

**COMMON COUNCIL MEETING
TUESDAY, JUNE 4, 2019
7:00 P.M. - COUNCIL CHAMBERS – MUNICIPAL BUILDING**

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

MINUTES OF COUNCIL MEETING HELD: May 21, 2019

COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT

(Members of the public who wish to address the Council on specific agenda items must register their request in writing before the meeting begins)

PUBLIC HEARING: 1) Proposed rezoning of 1225 N. Fourth Street from General Business (GB) to Two-Family Residential-6 (TR-6)

COMMITTEE REPORTS: Finance Committee – May 28, 2019

Public Works Commission – May 28, 2019

COMMUNICATION & RECOMMENDATIONS:

ACCOUNTS PAYABLE

REPORTS & MISCELLANEOUS BUSINESS:

Board of Health – May 2, 2019

Parks, Recreation & Forestry Commission – May 6, 2019

Payroll Summaries – May 8, 2019 to May 21, 2019

Senior Center Annual Members Meeting – May 23, 2019

ORDINANCES:

SPONSOR

COMMITTEE

READING

Ord. #19-5 – To amend Ch. 303, Fires & Fire Prevention, Sect. 303-27, Modifications			
Ald. Raether	Public Safety		2 nd
Ord. #19-6 – To amend Ch. 303, Fires & Fire Prevention, Sect. 303-12, Outdoor Burning Restrictions			
Ald. Raether	Public Safety		2 nd
Ord. #19-7 – To amend Ch. 303, Fires & Fire Prevention, Sect. 303-21(D), Knox-Box® Key System			
Ald. Raether	Public Safety		2 nd
Ord. #19-8 – To amend Ch. 33, Citations, create Sect. 33-5B(1)(m), Building, Safety & Zoning Code Compliance Officer			
Ald. Raether	Public Safety		2 nd
Ord. #19-9 – To amend Ch. 424, Property Maintenance, Commercial, Sect. 424-4B, Duty & Powers of Code Official			
Ald. Raether	Public Safety		2 nd
Ord. #19-10 – To amend Ch. 220, Alcohol Beverages & Other Beverages, Sect. 220-1, State Statutes Adopted & Sect. 220-2, Licenses, Permits & Authorization required & repeal Sect. 220-3(J), Classes of Licenses & Fees			
Mayor McFarland	Licensing Board		2 nd

RESOLUTIONS:**SPONSOR****COMMITTEE**

Exh. #8827 – Authorize the purchase of a breathing air compressor from Jefferson Fire & Safety in the amount of \$38,396.00	Mayor McFarland	Finance
Exh. #8828 – Authorize submitting application for the Wisconsin DNR Forest Fire Grant	Mayor McFarland	Finance
Exh. #8829 – Approve budget amendment to decrease Auxiliary Salaries Account & increase Administrative Support Staff Account for the recent hire of a part-time Clerk/Typist for the Fire Department	Mayor McFarland	Finance
Exh. #8830 – Authorize entering agreement with Municipal Well & Pump, Waupun, WI for Well #9 rehabilitation	Ald. Maron	Public Works
Exh. #8831- Authorize entering agreement with Municipal Well & Pump, Waupun, WI for the West Drinking Water Treatment Plant pump rehabilitation	Ald. Maron	Public Works
Exh. #8832 – Approve budget amendment to decrease Engineering Salaries Account & Engineering Health Insurance Account & increase Engineering Outside Services Employed Account to allow hiring Kapur & Associates to provide surveying services for the 2019 Annual Street Program	Mayor McFarland	Finance
Exh. #8833 – Authorize placing a vehicle for sale on the Wisconsin Surplus Auction Site	Ald. Maron	Public Works
Exh. #8834 – Approve budget amendment to decrease the Cable Assistants Account & increase the Coordinator/Assistant Coordinator Account to allow for the Part-time Assistant Media Coordinator position to be moved to the City Pay Plan as a Grade F position from Section 3 of the Payroll Resolution	Mayor McFarland	Finance

COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT

(Members of the public who wish to address the Council on specific agenda items must register their request in writing before the meeting begins)

ADJOURNMENT

“Any invocation that may be offered before the official start of the Council meeting shall be the voluntary offering of a private citizen, to and for the benefit of the Council. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the Council, and the Council does not endorse the religious beliefs or views of this, or any other speaker.”

COUNCIL PROCEEDINGS

Mayor McFarland called the regular meeting of the City of Watertown Common Council to order at 7:00 p.m. on Tuesday, May 21, 2019, in the Council Chambers at City Hall.

ROLL CALL

Roll call showed the following members present: Ald. Mudler, Tortomasi, Ruetten, Larsen, Holthaus, Raether, Schmid, Maron, and Kilps. Absent: None. Also present: Police Chief Robert Kaminski, Fire Chief Kraig Biefeld, Engineer Jaynellen Holloway, Interim City Attorney Cole, Zoning Administrator Jacob Maas and Clerk/Treasurer Elissa Friedl.

PLEDGE OF ALLEGIANCE

The Council recited the Pledge of Allegiance to the American flag.

MINUTES OF PRECEDING MEETING

Mayor McFarland inquired if there were additions or corrections to the minutes of the meeting held Tuesday, May 7, 2019. Ald. Ruetten requested an update regarding the public comments made at the May 7, 2019 Council meeting. Mayor McFarland indicated that she met with Laurie Hoffmann after the last Council meeting and will meet with department heads on June 10, 2019 regarding the Washington Hotel. Ald. Mudler stated that he had a conversation with Matt Mauthe of Marquardt Village regarding comments received at the May 7, 2019 meeting by Greg Davis and indicated Mauthe planned to meet personally with Mr. Davis to address the issues raised at the meeting. The minutes were accepted as presented.

COMMITTEE REPORTS

Finance Committee, May 13, 2019. Minutes of April 22, 2019 meeting. Motion carried to approve the minutes. Siren replacement proposal (Emergency Management). Motion carried to approve this purchase. Hiring part-time clerk/typist Stephanie Mazzoni and give permission to offer to additional candidates if necessary-Fire Dept. Motion carried to approve this hire at a Grade B, Step 1, \$14.58 per hour to be charged to the Auxiliary Salaries Account. Plan Development fees for Main Street (Cole Memorial) Bridge Reconstruction Project. Motion carried to approve these fees to be charged to the Bridges Capital Reserve Account. Engineering and Building, Safety & Zoning Departments Copy Fee Schedule. Motion carried to table this item and have Engineer Holloway bring back comparables. Submission of the 2020 Urban Nonpoint Sources & Storm Water Management Planning Grant application and change the Authorized Responsible Governmental Official to Zoning & Floodplain Administrator/Grant Writer. Motion carried to approve this change. Purchase new Trimble R10 RTK Rover GPS Equipment for measurement and field data collection for Stormwater Utility attributes. Motion carried to approve the purchase of this equipment from Seiler for \$31,000 with funds coming from Stormwater Utility Right-of-Way Account being transferred from the Stormwater Utility Capital Outlay Account. Updates to Investment Policy. Motion carried to approve these updates. Designation of Public Depositories. Motion carried to recommend this resolution to the Common Council. Consideration of an Initial Resolution regarding Industrial Development Revenue Bond financing for Ad-Tech Industries, Inc. Project w/information with respect to the job impact of the project being available at the time of consideration of the Initial Resolution. Motion carried to approve sending this Initial Resolution to the Common Council. Credit card purchases report. Clerk/Treasurer Friedl presented the report and indicated she would continue to present the report for large purchases made on City credit cards with the Finance Committee in a monthly report. Report received and placed on file.

Plan Commission, May 13, 2019. Minutes of Site Plan Review of April 22, 2019 meeting. Motion carried to approve the minutes. Minutes of Plan Commission of April 22, 2019. Motion carried to approve the minutes. 509 N. Warren St, CUP, Driveway Access Width, Public Hearing. The property owner is looking to expand driveway access

exceeding 30 feet width. One neighbor objected. Motion carried to approve the CUP with conditions of maximum width of 31 feet at the right-of-way line, 36 feet at the curb. Extraterritorial CSM, W4264 Zillge Lane. The property owner wants to create a 2.3327-acre lot from the 15.06-acre parent parcel in the Town of Watertown. Motion carried to approve the Preliminary CSM with the condition that Lot 1 has an Airport Approach Protection Zone elevation limit of 1005 feet above mean sea level for all building, structures and object of natural growth; whether or not such buildings, structures and object of natural growth are in existence. 110 S. Votech Dr, CSM. The property owner wants to create a 13.709-acre parcel by combining 1307 W. Main St., 1303 W. Main St, and 110 S. Votech Dr. with the new parcel being zoned General Industrial (GI), to accommodate expansion of the Ad-Tech facility. Motion carried to approve the Preliminary CSM without conditions. 1107 S. Ninth St., Partial Right-of-Way Vacation (Randolph St.). The property owner is looking to partially vacate a 6 foot section of Randolph St. for 1107 S. Ninth St. Motion carried to approve the street vacation with no conditions. 1225 N. Fourth St., rezone. The property owners are looking to rezone from General Business (GB) to Two-Family Residential (TR-6). Motion carried to move this item to a later date and set a public hearing for the June 4, 2019 Common Council meeting. Report received and placed on file.

Public Works Commission, May 14, 2019. Minutes of April 23, 2019. Motion carried to approve the minutes. 2018 Compliance Maintenance Annual Report (CMAR) for Wastewater Utility. Motion carried to recommend approval of this CMAR to the Common Council. Request for sidewalks in and around Grandview Heights Subdivision area. The City has unsuccessfully applied for grants in this area. The City will submit for a TAPP Grant for 2020 and check with Tina Crave on availability of Health Foundation Changemaker Grants to facilitate the suggested paths. Request for street light modification at intersection of Hall and Boughton Streets. A new LED bulb in this light has brought in complaints from residents of the light being too bright. City Engineer Holloway and Assistant City Engineer Beyer will reach out to WE Energies and bring information back to the Commission. Report received and placed on file.

Public Safety & Welfare Committee, May 8, 2019. Minutes of April 3, 2019. These minutes were previously approved at the April 16, 2019 meeting. Request to place tracer wire within the City right-of-way to support robot lawnmowers. This item was tabled until additional information is available. The City Attorney will be asked to research ordinances that may address tracer wires for robotic lawnmowers or invisible fences for dogs. Engineering will review the current permit application for low voltage installations. Request for a stop sign at the intersection of Omena and Utah Streets. Motion carried to turn down this request due to the number of accidents and collector street classification not justifying this placement. Request for stop sign at the intersection of Clark and Utah Streets. Motion carried to turn down this request due to the number of accidents and collector street classification not justifying this placement. Visibility at the intersection of N. Fourth St. and Division St. Motion carried to have the City Engineering Dept. evaluate this intersection in compliance with the visibility standard ordinance and report back to the Committee. Request for Recreational Fire Permit modifications, Ordinance 303 Fires & Fire Prevention. Motion carried to accept additions and changes as presented and to accept job title change to 303-21D as presented. Ordinance #33-5B(1) additional language, Addition of Code Compliance Officer. Motion carried to accept additional language added to this ordinance as presented, to include the new position of Code Compliance Officer. Ordinance #424-4B language modification, Code Compliance Officer Commercial Inspections. Motion carried to accept language modifications as presented that will allow the Compliance Officer to initiate a commercial inspection. Report received and placed on file.

COMMUNICATIONS & RECOMMENDATIONS OF THE MAYOR

Melissa Lampe, Executive Director of the Main Street Program, addressed the Council. She explained the Main Street Program is non-profit organization promoting preservation, beautification and economic development of downtown

Watertown. She provided a list of upcoming Main Street Program activities to the Council. She also thanked the Park Department for their work on the downtown planters. She noted that the Farmers Market at Riverside Park is off to a good start and informed the Council that the Craft Beer Walk is being held downtown on July 18th.

Mayor McFarland presented the re-appointment of Brad Kuenzi for a second term to the Police & Fire Commission. Motion was made by Ald. Larsen, seconded by Ald. Raether to approve this appointment. Motion carried by voice vote.

Mayor McFarland recognized the following employees for their years of service: James Acker, 15 years; Timothy Gordon, 25 years; Christopher Karnatz, 20 years; Ian Keats, 5 Years, Jacob Maas, 5 years; Patrick Reindl, 30 years; Michael Roehl, 5 years, Carl Schuett, 25 years; James Simon, 5 years.

ACCOUNTS PAYABLE

Certified accounts in the amount of \$259,367.03 were presented for payment. Ald. Kilps moved to pay all certified accounts, seconded by Ald. Tortomasi and carried by roll call vote: Yes-9; No-0. (Complete listing of accounts payable is open for public inspection in City Clerk/Treasurer's office.)

REPORTS AND MISCELLANEOUS BUSINESS

The following reports were presented: Cable TV Regulatory Board-April 16, 2019; Cash & Investment Summary-April 30, 2019; Historic Preservation & Downtown Design Committee-April 17, 2019; Housing Authority-March 21, 2019; Library Board of Trustees-April 18, 2019; Licensing Board-May 15, 2019; Main Street Program-May 15, 2019; Payroll Summaries-April 24-May 7, 2019; Police & Fire Commission-April 8, 2019; Reserve Balances-April 30, 2019; Site Plan Review Committee-May 13, 2019; Tourism Commission-April 11, 2019. All reports accepted as presented.

