

COUNCIL PROCEEDINGS

Mayor John David called the regular meeting of the Common Council of the City of Watertown to order at 7:03 p.m. on Tuesday, October 3, 2017, 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 Kilps (9). Absent: None (0). Also present were Police Chief Tim Roets, Assistant Fire Chief Kraig Biefeld, City Engineer Jaynellen Holloway, Zoning Administrator Jacob Maas, 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

Mayor David inquired if there were any additions or corrections to the minutes of the meeting held Tuesday, September 19, 2017. There being none, the minutes were approved as presented.

PUBLIC HEARING

Mayor David declared open, at 7:05 p.m., a public hearing to rezone 706 Market Street from Central Business (CB) to Two-Family Residential (TR-6). Scott Harman, 717 Cobblestone Way, owner of 706 Market Street, was present to explain that the building was a residence, which he converted to a pet clinic and would now like it to go back to being a residence consistent with surrounding structures. There being no one else wishing to speak, either in favor or against this rezoning, Mayor David declared the public hearing closed at 7:06 p.m.

COMMITTEE REPORTS

Finance Committee, August 31, 2017 (Item 1 amended). 1. Review and approve Street Department hire. Street Superintendent Schultz explained that he has a candidate that wishes to transfer from the Parks, Rec. and Forestry Division to Street. This individual will be taking a pay cut to go into ~~Solid Waste~~ Streets. After discussion a motion was made and seconded to recommend this transfer which passed unanimously.

Finance Committee, September 25, 2017. 1. Amend Finance Committee minutes of August 31, 2017. Motion was made and seconded to approve amending the minutes, passed unanimously. 2. Review and approve request to move part-time Office Aide position from Recreation Administration to Senior Center. Motion made and seconded to approve the change, passed unanimously. 3. Review Watertown Lower Dam Rehab Project Change Order #1. This was informational only. Original estimate was for 50 square feet of surface to repair which is now estimated at 150 square feet. It could cost as much as \$26,000.00. Item will return to Finance Committee when final numbers come in. 4. Review and approve Employee Recognition Policy from Employee Advisory Committee (EAC). EAC proposed recognizing employees for every 5 years of service with an announcement at a Common Council meeting as well as on the city web site, cable TV channel and employee newsletter. After discussion, the committee recommended EAC look at not only years of service, but quality job performance. Motion was made and seconded to refer back to EAC with that recommendation, passed unanimously. 5. Discuss and approve purchase and installation of kitchen cabinets for Fire Department. Due to a change in number and type of cabinets new bids were accepted. We will remove old cabinets and Peirick's will install cabinets and counter tops. Motion was made and seconded to approve the purchase, passed unanimously. A resolution will be presented. 6. Reimbursement for Fire Department Training Site construction. There are unpaid bills from Rock River Blacksmith LLC for work done at the training site. Motion was made and seconded to make necessary budget transfers and approve payment, passed unanimously. A resolution will be presented.

