

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, October 6, 2015, in the Council Chambers at City Hall.

ROLL CALL

Roll call showed the following members present: Alderpersons McFarland, Smith, Berg, Larsen, Raether, Tietz, Maron and Romlein. (8) Absent: Zgonc (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 meeting held Tuesday, September 15, 2015. There being none, the minutes were approved as presented.

COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT

Lisa Griffin, 311 Front Street, was present to speak in support of urban chickens.

David Griffin, 311 Front Street, also spoke in support of urban chickens. He stated that he felt the guidelines were good and that this would help to gain control by getting the flocks registered. He also was happy to be able to teach his children about where their food comes from.

Kim Prescher, 704 LaBelle Street, also spoke in support of urban chickens as a method to supply food. She also stated she did not feel it would be disruptive to neighbors.

PUBLIC HEARING

Mayor David declared open, at 7:07 p.m., a public hearing to consider a petition to discontinue public way pursuant to Wis. Statute 66.1003 on Carl Schurz Drive, near and about its intersection with Douglas Avenue. There being no persons wishing to make comment during the public hearing, Mayor David Mayor David declared it closed at 7:08 p.m.

COMMITTEE REPORTS

Finance Committee, September 14, 2015. 1. Review & approve accepting the Assistance Fire Fighter Grant for the Fire Department. Chief Michalek was present to explain that we received a grant for \$65,000.00, which will go toward some new infra-red cameras and to upgrade the Exhaust System in the Fire Department. Motion was made and seconded to accept the grant. 2. Review & approve transfer of funds in the Fire Department from the Revenue Account to the Expense Account, to pay for the items that were awarded in the AFG Grant. Motion was made and seconded to approve the transfer. 3. Review & approve the updated job description for Andrea Peters. Chief Michalek was present to explain that he had received an updated JDQ from Carlson Dettmann recommending the pay grade for Andrea's position be moved from a Grade F to a Grade G. The Chief is requesting that she be placed on Step 3. Motion was made and seconded to approve this pay grade change immediately. 4. Review & approve the Section 21.28, Dangerous, Derelict or Abandoned Structures in Commercial & Industrial Districts Registration Forms. After one slight change was suggested, a motion was made and seconded to approve the forms with the change. 5. Review & award the Main Street Bridge Rehabilitation Design & Inspection Contracts. Engineer Holloway was present to explain that four bids were received, ranging in price from \$52,250.00 to \$202,385.00. Ayres Associate was the low bidder. Motion was made and seconded to accept them as the consultant on the project. 6. Review & approve the Brand Logo Standards Policy. After considerable discussion about the policy it was decided to have Jaynellen and Emily take this back to the Branding Committee for further review. This item was laid over to a future meeting. 7. Review & approve a City-Wide Printing