LICENSES

The following made application for Beverage Operator licenses: Daniel Beer, Rachel Clark, John Douglass, Jordyn Erdmann, Samuel Galaviz, Colleen Harrington, Brad Pitzner Jr., Justin Stelter, and Connie Webb. Motion was made by Ald. Maron, seconded by Ald. Raether to approve these licenses and carried by voice vote.

The following made application for a Special Event Permits:

Memorial Day Parade, Watertown Veterans Council, May 27, 2019, 8:00 a.m. to 11:00 a.m. Motion was made by Ald. Raether, seconded by Ald. Schmid to approve this permit and carried by voice vote.

Rhythm on the Rock, Watertown Main Street Program, June 5 & 19, July 3 & 17, and August 7 & 21, 2019, 6:30 p.m. to 8:00 p.m., live music at Senior Center, 514 S. First St. Motion was made by Ald. Larsen, seconded by Ald. Kilps to approve this permit and carried by voice vote.

Fiesta at the Park, Fiesta Cultural Latinoamericana, June 1, 2019, 10:00 a.m. to 9:00 p.m., at Riverside Park. Motion was made by Ald. Raether, seconded by Ald. Schmid to approve this permit and carried by voice vote.

Street Graduation Party, Melissa Mattke, 1402 Coventry Dr., June 15, 2019, 12:00 p.m. to 9:00 p.m. Motion was made by Ald. Tortomasi, seconded by Ald. Kilps to approve this permit and carried by voice vote.

The following made application for Outside Sales Events, Amend Premises:

RiverView Water Trap, 1022 N. Fourth St., bean bag tournament in back parking lot of bar, Saturday, June 1, 2019, 10:00 a.m. to 7:00 p.m. Motion was made by Ald. Larsen, seconded by Ald. Ruetten to approve this permit and carried by voice vote.

Rusty Nail, 625 N. Church St., bean bag tournament in parking lot of bar, Monday, May 27, 2019, 11:00 a.m. to 8:00 p.m. Motion was made by Ald. Tortomasi, seconded by Ald. Maron to approve this permit and carried by voice vote.

Uptown Bar, 416 E. Main St., bean bag tournament in bar parking lot, Saturday, July 6, 2019, 11:00 a.m. to 6:00 p.m. Motion was made by Ald. Larsen, seconded by Ald. Ruetten to approve this permit and carried by voice vote.

The following made application for a Special Event Permit and Temporary "Class B" Malt/Wine license, Watertown Catholic Festival at Riverside Park on Saturday, July 20, 2019 and Sunday, July 21, 2019; alcohol sales on July 20 from 7:00 a.m. to 10:00 p.m. and July 21 from 7:00 a.m. to 6:00 p.m., music on July 20 from 12:00 p.m. to 10:00 p.m. and July 21 from 11:00 a.m. to 6:00 p.m. Motion was made by Ald. Raether, seconded by Ald. Kilps to this permit and license and carried by voice vote.

The following made application for a Temporary Class "B" malt license: Watertown Main Street Program, Annual Craft Beer Walk, at Anthony's 511 (511 E. Main St.), Latten Donatte (501 E. Main St.), Tribeca (401 E. Main St.), The Loft Beauty & Wellness (317 E. Main St.), Central Block Kitchen & Designs (300 E. Main St.), Bradow Jewelers (217 E. Main St.), Blush Hair Beautique (207 E. Main St.), The Chic Boutique (14 E. Main St.), 2 oh! 2 Salon (202 W. Main St.), and Sweet Talkin' Treats (108 S. Third St.), and other licensed establishments, from 5:30 p.m. to 8:30 p.m. on Thursday, July 18, 2019. Motion was made by Ald. Kilps, seconded by Ald. Raether to approve this license and carried by voice vote.

The following made application for an Agent change: Walgreen's, 301 W. Main St., Oleg Gershteyn. Motion was made by Ald. Larsen, seconded by Ald. Tortomasi to approve this change and carried by voice vote.

The following made application for a Special Event Permit and Temporary "Class B" Malt license: Watertown Rotary Club, Annual "Wild Duck and Goose Chase" event in the N. First St. parking lot, Friday, June 14, 2019, 5:00 p.m. to 11:00 p.m. Motion was made by Ald. Kilps, seconded by Ald. Ruetten to approve this permit and license and carried by voice vote.

ORDINANCES

Ord. #19-3, to adopt amendments to the 2009 City of Watertown Comprehensive Plan was presented. *Sponsor: Mayor McFarland. From: Plan Commission.* Ald. Tortomasi moved for adoption of this ordinance on its second reading, seconded by Ald. Larsen and carried by roll call vote; Yes-9; No-0;

Ord. #19-4, to amend Chapter 550, changing the zoning for 111 and 211 Hiawatha Street and 907 Oak Street from General Business (GB) to General Industrial (GI) was presented. *Sponsor: Mayor McFarland. From: Plan Commission.* Ald. Larsen moved for adoption of this ordinance on its second reading, seconded by Ald. Tortomasi and carried by roll call vote; Yes-9; No-0.

Ord. #19-5, to amend Chapter 303, Fires and Fire Prevention, Section 303-27, Modifications was presented. *Sponsor: Ald. Raether. From: Public Safety & Welfare Committee.* Ald. Raether moved for adoption of this ordinance on its first reading, seconded by Ald. Ruetten and carried by roll call vote: Yes-9; No-0.

Ord. #19-6, to amend Chapter 303, Fires and Fire Prevention, Section 303-12, Outdoor Burning was presented. *Sponsor: Ald. Raether. From: Public Safety & Welfare Committee.* Ald. Kilps moved for adoption of this ordinance on its first reading, seconded by Ald. Raether and carried by roll call vote: Yes-9; No-0.

Ord. #19-7, to amend Chapter 303, Fires and Fire Prevention, Section 303-303-21(D), Knox-Box® Key System was presented. *Sponsor: Ald. Raether. From: Public Safety & Welfare Committee.* Ald. Raether moved for adoption of this ordinance on its first reading, seconded by Ald. Kilps and carried by roll call vote: Yes-9; No-0.

Ord. #19-8, to amend Chapter 33, Citations, create Section 33-5B(1)(m), Building, Safety & Zoning Code Compliance Officer was presented. *Sponsor: Ald. Raether. From: Public Safety & Welfare Committee.* Ald. Ruetten moved for adoption of this ordinance on its first reading, seconded by Ald. Larsen and carried by roll call vote: Yes-9; No-0.

Ord. #19-9, to amend Chapter 424, Property Maintenance, Commercial, Section 424-4B, Duty and Powers of Code Official was presented. *Sponsor: Ald. Raether. From: Public Safety & Welfare Committee.* Ald. Raether moved for adoption of this ordinance on its first reading, seconded by Ald. Kilps and carried by roll call vote: Yes-9; No-0.

Ord. #19-10, to amend Chapter 220, Alcohol Beverages and Other Beverages, Section 220-1, State Statutes Adopted and Section 220-2, Licenses, permits and Authorization Required and repeal Section 220-3(J), Classes of Licenses and Fees was presented. *Sponsor: Mayor McFarland. From: Licensing Board.* Ald. Larsen moved for adoption of this ordinance on its first reading, seconded by Ald. Holthaus and carried by roll call vote: Yes-9; No-0.

RESOLUTIONS

Res. Exh. #8817, for consideration of an Initial Resolution regarding Industrial Development Revenue Bond Financing for Ad-Tech Industries, Inc. Project was presented. Lynda Templen of Husch Blackwell was present to discuss this financing. She explained that the City is only a conduit to allow more favorable borrowing terms for the business but that there is no cost and no liability to the City. Templen indicated Ad-Tech plans to add 24 new jobs as a result of this expansion project. *Sponsor: Mayor McFarland. From: Finance Committee.* Ald. Raether moved for adoption of this resolution, seconded by Ald. Tortomasi and carried by roll call vote: Yes-9; No-0;

Res. Exh. #8818, to authorize purchase of a Wide Area Mower (WAM) from Reinders, Sussex, WI was presented. *Sponsor: Ald. Maron. From: Public Works Commission.* Ald. Maron moved for adoption of this resolution, seconded by Ald. Raether and carried by roll call vote; Yes-9; No-0.

Res. Exh. #8819, to authorize purchase and installation of outdoor warning siren from Federal Signal, University Park, IL was presented. *Sponsor: Mayor McFarland. From: Finance Committee.* Ald. Larsen moved for adoption of this resolution, seconded by Ald. Kilps and carried by roll call vote: Yes-9; No-0.

Res. Exh. #8820, to authorize Zoning & Floodplain Administrator/Grant Writer to act on behalf of the City of Watertown as authorized responsible governmental official to submit and sign application to WI DNR for financial aid that may be available and sign a grant agreement was presented. *Sponsor: Mayor McFarland. From: Finance Committee.* Ald. Larsen moved for adoption of this resolution, seconded by Ald. Ruetten and carried by roll call vote: Yes-9; No-0.

Res. Exh. #8821, to authorize a budget amendment decreasing Stormwater Utility Right-of-Way Account and increasing Stormwater Utility Capital Outlay Account by \$31,000 for purchase of Trimble R10-2 and TSC7 GPS Survey Equipment was presented. *Sponsor: Mayor McFarland. From: Finance Committee.* Ald. Larsen moved for adoption of this resolution, seconded by Ald. Maron and carried by roll call vote: Yes-9; No-0.

Res. Exh. #8822, to designate qualified Public Depositories for the City of Watertown was presented. *Sponsor: Mayor McFarland. From: Finance Committee.* Ald. Maron moved for adoption of this resolution, seconded by Ald. Raether and carried by roll call vote: Yes-9; No-0.

Res. Exh. #8823, to adopt the updated Investment Policy was presented. *Sponsor: Mayor McFarland. From: Finance Committee.* Ald. Larsen moved for adoption of this resolution, seconded by Ald. Holthaus and carried by roll call vote: Yes-9; No-0.

Res. Exh. #8824, to authorize submission of the 2018 Compliance Maintenance Annual Report-Wastewater Utility was presented. *Sponsor: Ald. Maron. From: Public Works Commission.* Ald. Maron moved for adoption of this resolution, seconded by Ald. Raether and carried by voice vote.

Res. Exh. #8825, to recognize the retirement of Firefighter/EMT Burton Christenson was presented. *Sponsor: Mayor McFarland.* Ald. Maron moved for adoption of this resolution, seconded by Ald. Raether and carried by roll call vote; Yes 9; No-0.

Res. Exh. #8826, to authorize payment of Plan Development fees for the Main Street Bridge Reconstruction Project from Bridges Capital Reserve Account was presented. *Sponsor: Mayor McFarland. From: Finance Committee.* Ald. Tortomasi moved for adoption of this resolution, seconded by Ald. Ruetten and carried by roll call vote; Yes-9; No-0.

ADJOURNMENT

There being no further business to come before the Council at this time, Ald. Larsen moved to adjourn, seconded by Ald. Holthaus and carried by voice vote at 7:45 p.m.

Elissa Friedl, Clerk/Treasurer

(Complete video of Council Proceedings on DVD.)

(DISCLAIMER: These minutes are uncorrected; any corrections will be noted in the proceedings at which these minutes are approved.)

NOTICE OF PUBLIC HEARING

Notice is hereby given by the Common Council of the City of Watertown, Wisconsin, that a public hearing will be held on the 4th day of June, 2019 in the Council Chambers of the Municipal Building, 106 Jones Street, Watertown, Wisconsin at 7:00 P.M., or shortly thereafter, to consider the request of Robert Stangler (Buyer) and Linda Zimmerman (Owner) to rezone the following described properties from GB, General Business, to TR-6, Two-Family Residential-6. The proposed rezoning would allow for residential development and complies with the 2009 City of Watertown Comprehensive Plan's Future Land Use Map. The property is located in the City of Watertown, Dodge County, Wisconsin and are further described as follows:

A part of Block 2 in August Volkman's Addition to Watertown bounded and described as follows:

Commencing at the Southeast corner of said Block 2; thence North 0° 22' West along the East line of said Block 108.98 feet to point of beginning. Thence South 89° 51' West 107.50 feet to a point; thence North 28° 36' West a distance of 564.80 feet to a point on the Southeasterly line of North Fourth Street; thence North 45° 29' East along North Fourth Street approximately 530.6 feet to a point; thence South 0° 22' East along the East line of said block approximately 860.50 feet to the point of beginning.

Excepting, land conveyed to the State of Wisconsin, Department of Transportation, recorded January 12, 1981, in Volume 536, Page 332 as Document #638590.(1225 North Fourth Street, PIN: 291-0915-3424-029)

All persons wishing to be heard are invited to be present.

CITY OF WATERTOWN

Jacob A. Maas, CFM
Zoning & Floodplain Administrator

JM/nmz

PUBLISH: May 21, 2019
and
May 28, 2019

(BLOCK AD)

FINANCE COMMITTEE

Monday, May 28, 2019

The Finance Committee met on the above date at 5:00 p.m. in Room 2044 of the Municipal Building. The following members were present: Mayor McFarland, Ald. Holthaus, Larsen, Kilps and Mudler. Also present was Fire Chief Kraig Biefeld, Assistant City Engineer Andrew Beyer, City Clerk/Treasurer Elissa Friedl, Water Systems Manager Pete Hartz and Cable Coordinator Karen Huismann.

