

The meeting was called to order at 8:04 PM by Mayor John Guinn with the following roll call:

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>	<b>Arrived</b>
Bob Smith	Aldersperson	Present	
Joseph Riese	Aldersperson	Present	
Kim Olson	Aldersperson	Present	
Jack Abbott	Aldersperson	Present	
Roger Smith	Council President	Present	
John Guinn	Mayor	Present	

Also present were Comptroller/Treasurer Angela Runde, City Clerk Anastasia Gonstead, and Attorney Nolan Franti.

## **CITIZEN COMMENTS**

### **CONSENT AGENDA**

#### **Approve the Minutes of the December 12, 2022 Personnel Committee Meeting of the Whole**

Mover Jack Abbott, Seconder Joseph Riese

Ayes: Smith, Riese, Olson, Abbott, Smith

#### **Approve the Minutes of the January 5, 2023 Special Personnel Committee Meeting of the Whole**

Mover Joseph Riese, Seconder Roger Smith

Ayes: Smith, Riese, Olson, Abbott, Smith

#### **Approve the Minutes of the January 9, 2023 Meeting**

Mover Bob Smith, Seconder Joseph Riese

Ayes: Smith, Riese, Olson, Abbott, Smith

#### **Approve the Minutes of the January 12, 2023 Special Common Council Meeting**

Mover Bob Smith, Seconder Jack Abbott

Ayes: Smith, Riese, Olson, Abbott, Smith

## **REPORT OF OFFICERS**

### **Mayor**

#### **Mayor's Monthly Report**

Department head meeting last week. Praise for the various departments. DPW doing great job with weather. City Clerk and Comptroller doing great, digging out from several years of issues. Baker Tilly auditors will be on-sight the upcoming week. Special meeting with auditors to go over the results in depth. The Library has construction underway. The Police Department is fully staffed, additionally they have the Citizen's Police Academy coming up. Fire Department has reported aging equipment and crew, always looking for the public to join. Fire Department also lost a long-term member who passed away, Roger Billington. Thanks given for his years of service to the City of Mayville. EMS reports lots of training and that they are always taking applications. Water/Wastewater has an aging facility. They received approval for a new plan. Plan to promote public knowledge as to why these corrections are needed. Water/Wastewater has also received recognition at a national level for their work with lead reduction. Common Council will soon be seeing presentations from two developers on residential developments.

**Resolution 5844-2023: Appreciation of Service to Rhonda Klemme**

5-0, unanimous.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Bob Smith, Alderperson
<b>SECONDER:</b>	Joseph Riese, Alderperson
<b>AYES:</b>	Smith, Riese, Olson, Abbott, Smith

**Resolution 5845-2023: Dedication of May 13, 2023 as International Migratory Bird Day**

5-0, unanimous.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Joseph Riese, Alderperson
<b>SECONDER:</b>	Jack Abbott, Alderperson
<b>AYES:</b>	Smith, Riese, Olson, Abbott, Smith

**Resolution 5846-2023: Appointment to Parks/Rec/TAG Center Commission - Council Member**

5-0 Unanimous

<b>RESULT:</b>	<b>TABLED [UNANIMOUS]</b>	<b>Next: 3/13/2023 7:00 PM</b>
<b>MOVER:</b>	Kim Olson, Alderperson	
<b>SECONDER:</b>	Joseph Riese, Alderperson	
<b>AYES:</b>	Smith, Riese, Olson, Abbott, Smith	

**Resolution 5847-2023: Appointment to Communications Committee - Council Member**

5-0, unanimous.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Bob Smith, Alderperson
<b>SECONDER:</b>	Roger Smith, Council President
<b>AYES:</b>	Smith, Riese, Olson, Abbott, Smith

**Clerk Report**  
**Clerk's Report**

I am officially nearing one month as City Clerk and I definitely needed to hit the ground running. The Spring Primary is happening Tuesday, February 21<sup>st</sup>. Getting the proper training and certification under my belt was first priority and I was able to complete that within my first week on the job. This was one of the terms of my employment when offered this position, so I am pleased to have that accomplished quickly. With regards to the elections, everyone I have contacted, from local election workers, coworkers, and the County and State contacts, have been immensely helpful in the process of navigating this first election.

