

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 Monday, February 15, 2016, in the Council Chambers at City Hall.

ROLL CALL

Roll call showed the following members present: Alderpersons McFarland, Smith, Berg, Zgonc, Raether, Tietz, Maron and Romlein. (8) Absent: Larsen. (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, February 2, 2016. There being none, the minutes were approved as presented.

COMMITTEE REPORTS

Finance Committee, February 8, 2016. 1. Review & approve Performance Bonus for Red Lined Employees.

The smallest pay increase for those in the plan was \$.14 per hour, which equates to \$292.00. The Mayor is proposing the red lined employees receive a one-time bonus payment equaling this amount. The motion was made and passed unanimously. 2. Discuss & approve Resolution Approving First Amendment to the Cooperation, Contribution & Development Agreement with Globe Apartments LLC. The agreement had some conflicting language. This amendment clarifies the ambiguity. Motion was made and seconded to approve this change. A resolution will be presented. 3. Review & approve Brand Standards Policy. Alderperson McFarland, Chairperson of the Branding Committee, explained the Brand Standards Policy. The policy provides for a Brand Champion who is City Engineer Jaynellen Holloway. This appointment will be made by the Mayor and approved by the Council. A resolution will be presented on the Brand Standards Policy. 4. Review & approve purchase of vehicle for the Health Department-Environmental Health Program. Low bidder was Grinwald Ford of Watertown for a 2016 Ford Escape at a cost of \$21,788.00. A resolution will be presented. 5. Review & approve Street Department hires. Superintendent Schultz is requesting we hold these approvals over until the next Finance Committee meeting. Motion was made and passed unanimously. 6. Review & approve Solid Waste truck purchase. R.N.O.W. Equipment Company has a stock demo 31 cubic yard load master for \$242,209.00, which we can get right away. A resolution will be presented. 7. Discuss Recycling/Solid Waste Collection for other communities. Street Superintendent Schultz was present to explain that we have been asked by area communities to provide Solid Waste & Recycling service. After discussion it was decided there are too many unknown variables. Motion was made and seconded to not enter into any more agreements with other communities. Motion passed unanimously. 8. Review & approve Downtown Loan Program. The Mayor is proposing a Revolving Loan Program which would allow for Downtown Redevelopment. The Mayor and Council will come up with a variety of possibilities and examples of how this will work, however, the Finance Committee felt it was a good idea and gave the Mayor permission to go ahead. 9. Review & approve concrete surface finishing at Fire Department. Original flooring in the building is cracked and lifting. Fire Chief Michalek and Street Superintendent Schultz are proposing to clean the floor and put on an epoxy surface at a cost of approximately \$9,200.00. This item will come before the Finance Committee at the next meeting with more details as to where the cost will be charged. 10. Discuss WEDO/JCEDC potential merger. After discussion at both entities, it was determined that the goal between WEDO and JCEDC are very similar and that we all should be looking at things from a County-wide perspective. The Mayor wanted the Committee to know that there is a potential merger between the

two entities as talks are ongoing and there will be future presentations made to the Council concerning this. The report was received and placed on file.

