

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, January 20, 2015, in the Council Chambers at City Hall.

ROLL CALL

Roll call showed the following members present: Alderpersons McFarland, Berg, Larsen, Zgonc, Raether, Tietz, Maron and Romlein. (8) Absent: Smith (1). Also present were Fire Chief Greg Michalek, Police Chief Tim Roets, City Engineer Jaynellen Holloway, City Attorney Will Gruber 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 meetings held Tuesday, January 6, 2015. There being none, the minutes were approved as presented.

COMMITTEE REPORTS

The following reports were presented and contained the following items:

FINANCE COMMITTEE, January 12, 2015. 1. 2015 Financing & Refunding. Brad Veguit from R.W. Baird was present to explain the borrowing for 2015 Capital Projects and some refinancing options. The City will be borrowing \$3,000,000.00 for Capital Projects and \$1,070,000.00 would be for refinancing other debt. Brad is also recommending that we refinance a taxable issue from TID #6. This will save additional money and bring us closer to bringing that TIF whole, as the property value has gone down causing a decrease in increment. Resolutions will be presented. **2. Sale of Transit System Bus.** City Clerk/Treasurer Rupprecht was present to explain the need to dispose of a 1998 24 passenger bus. Because this was purchased with Federal Funds, it was required that it be advertised and sold through a bid process. The highest bid was \$425.80 from Jeff Berres. Motion was made and seconded to approve the sale of this bus "AS IS". **3. Approve process for hiring a new Wastewater Treatment Plant Operator.** Due to a retirement, Water Systems Manager Freber was present to request replacing the position. Motion was made, seconded and passed unanimously to approve the process of hiring a new Operator. **4. Discuss & approve hire date re-calculation for the Police Department.** Dispatcher Diana Monaghan first was employed by the Clerk's Office and then became a dispatcher. When that move happened, they started her seniority as of the date of employment with the Police Department. Chief Roets is requesting the change and recalculation of her vacation time to the original start date with the City, which would give Diana five extra days of vacation. Motion was made and seconded to recalculate vacation based on her original date of hire. This passed unanimously. **5. City Radio Project Update.** Chief Roets was present to give an update as to the status of the new Radio System. The furniture is installed and complete. They are currently working on some issues regarding antenna installation. There have been a few extra costs which have been paid out of the 2014 Budget and some additional that will come out of the 2015 Budget. Chief Roets will keep the Committee up to date and anticipates this project will be finished by the end of February or early March. **6. Contract with Redevelopment Resources.** The contract calls for work in four areas that are associated with Downtown Redevelopment. The contract calls for work at a rate of \$95.00 per hour. After discussion a motion was made and seconded to recommend this to the Council. A resolution will be presented. **7. Front Street property below Upper Dam/DNR River Management Grant.** City Engineer Holloway and Zoning Administrator Maas were present to request approval to apply for a DNR River Grant that is a 75% State/25% City Grant. If successful, then there would be the possibility to purchase this property, which is in the 5 Year Park Plan. This would provide additional green space and help alleviate some erosion control on Tivoli Island.

A resolution will be presented. **8. Brandt/Quirk Park Expansion, DNR Knowles Nelson Stewardship Grant.** City Engineer Holloway and Zoning Administrator Maas were present to request permission to pursue a grant that would aid in the purchase of property owned by the Department of Transportation that is between the new by-pass and the Brandt/Quirk Park area. The grant could help to pay for up to 50% of the cost of the land up to a \$250,000.00 limit. Motion was made and seconded to approve pursuing this grant. **9. Potential rental of part of the Recycling Building.** A citizen is interested in renting some of this space. Street Superintendent Rick Schultz was present with a proposal to rent out about 6,160 square feet of the space, which includes a bathroom, employee area and small office space, at approximately \$1,668.00 per month. Motion was made and seconded to give the Mayor permission to potentially enter into an agreement to rent this space. **10. Approve the appointment of Cindi Braasch as the Director of Park & Recreation Department.** Cindi was appointed the Interim Director in early 2014. She has been doing a good job of managing the department and a recommendation was made and seconded to approve this permanent appointment as Director. A resolution will be presented. **11. Closed Session per Wis. Stat. §19.85(1)(c) to discuss performance evaluations.** Motion was made and seconded to go into closed session. **12. Reconvene to open session.** Motion was then made and seconded to reconvene to open session after discussion of performance evaluations. **13. Closed Session per Wis. Stat. §19.85(1)(e) to discuss land purchase.** Motion was made and seconded to go into discussion. There being no further business a motion was made to adjourn. The report was received and placed on file.

