

## 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 19, 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, Engineer Project Manager Jay Haberkorn, Zoning Administrator Jacob Maas, City Attorney Will Gruber, City 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, December 5, 2017. There being none, the minutes were approved as presented.

### COMMITTEE REPORTS

**Finance Committee, December 5, 2017.** 1. Review and approve Street Department transfer to Park Department. Eric Gutzdorf, current employee in Solid Waste, applied for an internal posting in the Park Department resulting from a retirement. Motion passed to approve the transfer effective January 3, 2018. 2. Review and approve change order for additional street survey work for 2018. Superintendent Schultz explained additional survey work is needed to complete street work added due to favorable pricing. Motion passed unanimously to recommend approval of the change order; a resolution will be presented. 3. Review and approve Senior Citizen Center parking lot light replacements. Recommendation from Superintendent Schultz is to replace the light damaged during the Christmas Parade lineup and replace additional parking lot lights in poor condition. Motion passed unanimously to approve purchase of the lights. 4. Review and approve funding request for Redevelopment Authority activities in TID #5. A transfer from TID #5 of \$484,108 was requested by the RDA of which \$14,874 will be used for appraisals for three buildings on the 100 block of W. Main Street; \$160,500 will be used for acquisition costs for 109 W. Main Street; \$201,499 will be used for acquisition costs for 111 W. Main Street; \$89,085 will be used for relocation costs of two commercial tenants and one residential tenant; and \$18,150 will be used for the matching grant portion of two loans made through the Redevelopment Authority's revolving loan program. Motion passed unanimously to recommend approval of the funding request; a resolution will be presented. The meeting minutes were received and placed on file.

**Finance Committee, December 11, 2017.** 1. Review and approve budget amendment to cover Clerk/Treasurer transition salaries and benefits. Clerk/Treasurer Rupprecht presented a budget amendment to cover the cost of hiring the replacement Deputy Clerk/Treasurer during the transition of the current Deputy Clerk/Treasurer to the Clerk/Treasurer position. Motion passed unanimously to recommend approval of the budget amendment; a resolution will be presented. 2. Review and approve budget amendment to cover Transit System deficit. Clerk/Treasurer Rupprecht presented a budget amendment to cover the deficit of approximately \$50,000 in the transit system. Following a discussion concerning the deficit, motion passed unanimously to recommend approval of the budget amendment; a resolution will be presented. 3. Review and approve budget amendment to cover Recreation deficit from Aquatic Center. Recreation Director Braasch presented a budget amendment to cover budget shortfall in recreation expenses from Aquatic Center salaries. Motion passed unanimously to recommend approval of the budget amendment; a resolution will be presented. 4. Review and approve budget carry-over resolution. Clerk/Treasurer Rupprecht presented the carry-over resolution that includes carry-