1. **Call to order.** Mayor McFarland called the meeting to order at 5:00 p.m.
2. **Review & approve minutes of May 13, 2019 meeting.** Motion was made by Ald. Larsen, seconded by Ald. Holthaus to approve these minutes. Motion passed unanimously.
3. **Review & approve request to hire Plant Maintenance Operator top candidate Jeff Schwefel & permission to offer to additional candidates if necessary.** Water Systems Manager Pete Hartz was present to discuss the hiring of Jeff Schwefel. Pete explained that the vacancy was created by an employee leaving to accept a job with the City of Oconomowoc. He noted that previous exit interviews showed pay being a reason they are leaving the position. The position was posted in a range of Step 1 – 6 internally only, and two internal candidates applied. One of those was Jeff Schwefel, who was interviewed. (Ald. Mudler entered the meeting at 5:02 p.m.) Jeff was the top candidate & will be responsible for training new employees. He has worked on & off for the City for 22 years. He is currently a Step 4. Pete is suggesting Step 6, which was advertised. Ald. Mudler had questions about the turnover & questioned if this was enough. Pete explained that we are lower than other cities currently hiring. Motion was made by Ald. Larsen, seconded by Ald. Mudler to hire Jeff Schwefel for the Plant Maintenance Operator position at Grade F, Step 6. Motion passed unanimously.
4. **Review & approve moving the part-time Assistant Media Coordinator position from Section 3 of the Payroll Resolution to a Grade F on the City of Watertown Pay Schedule which includes a budget amendment increasing the Coordinator/Asst. Coordinator Account & decreasing the Cable Assistants Account to cover the additional salary costs.** Cable Coordinator Karen Huismann was present to explain that a new JDQ was submitted to Carlson Dettmann for this position & they are recommending the position at a Grade F on the City Pay Plan for Assistant Media Coordinator Jourdan Westenberg. Karen explained this would be additional salary costs of \$3,998.00. The Part-time Cable Assistant Account currently has an excess of \$1,585, but with part-time Cable Assistant staff's work hours being limited due to full-time jobs & fill class schedules the expected year end excess will be approximately \$4,755.00. She is proposing decreasing the Cable Assistants Account to cover the additional salary costs for the Coordinator/Asst. Coordinator Account. Motion was made by Ald. Larsen, seconded by Ald. Mudler to approve these changes. Motion passed unanimously.
5. **Review & approve purchase of breathing air compressor.** Fire Chief Kraig Biefeld was present to explain that we set aside \$50,000.00 to make this purchase. This is equipment that provides fresh air and our current unit is 27 years old & doesn't comply with the National Fire Protection Association (NFPA) Guidelines. Kraig explained that he requested bids for a 10hp breathing compressor that was NFPA compliant, able to fill 6000psi air tanks, and able to fill fire department Self Contained Breathing Apparatus (SCBA) tanks. Three bids were received: 5-Alarm for an Arctic 7.5hp compressor for \$34,195 and two from Jefferson Fire & Safety for a Bauer Verticus plus 10hp compressor for \$44,797 & a Bauer Vertecon 10hp Automatic Cascade for \$38,396. He is recommending the purchase from Jefferson Fire & Safety for the Bauer Vertecon 10hp Automatic Cascade at a cost of \$38,396. This price allows the Fire Department to have proper funds to build a clean room for the compressor & our

existing SCBA bottles & air packs, which the department currently does not have. Kraig explained that he had applied for a grant, but didn't receive it. Motion was made by Ald. Larsen, seconded by Ald. Kilps to approve this purchase from Jefferson Fire & Safety for the Bauer Vertecon 10hp automatic cascade for the cost of \$38,396 & to permit the remaining funds to be used to build the clean air room. Motion passed unanimously.

6. **Review & approve request to apply for the DNR Forest Fire Protections Grant.** Fire Chief Biefeld was again present to explain that Jefferson County is upgrading their radio system & that we need to be compliant with P25 Federal requirements. This whole process is going to cost around \$135,000. As a result, Kraig is looking to break this up, if he can, & is looking for permission to apply for the DNR Forest Fire Protection Grant that would allow for the purchase of four portable radios & 2 mobile radios that would be eligible for a total project cost up to \$20,000 and be reimbursed for up to 50% of the project cost with a maximum of \$10,000 in reimbursement. Motion was made by Ald. Kilps, seconded by Ald. Holthaus to approve submitting the application for this grant. Motion passed unanimously.
7. **Review & approve request for budget amendment for part-time clerk position – Fire Department.** Fire Chief Biefeld explained to the Finance Committee that they had already approved the hiring of the Part-time clerk/typist position & that this is a housekeeping item to appropriately transfer the funds to the proper account. Motion was made by Ald. Kilps, seconded by Ald. Mudler to move \$7,500 to be taken from Auxiliary Salaries Account #01-52-31-16 to Administrative Support Staff Account #01-52-31-11. Motion passed unanimously.
8. **Review & approve Consultant Construction Staking Contract for 2019 Annual Street Program.** Assistant City Engineer Andrew Beyer was present to explain the Engineering Tech position is vacant & this is a critical time as the City is 100% ramped up with the 2019 Annual Street Program and construction staking is a large part of the Engineering Tech's construction responsibilities. Since this position will most likely until later this summer or fall, Engineering sought bids from six Engineering Consulting Firms to provide quotes for all four construction staking options. There were no bids received for the first two options because all companies wanted to use their own equipment for insurance reasons. Kapur & Associates was the lowest bid. The vacant Engineering Tech position was budgeted at \$95,493 for 2019 of which \$49,548 remains after subtracting salary, benefits & 2019 budget amendments from this amount. These funds can fund the 2019 construction staking during this position vacancy. Motion was made by Ald. Larsen, seconded by Ald. Mudler to use Kapur & Associates, not exceeding \$38,590. Motion passed unanimously.
9. **Adjournment.** Motion was made by Ald. Kilps, seconded by Mayor McFarland to adjourn, the time being 5:35 p.m.

Respectfully submitted,

Emily McFarland

Mayor

Note: These minutes are uncorrected & any corrections made thereto will be noted in the proceedings at which these minutes are approved.

Public Works Commission

May 28, 2019

Public Works Commission met on above date @ 6:30 PM in Room 2044 of City Hall w/ the following members and guests present: Aldermen Bill Maron, Kurt Larsen, Jill Holthaus, Tim Raether, plus Dave Frohling, Staff Engineer Andrew Beyer, Water & Wastewater Utilities Manager Peter Hartz, and Citizen Bob Bender.

1. Call to order:

Chairman Bill Maron called the meeting to order at 6:30 PM.

2. Review & Approval of Public Works Commission Minutes from May 14, 2019 meeting:

The minutes from the May 14, 2019 Public Works Commission were reviewed. A motion was made by Dave Frohling to approve the minutes, seconded by Kurt Larsen & approved unanimously.

3. Review Robert E. Lee & Associates Watertown Stormwater Study Report for 2020 Annual Street Program:

Staff Engineer Andrew Beyer presented that where in the past, it was not common practice to study the capacity of the existing storm sewer in any given reconstructed street under the Annual Streets program, and the Public Works Team agrees this practice should be included on reconstructed streets under the Annual Street program. We are beginning with the proposed 2020 reconstructed streets. The City needs to understand what the capacity is of the existing system. Once we understand what the existing capacity is, we can make upgrades, as needed to alleviate surface flooding in that area. Many of these existing storm sewers are 50 years old or older and many may no longer hold a ten year storm event. The plan will be to upsize and upgrade storm sewers in a reconstruction area and as the connecting streets downstream of any reconstruction street area are reconstructed those storm sewers will also be then upsized and upgraded until eventually the systems discharges into a stream and/or river. The study will also continue to be reviewed.

4. Review & Approve Change Order for Contract Modification for Annual Street Program Design with Robert E. Lee and Associates;

Staff Engineer Andrew Beyer presented that with information supplied in the study, some upsizing and upgrades are needed on some of the proposed 2020 reconstruction streets. RE Lee has submitted a change order to perform the redesign in this study area. Engineering is requesting review and approval of this change order to perform the redesign. Change order amount is \$6,400.00. A motion was made by Tim Raether to approve the minutes, seconded by Dave Frohling & approved unanimously.

5. Review & Approve Request to place 1997 Pickup Truck on Wisconsin Surplus Auction:

Staff Engineer Andrew Beyer presented that the teal pickup truck has died. Engineering is requesting to place it on the Wisconsin Surplus Auction. Info: 1997 Ford F-150 2 wheel drive pickup, VIN #2FTZX1729YCA87482. Mileage: 58,363. Engineering is hoping to acquire Health

Department's Pontiac Vibe when they receive their new SUV. Until that time, Engineering is down one vehicle for the summer. A motion was made by Kurt Larsen to place the 1997 Ford F-150 on the Wisconsin Surplus Auction, seconded by Bill Maron & passed unanimously.

6. Review Sidewalk Repair Notice Appeal at 117 N. Second Street:

Staff Engineer Andrew Beyer presented that a sidewalk repair notice was sent to the property owners of 117 N. Second Street. The property owner does not agree with the notice and requested this be placed on this evening's agenda and noticed as an appeal. Andrew explained that the trip hazards are in violation to our City sidewalk ordinance based on ADA requirements. Mr. Bender asked if he could research options such as mud jacking or concrete grinding and patching of hole. Mr. Bender is to report back to Andrew on what he finds. End result, the sidewalk will need to meet the requirements of the City's ordinance.

7. Review & Approve City Well #9 Rehab & Rehabilitation Project:

Wastewater Utilities Manager Peter Hartz solicited 3 contractors for quotes with defined scope of work and received prices for rehab and rehabilitation for City Well #9. This is part of a planned periodic rehab and is included in the 2019 Capital budget. This rehab as well as the West Water Treatment Plant pumps rehab (Agenda item #8) come in below the \$150,000 total budgeted. Peter recommends approval of the low quote from Municipal Well & Pump which includes the supplemental items. (Note: Supplemental items may or may not be needed as it can only be determined after the base bid work is completed.) A motion was made by Tim Raether to accept the low bid from Municipal Well & Pump not to exceed \$100,459.00, Seconded by Kurt Larsen & approved unanimously. A resolution will be presented to the Common Council.

8. Review & Approve City Well #9 Rehab & Rehabilitation Project:

Wastewater Utilities Manager Peter Hartz solicited 4 contractors for quotes with a defined scope of work and received prices for rehab and rehabilitation of two high lift pressure / water booster pumps at the West Water Treatment Plant and is included in the 2019 Capital budget. Peter recommends approval of the low quote from Municipal Well & Pump which includes the supplemental items. Note: Supplemental items may or may not be needed as it can only be determined after the base bid work is completed. A motion was made by Kurt Larsen to accept the low bid from Municipal Well & Pump not to exceed \$18,743.00, seconded by Tim Raether & passed unanimously. A resolution will be presented to the Common Council.

9. Adjournment:

There being no further business to be conducted, a motion was made by Kurt Larsen to adjourn at 7:13 PM, seconded by Dave Frohling & approved unanimously.

Respectfully submitted,

Bill Maron
Chairman

INVOICES DUE ON/BEFORE 06/04/2019

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT

01001	AMERICAN BUSINESS							
33900	05/21/19	01	MAY CASS CERTIFICATION-WATER	03903018			06/04/19	25.00
							INVOICE TOTAL:	25.00
							VENDOR TOTAL:	25.00
01012	AT & T							
6475418406	05/19/19	01	PHONE SERVICE CITY HALL	01517132			06/04/19	159.39
		02	PHONE SERVICE POLICE	01521132				381.22
		03	PHONE SERVICE FIRE	01523132				227.01
		04	PHONE SERVICE HEALTH	01531232				38.64
		05	PHONE SERVICE STREET	01542132				57.96
		06	PHONE SERVICE LIBRARY	11581232				67.62
		07	PHONE SERVICE SR CTR	01552032				82.11
		08	PHONE SERVICE WW	02820032				57.96
		09	PHONE SERVICE WATER	03992118				57.96
		10	PHONE SERVICE ENVIRO	14531332				19.32
							INVOICE TOTAL:	1,149.19
							VENDOR TOTAL:	1,149.19
01087	JAMES ACKER							
052019	05/29/19	01	MILEAGE REIMBURSEMENT-FIRE	01581105			06/04/19	269.12
							INVOICE TOTAL:	269.12
							VENDOR TOTAL:	269.12
01446	ALASKAN ICE COMPANY INC							
204001091	05/21/19	01	SUPPLIES-WAC	01552246			06/04/19	180.00
							INVOICE TOTAL:	180.00
							VENDOR TOTAL:	180.00
01512	ALSCO INC							
IMIL1438497	04/19/19	01	MAT SERVICE-CITY HALL	01517118			06/04/19	157.39

