



Common Council

Regular Meeting

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

Minutes

Tuesday, January 19, 2021

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

2. Approval of the minutes of the January 5, 2021 Common Council meeting.

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

3. COVID-19 update from the Health Department.

Health Director Deborah Armbruster reported on the status of their vaccine program for Phase 1A recipients, noting that they will be adding seniors 65 and older to the list. She has been working with the Community Center to secure a larger venue for future clinics. Deb stated that eligible people can also go to Bellin and Prevea immunization clinics - they do not need to be a registered patient to get the vaccine. She is working with City staff to publicize information on how seniors can make a vaccine appointment. Debbie answered Council members' questions about the activity ratings on the DHS website, as well as the planned procedure for second doses. Aldersperson Raasch requested that the bar graphs in the daily situation reports focus more on active cases rather than the overall total. Aldersperson Carpenter inquired if local and county health officers have any input as to how the state is disbursing vaccine. Deb said that they do not, and acknowledged his frustration with how slowly vaccines are being released.

4. Recommendation of the Finance Personnel Committee to Accept \$3,000 Donation from De Pere Christian Outreach to the Police Department K-9 Fund.

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Jonathon Hansen, Aldersperson
SECONDER:	Amy Chandik Kunding, Aldersperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

5. Recommendation of the Finance Personnel Committee to Approve Police Emergency Hotel Voucher Program.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Casey Nelson, Alderperson
SECONDER:	Dan Carpenter, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

6. Recommendation from the Board of Park Commissioners to Approve Rental of Cabana Area at VFW Pool with Fee Structure.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Amy Chandik Kunding, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Defnet Ledvina, Nelson, Raasch, Ruh

7. Recommendation from Board of Public Works to Replace and Raise the City Entrance Sign on S. Webster Avenue, With Funding for the Sign Raising from Unassigned Reserves.

In response to Alderperson Hansen's question, Public Works Director Scott Thoresen confirmed that the replacement sign will be raised four feet for improved visibility. He noted that the anti-graffiti coating is being tested this week.

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

8. Resolution #21-05 Authorizing Extension of Agreement for Revaluation and Statutory Assessor Services (Accurate Appraisal, LLC - Assessment Year 2021).

Several alderpersons stated their preference for a one-year extension, in order to make sure the City receives competitive services. Clerk Carey Danen confirmed that with approval of the one-year contract extension, the formal Request for Proposals will be issued this spring. The target date to award the bid would be July or August. Alderperson Raasch expressed concern about the continued use of undesignated reserves to accommodate budget overages.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Casey Nelson, Alderperson
SECONDER:	Kelly Ruh, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

9. Resolution #21-06 (Revised) Authorizing Agreement for Auditing Services Between the City of De Pere and CliftonLarsonAllen LLP (CLA).

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

10. Resolution #20-07 Authorizing Revised Software Service Agreement with Granicus, LLC.

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

11. Resolution #21-08 Authorizing Extension of Agreement for Consulting Services between City Of De Pere and Robert E. Lee & Associates, Inc. (2021 Consulting Services).

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

12. Resolution #21-09 Authorizing Agreement for Services Between the City of De Pere and Robert E. Lee & Associates, Inc. (Wetland/Stream Modifications Adjacent to Fortune Ave. in the West Business Park).

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

13. Resolution #21-10 Authorizing Extension of Agreement for Contractor Services Between the City of De Pere and Holubar Construction Company, Inc. (Spur Line Maintenance).

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

14. Resolution #21-11 Approving Agreement for Consulting Services Between City of De Pere and Dixon Engineering, Inc. (T-Mobile Wireless Antenna Installation-Merrill Street Water Tower).

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

15. Resolution #21-12 Authorizing Agreement for Contractor Services Between the City of De Pere and Bay Area Testing and Consulting, LLC (2021 Construction Materials Testing).

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

16. Resolution #21-13 Authorizing Agreement for Contractor Services between City of DePere and ECS Midwest, LLC (2021 Soil Boring).

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

17. Consideration and Possible Action to Amend the City's Phase One Facilities Plan to Allow In-Person Public Meetings - Requested by Alderperson Carpenter.

Alderperson Carpenter moved, seconded by Alderperson Raasch to approve the staff recommendation to amend the "Public Meeting Attendance" language for both the Phase One and Phase Two Reopening Plans. The amendment will eliminate the word "simultaneously" so that both plans read: All municipal City Council, Committee, Commission and Board meetings will be conducted in person and/or virtually until further notice. City Attorney Judy Schmidt-Lehman explained that in order to hold meetings in person, a quorum of the members would need to be present in Council Chambers. If a quorum is not attainable, the meeting can be shifted to virtual (as long as a quorum of the members attends virtually). This is necessary in order to comply with open meeting laws. Discussion followed on the logistics of attendance and the benefits of returning to in-person meetings versus potential concerns of individual members. In response to Alderperson Kundinger's question, Judy confirmed that the public can still attend virtually even if the meeting is conducted in person. Alderperson Kundinger requested that staff make sure to advertise to the public that virtual attendance is always an option for them. Alderperson Ledvina asked how a head count would be determined before each meeting to ensure a quorum; City Administrator Larry Delo replied that staff will establish a procedure for meeting members to confirm their attendance method. He noted that the agenda could be adjusted up to 24 hours in advance to switch to a virtual meeting if necessary. Discussion followed regarding masking and social distancing requirements for in-person attendance by members of the public.

RESULT:	APPROVED [6 TO 2]
MOVER:	Dan Carpenter, Alderperson
SECONDER:	Amy Chandik Kunding, Alderperson
AYES:	Carpenter, Kunding, Ledvina, Nelson, Raasch, Ruh
NAYS:	Eserkaln, Hansen

18. Voucher approval.

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

19. Future agenda items.

Upon request from a constituent, Alderperson Hansen asked that staff consider extending the plowing of the Fox River Trail from Heritage Rd south to Rockland Rd. This item will go to the next Parks Board meeting.

20. Discuss Fire Collective Bargaining Agreement One-Year Extension Status

Alderperson Raasch moved, seconded by Alderperson Kunding to close the meeting at 9:07 PM. Upon roll call vote, motion carried unanimously. Alderperson Kunding moved, seconded by Alderperson Ledvina to open the meeting at 9:19 PM. Upon roll call vote, motion carried unanimously. Alderperson Raasch moved, seconded by Alderperson Ledvina to approve the one year contract extension with language referencing captain included in the extension.

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

21. Adjournment.

Alderperson Kunding moved, seconded by Alderperson Carpenter to adjourn the meeting at 9:21 PM.

Respectfully submitted,
Carey Danen, City Clerk