
Common Council
Tuesday, May 9, 2023
7:00 PM at City Hall
MINUTES



Members Present: Richard Evans, Jane Fude, Dave Gratton, Kay Marose, Kayla Muchka, John Schuster, and Mayor Wegener

Members Absent:

Also, Present: Meagan Buchda, Andrew Griggs, Ashley Siegmann, Britne Bintzler, Nicole Ditzenberger, Parker Ditzenberger, Amy Barron, Wendy Zirbel, Andrea Buggs, Dan Buggs, Dustin Edwardson, Ashley Edwardson, Paul Wolk, Tammy Wolk, Joe Sciascia

The meeting was called to order at 7:00 p.m.

The Pledge of Allegiance was recited, and roll call was taken.

***K. Marose* motioned and *J. Schuster* seconded to approve the agenda. Motion carried.**

***J. Fude* motioned and *D. Gratton* seconded to approve the minutes of previous meetings. Motion carried.**

***J. Schuster* motioned and *K. Marose* seconded to approve the minutes of intervening meetings. Motion carried.**

Public appearances and citizen comments:

Joe Sciascia was present to discuss a water issue on his property on E. Oak Street, no easement was signed. Wants a license to use hose over sidewalk to road. This issue was redirected to the Public Works Committee.

Ashley Siegmann was present to talk about the keeping of chickens in the City of Juneau.

Communications: East Oak Street is moving along, the curb, gutter and most of the sidewalks are poured. The contractors are currently working on driveway aprons.

***J. Schuster /D. Gratton* motioned to approve \$122,743.66 in checks, \$0 in vouchers, and \$104,433.14 in electronic payments. Motion carried 6-0.**

Reports of Officials:

A. **Mayor:** *D. Wegener* –

- a. ***K. Marose* motioned and *J. Schuster* seconded to approve Resolution 9-2023 (Set Date and Time for Board of Review-Notice to Adjourn)-Amended.** Motion carried 6-0.
- b. **Resolution 19-2023 (Resolution to Adopt a Street Improvement Plan).** No action needed.

B. **Clerk/Treasurer:** M. Buchda reported that the auditors will be here to discuss the findings of the City of Juneau's 2022 financial audit sometime between June and July.

C. **Written Reports:**

1. [Building Permits Report.](#) No questions.

2. [Police Department Report: No questions.](#)
3. [Juneau Fire and Rescue Report: No questions.](#)
4. [Juneau EMS Report: No questions.](#)

Reports of Committees/Commission/Boards:

A. Library Report

1. Chairman Report – *J. Thrane* was present to promote summer reading. The Juneau Library Summer Reading program kicks off June 5th. It's an 8-week program and our theme is "All Together Now". There are 8 different character traits, each week you complete them you will receive a brag tag. Jannette reported that morning and evening yoga is coming back to the Juneau Public Library.

B. Plan Commission

1. Chairman Report – *D. Gratton* reported that the Commission talked about chickens. There was also discussion about putting a gazebo by the Community Garden, discussions need to be had with DNR to see who owns this property. The Commission also discussed the request to incorporate a bike lane onto E. Oak Street, no action was taken as the Commission needs more information regarding the bike path and funding.
2. ***D. Gratton* motioned and *K. Muchka* seconded to approve Resolution 16-2023 (Approve Creation of a Pilot Program to Allow the Keeping of Chickens within City Limits).**
Aye votes: Evans, Fude, Muchka, Schuster. Nay votes: Gratton, Marose. Motion carried 4-2.

C. Finance Committee –

1. Chairman Report- *R. Evans*-No meeting

D. Personnel Committee

1. Chairman Report - *K. Marose* reported that they had a meeting along with the Utility Personnel to discuss safeguards regarding the City Staff and financial transactions. The department heads have come up with several policies to help safeguard, such as business accounts with multiple users so there is always more than one set of eyes on the purchase and Kwik Trip cards will now be assigned to each person rather than the vehicles. The committee also discussed calculation of overtime that falls on a week with a holiday. There was a question with changing our Comp time policy, the department heads feel that we should leave the policy as it stands. There was a discussion on changing the City Hall hours to reflect the Utility Office hours, the committee voted that the hours will be changed from 7:30 am to 4:00 pm effective May 15th. They talked about having a City Staff wage study, the decision was made that the City would investigate different avenues on how to conduct one. Personnel approved the hiring of Joe Ludtke as the DPW Superintendent.
2. ***K. Marose* motioned and *J. Fude* seconded to approve Resolution 17-2023 (Approve to Amend Personnel Policy Handbook-202 Overtime) with the following addition: *Whereas, the Personnel & Utility Personnel Committees recommend the following changes be effective as of April 1, 2023.***
Aye votes: Marose, Fude, Gratton, Muchka, Schuster. Nay votes: Evans. Motion carried 5-1.

E. Public Safety

1. Chairman Report – *J. Schuster*- No meeting

F. Public Works

1. Chairman Report – *D. Gratton*- The committee discussed and approved the DPW Summer Hours effective May 15th. Current and upcoming road projects were discussed, the committee decided to hold off the final coat of blacktop on E. Oak until 2024. Bids were presented for the Cemetery and City Park Tree removal.

2. **D. Gratton** motioned **K. Marose** seconded to approve Resolution 15-2023 (Approve to Hire Joe Ludtke – Cemetery Sexton). Motion carried 6-0.
3. **D. Gratton** motioned and **K. Muchka** seconded to approve Resolution 18-2023 (Approve to Hire Joe Ludtke – Department of Public Works Superintendent). Motion carried 6-0.

G. Cable TV

1. Chairman Report – *J. Fude*- No meeting

H. Community Development Authority

1. Chairman Report – *D. Wegener*: No meeting

I. Recreation Committee

1. Chairman Report – *K. Marose*: Our new rec Director Jacob Caltagerone was at the meeting; he is getting orientated with all his new responsibilities. Discussed issues with the Park Rental Fee waiver, specifically nonprofit Juneau based organizations. They decided not to waive the deposit or light fee. They talked about installing security cameras around the Community Center and the Parks. Discussed the concession fund and moving some of those monies to pay for the officiating costs. Jacob would like to be part of the discussion with the upcoming community center lease. Summer booklet is out.

J. Utility Commission Report by Common Council Representative

1. Chairman Report – *R. Evans* reported that MSA was there to give a Wastewater Treatment Plant update. There have been some delays because of the weather. They discussed if they should install natural gas lines to the plant to replace the LP lines, a rough estimate was given by Alliant Energy of between \$85,000 to \$120,000. The commission needs a lot more information before they make their decision. Evans wanted to remind everyone if you are delinquent on your energy bill contact the Utility Office to avoid being disconnected. The Commission approved a 2024 budget item to purchase \$120,000 worth of transformers, Nick made the request because of the budget increase and the extended wait times. Summer hours were approved for the Utility workers. The commission chose 2 applicants to receive \$1000.00 scholarships for their secondary education.

Old Business: None

New Business:

- A. Approve Provisional Licenses (45 days): Kylie R. Genrich, Kayla Offenbecher
Recommended Denial: None
- B. Approve Regular Bartender's License for 2022 (Expires June 30th, 2023)
Recommended Approval:
Recommended Denial: None
Marose motioned and Fude seconded to approve provisional license.

Adjourn Meeting: *J. Schuster* motioned, and *D. Gratton* seconded to adjourn meeting at 8:10 p.m.
Motion carried.

Minutes Reported By:
Meagan Buchda