Every day brings a new facet of City government to learn. I am enjoying the challenge and am seeking training opportunities and resources wherever I can find them in order to gain a broad base knowledge so I am able to be effective in this position. This research and training will also aid in the process of ensuring we are working toward being proactive and current in our services for the City. Comptroller Angie Runde and I have been working in tandem to ensure not only are we in compliance with Federal/State/local laws and rules, but also to evaluate City Hall operations with a focus on best serving the citizens and the City employees.

One note of particular interest, I have been contacted by Senator Mark Born's office. They have requested to use City Hall for a Budget Listening Session. That will be occurring on March 13, 2023 at 2:30 pm.

**Discuss/Approve Operator's License for Julie M. Sawicki, Theresa, WI**

Motion to approve the Operator's Licenses, en mass. Police Department indicates no issues with any of the applicants. 5-0, unanimous.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Bob Smith, Alderperson
<b>SECONDER:</b>	Joseph Riese, Alderperson
<b>AYES:</b>	Smith, Riese, Olson, Abbott, Smith

**Discuss/Approve Operator's License for Stacey M. Schroeder, Lomira, WI**

Motion to approve the Operator's Licenses, en mass. Police Department indicates no issues with any of the applicants. 5-0, unanimous.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Bob Smith, Alderperson
<b>SECONDER:</b>	Joseph Riese, Alderperson
<b>AYES:</b>	Smith, Riese, Olson, Abbott, Smith

**Discuss/Approve Operator's License for Michael G. Mitchell, Hartford, WI**

Motion to approve the Operator's Licenses, en mass. Police Department indicates no issues with any of the applicants. 5-0, unanimous.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Bob Smith, Alderperson
<b>SECONDER:</b>	Joseph Riese, Alderperson
<b>AYES:</b>	Smith, Riese, Olson, Abbott, Smith

**4631 : Discuss/Approve Operator's License for Alyshia M. Woodruff, Theresa, WI**

Motion to approve the Operator's Licenses, en mass. Police Department indicates no issues with any of the applicants. 5-0, unanimous.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Bob Smith, Alderperson
<b>SECONDER:</b>	Joseph Riese, Alderperson
<b>AYES:</b>	Smith, Riese, Olson, Abbott, Smith

**Discuss/Approve Operator's License for Leah C. Hinz, Horicon, WI**

Motion to approve the Operator's Licenses, en mass. Police Department indicates no issues with any of the applicants. 5-0, unanimous.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Bob Smith, Alderperson
<b>SECONDER:</b>	Joseph Riese, Alderperson
<b>AYES:</b>	Smith, Riese, Olson, Abbott, Smith

**Discuss/Approve Operator's License for Rebecca E. Kierzek, Mayville, WI**

Motion to approve the Operator's Licenses, en mass. Police Department indicates no issues with any of the applicants. 5-0, unanimous.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Bob Smith, Alderperson
<b>SECONDER:</b>	Joseph Riese, Alderperson
<b>AYES:</b>	Smith, Riese, Olson, Abbott, Smith

**Discuss/Approve Operator’s License for James C. Gauthier, Lomira, WI**

Motion to approve the Operator's Licenses, en mass. Police Department indicates no issues with any of the applicants. 5-0, unanimous.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Bob Smith, Alderperson
<b>SECONDER:</b>	Joseph Riese, Alderperson
<b>AYES:</b>	Smith, Riese, Olson, Abbott, Smith

**COMMITTEES, COMMISSIONS AND BOARDS**

**Water/Wastewater Commission**

Date and Time of Next Meeting, March 7, 2023 at 4:00 PM

**Library Board**

**Library Board, Monthly Report**

Report of Library Director. Programs have significantly increased over the last year. Rhonda Klemme is retiring, face of the library for a long time and she will be missed. Preparations for moving to the new facility are underway. Preschool story time is going from biweekly to weekly. NAMI shared their post on Coloring Club. Self-check machine, which was received through a grant, is ow in place. Tax forms have arrived, they also have a limited amount of forms in Spanish.

