

**CITY OF THORP
REGULAR CITY COUNCIL MEETING MINUTES
MONDAY, MARCH 14, 2022, 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, Korn, and Rosemeyer. Also in attendance were DPW Leech, Police Chief Schneider, Library Director Soderstrom and Clerk-Treasurer Pogodzinski.

PUBLIC HEARING

Public Hearing on Preliminary Special Assessments Report for Water and Sanitary Sewer Improvements on N. Church Street (W. Stanley Street to W. Birch Street) and W. School Street (N. Wilson Street to N. Adams Street).

a. Open Public Hearing

The Public Hearing opened with numerous residents attending. David Schofield from Short Elliott Hendrickson reviewed the assessment report with preliminary costs based on estimated construction costs. The final assessments will be actual construction costs after the project is completed. If special assessments are increased from the initial report, another hearing will be held. Council person Lawcewicz arrived at the meeting.

b. Public Commentary

Dan Palmer, a resident, questioned if the church will be paying for one special assessment since they have more driveways? Schofield noted that the special assessments are not based on the number of driveways but utility services to the property. The church has one service so they would have one assessment. William Abramczak questioned why the City of Thorp has special assessments at all? He contacted area communities, and many don't have special assessments. Schofield stated that the City of Thorp code of ordinances includes special assessments and has been assessing for at least the past thirty years. Melanie Lake felt the road wasn't bad and didn't need to be repaired and questioned why the construction was being done. DPW Leech felt this area had the worst streets in the city and needed to be repaired. Lake felt this was a lot of money and questioned why her taxes weren't paying for this construction. She was told that part of the project was being paid by taxes, but the utility portion is not part of the tax levy. William Abramczak felt no special assessments should be assessed at all. Ken Esselman stated that his brother who lives in Colby had a similar project, and no special assessments were assessed but his taxes doubled. Marvin Mengel representing the church, questioned if church services will need to be held at a different location. Schofield felt the project could work around the church services.

c. Close Public Hearing

M/M/S (Lawcewicz/Rosemeyer) to close public hearing. Motion passed 5-0.

2. Accept Preliminary Special Assessment Report for Water and Sanitary Sewer Improvements on N. Church Street (W. Stanley Street to W. Birch Street) and W. School Street (N. Wilson Street to N. Adams Street).

M/M/S (Lawcewicz, Einhorn) motion to accept Preliminary Special Assessment Report for Water and Sanitary Sewer Improvements on N. Church Street (W. Stanley Street to W. Birch Street) and W. School Street (N. Wilson Street to N. Adams Street). Motion passed 5-0.

ROUTINE BUSINESS

3. Comments and suggestions from pre-registered citizens

None.

4. 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 February 14, 2022, Regular City Council meeting
M/M/S (Lawcewicz, Abramczak) to approve consent agenda. Motion passed 5-0.

5. 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 the monthly reports. Carried 5-0.

- b. Police Department Monthly Report
Police Chief Schneider met with School District staff regarding a grant that will benefit the city. Safe Routes to School grant will involve bike riding and walking routes to school with safety signage and cross walks. He noted that it is in the preliminary stage.
- c. Public Works/Utilities Monthly Report
None
- d. Library Monthly Report
Alderperson Korn questioned the recent decline in circulation at the library. Director Soderstrom informed that no real reason was found but the decline could be due to weather and February being a short month.
- e. Reports from Various committees
None
- f. Reports from elected officials
None

OLD BUSINESS

- 6. Short Elliot Hendrickson Updates
David Schofield from SEH updated the Council on the W. School Street and N. Church Street Utility Improvement Project. A zoom meeting was held involving SEH, City staff and Brian Riley from Ehlers and Associates Inc. to discuss financing options. It was determined that the Wisconsin Department of Natural Resources Clean Water Fund and Safe Drinking Water Loan Program should be pursued. The project is expected to bid out in May 2022 and construction starting in June 2022. Construction should be substantially complete in October 2022 and finally completed in June 2023. The Wastewater Treatment Plant Project application for USDA Rural Development Funding is in the process. Preliminary application has been signed and returned to USDA. Environmental review, preliminary engineer report and right-of-way mapping are all in the process. On March 7th, a letter of approval for the Environmental Review was approved for the Lead Service Line Funding. The PPL list, which ranks application scores, and the award program funds is expected in mid-March.
- 7. Discussion and possible action regarding the cemetery
City attorney informed the approximate costs to replot the cemetery would be between \$1000 and \$2000. It was also noted that all the trees would need to be cut down which would increase the total costs. M/M/S (Rosemeyer, Lawcewicz) motion to move ahead with the cemetery project and have the attorney proceed forward with replotting the cemetery. Motion passed 5-0.