7. Review and approve disposal of 1994 ambulance by auction. Motion was made and seconded to approve selling this on the State Auction Service, passed unanimously. 8. Review and approve donation request of vintage fire engine to City of Watertown. Don Peters purchased a 1957 LaFrance Fire Engine from us and would now like to donate it back. After discussion, motion was made and seconded to turn down the donation indicating that we do appreciate the offer, but cannot accept it at this time, passed unanimously. 9. Review and approve 2018 contract for Village of Reeseville EMS Coverage. Interim Fire Chief Kraig Biefeld had three options. He recommended a 5% increase as there has not been an increase in 7 years. This will raise the contract by \$587.64. Motion was made and seconded to approve the 5% increase, passed unanimously. A resolution will be presented. 10. Review and approve 2018 Contract for Fire Protection and EMS Coverage for Townships. Interim Fire Chief Biefeld recommended an option that will raise the rate for 2018, split the difference of where the rate should be for 2019 and raise the rate to the proper amount in 2020. Motion was made and seconded to go with option one as proposed, passed unanimously. At this time the Finance Committee changed the order of business and took item 15 next. 15. Review and approve Fiber Optic proposal. Mayor David explained the opportunity to wire all City owned buildings and School District buildings with fiber optic. The City's cost would be \$774,000.00 and is based on work being done in 2018. After that the work would likely be considerably more expensive. By consensus, the Mayor was directed to try to come up with a method of funding this project. 11. Review and approve updated Economic Revolving Loan Fund Manual. Changes requested include requiring one LMI position for each \$35,000.00 of loaned funds, changing interest rate to 2%-4%, and changing loan term to 10 years with review after 5 years. Motion was made and seconded to recommend the changes, passed unanimously. Changes will be submitted to the State for approval. 12. Review and award crop land bid. Lowest bid was from Rosy Lane Holsteins at \$175.00/acre or \$4,200.00/year with an upfront payment of \$1,500.00 and full payment of \$17,100.00 by year end. Motion was made and seconded to award the crop land bid to Rosy Lane Holsteins, passed unanimously. A resolution will be presented. 13. Review and approve Social Media Policy. Clerk/Treasurer Rupprecht and City Attorney Gruber have worked on a social media policy for the City of Watertown so that we have some control over the number of social media sites and can access social media accounts for open records requests. Motion was made and seconded to recommend adoption of the policy, passed unanimously. A resolution will be presented. 14. Discuss and approve additional DigiCorp Support time. This would require a budget amendment to decrease account #01-51-86-54 by \$16,000.00, decrease account #01-51-86-60 by \$4,000.00 and increase account #01-51-86-11, Contracted IT Support by \$20,000.00. Motion was made and seconded to recommend the budget amendment to cover DigiCorp support, passed unanimously. A resolution will be presented. 16. Review and approve solid waste rate increase. Street Superintendent Schultz recommended a 2% rate increase of \$2.76 per year to cover additional costs and help the department build its fund balance for the future. Motion was made and seconded to approve the increase, passed unanimously. A resolution will be presented. 17. Review and approve business drop-off site changes. Superintendent Schultz proposed a \$25.00/month rate for businesses to have recycling pickup and discontinue site drop-off. After discussion about this not being adequate, motion was made and seconded to approve a \$50.00 per month fee for bi-weekly pickup, passed unanimously. A resolution will be presented. 18. Review and approve Street Department staff changes and pay rates. This was to approve the transfer of Street Department and Park Department employees to different positions. Motion was made and seconded to approve the transfers, passed unanimously. 19. Closed Session per Wis. Stat. §19.85(1)(e) to discuss Firefighters Union Contract. Motion was made and seconded to enter closed session, passed unanimously on a roll call vote. 20. Reconvene to open session for decision in regards to Firefighters Union Contract Settlement. Motion was made and seconded to reconvene to open session and passed unanimously. The report was received and placed on file.

Public Works Commission, September 26, 2017. 1. Review snow removal bill at 605 E. Division Street. Due to a change of ownership that the City was not aware of the property was shoveled after the new owner took possession without allowing the 24 hour time limit for snow removal. Motion was made and seconded to remove the charges, passed unanimously. 2. Review and approve lawn mower and attachments bid. Water Systems Manager Freber presented two bids to replace the current mower which is 14 years old. After reviewing the bids, motion was made and seconded to approve purchase of the Kubota from Triebold Outdoor Power for \$34,150.00, passed unanimously. A resolution will be presented. 3. Review and approve Support Service Contract with GE Intelligent Platforms, Inc. for Wastewater SCADA. Motion was made and seconded to approve renewing the Support Service Contract in the amount of \$7,922.35, passed unanimously. 4. Review and discuss Utility Service Partnership for Water Services and Sanitary Laterals. After discussion, the Commission by consensus did not feel that we should proceed with this company. 5. Review and approve Carriage Hill Drive Shared Use Path Phase 2 Proposed Maranatha Baptist University Temporary Easement Concept. City Engineer Holloway asked that this item be tabled. She will work with Maranatha on this and bring it back at a later date. 6. Review and approve sidewalk repairs at 702 E. Madison Street. After inspection, three defective sidewalk squares were observed. Motion was made and seconded to have Engineering notify property owner to replace these squares, passed unanimously. The report was received and placed on file.

COMMUNICATIONS AND RECOMMENDATIONS

Mayor David presented the following appointments: Ethics Board: Mike Nienow, 1348 Windsor Circle; Kathy Bergin, 902 Fox Creek Drive #8; and Wendy Pliska, 809 Fieldcrest Court all for first terms. Motion made by Alderperson Smith, seconded by Alderperson Raether to approve appointments and carried on a roll call vote: Yes – 9. No – none.

ACCOUNTS PAYABLE

Certified accounts in the amount of \$486,586.77 were presented for payment. Alderperson Tietz moved to pay all certified accounts, seconded by Alderperson Kilps 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: Employee Advisory Committee, September 12, 2017; Parks, Recreation and Forestry Commission, September 11, 2017; Payroll Summary, September 13-26, 2017; Plan Commission, September 25, 2017; Site Plan Review Committee, September 25, 2017; All reports were accepted as printed.

