

## **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, April 15, 2014, in the Council Chambers at City Hall.

### **INTRODUCE NEW AND RE-ELECTED OFFICIALS**

Mayor David called forward the Alderpersons elected in the even districts: District 2 – Fred Smith, District 4 – Kurt Larsen, District 6 – John Coughlin and District 8 – William Maron.

### **OATH OF OFFICE FOR ALDERPERSONS**

City Clerk Rupprecht administered the Oath of Office to all of the new and re-elected officials.

### **ROLL CALL**

Roll call showed the following members present: Alderpersons McFarland, Smith, Berg, Larsen, Zgonc, Coughlin, Tietz, Maron 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 City Clerk/Treasurer Cindy Rupprecht.

### **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 Monday, March 31, 2014. There being no additions or corrections, the minutes were approved as published.

### **ELECTION OF COUNCIL PRESIDENT**

Alderperson Berg moved to nominate Alderperson Smith as Council President, seconded by Alderperson Zgonc. There being no other nominations for Council President, Alderperson Maron moved to close the nominations and cast a unanimous ballot in support of Alderperson Smith, seconded by Alderperson Romlein and carried on a voice vote.

### **ELECTION OF PLAN COMMISSION MEMBER**

Alderperson Zgonc moved to nominate Alderperson Berg as the Council Representative to the Plan Commission, seconded by Alderperson Tietz. There being no further nominations for Plan Commission Member, Alderperson Tietz moved to cast a unanimous ballot for Alderperson Berg, seconded by Alderperson Coughlin and carried on a voice vote.

### **COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT**

Susan Dascenzo, Director of the Watertown Chamber of Commerce Main Street Tourism, 519 E. Main Street, was present, along with WEDO Representatives Joe Schuck of the Bank of Lake Mills, Mike Zieman of WisPak and Kim Erdmann, Executive Director. Susan invited all members to the Leadership Watertown graduation, which will be held at UW Health Partners on May 14, 2014. Any persons wishing to attend should contact Susan by May 2, 2014. Susan then informed the Council that, on the Main Street side, they would be starting the "Shop Local" initiative, showing the importance in economic impact of keeping local brick and mortar businesses open. On the tourism side, they are continuing to work on the ball tournaments.

Cassandra Schug, Superintendent of Schools, 1412 Fairfield Court, was also present. Cassandra thanked the Council for their support of the Branding Initiative that is being undertaken.

John Kaliebe, 829 Richards Avenue, was present. John lives across from Washington Park and read in the paper about the concept to install a retention pond in the park. John, personally, is against this installation and urged the Council to look elsewhere for a possible location. John was informed that an informative meeting would be held for any concerned citizens at the next Public Works Meeting, next week Tuesday.

### **COMMITTEE REPORTS**

The following reports were presented and contained the following items:

**FINANCE COMMITTEE, April 7, 2014. 1. Review Watertown Branding Initiative and the RFP.** Many businesses and communities are attempting to come up with a branding recognition identity, which could be anything from a logo, letterhead, advertising or a wide variety of marketing materials. This brand is then used in promoting economic development and selling of a company or goods. The Branding Committee would work very closely with Redevelopment Resources in an attempt to develop a brand for Watertown. There are companies that help develop this brand and the Committee is recommending moving forward with taking RFP's for this project. An initial study has indicated that the cost can be anywhere from \$40,000.00 to \$60,000.00. The proposal, once the RFP is returned, is that it would be a 1/3, 1/3, 1/3 funding split between the City, the Chamber of Commerce Main Street Tourism and WEDO. A resolution will be presented to authorize send out the RFP's. **2. Discuss Master Plan for the Central Treatment Plant at the Water Department and request a budget increase.** More work needs to be done in conjunction with a Master Plan for the Central Treatment Plant requiring an addition of \$25,000.00. A resolution will be presented to amend the Capital Account for the Water Department, increasing it by \$25,000.00. **3. Approve IWorkQ Systems Internet Management Software.** This software is very important to the workings of the Building Inspection Department and, when the budget was prepared, money was inadvertently left out for the renewal of the software. A resolution will be presented to amend the budget to cover the cost. **4. Discuss wireless internet system, as proposed by DigiCorp.** The proposal from DigiCorp includes the connectivity, installation and 5 year license fees for \$1,883.00. Motion was made and seconded to recommend moving forward with this plan, with the funds to be taken from the City Wide Computer Account. **5. Discuss Out of Pay Compensation.** After discussion it was decided to have City Clerk/Treasurer Rupprecht, the Mayor and Katie McCloskey of Carlson Dettmann, to come up with a solution to this situation. **6. Closed Session per Wis. Stat. 19.85(1)(c) to discuss performance evaluations.** Motion was then made by Alderperson Smith and seconded by Alderperson Tietz to reconvene into open session. In open session a motion was made to approve the performance evaluations by Alderperson Smith, seconded by Alderperson Tietz and carried unanimously. **7. Closed Session per Wis. Stat. 19.85(1)(e).** Motion was then made to go back into closed session per Wis. Stat. 19.85(1)(e) to discuss a land sale. The report was received and placed on file.