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01512	ALSCO INC							
IMIL1438497	04/19/19	02	COVERALL SERVICE-STREET	01543118			06/04/19	62.27
							INVOICE TOTAL:	219.66
IMIL1447599	05/17/19	01	COVERALL SERVICE-STREET	01543118			06/04/19	79.08
		02	COVERALL SERVICE-PARK	01554118				68.99
		03	COVERALL SERVICE-STORM WATER	16581619				51.58
							INVOICE TOTAL:	199.65
IMIL1449854	05/24/19	01	COVERALL SERVICE-STORM WATER	16581619			06/04/19	19.09
		02	COVERALL SERVICE-SOLID WASTE	17581759				146.08
							INVOICE TOTAL:	165.17
							VENDOR TOTAL:	584.48
01744	ASSOCIATED APPRAISAL							
142718	06/01/19	01	PROPERTY ASSESSMENT SERVICES	01515246			06/04/19	5,515.41
		02	GENTLE HEALER SETTLEMENT	50121110				-4,875.00
							INVOICE TOTAL:	640.41
							VENDOR TOTAL:	640.41
01752	ASSOCIATED TRUST CO.							
12239	05/14/19	01	SERVICE CHARGE ON DEBT	04594540			06/04/19	475.00
							INVOICE TOTAL:	475.00
12240	05/14/19	01	SERVICE CHARGE ON DEBT	03504283			06/04/19	475.00
							INVOICE TOTAL:	475.00
							VENDOR TOTAL:	950.00
02160	BAY AREA RECYCLING							
19-32367	05/21/19	01	MATTRESS RECYCLING	17581741			06/04/19	2,281.00
							INVOICE TOTAL:	2,281.00
							VENDOR TOTAL:	2,281.00

INVOICES DUE ON/BEFORE 06/04/2019

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT

02212	CITY OF BELOIT							
7395980	05/09/19	01	ARBORIST TRAINING-STREET	01561118			06/04/19	368.00
							INVOICE TOTAL:	368.00
							VENDOR TOTAL:	368.00
02310	KRAIG BIEFELD							
052919	05/29/19	01	MEAL REIMBURSEMENT-FIRE	01581105			06/04/19	8.99
							INVOICE TOTAL:	8.99
							VENDOR TOTAL:	8.99
02384	BLACKHAWK FIRE FIGHTERS ASSOC							
1099	02/24/19	01	TRAINING TUITION-FIRE	01581105			06/04/19	100.00
							INVOICE TOTAL:	100.00
							VENDOR TOTAL:	100.00
03793	CORPORATE BUSINESS SYSTEMS							
24775786	05/09/19	01	COPIER LEASE FEE-FIRE	01523144			06/04/19	305.67
							INVOICE TOTAL:	305.67
24800089	05/14/19	01	COPIER LEASE FEE-ENGINEERING	01541026			06/04/19	159.51
							INVOICE TOTAL:	159.51
24827009	05/20/19	01	COPIER LEASE FEE-STREET	01542118			06/04/19	38.34
		02	COPIER LEASE FEE-PARK	01554118				38.33
		03	COPIER LEASE FEE-SOLID WASTE	17581718				38.33
							INVOICE TOTAL:	115.00
							VENDOR TOTAL:	580.18
03794	CORPORATE BUSINESS SYSTEMS							
257865	05/15/19	01	COPIER MAINT-ENGINEERING	01541026			06/04/19	47.83
							INVOICE TOTAL:	47.83

INVOICES DUE ON/BEFORE 06/04/2019

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT

03794	CORPORATE BUSINESS SYSTEMS							
257866	05/15/19	01	COPIER MAINT-INSPECTION	01524126			06/04/19	71.00
							INVOICE TOTAL:	71.00
							VENDOR TOTAL:	118.83
04003	DACCO, INC.							
052819	05/30/19	01	RIVERFEST TRAILER RENTAL	12500558			06/04/19	3,180.00
							INVOICE TOTAL:	3,180.00
							VENDOR TOTAL:	3,180.00
04105	DAUGHTRY, INC.							
080819	05/30/19	01	RIVERFEST ENTERTAINMENT	12500520			06/04/19	5,000.00
							INVOICE TOTAL:	5,000.00
							VENDOR TOTAL:	5,000.00
04128	DAVID'S GLASS LLC							
60119	05/16/19	01	REPLACE FORD GLASS-STREET	01541120			06/04/19	435.66
							INVOICE TOTAL:	435.66
							VENDOR TOTAL:	435.66
04190	DEB WHOLESALE AND DISTRIBUTING							
864124	05/20/19	01	CONCESSIONS-AQUATIC CENTER	01552246			06/04/19	2,160.17
							INVOICE TOTAL:	2,160.17
							VENDOR TOTAL:	2,160.17
04468	DIGICORP, INC.							
328126	05/17/19	01	SCADA FIREWALL WORK-WW	02850060			06/04/19	426.00
							INVOICE TOTAL:	426.00
328127	05/17/19	01	IP ADDRESS CHANGE-WATER	03992318			06/04/19	54.00
							INVOICE TOTAL:	54.00
							VENDOR TOTAL:	480.00

INVOICES DUE ON/BEFORE 06/04/2019

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT

05559	EMERGENCY SVCS MARKETING CORP							
19-20004	04/19/19	01	YRLY SUBSCRIPTION FEE-FIRE	01523132			06/04/19	650.00
							INVOICE TOTAL:	650.00
							VENDOR TOTAL:	650.00
05578	EMS INDUSTRIAL, INC							
0834295	04/04/19	01	POOL PUMP-WAC	01552220			06/04/19	554.35
							INVOICE TOTAL:	554.35
							VENDOR TOTAL:	554.35
06094	FEHR GRAHAM ENGINEERING &							
88504	04/30/19	01	SAFETY TRAINING-WW	02850023			06/04/19	790.25
							INVOICE TOTAL:	790.25
							VENDOR TOTAL:	790.25
06385	FIRST IN TRAINING LLC							
052919	05/29/19	01	TRAINING TUITION-FIRE	01581105			06/04/19	150.00
							INVOICE TOTAL:	150.00
							VENDOR TOTAL:	150.00
07141	KATHERINE E. GATLIN							
052919	05/29/19	01	REC CONTRACT DANCE INSTRUCTION	01552117			06/04/19	1,392.00
							INVOICE TOTAL:	1,392.00
							VENDOR TOTAL:	1,392.00
07210	GENERAL COMMUNICATIONS INC							
268879	04/30/19	01	REPLACE POWER SUPPLY-STREET	01542140			06/04/19	277.00
							INVOICE TOTAL:	277.00
							VENDOR TOTAL:	277.00
07930	GUTERMANN, INC.							

INVOICES DUE ON/BEFORE 06/04/2019

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT

07930	GUTERMANN, INC.							
1729	05/21/19	01	ZONESCAN ANTENNA-WATER	03666518			06/04/19	147.00
							INVOICE TOTAL:	147.00
							VENDOR TOTAL:	147.00
08696	BRIAN A. HOWE							
081019	05/30/19	01	RIVERFEST-BRIAN HOWE	12500520			06/04/19	8,250.00
							INVOICE TOTAL:	8,250.00
							VENDOR TOTAL:	8,250.00
10016	J & L ENGRAVING							
2542	03/28/19	01	PASSPORT TAGS-FIRE	01581105			06/04/19	10.25
							INVOICE TOTAL:	10.25
							VENDOR TOTAL:	10.25
10019	JP MORGAN EQUIPMENT FINANCE							
1000129077S20190616	05/16/19	01	FIRE TRUCK LEASE PYMT INTEREST	04592621			06/04/19	9,192.96
		02	FIRE TRCK LEASE PYMT PRINCIPAL	04591621				62,366.63
							INVOICE TOTAL:	71,559.59
							VENDOR TOTAL:	71,559.59
10225	JEFFERSON COUNTY CLERK							
APR 2019	05/24/19	01	APR BALLOTS/PROGRAMMING	01514118			06/04/19	1,839.73
							INVOICE TOTAL:	1,839.73
							VENDOR TOTAL:	1,839.73
10236	JEFFERSON COUNTY FIREFIGHTERS							
2019	05/29/19	01	2019 MEMBERSHIP DUES-FIRE	01523122			06/04/19	100.00
							INVOICE TOTAL:	100.00
							VENDOR TOTAL:	100.00

INVOICES DUE ON/BEFORE 06/04/2019

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT

10496	JOHNS RECYCLING INC							
6141	02/28/19	01	SINGLE STREAM MIX RECYCLING	17581741			06/04/19	3,973.61
							INVOICE TOTAL:	3,973.61
							VENDOR TOTAL:	3,973.61
11500	KOCH'S TELECOMMUNICATIONS							
54317	05/13/19	01	FIBER OPTIC PROJECT	05518670			06/04/19	135,334.48
		02	FIBER OPTIC PROJECT	02973000				25,000.00
							INVOICE TOTAL:	160,334.48
							VENDOR TOTAL:	160,334.48
11971	KWIK TRIP EXTENDED NETWORK							
NP56041596	05/06/19	01	SUPPLIES-ENVIRO	14531318			06/04/19	1.79
							INVOICE TOTAL:	1.79
							VENDOR TOTAL:	1.79
12059	LAMP RECYCLERS INC							
100697	05/02/19	01	MEDICAL WASTE DISPOSAL-HEALTH	01531226			06/04/19	183.51
							INVOICE TOTAL:	183.51
							VENDOR TOTAL:	183.51
12548	LOGO PROMOTIONS LLC							
3484	05/14/19	01	SOCGER SUPPLIES-REC	01552118			06/04/19	1,627.84
							INVOICE TOTAL:	1,627.84
							VENDOR TOTAL:	1,627.84
13218	EMILY MCFARLAND							
052819	05/28/19	01	MILEAGE REIMBURSEMENT-MAYOR	01513124			06/04/19	138.38
							INVOICE TOTAL:	138.38
							VENDOR TOTAL:	138.38

INVOICES DUE ON/BEFORE 06/04/2019

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT

13495	MARIE MILLER							
052319	05/28/19	01	REIMB WESTERN AVE FLOWERS-ST	01554118			06/04/19	65.88
							INVOICE TOTAL:	65.88
							VENDOR TOTAL:	65.88
14392	DOROTHY NEWBERG							
053119	05/31/19	01	MILEAGE REIMBURSEMENT	01514018			06/04/19	89.90
							INVOICE TOTAL:	89.90
							VENDOR TOTAL:	89.90
16040	PACKERLAND RENT-A-MAT, INC.							
2559777	05/14/19	01	MOP SERVICE-CITY HALL	01517118			06/04/19	22.26
							INVOICE TOTAL:	22.26
							VENDOR TOTAL:	22.26
16841	PROLINE ENTERTAINMENT LLC							
052819	05/30/19	01	SOUND & LIGHTS-RIVERFEST	12500525			06/04/19	8,590.00
							INVOICE TOTAL:	8,590.00
							VENDOR TOTAL:	8,590.00
17386	CAROL QUEST-PETTY CASH							
052119	05/21/19	01	SUPPLIES-HEALTH	01531218			06/04/19	2.11
		02	SUPPLIES-ENVIRO	14531318				1.99
		03	EDUCATION-ENVIRO	14531323				10.54
		04	EDUCATION-ENVIRO	14531323				20.00
							INVOICE TOTAL:	34.64
							VENDOR TOTAL:	34.64
18005	R & R INSURANCE SERVICES, INC.							
2049210	06/01/19	01	WORK COMP INS COVERAGE	01519446			06/04/19	27,277.00
							INVOICE TOTAL:	27,277.00

INVOICES DUE ON/BEFORE 06/04/2019

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
18005	R & R INSURANCE SERVICES, INC.							
2049211	06/01/19	01	LIABILITY INS COVERAGE	01519440			06/04/19	16,821.00
							INVOICE TOTAL:	16,821.00
							VENDOR TOTAL:	44,098.00
18384	REGISTRATION FEE TRUST							
052019	05/30/19	01	LIC PLATE REPLACEMENT-STREET	01542118			06/04/19	4.00
							INVOICE TOTAL:	4.00
MAY2019	05/30/19	01	LIC PLATE REPLACEMENT-STREET	01542118			06/04/19	4.00
							INVOICE TOTAL:	4.00
							VENDOR TOTAL:	8.00
18425	RENNERT'S FIRE EQUIP. SERVICE							
40674	05/01/19	01	ANNUAL PREV MAINT T1-FIRE	01523142			06/04/19	817.62
							INVOICE TOTAL:	817.62
40675	05/01/19	01	ANNUAL PREV MAINT T2-FIRE	01523142			06/04/19	761.90
							INVOICE TOTAL:	761.90
40678	05/02/19	01	ANNUAL PREV MAINT E1-FIRE	01523142			06/04/19	687.98
							INVOICE TOTAL:	687.98
40679	05/02/19	01	ANNUAL PREV MAINT E2-FIRE	01523142			06/04/19	786.62
							INVOICE TOTAL:	786.62
40680	05/02/19	01	ANNUAL PREV MAINT E3-FIRE	01523142			06/04/19	770.33
							INVOICE TOTAL:	770.33
40681	05/02/19	01	ANNUAL PREV MAINT L1-FIRE	01523142			06/04/19	734.79
							INVOICE TOTAL:	734.79
							VENDOR TOTAL:	4,559.24
18509	RICOH USA INC							