Public Works Commission, February 9, 2016. 1. Review & approve Addendum #1 for 2nd Street Bridge, Right of Way Plat & Real Estate Acquisition. Water Systems Manager Freber is proposing a contract with MSA Professional Services to acquire these right-of-ways at a cost of \$17,150.00. A resolution will be presented. 2. Review comments from Public Hearing for curb & gutter on Benton & West Streets. Even though several residents voiced opposition to the idea of installing curb & gutter, the Commission felt that it was in the best interest to extend the life of the asphalt, prevent flooding, storm water run-off and soil erosion. Motion was made and seconded to recommend the installation. A final resolution will be presented. 3. & 4. Discuss & approve plans & specs of Central Water Plant/Discuss & approve advertising for bidding of Central Water Plant upgrade. Bill Ericson of Applied Technologies and Water Systems Manager Kevin Freber presented information on the new Central Water Plant upgrades and explained several aspects of the loan process. Applications need to be submitted by June 30, 2016. They are hoping to have construction bid openings the third week of March. This would allow loan application submittal around April 20, 2016, which would insure that any concerns brought up by the DNR could be resolved before the June 30th deadline. Motion was made and seconded to approve the proposed advertising and bidding schedule and passed unanimously. 5. Approve list of items from our Wastewater Utility for the Wisconsin Surplus Online website. Water Systems Manager Freber presented a list of vehicles and equipment that he is looking for approval to sell. A resolution will be presented. 6. Review & approve Brandt/Quirk lighting. Wil Surge Electric was the low quote at \$27,811.00 for the installation, with Musco Lighting's quote for the lights at \$59,000.00. The total cost of the work will be \$86,811.00. A resolution will be presented. 7. Review & approve Seal Coating Contract. Low bidder was Scott Construction in the amount of \$149,815.00. Since there is only \$144,215.00 budgeted for this, a change order to reduce the work will be recommended. A resolution will be presented. 8. Review & approve 2016 Casting Projects purchase. Neenah Foundry submitted a quote for \$61,367.00 for construction fittings and supplies. A resolution will be presented. 9. Review & approve Street Sweeper Purchase. Envirotech Equipment provided a proposal of \$285,574.00 for a Johnston VT801 model. This Sweeper is larger than our two current sweepers. Motion was made and seconded to recommend this purchase. A resolution will be presented. 10. Review & approve End Loader Purchase. Brooks Tractor of Sun Prairie presented a low quote for a 2016 John Deere 624K Model at \$105,155.00, which would include the trade-in of our Case 621 End Loader. Motion was made and seconded to approve this purchase. A resolution will be presented. The report was received and placed on file.

PUBLIC SAFETY & WELFARE COMMITTEE, February 3, 2016. 1. Review & approve Parking removal in 300 block of William Street by WE Energies. A request was received to review this area, as it is difficult for vehicles to back out onto the street with parking as it is. After discussion a motion was made and seconded for Engineering to contact WE Energies and then prepare an ordinance eliminating three parking spots in the 300 block of William Street. 2. Request for one sided parking on the south side of Emerald Street. After discussion it was determined that Chief Roets should set up a meeting with the owner of Erin's Bar and property owners Jeff & Shena Zempel to discuss the parking issues in that area to see if a solution could not be worked out. 3. Request to review blocked vision at the intersection of Montgomery and Lafayette Streets. A citizen had requested this intersection be reviewed because trucks were parking very close and it was difficult to see around them. The citizen has since explained that this is no longer a problem as the trucks are parking elsewhere. 4. Request for addition of two parking spaces just north of the River Mill Apartments on the east side of S. Water Street. This had been discussed at a previous meeting. Engineering is to contact the building manager and inform her that we will not be able to accommodate the request as there is a fire hydrant in this area. 5. Request for ADA

parking space on S. Water Street near the Globe Apartments. After reviewing the area it was noticed that the ADA ramp required would be too steep to be installed at this point. Engineering is to contact the Globe Apartments property manager and inform her that this stall cannot be added as requested. 6. Review & approve Riverside Middle School Pedestrian and Vehicular Traffic Study Engineering Contract. The City and School District will work with Ayres and Associates to study vehicular traffic in and around the Middle School. The consultant's expense is \$8,600.00. Motion was made and seconded to pay half of these expenses for an amount not to exceed \$4,300.00. Engineering will get the contract signed and contact the School District for approval. 7. Request for no parking fire lane sign on Frederick Street update. After discussion, the Department will inform Fisher Barton that a sign can be installed on private property. Engineering will coordinate with the Street Department to get the sign to Fisher Barton. 8. North Fourth Street Bike Path TAP Grant Application update. A Wisconsin Department of Transportation Alternatives Program (TAP) Grant has been applied for. Engineering will get a resolution on the February 15, 2016 Council agenda for this. The report was received and placed on file.

COMMUNICATIONS AND RECOMMENDATIONS OF THE MAYOR

Susan Dascenzo, representing the Chamber of Commerce at 519 E. Main Street, was present. Susan updated the Council on various Leadership Projects, the first being the Story Book Walk, with funding coming from this year's class. Susan also stated that the graduation for Leadership Watertown will be held on June 15, 2016 with the speaker being the new CEO of the YMCA. The Chamber is also working with the Commerce and Education Workforce Development Program. Their Get Real Program will be held on April 21, 2016. They are working on improving member benefits and job openings on their website also. Susan further stated they will be partnering with Oconomowoc, helping to recognize member benefits. Finally, Susan was excited to share with the Council that she had received an e-mail that the show *Around the Corner with John McGivern*, will be coming to Watertown May 23 – 26, 2016. The show will be looking to do 15 different interviews. They are looking for interviews on five places to work, 15 examples of where to play and 15 different examples of living in Watertown. They wish to speak to recent residents and also to those who are life-long residents of Watertown. They will be producing a one half hour show which will be shown on PBS in January of 2017 in Wisconsin, as well as Chicago and Minneapolis.

