

**COMMON COUNCIL**  
**4/21/2020**

The Common Council of the City of Park Falls met in regular session via telephone at 5:00 PM on Tuesday, April 21, 2020. Mayor Michael Bablick called the meeting to order and the following members were present via phone:

Mayor: Michael Bablick

Aldermen: Chris Hoffman  
Richard Scharp  
Michael Mader  
Dennis Wartgow  
James Corbett  
Anthony Thier  
Dina Bukachek  
Dan Greenwood

City Attorney: Bryce Schoenborn

Also present: Cliff Knettel, Jeff Seamandel and Matt Frater from MSA, Jerry Ernst, Mike Boushon, David Dryer, Tyler Bushman, Victor Ambrose, Michelle Smith and Brentt Michalek.

It was noted that all the officials that won the April election have all been sworn in prior to the meeting.

There was a motion by Alderman Mader and seconded by Alderman Corbett to adopt the agenda as presented. Motion carried.

The first item on the agenda was the public hearing regarding its proposed application for Community Development Block Grant-Public Facilities (CDBG-PF) and Community Development Block Grant-PLNG (CDBG-PLNG) programs. Cliff Knettel from MSA Professional Services was present to discuss the CDBG program and take questions from those in attendance. The following topics were discussed:

Basic overview of the CDBG Program

CDBG was enacted through the Housing and Community Development Act of 1974. The Wisconsin Department of Administration (DOA) has administered CDBG funds since 1982; its goals include benefit to LMI (low- and moderate-income) households; targets funding to areas of greatest need; housing, public facilities and economic development.

1. Identification of total potential funds - DOA historically receives approximately \$28 million (general estimate) per year for housing rehabilitation, public infrastructure improvements (Water, sewer, storm sewer, etc.), emergency infrastructure and economic development in exchange for job creation. Approximately \$10.0 million would be available in this year's cycle Public Facilities competition. A smaller amount is available for Planning activities. If awarded, CDBG can fund \$2.00 for every \$1.00 of match for both project types up to a maximum award of \$1.0 million for PF. The maximum amount for a planning grant would be \$50,000, which would require a match of \$25,000 as an example.

2. Eligible CDBG activities

- a. Economic Development: low interest loans to business in exchange for job creation.
- b. Public Facilities: water facilities including mains, looping, extensions, treatment, source, hydrants, valves; sewerage including collector and interceptor mains, lift stations, treatment plants and lagoons, and dechlorination facilities; storm sewers; fire stations, libraries, senior centers, handicapped accessibility; and community centers. The maximum grant amount in this category is \$1,000,000.
- c. Public Facilities for Economic Development: business or industrial park water systems; sewerage systems; roads; infrastructure in support of business attraction/expansion and job creation.

d. Planning Grant: The program's goals are to help communities develop clear and actionable strategies for addressing site specific, neighborhood, community or regional economic or development needs and to improve the quality of community or economic development projects by helping to fund local plans.

e. Housing: rehabilitation for owner-occupied and renter-occupied units: LMI home buyer ("Homestead") programs; handicapped accessibility projects; housing site preparation; housing site acquisition and occupant relocation; blight elimination through demolition of structures; and neighborhood public facilities projects.

f. CDBG-CLOSE: This program utilizes remaining fund balances and loan receivables from Economic Development Revolving Loan Funds for CDBG eligible projects. These funds must be committed by January 31, 2021.

3. Presentation of identified community development needs – The City's aging infrastructure and housing options have been previously identified as community development needs. The proposed CDBG-PF project will address infrastructure in the neighborhood near the hospital area on Linden St., Birch Street, and a portion of Paddock Ave. and Case Ave. (approximately six City blocks). The water and sewer lines are from the 1950's and are in need of repair. Frequent water and sewer line breaks and repairs are very costly, as is the street maintenance due to very poor conditions of the surfaces.

4. Identification of any community development needs by public – Citizen input is gathered in a number of ways in guiding the City's development and redevelopment activities. Mr. Knettel asked if there was any comments by the public regarding identification any other community development needs. There were no additional comments by the public.

