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**Common Council**  
**Tuesday, February 8, 2022**  
**7:00 PM at City Hall**  
**MINUTES**

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Members Present: Cheryl Braun, Richard Evans, Jane Fude, Dave Gratton, Kay Marose, John Schuster, and Mayor Wegener  
Members Absent: None  
Also, Present: Meagan Buchda, City Attorney Andrew Griggs, Jason Laue MSA-Professional, Jannette Thrane, Ashton Zeien, Robert Affeld, and Bart Coons

The meeting was called to order at 7:00 p.m.

The Pledge of Allegiance was recited, and roll call was taken.

**C. Braun motioned and D. Gratton seconded to approve the agenda. Motion carried.**

**J. Schuster motioned and K. Marose seconded to approve the minutes of previous meetings. Motion carried.**

**J. Fude motioned and J. Schuster seconded to approve the minutes of intervening meetings. Motion carried.**

**Public Hearing:** Second Public Participation Meeting for CDBG-ED

**C. Braun motioned and D. Gratton seconded to open the public hearing portion of the meeting. Motion carried.**

**A. Review of Program Performance**

- a. Jason Laue- MSA professional discussed the six (6) bids that the city received, stating that Kopplin & Kinas Co., Inc out of Green Lake was the apparent low bidder. It will be coming through the city for award in a couple of weeks.
- b. Once the contract is selected MSA will be discussing the start date with the company. Jason anticipates construction will start sometime this Spring.
- c. Jason stated a reminder that the city received a \$700,000 grant from CDBG- CLOSE- Public Facilities Funds that were issued by Dodge County. To date no funds have been disbursed, MSA will work through with that department as the project proceeds and the need for them funds become relevant. Jason mentioned that a stipulation with this grant is that the money needs to be spent by October 31, 2022.

Mayor Wegener commented after Jason presented the information that this was a bit of unique situation being that they usually have a paving contractor that sublets the excavating and now they have an excavating contractor subletting the paving. Mayor Wegener also commented that they are a quality firm as he has worked with them in the past. Mayor Wegener stated that he was little disappointed that they went over in the pricing.

**K Marose motioned and J. Schuster seconded to close the public hearing portion of the meeting. Motion carried.**

**Public appearances and citizen comments:** None

**Communications:** Mayor reported that he has been in contact with the reps from Alliant Energy on regards to what the future would look like to getting an alternative gas line coming into Juneau. Alliant said they would look into it.

**D. Gratton /J. Schuster** motioned to approve \$1,155,925.57 in checks, \$0 in vouchers, and \$347,162.41 in electronic payments.

Fude questioned if the city was paying all the bills in full because they always had voucher amounts. Clerk Treasurer Buchda replied to the question stating that once she receives the bill she pays it, and that the city is now doing bills weekly instead of twice a month.

#### **Reports of Officials:**

- A. **Mayor:** *D. Wegener* – Nothing to report.
- B. **Clerk/Treasurer:** *M. Buchda* – The city filled the Deputy Clerk position, Caley Visser started effective February 7, 2022. Clerk reports that the audit will start next week and that everyone has been busy preparing for that.
- C. **Written Reports:**
  1. [Building Permits Report](#). No questions.
  2. [Police Department Report](#): No reports submitted.
  3. [Juneau Fire and Rescue Report](#): No reports submitted.
  4. [Juneau EMS Report](#): No reports submitted.

#### **Reports of Committees/Commission/Boards:**

##### **A. Library Report**

1. Chairman Report - *J. Thrane* was present to talk about Library Legislative Day. Jannette went on to thank the city of Juneau and the State of Wisconsin for their constant support with the Juneau Public Library. Janette commented on the success of the Abraham Lincoln presentation and how the library would like to invite him back.