INVOICES DUE ON/BEFORE 06/04/2019

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT

18509	RICOH USA INC							
5056686404	05/19/19	01	COPIER SERVICE-SR CENTER	01552417			06/04/19	101.11
							INVOICE TOTAL:	101.11
							VENDOR TOTAL:	101.11
18787	ROTARY CLUB OF WATERTOWN							
446	05/02/19	01	MAAS ROTARY DUES-INSPECTION	01524122			06/04/19	378.00
							INVOICE TOTAL:	378.00
							VENDOR TOTAL:	378.00
19567	MIKE SIGMAN							
081119	05/30/19	01	RIVERFEST-DANCING QUEEN	12500520			06/04/19	1,750.00
							INVOICE TOTAL:	1,750.00
							VENDOR TOTAL:	1,750.00
19791	VILMA YOLANDA STAUDE							
052919	05/29/19	01	INTERPRETER SVCS-HEALTH	01531218			06/04/19	303.75
		02	INTERPRETER SVCS-ENVIRO	14531318				45.00
							INVOICE TOTAL:	348.75
							VENDOR TOTAL:	348.75
19797	STEALTH PEST CONTROL							
3859	05/11/19	01	PEST CONTROL-WAC	01552217			06/04/19	285.00
							INVOICE TOTAL:	285.00
3923	05/25/19	01	PEST CONTROL-WAC	01552217			06/04/19	65.00
							INVOICE TOTAL:	65.00
3924	05/25/19	01	PEST CONTROL-PARK	01554118			06/04/19	65.00
							INVOICE TOTAL:	65.00
3928	05/25/19	01	PEST CONTROL-PARK	01554118			06/04/19	80.00
							INVOICE TOTAL:	80.00
							VENDOR TOTAL:	495.00

INVOICES DUE ON/BEFORE 06/04/2019

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
19976	JOHN F. ERTL, JR							
052919	05/29/19	01	MANAGEMENT FEES-RIVERFEST	12500535			06/04/19	6,000.00
							INVOICE TOTAL:	6,000.00
							VENDOR TOTAL:	6,000.00
19979	SYMBIONT							
48983	05/14/19	01	2019 UTILITY GIS IMPL-WW	02973000			06/04/19	4,995.00
		02	2019 UTILITY GIS IMPL-WATER	03999998				3,662.00
							INVOICE TOTAL:	8,657.00
							VENDOR TOTAL:	8,657.00
20782	LISA TREBATOSKI							
SPRING 2019	05/30/19	01	TUITION REIMBURSE-CLERK OFFICE	01514018			06/04/19	291.75
							INVOICE TOTAL:	291.75
							VENDOR TOTAL:	291.75
20795	TRIANA'S TROPHY CASE							
10050	05/21/19	01	NEW EMPLOYEE SHIRTS	01513155			06/04/19	43.95
							INVOICE TOTAL:	43.95
							VENDOR TOTAL:	43.95
21538	UNIVERSAL RECYCLING							
ARINV137694	05/20/19	01	TELEVISION RECYCLING	17581741			06/04/19	414.72
							INVOICE TOTAL:	414.72
							VENDOR TOTAL:	414.72
23400	WATERTOWN MEDICAL CENTER LLC							
WTTN HLTH DP050319	04/30/19	01	DRUG SCREEN-ENVIRO	14531318			06/04/19	60.00
							INVOICE TOTAL:	60.00
							VENDOR TOTAL:	60.00

INVOICES DUE ON/BEFORE 06/04/2019

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT

23581	WELDERS SUPPLY COMPANY							
10071014	05/14/19	01	MAINT SHOP PARTS-STREET	01541120			06/04/19	110.00
							INVOICE TOTAL:	110.00
							VENDOR TOTAL:	110.00
23585	WEPCO PRINTING, INC.							
33477	05/14/19	01	RIVERFEST RAFFLE POSTERS	12500565			06/04/19	80.45
							INVOICE TOTAL:	80.45
33555	05/30/19	01	TREASURER RECEIPT BOOKS	01514018			06/04/19	704.00
							INVOICE TOTAL:	704.00
							VENDOR TOTAL:	784.45
23686	WISCONSIN'S CHOICE LEGAL SVCS							
46785	05/14/19	01	PROCESS SERVICE-ATTORNEY	01516116			06/04/19	55.00
							INVOICE TOTAL:	55.00
							VENDOR TOTAL:	55.00
23763	WI DEPT OF NATURAL RESOURCES							
4357-11856	05/23/19	01	BOOMER ST FEES-SOLID WASTE	17581726			06/04/19	1,650.00
							INVOICE TOTAL:	1,650.00
							VENDOR TOTAL:	1,650.00
23770	WI DEPT. OF NATURAL RESOURCES							
128002490-2019-1	05/23/19	01	2019 ANNUAL WW ENVIRO FEES	02850022			06/04/19	25,042.63
							INVOICE TOTAL:	25,042.63
128066510-2019-1	05/23/19	01	BOOMER ST PERMIT FEE-ST WATER	16581624			06/04/19	165.00
							INVOICE TOTAL:	165.00
							VENDOR TOTAL:	25,207.63
23796	WI DEPT. OF TRANSPORTATION							

INVOICES DUE ON/BEFORE 06/04/2019

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT

23796	WI DEPT. OF TRANSPORTATION							
395-0000127220	04/10/19	01	MAIN ST BRIDGE-ENGINEERING	05581140			06/04/19	1,036.09
							INVOICE TOTAL:	1,036.09
							VENDOR TOTAL:	1,036.09
23913	RANDY WOJTASIAK - PETTY CASH							
053019	05/30/19	01	REC ADMIN SUPPLIES	01552018			06/04/19	45.00
		02	REC SUPPLIES	01552118				52.41
		03	SR CTR MAINT SUPPLIES	01552426				34.75
		04	SR CTR FUNDRAISING SUPPLIES	01581107				56.72
							INVOICE TOTAL:	188.88
							VENDOR TOTAL:	188.88
23918	WOLVERINE FIREWORKS DISPLAY							
080919	05/30/19	01	RIVERFEST FIREWORKS	12500530			06/04/19	5,500.00
							INVOICE TOTAL:	5,500.00
							VENDOR TOTAL:	5,500.00
54623	LINDA KILPS							
051719	05/30/19	01	BASEBALL REFUND-REC	01446210			06/04/19	80.00
							INVOICE TOTAL:	80.00
							VENDOR TOTAL:	80.00
54946	JAYNE BARTA							
052819	05/28/19	01	REFUND SOFTBALL FEE-REC	01446210			06/04/19	80.00
							INVOICE TOTAL:	80.00
							VENDOR TOTAL:	80.00
54947	MARILYN BUELOW							
052819	05/28/19	01	SR CTR CHOIR BANQUET REIMB	01581107			06/04/19	95.36
							INVOICE TOTAL:	95.36
							VENDOR TOTAL:	95.36

INVOICES DUE ON/BEFORE 06/04/2019

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
54948	JULIANA RODRIGUEZ							
052819	05/28/19	01	REFUND SOFTBALL FEE-REC	01446210			06/04/19	50.00
							INVOICE TOTAL:	50.00
							VENDOR TOTAL:	50.00
54949	WI WESTPOINT PARENT ASSOC							
052819	05/28/19	01	REFUND SR CTR SEC DEPOSIT	01271970			06/04/19	100.00
							INVOICE TOTAL:	100.00
							VENDOR TOTAL:	100.00
							TOTAL ALL INVOICES:	381,436.42



**Watertown Board of Health
Meeting Minutes
515 South First Street
May 2, 2019 - 5:30pm**

Members Present: Ann Nienow, Dr. Donene Rowe, Andrea Turke, Rick Tortomasi, Eric Schmid and Carol Quest.
Others in Attendance: Kim Hiller.

1. Call to Order

Andrea Turke called the meeting to order at 5:30 p.m.

2. Reorganization of Board

Motion was made by Alderperson Tortomasi and seconded by Alderperson Schmid to nominate Dr. Rowe for Board of Health Chairperson and Andrea Turke for Vice Chairperson.

Motion passed unanimously.

3. Citizens to be heard

None.

4. Approval of Minutes & Financial Report

The minutes dated January 10, 2019 were reviewed by the board members.

Motion was made by Ann Nienow and seconded by Andrea Turke to approve the minutes from January 10, 2019 as submitted.

Alderperson Tortomasi and Alderperson Schmid abstaining.

The board reviewed financial sheets from March 2019.

Motion was made by Andrea Turke and seconded by Ann Nienow to approve the financial reports from March 2019.

Motion passed unanimously.

5. 2018 Annual Report

Carol presented the board members with the 2018 Annual Report for their review.

6. E-Smoking

Carol presented draft ordinances to the board members amending current smoking ordinances to include E-smoking.

Draft ordinances reviewed:

Section 410-50, "Use of Cigarettes and Tobacco Products Prohibited"
Section 410-56, "Smoking in Prohibited Places"

Watertown Board of Health
Meeting Minutes
May 2, 2019 - 5:30pm
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E-Smoking - continued

Ordinance 410-50 prohibits individuals under the age of 18 to have possession of smoking materials.

The proposed changes

- include E-smoking in the definition of smoking materials
- increase violation forfeiture from \$25 to \$50

Motion was made by Alderperson Tortomasi and seconded by Alderperson Schmid to forward Ordinance 410-50 to the Public Safety and Welfare Committee.

Motion unanimously passed.

Ordinance 410-56 prohibits smoking in public spaces identified in Wisconsin State Statute 101.123(2). The proposed amendment includes E-Smoking in the definition of smoking.

Motion was made by Alderperson Tortomasi and seconded by Andrea Turke to forward Ordinance 410-56 to the Public Safety and Welfare Committee.

Motion unanimously passed.

7. Public Health Standards

- A. CHA – Community Health Assessment. Watertown Department of Public Health (WDPH) coordinates with health departments in Dodge and Jefferson Counties and the three hospitals in the counties. The health departments are required to conduct a CHA every five years. The hospitals are required to complete a CHA every three years. The coordinated effort provides opportunities to expand data gathering and efficiencies in developing a comprehensive assessment.

Community input for the CHA is gathered through: community and provider surveys, focus groups and key informant interviews.

A Health Summit will be held on Thursday, May 9th to update the Community Health Improvement Plan.

8. Emergency Preparedness

- A. Funding workplan operates from 7/1/18 to 6/30/19. Dodge County and Watertown partner together for emergency preparedness. The City Operations Plan was recently updated and work for a City-wide building safety plan is underway.
- B. Closed POD (Point of Dispensing). Work is continuing with Watertown Regional Medical Center to come to an agreement for a POD. Talks have started with Marquardt to do the same.

9. Environmental Health

- A. Goals for The Inspection Program:

1. Standardization of Inspection Staff – The process of standardization provides regulatory personnel the opportunity to subject their food code related knowledge and skills to a uniform system of measurement. Tyler is preparing to become a State prepared Standard. He will then standardize Kaylie Wroblewski and Holly Hisel.
2. The current ordinances require updating to reflect changes of the State inspection programs.
3. The fee schedule requires review. The last revisions were 2015.
4. License renewals will be going out Mid-May. Licenses expire on June 30th.
5. On track to complete all inspections by June 30th.

- B. Program Accomplishments:

1. Holly Hisel passed her Registered Sanitarian exam on February 20th.
2. Kaylie Wroblewski passed Lead Risk Investigator exam on May 2nd.

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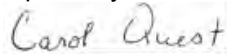
10. Health Officer Report

- A. Communicable disease statistics through April were reviewed. Chlamydia continues to be the most prevalent. The Department is working with local providers to answer questions and to assure current testing and case management guidelines are followed in the event of suspect Measles.
- B. Staffing:
 - a. Laci Cummings started with the Department as a Public Health Nurse two weeks ago. She will be working in the following programs: Childhood Lead, Immunizations and Family/Maternal/Child Health.
 - b. Shay Fulton will be starting with the Department on June 4th as a Public Health Intern. She will be working in the Environmental Health Program conducting water and pool sampling and supporting work of the Community Health Improvement Plan.

The next Board of Health meeting will take place August 22nd.

Motion was made to adjourn. Motion passed unanimously.

Respectfully Submitted,



Carol Quest
Director/Health Officer

Note: The minutes are uncorrected. Any correction made thereto will be noted in the minutes of the proceedings at which these minutes are approved.