Mayor David then presented his Council appointments: Branding Committee: Jaynellen Holloway, Brand Champion, term to expire 1/1/2017. Tourism Committee: Cheryl Mitchell for a three year term, Aaron David for a two year term, Cindi Braasch for a three year term, Kevin Clifford for a two year term, Loree Walker for a three year term, Linda Werth for a two year term, and Alderperson Augie Tietz as a non-voting member for a one year term. Alderperson Smith moved for the adoption of these appointments, seconded by Alderperson Maron and carried on a roll call vote: Yes – 8. No – none.

Mayor David presented an annual communication from WE Energies regarding their policies of no trespassing and hunting on their properties.

ACCOUNTS PAYABLE

Certified accounts in the amount of \$396,602.29 were presented for payment. Alderperson Romlein moved to pay all certified accounts, seconded by Alderperson Berg 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: Airport Commission – January 13, 2016. Committee of the Whole – February 2, 2016. Community Development Authority – January 21, 2016. Licensing Board – February 10, 2016. Payroll

Summaries – January 20 – February 2, 2016. Plan Commission – February 8, 2016. Police & Fire Commission – February 8, 2016. Reserve Balances – Periods Ending December 31, 2015 and January 31, 2016. Watertown Family Center – January 26, 2016. All reports were accepted as printed.

LICENSES

The following made applications for Beverage Operator Licenses for year ending June 30, 2016: Kimberly R. Brock, 201 S. Water St., #515, Watertown; Bryan Chairez, 1418 Prospect St., Watertown, WI; Phoebe G. Garcia, W1431 Hwy. CW, Watertown, WI; Christiana C. Henkelman, 323 Riviera Ln., Watertown, WI; Shandell L. Herrick, 500 Mary Knoll Ln., Watertown, WI; Janice A. Jolliff, 409 O'Connell St., Watertown, WI; Timothy J. Loesing, 422 Aspen St., Johnson Creek, WI; Amanda G. Magsamen, 114 ½ N. Water St., Watertown, WI; Korenna R. Montavon, 201 S. Water St., #300, Watertown, WI; Chelsea R. Murphy, 201 S. Water St., #209, Watertown, WI; Jeremiah D. Pleester, 1216 Crestview Dr., Watertown, WI; Jennifer M. Pruitt, 1401 ½ S. Third St., Watertown, WI; Miguel A. Sanchez, 855 E. Lake St., #38, Lake Mills, WI; Hollie L. Sellnow, 1025 W. Main St., Watertown, WI; Jacolyn N. Wolff, 116B Union St., Johnson Creek, WI; Ryan Wolford, 914 Wallar Ct., Sun Prairie, WI. Alderperson Tietz moved to recommend the granting these licenses, seconded by Alderperson Maron and carried on a voice vote.

The following applications were also received:

“Class B” Malt & Liquor license, Miguel Sanchez – dba The 920, 301 E. Main Street. Alderperson Tietz moved to recommend the granting of this license, seconded by Alderperson Romlein and carried on a voice vote.

Special Event License, Luther Preparatory School, Gala Auction in the gymnasium at Luther Prep, 1300 Western Ave. on Saturday, April 23, 2016, from 4:30 p.m. to 10:00 p.m. Alderperson McFarland moved to grant this license, seconded by Alderperson Maron and carried on a voice vote.

Agent change for Aldi's, 1520 S. Church St., (Michele L. Kind, Agent). Alderperson Raether moved to approve this agent change, seconded by Alderperson McFarland and carried on a voice vote.

ORDINANCES

Ord. #16-5, to recreate Section 7.09(1)(z-1790, Chapter 7, to prohibit parking on the south side of William Street from a point 265' east of the east curb line of Wakoka Street to a point 145' further east was presented. *Sponsor: Alderperson Zgonc. From: The Public Safety & Welfare Committee.* Alderperson Zgonc moved for the adoption of this ordinance on its first reading, seconded by Alderperson Raether and carried on a roll call vote: Yes – 8. No – none.

