

COUNCIL PROCEEDINGS

Mayor David called the regular meeting of the Common Council of the City of Watertown to order at 7:00 p.m. on Tuesday, March 4, 2014, in the Council Chambers at City Hall.

ROLL CALL

Roll call showed the following members present: Alderpersons McFarland, Smith, Berg, Kuehl, Zgonc, Coughlin, Tietz, Stocks and Romlein. (9) Absent: None (0). Also present were Fire Chief Greg Michalek, Police Chief Tim Roets, City Attorney Will Gruber, City Engineer Jaynellen Holloway and Deputy Clerk/Treasurer Dorothy Newberg.

PLEDGE OF ALLEGIANCE

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

MINUTES OF PRECEDING MEETING

Mayor David inquired if there were any additions or corrections to the minutes of the meeting held Tuesday, February 18, 2014. There being no other additions or corrections, the minutes were approved as published.

COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT

Todd Fischer, 809 Clyman Street, was present on behalf of the Watertown Economic Development Organization. He presented a hand-out on Wisconsin Railroads & Harbors. He wanted to stress the important impact of the Railroad on communities regarding the lower freight rates and fuel efficiency. Todd stated that anyone with any questions could feel free to contact him.

PUBLIC HEARING

Mayor David declared open the public hearing at 7:06 p.m., regarding the rezoning of 602 Welsh Road, from SR-4, Single Family Residential, to TR-6, Two Family Residential. There being no comments, Mayor David stated that he would refer these comments, or lack thereof, back to the Plan Commission for their recommendation to the Common Council. The Mayor closed the public hearing at 7:06 p.m.

COMMITTEE REPORTS

The following reports were presented and contained the following items:

FINANCE COMMITTEE, February 24, 2014. 1. Approve purchase of a home at 1006 Perry Street.

Recreation & Aquatic Director Cindi Braasch was present to explain that this home is one of two homes in the park and is for sale. She stated that the Park, Recreation & Forestry Commission had voted to move forward with an offer to purchase this home. Motion was made by Alderperson Romlein, seconded by Alderperson Tietz giving the Park, Recreation & Forestry Commission permission to pursue the purchase of that property with the assistance of City Attorney Gruber and passed unanimously. **2. Approve the General Accounting Standards Board (GASB) #54 Resolution.**

City Clerk/Treasurer Cindy Rupprecht was present to explain the new GASB rules requiring that, when we get grants, we have segregated funds for that grant program. Seal-A-Smile is one of those grants and we must create an account that would restrict those funds and segregate them for use only in that program. This is a formality, but we need to go on record confirming that we have done this. Motion was mad by Alderperson Tietz, seconded by Alderperson Kuehl to approve this new account and passed unanimously. A resolution will be presented. **3. Accept the recommendation made by Carlson Dettmann, concerning the appeals that were made by some employees concerning their placement in the new Pay Plan.** Of nine appeals made, four will remain where they were and five will be changed to different grades. Motion was made by Alderperson Kuehl, seconded by Alderperson Romlien to accept the recommendation of Carlson Dettmann and passed unanimously. A resolution will be presented. They also discussed new positions and Pay Grades for the Engineering and Health Departments. After some discussion, motion was made by AlderpersonTietz, seconded by Alderperson Romlein to approve Carlson Dettmann's recommendations regarding these

new positions and Pay Grades. **4. Discuss the Employee Handbook updates.** City Clerk/Treasurer Cindy Rupprecht was present to discuss these changes and additions to the Employee Handbook. Motion was made by Alderperson Romlein, seconded by Alderperson Kuehl to approve these changes to the Employee Handbook and the motion passed unanimously. A resolution will be presented. **5. Discuss Post-Issuance Compliance Policy for Tax Exempt and Tax-Advantaged Obligations and Continuing Disclosure.** City Clerk/Treasurer Cindy Rupprecht was again present to explain the need to pass this policy. Simply put, it is formalizing the fact that we agree to, because we do occasionally borrow money, agree to use that money for the projects that the money was borrowed for. Motion was made by Alderperson Kuehl, seconded by Alderperson Tietz to adopt this policy and passed unanimously. A resolution will be presented. **6. Approve Fire Department Lieutenant & Assistant Chief Position Description changes.** Fire Chief Greg Michalek was present to discuss changes he would like in the Fire Department Lieutenant and Assistant Chief positions. After discussion and explanation of these changes, motion was made by Alderperson Romlein, seconded by Alderperson Tietz to approve this change in job descriptions and passed unanimously. **7. Review Fire Department discontinuing use of a private billing company and to do our billing in-house.** Chief Michalek was again present to ask the Finance Committee to discontinue use of a private billing company and bring the billing in-house. With the training for staff and the software, there would still be substantial savings to the city in doing this. There was some discussion and questions by the Finance Committee. Motion was made by Alderperson Tietz, seconded by Alderperson Romlein to continue to pursue the ability to do the billing for EMS & Fire services internally, by the Fire Department and passed unanimously. **8. Closed Session per Wis. Stat. 19.85(1)(c) to discuss a performance evaluations.** Motion was made by Alderperson Tietz and seconded by Alderperson Romlein to go into closed Session. Roll call was taken and this passed unanimously. Motion was made by Alderperson Tietz to come out of closed session, seconded by Alderperson Romlein and passed unanimously. In open session a motion was made by Alderperson Kuehl, seconded by Mayor David to approve the performance evaluations and passed unanimously. Report was received and placed on file.

