

COMMON COUNCIL
May 19, 2020

A meeting of the Common Council was called to order at 7:00 pm by Mayor Ward. The Pledge of Allegiance was recited. Roll call: Bacon, Hayes, Williams, Gustafson, Nault, Wiederanders and Reeths were present. Ald. Williams, Gustafson, Nault, and Reeths and Mayor Ward appeared in person. Aids. Bacon, Hayes, and Wiederanders appeared virtually via Zoom.

Gustafson/Nault to adopt agenda moving Item 7i to regular agenda. Carried.

No one spoke during public comment.

Bacon/Williams to approve following bills: General Fund - \$245,438.17, Capital Fund - \$54,817.68, Cable TV - \$2,734.72, TID #4 - \$15,543.90, and Solid Waste Enterprise Fund - \$982.89 for a grand total of \$319,517.36. Roll call: All voted aye. Carried.

Reeths/Nault to approve consent agenda:

- a. Approval 5/5/20 regular Common Council minutes.
- b. Place the following minutes on file:
 1. Personnel Committee – 4/28/20
 2. Finance/Purchasing & Building Committee – 4/28/20
- c. Place the following reports on file:
 1. Police Department Report – April 2020
 2. Inspection Department Report – April 2020
- d. Consideration of: Approval of Beverage Operator licenses.
- e. Consideration of: Approval of Sidewalk Café Permit for Door County Fire Company.
- f. Consideration of: Approval of Sidewalk Café Permit for Stone Harbor Resort.
- g. Consideration of: Approval to Serve Alcohol After Hours from Miller Art Museum.
- h. Finance/Purchasing & Building Committee recommendation re: Waive Park Shelter Reservation Fee for Door Tran.
- i. ~~Finance/Purchasing & Building Committee recommendation re: Establish the Industrial Park Land Fund, Revaluation Fund, Building Maintenance Fund, Fiber Infrastructure/Maintenance Fund, and Post-Employment Benefit Fund and update the Reserve Policy of the Fiscal Management Policy accordingly.~~ Moved to regular agenda.
- j. Finance/Purchasing & Building Committee recommendation re: Approve the Fee Waiver Policy as presented.
- k. Personnel Committee recommendation re: Increase Community Service Officer wages to \$12.50 per hour with a \$.50 increase each year they return.

Carried.

RECOMMENDATION

We, the Finance/Purchasing & Building Committee, hereby recommend to establish the Industrial Park Land Fund Revaluation Fund, Building Maintenance Fund, Fiber Infrastructure/Maintenance Fund, and Post-Employment Benefit Fund and update the Reserve Policy of the Fiscal Management Policy accordingly.

FINANCE/PURCHASING & BUILDING COMMITTEE

By: Helen Bacon, Chr.

Hayes/Gustafson to adopt. It was noted that this action would formalize noted funds. Carried.

The Mayor presented the following appointments:

Hayes/Williams to approve:

CITY PLAN COMMISSION

Dennis Statz, 3 year term (reappointment)

Carried.

Williams/Bacon to approve:

ZONING BOARD OF APPEALS

William Chaudoir, 3 year term (reappointment)

Nancy Schopf, 3 year term

Morgan Rusnak, Alt No. 1 (moving from Alt. No 2 to Alt. No. 1)

Carried.

Reeths/Bacon to approve:

LOCAL ARTS BOARD

Claire Morkin, 3 year term

Carried.

Nault/Gustafson to approve:

BICYCLE AND PEDESTRIAN ADVISORY BOARD

Kirsten Reeths, Chr. Parking & Traffic Committee

Chris Sullivan-Robinson, Planner/Zoning Admin, 3 year term (reappointment)

Rebecca Kerwin, 3 year term (reappointment)

Carried.

Williams/Reeths to approve:

CABLE COMMUNICATION SYSTEM ADVISORY COUNCIL

Bob Loss, 2 year term (reappointment)

James Goodwin, 2 year term

Carried with Wiederander voting no.

DOOR COUNTY TOURISM ZONE COMMISSION

Pam Seiler, 1 year term (reappointment)

Josh VanLieshout, 1 year term (reappointment)

ETHICS BOARD

Joan Wake, 3 year term (reappointment)

Wiederanders/Nault to approve:

PERSONNEL COMMITTEE

Dan Williams, Chr.

Helen Bacon, Vice-Chr.

Spencer Gustafson

Carried

RECOMMENDATION

We, the Finance/Purchasing & Building Committee, hereby recommend to write off the following 2018 delinquent personal property tax account bills in the amount of \$1,940.52 and to authorize the City Attorney to pursue small claims court action against personal property tax account #281-1118, Stellar Fitness DBA Anytime Fitness.

Tax Account: Amount	Name	Proposed Write Off
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281-0290	Jeffrey Slavik, DDS	\$ 113.44
281-0924	Bon-Ton Younkers	\$ 1,732.20
281-1285	Lepack Jostsons, Inc DBA Dynamic Family	\$ 217.09
281-1483	Door County Social LLC	\$ 0.99
281-1499	Olfactorius of Door County, LLC	\$ 9.87
	TOTAL	\$1,940.52

Small Claims List

Tax Account:	Name	Delinquent Tax
281-1118	Stellar Fitness DBA Anytime Fitness	\$280.05
		\$280.05

FINANCE/PURCHASING & BUILDING COMMITTEE

By: Helen Bacon, Chr.

Bacon/Williams to adopt. Carried.

There were no mayoral appointments.

Reeths/Gustafson to approve the seasonal temporary pier application for Memorial Drive Lot. A discussion took place regarding what appeared to be missing information on the application. It was noted that the application is outlined by ordinance. It was noted the application was for property located across from 1322 Memorial Drive. Carried with Hayes voting no.

Reeths/Gustafson to ratify the resolution waiving sidewalk café permit fees for 2020. Carried.

Williams/Reeths to ratify the resolution delaying payment of fee for Combination Class B Beer and Liquor license fees for the 2020-2021 license year. Carried.

Brian Anderson, WIPFLI CPA's and Consultants, presented the 2019 audit. Bacon/Gustafson to accept the 2019 audit. Carried.

Finance Director Clarizio presented a Financial Management Plan re: COVID19 impacts. The report included revenues that may/will be affected along with expenditures. It was noted that the economic impact and recovery was being reviewed and how possibly delaying spending will help fund operating losses due to COVID-19. Discussion took place regarding prioritizing the list of potential savings, what would happen to future capital plans, reasons to do this analysis now due to the timing of the money not being spent yet and that some operating expenditures will likely come in higher, whether projects that show an investment in the community should proceed, FEMA reimbursement, public participation in prioritizing, and reviewing this type of list quarterly. It was noted that this item would go back the Finance/Purchasing & Building Committee for their recommendation to the Common Council. No formal action was taken.

A discussion took place regarding the Emergency Declaration. Mayor Ward summarized what the EMT has done and how those actions have led to the Fiscal Management Plan represented. He noted that the City resolution declaring the emergency would expire on May 20, 2020. Each elected official gave their input on whether or not to extend the Emergency Declaration Resolution.

City Administrator VanLieshout gave his report.

Mayor Ward gave his report.

Wiederanders/Nault to adjourn. Roll call: All voted aye. Carried. The meeting adjourned at 8:52 p.m.

Respectfully submitted,

Stephanie L. Reinhardt
City Clerk/HR Director