

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, December 5, 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, Interim Fire Chief Kraig Biefeld, City Engineer Jaynellen Holloway, Zoning Administrator Jacob Maas, 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, November 21, 2017. There being none, the minutes were approved as presented.

COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT

Ina Trummer, 807 Fieldcrest Court, was present to address several topics, including water rates, property taxes, liquor licenses and Cable TV subsidies.

COMMITTEE REPORTS

Finance Committee, November 27, 2017. 1. Review & approve an alarm button for Attorney's office. Street Superintendent Rick Schultz presented costs of approximately \$2,350.00. Rick is proposing a transfer from Account #05-54-24-70 to Account #05-51-71-70 to allow this installation. Motion was made and seconded, which passed unanimously. 2. Review & approve Building, Safety & Zoning Department use of third party credit card processing. The City currently uses PSN for utility bill transactions. Motion was made and seconded to allow a separate account for Building, Safety & Zoning for payment of permits, which would have an added fee of 2.75% paid by the customer. This passed unanimously. 3. Review Ambulance Billing & Receivables. After considerable discussion, Fire Dept. Administrative Assistant Andrea Peters, felt she could set up a multi-tier system, similar to the previous provider, which would move aged receivables out of the current balance. She will report back to the Finance Committee in December. 4. Review & approve Vacation Carry Over Policy Change. After discussion, motion was made and seconded to allow full-time and eligible part-time employees to carry over up to five days of vacation per year. This passed unanimously. 5. Review & approve Bereavement Policy Change. Motion was made and seconded to provide funeral leave for an employee who is asked to be pall bearer outside of his or her immediate family. This motion passed on a 3 to 2 vote. 6. Review & approve Meal Expense Policy Change. A change was recommended that would eliminate the sentence which says reimbursement per day shall not exceed \$35.00. The individual breakfast, lunch and dinner maximums would apply. This passed unanimously. 7. Review & approve General Personnel Handbook updates. Deputy Clerk/Treasurer Meltesen presented several housekeeping type changes. After discussion, motion was made and seconded to approve these changes to the Handbook. This passed unanimously. 8. Review & approve Department Head Survey. After lengthy discussion, the Mayor will take this proposed survey to the next Department Head Meeting to get feedback, prior to this approval. 9. Review & approve 2018 Payroll Resolution. Most categories are expected to receive a 1% pay increase, consistent with Union contracts. A resolution will be presented. The report was received and placed on file.

Plan Commission, November 28, 2017. 1. Review, Action & Recommendation – Proposed Amendment to the City of Watertown Comprehensive Plan. Engineer Holloway explained that Ad-Tech is proposing to rezone three

parcels. Motion was made and seconded to amend the Comprehensive Plan for these rezoning requests. Motion passed unanimously. 2. 1303 & 1307 W. Main Street – Review & Recommendation – Rezoning Request from General Business (GB) to General Industrial (GI). Following discussion a motion was made and seconded to give a positive recommendation to this rezoning. This motion passed unanimously. 3. 108 S. Votech Drive – Review & Recommendation – Rezoning Request from General Business (GB) to General Industrial (GI). Motion was made and seconded to give a positive recommendation to this rezoning, which passed unanimously. 4. 919 Charles Street – Discuss fee for Conditional Use Permit (CUP). The Historical Society is looking for the Committee to waive the CUP fee of \$500.00 to seek outdoor & indoor institutional zoning. After a healthy discussion regarding the precedent which might be set in waiving CUP fees, motion was made & seconded to waive this fee for the Historical Society. This motion passed on a 5 to 1 vote with one abstention. 5. Plan Commission Minutes – November 13, 2017. Motion was made and seconded to approve these minutes as printed. This passed unanimously. The report was received and placed on file.

COMMUNICATIONS AND RECOMMENDATIONS

Melissa Lampe, Main Street Program Director, 519 E. Main Street, updated the Council on the success of the Women's Only Weekend and the Holiday Parade of Homes. Melissa further stated that Santa's House will open this Thursday.

Mayor David then presented two appointments: Library Board: Erin O'Neill, 209 Derby Lane, partial term, replacing David Morstad & Redevelopment Authority: Dave Zimmermann, 628 Sweetbriar Lane, partial term, replacing Melissa Lampe. Motion was made by Alderperson Berg, seconded by Alderperson Larsen to approve these appointments which carried on a roll call vote: Yes – 9. No – none.

ACCOUNTS PAYABLE

Certified accounts in the amount of \$241,760.80 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: Committee of the Whole - November 21, 2017; Health Board – November 9, 2017; Library Board of Trustees – October 12, 2017; Parks, Recreation & Forestry Commission - November 6, 2017; Payroll Summary, November 8 - 21, 2017; Site Plan Review Committee - November 27, 2017; Watertown Family Center Board, November 28, 2017; All reports were accepted as printed.

ORDINANCES

Ord. #17-27, to amend Section 152-2B(1) Health Officer Appointment and Qualifications of Chapter 152 was presented. *Sponsor: Alderperson Smith. From: The Board of Health.* Alderperson Smith moved for the adoption of this ordinance on its second reading, seconded by Alderperson Zgonc and carried on a roll call vote: Yes – 9. No – none.