#### **COMMUNICATIONS AND RECOMMENDATIONS FROM THE MAYOR**

Members of the Nominating Committee were present to present the 2013 Alfred and Helen Krahn Citizenship Award to Marion Moran. This was presented by Mark Kuehl, Kim Erdmann and Police Chief Roets.

Mayor David then presented plaques to former Alderperson Robert Stocks and Mark Kuehl, thanking them for their years of service.

Mayor David then presented his Council Committee Appointments for the next year. *FINANCE COMMITTEE:* Ald. Fred Smith, Ald. Kurt Larsen, Ald. Augie Tietz, Ald. William Maron; *PUBLIC SAFETY & WELFARE COMMITTEE:* Ald. Steve Zgonc (Chairman), Ald. Fred Smith, Ald. John Coughlin, Ald. Jim Romlein; *PUBLIC WORKS COMMISSION:* Ald. Ken Berg (Chairman), Ald. Emily McFarland, Ald. John Coughlin, Ald. Jim Romlein; *AIRPORT COMMISSION:* Ald. Ken Berg; *BOARD OF REVIEW:* Ald. Emily McFarland, Ald. Augie Tietz; *COMMUNITY DEVELOPMENT AUTHORITY:* Ald. Jim Romlein, Ald. William Maron; *FAMILY CENTER BOARD:* Ald. Jim Romlein; *HEALTH BOARD:* Ald. John Coughlin, Ald. Steve Zgonc; *LIBRARY BOARD:* Ald. Kurt Larsen; *LICENSING BOARD:* Ald. Fred Smith, Ald. William Maron; *MAIN STREET PROGRAM:* Ald. Emily McFarland; *PARK, RECREATION & FORESTRY COMMISSION:* Ald. Augie Tietz; *TRANSIT COMMISSION:* Ald. John Coughlin. Alderperson Smith moved for the adoption of these appointments, seconded by Alderperson Tietz and carried on a roll call vote. Yes – 9. No – 0.

Mayor David then presented other Committee appointments: Park, Recreation & Forestry Commission: Brad Blanke, 1208 Lisbon St., 1<sup>st</sup> term, replacing Mark Uttech. Police & Fire Commission: Brad Kuenzi, 1406 Richards Ave.,

1<sup>st</sup> term, replacing Steve Hepp. Riverfest Committee: Tom Schultz, 1207 Douglas Avenue, 1 year term. Alderperson Romlein moved for the adoption of these appointments, seconded by Alderperson Coughlin and carried on a roll call vote. Yes – 9. No – 0.

Mayor David then presented a communication regarding required changes in the FEMA Floodplain Regulations. While these have already been adopted, there are some amendments that do need to be changed. Mayor David wanted to make the Council aware of the timeline regarding this and is recommending that the Council suspend the rules at the next meeting and provide for two readings to get this accomplished by the May 19, 2014 deadline without having to call a special meeting.

Mayor David then presented a communication from Jefferson County regarding their Heroin Summit, which will be held on May 1, 2014 at the Jansen's Banquet Hall in Fort Atkinson.

#### **MESSAGE FROM THE MAYOR**

Mayor David wanted to share with the Council Members some of this thoughts and challenges ahead, which are primarily financial, in relating to the conditions of the streets. He plans to begin some strategic planning over the next several months. He has been in contact with UW Extension Agent Steve Grabow, to assist in this process. The goal will start to prioritize everything that the City does, in the hopes that it will help us plan for our financial future.

#### **ACCOUNTS PAYABLE**

Certified accounts in the amount of \$485,645.62 were presented for payment. Alderperson Romlein moved to pay all certified accounts, seconded by Alderperson Coughlin and carried on a roll call vote: Yes – 9. No – 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: Airport Commission – February 12 & March 12, 2014. Board of Canvassers – April 4, 2014. Community Development Authority – March 20, 2014. Library Board of Trustees – March 13, 2014. Licensing Board – April 9, 2014. Park, Recreation & Forestry Commission – March 3, 2013. Payroll Summaries for March 19, through April 1, 2014. Plan Commission – March 24, 2014. Reserve Balances for Period Ending March 31, 2014. Site Plan Review Committee – March 24, 2014. All reports were accepted as printed.

