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**Common Council**  
**Tuesday, November 8, 2022**  
**7:00 PM at City Hall**  
**MINUTES**

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Members Present: Cheryl Braun, Richard Evans, Dave Gratton, Kay Marose, John Schuster, and Mayor Wegener  
Members Absent: Jane Fude  
Also, Present: Megan Buchda and City Attorney Andrew Griggs

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

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

***J. Schuster* motioned and *D. Gratton* seconded to approve the agenda. Motion carried.**  
***C. Braun* motioned and *K. Marose* seconded to approve the minutes of previous meetings. Motion carried.**  
***D. Gratton* motioned and *J. Schuster* seconded to approve the minutes of intervening meetings. Motion carried.**

**Public appearances and citizen comments:** Asher Rosenburg and Mandi Ruh at meeting to talk about 330 N. Fairfield Ave.

**Communications:** Mayor Dan Wegener shared a thank you letter from the family of Jeffery Niehoff for the memorial that the City sent to the family.

***D. Gratton / C. Braun* motioned to approve \$1,191,606.12 in checks, \$0 in vouchers, and \$126,821.79 in electronic payments. Motion carried 5-0.**

**Reports of Officials:**

- A. **Mayor:** Oak Street and Hyland Street projects are moving along. There have been a few issues, but everything has been resolved. The contractors have met the deadline for the CBDG grant. The mayor wanted to thank the Fire Department for assisting the children in crossing the street during Trick or Treating.
- B. **Clerk/Treasurer:** *M. Buchda* – Reported that the Council Members all received their Budget Binders for the 2023 budget.
- C. **Written Reports:**
  - 1. [Building Permits Report.](#)
  - 2. [Police Department Report:](#)
  - 3. [Juneau Fire and Rescue Report:](#)
  - 4. [Juneau EMS Report:](#)

**Reports of Committees/Commission/Boards:**

**A. Library Report**

- 1. Chairman Report – *K. Marose* reported in place of Jannette Thrane. Last meeting the 2023 budget was reviewed, upcoming programming and spent a little bit of time reviewing their policy and forms about book challenges.

**B. Plan Commission**

1. Chairman Report – *D. Gratton* reported that the Commission discussed the minor land division for Robert G. The farm was sold off and the buildings were sold separately. We looked at Gene Miller’s property line request for 298 N. Hyland Street. Discussed changes to a City Ordinance. The verbiage of City Ordinance 12-1208.100C said they can only have high pressure sodium fixtures, changing it to allow the City to have LED fixtures. Discussed property maintenance.

**C. Finance Committee –**

1. Chairman Report- *C. Braun* reported that the commission has been working on the 2023 budget. There were some things that needed to be finalized and the commission came to the agreement for the following Resolutions. Cheryl wanted to remind everyone that there is a public hearing November 22, 2022, at 6:00 PM at the City Hall to approve the final budget.
2. **C. Braun motioned and K. Marose seconded to approve Resolution 39-2022 (Approve City Wage Scale). Motion carried 4-1.**
3. **C. Braun motioned and J. Schuster seconded to approve Resolution 44-2022 (Approve Renewing Revolving Line of Credit in the Amount of \$250,000.00) Motion carried 5-0.**
4. **C. Braun motioned and R. Evans seconded to approve Resolution 45-2022 (Approve City of Juneau’s 2023 Insurance Premium). Motion carried 5-0.**
5. **C. Braun motioned and D. Gratton seconded to approve Resolution 46-2022 (Approve Attorney Grigg’s Request for an Increase in Meeting Pay and Hourly Wage). Motion carried 5-0.**

**D. Personnel Committee**

1. Chairman Report - *K. Marose* reported that they did not have a meeting, but last night they updated the travel/ meeting training policy. They eliminated some steps, including specific dollar amounts, and hotel rates. It is up to the department head to make sure they budget enough for training for their employees.
2. **K. Marose motioned and C. Braun seconded to approve Resolution 47-2022 (Approve Changes made to City’s Training Request Form). Motion carried 5-0.**

**E. Public Safety**

1. Chairman Report – *J. Schuster* reported that they did not have a regular meeting, they had a short meeting before Council to approve Dodge County Humane Society Contract. Attorney Grigg’s gave an update on the Fairfield property. Chief Beal served another letter to Devon Chatos on October 11, 2022. She is no longer residing in the motel she was living in. Chief Beal is trying to locate Ms. Chatos to serve her one last notice. There was a question on how the City will proceed, Attorney Grigg’s went over the guidelines that the City needs to follow to be in compliance with the City Ordinance and certain State Statues. The owners of the other half of the property were at the meeting and stated that they just want to be able to proceed with the demolition process.
2. **J. Schuster motioned and J. Fude seconded to approve Resolution 48-2022 (Resolution to Approve Dodge County Humane Society Contract – 2023). Motion carried 5-0.**

**F. Public Works**

1. Chairman Report – No Meeting

**G. Cable TV**

1. Chairman Report – *K. Marose* reported ideas to record and went over the Cable TV budget.

**H. Community Development Authority**

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

**I. Recreation Committee**

1. Chairman Report – *K. Marose*: No Meeting

**J. Utility Commission Report by Common Council Representative**

1. Chairman Report – *R. Evans* reported that they had two meetings. They had a special meeting and at that meeting the Commission approved a 7.5% wage increase for the Electric Superintendent, Journeyman, and all other electric department employees, with no cost-of-living increase, effective the 1<sup>st</sup> of the year. Commission approved the Electric budget for 2023, approved community contributions \$700 for a youth program, \$900 for shop with cop program, \$900 to Dodge City food pantry, approved to donate up to \$1000 for installation of outlets on street light polls downtown. Nick reported that there was some damage to electric boxes and handholes during sidewalk installation on Hyland Street project, he reported that he will be billing MSA for the damages. Peter reported that Soper should have the water and sewer laterals completed on Oak Street by Thursday. Commission awarded Alex Smudde with the Lead Wastewater Treatment Operator position. C. Braun commented that if you do not pay your bills disconnects do happen and it does cost to reconnect your services, there were 18 disconnects that were completed this month.

**Old Business:**

J. Schuster asked about Chicken Ordinance and when everything was going to be put together and ready to implement. Attorney Grigg's suggested that the City beef up the fines for owners who are not in compliance with the rules and regulations of the Pilot Program.

**New Business:**

- A. Approve Provisional Licenses (45 days): Kimberly Pinkert  
Recommended Denial: None
- B. Approve Regular Bartender's License for 2022 (Expires June 30<sup>th</sup>, 2023)  
Recommended Approval: Kimberly Pinkert  
Recommended Denial: None
- K. ***J. Schuster* motioned and *D. Gratton* seconded to approve Provisional Bartender's Licenses for 2022 for Kimberly Pinkert. Motion carried 5-0.**
- L. ***J. Schuster* motioned and *D. Gratton* seconded to approve Regular Bartender's Licenses (Expires June 30, 2023) for Kimberly Pinkert. Motion carried 5-0.**
- M. **Adjourn Meeting: *J. Schuster* motioned, and *K. Marose* seconded to adjourn meeting at 8:10 p.m. Motion carried.**

Minutes Reported By:  
Meagan Buchda