

COUNCIL PROCEEDINGS

Council President Fred Smith called the regular meeting of the Common Council of the City of Watertown to order at 7:02 p.m. on Tuesday, March 7, 2017, in the Council Chambers at City Hall.

ROLL CALL

Roll call showed the following members present: Alderpersons Smith (Acting Mayor), Berg, Larsen, Zgonc, Raether, Tietz, Maron. (7) Absent: McFarland, Romlein (2). Also present were Fire Chief Greg Michalek, Police Captain Kaminski, City Engineer Jaynellen Holloway, City Attorney Will Gruber and Deputy Clerk/Treasurer Elissa Meltesen.

PLEDGE OF ALLEGIANCE

The Council recited the Pledge of Allegiance to the American flag.

MINUTES OF PRECEDING MEETING

Acting Mayor Smith inquired if there were any additions or corrections to the minutes of the meeting held Tuesday, February 21, 2017. There being none, the minutes were approved as presented.

PUBLIC HEARINGS

Smith declared open, at 7:05 p.m., a public hearing in the matter regarding proposed amendments to Chapter 550 to define, create and identify appropriate Zoning Districts and Land Uses for Large-Scale and Small-Scale Alcoholic Beverage Production. Zoning Administrator, Jacob Maas, explained the change would allow small scale alcoholic beverage production in the central business area downtown but large scale operations would be restricted to industrial areas. Both would only be allowed by a conditional use process, not by right. With no other members of the public present to speak on the topic, Smith declared the public hearing closed at 7:07 p.m.

COMMITTEE REPORTS

Finance Committee, February 27, 2017. 1. Review and approve hiring of part-time clerk position for Fire Department. Fire Chief Michalek recommended hiring Jane Rakos. Motion was made, seconded and passed unanimously to approve hiring Jane Rakos at Grade B, Step 1, \$14.15 per hour. 2, 3, 4. Review and approve application for Electrical Permit, Plumbing Permit and HVAC Permit revisions. Permit revisions for new construction and additions are suggested with fees of \$35.00 base plus \$.03/square foot with a minimum permit fee of \$70.00. Engineer Holloway explained contractors have indicated this fee structure allows flexibility to make adjustments rather than charging for individual permit items. Following discussion, motion was made, seconded and passed unanimously to recommend approval of the new application fees and forms. A resolution will be presented to Council. 5. Review and approve vehicle purchase for Building, Safety and Zoning. Engineer Holloway presented three bids with a recommendation to purchase a 2015 Chevy Equinox from Kaiser Chrysler for \$15,213. Motion to approve the used vehicle purchase was made, seconded and passed unanimously. 6. Discuss Riverside Park Tennis Courts. Street Superintendent Schultz explained due to a miscommunication with the consultant, the wrong type of surface was quoted. \$65,000 was budgeted for this project but \$170,000 is needed. Motion was made, seconded and passed unanimously to carry the \$65,000 over to the 2018 budget for this project. 7. Closed Session per Wis. Stat. §19.85(1)(e) to discuss purchase and sale of land. Motion was made and seconded to move into closed session and motion was made and seconded to reconvene to open session.

Public Works Commission, February 28, 2017. 1. Review and approve warning signs for Western Avenue. Street Superintendent Schultz presented information about a sign for the intersection of Western Avenue and Concord Avenue. The sign has LED flashing lights which activate when conditions are icy. The sign has a cost of \$6904.50 and is available through Tapco. Motion was made, seconded and passed unanimously to recommend purchase and installation of the sign in advance of winter, 2017. This will be referred to the Finance Committee. 2. Review and approve Storm

Water Permit Report. Street Superintendent Schultz reviewed the annual Storm Water Report with the commission. Motion was made, seconded and passed unanimously to recommend approval of the report to be filed with the DNR. A resolution will be presented to Council. 3. Review and approve One Ton Truck w/ Body for Park Department. Street Superintendent Schultz received two responses to sending nine requests for quotes for a chassis. Ewald submitted the lowest quote at \$31,239.50. For the truck body Schultz sent six requests for quotes and received three with Monroe Truck and Equipment submitting the lowest quote at \$17,250. Motion was made, seconded and passed unanimously to recommend purchase of the chassis from Ewald and body from Monroe for a total of \$48,489.50. A resolution will be presented to Council. 4. Review and approve Loader – Park Department. Street Superintendent Rick Schultz sent eight requests for quotes for a one cubic yard loader. Six responses were received with Fabick Equipment submitting the lowest quote. Motion was made, seconded and approved unanimously to recommend purchase of the loader from Fabick for \$70,000. A resolution will be presented to Council. 5. Review and approve Trailer-Park Department. Street Superintendent Schultz received two quotes and recommended purchasing the trailer from The Corral. Motion was made, seconded and passed unanimously to purchase the trailer from The Corral for \$5,590. 6. Review and approve Tree Purchase-2017 Projects. Street Superintendent Schultz received two quotes with McKay Nursery submitting the lowest quote. Motion was made, seconded and passed unanimously to recommend purchase of the trees from McKay Nursery for \$12,889. A resolution will be presented to Council. 7. Review and approve Pavement Saw-Street Department. Street Superintendent Schultz sent requests for quotes to four companies and received replies from three with the lowest quote submitted by Con-Cor. Motion was made, seconded and passed unanimously to recommend purchase of the pavement saw from Con-Cor for \$30,850. A resolution will be presented to Council. 8. Review and approve Traffic Signal Timing Contract. Street Superintendent Schultz received one quote from Traffic Engineering Services. Motion was made, seconded and passed unanimously to recommend approval of a contract with Traffic Engineering Services in the amount of \$20,000. A resolution will be presented to Council. 9. Discuss 19 Park View Lane Billing Complaint. Utility Superintendent Freber updated the commission on the status of the complaint. The PSC is currently reviewing the matter. 10. Review and approve Bike Task Force minutes of January 24, 2017. Motion was made, seconded and passed unanimously to acknowledge the minutes and forward to Council for review. 11. Review and approve Pursuit of Lands East of Carriage Hill Drive. Engineering Holloway requested this item be tabled until the next commission meeting. 12. Review City Permit Fees and Utility Impact Fee Waivers to spur residential development. Chair Berg requested a discussion on this matter. Utility Superintendent Freber stated the water portion of the impact fee cannot be waived as the fees are already factored into making debt payments. Engineer Holloway will review the impact of waiving fees for permits and report at the next commission meeting.