RESOLUTIONS

Exhibit #8269, to authorize the installation of curb & gutter on West and Benton Streets was presented.

FINAL RESOLUTION

Sponsor: Alderperson Berg

From: Public Works Commission

BE IT RESOLVED that whereas the Common Council of the City of Watertown, Wisconsin, having held a public hearing in the Council Chambers at City Hall at 7:00 P.M. on the 2ND day of February, 2016, after notice thereof having been given, and all parties desiring to be heard, having been heard, and having received a report of the Engineering Department/Street Superintendent showing proposed plans and proposed assessments and awards of damage and other data in regard to the construction of CURB AND GUTTER on the following named streets:

1. West Street – Benton Street to Endres Drive, Approximately 2500 Feet

2. Benton Street – West Street to Crestview Drive, Approximately 2000 Feet

THEREFORE, the Common Council declares its intentions to levy and collect special assessments under Section 66.0703 of the Wisconsin Statutes in the exercise of the police power to defray the cost of the work at the above described location, the limits of the proposed assessment district as hereinbefore set forth, which assessment shall be upon a reasonable basis as hereinafter determined.

The public improvement shall include the grading of the street to the grade established in the Engineering Department, the surfacing of the street with asphalt and the installation of curb and gutter on the east side of the street.

BE IT FURTHER RESOLVED AS FOLLOWS:

1. Before the improvements are made, the Public Works Committee shall cause water and sewer lateral pipes to be laid in the street, from the mains to the lot line, of each lot fronting on the street, and keep an accurate account of the expenses incurred in front of each lot. The Engineering Department shall report these costs to the City Clerk who shall cause the amount charged to each lot to be entered on the tax roll as a special tax against the lot. The charges shall constitute a lien against the premises served until paid. The charge may be paid in cash or in five (5) equal annual installments with interest at twelve (12) percent per year. If the property owner sells or transfers title to said parcel at any time after adoption of the final resolution, any remaining balance shall immediately become payable in full upon the date of sale or transfer of ownership.
2. The Common Council further declares that the curb and gutter assessments may be paid in cash within sixty (60) days after receipt of the final bill; thereafter interest at the rate of twelve (12) percent per annum shall be charged until the assessment is paid; or the assessment may be paid in five (5) annual installments, minimum total billing of \$100.00, with interest at twelve (12) percent per year from sixty (60) days after final bill. If the property owner sells or transfers title to said parcel at any time after adoption of the final resolution, any remaining balance shall immediately become payable in full upon the date of sale or transfer of ownership.
3. The Engineering Department is hereby directed to prepare the report in Section 66.0703 (5) of the Wisconsin Statutes. The Engineering Department is further directed to file such report when completed in the City Clerk's office for public inspection.
4. The properties benefited are to be assessed at the rate not to exceed \$12.50 per lineal foot for curb and gutter.
5. That the proper City Officials be and are hereby directed to carry out the work of such improvement in accordance with the report of the Engineering Department/Street Superintendent.

6. That the City Clerk be and is hereby directed to publish this final resolution in the Watertown Daily Times, a newspaper published and having a general circulation in said City of Watertown.
7. The City Clerk is further directed to mail a copy of the resolution to every property owner whose name appears on the assessment roll, whose post office address is known or can with reasonable diligence be ascertained.

Sponsor: Alderperson Berg. From: The Public Works Commission. 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 #8270, for the formation of a City-Wide Bicycle and Pedestrian Path Plan Task Force was presented.

Sponsor: Alderperson Berg. From: The Public Works Commission. Alderperson Tietz moved for the adoption of this resolution, seconded by Alderperson Raether and carried on a voice vote.

Exhibit #8271, to authorize the changing of polling locations for Aldermanic District 2, Wards 5 & 6 and Aldermanic District 6, Wards 3 & 4 from the High School to MATC at 1300 W. Main Street, beginning with the April 5, 2016 Spring Election and every election thereafter was presented. *Sponsor: Mayor David* Alderperson Smith moved for the adoption of this resolution, seconded by Alderperson Zgonc and carried on a voice vote.

Exhibit #8272, to authorize the 2016-2017 agreement between the City of Watertown and the Labor Association of Wisconsin Police Officers 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 roll call vote: Yes – 8. No - none.

