, LLC (Utility Locating Services).

RESULT:	ADOPTED BY ROLL CALL VOTE [UNANIMOUS]
MOVER:	Jonathon Hansen, Alderperson
SECONDER:	Dean Raasch, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Quigley, Raasch, Ruh

15. Resolution #22-08 Authoring Agreement for Contractor Services Between the City of De Pere and Badger Concrete Lifting, LLC (Mudjacking - Curb & Gutter and Sidewalk).

RESULT:	ADOPTED BY ROLL CALL VOTE [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Shana Defnet Ledvina, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Quigley, Raasch, Ruh

16. Resolution #22-09 Authorizing Agreement for Contractor Services Between the City of De Pere and ESI Ltd. (Concrete Grinding Sidewalk-Variou Locations).

RESULT:	ADOPTED BY ROLL CALL VOTE [UNANIMOUS]
MOVER:	Dan Carpenter, Alderperson
SECONDER:	Kelly Ruh, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Quigley, Raasch, Ruh

17. Resolution #22-10 Amending Resolution #21-113 (Adoption of Tax Levy for City Purposes to Support the 2022 City Budget) by Reapportionment of \$87,950 from General Fund - Unassigned Reserves and \$49,427 from the Pool Referendum Fund for Additional Staffing Positions and two Additional Cubicles for City Hall Second Floor.

Alderperson Hansen asked if the new maintenance staff person would devote half of their time to the pools, since half of the salary would come from pool referendum funds. City Administrator Delo confirmed this. Alderperson Hansen then asked about the new Community Service Officer position. Administrator Delo explained that the existing CSOs are not focusing on the City's parks, so the addition of a new staff member will not impact current operations. City Attorney Judy Schmidt-Lehman pointed out that this item requires two-thirds of Council members to vote "aye" in order to pass, because it is a budget amendment.

RESULT:	ADOPTED BY ROLL CALL VOTE [UNANIMOUS]
MOVER:	Dan Carpenter, Alderperson
SECONDER:	Mike Eserkaln, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Quigley, Raasch, Ruh

18. Resolution #22-11 Authorizing Agreement for Consulting Services Between the City of De Pere and St. Norbert College Strategic Research Institute (Community Survey).

RESULT:	ADOPTED BY ROLL CALL VOTE [7 TO 0]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Dan Carpenter, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Ledvina, Quigley, Raasch, Ruh
ABSTAIN:	Amy Chandik Kunding

19. Resolution #22-12 Approving nCourt Payment Processing Services Statement of Work for Municipal Court Payment Processing Services.

Alderperson Carpenter asked if the City can expect increases to the annual support fee of \$315. City Attorney Judy Schmidt-Lehman stated that she would follow up with Municipal Court staff to obtain an answer and share that information with Council members.

RESULT:	ADOPTED BY ROLL CALL VOTE [UNANIMOUS]
MOVER:	Jonathon Hansen, Alderperson
SECONDER:	John Quigley, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Quigley, Raasch, Ruh

20. Resolution #22-13 Approving Lease Agreement with Gordon Flesch Company, Inc. (Photocopy Equipment-Police Department).

RESULT:	ADOPTED BY ROLL CALL VOTE [UNANIMOUS]
MOVER:	Amy Chandik Kunding, Alderperson
SECONDER:	Shana Defnet Ledvina, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Quigley, Raasch, Ruh

21. Voucher approval.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Shana Defnet Ledvina, Alderperson
SECONDER:	Kelly Ruh, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Quigley, Raasch, Ruh

22. Future agenda items.
None.

23. Adjournment.

Alderperson Eserkaln moved, seconded by Alderperson Carpenter to adjourn the meeting at 8:00 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Carey Danen, City Clerk