

REG SPOONER CITY COUNCIL MINS  
Tues, June 3, 2025 5PM in Council Chambers

- 1) CALL MTG TO ORDER; Mayor called mtg to order at 5pm
- 2) ROLL CALL; 8 present, 0 absent.
- 3) PLEDGE OF ALLEGIANCE;
- 4) PUBLIC COMMENTARY;  
Hemshrot – Make Music Day. Thank you for making a proclamation. 2<sup>nd</sup> Annual for area. 10 venues in Spooner hosting events.
- 5) Mayor's Comments;  
Last day of school for year. Kids will be out and about on their bikes, remember to drive safely. Have noticed a lot of yards that are not being kept up and mowed. Letters will be going out notifying these individuals.
- 6) Proclamation – Make Music Day – June 21, 2025;  
Mayor read Proclamation. World-wide event which is held annually on June 21, 2025.  
Motion (Everroad/Gabriel) to approve Make Music Day Proclamation. PASSED
- 7) Approval of Agenda;  
Motion (Oja/Parker) to approve agenda. PASSED.
- 8) CONSENT AGENDA:  
\*\*All items listed with an asterisk (\*) are considered routine and will be enacted by 1 motion. There will be no separate discussion of these items unless a Council member so requests, in which event the item will be removed from the General Order of Business and considered at this point to the agenda.
  - a) \*Accept Mins from May 6, 2025 Council Mtg;
  - b) \*Finance Committee Recommendation to Approve mnthly payable cks: 52085 – 52170, 20250425, 20250505, 25042901 – 25042905, 25051301 - 25051304;
  - c) \*Finance Committee Recommendation to Approve to move forward with electric rate study as presented by Ehlers;
  - d) \*Municipal Operations and RR Park Board Committees Recommendation to Approve Park Permit Request:
    - RR Park, K&J Polishing & Detailing, Aug 2, 2025, for Car Show;
  - e) \*Municipal Operations recommendation to Approve Park Permit Request:
    - Centennial Park, Aug 16, 2025, Neighbor to Neighbor;
  - f) \*Municipal Operations Committee Recommendation to Approve RR Park Board/FORRP request;
  - g) \*Personnel Committee Recommendation to Accept Penny Swan's letter of retirement;
  - h) \*Plan Commission Recommendation to Approve Extraterritorial CSM for Thompson Trust, Lot 1, NW – SE, Section 29, T39N R12W, City of Spooner;
  - i) \*Plan Commission Recommendation to Approve Extraterritorial CSM for Chris Scribner, NE – SW, Section 1, T38N, R13W, Town of Bashaw;
  - j) \*Safety & Licensing Committee Recommendation to Approve following Liquor Licenses for Period July 1, 2025 – June 30, 2026, contingent on establishments that have reports due to City get them filed:  
Class A Liquor License: Clarity Wine, LLC;  
Class A Combination Liquor License: Indianhead Oil Co, LLC dba Circle K #2746014, Jacobson's Hardware of Spooner, LLC, Kwik Trip #329, David K & Ellen M Schmitz, Inc dba Schmitz's Economart;  
Class B Beer License: Northwest Riverside dba Mo's Wok & Roll, Sam Hicks Restaurant;  
Class B Combination Liquor License: Big Dick's Buckhorn Inn, Corner House Pub LLC, Southern Enterprises of Spooner, Inc dba Nick's La Cabana Restaurant, Liquid Lounge WI LLC, Northwest Riverside LLC, dba Tony's Riverside, Northwoods Lanes & Lounge Inc, American Legion Moe-Miller Post 12, Inc, Round Man Brewing Co, Emily's Way Corp dba The Palace Theater, The NW Station, LLC dba The Station, Tony's Riverside Inc dba Wobblin' Duck Saloon;  
Class C Liquor (Wine): The Dock Coffee
  - k) \*Safety and Licensing Committee Recommendation to Approve following Cigarette, Tobacco and Electronic Vaping Licenses for Period July 1, 2025 – June 20, 2026:
    - Indianhead Oil Co, LLC, Circle K #2746014, Dolgen Corp, LLC dba Dollar General Store #13563, Ignite Dispensary Distribution, Ignite Vapor & Tobacco LLC, dba Ignite Dispensary Spooner, Kwik Trip #329, David K. & Ellen M. Schmitz, Inc dba Schmitz's Economart, Tony's Riverside LLC dba Wobblin' Duck Saloon;Motion (Everroad/Oja) to approve the consent agenda, items a – k. PASSED.
- 9) DISCUSSION/ACTION ITEMS:
  - a) Finance Committee Recommendation to approve RES 25-08, 06-03-2025 Declaring Official Intent to Reimburse Expenditures (Harmon St.);  
Requirement for Harmon Street project and seeking funding through DNR.  
Motion (Dunn/Dohm) to approve RES 25-08, 06-03-2025 Declaring Official Intent to Reimburse Expenditures (Harmon St.). PASSED.