Contract. Engineer Holloway was present to explain an RFP was sent out for printing items for the City. The low bidder was Budget Print. After much discussion about whether printing should be allowed in-house it was decided that this printing contract would refer to items with the Brand Logo and Tagline. Motion was made to recommend Budget Print. This was seconded and passed unanimously. 8. Review & approve transfer of funds from Building, Safety & Zoning Salaries Account to Engineering Supplies & Expense Account. Engineer Holloway explained that the renewal of the I-Works System in Engineering was omitted from the Budget. She is requesting a transfer of funds to pay for this software renewal. Motion was made and seconded to approve the transfer. 9. Review & approve the promotion of the Zoning Administrator/Grant Writer to a new Step and Grade. Engineer Holloway was present to ask the Finance Committee to approve the promotion of Jacob Maas to a Grade M, Step 2 exempt position. Motion was made and seconded to make this change immediately. 10. Review & approve advertising in the Chamber of Commerce Community Guide and Map. Mayor David is asking the Finance Committee to approve the transfer of funds from the Contingent Account to the Branding Account in the amount of \$925.00 for the cost of two ads. Motion was made and seconded to approve the transfer. 11. Review & approve the resolution petitioning the Secretary of Transportation for Airport Aid. Mayor David explained this was already approved by the previous Council, but wanted the Finance Committee & Council to be aware of the contract with the Secretary of Transportation. The report was received and placed on file. **Finance Committee, September 21, 2015.** 1. Discuss Environmental Health Technician JDQ re-evaluation. City Health Officer Carol Quest was present to explain the job duties for Environmental Health Technician have changed considerably. She is requesting this position be re-evaluated by Carlson Dettmann. Motion was made and seconded to approve this. 2. Discuss a Financial Advisor selection for possible TID #7. City Clerk/Treasurer Rupprecht has received a proposal from Ehlers to provide financial advice as an Independent Registered Municipal Advisor for the potential creation of a TID #7. R.W. Baird has served as our Bond Council in the past, and due to regulations by the SEC, there needs to be a separation between Bond Council and Financial Advisors. Ehlers is also helping to assist with a problem with Levy Limit Forms incorrectly filled out in the past. Motion was made and seconded to approve the use of Ehlers for financial advice. 3. Closed Session per Wis. Stat. §19.85(1)(e) to discuss land purchase. Motion was made and seconded to go into closed session, followed by a roll call vote which passed unanimously. Following discussion a motion was made and seconded to reconvene to open session. 4. Discuss the 2016 Budget. Mayor David opened discussion by telling the Finance Committee this was one of the more difficult budgets he has had to prepare due to the limits of expenditure restraint. The Mayor explained that the General Fund could only increase by approximately \$110,000.00, with much of that increase being taken up in Health Insurance costs. He informed the Committee that there were no pay raises included in the Budget and that he had cut the Contingent Account from \$75,000.00, down to \$25,000.00. The Budget also included no new positions, even though 7 ½ positions were requested. The Mayor then informed the Committee he is recommending borrowing \$2.5 million for Capital Projects. He is recommending using the \$642,000 we borrowed for the Second Street Bridge, which will not be completed until 2018, the anticipated \$162,000 left over from this year's street work, and the \$14,000 in an account for the lower dam. This is a total of \$818,000 added on to the \$2.5 million for a total of \$3.318 million of spending. Included in that is \$1.086 million for Streets, a new engine and heart monitor for the Fire Department at \$578,000.00, repair of the lower dam for \$360,000.00, replacing the City-Wide Phone System and 911 System for \$353,000.00, two trucks for Solid Waste at \$454,000.00, one truck for the Street Department at \$171,000.00, lighting at Brandt/Quirk Park for \$90,000.00, safety fencing for the Airport at \$47,500.00, repair of the Senior Center deck at \$36,000.00, concession stand repair at Riverside Park for \$30,000.00 and a few other miscellaneous items. He gave the Finance Committee some other documentation concerning Shared Revenues and Expenditure Restraint payments.

Mayor David then explained he was appointing Alderperson Smith as the Chair of the Finance Committee for the remainder of the Budget deliberations. The report was received and placed on file. **Finance Committee, September 28, 2015.** **1. Closed Session per Wis. Stat. §19.85(1)(e) to begin negotiations.** Motion was made and seconded with roll call taken to move into closed session, which passed unanimously. Motion was made and seconded to reconvene to open session, following deliberations. **2. Review & approve request for relief from EMS invoice.** After discussion, a motion was made and seconded to accept a proposed 50% settlement on the invoice which passed unanimously. The report was received and placed on file. **Finance Committee, September 29, 2015.** Alderperson Smith, Acting Chair, called the meeting to order and explained the difficulty in this year's budget, informing Alderpersons that, due to the tightness of the budget, anything that is added will require something else to be taken out of the budget, as there is no flexibility within the General Fund. Department Heads were then given the opportunity to make presentations before the Committee. Fire Chief Greg Michalek was present to explain the need for a new engine. He appreciates this being included in the Capital Budget, as the newest engine is 11 years old, with the oldest being 31 years old. He also explained the need for at least one fire fighter, as he will be having two gone on FMLA again at the end of this year and he has a strain with the lack of staffing. Next to appear were Cindi Braasch, Park & Rec. Dept. and Rick Schultz, Street Superintendent. Street Superintendent Schultz was present to say he would like to get more streets done and would also like to see a truck put back into the budget for the Parks Department, as their equipment is very old and in poor condition. Next to appear was Peg Checkai, Library Director. Peg is asking that we maintain the budget as she presented it. The last Department Head to appear was Police Chief Tim Roets. He would like to see some accommodation for the three used vehicles he is seeking. These used vehicles will be used to replace three very old vehicles that the detectives are currently using. He did have a plan for purchasing those and will ask the Finance Committee to consider it at their next meeting. The report was received and placed on file. **Finance Committee, September 30, 2015.** Alderperson Smith, Acting Chair, called the meeting to order. He informed the Committee that he had taken a hard look at the budget and had some recommendations. He would like to put a 1% pay increase into the budget. To do this he would take items in the General Fund Capital Accounts and place them in the Fund 5 Capital Budget. He is suggesting adding the three used vehicles requested by the Chief and he would also like to add in funding for Franklin Street along with a one-ton truck for the Parks Department. Acting Chair Smith is also proposing we raise the borrowing from \$2.5 million to \$2.6 million. After a lengthy discussion a motion was made and seconded to approve the modifications as proposed by Acting Chair Smith. The report was received and placed on file. **Public Works Commission, September 30, 2015.** **1. Review Wildflower/Weed Issues.** Dot Steinhorst was present to express support of nature and wildflowers and preserving natural landscapes where ever possible, versus the City mowing these areas. Specifically she was referring to land on the northeast corner of Oconomowoc and S. Concord Avenue, along the river and south of the City's upper dam. It was unclear whether Section 9.09, having to do with Natural Landscape Policies, was in effect. Motion was made to table this issue for now, so other supporters of natural habitat can look at this area of land and further studies can be done, with plans for implementing some sort of natural landscape in 2016. This was seconded and approved. **2. Review Citizen Sidewalk Complaint List.** Jay Haberkorn provided a list of sidewalk sections needing possible replacement based on a private citizen complaint he received recently. Motion was made and seconded to have Jay prioritize the sidewalk areas suggested to include parts of Fourth Street, Labaree and Division Streets, and look at replacing this as necessary in 2016. This was seconded and approved. **3. Review Snow Shoveling on Frontage Road.** After discussion, members noted that nothing has changed since the original decision was made in 2010 and that the reasons or rationale for properties being shoveled by the City or the individual property owner remains the same. Motion was made and seconded to do nothing

