

**CITY OF THORP
REGULAR CITY COUNCIL MEETING MINUTES
MONDAY, MAY 11, 2020 AT 6:30PM
AT THORP CITY HALL**

1. Call to Order/Pledge of Allegiance

Meeting was called to order at 6:30pm by Mayor Wnek. In attendance were; Alderpersons Abramczak, Einhorn, Rosemeyer, and Lawcewicz. Also in attendance were DPW Wundrow, Police Chief Schneider, Clerk-Treasurer Pogodzinski and Administrative Assistant Karaba.

PUBLIC HEARINGS

Public Hearing on CDBG Funding for the Wastewater Treatment Facility

a. Open Public Hearing

b. Public Commentary

Nate Day from Short, Elliott and Hendrickson gave an overview of the CDBG Program including activities proposed for the application and budget/project cost. No one appeared or phoned in for the hearing.

c. Close Public Hearing

M/M/S (Lawcewicz, Einhorn) to close public hearing. Motion passed 4-0.

Public Hearing on Preliminary Special Assessments for Water and Sanitary Sewer Improvements on N. Boardman Street (E. Birch Street to E. Nye Street) and E. Grant Street (N. Washington Street to N. Clark Street)

a. Open Public Hearing

b. Public Commentary

David Schofield from Short, Elliot and Hendrickson gave a brief review of the project.

Rodney and Mary Rathbun appeared at the public hearing and questioned if they could relocate their sewer lateral due to the current location being under their driveway. They were told that this could be done. They also questioned if they could hire Haas Sons to replace their portion of the lateral. They were answered that they could hire Haas Sons.

c. Close Public Hearing

M/M/S (Abramczak, Rosemeyer) to close public hearing. Motion passed 4 -0.

ROUTINE BUSINESS

2. Comments and suggestions from pre-registered citizens

None

3. Consent Agenda – The City Council, with a single vote and without debate, may act upon the following items. Any council member wishing to debate an individual item may request that it be considered separately

a. Approval of minutes from April 13, 2020 Regular City Council meeting

b. Approval of minutes from April 21, 2020 Organizational Meeting

c. Approve operator's license for Ruby Wenzel

M/M/S (Rosemeyer, Lawcewicz) to approve minutes from April 13, 2020, April 21, 2020 Organizational meeting and operator's license for Ruby Wenzel. Motion carried unanimously.

4. Discussion and possible action relating to monthly reports.

a. Clerk-Treasurer's Report, Vouchers, Payroll Register, and Journal Entries.

M/M/S (Rosemeyer, Abramczak) to approve reports. Motion carried unanimously.

b. Police Department Monthly Report

None

c. Public Works/Utilities Monthly Report

None

- d. Library Monthly Report
None
- e. Reports from Various Committees
None
- f. Reports from elected officials
None

OLD BUSINESS

5. Discussion and possible action on demolition of Well #12 wellhouse on S. Wilson Street
DPW Wundrow informed Council that the building is located on an unbuildable lot. He estimated a cost of \$1,626.61 to remove the building and the money would be taken out of the Utility Fund. He was told to contact Bernie Stuttgart to check on interest in buying the lot as it is adjacent to his land. M/M/S (Rosemeyer, Lawcewicz) to demolish Well #12 wellhouse on S. Wilson Street. Motion passed 4 -0.

Chief Schneider requested to go back to #4 on the agenda. He informed Council that residents are inquiring about access to an alley located off W. Main Street running north and south. Residents questioned if this alley was vacated. After researching with Clerk Treasurer Pogodzinski it was found that the alley was never vacated. Chief Schneider along with DPW Wundrow requested vacation of other alleys along with the one mentioned. Alderperson Abramczak requested to bring back to the next Council Meeting the number of alleys and a cost to vacate each.

6. Discussion and possible action regarding purchase of snow plow.
M/M/S (Rosemeyer, Lawcewicz) to purchase snow plow from Courtesy Auto & Truck Center at a cost of \$6,304.31 with reimbursement from the sale of surplus equipment.

