

COUNCIL PROCEEDINGS

Mayor John David called the regular meeting of the Common Council of the City of Watertown to order at 7:00 p.m. on Tuesday, August 4, 2015, in the Council Chambers at City Hall.

ROLL CALL

Roll call showed the following members present: Alderpersons McFarland, Smith, Berg, Larsen, Zgonc, Raether, Tietz, Maron and Romlein. (9) Absent: None (0). 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 meeting held Tuesday, July 21, 2015. There being none, the minutes were approved as presented.

COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT

Belle Luhman, 703 N. Water Street, was present. Belle informed the Council that she owns a building in the downtown district at Third & Main Streets. She had concerns regarding the ordinance with boarded up windows. Belle currently has shutters over windows and was questioning the Council as to whether that meant those were boarded up.

Jim Baade, owner of property at 201, 203 and 205 E. Main Street, also addressed the Council regarding boarding up windows. Mr. Baade informed the Council that he has been applying for tax credits. He has recently been told that the windows cannot be replaced. They will have to attempt to be preserved, which is time consuming. He was concerned about the 60 day limitation in the ordinance.

PUBLIC HEARINGS

Mayor David declared open the public hearing at 7:06 p.m. regarding Section 18.706, Exterior Storage Standards for Residential, Office and Commercial Districts. There being no persons wishing to make comment, Mayor David closed the public hearing at 7:07 p.m.

Mayor David then declared open the public hearing at 7:07 pm to amend the Official Map to include the right-of-way on County Road R, recently annexed from the Town of Emmett. There being no persons wishing to make comment, Mayor David closed the public hearing at 7:08 p.m.

COMMITTEE REPORTS

Finance Committee, July 27, 2015. 1. Review plowing request for the Town of Watertown. The Town of Watertown is interested in having the City do it's plowing. Street Superintendent Rick Schultz presented cost estimates to provide them with a 5 year contract. We would need to hire two full-time employees and purchase two tri-axle trucks with plows. The estimated cost for this contract for five years would be \$565,000.00, or approximately \$113,000.00 per year, plus an hourly rate of \$88.00 per truck, based on the Department of Transportation equipment rates. This would cost the Township approximately an extra \$44,000.00 per year, based on 35 snow operations in a year. A motion was made and seconded to have Rick pursue this contract. 2. Review Recycling & Solid Waste Program concerns. Street Superintendent Rick Schultz presented information that it is now going to cost us \$100.00 per load for electronics recycling. We are currently averaging about three loads per week. Discussion centered around how to continue the program but not have it be overly burdensome on the taxpayers. The Committee directed Rick to look at several alternatives, one being to raise the rate and the other being to possibly charge per item that is recycled. This will come

back during budget process. Rick also mentioned the charges for recycling mattresses. In 2014 we recycled 1600 mattresses. In 2015, we are on pace to double that at 3200. This will also come back during budget process. Rick also informed the Committee that we will need to look at replacing at least one recycling truck in 2016 at a cost of \$245,000.00.

3. Approve Building Inspector pay retroactive to April 23, 2015. The request to make this pay increase retroactive was not included in the previous meeting minutes motion and this was Engineer Holloway's intent. Motion was made and seconded to make the pay retroactive to April 23, 2015.

4. Request to have Carlson Dettmann review and assign Grade to revised Zoning Administrator/Grant Writer JDQ. Engineer Holloway was present to request permission to redo a JDQ and send it to Carlson Dettmann for additional duties added to this job description. This motion passed unanimously.

5. Approve part-time Certified Plumbing and part-time Certified Electrical Inspectors and wage rates. Engineer Holloway is recommending a Grade L, Step 1 for two part-time inspectors. That would be \$26.61 per hour. The two inspectors would be Mark Hady for electrical and Dennis Quest for plumbing work. This motion was made and seconded to recommend this and also to approve Mike Hedrick as a back-up Inspector for these two positions.

6. Approve FEMA FIRM Map Property Survey Fee. Engineer Holloway explained that the current costs are \$120.85. She is proposing we change the rate for staking out the floodplain lines to \$120.00. Motion was made and seconded to raise this fee and to revisit this periodically.

7. Approve to advertise and hire Engineer/Technician for Engineering Department. Engineer Holloway was present to ask permission to advertise to hire an Engineering Technician. She is looking for permission to have Carlson Dettmann review a JDQ and set a Pay Grade. Motion was made, seconded and passed unanimously to advertise and fill this position.

8. Discuss Fire Department staffing. Fire Chief Michalek was present to explain that staffing is becoming critical. We are getting more and more multiple calls for service at the same time. He is requesting to add one person to the shift that is short one and to add an additional one person per shift. This will be addressed at budget time.

