CITY OF MONTELLO

PUBLIC WORKS MINUTES

7/13/17

Called to order 7:00 PM

Members Present: Frank Breitenbach, Karlene Utke, Ken Streich, Barb Barton, Venise Mugler, Ron Weiss

Members Absent:

Others Present: Mike Kohnke, Barb Jordan

Motion by Breitenbach/Mugler to approve previous month’s minutes. Motion carried.

Motion by Breitenbach/Weiss to approve comp time & monthly reports.

* Utke questioned Fred Logemann’s 3 hours in comp time used. Supposed to be in Comp hours worked to equal 4.5 hours of Comp time available: sick time should be 109.5
* Motion carried.

OLD BUSINESS:

1. Information to residents.
   * Debbie Daniels & Venise Mugler of Montello Chamber are working on this.
2. Well 1 entry point sample:
   * County Plumber is behind schedule because of rain: will do this as soon as they are caught up.
3. Sidewalks:
   * Kohnke inspected & sent letters. 4 letters were returned. 3 sidewalks are done already. The rest have contacted Kohnke, they have until mid-September until city hires contractor to complete job at homeowners expense.
4. Underwood Ave greenspace project:
   * Mayor Doudna spoke with owner – they will come to meeting on the 24th.
   * Discussion on having representation from Historical Society in attendance as well, Mayor is also in contact with them.
5. Annual Large item pick up:
   * 2 options:
     + Send letter to all residents with regulations – would cost around $500.
     + Have extra dumpster at recycle center for residents to haul large items to during normal recycle center operation hours.
       - Will meet with 3M to discuss.
       - Discussion on rules & guidelines. Discussion on hauling/possibility of volunteers. Discussion on potential issues.

* Will have to decide on this before budget time.

NEW BUSINESS:

1. Street/Parks Employee:
   * Current LTE last day is 7-14-17. Ad has been in paper for 2 weeks – no applications have been received.
     + Weiss suggested calling temp agency
     + Discussion on making position full time
     + Discussion on budget
     + Discussion on duties & advantages to having an extra employee.
     + Discussion on salary.
     + Bring back next month. Kohnke will talk with Dawn (City Treasurer) about budget & insurance costs, and will talk with Jean (Police Dept Clerk) about mowing & shoveling costs.
2. City’s Building Inspector Contract:
   * City has 9 days to get contract in place before non-compliant.
   * Kohnke gave info sheet
   * Discussion on services offered.
   * Discussion on getting bids: no time & likely not any other companies in the area.
   * Discussion on Safebuilt & current permits.
   * Discussion on fees & procedures.
   * Discussion on whether to keep permits the same as what Safebuilt did or have General Engineering do all permits.
     + Discussion on Kohnke’s current duties & time taken by permits
     + Mugler suggested keeping permit duties the same.

* Kohnke will get contract signed.

1. Garbage pick-up issues:
   * Substitute truck driver contacted Public Works about broken lids, rainwater gets in & causes cans to weigh more: City pays by weight.
   * Kohnke contacted Advanced Disposal. Maintenance on cans is included in contract. Customers must contact Advanced Disposal in Horicon - (920) 387-0987 - for repairs.
   * Discussion on garbage being blown around: Kohnke made Advanced Disposal aware of this issue.
2. Anything that may come up from council meeting:
   * No parking signs on Douglas Ave: discussion on where to install. Chief Olson was going to talk to Public Works about sign style, size, and location.

Citizen Comments:

* Barb Jordan informed committee that Chamber will be installing a pier at the end of the street for Buffalo Lake.
* Utke had question about payment from Charter
  + Kohnke stated it is a franchise fee & has been going into water account for as far back as there are records, which is before current treasurer started.
* Breitenbach asked about GTA tax
* Utke asked about street sweeping & tree trimming that public works was hired by the state to do.
* Weiss asked about marked trees on Carriage Rd: City did not mark.
* Utke asked about Douglas Storm Drain: will be done before school starts

NEXT REGULAR MEETING: August 10th, 2017

NEXT SPECIAL ROAD MAINTENANCE MEETING: July 24th, 2017 at 6:30 PM

Motion to Adjourn by Weiss/Mugler. Motion carried at 8:12 pm.

Minutes by Marie Puterbaugh