

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 4, 2016, 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, September 20, 2016. There being none, the minutes were approved as presented.

PUBLIC HEARINGS

Mayor David declared open the public hearing to amend Chapter 20, Section 20.16, Erosion Control & Storm Water Runoff, Subdivision Regulations at 7:02 p.m. There were no persons wishing to address the Council. Mayor David closed this public hearing at 7:02 p.m.

Mayor David then opened the public hearing to amend Chapter 20, Section 20.11(23)(a)1.-2., Dedication & Improvement of Public Parks & Other Public Sites; Section 20.09(b) and (c), Fee & Dedication Schedule; Section 20.11(23)(c)3.-4., Impact Fee Revenue Administration, Subdivision Regulations at 7:03 p.m. There being no persons wishing to address the Council Mayor David declared this public hearing closed at 7:03 p.m.

Mayor David then declared open, at 7:04 p.m., the public hearing to amend Chapter 20, Section 20.17, Post-Construction Storm Water Management, Subdivision Regulations. There being no person wishing to address the Council Mayor David declared this public hearing closed at 7:04 p.m.

COMMITTEE REPORTS

FINANCE COMMITTEE, September 21, 2016. 1. Closed Session per Wis. Stat. §19.85(1)(g) for the purpose of conferring with legal counsel relative to litigation. Motion was made and seconded to move into closed session. **2. Reconvene to open session.** Motion was made and seconded to return to open session. **3. Closed Session per Wis. Stat. §19.85(1)(e) for union negotiations.** Motion was made and seconded to go into closed session for the purpose of labor negotiations. The report was received and placed on file.

FINANCE COMMITTEE, September 26, 2016. 1. West Street Project update approval. Street Superintendent Schultz was present to explain that due to the amount of fill that has been used along West Street, and the fact that we still do not have an easement for the Bike Lane, he is requesting we finish the underground work and cap the street off for winter and finish this project next year. The Finance Committee was in agreement with this. **2. Review & approve jurisdictional transfer of West Street & Gypsy Road.** Street Superintendent Schultz was present to explain the purpose. There are several industrial properties out there which would like to take traffic directly out West Street. Motion was made and seconded to move forward to get this jurisdictional transfer in place. **3. Review & approve Hotel Feasibility Study Proposals.** This will be laid over to the next meeting. **4. Review & begin discussion of the 2017 Budget.** Mayor David went over the highlights of the budget as he perceived them. He explained the cuts that were necessary and some of the changes, including creating a Tourism Fund, to take Tourism expenses from the General Fund, since these are not tax levy dollars. The Mayor noted that according to the Strategic Plan and priority setting, the

Council did want to see additional Police & Fire Fighters, as well as InformationTechnology. He has funded a police officer and one fire fighter in this budget, and is looking to do more as far as IT Technology. He then went on to explain the Capital Budget, explaining that streets were a priority, was well as money being included for the Lower Dam Project, Solid Waste truck, two squad cars, and discussion also took place regarding the steps at the Carnegie Library Building. Due to the numerous delays of the N. Second Street Bridge Project, it will probably not be completed until 2018, therefore, we will hold off and borrow that money until the 2018 Budget. The Mayor then appointed Alderperson Smith to act as acting Chairman of the Finance Committee during their work. Their sessions will be held on October 5th & 6th, 2016. The report was received and placed on file.

PUBLIC WORKS COMMISSION, September 27, 2016. **1. Review 925 Cleveland Street sidewalk.** Jim Freres was present to request permission to remove sidewalk from his property due to it being at the end of the block, with no sidewalk north of him, and problems with heavy snow buildup during the winter months. After considerable discussion of the new Infill Sidewalk Policy, motion was made and seconded to deny Mr. Freres request. Motion passed unanimously.