Date and Time of Next Meeting, March 9, 2023 at 6:00 PM

**Public Works Committee**

**Presentation from MSA Regarding Stormwater/Flood Abatement Proposal**

Past mayor reached out for evaluation. They have significant background in this sort of work.

Eric Thompson, leads Water Engineering Group. City has studied this creek a couple of times.

100-year flood protection, FEMA standard.

Many existing buildings within 100-year floodplain. Some would also be affected by the river to the north.

Floodproofing options:

- Buyouts, there are grant programs for this
- Upstream detention (less flow in creek) dam
- Downstream conveyance (bigger pipes)

Solutions need to consider the entire system. Improvements will be incremental. Planning/Design/Construction will take time & money. Engineering solutions will likely not solve all problems. Could take several years to a decade to accomplish.

FEMA Flooding and Flood Grants. DNR flood grant opens in October to file next April.

Dovetail some options with other programs going on.

Alderson Olson - Any other areas looked into, other areas of issue throughout the city?

- They were tasked with the Spring Brook region

Alderson Riese - Conveyance and retention. What about nature-based solutions?

Can they be included into long-term plans to help ease some of these issues?

- Green infrastructure. Tends toward being aimed at water quality measures. Limited capabilities. Some issues may be a cost effectiveness balance. Takes a lot of work and public input to get into action, without that cooperation it falls apart.

Alderson R. Smith - Is it going to get worse overtime as development occurs? Ultimately it's a few residences it effects with big input from us. Where does our responsibility lay?

- Time is not our friend in this matter. Creek is getting older. Additional development. A lot of time this comes down to hard dollars and cents. Cost for corrections vs. cost of flood damage.

Alderson Riese - What effective means are there to mitigate tail waters from the river?

- Bigger the watershed gets, the harder it is to manage it.

Alderson B. Smith - DNR initially suggested a reservoir between where the two dams are (remove the dams). We opted to repair the dams and retain the shoreline for recreation.

Alderson B. Smith - What should we be doing at this point? Any recommendations?

- Interdepartmental cooperation. Upcoming utilities projects?
- Get information on how changes/developments how it's going to effect other areas. The decisions usually aren't popular. Education is part of this. No easy answers.

Alderson Olson - Many homeowners don't say much because they have fear of devaluation of their property.

Alderson B. Smith - What about potential development? We already do impact studies, retentions, off sets.

- Don't put a moratorium on development. Just looking for those opportunities to improve. Making sure work isn't done at the expense of someone else.

Suggest to map out remainder of the corridor to get a better view of what's going on.

<b>RESULT:</b>	<b>TABLED</b>
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Date and Time of Next Meeting, February 27, 2023, immediately following Finance Committee

**Personnel Committee**

**Discuss with Possible Action - Additional Full-Time Deputy Clerk Position**

<b>RESULT:</b>	<b>TABLED [UNANIMOUS]</b>	<b>Next: 3/13/2023 7:00 PM</b>
<b>MOVER:</b>	Joseph Riese, Alderson	
<b>SECONDER:</b>	Roger Smith, Council President	
<b>AYES:</b>	Smith, Riese, Olson, Abbott, Smith	

Date and Time of Next Meeting, February 27, 2023, immediately following Public Works Committee

**Public Safety Committee**

**Discuss with Possible Action Extending UTV/ATV Hours**

Police Department has no issues with removing restrictions to the hours. City Attorney does not either.

Motion to abolish the hours restrictions for UTV/ATVs made by Alderperson Riese, second by Alderperson Olson.

Discussion: There is always a cost in us doing this, to change an ordinance. Atty Franti inquires if this is for snowmobiles as well, there are separate rules for the snowmobiles. Alderperson B. Smith inquired if there are complaints from those who live along the river? Chief Toellner explained snowmobiles are more complicated from an enforcement standpoint. They are on trails and frozen surfaces of the water. Would suggest keeping the snowmobile ordinance as it is, due to the issues with enforcement. That there are no issues with UTV/ATVs beyond approximately six traffic stops. Any people who want to drive them at these late hours appear to be those who want to use it as transportation for work. The Police Department has 24-hour enforcement. If someone is being disruptive with an UTV/ATV, it would be the same as a disruptive vehicle.