**WATERTOWN PARKS, RECREATION AND FORESTRY
COMMISSION MINUTES**

May 6, 2019

1. **CALL TO ORDER:** The Watertown Park, Recreation and Forestry Commission met on May 6, 2019 at 4:30 pm at 514 South First Street in the Wisconsin Room at the Watertown Senior & Community Center. The meeting was called to order by the Director Randy Wojtasiak. Present were: Ald. Chris Ruetten, Emily Lessner, Brian Konz, Tom Hahn, Brad Clark, Dan Olejniczak and Pete Kelm. Absent: None. Also present were Jennie Fox, Randy Franks, Kelli Decoto and P&R Intern Michael O'Reilly.
2. **REORGANIZATION OF THE PARKS, RECREATION & FORESTRY COMMISSION:** A motion was made and seconded to elect Dan Olejniczak as President/Chairperson of the Parks, Recreation & Forestry Commission. Motion carried. Another motion was made and seconded to elect Brian Konz as Secretary of the Parks, Recreation & Forestry Commission. Motion carried.
3. **APPROVAL OF MINUTES:**
 - a. A motion was made and seconded to approve the minutes from the April 1, 2019 Commission meeting. Motion carried.
 - b. A motion was made and seconded to approve the minutes from the April 17, 2019 Senior Center Advisory Board meeting. Motion carried.
4. **REVIEW END OF MARCH FINANCIAL REPORT:** The commission members had chance review revenue and expenses up until the end of March. Questions arose in reference to the low revenue ytd in the taxable revenue accounts. It was explained that the taxable accounts were created in 2019 due to our new recreation software RecDesk. Most of the revenue in the taxable recreation account is received from adult programming, ie, basketball leagues and softball leagues. The taxable revenue is seasonal and most accumulates later in the year.
5. **CITIZENS TO BE HEARD: None**
6. **DIRECTOR'S REPORT:**
 - a. Review the possible donation of additional netting at Washington Park from the Watertown Youth Baseball Association (WYBA). Plans are to move the nets and bleachers closer for better viewing and add additional netting down the foul ball lanes for safety.
 - b. Review and approve Hunter Oaks Villas Phase II Land Dedication Requirements. Belinski Bros has a 12 unit proposed development on the corner of Steeplechase Drive and Hunter Oaks Blvd. The proposed 12 unit development consists of 6 duplex units. A motion as made and seconded to accept money in lieu of land for Phase II of this development. Motion carried. The Money in Lieu of Land Dedication requirement will be \$7,692 and the required Park Improvement fee of \$15,168 totaling \$22,860 for Phase II of this development.
 - c. Review and Approve Quotes for new Heat Tape on the West side of the Senior Center. After reviewing the quotes, a motion was made and seconded to go with the low bid from Hady Electric for \$3,626.35. Motion carried. The current heat tape is burnt out and needed replacement to help prevent ice damming on the West side of the center.
 - d. Review and Approve Quotes for drywall repair and painting of the main hallway at the Senior Center. After reviewing the quotes, a motion was made and seconded to go with the low bid from Enrique Avina, Jr for \$3,925. Motion carried. Enrique Avina

was the person who painted the lower level of the center during the flooding issues in August 2018. The cost will be shared with the Senior Center Fundraising account. The Senior Center Capital Outlay account has \$2,000 remaining that was budgeted for installing bollards underneath the carport area that was done by the Street Department crews.

- e. Progress Update on the Riverwalk Area. Seating was purchased for the observation area through private donations and the YES group plans a work day to paint, mulch, clean and make the Riverwalk more attractive. The street department will work with Park & Rec to install the concrete patio for the observation area. Fencing will also be needed for the observation area.
- f. Request for Waterway Markers between the Dams on the Rock River. Ald. Bob Mudler was present, along with members from the Rock River Rescue to discuss his initiative to make the Rock River more appealing for recreational activities. He would like to see the river marked with buoys and signage showing speed limits, water hazards and water depth. The Jefferson County Sheriff, WI DNR and Rock River Trail Initiative have been contacted to help try and get this completed. Budgeting requirements and responsibilities need to be taken into consideration.
- g. Programming updates:
 - i. The Mary Rose shade structure, the Aquatic Center Pool heater, and the West Haven playground all should arrive in about 2 weeks.
 - ii. Spring Soccer program has started but has been challenging with inclement weather. Alternate fields are being used instead of Brandt Quirk Park Soccer fields.
 - iii. The indoor pool has reopened after spring maintenance was completed. Swim Lesson registration started today.
 - iv. Adult softball team registration is low and Wednesday night leagues have been cancelled due to lack of participation.

7. **ADJOURNMENT:** A motion was made and seconded to call for adjournment of the meeting. Motion carried. The next regular scheduled meeting is set for June 3, 2019, at 514 S. First Street at 4:30 pm in the Wisconsin Room at the Watertown Senior & Community Center.

Unapproved minutes respectfully submitted by:



Randy Wojtasiak, Director

(Disclaimer: These minutes are uncorrected and any corrections made thereto will be noted in the proceedings at which these minutes are approved.)

PAYROLL SUMMARIES

For the Period of: 5/8/2019 - 5/21/2019

Department	Employees		Regular Hours	Overtime Hours	Overtime Costs this Pay Period	Y-T-D Overtime Costs	Overtime Budget	Total Payroll
	FT	PT						
Police	42	3	3,401.50	107.50	4,669.53	32,747.79	86,500.00	102,729.94
Police Dispatch <i>OT cost includes FLS OT payments</i>	9	2	770.50	57.25	1,976.70	13,445.75	34,000.00	19,354.31
Fire	27	0	2,824.50	81.00	2,517.66	35,286.14	70,000.00	65,040.75
Municipal Court	1	1	100.00					2,831.28
Mayor	1	0	80.00					2,956.00
Bldg. Inspection	2	3	262.00		0.00	222.68	2,620.00	6,459.62
Attorney	2	0	137.75					4,208.25
Clerk/Treasurer	5	0	400.00					10,855.20
Cable TV	1	5	152.00					2,720.11
Human Resources	0	0	0.00			667.72	0.00	0.00
Engineering	4	5	338.50					8,000.98
Health	9	1	744.25				5,000.00	20,149.09
Library	8	18	1,117.00					20,529.93
Municipal Building	2	0	160.00			574.86	1,000.00	2,826.40
Senior Center	3	0	240.00			92.48	672.00	5,314.40
Solid Waste	8	0	640.00			246.89	3,000.00	13,208.20
Street	25	0	2,004.00	16.50	507.17	33,386.41	56,500.00	48,790.26
Park	10	1	861.00	31.75	1,008.31	8,221.63	22,000.00	20,989.32
Forestry	2	0	160.00					4,012.80
Recreation	0	32	228.00				500.00	3,420.59
Pools	0	16	153.75				1,400.00	1,980.41
Wastewater	11	1	816.00	26.50	733.92	4,859.95	18,000.00	25,498.40
Water Dept.	10	0	804.00	6.50	237.28	2,059.81	23,100.00	19,040.70
Crossing Guards	0	14	182.00					1,989.26
Police Auxiliary	0	4	20.25					319.64
Fire Auxiliary	0	3	18.75					312.18
Alderspersons	0	9	0.00					3,943.98
TOTALS	182 FT	118 PT	16,615.75	327.00	11,650.57	131,812.11	324,292.00	417,482.00

SENIOR CENTER

Annual Members Meeting Minutes

May 23, 2019

- I. CALL TO ORDER:** The Senior Center Annual Members Meeting took place on May 23, 2019 at 12:30 pm at 514 S. First Street, in Conley Hall. The meeting was called to order by the Director Jennie Fox. Present were Advisory Board members: Phyllis Krahn, Paula Schoenike, Lloyd Schlieve, Sandi Budewitz and Mary Lee Prochazka. Absent were: Linda Buss and Kimberly Henze. Also present was Mayor Emily McFarland, over 100 members of the Watertown Senior and Community Center and guests.
- II. DIRECTOR'S REPORT:**
- A. Senior and Community Center's 2018 Annual Report was discussed with its members.
1. Budget: In 2018, the Senior Center Fundraising account had an ending balance of over \$32,808 after expenses. 2018 net revenue was \$9,266.99 and expenses were \$13,554.90. Some of the major expenses included: replacing two air conditioners, chairs for the lounge area and entertainment.
 2. Membership continues to increase with over 650 paid members.
 3. In 2018, the center had over 45,272 visitors. Over 25,220 visitors came for senior programming and 20,052 came for community programming.
- B. **Elections:** The Director introduced the current members of the Advisory Board. 3 positions of which were expiring in 2019. Voting closed on May 17, 2019 for the three positions. Over 150 ballots were cast and the results were
1. Phyllis Krahn (Incumbent) was re-elected for a 2 year term with 21% of the votes cast. Her term will expire 5/2021.
 2. Linda Buss (Incumbent) was also re-elected to the board for a 2 year term with 23% of the votes cast. Her term will expire 5/2021.
 3. Pauline Schoemann was elected to the board for a 2 year term with 26% of the votes cast. Her term will expire 5/2021.
- A motion was made and seconded to accept the votes as cast. Motion carried unanimously.
- C. **Milestone Awards:** Mayor Emily McFarland and the Director Jennie Fox presented awards to 31 volunteers who have reached their milestones in 2018. In 2018, over 103 volunteers donated in excess of 8,609 hours of their time and energy to help support the center and its programs. At minimum wage of \$7.25, this time is valued at over \$62,415. Without the help of our volunteers, we would not be able to provide the level of services and activities that we have become accustomed to.
- D. **Presidential Volunteer Service Award:** Volunteers are recognized on a national level for volunteering over 500 hours in 2018. Phyllis Krahn (637 hrs), Susie Timm (508 hrs), Linda Buss (511 hrs), Shirley Dibble (557 hrs), and Ruth Shier (891 hrs) received this Presidential award, which included a signed letter by the president, certificate and lapel pin for volunteering over 500 hours in 2018. Note: Leslie Krueger accepted the award on behalf of Ruth Shier who is currently in Hospice.
- E. **Volunteer of the Year:** In accordance with the Volunteer Recognition Structure Policy, the member who has volunteered the most hours in the year and who has not been recognized in the past 10 years is awarded "Volunteer of the Year". Ruth Shier (891 hrs for a total of 1,042 hrs) was named "2018 Volunteer of the Year". Note: Leslie Krueger accepted the award on behalf of Ruth Shier who is currently in Hospice.
- III. Unfinished Business - None – (no noticed agenda items per WI Stat § 19.84(2))**
- IV. New Business - None – (no noticed agenda items per WI Stat § 19.84(2))**
- V. Adjournment:** A motion was made and seconded to adjourn. Motion carried.



Unapproved minutes respectfully submitted by
Jennie Fox, Senior and Community Center Director

(Disclaimer: These minutes are uncorrected and any corrections made thereto will be noted in the proceedings at which these minutes are approved.)

**AN ORDINANCE
TO AMEND SECTION 303-27 “MODIFICATIONS”
OF CHAPTER 303, “FIRES AND FIRE PREVENTION”
OF THE CITY OF WATERTOWN GENERAL ORDINANCES**

**SPONSOR: ALD. RAETHER
FROM: PUBLIC SAFETY & WELFARE COMMITTEE**

THE COMMON COUNCIL OF THE CITY OF WATERTOWN DOES ORDAIN AS FOLLOWS:

SECTION 1. Section 303-27, “Modifications” is hereby amended to read and include as follows:

A. Application for Modification. The Fire Chief shall have power to modify any of the provisions of the Fire Prevention and Protection Code upon application in writing by the owner or the lessee or his duly authorized agent, when there are practical difficulties in the way of carrying out the strict letter of the code, provided that the spirit of the code shall be observed, public safety secured, and substantial justice done. The particulars of such modification, when granted or allowed, and the decision of the Fire Chief thereon shall be entered upon the records of the Department, and a signed copy shall be furnished the applicant.

B. Means of Appeals. Any person with standing shall be permitted to appeal a decision of the Fire Department to the Public Safety and Welfare Committee when it is claimed that any one or more of the following conditions exist:

1. The true intent of the Code has been incorrectly interpreted.
2. The provisions of the Code do not fully apply.
3. A decision is unreasonable or arbitrary as it applies to alternatives or new materials.

An appeal shall be submitted to the Fire Department in writing within 30 calendar days of notification of violation. The appeal shall outline all of the following:

1. The Code provision(s) from which relief is sought.
2. A statement indicating which provisions of Section B above apply.
3. Justifications to the applicability of the provision(s) cited in Section B above.
4. A requested remedy.
5. Justification for the requested remedy stating specifically how the Code is complied with, public safety is secured, and fire fighter safety is secured.

C. Meetings and Procedures.

1. Meetings of the Public Safety and Welfare Committee shall be held at the call of the chair within 30 calendar days of the filing of a notice of appeal.

2. All hearings before the Public Safety and Welfare Committee shall be open to the public.
3. A quorum shall be required.
4. In varying the application of any provision of this Code, or in modifying an order of the Fire Department, a two-thirds vote of the quorum shall be required.
5. A decision of the Public Safety and Welfare Committee to modify an order of the Fire Department shall be in writing and shall specify the manner in which such modification is made, the conditions upon which it is made, the reasons therefore, and justification linked to specific code sections.
6. A certified copy shall be sent by mail or delivered in person to the appellant.
7. The decision of the Public Safety and Welfare Committee shall be final, subject to such remedy as any aggrieved party might have through legal, equity, or other avenues of appeal or petition.

SECTION 2. All ordinances or parts of ordinances inconsistent with the provisions of this ordinance are hereby repealed.

SECTION 3. This ordinance shall take effect and be in force the day after its passage and publication.

DATE:	May 21, 2019		June 4, 2019	
READING:	1ST		2ND	
	YES	NO	YES	NO
MUDLER				
TORTOMASI				
RUETTEN				
LARSEN				
HOLTHAUS				
RAETHER				
SCHMID				
MARON				
KILPS				
MAYOR MCFARLAND				
TOTAL				

ADOPTED June 4, 2019

CITY CLERK/TREASURER

APPROVED June 4, 2019

MAYOR

**AN ORDINANCE
TO AMEND SECTION 303-12 “OUTDOOR BURNING RESTRICTIONS”
OF CHAPTER 303, “FIRES AND FIRE PREVENTION”
OF THE CITY OF WATERTOWN GENERAL ORDINANCES**

**SPONSOR: ALD. RAETHER
COMMITTEE: PUBLIC SAFETY & WELFARE COMMITTEE**

WHEREAS, the City of Watertown Fire Department (“WFD”) and Watertown Dispatchers spend a disproportional amount of time processing burn permits;

WHEREAS, whether an individual receives a permit has had no impact on the amount of complaints the WFD receives in regards to outdoor burning;

WHEREAS, eliminating burn permits will have no affect on WFD’s ability to cite for unsafe burning conditions; and

WHEREAS, reducing WFD staff and Watertown Dispatch Center time in processing permits will allow WFD to serve the public in other ways which is in the best interest of the City.