ORDINANCES

Ord. #17-23, to approve a Planned Unit Development-General Development Plan by Bielinski Homes, LLC for Properties “A”, “B”, and “C_(a)” of the Hunter Oaks Subdivision Situated Along West Street was presented. *Sponsor: Mayor David. From: Plan Commission (negative recommendation).* Alderperson Smith moved to uphold the negative recommendation of the Plan Commission and defeat Ordinance #17-23, seconded by Alderperson Berg. Alderperson Smith commented on reasons for the Plan Commission’s unanimous negative recommendation including the plan’s inconsistent density compared to the original GDP, length of time since an earlier PUD that was not renewed, the new plan’s departure from plans shown to homeowners when they purchased property in the subdivision and issues with wording regarding financial responsibility for Reagan Park. Smith added that nearly 500 people signed the petition against the proposed PUD. Alderperson Berg supported Smith’s comments and thanked the Plan Commission. Berg commented that increased density was one reason for defeating this ordinance and the other is lack of appropriate transition. Berg opined that the area would benefit from the right type of commercial development and added that there are potential multi-family land uses behind West Street going south. Alderperson Zgonc stated the Common Council is

not against apartments in the right location but the Council has heard concerns from the City Planner, Plan Commission and residents about this plan. Alderperson Maron agreed with the comments of the other Alderpersons and confirmed he is against the PUD. A roll call vote was taken on the motion to defeat Ordinance 17-23 and passed unanimously. Yes – 9. No – none. Ordinance 17-23 will not return for a second reading.

Ord. #17-24, to amend Chapter 550, Article 9, Zoning Code: natural Resources Protection Regulations, Through the Addition of Language to Section 550-90A Drainageway Overlay Zoning District: Definition was presented. *Sponsor: Mayor David. From: Plan Commission (positive recommendation).* Alderperson Smith moved for adoption of Ordinance 17-24 on its first reading, seconded by Alderperson Tietz and carried on a roll call vote: Yes – 9. No – none.

Ord. #17-25, to amend Chapter 550, Article 2, Zoning Code: Establishment of Zoning Districts, Through the Addition of Language to Section 550-36B(2) General Industrial (GI) District: Principal Land Uses Permitted as Conditional Use was presented. *From: Mayor David. From: Plan Commission (positive recommendation).* Alderperson Berg moved for adoption of Ordinance 17-25 on its first reading, seconded by Alderperson Larsen. Alderperson Smith moved to refer Ordinance 17-25 back to the Plan Commission, seconded by Alderperson Raether. Motion to refer carried on a roll call vote: Yes – 9. No – none.

RESOLUTIONS

Exhibit #8515, to enter into lease agreement with Rosy Lane Holsteins LLC for 2018, 2019 and 2020 growing seasons for 24 acres of land located near Watertown Airport in the amount of \$17,100 was presented. *Sponsor: Mayor David. From: Finance Committee.* Alderperson Zgonc moved for adoption of Resolution 8515, seconded by Alderperson Raether. Alderperson Berg questioned if the funds from the lease go to the general fund. Mayor David confirmed that they do. Motion carried on a roll call vote: Yes – 9. No – none.

Exhibit #8516, to adopt the Social Media Policy was presented. *Sponsor: Mayor David. From: Finance Committee.* Alderperson McFarland moved for adoption of Resolution 8516, seconded by Alderperson Zgonc and carried on a voice vote.

Exhibit #8517, to decrease the budget amount of Software Subscriptions Account #01-51-86-44 by \$16,000.00 and decrease the budget amount of Capital Outlay Account #01-51-86-60 by \$4,000.00 and increase the budget amount of Contracted IT Services Account #01-51-86-11 by \$20,000.00 to purchase an additional block of time for the City's IT support was presented. *Sponsor: Mayor David. From: Finance Committee.* Alderperson Smith moved for adoption of Resolution 8517, seconded by Alderperson Maron and carried on a roll call vote: Yes – 9. No – none.

Exhibit #8518, to execute Economic Revolving Loan documents with PR Watertown, LLC for \$100,000.00 at 2.5% interest amortized over 10 years with a 5 year balloon payment and option to renew for one term, subject to collateral consisting of personal guarantees and 2nd position UCC filings on equipment was presented. *Sponsor: Mayor David. From: Economic Revolving Loan Committee.* Alderperson Tietz moved for adoption of Resolution 8518, seconded by Alderperson Raether and carried on a roll call vote: Yes – 8. Abstain – 1 (Berg). No – none.