Exhibit #8273, to authorize the purchase of a 2016 Ford Escape from Grinwald Ford Mercury of Watertown in the amount of \$21,788.00 to be charged to Environmental Health Grant Account #14-53-13-60 was presented. *Sponsor: Mayor David. From: The Finance Committee.* Alderperson Romlein moved for the adoption of this resolution, seconded by Alderperson Raether and carried on a roll call vote: Yes – McFarland, Smith, Berg, Zgonc, Raether, Tietz and Romlein (7). Abstain – Maron (1).

Exhibit #8274, to authorize the purchase of a 2016 John Deere 624K 4-Wheel Drive Wheel Loader from Brooks Tractor of Sun Prairie in the amount of \$105,155.00 to be charged to Storm Sewer Utility Capital Project Budget Account #16-58-16-60 was presented. *Sponsor: Alderperson Berg. From: The Public Works Commission.* Alderperson Berg moved for the adoption of this resolution, seconded by Alderperson Maron and carried on a roll call vote: Yes – 8. No - none.

Exhibit #8275, to authorize the purchase of Sanitary and Storm Sewer Castings from Neenah Foundry in the amount of \$61,367.00 to be charged to Street Reserve Account #05-58-11-69, Storm Water Utility Account #16-58-16-46, Storm Water Capital Outlay Account #16-58-16-60 and Wastewater Rehab Account #02-97-30-11 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.

Exhibit #8276, to authorize the purchase of baseball diamond lights from Musco Sports Lighting in the amount of \$59,000.00 and electrical installation for these lights from WilSurge Electric in the amount of \$27,811.00 for a total of \$86,811.00 to be charged to 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.

Exhibit #8277, to authorize the purchase of a 2016 31 Cubic Yard Fully Automatic Diesel Refuse Truck from R.N.O.W. of West Allis in the amount of \$242,209.00 to be charged to Solid Waste Utility Capital Outlay Account #17-58-17-60 was presented. *Sponsor: Mayor David. From: The Finance Committee.* Alderperson Maron moved for the adoption of this resolution, seconded by Alderperson Smith and carried on a roll call vote: Yes – 8. No - none.

Exhibit #8278, to authorize entering into a 2016 Seal Coat and Crack Filling Agreement with Scott Construction of Lake Delton, WI in an amount not to exceed \$145,000.00 to be charged to Seal Coating Account #05-58-11-92 was presented. *Sponsor: Alderperson Berg. From: The Public Works Commission.* Alderperson Raether moved for the adoption of this resolution, seconded by Alderperson Zgonc and carried on a roll call vote: Yes – 8. No - none.

Exhibit #8279, to authorize the purchase of a 2016 Johnston VT801 10 Cubic Yard Truck Mounted Vacuum Street Sweeper to be purchased from Envirotech Equipment Co. of Pewaukee in the amount of \$285,574.00 to be charged to Storm Water Utility Account #16-58-16-60 was presented. *Sponsor: Alderperson Berg. From: The Public Works Commission.* Alderperson Berg moved for the adoption of this resolution, seconded by Alderperson Zgonc and carried on a roll call vote: Yes – 8. No - none.

Exhibit #8280, to adopt the Watertown Brand Logo and Brand Standards Design Policy 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 voice vote.

Exhibit #8281, to authorize entering into an agreement with MSA Professional Services for the Right-of-Way Plat and Real Estate Acquisition Services in the amount of \$17,150.00 to be charged to Wastewater/Sewer Rehab Account #02-97-30-11 was presented. *Sponsor: Alderperson Berg. From: The Public Works Commission.* 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 #8282, to authorize the sale of various pieces of equipment from the Wastewater Department was presented. *Sponsor: Alderperson Berg. From: The Public Works Commission.* Alderperson Romlein moved for the adoption of this resolution, seconded by Alderperson Zgonc and carried on a roll call vote: Yes – 8. No - none.

Exhibit #8283, to establish Public Participation Procedures for the 2016 Amendments to the City of Watertown Comprehensive Plan was presented. *Sponsor: Mayor David. From: The Plan Commission.* 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 #8284, to approve the First Amendment to the Cooperation, Contribution & Development Agreement with Globe Apartments LLC was presented. *Sponsor: Mayor David. From: The Finance Committee.* Alderperson Tietz moved for the adoption of this resolution, seconded by Alderperson Smith 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 Smith and carried on a voice vote, the time being 7:37p.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.)