NEW BUSINESS

7. Accept Preliminary Special Assessment Report for Water and Sanitary Sewer Improvements on N. Boardman Street (E. Birch Street to E. Nye Street) and E. Grant Street (N. Washington Street to N. Clark Street)
M/M/S (Lawcewicz, Einhorn) to approve Preliminary Special Assessment Report for Water and Sanitary Sewer Improvements . Motion passed 4-0.
8. Discussion and possible action regarding SDWLP Application/Administration for Grant & Boardman Streets
M/M/S (Rosemeyer, Lawcewicz) to approve SDWLP Application/Administration for Grant & Boardman Streets. Motion passed 4-0.
9. Discussion and possible action regarding CWF Application/Administration for Grant & Boardman Streets
M/M/S (Lawcewicz, Abramczak) to approve CWF Application/Administration for Grant & Boardman Streets. Motion passed 4-0.
10. Resolution 2020-04-03 "Resolution to Adopt a Citizen Participation Plan"
M/M/S (Rosemeyer, Einhorn) to approve Resolution to Adopt a Citizen Participation Plan regarding the Sewage Treatment Plant. Motion passed 4-0.
11. Resolution 2020-04-04 "Resolution Authorizing to Commit Match Fund"
M/M/S (Abramczak, Lawcewicz) to approve Resolution Authorizing to Commit Match Fund. Motion passed 4-0.
12. Resolution 2020-05-01 "Resolution Approving Pay Application #8 from Springlake Contracting, Inc. for 2019 Well #9 WTP Improvements Project"
M/M/S (Abramczak, Rosemeyer) to approve Resolution 2020-05-01 regarding pay application for Springlake Contracting, Inc. for Well #9. Motion passed 4-0.

13. Presentation, discussion, and possible action to add a Veteran's Memorial to a current park
Update regarding the placement of a Veteran's Memorial was given by Bernell Lange and Len Lipinski. They noted that nothing will be done this year and they were basically updating plans.
14. Discussion and possible action relating to hiring a City Attorney
After the retirement notice from Attorney Michael Salm, Chief of Police Schneider contacted different law firms requesting fees and interest in accepting the work.
M/M/S (Einhorn, Lawcewicz) to hire Attorney Bonnie Wachsmuth at a fee of \$150 per hour. Motion passed 4 - 0.
15. Discussion and possible action relating to blacktop bids
Three bids were presented with Public Works Director recommending the bid submitted by Senn Blacktop.
M/M/S (Rosemeyer, Lawcewicz) to hire Senn Blacktop at \$21.92/yard with required prep work.
Motion passed 4 – 0.
16. Discussion and possible action relating to concrete bids
Three bids were presented with Public Works Director recommending the bid submitted by Sam Wampole.
M/M/S (Rosemeyer, Abramczak) to hire Sam Wampole and use Haas Concrete. Motion passed 4-0.
17. Discussion and possible action for Clerk-Treasurer and Administrative Assistant to attend Clerk/Treasurer's Institute.
Clerk-Treasurer Pogodzinski informed Council that both her and Administrative Assistant Karaba applied for and were awarded scholarships to attend the institute in Green Bay. Due to COVID-19, classes will be taken virtually from City Hall rather than on-site. She also stated it will cost the City nothing since no traveling or lodging costs will be incurred.
18. Discussion and possible action regarding cell phone policy.
M/M/S (Einhorn, Rosemeyer) to approve cell phone policy. Motion passed 4 – 0.
19. Discussion and possible action on condemnation of properties.
Chief of Police Schneider requested direction to enforce clean-up/repair to properties located in the City. He talked to a few owners of problem property who stated they planned on making repairs. He requested to add this item to future agendas to approve enforcement.
20. Discussion and possible action relating to job description.
M/M/S (Abramczak, Einhorn) to approve job descriptions for Chief of Police, Clerk-Treasurer and Director of Public Works. Motion passed 4 – 0.
21. Discussion and possible action relating to a potential ordinance authorizing chickens in the city limits.
Not action taken
22. Discussion and possible action relating to Municipal Pool opening
Administrative Assistant Karaba reported that due to COVID-19 it is uncertain whether or not pools can open, and if so, what restrictions will be enforceable. Many area municipalities are proceeding to prep for opening to allow for testing of equipment and mechanical repairs if needed. General consensus was to move ahead with preparing the pool for opening. A decision will be made on whether or not to open at the next Regular Council Meeting.

CLOSED SESSION

23. Consider moving into closed session per Wis. Stats. 19.85 (1)(c) to discuss the following:
Discuss/Select candidate for Alderperson at Large position.
M/M/S (Rosemeyer, Einhorn) to move into closed session. Motion passed 4-0.

24. M/M/S (Abramczak, Rosemeyer) to reconvene into open session. Motion passed 4-0.
M/M/S (Einhorn, Lawcewicz) to appoint David Korn to Alderperson at Large to fill the remainder of the term previously held by newly elected Mayor Rich Wnek. Motion passed 4-0.

CLOSING BUSINESS

25. Comments and suggestions from pre-registered citizens.
None
26. Reports from Department Heads, Mayor, Council, Committees, and discussion of future agenda items.
Mayor Wnek received a request from Barb Rice to lower the rent on the farm land contracted with the City. General consensus was to leave the rental fee as the signed contract states.
27. Adjournment
M/M/S (Lawcewicz, Einhorn) to adjourn at 9:20 p.m. Motion passed unanimously.

Date of Publication

Richard Wnek
Mayor

Michele Pogodzinski
Clerk-Treasurer