Exhibit #8519, to authorize purchase of a new Kubota F3990 lawnmower and attachments from Triebold Outdoor Power of Whitewater in the amount of \$34,150.00 to be taken from Wastewater Repair or Replace Account #02-97-30-12 was presented. *Sponsor: Alderperson Maron. From: Public Works Commission.* Alderperson Maron moved for adoption of Resolution 8519, seconded by Alderperson Zgonc and carried on a roll call vote: Yes – 9. No – none.

Exhibit #8520, to decrease the budget amount of Fire Department Salaries Account #01-52-31-10 by \$6,000.00 and to increase the budget amount of the Fire Department Repairs Account #01-52-31-20 by \$6,000.00 was presented.

Sponsor: Mayor David. From: Finance Committee. Alderperson Tietz moved for adoption of Resolution 8520, seconded by Alderperson Kilps and carried on a roll call vote: Yes – 9. No – none.

Exhibit #8521, to authorize payment to Rock River Blacksmith LLC in the amount of \$8,480.00 for work done on the Fire Department Training Site with \$2,275.00 to be taken from Fire Department Training Facility Account #01-58-31-20 and \$6,205.00 to be taken from the Fire Department Repairs Account #01-52-31-20 was presented. *Sponsor: Mayor David. From: Finance Committee.* Alderperson Zgonc moved for adoption of Resolution 8521, seconded by Alderperson Larsen and carried on a roll call vote: Yes – 9. No – none.

Exhibit #8522, to authorize purchase of cabinets and countertops for the Fire Department from Peirick's Cabinets for a cost not to exceed \$18,523.95 from Municipal Building Major Capital Outlay Account #05-51-71-70 was presented. *Sponsor: Mayor David. From: Finance Committee.* Alderperson Smith moved for adoption of Resolution 8522, seconded by Alderperson Raether. Alderperson Larsen stated he was put off by the price. Berg commented that firefighters deserve decent items but the kitchen is primarily for their private use. Interim Chief Kraig Biefeld commented that public events are held in the area being improved and the cabinets proposed are much more durable than particle board. Alderperson McFarland commented on the state of disrepair of the current cabinets. Larsen stated he does not want to short-change the firefighters but wonders if they would be satisfied with something costing less. Motion carried on a roll call vote: Yes – McFarland, Smith, Zgonc, Raether, Tietz, Maron and Kilps (7). No – Berg and Larsen (2).

Exhibit #8523, to approve 5% increase to the rate for 2018 EMS Coverage Agreement between City of Watertown and Village of Reeseville was presented. *Sponsor: Mayor David. From: Finance Committee.* Alderperson Zgonc moved for adoption of Resolution 8523, seconded by Alderperson Tietz and carried on a roll call vote: Yes – 9. No – none.

Exhibit #8524, to authorize Solid Waste Department to eliminate weekly business drop-off effective December 31, 2017 but offer bi-weekly pickup for businesses for \$50.00 per month was presented. *Sponsor: Mayor David/Alderperson Berg. From: Finance Committee/Public Works Commission.* Alderperson Berg moved for adoption of Resolution 8524, seconded by Alderperson Smith. Alderperson Larsen commented that he questioned where the bi-weekly pickup suggestion came from because he would expect that businesses would require more frequent pickup. Alderperson Smith stated that the Finance Committee thought it best to begin this service with existing bi-weekly recycling routes to keep the cost down until the program is more established. Berg added that taking away the Tuesday drop-off has pros and cons and this issue may need to be revisited later. Motion carried on a roll call vote: Yes – 9. No – none.

Exhibit #8525, to authorize an increase in Solid Waste rates from \$11.50 to \$11.73 per month effective January 1, 2018 was presented. *Sponsor: Mayor David/Alderperson Berg. From: Finance Committee/Public Works Commission.* Alderperson Raether moved for adoption of Resolution 8525, seconded by Alderperson Maron and carried on a roll call vote: Yes – 9. No – none.

Exhibit #8526, to approve the Municipal Bond Deposit Schedule was presented. *Sponsor: Municipal Judge Mark S. Sweet.* Alderperson Smith moved for adoption of Resolution 8526, seconded by Alderperson Zgonc 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 Larsen moved to adjourn, seconded by Alderperson Raether and carried on a voice vote, the time being 7:50 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.)