PUBLIC WORKS COMMISSION, February 25, 2014. 1. Review and approve Pavement Marking Contract.

Three quotes were received and Fahrner was the low bid at \$23,191.00. Motion was made by Alderperson McFarland, seconded by Citizen Member Klaus to award the contract to Fahrner in the amount of \$23,191.00 and passed unanimously. A resolution will be presented. **2. Review & approve Seal Coating Contract.** Street Superintendent Rick Schultz is recommending Scott Construction for this contract in the amount of \$257,169.00 to be taken out of the Seal Coating Capital Account #05-58-11-92. Schultz also recommended adding more streets to the program and this contractor has agreed to honor the price with the added streets. Motion was made by Alderperson Berg, seconded by Alderperson Coughlin to award this contract to Scott Construction and passed unanimously. A resolution will be presented. **3. Review & approve Landscaping Contract.** Street Superintendent Schultz explained that four bids were received. Dan Larsen Landscaping, Inc.'s bid was \$56,568.00 to be charged to the Annual Street Reserve, Storm Water Capital and Sidewalk Capital Accounts. This is the same company that did the work last year. Motion was made by Alderperson Berg, seconded by Alderperson Coughlin to award this contract to Dan Larsen Landscaping, Inc. and passed unanimously. A resolution will be presented. **4. Review & approve purchase of solid waste & recycling carts.** Carts purchased in 2011 are gone and to stay consistent the Street Department would like to purchase additional carts from the same company, Cascade Cart Solutions in the amount of \$6,450.00 to be charged to Solid Waste Utility Capital Account #17-58-17-60. Motion was made by Alderperson Berg, seconded by Citizen Member Klaus to approve this purchase from Cascade Carl Solutions and passed unanimously. A resolution will be presented. **5. Review Ordinance to repeal and recreate Section 28.23, Non-Compliance with Recycling.** This would create a well planned and documented procedure to reduce the unsightly mess on some curbs from waste. Motion was made by Alderperson Coughlin,

seconded by Alderperson McFarland to approve this. An ordinance will be presented. **6. Approve 2014 Water & Sewer Contract #3-14.** Four bids were received with the lowest bid coming in from Forest Landscaping & Construction in the amount of \$912,105.00. Motion was made by Alderperson McFarland, seconded by Citizen Member Klaus to award this contract to Forest Landscaping & Construction and passed unanimously. A resolution will be presented. The report was received and placed on file.

PUBLIC SAFETY & WELFARE COMMITTEE, February 18, 2014. **1. Parking Modifications Around the YMCA Campus.** The Police Department requested that the Committee review parking restrictions around the YMCA Campus. More parking is needed as well as a loading zone on the S. Ninth Street side of the building. After discussion, a motion was made by Alderperson Zgonc, seconded by Alderperson Stocks to return parking to Wisconsin Street and designate a loading zone on S. Ninth Street with the City Engineer and City Attorney identifying that location and passed unanimously. A resolution will be presented. **2. Request for 4-way Stops on S. Montgomery Street near St. Bernard's School.** A parent requested their concern over the need for 4-way stops near St. Bernard's School. A police study showed only two accidents in this area in ten years and the City Engineer explained that this did not fit the State criteria. Motion was made by Alderperson Stocks, seconded by Alderperson Zgonc not to take any further action at this time. They recommended that St. Bernard's consider crossing guards. **3. Modify Pawnbroker and Dealer Requirements in Section 9.04(8).** City Attorney Gruber requested a minor modification resulting from a recommendation by the Police relating to complaints about needless paperwork the way it is currently drafted. Motion was made by Alderperson Stocks, seconded by Alderperson Zgonc to recommend the requested modification and passed unanimously. An ordinance will be presented. The report was received and placed on file.