NEW BUSINESS

- 8. Discussion and possible action regarding the DNR Safe Drinking Water (SDW) Application and Administration Agreement
M/M/S (Korn, Einhorn) to approve the Application and Administration Agreement with Short Elliott and Hendrickson for the DNR Safe Drinking Water (SDW). Motion passed 5-0.
- 9. Discussion and possible action regarding the DNR Clean Water Fund (CWF) Application and Administration Agreement
M/M/S (Rosemeyer, Lawcewicz) to approve the Application and Administration Agreement with Short Elliott and Hendrickson for the DNR Clean Water Fund (CWF). Motion passed 5-0.
- 10. Discussion regarding financing of 2022 capital improvements – Church and School Street project, including improvements
Brian Riley, public finance advisor from Ehlers and Associates Inc. reviewed the capital project summary and the City of Thorp's current financial profile. He explained the impact the 2022 Capital Project would have on the city and discussed Capital Finance for 2022 and beyond. He noted that the city needs to decide if they want to pursue bonds or notes. Consensus was to move forward with bonds which are long term with interest rates locked in. He will have more information at the next meeting comparing the two options.
- 11. Discussion and possible action relating to requests for waivers to limits on the number of domesticated animals per Section 6-1-21(d) of the City of Thorp Code of Ordinances including:
 - a. Ashley Zacharias at 306 W. Elm Street
Chief Schneider explained a letter was sent to Ashley Zacharias regarding the current dog ordinance allowing a maximum of three dogs per resident. Ashley currently has four dogs and presented a waiver

to the Clerk. Ken Esselman who owns the property stated that he did read over the ordinance and didn't notice the limit of dogs per residence. He explained that the dogs are under control and Ashley is a stay-at-home mom and is always at the property. Alderperson Einhorn felt allowing the additional dog would open-up a can of worms. Alderperson Korn felt that the waiver was presented after the fact. Esselman explained that the dogs each had different personalities and help in a different way for each child. He also noted the dogs were not technically service dogs. It was decided that Chief Schneider will contact the City Attorney for further information. The agenda item was tabled.

12. Discussion and possible action regarding Service Maintenance Agreement for the Weather Siren
DPW Leech stated that in the past we used this company for the weather siren and recommended approval of this agreement.
M/M/S (Lawcewicz, Abramczak) to approve the Service Maintenance Agreement with Emergency Communications Systems for the Weather Siren at a cost of \$850 for one year. Motion passed 5-0.
13. Renewal of 1-Year Contract with Hydro Corp for Cross Connection for residential and commercial properties
M/M/S (Rosemeyer, Korn) to approve the 1-Year Contract with Hydro Corp for Cross Connection for residential and commercial properties. Motion passed 5-0.
14. Discussion and possible action regarding City of Thorp's Capital Assets Policy
A Capital Assets Policy drafted by the City Attorney was presented. The attorney requested the City's auditor review the policy and make any changes necessary. The auditors did not have it completed for the meeting. Clerk-Treasurer Pogodzinski felt that any changes the auditors would make would be the final step.
M/M/S (Abramczak, Lawcewicz) motioned to accept the Capital Assets Policy with any corrections from the auditors with their final approval. Motion passed 5-0.
15. Discussion and possible action regarding Park and Rec Board's recommendations
Park and Rec Board's recommendations consisted of increase in wages for the pool staff (\$.25 for all except Manager and Assistant-Manager to increase by \$.50 unless hiring two Co-Managers setting the rate at \$11/per hour), increasing park reservation fees by \$25, applying a rental fee of \$50 for the new cabana/pavilion at the pool, installing a sign at Northside Park and requested sending out a pool donation letter to businesses and residents.
M/M/S (Einhorn/Korn) to approve recommendations from the Park & Rec Board. Motion passed 5-0.
16. Discussion and possible action regarding street sweeping contract.
DPW Leech reached out to two companies and received one quote from Whirlwind Sweeping Inc. who has been contracted with the City for the past several years. A quote was presented with four different areas of services. DPW Leech requested Option 1 which included street sweeping and leaf pick-up not to exceed four visits a year totaling \$13,400.
M/M/S (Einhorn/Lawcewicz) to approve Option 1 which includes street sweeping and leaf pick-up not to exceed four visits a year totaling \$13,400. Motion passed 5-0.
17. Resolution 2022-03-01 "Resolution for Termination of Tax Increment District (TID) #6 and Authorization to Transfer All Remaining Debts to the Municipality"
M/M/S (Rosemeyer/Lawcewicz) to approve Resolution 2022-03-01 "Resolution for Termination of Tax Increment District (TID) #6 and Authorization to Transfer All Remaining Debts to the Municipality"
Motion passed 5-0.
18. Discussion and possible action regarding Personnel Committee's recommendation to compensate employees
The personnel committee recommended to purchase \$100 gas cards from the four gas stations in the city and distribute to the full-time employees for appreciation.
M/M/S (Rosemeyer/Abramczak) to approve purchase of \$100 gas cards for all full-time employees. Motion passed 5-0.

CLOSING BUSINESS

19. Comments and suggestions from pre-registered citizens.
None
20. Reports from Department Heads, Mayor, Council, Committees, and discussion of future agenda items.
Chief of Police Schneider informed council that a donation from Kwik Trip was given to the Police

Department and a donation from the Pentecostal Church to purchase an AED. Clerk-Treasurer Pogodzinski requested input on the ARPA funds expenditures. She presented a handout with different eligible expenses which included water improvements to wells, utility truck, park improvements, police body cameras, tasers, radios, phone system, and water and storm water improvements. Department defibrillators was also an additional request.

21. Adjournment

Meeting adjourned at 9:05 pm.

Date of Publication

Richard Wnek
Mayor

Michele Pogodzinski
Clerk-Treasurer