over requests from various departments to use funds remaining from the 2017 budget items for 2018 purchases. Motion passed unanimously to recommend approval of the carry-over resolution; the resolution will be presented at the final Council meeting of the year. 5. Review and approve Housing Rehab Loan Project #192. Motion passed unanimously to approve the loan for project #192. 6. Review and approve purchase of Extrication Tools – Fire Department. Interim Fire Chief Biefeld explained the City received a grant towards the purchase of these tools. The grant will cover 90% of the cost. The City's net cost will be approximately \$2,800. Motion passed unanimously to recommend approval of the purchase; a resolution will be presented. 7. Update on EMS billing. Andrea Peters of the Fire Department was present to explain that she worked with the software provider to develop a three-tier system for accounts in various phases of the collection process. Motion passed unanimously to approve the new system for recording EMS receivable balances. 8. Approve write-off requests. Andrea Peters of the Fire Department requested approval to write off \$14,188.97 of EMS bills that are uncollectible. Motion to approve the write-off passed unanimously. 9. Review request to evaluate step within existing pay grade for Civil Engineer. Engineer Jaynellen Holloway was present to request a change in steps on the pay table for Andrew Beyer as a result of receiving certification as a Professional Engineer. Motion passed unanimously to approve the step increase to Grade K, Step 6. 10. Request to increase Engineering Computer Software and GIS accounts. Engineer Holloway presented a budget amendment to increase the budget for two accounts in the Engineering budget with a decrease to the budget for Engineering part-time salaries. Motion passed unanimously to recommend approval of the budget amendment; a resolution will be presented. 11. Review and approve Solid Waste filling two positions. Superintendent Schultz explained there are two openings in Solid Waste due to internal transfers out of Solid Waste to fill vacancies in Streets and Parks and recommended hiring Shane Hrobsky and Matt Busshardt. Motion passed unanimously to approve both hires. 12. Review and approve administration position for utilities. Superintendent Schultz requested to begin the hiring process for an administrative position jointly funded by Water, Wastewater, Storm Water and Solid Waste as proposed in the 2018 budget. Motion passed unanimously to approve the position. 13. Review and approve revised Change Order for Street Resurfacing. Superintendent Schultz requested approval to do additional street work with funds remaining in the annual streets account. Motion passed unanimously to recommend approval of the change order; a resolution will be presented. 14. Review and approve Redevelopment Authority 2018 funding request. The RDA requested funding of \$169,400 towards its 2018 budget for professional services contracts including the Executive Director in the amount of \$68,400; Legal Advisory Services in the amount of \$25,000; Relocation Specialist Services in the amount of \$25,000; Communication/Public Relations Services in the amount of \$50,000; and \$1,000 of expenses in administering the Redevelopment Authority's revolving loan program. Motion passed unanimously to recommend approval of the funding request; a resolution will be presented. 15. Discuss land purchase. A property owner who expressed interest in donating a small strip of land on Carriage Hill Drive to the City has now requested a \$500 payment in addition to the City covering closing costs. The Committee consensus was to pay closing costs if the land is donated or pay \$500 to the owner and the owner will be responsible for closing costs. The meeting minutes were received and placed on file.

**Plan Commission, December 11, 2017.** 1. 919 Charles Street, Review and Recommendation – Public Hearing – Conditional Use Permit (CUP) Request for Indoor and Outdoor Institutional. Motion passed unanimously to approve the CUP request with no conditions. 2. 426 S. Montgomery Street and 510 S. Church Street, Review and Recommendation – Public Hearing – Conditional Use Permit (CUP) Request for Outdoor Storage or Wholesaling. Motion passed unanimously to approve the CUP request with the following conditions: Hours of operation limited to 7 a.m. to 9 p.m.; Screening required based on a standard to be set by the Building Inspection Department; Traffic pattern is to be reviewed

and established by the Building Inspection Department. 3. Approve Site Plan Review Minutes of November 27, 2017. Motion to approve minutes passed unanimously. 4. Approve Plan Commission Minutes of November 27, 2017. Motion to approve minutes passed unanimously. The meeting minutes were received and placed on file.