- b) Municipal Operations Recommendation to approve RES 25-10, 06-03-2025 CMAR Report; Annual report card for treatment plant. Reflects an A grade in all but one category. Motion (Dohm/Oja) to approve RES 25-10, 06-03-2025 CMAR Report. PASSED.  
*Clerk Note: Res 25-10 incorrectly numbered on agenda and should have been RES 25-07 as previously reported to Council. Clerk made the correction on the actual Resolution.*
  - c) Finance Committee Recommendation to approve flat rate of \$7,200 for watering contract; Dunn – spoke to Jennifer Kiminski who said she will do watering, but counteroffered at \$7,500. Koverman will draft contract for approximately 18 wk period. Service agreement. Will send to Kohler to examine before proceeding. Motion (Dunn/Lake) to draft and execute contract and approve a flat rate of \$7,500 for watering contract. 7 – yes, 1 - no (Krueger). PASSED.
  - d) Discuss/Approve Utility Billing Specialist Job Description/Salary Range and Posting; Koverman revised the previous version. Summarized roles and responsibilities. Minimum requirements with preferred requirements. Range \$25.26 to \$30.70. Average with other municipalities \$31.24. 5 step scale. 1<sup>st</sup> step 80%, then align wage within experience. Make adjustments to be competitive. More flexibility with determining starting wage. Will be posted with the Advocate, Indeed, League of WI Municipalities. Motion (Dohm/Oja) to accept Utility Billing Specialist job description and 5 step salary scale. PASSED.
  - e) Approve 2024/2025 Annual Public Health Emergency Preparedness Plan (PHEP); Koverman – annual public health emergency plan. Led by Washburn County Health Department. Motion (Lake/Parker) to approve 2024/2025 Annual Public Health Emergency Preparedness Plan (PHEP). PASSED.
  - f) Temp St Closure Application: Spooner Rodeo Parade, July 12, 2025; DOT has approved temp road closure and proposed detour. Motion (Krueger/Everroad) to approve Temp St Closure Application: Spooner Rodeo Parade, July 12, 2025. PASSED.
  - g) Appoint Christine Bruce to Library Board, term 07/01/2025 – June 30, 2028; Motion (Oja/Everroad) to appoint Christine Bruce to Library Board, term 07/01/2025 – 06/30/2028. PASSED.
- 10) STAFF RPTS/COMMENTS/REQUESTS:
- a) Financial Rpt Apr 2025; Motion (Dunn/Everroad) to accept financial rpt Apr 2025. PASSED.
  - b) Chief's Rpt; Received grant from Kwik Trip for binoculars. Had dept shoot for officers. Assisted apprehension with fleeing suspect from WBSO deputies. Increase in welfare checks and suicide threat calls. Received burning complaints with increase of residents burning leaves and other prohibited items. Open burning is published in fall every year. Krueger noted school maintenance crew blow cut grass into street by school lawn mower.
  - c) BID Report; Flowers are here. Summer has started. Discussed Emerald Ash Borer and 5 trees on Walnut Street that will need to be addressed. Talked with Urban Forester and was informed that we can apply for grant to help with treatment of trees. Treat trees while they are leafed out. Work with tree board. BID may help with downtown trees. \$200 average/tree to treat plant. Details will be discussed later.
  - d) Library Liaison Report; Library is wonderful. Very excited about all things. Waiting for closing and then assessment on building.
- 11) ADJOURNMENT:
- Motion (Parker/Oja) to adjourn mtg. PASSED. Mtg adjourned at 5:37 p.m.

ATTESTED BY:

Gary J. Cuskey, Mayor

Krista J. Lyons-Hartwig, City Clerk/Treasurer