#### **LICENSES**

The following have made applications for Beverage Operator licenses for year ending June 30, 2014: Kelly Bauer, 621 Mary Knoll Ln, Wttn, WI 53098; Breanna M. Bergemann, 1119 Doris St, Wttn, WI 53098; Ernest Donaldson, 310 Prospect Ave, Beaver Dam, WI; Jessica A. Edwards, 136 W. Leonard St, Wttn, WI 53098; Melissa Ewert, 401 Humboldt St, Wttn, WI 53094; Sandra K. Fischer, 820 Wild Rose Way, Wttn, WI 53094; John G. Fritz, 1113 Schiller St, Wttn, WI 53098; Timothy Geib, P.O. Box 114, Juneau, WI 53039, Mary Hoefler, 301 Emerald St, Wttn, WI 53098; Jennifer Kessenich, 119 Franklin St, Wttn, WI 53094; Andrea D. Knowles-Winnell, 119 Blue Spruce Ln, Marshall, WI; Nikole M. Loontjer, 1016 N. 2<sup>nd</sup> St, Wttn, WI 53098; Shane M. Magsamen, 1300 Colonial Dr, Wttn, WI 53098; Tina M. Miller, 719 N. Church St, Wttn, WI 53098; Jason A. Osterberger, N8711 High Rd, Wttn, WI 53094; Samantha M. Thompson, 610 Woodbridge Tr, Wttn, WI 53094; Claire Walker, 1439 Country Club Ln, Wttn, WI 53098; Heather Ann Yohn, N641 Co. Rd. K, Wttn, WI 53098. Alderperson Smith moved for the approval of the licenses, seconded by Alderperson Maron and carried on a roll call vote. Yes – 9. No – 0.

The following applied for: Secondhand Article Dealer License, Watertown Gold and Trade, Kevin Mitchell, 1402 S. Church Street. "Class B" Malt & Liquor License, B&J Enterprises LLC dba 3<sup>rd</sup> Street Tap, William P. Caudle, Agent, 215 S. Third St., (fka Third Street Tap). Special Event Licenses: Watertown Main Street Program, N. First Street Parking Lot, June 27 & 28, 2014 for "Rock the River"; Marine Corps League, annual pig roast at Aero Park, 907 Boomer Street,

July 19, 2014; Bartelme Schwefel Detachment, annual "Remember 911" event, Aero Park, 907 Boomer Street, September 8, 2014; Wisconsin Lutheran Synod, Heritage Homes, May 15, 2014 from 6:00 p.m. – 8:00 p.m. Motion was made by Alderperson Smith to approve granting these licenses, seconded by Alderperson McFarland and carried on a roll call vote. Yes – 9. No – 0.

### ORDINANCES

**ORD. #14-14**, to create Section 7.06(1)(b)(20), Loading Zone, No Parking of Chapter 7 of the Traffic Code.

*Sponsor: Alderperson Smith. From: Public Safety & Welfare Committee.* Alderperson Smith moved for the adoption of this ordinance on its second reading, seconded by Alderperson Zgonc and carried on a roll call vote. Yes – 9. No – 0.

### RESOLUTIONS

**RES. #8034**, to authorize entering into a contract with Musco Sports Lighting, LLC for the purchase of lights for one diamond at the Brandt/Quirk Baseball Center in the amount of \$58,000.00 to be charged to Park Expansion Improvement Account #05-58-11-20 was presented. *Sponsor: Alderperson Tietz. From: The Park, Recreation & Forestry Commission.* Alderperson Tietz moved for the adoption of this resolution, seconded by Alderperson Coughlin and carried on a roll call vote. Yes – 9. No – 0.

**RES. #8035**, to amend the Water Department Capital Budget Account #03-99-99-99 from \$1,250,900.00 to \$1,275,900.00 was presented. *Sponsor: Mayor David. From: The Finance Committee.* Alderperson Coughlin moved for the adoption of this resolution, seconded by Alderperson Smith and carried on a voice vote. Yes – 9. No - 0.

**RES. #8036**, to authorize the Contingent Account #01-51-81-56 to be reduced by \$6,000.00 and to increase Engineering Department Dues, Fees and Subscriptions Account #01-54-10-22 by \$6,000.00 was presented. *Sponsor: Mayor David. From: The Finance Committee.* Alderperson Romlein moved for the adoption of this resolution, seconded by Alderperson Maron and carried on a roll call vote. Yes – 9. No – 0.

**RES. #8037**, to authorize participation in a Cooperative Planning Process with the Town of Emmet was presented. *Sponsor: Mayor David. From: The Plan Commission.* Former City Attorney Tom Levi, who has been working on this agreement for approximately four years, was present to give the Council an update on the background and answer any questions that they had. Alderperson Tietz moved for the adoption of this resolution, seconded by Alderperson Coughlin and carried on a voice vote.

**RES. #8038**, authorizing the request for proposals for the Watertown Branding Initiative was presented. *Sponsor: Mayor David. From: The Finance Committee.* Alderperson McFarland moved for the adoption of this resolution, seconded by Alderperson Romlein and carried on a roll call vote. Yes – 9. No – 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.

Cynthia D. Rupprecht  
City Clerk/Treasurer  
CDR/dn

(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.)