further. 4. Review Possibility of Two Way Traffic on S. Second Street. With S. Second Street nearing completion of its reconstruction, a request was made to look at having this be a two way street. After discussion, a motion was made to recommend S. Second Street be two way from Jefferson Street to Western Avenue and that this be reviewed by the Public Safety & Welfare Committee for changes that are necessary. This was seconded and approved. 5. Review Street Lighting on Milford Street. Alderperson Maron has had requests from constituents asking that street lighting on Milford Street be extended from South Street to the City limits for safety reasons. After discussion, a motion was made and seconded to have this study done by WE Energies as soon as possible with a report detailing costs for any new street lighting to come back to the Commission once received. The report was received and placed on file.

Alderperson Maron pointed out that the Public Works Committee minutes missed him being in attendance and requested that his name be added. Alderperson Smith then pointed out that the Finance Committee minutes of Wednesday, September 30, 2015 indicate that \$131,000.00 would be added for Clark Street, when instead, this should be Franklin Street. City Clerk/Treasurer Rupprecht will correct these minutes to reflect these changes.

COMMUNICATIONS AND RECOMMENDATIONS OF THE MAYOR

Presentation by SWAG. Ann McDonald, Executive Director, spoke to the Council regarding their proposed relationship with the Bethesda. SWAG's (Southern Wisconsin Agricultural Groups) goal is to enhance agriculture education opportunities in order to help educate the current work force and cultivate the work force of the future. Bethesda's campus buildings are currently vacant and SWAG views this as an educational opportunity by using them and partnering with MATC to provide needed education. The available land on the Bethesda's campus would allow for agricultural growing and further education. Ann visualizes using that campus as a potential for fall harvest festivals and other events that would bring persons to the City. Her goal is to get people back in touch with agriculture. In order to see this come together, there will need to be some rezoning and some special permits. Working together, Ann believes the programming opportunities can begin as early as January of 2016.

ACCOUNTS PAYABLE

Certified accounts in the amount of \$386,757.29 were presented for payment. Alderperson Romlein moved to pay all certified accounts, seconded by Alderperson Raether and carried on a roll call vote: Yes – 8, 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: Library Board of Trustees – August 13, 2015. Park, Recreation & Forestry Commission – August 31, 2015. Payroll Summaries – September 2 - 15 & September 16 - 29, 2015. Plan Commission – September 14 & 28, 2015. Police & Fire Commission – September 14, 2015. Reserve Balances for period ending September 30, 2015. Site Plan Review Committee – September 14, 2015. All reports were accepted as printed.