##### **B. Plan Commission**

1. Chairman Report – *D. Gratton*: No Meeting

##### **C. Finance Committee –**

1. *C. Braun* reported that the Finance Committee approved the increase in city variance fee requests to ensure that they are covering all the time and materials going into the request. They touched base on the city's payroll system and all the problems that they are encountering with ADP and what the next steps would be. Talked about upgrading the current Caselle software to the latest version. Committee was asked to approve 6 windows in the library with the capital expenditures, that request was not granted. A request for a new walk-in cooler at the Community Center was turned back to the DPW to collect more quotes. Ashton came regarding the NFC Fitness Court and presented the community wellness plan.
2. ***C. Braun* motioned and *J. Fude* seconded to approve AMENDED- Resolution 09-2021 (Approve Future Projects from Additional 2021 Borrowing) Motion carried 6-0.**
3. ***C. Braun* motioned and *J. Fude* seconded to approve Resolution 71-2021 (Approve the Purchase of New Civic Systems Computer Software and Conversion Services) Motion carried 6-0.**
4. ***C. Braun* motioned and *R. Evans* seconded to approve Resolution 29-2021 (Approve the Increase in City Fee for Variance Request) Motion carried 6-0.**

##### **D. Personnel Committee**

1. Chairman Report - *K. Marose* discussed how the committee went over probationary periods and determined that they would keep the 6-month probationary period that is stated in the

Personnel Policy Handbook. The committee determined that employees are not eligible for the "Casual Day" benefit until they have served 1 year of consecutive service.

2. **K. Marose motioned and C. Braun seconded to approve Resolution 70-2021 (Approve to Amend Personnel Policy Handbook- 205 Holidays) Motion carried 6-0.**

#### **E. Public Safety**

1. Chairman Report – *J. Schuster*: No meeting but wanted to welcome a new officer Dylan Townsend that started last month. Schuster reported that the city is back up to 3 officers now plus Dave.

#### **F. Public Works**

1. Chairman Report – *D. Gratton* reported that they discussed the dumpsters. They will be open every 1<sup>st</sup> and 3<sup>rd</sup> Saturday of every month. 1 trip per resident per Saturday. Discussed how they determined that they would combine the jobs of the custodian and the dumpster attendant. Gratton stated that they raised the snow removal fee from \$60.00 to \$100.00 stating that there are several people who just keep paying the \$60.00 and the committee feels that is too cheap. Gratton discussed his progress with the residents of the E Oak Street regarding the city taking responsibility of snow removal for a fee.

#### **G. Cable TV**

1. Chairman Report – *J. Fude*: At meeting discussed interviewing Recreation Director, interviewing new city hall employees, and to hold a discussion with Scott Carpenter regarding waste dispensers at City yard. They would like him to answer all the questions regarding the city's waste policies. Bob Sweeney is looking for a cable tv producer.

#### **H. Community Development Authority**

1. Chairman Report – *D. Wegener*: No meeting

#### **I. Recreation Committee**

1. Chairman Report – *K. Marose*: Discussed the NFC Fitness Court and discussed the TRP Play Spaces. Ashton will be discussing with Janette Thrane on placement on Library grounds. Otherwise, will be Hickey Park. Parents night out is being offered on Valentine's Day. Baseball registration is up and going and wine and design event is a go.

#### **J. Utility Commission Report by Common Council Representative**

1. Chairman Report – *R. Evans* turned it over to *R. Affeld* to talk about the issues the Utility Commission are encountering with Sensient Flavors. At the last Utility Commission meeting they did not have a quorum; all documentation was sent to the city attorney and was decided that the matter of amending sewer rates for industrial services was urgent and would be voted on tonight. The Capacity Repayment Agreement between Sensient and the city of Juneau was also discussed.

***B. Coons motioned and R. Affeld seconded to approve Resolution 72-2021 (Approve Sewer Rate Amendments for Industrial Services) Evans and Braun cast a vote. Motion carried 4-0. (Utility Commission)***

***R. Evans motioned and C. Braun seconded to approve Resolution 72-2021 (Approve Sewer Rate Amendments for Industrial Services) Motion carried 6-0.***

**Old Business:** None

#### **New Business:**

- A. Approve Provisional Licenses (45 days): Kallista McDaniel  
Recommended Denial: None

***J. Schuster motioned and D. Gratton seconded to approve provisional license. Motion carried.***

- B. Approve Regular Bartender's License for 2022 (Expires June 30<sup>th</sup>, 2022)  
Recommended Approval: Kallista McDaniel  
Recommended Denial: None

***K. Marose* motioned and *J. Fude* seconded to approve Regular Bartender's Licenses for 2022 (Expires June 30<sup>th</sup>, 2022) for Kallista McDaniel. Motion carried.**

**Adjourn Meeting: *J. Schuster* motioned and *C. Braun* seconded to adjourn meeting at 8:28 p.m. Motion carried.**

Minutes Reported By:  
Meagan Buchda