

**COMMON COUNCIL
CITY OF INDEPENDENCE, WISCONSIN
Meeting Minutes**

The Independence City Council met in regular session on Monday, July 1, 2024 at 6:15 p.m. in the Council Room of City Hall.

Meeting Minutes

Call to Order

- Mayor Baecker presided

Roll Call of Members

- Deb Marsolek, Jason Ekern, Cleo Skroch, Linda Longmore, Tim Hanson, and Randy Symicek. Also present were Attorney Laverne Michalek, City Clerk Tiffany Bautch, Police Chief Jim Waniorek, Elaine Conrad, and Terry Schoonover.

Proof of Giving Public Notice Given.

Approval of Agenda:

- Motion by Hanson and seconded by Ekern to approve agenda. 6 Aye 0 Nays. Motion carried.

Approval of Minutes:

- Motion by Marsolek and seconded by Hanson to approve the minutes of the June 6, 2024 City Council Minutes. 6 Aye 0 Nays Motion carried.

Public Comments:

- Terry Schoonover gave introduction to council introducing himself and running for office for WI Assembly District 29.
- Tim Hanson asked why there are no Handicap parking signs by the 4-Seasons Park Ballfields. Symicek will work with Street Department supervisor to address.
- Tim Hanson asking why Wayne Street residents were not notified of Sewer Main was being fixed. Ekern would take back to Water and Sewer Commission to advise.
- Elaine Conrad asked when the last time the Storm Sewer in Clover Street and Frog Town has been reviewed or sump pumped. With the recent weather storms and heat it has become a high swampy area. She asked if this is an area that could be considered for review in the coming months.

Old Business:

- **Block One Alley**
 - Memorandums were created for review to property owners for space in exchange for paving to transfer property.
 - After surveying from SEH was completed, the areas where the alley would bend is too tight to turn the corner in the alley.
 - Amendments were created for Memorandums of Understanding for two of the four property owners to correct the alley bend for council review.
 - Chateau Property amendment is to move North Alley 5ft East
 - Blaschko amendment is to move South Alley 10ft North
 - Motion by Marsolek and Seconded by Hanson to approve the two memorandum amendments as presented. 6 Aye 0 Nays Motion carried.
- **Lake Dredge**
 - Public Notification was sent and posted in the paper regarding the request to the DNR for dredging permit.
 - In process of 30-Day period for potential public hearing request to contest the dredging.

- Next phase of project would be to receive permit from the DNR and City can open the project up for bids.
- Review at August Meeting.
- **Markham Addition Review of Lot Prices and Changes**
 - Discussion was had regarding the lot prices in the Markham addition.
 - Motion by Hanson and seconded by Skroch to reduce the price of the remaining lots in the Markham Addition by 50%. Conditions include that lot purchasers must erect a home on the lot within one year of purchase date and must physically reside in the home for one full year following occupancy, at the end of which time they will receive a 50% rebate of the lot purchased price. Motion Carried by Roll Vote; 6 Aye 0 Nays Motion carried.
- **Review of Employee Handbook**
 - Review of the updated Employee Handbook 2024 Draft.
 - Motion by Marsolek and seconded by Hanson to approve recommended changes to Employee Handbook and review during August Meeting for final review. 6 Ayes 0 Nays Motion carried
- **Backwoods Development Covenant Amendment**
 - Discussion was had regarding Backwoods Covenant.
 - Tabled to August meeting to allow Attorney Michalek to review the covenants and where the City stands if they would amend the motion for 1 year following the request from Backwoods Development.
- **2024 Street Projects**
 - Estimate presented for Jefferson Street curb, gutter, and catch basins areas.
 - Motion by Marsolek and Seconded by Hanson to accept the estimate for \$14,640.00 to repair Jefferson Street between 4th and 5th Street curb, gutter, and 2 catch basins as presented. Motion Carried by Roll Vote, 6 Ayes 0 Nays, Motion carried.

New Business:

- **Markham Addition Real Estate Contract Renewals and Appointment of Officials**
 - Discussion was had to renew contract with Hanson Reality to list Markham additions lots. Along with GEM Property 2 year agreement which will be due by December 2024.
 - Attorney Michalek will type letter regarding the 2 year property agreement along with addressing the dirt pile, lawn mowing, and maintenance of the lot properties.
 - Motion by Hanson and seconded by Ekern to approve Hanson Real Estate Group Contract for 1 year as the realtor for Markham Hillside Addition lots and to assign Linda Longmore, Alderman and Tiffany Bautch, City Clerk as appointed officials for purchases of Markham Hillside Additions property Sales.
- **Tri City Sanitation 2025 Cart Rate Increase**
 - Notification of increase to 2025 Trash Cart fee was presented.
 - Tabled to August meeting for further review from Alderman Ekern and Attorney Michalek.