PUBLIC WORKS COMMISSION, January 13, 2015. 1. Review Water Master Plan Report by Applied Technologies. Discussion centered around the recommendations in the plan which was started last year. Applied is recommending new building and equipment upgrades needed totaling \$11.3 million. Their recommendation is that this occur within the next 5 years. Applied Technologies is recommending the City apply for loans through the Safe Drinking Water Loan Fund Program, which is currently lending funds at 1.65%. **2. Review/approve an agreement with Baker Tilly for evaluation of Water & Wastewater finances.** Water Systems Manager Freber is recommending we enter into an agreement with Baker Tilly to do a complete evaluation of the finances for the Water and Wastewater. Part of the study will be to implement parts of the Water Department Master Plan as recommended by Applied Technologies. Kevin also reminded Commission members that we have about 119 miles of Water Main within our City and that a minimum of 1.9 miles needs to be replaced annually and we have not been close to doing that. Motion was made and seconded to approve hiring Baker Tilly for this study. **3. Update on our existing generator and Sport Utility Vehicle.** Kevin sold these two vehicles on the Wisconsin Online Auction, receiving \$5,012.00 for the generator and \$5,575.00 for the Utility Vehicle. **4. Review and approve purchase of Recycling Carts.** Street Superintendent Schultz was present to present a quote from Cascade Cart Solutions for \$7,666.00 for 144 Recycling Carts. A resolution will be presented. **5. Sidewalk extension from South Street to Grinwald Park on the west side of Milford Street.** Considerable discussion centered around the installation of sidewalk. It was pointed out that there were two previous public discussions on sidewalk and both times property owners and the majority of the Council were opposed to the idea. Citizen Member Klaus suggested our Engineer's office look into the feasibility of ways our City could safely use the bike path area and other portions of the road as a multiple lane use and report back as soon as possible. **6. Proposal to contact developers on single family development.** Alderperson Berg is suggesting we create a data base of builders and developers of residential housing and encourage them to build within our City this year, or as soon as possible. Comments were made about staffing changes and builders should be informed about those and let them know we welcome their business in the City. Alderperson Berg was asked to bring back a proposed letter to the Commission for review and consideration. The report was received and placed on file.

COMMUNICATIONS AND RECOMMENDATIONS FROM THE MAYOR

WEDO and Watertown Area Chamber of Commerce updates: Susan Dascenzo, representing the Watertown Chamber, Main Street and Tourism Committee was present to update the Council. Susan is very excited about the Branding process which will be beginning next week. DCI will be in Watertown to learn more about our City. Susan reminded those invited to RSVP for the Welcoming Reception to be held at Lyons Pub on Tuesday, January 27, 2015. From the Chamber side, Susan informed the Council that Leadership Watertown is currently focusing on law enforcement. Their project for this upcoming session will be a volunteer day on Friday, June 12, 2015, where park maintenance projects will be undertaken. They are also working with the Commerce and Education Committee at the Watertown High School in an effort to match students with businesses. From the Main Street side of things, in April, Watertown will have completed 15 years in the Streetscape Program. On January 23, 2015, the Wisconsin Main Street staff will be in town to help further develop this program. As for Tourism, they are looking to develop a coupon program. Finally, Susan encouraged the Council to support the contract with Redevelopment Resources to help market Watertown and revitalize the downtown area.

Appointments: Historic Preservation & Downtown Design Commission: Alice Mirk, 811 Harvey Avenue, 1st term, replacing Bruce Bentz. Public Works Commission: Citizen Member Mike Klaus, 207 Riverlawn Ave., 3rd Term. Alderperson Tietz moved to approve the appointments, seconded by Alderperson Maron and carried on a roll call vote: Yes – 8. No – 0.

Mayor David then presented the communication from City Clerk/Treasurer Rupprecht detailing the Alderperson candidates for the April election and ballot placement for the February 17, 2015 Primary in District #1.

Mayor David then updated the Council that there are two upcoming Committee of the Whole meetings scheduled. The first is February 17, 2015, where the Jefferson County Economic Development Corporation and Home Consortium will be present to make presentations. On March 3, 2015, the Library Board will be present. Both of these meetings will begin at 6:00 p.m.

Finally, Fire Chief Greg Michalek presented Life Saving Awards to Lt. Ken Riggs, Firefighter/Paramedics Scott Umland, Brad Fox, Matt Pieper, and Firefighter/EMT Brad Hering for their efforts in revitalizing a pulse less and non-breathing individual on January 9, 2015.

ACCOUNTS PAYABLE

Certified accounts in the amount of \$581,979.54 were presented for payment. Alderperson Romlein moved to pay all certified accounts, seconded by Alderperson Zgonc 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: 2014 Building, Safety & Zoning Yearly Construction Totals. Community Development Authority – December 18, 2014. Historic Preservation & Downtown Design Commission – November 19, 2014. Library Board of Trustees – December 11, 2014. Licensing Board – January 14, 2015. Payroll Summaries – December 24-31, 2014 & January 1-6, 2015. Plan Commission – January 12, 2015. Police & Fire Commission – January 12, 2015. Site Plan Review Committee – December 22, 2014 & January 12, 2015. All reports were accepted as printed.