Alderperson Berg offered his insight into two items, #7 & #1, from the Finance minutes of February 24, 2014. Regarding Item #7, he wanted to give credit to Fire Chief Michalek for his efforts in saving money for the City of Watertown and noted the significant savings in bringing the Fire & EMS billing in house. Regarding Item #1, he felt that it was the wrong time for the City to consider purchasing the property at 1006 Perry Street and compared it to the purchase of a home several years ago at the corner of Division & Hancock Streets, which he felt was also the wrong decision. He felt that to add to the already tax exempt property in the city at this time was wrong, especially given the amount there already is, which he stated included approximately 800 acres already owned by the city itself. He felt that this home must be considered marketable, given the fact that it is assessed at \$105,000.00 and the realtor is asking \$135,000.00 for it.

COMMUNICATIONS AND RECOMMENDATIONS FROM THE MAYOR

Mayor David presented an appointment to the Board of Review, Tom Finnel, 510 Oak Park Ave., for a second term. Motion was made by Alderperson Smith to approve this appointment, seconded by Alderperson Kuehl and carried on a roll call vote. Yes – McFarland, Smith, Berg, Kuehl, Zgonc, Coughlin, Tietz, Stocks, Romlein (9). No – None (0).

Mayor David presented a letter from Statewide Services, Inc. disallowing a claim made by Michelle Manske. Motion was made by Alderperson Berg to approve this disallowance and seconded by Alderperson Smith. Alderperson Coughlin questioned the nature of the claim/incident and wanted further information. The Mayor suggested that he should have either contacted the Mayor or the City Attorney, but stated that it was a claim regarding an incident with a pothole. Motion carried on a voice vote. Yes – 9. No – 0.

Mayor David presented a press release from Moody's Investors Service showing the City of Watertown's rating at Aa3.

Mayor David then introduced Fire Chief Michalek to present Life Saving Medals to the crew of Rescue 1 (Firefighter/Paramedic Scott Umland and Firefighter/Paramedic Kyle Esmeier) and the crew of Engine 2 (Assistant Chief Chad Butzine, Firefighter/Paramedic Mason Tayler and Firefighter/Paramedic Matt Pieper for their efforts that resulted in

saving the life of a man down and not breathing at the bowling alley at 766 N. Church Street. Chief Michalek also presented Unit Citations to the crew of Rescue 1 (Firefighter/Paramedic Brad Fox, Firefighter/Paramedic William Adams) and the crew of Engine 2 (Assistant Fire Chief Ralph Wandersee, Firefighter/Paramedic Chad Butler, and Firefighter/EMT Brad Hering) for their efforts that resulted in saving the life of a female that had attempted suicide. Mayor David congratulated all present for their efforts.

ACCOUNTS PAYABLE

Certified accounts in the amount of \$228,747.07 were presented for payment. Alderperson Romlein moved to pay all certified accounts, seconded by Alderperson Stocks and carried on a roll call vote: Yes-McFarland, Smith, Berg, Kuehl, Zgonc, Coughlin, Tietz, Stocks and Romlein (9). No – None (0). (Complete listing of accounts payable is on file and open for public inspection in the office of the City Clerk/Treasurer.)

REPORTS AND MISCELLANEOUS BUSINESS

The following reports were presented: Watertown Family Center Board – February 25, 2014. Watertown Family Center Finance Committee – February 19, 2014. Recreation & Forestry Commission – February 3, 2014. Payroll Summaries for February 5 through February 18, 2014. Plan Commission – February 24, 2014. Reserve Balances for period ending February 28, 2014. Senior Center Advisory Board – February 19, 2014. All reports were accepted as printed.

LICENSES

The following applied for a “Class B” Malt & Liquor license: Sonder Martini Lounge & Coffee Bar LLC (Sabrina Busch, Agent), 210 S. Water Street. Alderperson Smith moved for approval of all licenses, seconded by Alderperson Kuehl and carried on a voice vote. Yes – 9. No – 0.

ORDINANCES

ORD. #14-7, to amend Chapter 18, to change the zoning at 1115 Chenango Street from SR-4 (Single Family) to GI (General Industrial). *Sponsor: Mayor David. From: The Plan Commission (Positive Recommendation).* Alderperson Coughlin moved for the adoption of this ordinance on its first reading, seconded by Alderperson Berg. Alderperson Tietz commented that he foresees there being issues with this as Chenango Street is narrow and it should be discussed in the future as to the parking in this area. Motion carried on a roll call vote. Yes – McFarland, Smith, Berg, Kuehl, Zgonc, Coughlin, Tietz, Stocks, Romlein (9). No – None (0).