5. Presentation of activities proposed for CDBG application, including potential residential displacement Discuss proposed projects – Mr. Knettel again reviewed the Hospital Area Street and Utility Project and the City of Park Falls and City of Phillips Housing Study and Needs Assessment. We don't expect any resident displacement as a part of the project.

6. Citizen input regarding proposed and other CDBG activities. Mayor Bablick asked of any members of the public had any additional comments regarding the proposed CDBG grant applications, the activities proposed or any other additional community development needs. There was no citizen input.

There was a motion by Alderman Mader and seconded by Alderman Wartgow to approve Resolution 20-003: Authorizing Resolution to Commit Match Fund for the CDBG-PF Application. Motion carried, 8-0. There was a motion by Alderman Mader and seconded by Alderman Greenwood to approve Resolution 20-004: Authorizing Resolution to Commit Match Fund for the CDBG-Planning Application. Motion carried, 8-0. There was a motion by Alderman Mader and seconded by Alderman Thier to approve Resolution 20-005: Authorizing Resolution for the Submission of a CDBG Application-Hospital Area Street and Utility Project. Motion carried. There was a motion by Alderman Mader and seconded by Alderman Corbett to approve Resolution 20-006: Authorizing Resolution for the Submission of a CDBG Application-City of Park Falls and City of Philips Housing Study and Needs Assessment. Motion carried. Motion by Alderman Mader and seconded by Alderman Greenwood to approve Resolution 20-007: Resolution to Adopt a Citizen Participation Plan. Motion carried. Motion by Alderman Mader and seconded by Alderman Bukachek to approve authorizing the Mayor and the City Administrator to sign the Citizen Participation Certification for Public Hearing #1. Motion carried. Motion by Alderman Mader and seconded by Alderman Thier to approve Resolution 20-008: Policy to prohibit the use of excessive force and to enforce applicable State and Local laws prohibiting physically barring entrances/exits for non-violent civil rights demonstrations. Motion carried. Motion by Alderman Mader and seconded by Alderman Greenwood to approve Resolution 20-009: Wisconsin Residential Anti-Displacement and Relocation Assistance Plan for CDBG Programs. Motion carried. There was a 15-minute break at 5:30 p.m.

Individuals signed off of the first call and signed back into a different number starting at 5:45 p.m. which was posted in the agenda. The Mayor read the rules of the meeting and a roll call was taken and all of the council members were present as well as Brentt Michalek, Bryce Schoenborn, Victor Ambrose, Jerry Ernst, David Dryer, Michael Boushon, Scott Hilgart, Kate Dirrigle and possibly Seth Carlson.

During Communications, Mayor Bablick informed the council that the part-time librarians were now on furlough until the Governor's order comes off and the library can reopen. Administrator/Clerk Michalek let the council know that by the end of the week the garbage letters would be going out to all residents letting them know when the new cans would be in place. He also spoke of the annexation of the airport that will be discussed at the next meeting. The City has contracted with a safety and health consultant to get employees up to date with safety and also Hueckmann Auctions will start to advertise for the items that still remain in the buildings the City purchased for TID #5. The City now has a contract with Archive Social for all of the facebook pages that the City manages (i.e. Fire Department page, City page, Police page, Library page, Pool page) to make sure they are getting archived correctly. There is also a contract with PAA that was started to complete our wage and comp. study. The Hines Park Playground went in front of some kids at the elementary school and the votes were tallied and Brentt purchased some equipment within the budget number of \$65,000. All of the Chamber requests for Flambeau Rama, the Sno-Gypsies' lease agreement and the Developer's Agreements for the TIF will all be on the May council meeting. In addition, he informed the council that he will be interviewing some candidates for the DPW General Laborer on Tuesday, April 28, 2020. Bid documents will be coming for demolition of certain buildings within TIF #5 in June/July. Lastly, he informed the council that the election went well on April 7. There were six election workers throughout the day and the City also had a National Guard member helping. Chief Ernst let the council know that with the warmer weather approaching, the police department is starting to create a spring clean-up list. Treasurer/Deputy Clerk Smith informed the council that there will be in-person absentee voting for the May 12<sup>th</sup> election on the following dates: April 28 from 2 p.m.-3 p.m.; May 4 from 10 a.m.-11 a.m. and 3 p.m.-4 p.m.; and on May 8 from 11 a.m.-12 p.m. and 1 p.m.-2 p.m.