COMMUNICATIONS AND RECOMMENDATIONS

A memo from the Mayor presented appointment of Tom Finnel, 510 Oak Park Avenue to the Board of Review. Alderperson Tietz moved to approve appointment, seconded by Maron and carried on a roll call vote: Yes - 6, No - None.

ACCOUNTS PAYABLE

Certified accounts in the amount of \$755,777.01 were presented for payment. Alderperson Tietz moved to pay all certified accounts, seconded by Alderperson Larsen and carried on a roll call vote: Yes – 6, 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 Canvassers – February 24, 2017; Committee of the Whole – February 21, 2017; Employee Advisory Committee – January 31, 2017; Park, Recreation and Forestry Commission –

February 6, 2017; Senior Center Advisory Board – February 15, 2017; Transit Commission – February 20, 2017; Payroll Summaries – February 15-28, 2017; Reserve Balances – February, 2017. All reports were accepted as printed.

RESOLUTIONS

Exhibit #8444, to approve the Annual Storm Water Report for submission to the State of Wisconsin Department of Natural Resources was presented. *Sponsor: Alderperson Berg. From: The Public Works Commission.* Alderperson Berg moved for adoption of this resolution, seconded by Alderperson Larsen and carried on a voice vote.

Exhibit #8445, to authorize the purchase of 1.0 Cubic Yard 4-Wheel Drive Loader for Parks and Forestry from Fabick Equipment in the amount of \$70,000 to be charged to account 05-55-41-70 was presented. *Sponsor: Alderperson Berg. From: The Public Works Commission.* Alderperson Maron moved for the adoption of this resolution, seconded by Alderperson Raether and carried on a roll call vote: Yes – 6, No – None.

Exhibit #8446, to authorize the purchase of One Ton Truck Chassis from Ewald for \$31,239.50 and 10' Tilting Forestry Body from Monroe Truck and Equipment for \$17,250.00 for Parks and Forestry with total price of \$48,489.50 to be charged to account 05-56-11-70 was presented. *Sponsor: Alderperson Berg. From: The Public Works Commission.* Alderperson Berg moved for the adoption of this resolution, seconded by Alderperson Larsen and carried on a roll call vote: Yes – 5, No – None, Abstain - Maron.

Exhibit #8447, to authorize the purchase of a pavement saw for the Street Department from Con-Cor, Inc. in the amount of \$30,850 to be charged to account 16-58-16-60 was presented. *Sponsor: Alderperson Berg. From: The Public Works Commission.* Alderperson Zgonc moved for the adoption of this resolution, seconded by Alderperson Raether and carried on a roll call vote: Yes – 6, No – None.

Exhibit #8448, to authorize a contract with Traffic Engineering Services in the amount of \$20,000 for reconfiguring timing for stop and go lights to be charged to account 05-54-24-70 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 roll call vote: Yes – 6, No – None.

Exhibit #8449, to authorize the purchase of trees for 2017 projects from McKay Nursery in the amount of \$12,889 to be charged to account 05-58-11-69 was presented. *Sponsor: Alderperson Berg. From: The Public Works Commission.* Alderperson Raether moved for the adoption of this resolution, seconded by Alderperson Larsen and carried on a roll call vote: Yes – 6, No – None.

Exhibit #8450, to amend the composition of the Branding Committee was *Sponsor: Mayor David. From: The Finance Committee.* Alderperson Raether moved for adoption of this resolution, seconded by Alderperson Zgonc and carried on a roll call vote: Yes – 6, No - None.

ADJOURNMENT

There being no further business to come before the Council at this time, Alderperson Zgonc moved to adjourn, seconded by Alderperson Raether and carried on a voice vote, the time being 7:33 p.m.

Elissa Meltesen, Deputy 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.)