

## COMMON COUNCIL MEETING MINUTES 9/23/2024

The Common Council of the City of Park Falls met in regular session at 5:00 PM on Monday, September 23, 2024. Mayor Tara Tervort called the meeting to order at 5:00 PM and the following members were present:

Mayor: Tara Tervort

Alderman: Dan Greenwood  
Dennis Wartgow  
Terry Wilson  
James Corbett  
Anthony Thier  
Dixie Weidman  
Michael Mader  
Dina Bukachek

City Attorney: Bryce Schoenborn – Excused

City Administrator: Scott Kluver

Staff present: Shannon Greenwood, Bill Hoffman, Becky Michels, Chief Marvin Nevelier, Chief Larry Reas, and Judy Kraetke.

Also present: Jeff Seamandel, Gary Wollerman, Kortney Veitengruber, Karen Novachek, Kirk Dunlap, Victor Ambrose, Jeff Miller, and Tom LaVenture.

There was a motion by Alderman Wilson and seconded by Alderman Mader to adopt the agenda with amendments. Motion carried.

There was a motion by Alderman Bukachek and seconded by Alderman Weidman to approve the minutes for the Common Council meeting on August 26, 2024, the Committee of the Whole meeting on September 9, 2024, and the Plan Commission meeting on September 12, 2024. Motion carried.

### COMMUNICATIONS

The Mayor noted that the draft copy of the audit is coming along. Alderman Thier shared his experience with the road crew working on the Phase 2 project, and how helpful and nice they were dealing with the timing of a delivery that he was expecting.

### PUBLIC COMMENT

Victor Ambrose, President of the Chequamegon School Board, wanted to extend an invitation to the Strategic Planning meeting outlining goal elements and the timeline, scheduled for October 22nd, beginning at 6:00 p.m. at the North Campus.

### NEW BUSINESS

Reviewed the Access and Avigation easement Agreement from Marshfield Medical Center, Park Falls. Kirk Dunlap was available to answer questions. Attorney Schoenborn had suggested some language changes to two paragraphs concerning vegetation clearing and access to the Grantor's parcel. Motion by Alderman Wartgow made a motion and seconded by Alderman Mader to approve the Easement Agreement with the recommended changes in language from Attorney Schoenborn. Motion carried, 8-0. Kortney Veitengruber presented the

Chamber requests. There was a motion by Alderman Wilson and seconded by Alderman Greenwood to approve the Chamber of Commerce requests to include street closures and the use of Preisler Park for the Fright Fest event. Motion carried. Reviewed the amendments in the MOU with YMCA which are primarily name changes to include their Affiliate, as well as grant fund disbursement procedures. There was a motion by Alderman Weidman and seconded by Alderman Mader to approve the Amended MOU with the YMCA of the Northwoods. Motion carried. There was a motion by Alderman Wilson and seconded by Alderman Weidman to approve Resolution 24-013 in Support of Norvado's Application for the Broadband Equity, Access, and Deployment (BEAD) Program Grant. Motion carried.

**Finance** – Alderman Bukachek made a motion and seconded by Alderman Weidman to approve paying the bills in the amount of \$148,427.51. Motion carried, 8-0. Motion by Alderman Weidman and seconded by Alderman Mader to approve the Contractor's Application for Pay #3 to A1 Excavating in the amount of \$933,604.33. Motion carried, 8-0. There was a motion by Alderman Mader and seconded by Alderman Bukachek to approve Resolution 24-012 Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$5,200,000.00 General Obligation Promissory Notes. Motion carried, 8-0.

**Personnel** – Nothing to report.

**Board of Public Works** – Jeff Seamandel gave the MSA updates report including the progress that Janke is making at Old Abe Memorial Park. The roof joists and exterior walls have been constructed on the stage, and decorative stone has been installed on the column bases. Next steps include electrical, roof sheeting, and metal roof. The brick donor wall on the North exterior wall of the enclosed pavilion is complete. All interior electrical wiring is complete, and approximately 80% of interior plumbing has been installed, no fixtures yet. 80% of concrete sidewalks within the park are poured and next steps is to complete concrete work along Division and STH 182, sidewalk and curb/gutters. Carl's Landscaping plans on obtaining and association landscaping plantings within the next week. All of the sanitary sewer, watermain, and storm sewers are complete in the Phase 2 Utility project. A1 Excavating is currently reconstructing 1<sup>st</sup> Avenue South between 9<sup>th</sup> and 10<sup>th</sup> Street through gravel base. The pipe crew is currently topsoiling and restoring the yards along 1<sup>st</sup> Avenue North and River Road. MSA will begin the certified survey map for Lower Dam Road, and the City Attorney has already provided MSA with the full title work required. Gowey Title is still working on completing the title work on the former Mill Office building, going back 100 years.

**Public Services** – Nothing to report.

## **CITY OFFICIALS' REPORTS**

Mayor Tervort – Park & Rec. Committee met to go over ordinances, discuss donations and the Bricks campaign, review park rental rules and fees and potential event schedule.

City Clerk Greenwood – Preparing for the November election, and processed absentee ballots on file, including compliance with the September 19, 2024, statutory deadline to send absentee ballots to military and overseas electors.

Treasurer Michels – The audit draft is complete and has been sent out to Baird and MSA. Currently working on requesting grant dollars. Utility bills will be processed this week.

Library – Judy Kraetke shared the October calendar. Pickleball is returning on Wednesdays from 12-4 and Chair Yoga is on Tuesdays from 11-1:45. The Friends of the Library group is picking up half the cost for the Winter's Delight Bakery Cookie Class registration fees.

DPW Director Hoffman – The crew will be flushing fire hydrants from the October 7-11. You may experience low water pressure or slight discoloration during this time. Fall Cleanup is scheduled from October 21<sup>st</sup> until November 2<sup>nd</sup> for items that have been placed at the curb. The Wisconsin Household Hazardous Waste

Collection is happening today from 2-6 p.m. at St. Croix. Items listed in the surplus auction included an ambulance, a generator, and other items brought in \$4,181. The crew spent a couple days last week working on the high school hardball field replacing Agri lime. Submitted the lead and copper service line report and completed the required mailing to notify residents of any unknown service lines. There is one lead service line within the City.

Chief of Police Nevelier – The new squad car that was supposed to be received in 2025 was built early and picked up – it will be outfitted in the spring. The speed board is finally repaired and is currently located at 1<sup>st</sup> Avenue. A lot of citizen requests for it to be placed at locations throughout the City. There is a grant for the purchase of an additional unit that the department is looking at. The current unit does not do data collection, and the new units do. 3 of the officers participated in the physical agility test and passed.

Fire Chief Reas – Have been getting called to lift assists with the ambulance. Vegetation is going to start dying off soon making brush fires possible, but it has been quiet lately. The Department had 3 students participating in the required schooling and one has dropped out.

At 6:15 there was a motion by Alderman Wilson and seconded by Alderman Mader to convene into closed session, pursuant to Wisconsin Statutes 19.85 (1)(c) Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. (Regarding Deputy Zoning Administrator Position). Motion carried, 8-0. City staff Kluver, Greenwood, Hoffman, present.

At 6:32 there was a motion by Alderman Wilson and seconded by Alderman Weidman to reconvene into open session, for discussion and/or to take possible action on closed session items. Motion carried, 8-0.

The meeting was adjourned at 6:33 p.m.

**Prepared by: Shannon Greenwood, City Clerk**