**Public Works Commission, December 12, 2017.** 1. Discuss land purchase by Wastewater Treatment Plant. Commission discussed request from Kevin Freber, Utilities Superintendent, to purchase land near the Wastewater Treatment Plant. Motion passed unanimously to grant permission to Freber to negotiate with the property owner. 2. Discuss and approve Lease Amendment for AT&T on O'Connell Street Water Tower. Motion passed unanimously to approve updates to the lease with AT&T for use of the water tower. 3. Discussion on leaf collection concerns. Superintendent Schultz received a request to require leaf raking by a certain date and impose fines for non-compliance. Schultz indicated this would be very difficult to enforce and instead suggested more advertising and outreach about the yard waste and brush site availability. 4. Review auction results for sale of park equipment. Superintendent Schultz reported the auction results to the Commission. 5. Review and approve landfill testing contract for MSA and Cornerstone. Motion made to recommend approval of the contract with MSA for \$37,375 plus \$4,000 contingency (resolution will be presented) and to approve contract with Cornerstone Environmental Group for \$8,000. 6. Review and acknowledge Task Force Minutes of August 22, 2017. Motion passed unanimously to approve the minutes. 7. Review and approve 2018 Sidewalk Repair Program Area. Engineer Holloway and Andrew Beyer presented the areas proposed for the 2018 sidewalk program: 4<sup>th</sup>, 5<sup>th</sup> and 6<sup>th</sup> Streets between Western Ave. and Clyman St. and Bailey Street between 4<sup>th</sup> and 6<sup>th</sup> Streets. Motion passed unanimously to recommend to Council that the above streets be identified for the 2018 sidewalk repair program and the appropriate property owners are notified; a resolution will be presented. 8. Review and approve 2018 Infill Sidewalk Area. Engineer Holloway presented a recommendation for infill sidewalk on North Water Street from Margaret St. to the bridge. Motion passed unanimously to recommend to Council that a public hearing be held and this section of N. Water Street be approved for infill sidewalk installation in 2018. 9. Review and approve 2018 Transportation Alternatives Program Grant Applications. Engineer Holloway reported her department will apply for TAP Grant Funding for a shared use path on S. Church Street from Jefferson Rd. to Air Park Dr.; shared use path on N. 4<sup>th</sup> Street from Hwy 16 Frontage Rd. to Meadowbrook Dr.; and Riverwalk Phase 1 from Main St. to Cady St. Motion approved unanimously to recommend approval to apply for TAP grant funding for these projects. 10. Review and approve pursuit of easement with Watertown Unified School District. Andrew Beyer presented the need for the easement due to the shared use path on Carriage Hill Drive crossing school property. Motion passed unanimously to approve pursuit of the easement needed. 11. Review and approve inspection of bridge piers and abutments by Ayres Associates. Motion passed unanimously to hire Ayres Associates for the amount of \$4,350 to perform inspections of bridge piers and abutments typically underwater but currently visible due to the low water levels. 12. Lower Dam Rehabilitation Project Update. Engineer Holloway reported that as of December 1 work on the lower dam was complete and that despite change orders the project will be approximately \$100,000 under budget. The meeting minutes were received and placed on file.

**Public Safety and Welfare Committee, December 6, 2017.** 1. Review Traffic Concern on W. Milwaukee Street between S. Montgomery and S. Church Streets. City resident who presented concern was not present, item tabled. 2. Review and approve food vending on public street ordinance and fee schedule. Following discussion, Zoning Administrator Maas will forward draft ordinance, fee schedule and restricted map area for consideration at a future Park and Recreation Commission meeting and a future Public Works Commission meeting for consideration. 3. Review Request for Handicap Stalls near the Elks Lodge on 1<sup>st</sup> and Madison Streets. Motion passed unanimously to recommend approval of the request for two handicap stalls; Engineering Department will prepare a draft ordinance. 4. Review

Request for Handicap Stall Relocated and Creation of Loading Zone on N. 9th Street in front of Immanuel Evangelical Lutheran Church. Following discussion, motion passed unanimously to recommend adding a loading zone stall on N. 9<sup>th</sup> St. for use Monday through Friday, 8 a.m. to 4 p.m. north of the current handicap stall; Engineering Department will prepare a draft ordinance. 5. Discuss ordinance prohibiting general parking behind City Hall. This was discussed with City Attorney who indicated current legislation already supports this action. Signs have been ordered. 6. Review traffic safety at Steeplechase and Autumn Crest Drive update. Update only, Engineering Department contacted the bus company about this issue. The meeting minutes were received and placed on file.

Joint Public Works/Public Safety and Welfare, December 6, 2017. 1. Review One and Two-Way Traffic in the Downtown. The Engineering Department will continue its work to review downtown traffic patterns, survey businesses and residents and research information on traffic flow on 3<sup>rd</sup> and 4<sup>th</sup> Streets. Tentative plan is to report back in January, 2018. The meeting report was received and placed on file.

### **COMMUNICATIONS AND RECOMMENDATIONS**

Susan Dascenzo, representing the Watertown Chamber of Commerce, 519 E. Main Street, was present to inform the Council that 2017 was a successful and busy year. She informed them Leadership Watertown will be collaborating with the Main Street Program on an upcoming project and added that Start Up Watertown recently wrapped up its program with 17 aspiring businesses completing the program. She then handed out a 2018 Calendar of Chamber events.