Ord. #17-28, for the attachment of real estate by Boundary Adjustment from the Town of Emmet to the City of Watertown, (N160 (425), N164 (475), N178 (525), & N184 (575) Welsh Road) was presented. *Sponsor: Alderperson Smith. From: The Plan Commission (with a positive recommendation).* Alderperson Smith moved for the adoption of this ordinance on its second reading, seconded by Alderperson Tietz. Alderperson Smith moved to amend this ordinance to include the new Section 3, which states, "The above described real estate properties have a total population of 14 persons, 9 adults & 5 children", and to renumber the remaining sections which follow that addition. This motion was seconded by Alderperson Raether and carried on a roll call vote: Yes – 9. No – none. The motion to adopt the ordinance on its second reading, as amended, carried on a roll call vote: Yes – 9. No – none.

Ord. #17-29, for the attachment of real estate by Boundary Adjustment from the Town of Emmet to the City of Watertown, Brandt/Quirk Park Railroad Right-of-Way Area, was presented. *Sponsor: Alderperson Smith. From: The Plan Commission (with a positive recommendation).* Alderperson Smith moved for the adoption of this ordinance on its second reading, seconded by Alderperson Zgonc. Alderperson Smith moved to amend the ordinance to add Section 3, which states, "The above described real estate properties have a total population of 0 persons" and that the balance of the ordinance be renumbered following this addition, which was seconded by Alderperson Larsen and carried on a roll call vote: Yes – 9. No – none. The motion to adopt this ordinance on its second reading, as amended, carried on a roll call vote: Yes – 9. No – none.

Ord. #17-30, for the attachment of real estate by Boundary Adjustment from the Town of Emmet to the City of Watertown, Highway 16 Railroad Right-of-Way Area, was presented. *Sponsor: Alderperson Smith. From: The Plan Commission (with a positive recommendation).* Alderperson Smith moved for the adoption of this ordinance on its second reading, seconded by Alderperson Maron. Alderperson Smith moved to amend the ordinance to add Section 3, which states, "The above described real estate property has a total population of 0 persons", and to renumber the remaining sections of the ordinance following this addition, which was seconded by Alderperson Tietz. This carried on a roll call vote: Yes – 9. No – none. The motion to adopt the ordinance on its second reading, as amended, carried on a roll call vote: Yes – 9. No – none.

Ord. #17-31, to amend the 2009 Comprehensive Plan was presented. *Sponsor: Mayor David. From: The Plan Commission (with a positive recommendation).* Alderperson Tietz moved for the adoption of this ordinance on its first reading, seconded by Alderperson Smith and carried on a roll call vote: Yes – 9. No – none.

Ord. #17-32, to rezone the property located at 108 S. Votech Drive from Unidentified (UN) to General Industrial (GI) was presented. *Sponsor: Mayor David. From: The Plan Commission (with a positive recommendation).* Alderperson Berg 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 – none.

Ord. #17-33, to rezone the property located at 1303 & 1307 W. Main Street from General Business (GB) to General Industrial (GI) was presented. *Sponsor: Mayor David. From: The Plan Commission (with a positive recommendation).* Alderperson Maron moved for the adoption of this ordinance on its first reading, seconded by Alderperson Berg and carried on a roll call vote: Yes – 9. No – none.

RESOLUTIONS

Exhibit #8550, to approve the 2018 Collective Bargaining Agreement with the International Association of Fire Fighters 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 – 9. No – None.

Exhibit #8551, to extend gratitude to Cindy Rupprecht for her 38 ½ years of service to the City of Watertown was presented. *Sponsor: Mayor David.* Alderperson McFarland moved for the adoption this resolution, seconded by Alderperson Berg and carried on a roll call vote: Yes – 9. No – none.

Exhibit #8552, to authorize the purchase of a panic alarm system for the City Attorney's office in the amount of \$2,350.00 and approve a budget amendment increasing Municipal Building Capital Outlay Projects Account #05-51-71-70 and decreasing Traffic Signals Major Capital Outlay Projects Account #05-54-24-70 by \$2,350.00 to allow for this purchase, was presented. *Sponsor: Mayor David. From: The Finance Committee.* Alderperson Smith moved for the adoption this resolution, seconded by Alderperson Raether and carried on a roll call vote: Yes – 9. No – none.

Exhibit #8553, to authorize the submittal of a WEDC Community Development Investment Grant as a pass through grant for Bill Lindborg, for property located at 207/209 E. Main Street, in a maximum award amount of \$250,000.00 was presented. *Sponsor: Mayor David. From: The Finance Committee.* Alderperson Tietz moved for the adoption of this resolution, seconded by Alderperson Zgonc and carried on a roll call vote: Yes – McFarland, Smith, Larsen, Zgonc, Raether, Tietz, Maron & Kilps - 8. Abstain – Berg (1).

Exhibit #8554, to authorize the transfer of \$484,108.00 to the RDA to facilitate payments for the appraisals for three buildings, acquisition of 109 & 111 W. Main Street, and relocation of two commercial businesses and one residential tenant from funds in TID #5 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 – 9. No – none.

Exhibit #8555, to adopt the 2018 Payroll Resolution was presented. *Sponsor: Mayor David. From: The Finance Committee.* Alderperson Zgonc moved for the adoption of this resolution, seconded by Alderperson Smith 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 McFarland and carried on a voice vote, the time being 7:31 p.m.

Cindy Rupprecht

City 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.)