During Public Comment, Victor Ambrose commended the staff on a job well done with in-person voting. He also extended an invitation to the council to attend the Chequamegon School Board Meeting on Tuesday, April 28 at 6 p.m. by calling 1-224-90-6837 with code 976094671#. Right now, the school is delivering over 700 meals within the Chequamegon District.

Alderman Mader made a motion and seconded by Alderman Corbett to approve resolution 20-010: Mayoral Emergency Proclamation Ratification and Council Declaration of Emergency under Wis. Stat. Sec. 323.11 to continue the functions of City Government until May 26<sup>th</sup>. Motion carried, 8-0.

Alderman Mader made a motion and seconded by Alderman Thier to approve the Charter Ordinance 20-001: Section 2-2-10 Meetings of the Common Council. This charter ordinance would make the 4<sup>th</sup> Monday of the month the new date for the meetings. Motion carried, 8-0

Alderman Mader made a motion and seconded by Alderman Bukachek to move the council meeting to May 26 due to the Memorial Day holiday. Motion carried.

There was a recommendation by the Mayor to keep the committees the same as last year. Motion by Alderman Mader and seconded by Alderman Thier to approve this recommendation. Motion carried.

There was a nomination by Alderman Wartgow to nominate Alderman Mader to become Council President. After three call and seeing no other nominations, Alderman Wartgow made a motion and seconded by Alderman Greenwood to close nominations and cast an unanimous vote for Alderman Mader for Council President. Motion carried.

There was a motion by Alderman Mader and seconded by Alderman Bukachek to designate the Price County Review as the official newspaper. Motion carried.

There was a motion by Alderman Wartgow and seconded by Alderman Thier to appoint Scott Hilgart as the Weed Commissioner. Motion carried.

There was a motion by Alderman Wartgow and seconded by Alderman Thier to appoint Scott Hilgart as the City Forester. Motion carried.

There was a motion by Greenwood and seconded by Alderman Bukachek to appoint the following members to the Board of Review: Michael Bablick, Dennis Wartgow, Michael Mader, James Corbett, and Brentt Michalek. Motion carried.

There was a motion by Alderman Mader and seconded by Alderman Greenwood to appoint Forward Bank as the official depository. Motion carried.

There was a motion by Alderman Greenwood and seconded by Alderman Bukachek to appoint the following individuals to the Planning Commission: Michael Bablick, Lauri Hart, James Corbett, Fred Lenzen, Michael Boushon, Michael Mader and David Dryer. Motion carried.

There was a motion by Alderman Greenwood and seconded by Alderman Corbett to appoint Michael Mader as the Council Liaison to the Library Board. Motion carried.

There was a motion by Alderman Mader and seconded by Alderman Thier to allow the City Administrator and DPW Director Hilgart to choose possibly seven students for summer employment on the DPW crew. Motion carried.

There was discussion on the summer pool season of 2020. With the current coronavirus pandemic, the City is unsure if the pool will be open this summer. Alderman Bukachek asked if the guard positions have already been advertised. The positions were advertised along with the summer city crew. Motion by Alderman Wartgow and seconded by Alderman Mader to conditionally hire lifeguards depending on if the pool opens for the summer of 2020. Motion carried.

The Mayor informed the council that he appointed Seth Fohr as a part-time police officer and was looking to have this appointment ratified. Motion by Alderman Hoffman and seconded by Alderman Corbett to approve the ratification. Motion carried.

There was a motion by Alderman Mader and seconded by Alderman Greenwood to appoint Marlys Alberg to the Housing Authority of the City of Park Falls. Motion carried.

The Mayor spoke on TIF #5 updates for the developer agreements. To date, the City has five projects that have requested a TIF loan: The Lanes; Forward Bank; Mr. and Mrs. Hastings for a Mexican restaurant; The Park Theater; and Park Falls Gastropub. There is approximately \$300,000 available for TIF loans.

The meeting adjourned at 6:37 p.m.

Michelle M. Smith  
Treasurer/Deputy Clerk