Mayor David presented the following appointments all of which are for a two-year term expiring December 31, 2019: **Canvass Board:** Kim Carpenter, Elissa Meltesen, Lisa Trebatoski and Rick Schultz, Alternate. **Special Voting Deputies:** Kim Carpenter, Elissa Meltesen, Carole Schumacher, Lisa Trebatoski, Dawn Westenberg, Robert Westenberg. **Election Registration Officials:** Kim Carpenter, Elissa Meltesen, Dorothy Newberg, Sheryl Rupnow, Carole Schumacher, Lisa Trebatoski, Dawn Westenberg, Robert Westenberg. **Election Inspectors** (Chief Inspectors as designated): City staff - Elissa Meltesen (Chief Inspector), Lisa Trebatoski (Chief Inspector), Kim Carpenter (Chief Inspector), Dot Newberg, Sheryl Rupnow. Residing in the 1<sup>st</sup> Aldermanic District - Shirley Dibble, Darlene Donahue, James Freres, Janet Fromader, Bernice Goede, Carol Hoppenrath, Mike Hoppenrath, Dana Keeser, Sandra Major, Bernadine Mueller, Pat Polensky, Tina Rowlands-Lueck, Bertha Schliewe, Lorelei Schober, Elda Schuett, Cindy M. Schultz, Mary M. Schultz, Kathy Wagner (Chief Inspector), Rich Wagner, Aden Ward. Residing in the 2<sup>nd</sup> Aldermanic District - Karen Baron, Lori Fort-Hoerig, KarenLee Herritz, Paul Johnson, Bob Kugler, Lois Oetken, Doris Wegner, Frank Wegner. Residing in the 3<sup>rd</sup> Aldermanic District - Katherine Ammon (Chief Inspector), Diana Bessel, Donna Borchardt, John David, Nora David, Bernadette Egnarski, Sharon Heiser, Joel Jaeger, Karla Jaeger, Dorothy Kasten, Kay Lapin, JoAnn Neumann, Carol Quest, Rick Schultz (Chief Inspector), Ruth M. Uttech. Residing in the 4<sup>th</sup> Aldermanic District - Clyde Gerth, Mary Kissinger, Marie Klinger, Marion Moran, Marvin Munyon, Bill Rantanen, Donna Rantanen, Sharon Savage, Carole Schumacher, Anthony Scola, Margaret Scola, Phyllis Westenberg, Gail Woolley (Chief Inspector), Rick Woolley. Residing in the 5<sup>th</sup> Aldermanic District - Carole Dobrogowski, Dennis Schwartz, Jeraldine Shaw, Patricia Yantis, Arlene Zielsdorf, Edward Zubke (Chief Inspector), Shirley Zubke (Chief Inspector). Residing in the 6<sup>th</sup> Aldermanic District - Delores Behl-Strassburg, Juanita Ebert, Carol Erickson, Marie Hilgendorf, Arlene Krause, Sharon Melcher, Sally Mundt, Susan J. Roberts (Chief Inspector), Amy Roesch (Chief Inspector), Mark Roesch (Chief Inspector), Carolyn Schloemer. Residing in the 7<sup>th</sup> Aldermanic District - Francine Butzine, Jonathan Gantner, Debra Polensky, Mary Lee Prochazka, Margaret Steward. Residing in the 8<sup>th</sup> Aldermanic District - Donald Coleman (Chief Inspector), Sandra Haseleu, Marguerite Hemiller, Lois Kobleske (Chief Inspector), Marie Loeffler, Robert Loggans, Stephanie MacDonald (Chief Inspector), Diane Meyers, Dennis Osterhaus, Jean Osterhaus, Dorothy Jean Pauli, Ken Polcyn, Rita Polcyn, Delores

Raether, Marilyn Schultz, Terry Schultz, Peter Thompson, Ina Trummer, Barb Weiss, Carol Wollin. Residing in the 9<sup>th</sup> Aldermanic District - Kristy Bates, Janet Fiess, John Fiess, Alice Gaugert, Janette Gosdeck (Chief Inspector), Donna Hibbs, Randy Hibbs, Ora Kuckkan, Kathy Maciel, Amy Martin, Amy Maurice (Chief Inspector), Marie Miller, Mary Lou Moldenhauer, Judith Osowski, Bill Schmidt, Marjorie Schweitzer, Karen Steggall, William Waldorf, James Werner, Dawn Westenberg (Chief Inspector). Motion was made by Alderperson Smith, seconded by Alderperson Tietz to approve these appointments. Motion passed unanimously.