ORD. #14-8, to repeal and recreate Section 28.23, Non-Compliance, of Chapter 28, Recycling. *Sponsor: Alderperson Romlein. From: The Public Works Commission.* Alderperson Romlein moved for the adoption of this ordinance on its first reading, seconded by Alderperson McFarland. Alderperson Berg asked that either Street Superintendent Schultz or Alderperson Romlein address the Council on what this will add to the recycling issues. Alderperson Romlein referred this to Police Chief Roets who had initiated these changes. Chief Roets made reference to a flow chart that was attached to the Public Works minutes better explaining this process, but in short he felt it would make it much simpler to address the issue of rubbish building up on the boulevard areas and speed up the process of getting this cleaned up. Motion carried on a roll call vote. Yes – McFarland, Smith, Berg, Kuehl, Zgonc, Coughlin, Tietz, Stocks, Romlein (9). No – None (0).

ORD. #14-9, to create Section 7.06(1)(b)(19), Loading Zone on S. Ninth Street between Dodge and Wisconsin Streets for a length of 81 ft. *Sponsor: Alderperson Smith. From: The Public Safety & Welfare Committee.* Alderperson Smith moved for the adoption of this ordinance on its first reading, seconded by Alderperson Zgonc and carried on a roll call vote. Yes – McFarland, Smith, Berg, Kuehl, Zgonc, Coughlin, Tietz, Stocks, Romlein (9). No – None (0).

RESOLUTIONS

RES. #8013, to authorize the city to issue \$3,300,000.00 in General Obligation Promissory Notes for the purpose of financing street improvements, airport projects, sidewalk, parking lots, park projects, municipal vehicles and equipment and a radio system, was presented. *Sponsor: Mayor David. From: The Finance Committee.* Alderperson Tietz moved for the adoption of this resolution, seconded by Alderperson Smith. Alderperson Berg commented that he had two questions from residents in his district. One being, "Why add to the City's debt in difficult times? The second being, "Why an \$800,000.00 expense for a Communication System. He answered that it is better to be proactive in these situations and made note of the fact that we will be reducing the debt overall by \$500,000.00 and we would still maintain our credit rating by maintaining our Fund Balance at a higher level. Alderperson Romlein reiterated this point as well, stating that it is better to be proactive then to wait until the system fails and then be without for an extended period of time as well as have a higher expense to fix or replace the system. Alderperson Tietz also echoed Alderperson Berg and Smith's comments by adding that Master Planning is important to avoid Quick Mode and this is the right time to be doing this. Alderperson Smith commented that, while no one likes incurring debt, the reality is that Wisconsin cities are facing State Revenue cuts. This makes it so that no major projects are possible without incurring some debt. He congratulated the Mayor on the limited borrowing and money saving in many areas. Alderperson McFarland championed Alderperson Tietz's comments and stated that she champions Strategic Planning and felt we are dodging a bullet by addressing this issue before there is a system failure. The motion carried on a roll call vote. Yes – McFarland, Smith, Berg, Kuehl, Zgonc, Coughlin, Tietz, Stocks, Romlein (9). No – None (0).

RES. #8014, approve the Finance Committee recommendation of the commitment and assignment of Fund Balances. *Sponsor: Mayor David. From: The Finance Committee.* Alderperson Kuehl moved for the adoption of this resolution, seconded by Alderperson Tietz and carried on a voice vote. Yes – 9. No - 0.

RES. #8015, to adopt the recommendations made by Carlson Dettmenn regarding the Pay Plan Study Appeals and the position and Pay Grade changes for the Engineering and Health Departments. *Sponsor: Mayor David. From: The Finance Committee.* Alderperson Zgonc moved for the adoption of this resolution, seconded by Alderperson Coughlin. Alderperson Berg questioned where the funds would come from for the Grade changes and new/created positions. Mayor David informed Alderperson Berg that these appeals were anticipated and additional monies had been added to the Contingent Fund in the Budget for this reason. The motion carried on a roll call vote. Yes – McFarland, Smith, Berg, Kuehl, Zgonc, Coughlin, Tietz, Stocks, Romlein (9). No – None (0).

RES. #8016, to adopt policy for Post-Issuance Compliance for Tax-Exempt and Tax-Advantaged Obligations and Continuing Disclosure. *Sponsor: Mayor David. From: The Finance Committee.* Alderperson Coughlin moved for the adoption of this resolution, seconded by Alderperson Zgonc and carried on a voice vote. Yes – 9. No – 0.