9. Discuss performance bonus payments for redlined employees. Clerk/Treasurer Rupprecht was present to explain that there are still 19 employees who have worked for two years without a pay raise due to the fact they are redlined outside of the pay table. Eighteen of them have received positive performance evaluations. The Mayor and Cindy came up with a plan to give each of them a performance bonus of \$225.00. Motion was made, seconded and passed unanimously to give this bonus.

10. Discuss Transit System deficits & rates. Clerk/Treasurer Rupprecht was present to explain the Transit Systems financial situation. We have recently received the withheld payments in excess of \$80,000.00, following completions of audits for the years 2011, 2012, 2013 and 2014. As a result, there were still local contribution deficits of \$87,708.00 which will need to be addressed. Rates had not been increased for six years and were increased in November of 2014. Cindy's recommendation is to cover some of this from the Revaluation Reserve Account, which is not needed at this time, taking some of the money from Contingent, and also reviewing several salary and benefit accounts closer towards year end. There should be excess funds due to the delay in hiring and filling some of those positions. Cindy also informed the Committee that she is working on the RFP to bid this service out again for the next five years. Once the RFP and the rates come in this will be looked at and a decision will be made whether or not to raise rates in early 2016. The report was received and placed on file.

Public Works Commission, July 28, 2015.

1. Review West Street Shared Use Path Study Preliminary Report. The study done by Ayres & Associates was discussed. They presented five options for addressing enhanced safety and bicycle/pedestrian traffic. The Commission is recommending Alternate 4, with the Street Department and Engineering doing portions of the work to lessen the price. Motion was made and seconded to approve the modified proposal of Alternate 4 and to bring this back with preliminary design work for the Commission to review and approve before bids are sent out.

2. Review & approve Implements of Husbandry requirements for the City. Street Superintendent Rick Schultz reported the various options for us to post our roads for

restricted use. Watertown has chosen to grant approval for rural private use by permit with only two being issued so far. Rick is the contact person. 3. Draft request for proposal for Main Street Bridge repair. Engineer Holloway went over the specifications for bidding out proposals for repair and rehabilitation work. Motion was made and seconded to approve the Bridge Proposal Specs as drafted. 4. Discuss/Approve Wastewater Compliance Maintenance Annual Report. Water Systems Manager Freber went over the Annual Report he sends to the DNR on operations. Motion was made and seconded to recommend to the Council to approve the Compliance Maintenance Annual Report (CMAR). A resolution will be presented to Council. 5. Discuss & approve Well #4 emergency repair. Water Systems Manager Freber brought the Commission up-to-date on the emergency repairs that were needed on Well #4. Motion was made and seconded to approve the emergency work done for an amount not to exceed \$8,825.00. Motion was then made and seconded to recommend that a contract be awarded to do the additional work discovered in an amount not to exceed \$35,650.00. A resolution to be presented. 6. Review Cricket Wireless Pay & Walk Offer Follow-up. Cricket Wireless is attempting to abandon their use of the tower at City Hall and is willing to pay \$15,000.00 so that they can leave this site permanently. Attorney Gruber is recommending a higher buy out of \$20,000.00 to \$25,000.00 as a condition of walking away from equipment and all liabilities. Motion was made and seconded to propose \$25,000.00 for a buy-out fee, as long as we can confirm the cost of taking down the equipment to be approximately \$6,000.00 and that a liability waiver not be issued with the settlement fee. Motion was seconded and approved unanimously. The report was received and placed on file.

COMMUNICATIONS AND RECOMMENDATIONS OF THE MAYOR

Mayor David presented the appointments of: Community Development Authority: Robert Stocks, 91 Shamrock Lane, 1st Term. Family Center Board: Carol Quest, 1220 Allermann Dr., 15th Term & Greg Michalek, 612 Hunter Oaks Blvd., 4th Term. Library Board: Bill Brashear, 430 College Ave., 1st Term. Motion was made by Alderperson Smith, seconded by Alderperson Raether to approve the appointments and carried on a roll call vote: Yes – 9. No- none.

Mayor David then presented a settlement proposal for an Excessive Tax Claim with H&K Partners, LLC in the amount of a refund of \$4, 502. Alderperson Smith moved to accept this settlement proposal, seconded by Alderperson Larsen and carried on a roll call vote: Yes – 9. No – none.

Mayor David then presented a settlement proposal for Carisch Brothers & Mark Gregory resulting in a refund of \$4,070.00. Alderperson Smith moved to accept this settlement proposal, seconded by Alderperson Tietz and carried on a roll call vote: Yes – 9. No – none.