### **ACCOUNTS PAYABLE**

Certified accounts in the amount of \$339,859.46 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: Airport Commission – July 12, August 9 and November 8, 2017; Cable TV Regulatory Board – November 14, 2017; Cash and Investment Summary – November 30, 2017; City Wide Bicycle and Pedestrian Path Task Force – August 22, 2017; Historic Preservation and Downtown Design Commission – November 15, 2017; Licensing Board – December 13, 2017; Payroll Summary, November 22 – December 5, 2017; Police and Fire Commission – October 9 and December 2, 2017; Redevelopment Authority – October 24, November 8 and December 5, 2017; Reserve Balances – November 30, 2017; Tourism Commission – July 27 and September 14, 2017; Transit Commission – December 7, 2017. Alderperson Smith noted the need for all reports and meeting minutes to be presented to the Council in a timely manner. Alderperson McFarland specifically requested the RDA minutes be presented in a timely manner. All reports were accepted as printed.

### **LICENSES**

The following have made applications for Beverage Operator License for year ending June 30, 2018 and are recommended for approval by the Licensing Board: Sam A. Bovee, Run-Inn Erin's; Stephanie L. Bowen, Dollar General; Amanda A. Burden, Speedway; Angela M. Dvorak, Dollar General; Markka M. Farrington, Kris'; Adrianna P. Jorgenson-Santosus, Speedway; Julie A. Miller, JAKS; Coryna L. Scott, R.J.'s Treehouse; Naomi J. Tucker, Dollar General; Faith S. Zerkle, Dollar General. Motion made by Alderperson Maron, seconded by Alderperson Tietz to approve all beverage operator licenses, carried on a voice vote.

### **ORDINANCES**

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

**Ord. #17-33**, to rezone the property located at 1303 and 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 Berg moved for adoption of this ordinance on its second reading, seconded by Alderperson Raether and carried on a roll call vote: Yes – 9. No – none.

**Ord. #17-34**, to create Section 500-6 A (2) "No Parking in Loading Zones" as it pertains to the east side of N. Ninth Street, beginning at a point 83 feet south of the south curb line of Jones Street to a point 32 feet south, between 8:00 a.m. and 4:00 p.m. Monday through Friday was presented. *Sponsor: Alderperson Raether. From: The Public Safety and Welfare Committee (with a positive recommendation).* Alderperson Raether moved for adoption of this ordinance on its first reading, seconded by Alderperson McFarland and carried on a roll call vote: Yes – 9. No – none.

**Ord. #17-35**, to create Section 500-6 B (2), "Parking Reserved for Vehicles of Disabled" as it pertains to the south side of E. Madison Street, beginning at a point 83 feet east of the east curb line of N. First Street, to a point 25 feet further east, 1 parking space, was presented. *Sponsor: Alderperson Raether. From: The Public Safety and Welfare Committee (with a positive recommendation).* Alderperson Raether moved for adoption of this ordinance on its first reading, seconded by Alderperson Berg and carried on a roll call vote: Yes – 9. No – none.

**Ord. #17-36**, to create Section 500-6 B (2), "Parking Reserved for Vehicles of Disabled" as it pertains to the east side of N. First Street, beginning at a point 25 feet south of the south curb line of E. Madison Street, to a point 26 feet further south, 1 parking space, was presented. *Sponsor: Alderperson Raether. From: The Public Safety and Welfare Committee (with a positive recommendation).* Alderperson Raether moved for adoption of this ordinance on its first reading, seconded by Alderperson Larsen and carried on a roll call vote: Yes – 9. No – none.

## RESOLUTIONS

**Exhibit #8556**, to approve the change order for additional surveying for the 2018 Street Construction Projects by Robert E. Lee and Associates of Hobart, WI in the amount of \$16,300 was presented. *Sponsor: Mayor David. From: The Finance Committee.* Alderperson Larsen moved for adoption of this resolution, seconded by Alderperson Smith and carried on a roll call vote: Yes – 9. No – None.