Inquiry if there is signage regarding the hours, there is no, so there would be no cost there. Confirmation made that this would include golf carts.

Atty Franti indicates we would be repealing subsection m3 of ordinance 397.13, there would need to be renumbering of the remainder.

5-0, unanimous. Will need to notice and publish. Will not have a first and second reading.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Joseph Riese, Alderperson
<b>SECONDER:</b>	Kim Olson, Alderperson
<b>AYES:</b>	Smith, Riese, Olson, Abbott, Smith

Date and Time of Next Meeting, February 27, 2023 at 6:00 PM

**Finance Committee**

**December 2022 and January 2023 Reports**

Comptroller Runde indicates the reports are going off a format of what was previously done. Inquired if Common Council would like to continue doing this or if there should be any changes to the reports on when they are received. Alderperson B. Smith asked for suggestions. Comptroller Runde explained clean up of some of the function within City Hall will allow more timely response, we can reconcile quickly and get monthly reporting to department heads to effectively address matters at the same time as this meeting. Would like to be able to provide a budget report by this point in the month for Common Council meetings.

Alderperson B. Smith states these reports allow the Council to familiarize themselves with what we are paying. This is more of an auditing of payments being made than an approval of payments, as these payments have already been made. Suggests budget reporting remains at Committee meetings.

**Discuss, with Possible Action, Beginning the Process to Engage a Broker for the Sale of the Former Library, 111 N Main Street**

This matter came up from last Committee meeting. The Library Board agreed to sell existing library to go toward building expenses of new library. There sounds as if there is some interest in this building from more than just the adjoining businesses. Alderperson B. Smith states his wife, who is on the Library Board, believes this is premature. What is it we are selling or what is possibly for sale? Library and parking lot, part of parking lot, etc. Mayor Guinn inquires if there is any advantage to the City retaining the parking lot. Alderperson Riese points out that is what a broker will help us to decide.

Alderperson R. Smith makes Motion to engage brokers to do a market analysis to determine what to sell regarding the library.

Alderperson B. Smith indicates it should include "Commercial" broker.

Alderperson R. Smith amends Motion to engage a commercial broker to do a market analysis to determine what to sell with regards to the library. Second by Alderperson Riese. 5-0, unanimous.

<b>RESULT:</b>	<b>APPROVED AS AMENDED [UNANIMOUS]</b>
<b>MOVER:</b>	Roger Smith, Council President
<b>SECONDER:</b>	Joseph Riese, Alderperson
<b>AYES:</b>	Smith, Riese, Olson, Abbott, Smith

Date and Time of Next Meeting, February 27, 2023, immediately following Public Safety Committee

### **Park Board**

Date and Time of Next Meeting, March 1, 2023 at 6:00 PM

### **Planning Commission**

#### **Discuss/Approve Certified Survey Map for St. John's Property**

Alderperson B. Smith indicates this was brought up from Committee level, adjustments were made at Committee level. Alderperson B. Smith Motions to approve, second by Alderperson Abbott.

Discussion: Alderperson B. Smith inquires if this is in conjunction with what MSA had suggested earlier today. Mayor Guinn indicates MSA was the company working on this Certified Survey Map.

5-0, unanimous.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Bob Smith, Alderperson
<b>SECONDER:</b>	Jack Abbott, Alderperson
<b>AYES:</b>	Smith, Riese, Olson, Abbott, Smith

Date and Time of Next Meeting, March 13, 2023 at 6:00 PM

### **Community Development Authority**

Date and Time of Next Meeting, February 22, 2023 at 6:00 PM

### **Communications Committee**

Date and Time of Next Meeting, February 20, 2023 at 4:00 PM

## **ADJOURNMENT**

Motion to Adjourn made by Alderperson R. Smith, second by Alderperson Riese. 5-0, unanimous.  
Meeting adjourned at 9:29 PM.

Anastasia Gonstead, City Clerk