- **City Hall Building Maintenance- Water & Electrical Damage**
 - Updates and actions was taken to address the immediate water issues in the City basement. Updates on City Hall and Library Air Conditioning System Estimates to repair water drainage system in both areas.
 - Motion by Skroch and seconded by Longmore to approve the \$515.63 estimate from Slaby Electric to reroute and properly secure the air conditioning systems in the City Hall building. Along with approving the \$337.56 purchases for fans and dehumidifiers to correct the water damage in basement. Motion Carried by Roll Vote, 6 Aye 0 Nays Motion carried.
- **Clerk Cell Phone, Clerk Certification, and Notary**
 - Update was given by Bautch that she is an official Notary for the City of Independence. She is scheduled for Clerk/Administrator program through UW Green Bay. Clerk/Treasurer program classes for year 2 will be the week of July 14-July 19th. She is taking extra credits and hopes to be certified for Clerk/Administrator within this next year.
 - Discussion was had regarding the updates and security access codes for state and federal mandates. .
 - Motion by Marsolek and seconded by Hanson to approve the City Clerk to purchase a cell phone through the City's cell phone carrier account for City Business. Motion Carried by Roll Vote 6 Aye 0 Nays, Motion carried.
 - Motion by Skroch and seconded by Longmore to approve paying the \$560 to UW Green Bay for Clerk Certification Classes. Motion Carried by Roll Vote. 6 Aye 0 Nays, Motion carried.
- **Park Rental**
 - Review of City park shelter rental fee(s) prices.
 - Motion by Hanson and seconded by Ekern increase shelter rental fee from \$25.00 to \$100 with a \$50 security deposit return if garbage and park inspections are okay. Motion carried, 6 Ayes 0 Nays, Motion carried
 - Assigned Park Rental Inspection Officials are Jason Ekern, Cleo Skroch, Police Chief Waniorek, and Street Superintendent.
- **Street Lights**
 - Estimate presented for decorative streetlights replacements. With the high volume of motor vehicle accidents this past year the City has utilized all of the replacement decorative streetlight poles that we had on hand from the Highway 93 Project.
 - Motion by Marsolek and Seconded by Hanson to order 8 Streetlight Poles for \$41,600.00. Motion Carried by Roll Vote, 6 Aye 0 Nays Motion carried.
- **Community Conversations Forums and Grant Approval Request**
 - Kayla Mathson, Librarian updated Council on the community conversation meetings that occurred.
 - Grant application for Flexible Facilities Program is due July 17th which we are still hopeful to be able to submit. Request approval for Library and City Clerk to apply for Grant application.
- **Licenses and Permits**
 - **Bartenders License**
 - The following applications for Bartenders License were presented to Council for approval:
 - **Joesph Sluga- East End**

- Motion by Symicek and seconded by to approve application presented. Motion Carried, 6-0
 - **Christopher Johnson- East End**
 - Motion by Symicek and seconded Hanson by to approve application presented. Motion Carried, 6-0
- **Music Permit**
- The following applications for Building Permits were presented to Council for approval:
 - **La Hacienda**
 - Discussion was held regarding things that continue to be problematic with the property.
 - Motion by Marsolek and seconded by Hanson to table all music permit requests until La Hacienda passes all required insurances and safety inspections. It is required that licensed security officers are obtained, and their professional is assigned, with credentials submitted with the new application, insurance, and safety inspection reports for the next event requested. Motion Carried, 6 Ayes 0 Nays, Motion carried.
- **Committee Reports**
 - **Ordinance**
 - The Ordinance Committee has been reviewing newly formatted Titles of the Ordinance book.
 - It was brought up that the previous Chiefs inquired about Truancy reporting and wanted these ordinances but there were jurisdictional issues.
 - Residents have expressed concerns with pets unlicensed and/or running at large within the City.
 - The Ordinance Committee is planning to meet every 2-3 months to review community ordinances a get them up to date.
- **Correspondence**
 - None to Report
- **Approval of Invoices and Payroll**
 - Motion by Symicek seconded by Ekern to approve and pay the bills presented. Motion Carried on Roll Vote, 6 Aye 0 Nays, Motion carried.
- **Dates for Next Meeting**
 - Council Monday, August 5th at 6:15 p.m.
- **Items for Next Agenda**
 - Review and Possible Action: Block One Alley
 - Review and Possible Action: Lake Dredge
 - Review and Possible Action: Backwood Development Possible Amendment
 - Review and Possible Action: City Handbook
- **Closed Session:**
 - **Closed Session as provided in Wis Stat Section 19.85 (1) (e) for the purpose of deliberating, and/or negotiating, the purchase of public property and terms of agreements where competitive or bargaining reasons require a closed session.**
 - **Closed Session as provided in Wis. Stat. 19.85(1)(g) to confer with legal counsel for the City who is rendering advice concerning strategy to be**

adopted by the Council with respect to litigation in which the City is likely to become involved.

- **Closed session per Section 19.85.85(1) (c) Wis. Statutes to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.**
- Motion by Symicek seconded by Marsolek to move into Closed Session.
- Motion carried 6-0
- **Returned to Open Session**
 - Motion by Hanson seconded by Ekern to reconvene to open session.
 - Motion carried 6-0
- **Possible Action from Closed Session**
 - Motion by Skroch and seconded by Longmore to approve application request from the Library to apply for the \$4.1 Million Dollar Community Development Grant Project. Motion Carried by Roll Vote. 6 Aye 0 Nays, Motion carried.
 - Motion by Marsolek and seconded by Symicek to approve carry over vacation days for Joe Galewski, Utility Supervisor. Motion Carried, 4 Aye-2 Nays, Motion carried.
 - Motion by Skroch and seconded by Symicek to approve .25 pay increase per test for the extra Utility certification exam requirements. 6 Aye 0 Nays, Motion carried.
 - Motion by Hanson and seconded by Ekern to request Law Enforcement Personnel meeting July 11th at 1pm to include Chief of Police, Police Advisor, City Clerk, Mayor and LEP Committee. Motion Carried, 6 Aye 0 Nays, Motion carried.
- **Adjournment**
 - Meeting adjourned at 10:16 p.m.

Tiffany Bautch, City Clerk