**Exhibit #8557**, to authorize a budget amendment reducing the Contingent Account #01-51-81-56 by \$11,732 and reducing the Retiree Health Insurance Account #01-51-96-44 by \$2,316 and increasing various salary and benefit accounts in the Clerk's Office budget by \$14,048 was presented. *Sponsor: Mayor David. From: The Finance Committee.* Alderperson Tietz moved for adoption this resolution, seconded by Alderperson Raether and carried on a roll call vote: Yes – 9. No – none.

**Exhibit #8558**, to authorize a budget amendment reducing the following accounts: Police Health Insurance Account #01-52-11-36 by \$36,000 and Police Salaries Account #01-52-11-10 by \$14,000 and increasing the Transfer to Transit Account #01-59-99-90 by \$50,000.00 was presented. *Sponsor: Mayor David. From: The Finance Committee.* Alderperson Berg commented on raising awareness of this deficit and stated the company providing services needs to be on notice to turn this around. Berg added the Transit system was self-supporting for many years and the company providing service needs to be more efficient with customer service and timeliness as these are affecting ridership. Alderperson McFarland asked what other communities our size are doing and suggested looking for different patterns, other than just customer service issues, such as tracking when rides are, patterns of hours, etc. to identify cost savings. Alderperson Raether suggested future contracts may need to be adjusted. Mayor David shared that new software next year should help efficiency. Alderperson Smith commented that for many years there was no public share but we experienced substantial Federal and State aid cuts and trying to make up for revenue loss with increased fares proved to be counterproductive. Smith commented that the deficit needs to be cut by identifying efficiencies and he is confident that the Transit Commission is working on this. Alderperson Tietz informed the Council that Jefferson County Strategic Planning is looking at assisting municipalities with these services and providing more options for transport to locations in

the county. Alderperson Zgonc moved for adoption this resolution, seconded by Alderperson Smith and carried on a roll call vote: Yes – 9. No – none.

**Exhibit #8559**, to authorize the change order for additional street resurfacing in 2017 by Wolf Paving of Dousman in the amount of \$148,118.54 to be taken from Annual Street Reserve Account #05-58-11-69 was presented. *Sponsor: Mayor David. From: The Finance Committee.* Alderperson Smith extended thanks to Street Superintendent Schultz and the Mayor for their efficiencies to have extra money to do these streets. Alderperson Berg agreed that compliments are owed and added that bidding for asphalt in spring was a contributing factor for savings. Alderperson Smith moved for adoption of this resolution, seconded by Alderperson McFarland and carried on a roll call vote: Yes – 9. No – None.

**Exhibit #8560**, to authorize purchase of Extrication Equipment for the Fire Department from Jefferson Fire and Safety in the amount of \$28,040 to be paid from Fire Department Capital Outlay #01-52-13-60 and grant funds from the AFG will be placed in account #01-42-73-70 was presented. *Sponsor: Mayor David. From: The Finance Committee.* Alderperson Larsen moved for adoption of this resolution, seconded by Alderperson Tietz and carried on a roll call vote: Yes – 9. No – none.

**Exhibit #8561**, to authorize a contract for Semi Annual Ground Water and Landfill Gas Monitoring and Reporting and Blower Building Repair at the old City Landfill on Boomer Street with MSA of Baraboo in the amount of \$37,375 and Cornerstone Environmental in the amount of \$8,000 was presented. *Sponsor: Alderperson Berg. From: The Public Works Commission.* Alderperson Berg commented that this bill will occur every year until the DNR approves the site to have other use and not require monitoring. Alderperson Berg moved for the adoption of this resolution, seconded by Alderperson Maron and carried on a roll call vote: Yes – 9. No – none.

**Exhibit #8562**, to adopt the Employee Handbook of Policies and Procedures was presented. *Sponsor: Mayor David. From: The Finance Committee.* Alderperson McFarland suggested that next time the handbook is presented to Council that the changes be redlined. Alderperson Tietz moved for the adoption of this resolution, seconded by Alderperson Smith and carried on a voice vote.

