

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, May 20, 2014, in the Council Chambers at City Hall.

ROLL CALL

Roll call showed the following members present: Alderpersons McFarland, Smith, Berg, Larsen, Coughlin, Tietz, Maron and Romlein. (8) Absent: Zgonc (1). 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 Tuesday, May 6, 2014. There being no additions or corrections, the minutes were approved as published.

COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT

Susan Dascenzo, 519 E. Main Street, representing the Watertown Chamber, Tourism and Main Street Program was present to bring the Council up-to-date on several items. Susan informed the Council that the Fourth Annual Art Walk will be held on Tuesday from 4:00 p.m. to 7:00 p.m. The City's Branding Committee has all of the RFP's out and they are due back on Friday. Interviews will be conducted the week of July 7th, 2014. Susan also brought the Council up-to-date regarding Redevelopment Resources and the research she has done for them. By walking Main Street, Susan has discovered there are 108 buildings, 3 vacant lots, 106 businesses and 10 vacant buildings. She is currently gathering employment and wage information. Susan also informed the Council that on June 17th, 2014 there will be a Merchant's Meeting. The purpose is to discuss the strengths, weaknesses and a direction for the downtown businesses.

Gretchen Block, representing Bethesda Lutheran Communities addressed the Council regarding the relocation of approximately 60 persons into the local community. Gretchen explained the success of their current Adult Residential Housing and the desire to place these 60 persons into the same type of residential housing in the community. Gretchen also explained that Bethesda has been instrumental in Watertown, providing 400 jobs locally.

Dale Schmidt, who is running for Dodge County Sheriff this fall, addressed the Council. Dale gave some background about himself, explaining he has been in law enforcement for 14 years, most recently as a Day Shift Sergeant for 10 years. He explained that one of his major reasons for running is to increase the Drug Task Force presence in Dodge County.

PUBLIC HEARING

Mayor David declared open the public hearing regarding the establishment of additional community living arrangements in the City that exceed 1% of the population, at the request of Bethesda Lutheran Communities at 7:13 p.m. There being no person wishing to make additional comments, Mayor David closed the public hearing at 7:14 p.m. It is noted that the comments made from Gretchen Block were related to this public hearing.

COMMITTEE REPORTS

The following reports were presented and contained the following items:

FINANCE COMMITTEE, May 12, 2014. **1. Update on the Zoning Administrator/Grant Writer position.** Jacob Maas has accepted the position and will start with the City on May 19, 2014. **2. Approve part-time Electrical Inspector.** Engineer Jaynellen Holloway is recommending that we hire Mike Hedrick as a part-time Electrical Inspector. This would be on a part-time basis, as needed. Motion was made and seconded to approve this hiring with the pay rate to be set at \$24.80 per hour. **3. Approve part-time Building Inspector.** Engineer Jaynellen Holloway is again

recommending Mike Hedrick be employed in the part-time Building Inspector position. He is qualified with all of the required residential and commercial certifications. Motion was made and seconded to approve the hiring of Mike Hedrick at the same rate of \$24.80 per hour. **4. Transfer of \$6,720.00 from Contingent Fund to allow for two Engineering Interns to be hired.** A resolution will be presented to transfer money from Contingent to Engineering Part-time Salaries. **5. Discuss repair of the Book World Building.** The Mayor has informed the Committee that our insurance company has been alerted. We are awaiting three bids to come in on repairs. The Mayor feels there is responsibility on the City's part to repair this building. This will be discussed at a future date. **6. Modify Employee Handbook Grievance Procedure.** Due to a recent court case that went to the Supreme Court, it has been determined that some procedures in our Grievance Procedure may be in conflict with that decision. City Clerk/Treasurer Cindy Rupprecht is recommending that we strike several different definitions that do not qualify as terminations from our Handbook Grievance Procedure. This would allow and give employees a greater appeal right under the current policy. A resolution will be presented. **7. Closed Session per Wis. Stat. 19.85(1)(e) to discuss land purchase.** Motion was made to go into closed session to discuss a land purchase and carried on a roll call vote. The report was received and placed on file.