RES. #8017, to adopt the Summary of Handbook Revisions 2014 which have been incorporated into the Employee Handbook. *Sponsor: Mayor David. From: The Finance Committee.* Alderperson Zgonc moved for the adoption of this resolution, seconded by Alderperson Smith. Alderperson Stocks liked that the addition was made to be able to use 3 sick days for a sick child, but questioned what would happen if more time was needed? Mayor David informed Alderperson Stocks that someone could take FML at that point. Alderperson McFarland made reference to herself being part of the Millennial Generation and the different values that they have with family being more important. She felt that restricting this to only 3 days could encourage dishonesty in employees wanting to be home with their children as well as discourage other, valuable candidates, from applying for positions with the City in the future. Police Chief Roets responded by informing the Alderpersons that this came from the Police Union Contract which allows for the same amount of time. He also reiterated the Mayor's comment that a person could get FML for a child or family member

with extenuating circumstances. Alderperson McFarland expressed concern that the FML would then be unpaid but Mayor David told her that was not the case. An employee can use their vacation or sick time to cover FML. The motion carried on a voice vote. Yes – 9. No – 0.

RES. #8018, to authorize a contract with Dan Larsen Landscaping of Cedarburg for the 2014 Landscaping of Construction Projects in the amount of \$56,568.00 to be taken from the Annual Street Reserve Account #05-58-11-69, Storm Water Utility Capital Account #16-58-16-60 and Sidewalk Capital Account #05-58-11-73. *Sponsor: Alderperson Romlein. From: The Public Works Commission.* Alderperson Romlein moved for the adoption of this resolution, seconded by Alderperson Coughlin and carried on a roll call vote. Yes – McFarland, Smith, Berg, Kuehl, Zgonc, Coughlin, Tietz, Stocks, Romlein (9). No – None (0).

RES. #8019, to authorize entering into an agreement for the 2014 Sealcoating and Crackfilling with Scott Construction of Lake Delton at a cost not to exceed \$286,000.00 to be charged to the Seal Coating Projects Account #05-58-11-92. *Sponsor: Alderperson Romlein. From: The Public Works Commission.* Alderperson Coughlin moved for the adoption of this resolution, seconded by Alderperson Stocks and carried on a roll call vote. Yes – McFarland, Smith, Berg, Kuehl, Zgonc, Coughlin, Tietz, Stocks, Romlein (9). No – None (0).

RES. #8020, to authorize purchasing (72) 64-Gallon Gray Refuse Carts and (72) 64-Gallon Municipal Blue Recycling Carts from Cascade Engineering of Grand Rapids, MI for \$5,940.00 plus \$600.00 shipping for a total of \$6,540.00 to be charged to Solid Waste Utility Capital Account #17-58-17-60. *Sponsor: Alderperson Romlein. From: The Public Works Commission.* Alderperson Zgonc moved for the adoption of this resolution, seconded by Alderperson Stocks and carried on a roll call vote. Yes – McFarland, Smith, Berg, Kuehl, Zgonc, Coughlin, Tietz, Stocks, Romlein (9). No – None (0).

RES. #8021, to authorize entering into an agreement for the 2014 Street Line Painting with Fahrner Asphalt of Waunakee in the amount of \$23,191.00 to be charged to the Street Department Traffic Control Marking Account #01-54-24-40. *Sponsor: Alderperson Romlein. From: The Public Works Commission.* Alderperson Berg moved for the adoption of this resolution, seconded by Alderperson McFarland and carried on a roll call vote. Yes – McFarland, Smith, Berg, Kuehl, Zgonc, Coughlin, Tietz, Stocks, Romlein (9). No – None (0).

RES. #8022, to authorize entering into an agreement with Forest Landscaping and Construction Inc. for the 2014 Sanitary Sewers and Water Main Program in the amount of \$912,105.00 with \$99,715.00 to be taken from Wastewater Account #02-97-30-11 and \$812,390.00 to be taken from Water Work in Progress Account #03-00-70-00. *Sponsor: Alderperson Romlein. From: The Public Works Commission.* Alderperson Romlein moved for the adoption of this resolution, seconded by Alderperson Coughlin and carried on a roll call vote. Yes – McFarland, Smith, Berg, Kuehl, Zgonc, Coughlin, Tietz, Stocks, Romlein (9). No – None (0).

ADJOURNMENT

There being no further business to come before the Council at this time, Alderperson Coughlin moved to adjourn, seconded by Alderperson Zgonc and carried on a voice vote. The time being 7:59 p.m.

Dorothy M. Newberg
Deputy Clerk/Treasurer
DMN

(Complete video of Council Proceedings on DVD.)

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