**Exhibit #8563**, to approve a budget amendment decreasing Aquatic Center Part-Time Salaries account #01-55-22-16 by \$6,600.00 and increasing the Recreation Supplies Account #01-55-21-18 by \$6,600.00 for additional supplies necessary to support recreation programs was presented. *Sponsor: Mayor David. From: The Finance Committee.* Alderperson Tietz moved for adoption of this resolution, seconded by Alderperson Raether and carried on a roll call vote: Yes – 9. No – none.

**Exhibit #8564**, to authorize a transfer from TID #5 funds to the Redevelopment Authority (RDA) in the amount of \$169,400 for various professional services contracts, including Executive Director, in the amount of \$68,400.00, Legal Advisory Services of \$25,000.00, Relocation Specialist Services of \$25,000.00, Communication/Public Relations Services of \$50,000.00 and \$1,000.00 of expenses in administering the RDA's Revolving Loan Program was presented. *Sponsor: Mayor David. From: The Finance Committee.* Alderperson Berg moved for the adoption of this resolution, seconded by Alderperson Maron and carried on a roll call vote: Yes – 9. No – None.

**Exhibit #8565**, to authorize the repair or replacement of defective or unsafe sidewalks within the City per the list from the City Engineer 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 – 9. No – none.

**Exhibit #8566**, to approve a budget amendment to decrease Engineering Part-Time Salaries account #01-54-10-16 by \$629 and increase Computer Software Updates account #01-54-10-40 by \$629 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.

**Exhibit #8567**, to approve a budget amendment to decrease Engineering Part-Time Salaries account #01-54-10-16 by \$3,575 and increase Geographic Information Systems (GIS) account #01-54-10-50 by \$3,575 was presented.

*Sponsor: Mayor David. From: The Finance Committee.* Alderperson Smith moved for adoption of this resolution, seconded by Alderperson Larsen and carried on a roll call vote: Yes – 9. No – none.

**Exhibit #8568**, to approve the Municipal Bond Deposit Schedule and incorporate it was presented. *Sponsor: Municipal Judge Mark S. Sweet.* Alderperson Smith moved for the adoption of this resolution, seconded by Alderperson Zgonc and carried on a roll call vote: Yes – 9. No – none.

**Exhibit #8569**, to authorize entering into an amended lease with Crossroads House of Watertown, Inc., for the maintenance and leasing of a single-family residence located at 113 Jones Street, was presented. *Sponsor: Mayor David.* Alderperson Tietz moved for the adoption of this resolution, seconded by Alderperson Raether and carried on a roll call vote: Yes – 9. No – none.

**Exhibit #8570**, to approve a contract with ArchiveSocial effective January 1, 2018 for the “Enterprise Software License Agreement” in an amount up to \$2,400 was presented. *Sponsor: Mayor David.* Alderperson Zgonc moved for the adoption of this resolution, seconded by Alderperson Larsen and carried on a roll call vote: Yes – 9. No – none.

**Exhibit #8571**, amending Resolution Exhibit #8554, to authorize a transfer of funds from TID #5 to the Redevelopment Authority (RDA) in the amount of \$484,108 of which \$14,874 is for appraisals for three buildings on the 100 block of W. Main Street, \$160,500 for acquisition costs for 109 W. Main Street, \$201,499 for acquisition costs for 111 W. Main Street, \$89,085 for relocation costs and \$18,150 for matching grant portion of two loans made through the RDA’s Revolving Loan Program was presented. *Sponsor: Mayor David. From: The Finance Committee.* Alderperson Larsen moved for adoption of this resolution, seconded by Alderperson Smith and carried on a roll call vote: Yes – 9. No – none.

#### **COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT**

Mayor David made mention that this was Elissa Meltesen’s first meeting as the new City Clerk/Treasurer. He also announced that Kraig Biefeld was officially named the new Fire Chief and he would be taking his Oath of Office on Thursday morning at 8:30 a.m.

#### **ADJOURNMENT**

There being no further business to come before the Council at this time, Alderperson Zgonc moved to adjourn, seconded by Alderperson Kilps and carried on a voice vote, the time being 7:59 p.m.

Elissa Meltesen

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.)*