2. West Street Project update approval. Street Superintendent Schultz was present to request approval to delay finishing the reconstruction of West Street next year, due to several factors. He would like to see the amount of fill recently installed over Storm Sewer be allowed to settle and we are also waiting to receive an easement for the Bike Path to be installed. Motion was made and seconded to recommend this be completed in 2017. This passed unanimously. Motion was also made and seconded to have staff actively pursue any and all efforts, including eminent domain, to get this easement secured. This passed unanimously.

3. 1115 S. Third Street Lawn Maintenance Update. Correspondence had been received from the Bureau of Environmental & Occupational Health Department of Health Services indicating the grass samplings from this property did not find any PCB's or other contaminants present. As a result, there is no reason not to require the grass to be cut and maintained going forward. Motion was made and seconded to send notice to the property owner to cut his grass, or we will do it and charge him accordingly. This was seconded and approved unanimously.

4. Establish threshold for doing Infill Sidewalk Installation. This policy was passed by the Council at its last meeting, however; one of the comments brought up was the problem with the Annual Street Reconstruction. Alderperson Berg is recommending we establish a threshold of 20 basis points in the system for Infill Sidewalk in the sections where reconstruction of that street is being considered. Any Infill Sidewalk sections on streets up for reconstruction with a rating of 20 or less would be exempt from doing sidewalk installation, unless other circumstances, on a case by case basis, warrant doing so. Motion was made and seconded to recommend our Council amend the Infill Sidewalk Policy to establish this threshold for new sidewalks where installation may be necessary due to street reconstruction. This was seconded and passed unanimously. A resolution will be presented.

5. Discuss new installation sidewalk width requirements. This item was put on the agenda to see if the City had discretion regarding the width, however, statutes require a 5 foot width in almost all circumstances when it comes to new or replacement sidewalk, so we do not have any options.

6. Procedure for identifying & approving Infill Sidewalk Installation. It was agreed by all Commission members to re-discuss how this policy will be put into effect for 2017, once we know the number of dollars approved for new sidewalks in the Street Budget. This will occur either in November or early December. The report was received and placed on file.

COMMUNICATIONS & RECOMMENDATIONS OF THE MAYOR

Mayor David called forth Fire Chief Greg Michalek and presented him with a commendation from the National Fire Academy. Chief Michalek has attended a four year program and has now been deemed to be an Executive Fire Officer.

Mayor David then presented a memo from Judge Sweet, where he incorporates, by reference, the existing Bond Schedule, now in force, due to the enactment of the new Municipal Code.

Mayor David then presented a list of appointments as Election Inspectors & Registrations Deputies: Sharon Heiser, 111 Adam Court, Marguerite Hemiller, 1101 Crestview Drive, Dana Keeser, 1121 Highland Ave., #332, Val Lessner, 871 Oakwood Lane, Robert Loggans, 812 Fieldstone Way, Amy Maurice, 1009 Clark Street, Janice Schmidt, 315 N. Water Street. Motion was made by Alderperson Smith, seconded by Alderperson Maron and carried on a roll call vote to approve these appointments.

Mayor David then presented a copy of the Fire Department 2015 Annual Report.

Melissa Lampe, Executive Director of the Main Street Program, 519 E. Main Street, addressed the Council. Melissa handed out the new quarterly newsletter, Downtown Update. Melissa also updated the Council regarding the fund raiser for Santa's House. She was excited to share that, through 90 donations, a total of \$27,200.00 was collected, which exceeds their goal. There will be a new ribbon cutting event for the Santa's House, sometime in November. She wished to extend thanks to all who supported this project.

ACCOUNTS PAYABLE

Certified accounts in the amount of \$240,889.01 were presented for payment. Alderperson Romlein moved to pay all certified accounts, seconded by Alderperson Larsen 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 Health – September 8, 2016. Joint Transit/Finance Committee – September 26, 2016. Library Board of Trustees – July 14 & August 11, 2016. Parks, Recreation & Forestry Commission – September 12, 2016. Payroll Summaries –September 14-27, 2016. Plan Commission – September 26, 2016. Watertown Family Center Finance Committee – September 21, 2016.