LICENSES

The following have made applications for Beverage Operator Applications for year ending June 30, 2015: Justin M. Berth, 209 Air Park Dr., #12, Watertown, WI; Andrew J. Boley, 916 E. Main St., Watertown, WI; Katelynn M. Bollig, 12054 Janus Ave., Sparta, WI; Peter Cieslinski, 205 S. Sixth St., Watertown, WI; Jenny Ellenbecker, 1207 Windwood Ln.,

Watertown, WI; Mark Allen Gigl, 611 S. Tenth St., Watertown, WI; Paul Grenevitch, 1249 Morrow Dr., Social Circle, GA; Jeffrey A. Harris, 818 Jones St., Watertown, WI; Jeffrey A. Mallo, 754 N. Water St., Watertown, WI; Javier Reyes Moranchel, 1503 Lawnview Lane, Watertown, WI; Jodi R. Nienow, 1348 Windsor Circle, Watertown, WI; Katrina Salli, 905 Valley Dr., Watertown, WI; Jodi L. Schubert, 1304 Boomer St., Watertown, WI; Ashly M. Stacie, 1516 Lakeside Ter., #4, Watertown, WI; Ranette L. Trinkle, 212 Rock St., Watertown, WI; Marissa Vickers, 415 N. Fifth St., Watertown, WI; Jodi M. Wojtkiewicz, 216 N. Water St., Watertown, WI. Alderperson Maron moved to approve all Beverage Operator licenses, seconded by Alderperson Romlein and carried on a voice vote.

ORDINANCES

Ord. #15-1, to create Section 3.21, Spilled Hazardous Materials Removal Responsibility of Chapter 3, Finance Code, was presented. *Sponsor: Mayor David. From: The Finance Committee.* Alderperson Romlein moved for the adoption of this ordinance on its second reading, seconded by Alderperson Raether and carried on a roll call vote: Yes – 8. No – None.

Ord. #15-3, to amend Sections 20.11(23)12 & Section 20.11(23)15(b)2 of Chapter 20 as it relates to Dedication and Improvement of Public Parks and Other Public Sites was presented. *Sponsor: Ald. Tietz. From: The Park, Recreation and Forestry Commission.* Alderperson Tietz moved for the adoption of this ordinance on its first reading, seconded by Alderperson Larsen and carried on a roll call vote: Yes – 8. No - None.

RESOLUTIONS

Exhibit #8119, to authorize the Mayor to enter into a contract with Redevelopment Resources for 2015 at a rate of \$95.00 per hour, not to exceed 50 hours per month or \$5,700.00 per month was presented. *Sponsor: Mayor David. From: The Finance Committee.* Alderperson Berg moved for the adoption of this resolution, seconded by Alderperson Tietz and carried on a roll call vote: Yes – 8. No – None.

Exhibit #8120, to authorize the appointment of Cindi Braasch as the Director of the Park and Recreation Department at a Pay Grade O, Step 1 was presented. *Sponsor: Mayor David. From: The Finance Committee.* Alderperson Tietz moved for the adoption of this resolution, seconded by Alderperson Raether and carried on a roll call vote: Yes – 8. No – None.

Exhibit #8121, to authorize the purchase of 144-96 gallon blue recycling carts from Cascade Engineering at a cost of \$7,666.00 to be charged to Solid Waste Capital Outlay Account #11-58-17-60 was presented. *Sponsor: Ald. Berg. 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 – 8. No – None.

Exhibit #8122, to provide and authorize for the sale of approximately \$4,070,000.00 of General Obligation Promissory Notes was presented. *Sponsor: Mayor David. From: The Finance Committee.* Alderperson Maron moved for the adoption of this resolution, seconded by Alderperson Tietz and carried on a roll call vote: Yes – 8. No – None.

Exhibit #8123, to provide for the sale of approximately \$730,000.00 of Taxable General Obligation Refunding Bonds was presented. *Sponsor: Mayor David. From: The Finance Committee.* Alderperson Maron moved for the adoption of this resolution, seconded by Alderperson Larsen and carried on a roll call vote: Yes – 8. No – None.

Exhibit #8124, to authorize the submission of a grant to the Wisconsin DNR River Protection Program was presented. *Sponsor: Mayor David. From: The Finance Committee.* Alderperson Romlein moved for the adoption of this resolution, seconded by Alderperson Tietz and carried on a roll call vote: Yes – 8. No – None.

Exhibit #8125, to authorize the purchase of a 2014 Utility Truck from Lynch Truck Center of Waterford in the amount of \$39,115.50 to be charged to Capital Projects Outlay Account #05-54-11-70 was presented. *Sponsor: Alderperson Berg. From: The Public Works Commission.* Alderperson Zgonc moved for the adoption of this resolution, seconded by Alderperson McFarland 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 Larsen moved to adjourn, seconded by Alderperson Zgonc and carried on a voice vote. The time being 7:37 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.)