THE COMMON COUNCIL OF THE CITY OF WATERTOWN DOES ORDAIN AS FOLLOWS:

SECTION 1. Section 303-12, “Outdoor burning restrictions” is hereby amended to read and include as follows:

- A. Outdoor burning prohibited. No person shall cause, allow or permit outdoor burning of refuse, garbage, plant life or other combustible material within the City, except as permitted under Subsection C.
- B. Incinerators prohibited. It shall be unlawful for any person to operate and maintain or cause to be operated and maintained any incinerator within the City, except as permitted under Subsection C.
- C. Exceptions.
 - (1) Outdoor burning in connection with the preparation of food.
 - (2) The burning of refuse in a properly designed, operated and maintained incinerator, duly licensed by the Wisconsin Department of Natural Resources to be effective for the purpose of air pollution control, or outdoor burning by the City of Watertown pursuant to a permit by the Wisconsin Department of Natural Resources.
 - (3) Small outdoor flames for welding, acetylene torches, safety flares, heating tar or similar applications.
 - (4) Any outdoor burning for which a person has obtained a permit from the Watertown Fire Department which is necessary and not contrary to the interests of public health; or when the fire is a campfire, used solely for recreational purposes or for ceremonial occasions.
 - (5) A fire set for the purpose of training public or private firefighting personnel.

- (6) A fire set or required by a public officer for the abatement of nuisances and which is necessary in carrying out public health functions.

~~D. Permit required.~~

- ~~(1) The Watertown Fire Department shall issue a permit for outdoor fires:
 - ~~(a) When it can be shown by the applicant that such outdoor burning is necessary and not contrary to the interests of public health; or~~
 - ~~(b) When the fire is a campfire or a fire used solely for recreational purposes or for ceremonial occasions.~~~~
- ~~(2) No permit shall be issued within one year of the date of a prior revocation of an outdoor fire permit previously obtained by the applicant.~~
- ~~(3) This permit shall expire on December 31 of the year issued.~~
- ~~(4) This permit does not allow for the installation of a heating source for any building.~~
- ~~(5) There shall be no annual permit fee.~~

~~ED. Responsibilityies of the permit holder. The permit holder shall have the following responsibilities property owner for any outdoor fires occurring under Subsection C. on their property:~~

- (1) To adhere to all health and fire prevention codes.
- (2) To have adult (18 years of age or older) supervisory personnel present at the site of the outdoor burning.
- ~~(3) To comply with the following conditions, which shall be set forth on the permit issued to the applicant:~~
 - ~~(a)~~(3) Any fire deemed to be a public health nuisance by the Fire Chief or his or her designee shall be extinguished.
 - ~~(b) This permit shall apply to all manufactured burning rings, fireplaces, fire pits, chimneys or like devices.~~
 - ~~(e)~~(4) No manufactured device shall be placed on any combustible surface. “Manufactured device” means a device whose sole purpose and design is used to contain a fire for recreational purposes, i.e. burn pit or burn ring.
 - ~~(d)~~(5) The fire must be completely extinguished before the fire location may be left unsupervised.
 - ~~(e)~~(6) The fire shall be no larger than three feet in diameter, subject to the exceptions listed below. A fire exceeding the size restrictions may be permitted for churches, organized schools, and civic organizations and only if applications for site review has been made and approved by the Watertown Fire Department. Such a fire shall not be more than 10 feet in

diameter or an area of more than 10 feet by 10 feet. The height shall be a maximum of 6 feet.

~~(f)~~(7) No flammable liquids shall be used to start or support the burning.

~~(g)~~(8) Only virgin wood and charcoal fuel will be allowed to be burned. "Virgin wood" means wood and other wood products, such as bark, but not to include sawdust, which have had no chemical treatments or finishes applied.

~~(h)~~(9) Under no circumstances shall plastics, trash, garbage, oils, hydrocarbon fuels, furniture, fabrics, leaves, yard waste, synthetic materials of any kind, pressure-treated wood or wood that has been finished with paints, varnishes, laminates or a similar finish be burned.

~~(i)~~(10) The fire shall be located at least 10 feet from property lines and at least 20 feet from any building or structure. This does not apply to manufactured devices installed to the manufacturers' specifications.

~~(j)~~(11) A functional extinguishing aid must be present, such as a fire extinguisher, garden hose, etc.

~~(4) — Exceptions. A bonfire exceeding the size restrictions set forth in Subsection E(3)(e) will be permitted for churches, organized schools, and civic organizations and only if application for site review has been made and approved by the Watertown Fire Department. Such bonfire shall be no more than 10 feet in diameter or 10 feet by 10 feet square and no more than six feet high and must comply with all other provisions of the permit.~~

FE. Emergency provisions. Notwithstanding any other provision of this section, the Fire Chief, in times of extreme dryness or drought, deficiency in the water supply or by reason of any other emergency, is authorized to prohibit the setting of any fires upon any lands within the City by providing published notice of the declared emergency and the scope of the declaration in the local newspaper on the date that the emergency is declared to begin and by providing published notice broadcast through local radio or cable television.

SECTION 2. All ordinances or parts of ordinances inconsistent with the provisions of this ordinance are hereby repealed.

SECTION 3. This ordinance shall take effect and be in force the day after its passage and publication.

DATE:	May 21, 2019		June 4, 2019	
READING:	1ST		2ND	
	YES	NO	YES	NO
MUDLER				
TORTOMASI				
RUETTEN				
LARSEN				
HOLTHAUS				
RAETHER				
SCHMID				
MARON				
KILPS				
MAYOR MCFARLAND				
TOTAL				

ADOPTED June 4, 2019

CITY CLERK/TREASURER

APPROVED June 4, 2019

MAYOR

**AN ORDINANCE
TO AMEND SECTION 303-21(D) “KNOX-BOX® KEY SYSTEM”
OF CHAPTER 303, “FIRES AND FIRE PREVENTION”
OF THE CITY OF WATERTOWN GENERAL ORDINANCES**

**SPONSOR: ALD. RAETHER
COMMITTEE: PUBLIC SAFETY & WELFARE COMMITTEE**

THE COMMON COUNCIL OF THE CITY OF WATERTOWN DOES ORDAIN AS FOLLOWS:

SECTION 1. Section 303-21(D), “Knox-Box® Key System” is hereby amended to read and include as follows:

- D. New construction without an alarm system. For industrial, institutional or commercial buildings constructed after the adoption of this section, where access to or within the building is difficult because of secured openings or where immediate access is necessary for lifesaving or firefighting purposes, the Chief of the Watertown Fire Department may require a Knox-Box® system installed at accessible locations, approved by the Chief or the Captain-Officer in charge of the Division of Fire Prevention.

SECTION 2. All ordinances or parts of ordinances inconsistent with the provisions of this ordinance are hereby repealed.

SECTION 3. This ordinance shall take effect and be in force the day after its passage and publication.

DATE:	May 21, 2019		June 4, 2019	
READING:	1ST		2ND	
	YES	NO	YES	NO
MUDLER				
TORTOMASI				
RUETTEN				
LARSEN				
HOLTHAUS				
RAETHER				
SCHMID				
MARON				
KILPS				
MAYOR MCFARLAND				
TOTAL				

ADOPTED June 4, 2019

CITY CLERK/TREASURER

APPROVED June 4, 2019

MAYOR

**AN ORDINANCE
TO AMEND CHAPTER 33, CITATIONS, THROUGH CREATING SECTION § 33-5B(1)(M); UNDER SECTION § 33-5B, ISSUANCE OF CITATION, CITY OFFICIALS**

**SPONSOR: ALD. RAETHER
FROM: PUBLIC SAFETY & WELFARE COMMITTEE**

SECTION 1. Create Section § 33-5B(1)(m):

(m) Building, Safety & Zoning Code Compliance Officer

SECTION 3. All ordinances or parts of ordinances inconsistent with the provisions of this ordinance are hereby repealed

SECTION 4. This ordinance shall take effect and be in force the day after its passage and publication.

DATE:	May 21, 2019		June 4, 2019	
READING:	1ST		2ND	
	YES	NO	YES	NO
MUDLER				
TORTOMASI				
RUETTEN				
LARSEN				
HOLTHAUS				
RAETHER				
SCHMID				
MARON				
KILPS				
MAYOR MCFARLAND				
TOTAL				

ADOPTED June 4, 2019

CITY CLERK/TREASURER

APPROVED June 4, 2019

MAYOR

**AN ORDINANCE
TO AMEND CHAPTER 424, PROPERTY MAINTENANCE, COMMERCIAL,
THROUGH THE REMOVAL AND ADDITION OF LANGUAGE TO SECTION §
424-4B, DUTY AND POWERS OF CODE OFFICIAL, INSPECTIONS**

**SPONSOR: ALD. RAETHER
FROM: PUBLIC SAFETY & WELFARE**

SECTION 1. Amend Section § 424-4B through removal and addition of language:

B. Inspections. ~~The code official, upon formal complaint of any person,~~ Whenever the code official believes or receives a complaint of any person, shall make all of the required inspections or shall accept reports of inspection by approved agencies or individuals. All reports of such inspections shall be in writing and be certified by a responsible officer of such approved agency or by the responsible individual. The code official is authorized to engage such expert opinion as deemed necessary to report upon unusual technical issues that arise, subject to the approval of the Common Council.

SECTION 2. All ordinances or parts of ordinances inconsistent with the provisions of this ordinance are hereby repealed

SECTION 3. This ordinance shall take effect and be in force the day after its passage and publication.

DATE:	May 21, 2019		June 4, 2019	
READING:	1ST		2ND	
	YES	NO	YES	NO
MUDLER				
TORTOMASI				
RUETTEN				
LARSEN				
HOLTHAUS				
RAETHER				
SCHMID				
MARON				
KILPS				
MAYOR MCFARLAND				
TOTAL				

ADOPTED June 4, 2019

CITY CLERK/TREASURER

APPROVED June 4, 2019

MAYOR

**AN ORDINANCE
TO AMEND SECTION 220-1 “STATE STATUTES ADOPTED” AND
AMEND SECTION 220-2 “LICENSES, PERMITS AND AUTHORIZATION
REQUIRED” AND
REPEAL SECTION 220-3(J) “CLASSES OF LICENSES AND FEES”
OF CHAPTER 220, “ALCOHOL BEVERAGES AND OTHER
BEVERAGES”
OF THE CITY OF WATERTOWN GENERAL ORDINANCES**

**SPONSOR: MAYOR MCFARLAND
COMMITTEE: LICENSING BOARD**

THE COMMON COUNCIL OF THE CITY OF WATERTOWN DOES ORDAIN AS FOLLOWS:

SECTION 1. Section 220-1, “State Statues Adopted” is hereby amended to read and include as follows:

* * *

The provisions of Ch. 125 and § 66.0433, Wis. Stats., defining and regulating the sale, procurement, dispensing and transfer of intoxicating liquor, and fermented malt beverages ~~and other nonintoxicating and soda water beverages~~, excluding provisions relating to the penalty to be imposed or the punishment for violation of such statutes, are adopted and made a part of this article by reference. A violation of any of such provisions shall constitute a violation of this article.

* * *

SECTION 2. Section 220-2, “Licenses, permits and authorization required” is hereby amended to read and include as follows:

* * *

B. Separate license required for each place of sale. Except for licensed public warehouses, a license shall be required for each location or premises where intoxicating liquor, or fermented malt beverages ~~or nonintoxicating and soda water beverages~~ are commercially stored, sold or offered for sale.

* * *

SECTION 3. Section 220-3(J), “Classes of Licenses and Fees” is hereby repealed.

* * *

~~J. Retail nonintoxicating and soda water beverage license. Except for those persons holding a Class "B" fermented malt beverage license, the fee shall be as set by the Common Council and provided under separate fee schedule, which shall entitle the holder to sell, deal or traffic in nonintoxicating and soda water beverages for consumption on or off the licensed premises by the general public.~~

* * *

SECTION 4. All ordinances or parts of ordinances inconsistent with the provisions of this ordinance are hereby repealed.

SECTION 5. This ordinance shall take effect and be in force the day after its passage and publication.

DATE:	May 21, 2019		June 4, 2019	
	1ST		2ND	
READING:	YES	NO	YES	NO
MUDLER				
TORTOMASI				
RUETTEN				
LARSEN				
HOLTHAUS				
RAETHER				
SCHMID				
MARON				
KILPS				
MAYOR MCFARLAND				
TOTAL				

ADOPTED June 4, 2019

CITY CLERK/TREASURER

APPROVED June 4, 2019

MAYOR

**RESOLUTION TO
AUTHORIZE PURCHASE OF BREATHING AIR COMPRESSOR FROM
JEFFERSON FIRE AND SAFETY**

**SPONSOR: MAYOR MCFARLAND
FROM: FINANCE COMMITTEE**

WHEREAS, the Watertown Fire Department has a Capital Projects Budget Line Item for Breathing Air Compressor replacement in the amount of \$50,000; and

WHEREAS, the Breathing Air Compressor is used to fill air bottles to allow Firefighters to go into dangerous atmospheres & breath clean air; and

WHEREAS, the current Breathing Air Unit is over 27 years old & out of date with the National Fire Protection Agency Standards; and

WHEREAS, the following quotations were received for the purchase of a Breathing Air Compressor to be used by the Watertown Fire Department; and

VENDOR	Brand	QUOTE
5 Alarm Delafield, WI 53018	Artic 7.5hp Compressor	\$34,195.00
Jefferson Fire and Safety Middleton, WI, 53562	Bauer Verticus Plus 10hp Compressor	\$44,797.00
Jefferson Fire and Safety Middleton, WI, 53562	Bauer Vertecon 10hp Automatic Cascade	\$38,396.00
Fire USA 3253 19th St NW, Rochester, MN 55901		No Bid

WHEREAS, the quotation from Jefferson Fire & Safety for the Bauer Vertecon 10HP Automatic Cascade in the amount of \$38,396.00 is under budget, & appears to be in the best interest of the City of Watertown; and

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Watertown, that the proper City Officials be and are hereby authorized to purchase a Breathing Air Compressor from Jefferson Fire & Safety in the amount of \$38,396.00 & the balance of the budgeted amount be used to construct a clean air room for the Breathing Air Compressor; and

BE IT FURTHER RESOLVED, that said money be taken from the Capital Projects Budget Account #05-52-31-70 in the amount of \$38,396.00.