ORDINANCES

Ord. #16-19, to amend Chapter 20, Section 20.16, Subdivision Regulations, Construction Site Erosion Control through the removal and addition of language was presented. *Sponsor: Mayor David. From: The Plan Commission & The Public Works Commission (with a positive recommendation).* Alderperson Romlein moved for the adoption of this ordinance on its first reading, seconded by Alderperson Raether and carried on a roll call vote: Yes – 9. No – 0.

Ord. #16-20, to amend Chapter 20, Section 20.17, Subdivision Regulations, Control of Post Construction Storm Water Runoff through the removal and addition of language was presented. *Sponsor: Mayor David. From: The Plan Commission and Public Works Commission (with a positive recommendation).* Alderperson Maron moved for the adoption of this ordinance on its first reading, seconded by Alderperson Zgonc and carried on a roll call vote: Yes – 9. No – 0.

CODIFICATION

Ord. #16-18, to Revise and Consolidate, Amend, Supplement and Codify the General Ordinances of the City of Watertown was presented. Alderperson Smith moved for the adoption of this ordinance on its first reading, seconded by Alderperson Larsen and carried on a roll call vote: Yes – 9. No – 0. Alderperson Smith then moved to suspend the rules to allow for a second reading, seconded by Alderperson Tietz and carried on a roll call vote: Yes – 9. No - 0. Alderperson Smith then moved for the adoption of this ordinance on its second reading, seconded by Alderperson Berg and carried on a roll call vote: Yes – 9. No – 0.

RESOLUTIONS

Res. Exh. #8367, to authorize application for Operating Assistance Grant from the Department of Transportation in the amount of \$775,008.00 for Taxi Assistance for 2017 was presented. *Sponsor: Mayor David.* Alderperson Zgonc moved for the adoption of this resolution, seconded by Alderperson Raether and carried on a roll call vote: Yes – 9. No – None.

Res. Exh. #8368, to authorize application for a Capital Assistance Grant for the purchase of one ADA rear load minivan and one non-ADA minivan in 2017 was presented. *Sponsor: Mayor David. From: The Finance Committee & Transit Commission.* Alderperson Raether moved for the adoption of this resolution, seconded by Alderperson Tietz and carried on a roll call vote: Yes – 9. No – 0.

Res. Exh. #8369, to authorize the execution of a Lease Agreement for 2017 for the fleet of vehicles to Passenger Transit Inc. was presented. *Sponsor: Mayor David. From: The Finance Committee.* Alderperson Larsen moved for the adoption of this resolution, seconded by Alderperson Zgonc and carried on a roll call vote: Yes – 9. No - 0.

Res. Exh. #8370, to revise the Infill Sidewalk Resolution was presented. *Sponsor: Alderperson Berg. From: The Public Works Commission.* Alderperson Berg moved for the adoption of this resolution, seconded by Alderperson Maron. Alderperson Berg then moved to amend the Infill Policy adopted at the last meeting to include the wording added to policy which appears in bold red language on the second page of the policy, in the paragraph beginning with “Under the Annual Street Program” which is also noted with the October 4, 2016 revision date. This motion was seconded by Alderperson Maron. This motion carried on a roll call vote: Yes – 9. No – None. The motion to adopt this resolution carried on the following roll call vote: Yes – Berg, Larsen, Zgonc, Raether, Tietz, Maron (6). No – McFarland, Smith, Romlein (3).

Res. Exh. #8371, to accept the donation of land on Ann Street was presented. *Sponsor: Mayor David. From: The Finance Committee.* Alderperson Tietz moved for the adoption of this resolution, seconded by Alderperson Larsen and carried on a roll call vote: Yes – 9. No – None.

ADJOURNMENT

There being no further business to come before the Council at this time, Alderperson Zgonc moved to adjourn, seconded by Alderperson Tietz and carried on a voice vote, the time being 7:52 p.m.

Cindy Rupprecht

Clerk/Treasurer

(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.)