ACCOUNTS PAYABLE

Certified accounts in the amount of \$219,844.03 were presented for payment. Alderperson Romlein moved to pay all certified accounts, seconded by Alderperson Zgonc and carried on a roll call vote: Yes – 9, No – None. (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: Board of Review – July 6, 2015. Park, Recreation & Forestry Commission – July 6, 2015. Payroll Summaries – July 8 – July 21, 2015. Plan Commission – July 23 & 27, 2015. Reserve Balances for period ending June 30, 2015. Transit Commission – July 21, 2015. Watertown Family Center Finance – July 15, 2015. Watertown Family Center Board of Directors – July 20, 2015. All reports were accepted as printed.

ORDINANCES

ORD. #15-25, to amend Section 7.10(1)(a), Where Turns Prohibited was presented. *Sponsor: Alderperson Zgonc. From: The Public Safety & Welfare Committee.* Alderperson Zgonc moved for the adoption of this ordinance on its second reading, seconded by Alderperson Raether and carried on a roll call vote: Yes – 9. No – None.

ORD. #15-26, to recreate Section 7.02(2)(b), Chapter 7, Speed Limits Enumerated, N. Fourth Street was presented. *Sponsor: Alderperson Zgonc. From: The Public Safety & Welfare Committee.* Alderperson Tietz moved for the adoption of this ordinance on its second reading, seconded by Alderperson McFarland and carried on a roll call vote: Yes – 9. No – None.

ORD. #15-27, to amend Section 21.28 by repealing Unsafe Structures & Equipment & Creating Dangerous, Derelict or Abandoned Structures in Commercial and Industrial Districts was presented. *Sponsor: Mayor David. From: The Plan Commission.* Alderperson Romlein moved to bring all four of the ordinances to the floor for discussion as he felt they might need to be referred back to Committee. This was seconded by Alderperson Larsen. Discussion began to take place, however; it was ruled that Alderperson Romlein's motion was out of order. Motion was then made by Alderperson Smith, seconded by Alderperson Tietz to adopt this ordinance on its first reading. Following discussion the motion carried on a roll call vote: Yes – 9. No – None.

ORD. #15-28, to amend Section 21.30, Demolition & Renumber was presented. *Sponsor: Mayor David. From: The Plan Commission.* Alderperson Zgonc moved for the adoption of this ordinance on its first reading, seconded by Alderperson Smith. This motion carried on a roll call vote: Yes – McFarland, Smith, Berg, Zgonc, Raether, Tietz and Maron (6). No – Larsen and Romlein (2).

ORD. #15-29, to amend Section 21.42, General Definitions was presented. *Sponsor: Mayor David. From: The Plan Commission.* Alderperson Tietz moved for the adoption of this ordinance on its first reading, seconded by Alderperson Smith and carried on a roll call vote: Yes – McFarland, Smith, Berg, Zgonc, Raether, Tietz, Maron, Romlein (8). No – Larsen (1).

ORD. #15-30, to amend Section 21.53(13), Window, Skylight and Door Frames was presented. *Sponsor: Mayor David. From: The Plan Commission.* Alderperson Smith moved for the adoption of this ordinance on its first reading, seconded by Alderperson Maron and carried on a roll call vote: Yes – 9. No – none.

RESOLUTIONS

Exhibit #8205, to authorize entering into a contract with Municipal Well & Pump, not to exceed \$35,650.00 for repairs of Well #4, with money to be taken from Wells & Springs Account 03-00-31-40 was presented. *Sponsor: Alderperson Berg. From: The Public Works Commission.* Alderperson Maron moved for the adoption of this resolution, seconded by Alderperson Romlein and carried on a roll call vote. Yes – 9. No – 0.

Exhibit #8206, to authorize the submittal of the CMAR Report to the Wisconsin Department of Natural Resources was presented. *Sponsor: Alderperson Berg. From: The Public Works Commission.* Alderperson Tietz moved for the adoption of this resolution, seconded by Alderperson Maron and carried on a voice vote.

Exhibit #8207, to commend Sharry Lueck for 33 years of service to the Watertown Public Library and send sincere appreciation and best wishes on the occasion of her retirement on August 10, 2015 was presented. *Sponsor: Mayor David.* Alderperson Smith moved for the adoption of this resolution, seconded by Alderperson Raether and carried on a voice vote.

Exhibit #8208, to commend Donna Kerbel for her 30 years of service to the Watertown Public Library and send sincere appreciation and best wishes on the occasion of her retirement on August 12, 2015 was presented. *Sponsor:*

Mayor David. Alderperson Raether moved for the adoption of this resolution, seconded by Alderperson Tietz and carried on a voice vote.

ADJOURNMENT

There being no further business to come before the Council at this time, Alderperson Zgonc moved to adjourn, seconded by Alderperson McFarland and carried on a voice vote, the time being 7:44 p.m.

Cindy Rupprecht

City Clerk/Treasurer

CR/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.)