ORDINANCES

Ord. #15-33, to amend Chapter 18, Section 18.206(8)(x), Keeping & Raising of Chickens

Ord. #15-34, to amend Chapter 18, Section 18.105(2)(c)3.a, Single Family Residential List of Allowable Accessory Uses Permitted

Ord. #15-35, to amend Chapter 18, Section 18.105(2)(d)3.a, Two-Family Residential List of Allowable Accessory Uses Permitted

Ord. #15-36, to amend Chapter 10, Section 10.10(4)(e), Limitations on Keeping of Domestic Animals

All of the above ordinances were presented. *All Sponsor: Mayor David. All From: The Plan Commission.* Alderperson Romlein moved for the adoption of all four ordinances on their first reading, seconded by Alderperson Smith. Alderperson Smith then moved to amend Ordinance #15-33, Section (x)(1)(f)(ii)(1) to be replaced in its entirety with the following: In the instance of an owner occupied two-family duplex, the tenant must provide the City with the owner's written consent to the presence of chickens along with proof of notification to all abutting property owners. This was seconded by Alderperson Romlein and carried on a roll call vote: Yes – 8. No – none. The motion to adopt the ordinances on their first reading carried on a roll call vote: Yes – 8. No – none.

RESOLUTIONS

Exhibit #8217, to authorize the purchase of two Argus Edge 320 Thermal Imaging Cameras from Jefferson Fire & Safety in the amount of \$12,404.00 to be taken from Fire Capital Projects Account #05-52-31-70 in the amount of \$1,240.40 and Fire Capital Outlay Account #01-52-31-60 in the amount of \$11,163.60 was presented. *Sponsor: Mayor David. From: The Finance Committee.* Alderperson McFarland moved for the adoption of this resolution, seconded by Alderperson Berg and carried on a roll call vote: Yes – 8. No – none.

Exhibit #8218, to authorize the upgrade of the Vehicle Exhaust Systems by Hastings Air Energy Inc. for \$47,661.90 to be taken from Fire Capital Outlay Projects Account #05-52-31-70 in the amount of \$4,766.19 and Fire Capital Outlay Account #01-52-31-60 in the amount of \$42,895.71 was presented. *Sponsor: Mayor David. From: The Finance Committee.* Alderperson Smith moved for the adoption of this resolution, seconded by Alderperson Maron and carried on a roll call vote: Yes – 8. No – none.

Exhibit #8219, to reduce the Contingent Account #01-51-81-56 budget amount by \$925.00 and increase the Branding Account #01-51-31-55 budget amount by \$925.00 was presented. *Sponsor: Mayor David. From: The Finance Committee.* Alderperson Tietz moved for the adoption of this resolution, seconded by Alderperson Romlein and carried on a roll call vote: Yes – 8. No – none.

Exhibit #8220, to establish Participation Procedures for the 2015 Amendments to the City of Watertown Comprehensive Plan was presented. *Sponsor: Mayor David. From: The Plan Commission (with a positive recommendation).* Alderperson Berg moved for the adoption of this resolution, seconded by Alderperson Raether and carried on a roll call vote: Yes – 8. No – None.

Exhibit #8221, Final Resolution to Discontinue Public Way on Carl Schurz Driver, Near and About its Intersection with Douglas Avenue was presented: *Sponsor: Mayor David. From: The Plan Commission.* Alderperson Smith questioned why the resolution was on the agenda since the Public Hearing was first being held tonight. Alderperson Smith made a motion to table this until final recommendation can be made from the Plan Commission to the Council. This was seconded by Alderperson Berg and carried on a voice vote.

Exhibit #8222, to create Ward 19, for property recently annexed from the Town of Watertown at W4742 County Road T, to be combined with Ward 8 into the 5th Aldermanic District of the City of Watertown was presented. *Sponsor: Mayor David.* Alderperson Larsen moved for the adoption of this resolution, seconded by Alderperson Smith and carried on a voice vote.

Exhibit #8223, to authorize the application for an Operating Assistance Grant from the Department of Transportation in an estimated amount of \$783,380.00 was presented. *Sponsor: Mayor David.* Alderperson Smith moved for the adoption of this resolution, seconded by Alderperson Tietz and carried on a roll call vote: Yes – 8. No – none.

Exhibit #8224, to authorize the submission of a Capital Grant for 2016 in an estimated amount of \$55,000.00 with the City's share expected to be 20% or \$11,000 was presented. *Sponsor: Mayor David. From: Finance Committee & Transit Commission.* Alderperson Smith moved for the adoption of this resolution, seconded by Alderperson Maron 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 McFarland moved to adjourn, seconded by Alderperson Maron and carried on a voice vote, the time being 8:11 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.)