	YES	NO
MUDLER		
TORTOMASI		
RUETTEN		
LARSEN		
HOLTHAUS		
RAETHER		
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MARON		
KILPS		
MAYOR MCFARLAND		
TOTAL		

ADOPTED June 4, 2019

CITY CLERK/TREASURER

APPROVED June 4, 2019

MAYOR

**RESOLUTION TO
APPLY FOR THE WI DNR FOREST FIRE PROTECTION GRANT**

**SPONSOR: MAYOR MCFARLAND
FROM: FINANCE COMMITTEE**

WHEREAS, the Watertown Fire Department would like permission to apply for the Forest Fire Protection (FFP) Grant through the Wisconsin DNR; and

WHEREAS, the FFP is a 50 percent cost share grant that is available to Wisconsin Fire Departments; and,

WHEREAS, there is a need to upgrade radio communication equipment for the fire department in the future; and,

WHEREAS, if awarded the grant, the grant would be used to purchase radio communication equipment; and,

WHEREAS, the fire department could be eligible for a total project cost up to \$20,000 and be reimbursed for up to 50% of the project cost with a maximum of \$10,000 in reimbursement; and

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Watertown that the proper city officials be and hereby authorized to apply for the Wisconsin DNR Forest Fire Protection Grant.

	YES	NO
MUDLER		
TORTOMASI		
RUETTEN		
LARSEN		
HOLTHAUS		
RAETHER		
SCHMID		
MARON		
KILPS		
MAYOR MCFARLAND		
TOTAL		

ADOPTED June 4, 2019

CITY CLERK/TREASURER

APPROVED June 4, 2019

MAYOR

**RESOLUTION TO
APPROVE A BUDGET AMMENDMENT TO DECREASE AUXILLARY
SALARIES ACCOUNT AND INCREASE ADMINISTRATIVE SUPPORT
STAFF ACCOUNT FOR THE FIRE DEPARTMENT**

**SPONSOR: MAYOR MCFARLAND
FROM: FINANCE COMMITTEE**

WHEREAS, the Watertown Fire Department is requesting a budget amendment for the recent hire of a part-time clerk/typist in the Fire Department; and,

WHEREAS, this budget amendment is required to sufficiently fund the Fire Department's Administrative Support Staff Salaries; and

WHEREAS, the Fire Department is requesting a decrease in the Auxiliary Salaries Account (01-52-31-16) in the amount of \$7,500.00 for 2019 Budget; and,

WHEREAS, the Fire Department is requesting an increase in Administrative Support Staff Salaries Account (01-52-31-11) in the amount of \$7,500.00 for 2019 Budget; and

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Watertown that the Auxiliary Salaries Account #01-52-31-16 be decreased in the amount of \$7,500 and that the Administrative Support Staff Account #01-52-31-11 be increased in the amount of \$7,500.

	YES	NO
MUDLER		
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RUETTEN		
LARSEN		
HOLTHAUS		
RAETHER		
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KILPS		
MAYOR MCFARLAND		
TOTAL		

ADOPTED June 4, 2019

CITY CLERK/TREASURER

APPROVED June 4, 2019

MAYOR

**RESOLUTION TO
AUTHORIZE AN AGREEMENT WITH MUNICIPAL WELL & PUMP,
WAUPUN, WI FOR THE DRINKING WATER WELL #9
REHAB/REHABILITATION**

**SPONSOR: ALDERPERSON MARON
FROM: PUBLIC WORKS COMMISSION**

WHEREAS, the City of Watertown water utility owns and operates nine different drinking water wells used in the supply and production of clean drinking water for the City of Watertown; and

WHEREAS, City Well #9 is due for rehab / rehabilitation as water production has declined and the City Wells are on a planned maintenance program that includes this type of maintenance work, and other work as needed; and

WHEREAS, Water Department staff solicited 3 contractors for quotes to rehab and rehabilitate City Well #9 with defined scope and those costs are listed; and:

<u><i>Contractor</i></u>	<u><i>Base Price</i></u>	<u><i>Sand Separator</i></u>	<u><i>Supplemental items</i></u>	<u><i>Total Cost</i></u>
Municipal Well & Pump	\$16,970	\$8,577	\$74,912	\$100,459
Suez (Water Well Solutions)	\$22,100	\$8,905	\$73,499	\$104,504
CTW Inc.	\$20,500	\$7,800	\$95,140	\$123,440

WHEREAS, Municipal Well and Pump provided the lowest responsible total cost for the base bid, sand separator, and supplemental items; and

WHEREAS, money was budgeted in 2019 and is available in the Water Department Capital Expenditure account #03-99-99-98; and

NOW, THEREFORE, BE IT RESOLVED, that the Common Council of the City of Watertown that the proper City Officials be and are hereby authorized enter into an agreement with Municipal Well and Pump of Waupun, Wisconsin not to exceed \$100,459.

	YES	NO
MUDLER		
TORTOMASI		
RUETTEN		
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RAETHER		
SCHMID		
MARON		
KILPS		
MAYOR MCFARLAND		
TOTAL		

ADOPTED June 4, 2019

CITY CLERK/TREASURER

APPROVED June 4, 2019

MAYOR

**RESOLUTION TO
AUTHORIZE AN AGREEMENT WITH MUNICIPAL WELL & PUMP,
WAUPUN, WI FOR WEST DRINKING WATER TREATMENT PLANT PUMP
REHAB/REHABILITATION**

**SPONSOR: ALDERPERSON MARON
FROM: PUBLIC WORKS COMMISSION**

WHEREAS, the City of Watertown water utility owns and operates three different drinking water treatment plants used in the supply and production of drinking water for the City of Watertown; and

WHEREAS, the West Drinking Water Treatment Plants has 2 booster pumps that are due for rehab / rehabilitation as indicated by the pump performance; and

WHEREAS, the pumps are on a planned maintenance program that includes this type of maintenance work, and other work as needed; and

WHEREAS, Water Department staff solicited 4 contractors and received quotes from 2 to rehab and rehabilitate the West Drinking Water booster pumps with defined scope and those costs are listed; and:

<u><i>Contractor</i></u>	<u><i>Base Price</i></u>	<u><i>Supplemental items</i></u>	<u><i>Total Cost</i></u>
Municipal Well & Pump	\$15,973	\$2,770	\$18,743
Crane Engineering	\$12,750	\$11,500	\$24,250

WHEREAS, Municipal Well and Pump provided the lowest responsible total cost for the base bid, and supplemental items; and

WHEREAS, money was budgeted in 2019 and is available in the Water Department Capital Expenditure account #03-99-99-98; and

NOW, THEREFORE, BE IT RESOLVED, that the Common Council of the City of Watertown that the proper City Officials be and are hereby authorized enter into an agreement with Municipal Well and Pump of Waupun, Wisconsin not to exceed \$18,743.

	YES	NO
MUDLER		
TORTOMASI		
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SCHMID		
MARON		
KILPS		
MAYOR MCFARLAND		
TOTAL		

ADOPTED June 4, 2019

CITY CLERK/TREASURER

APPROVED June 4, 2019

MAYOR

**RESOLUTION TO
AUTHORIZE A BUDGET AMENDMENT TO INCREASE ENGINEERING OUTSIDE
SERVICES EMPLOYED ACCOUNT & DECREASE ENGINEERING SALARIES &
ENGINEERING HEALTH INSURANCE ACCOUNTS**

**SPONSOR: MAYOR MCFARLAND
FROM: FINANCE COMMITTEE**

WHEREAS, the Engineering Department has requested a budget amendment to allow the hire of an engineering consulting firm to provide surveying services for the 2019 Annual Street program; and,

WHEREAS, the Engineering Department has sought quotes for said services and has received four quotes; and,

WHEREAS, the Finance Committee has approved the hire of Kapur & Associates, out of Milwaukee, WI to provide surveying services for the 2019 Annual Street program for seventeen weeks at a not to exceed price of \$38,590.00; and,

WHEREAS, this budget amendment is required to sufficiently fund the Engineering Department's Outside Services Employed account; and,

WHEREAS, the Engineering Department currently has unused salary from an unfilled position; and,

WHEREAS, the Engineering Department is requesting a decrease in the Engineering Salaries (#01-54-10-10) in the amount of \$35,000.00 for 2019 Budget and Engineering Health Insurance (#01-54-10-10) in the amount of \$5,000.00 for 2019 Budget; and

WHEREAS, the Engineering Department is requesting an increase in the Engineering Outside Services Employed (#01-54-10-36) in the amount of \$40,000.00 for 2019 Budget; and

WHEREAS, this budget amendment requires a resolution be adopted by the Common Council; and

WHEREAS, the Finance Committee has considered this budget amendment and recommends the adoption of this resolution.

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Watertown that the budget amount of Engineering Salaries (#01-54-10-10) be decreased in the amount of \$35,000.00 for 2019 Budget and Engineering Health Insurance (#01-54-10-10) in the amount of \$5,000.00 for 2019 Budget and the budget amount of Engineering Outside Services Employed (#01-54-10-36) be increased in the amount of \$40,000.00 for 2019 Budget to allow the later account to fund the hire of Kapur & Associates to provide surveying services for the 2019 Annual Street program.

	YES	NO
MUDLER		
TORTOMASI		
RUETTEN		
LARSEN		
HOLTHAUS		
RAETHER		
SCHMID		
MARON		
KILPS		
MAYOR MCFARLAND		
TOTAL		

ADOPTED June 4, 2019

CITY CLERK/TREASURER

APPROVED June 4, 2019

MAYOR

**RESOLUTION TO
AUTHORIZE THE SALE OF A 1997 FORD PICK UP ON
WISCONSIN SURPLUS AUCTION SITE**

**SPONSOR: ALD. MARON
FROM: PUBLIC WORKS COMMISSION**

WHEREAS, the Engineering Department owns a 1997 Ford F150 pickup VIN #2FTZX1729YCA87482; and,

WHEREAS, the 1997 Ford F150 pickup is not operable; and,

WHEREAS, the Engineering Department would like to place this vehicle on the Wisconsin Surplus Auction; and,

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Watertown that the proper City Officials be and are hereby authorized to place this vehicle for sale on the Wisconsin Surplus Auction Site.

	YES	NO
MUDLER		
TORTOMASI		
RUETTEN		
LARSEN		
HOLTHAUS		
RAETHER		
SCHMID		
MARON		
KILPS		
MAYOR MCFARLAND		
TOTAL		

ADOPTED June 4, 2019

CITY CLERK/TREASURER

APPROVED June 4, 2019

MAYOR

**RESOLUTION TO
ASSIGN ASSISTANT MEDIA COORDINATOR TO PAY GRADE F AND
BUDGET AMENDMENT**

**SPONSOR: MAYOR MCFARLAND
FROM: FINANCE COMMITTEE**

WHEREAS, the Assistant Media Coordinator plays a vital role in the City of Watertown’s Cable TV Department; and,

WHEREAS, the Assistant Media Coordinator position was reviewed by Carlson Dettman Consulting and they are recommending the Assistant Media Coordinator position be assigned to Grade F on the City of Watertown pay schedule; and,

WHEREAS, the Cable TV Department currently has an excess in the PT Cable Assistant Account #01-51-84-11 and is requesting a decrease in the PT Cable Assistant Account #01-51-84-11 in the amount of \$3998.00 for 2019 Budget and increase in the Salaries Account #01-51-84-10 in the amount of \$3,998.00 for 2019 Budget; and,

WHEREAS, this budget amendment requires a resolution be adopted by the Common Council; and

WHEREAS, the Finance Committee has considered this budget amendment and recommends the adoption of this resolution.

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Watertown that the budget amount of the Cable TV PT Cable Assistant Account #01-51-84-11 be decreased in the amount \$3998.00 for 2019 Budget and the budget amount of the Cable TV Salaries Account #01-51-84-10 be increased \$3998.00 for 2019 Budget to allow the later account to fund the Assistant Media Coordinator position be assigned to Grade F on the City of Watertown pay schedule.

	YES	NO
MUDLER		
TORTOMASI		
RUETTEN		
LARSEN		
HOLTHAUS		
RAETHER		
SCHMID		
MARON		
KILPS		
MAYOR MCFARLAND		
TOTAL		

ADOPTED June 4, 2019

CITY CLERK/TREASURER

APPROVED June 4, 2019

MAYOR