PUBLIC WORKS COMMISSION, May 13, 2014. **1. Discuss and approve lawnmower purchase for Parks Department.** Only two bids were received. Bill Fincutter is recommending the higher of the two, being the Toro 4000D from Reinders Brothers for several reasons. This mower has a much better fuel consumption rate of 1.57 gallons per hour, compared to the other bid machine, at 3.3 gallons per hour. The Toro also has a zero radius turn capability and an enclosed cab with air conditioning and heat, along with a broom for snow removal. The Toro is viewed as a safer mower with a lower center of gravity and traction lock for side hills. A resolution will be presented. **2. Discuss and approve Brandt/Quirk lighting bids.** Eight companies showed interest in bidding this project with four of them returning a bid. Wil-Surge Electric, out of Butler, was the low bid at \$24,421.00. Despite the fact that they are \$38,000.00 lower than the high bid, their references, performance bond requirements and everything else checked out favorably. A resolution will be presented recommending Wil-Surge Electric be awarded the contract. **3. Discuss and approve purchase of water meters.** A resolution will be presented recommending Badger Meter for the purchase of 300 additional 5/8' meters and 38 1 1/2' meters. **4. Review leak location on all mains and valves in the City.** Water Systems Manager Kevin Freber presented three quotes for doing leak detection on our mains and valves. The Public Service Commission has a threshold of 15% and we are currently at that threshold. Water Leak Locator, LLC has done work in the past. A resolution will be presented to recommend them for the Water Leak Detection Project. **5. Discuss and approve clean tanks at Treatment Facilities for the Water Department.** Municipalities are required to clean and inspect all tanks on a regular basis. Water Systems Manager Kevin Freber has received five quotes. A resolution will be presented recommending Pittsburgh Tanks at the low bidder of \$9,000.00 with a \$2,500.00 mobilization fee for approval. **6. Discuss and approve purchase of a used Water Meter Test Bench.** Water Systems Manager Kevin Freber informed the Committee that we are required to test our meters randomly for accuracy and reliability. Our existing Water Meter Test Bench is over 30 years old and in need of replacement. Staff traveled to Saukville to check out equipment that they are selling and Kevin is recommending that we buy this test bench. Motion was made and seconded to approve the purchase as recommended. The report was received and placed on file.

PUBLIC SAFETY & WELFARE COMMITTEE, May 14, 2014. **1. Traffic issues on S. Votech Drive.** Al Rose was present to see what could be done to make it safer for traffic on S. Votech Drive. Semi's routinely back into the docks at Ad-Tech. As traffic turns on or off Votech Dr. to Meadow Street, semi trailers are often backing up or are backed up in the road. It was decided to place informational directional signs with turn arrows and a 15 mph warning on both Meadow and Votech Dr. as you approach this intersection. **2. Speed Enforcement on Welsh Road.** The City has recently

placed 25 mph signs facing in both directions. **3. Parking on Hospital Drive.** Hospital employees are currently parking on the west side of Hospital Drive. When cars are parked on both sides it gets very narrow for two way traffic. City Engineer Jaynellen Holloway will contact the hospital to see why employees are parking there and will measure the width of the road to see if it is legal to have parking on both sides. **4. Signage on Country Club Lane.** After discussion, it was decided to place a Dead End sign on Country Club Lane, just north of Silver Creek Road to make motorists aware that this is not a through street. **5. Traffic concerns near Schaller Park.** There have been citizen complaints about the visibility at the corner of Riverview Lane and Stimpson Street. It was noted that there are two large evergreen trees very near the corner. If these were removed visibility would be increased. The Committee is contacting the owner to authorize removal of these trees. If the owner does not authorize removal, this will be brought back to the Committee. **6. Visibility at the intersection of 4th and Division Streets.** Turning from Division Street onto 4th Street has limited visibility, mainly due to a large tree on the right (north) on 4th street. Jeff Pirkel from the Forestry department will be contacted to get an opinion if removing this tree will help visibility. **7. Consider no parking on Chenango Street.** The Council has already passed no parking on Chenango Street. Signs will be erected when the Street Department gets a chance. The report was received and placed on file.

COMMUNICATIONS AND RECOMMENDATIONS FROM THE MAYOR

Mayor David presented the appointment of Andrea Turke, 521 Carl Schurz Drive to the Health Board for a second term to expire on June 1, 2017. Alderperson Coughlin moved for the recommendation of this appointment, seconded by Alderperson Tietz and carried on a roll call vote. Yes – 8. No – none.

Fire Chief Greg Michalek then presented Life Saving Awards to Firefighter/Paramedic Scott Kreilkamp, Firefighter/Paramedic John Duvernell, Assistant Fire Chief Tim Gordon, Firefighter/Paramedic Jim Acker and Firefighter/EMT Greg Wellach for resuscitating a pulse less, non-breathing 49 year old male on November 28, 2013.

ACCOUNTS PAYABLE

Certified accounts in the amount of \$743,999.57 were presented for payment. Alderperson Romlein moved to pay all certified accounts, seconded by Alderperson Smith and carried on a roll call vote: Yes – 8. 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: Committee of the Whole – May 6, 2014. Community Development Authority – April 17, 2014. Library Board of Trustees – April 10, 2014. Licensing Board May 14 & 16, 2014. Park, Recreation & Forestry Commission – May 5, 2013. Payroll Summaries for April 16, through April 29, 2014 and April 30, through May 13, 2014. Police & Fire Commission – May 5, 2014. Reserve Balances for Period Ending April 30, 2014. Senior Center Annual Members Meeting – May 8, 2014. All reports were accepted as printed.

LICENSES

The following have made applications for Beverage Operator Applications for year ending June 30, 2014: Gordon I. Casey, 926 N. Spring St, Beaver Dam, WI; Anne Marie Ferris, N8822 Leiger Ln, Ixonia, WI; Douglas S. Haase, 200 N. Water St, Wttn, WI 53094; Cindy E. Heiden, 604 W. Cady St, Wttn, WI 53094; Janice A. Jolliff-Caudle, 1101 Crestview Dr, Wttn, WI 53094; Elizabeth Keever, 907 Clyman St, Wttn, WI 53094; Patience M. Ogden, 1153 Boughton St, #12C, Wttn, WI; William S. Peters, 201 ½ S. Washington St, Wttn, WI, Cayla Marie Ryan, 509 Emmet St, Wttn, WI 53094; Alexandria J. Schuett, 1031R N. 4th St, Wttn, WI 53098. The following have made renewal applications for Beverage Operator Applications effective July 1, 2014, and ending June 30, 2015: Nancy Indra, 1010 Wilbur St, Watertown, WI 53098; Jessica L. Raatz, 1430 Henry St, #6, Watertown, WI 53094. The following have applied for Special Event Licenses: St. Henry's annual parish picnic, Riverside Park, July 12 & 13, 2014. YES Watertown for Tour Da Goose,

Riverside Park, June 28, 2014. Alderperson Maron moved for the approval of the Beverage Operator Licenses as listed on Revised Exhibit A, seconded by Alderperson Smith and carried on a voice vote. Alderperson Smith then moved for the approval of the Special Events licenses for St. Henry's annual parish picnic and the YES Watertown Tour Da Goose events, seconded by Alderperson Coughlin and carried on a voice vote.

ORDINANCES

ORD. #14-15, to amend 2.02(1)(q) of Chapter 2 Officials, Boards & Commissions to change the term of Community Development Authority members from 4 years to 5 years was presented. *Sponsor: Mayor David.* Alderperson Romlein moved for the adoption of this ordinance on its second reading, seconded by Alderperson Maron and carried on a roll call vote. Yes – 8. No – 0.

RESOLUTIONS

RES. #8041, to designate the Watertown Daily Times as the official newspaper for the City of Watertown was presented. *Sponsor: Mayor David.* Alderperson Coughlin moved for the adoption of this resolution, seconded by Alderperson Smith and carried on a voice vote.

RES. #8042, to bring grant money to Jefferson County for the construction of off road paved bike trails was presented. *Sponsor: Alderperson Tietz. From: The Park, Recreation & Forestry Commission.* Alderperson Tietz moved for the adoption of this resolution, seconded by Alderperson Romlein and carried on a voice vote.

RES. #8043, to amend the City's Grievance Policy, as part of the Employee Handbook, was presented. *Sponsor: Mayor David. From: The Finance Committee.* Alderperson Smith moved for the adoption of this resolution, seconded by Alderperson Tietz and carried on a voice vote.

RES. #8044, to enter into a contract with Wil-Surge Electric of Butler, WI to install sports lighting at Brandt/Quirk Park in the amount of \$24,421.00 to be taken from Park Expansion and Improvement Account #05-58-11-20 was presented. *Sponsor: Alderperson Berg. From: The Public Works Commission.* Alderperson Tietz moved for the adoption of this resolution, seconded by Alderperson Berg and carried on a roll call vote. Yes – 8. No – none.

RES. #8045, to authorize the purchase of an all-wheel drive rotary mower from Reinders Bros. Inc. of Sussex for \$57,775.00 to be charged to Park Major Capital Projects Account #05-54-41-70 was presented. *Sponsor: Alderperson Berg. From: The Public Works Commission.* Alderperson Berg moved for the adoption of this resolution, seconded by Alderperson Romlein and carried on a roll call vote. Yes – 8. No – none.

RES. #8046, to authorize the Contingent Account #01-51-81-56 budget to be decreased by \$6,720.00 and Engineering Part-Time Salary Account #01-54-10-16 budget be increased by \$6,720.00 was presented. *Sponsor: Mayor David. From: The Finance Committee.* Alderperson Tietz moved for the adoption of this resolution, seconded by Alderperson Maron and carried on a roll call vote. Yes – 8. No – none.

RES. #8047, to authorize entering into a contract with Pittsburgh Tanks for cleaning of the northeast Water Treatment and west Treatment Plant tanks in the amount of \$11,500.00 to be charged to Work in Progress Account #03-00-70-00 was presented. *Sponsor: Alderperson Berg. From: The Public Works Commission.* Alderperson Berg moved for the adoption of this resolution, seconded by Alderperson Coughlin and carried on a roll call vote. Yes – 8. No – none.

RES. #8048, to authorize the purchase of water meters from Badger Meters in the amount of \$33,869.08 to be taken from Meter Account #03-00-34-60 was presented. *Sponsor: Alderperson Berg. From: The Public Works Commission.* Alderperson Romlein moved for the adoption of this resolution, seconded by Alderperson Larsen and carried on a roll call vote. Yes – 8. No – none.

ADJOURNMENT

There being no further business to come before the Council at this time, Alderperson Coughlin moved to adjourn, seconded by Alderperson Maron and carried on a voice vote. The time being 7:34 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.)