

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, January 16, 2018, in the Council Chambers at City Hall.

ROLL CALL

Roll call showed the following members present: Alderpersons McFarland, Smith, Berg, Zgonc, Raether, Tietz, Maron and Kilps (8). Absent: Larsen (1). Also present were Police Chief Tim Roets, Fire Chief Kraig Biefeld, City Attorney Will Gruber, City Engineer Jaynellen Holloway, Zoning Administrator Jacob Maas, and 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 meetings held Thursday, December 28, 2017 and Tuesday, January 2, 2018. There being none, the minutes were approved as presented.

COMMITTEE REPORTS

Finance Committee, January 8, 2018. Review and approve 2018 Debt Financing presented by Baird. Justin Fischer from R.W. Baird was present and went over the Debt Financing Plan for 2018, including the timeline. Motion was made, seconded and passed unanimously to approve recommending the plan. Review and approve Resolution providing for the sale of \$4,100,000.00 General Obligation Promissory Notes. Justin Fischer of R.W. Baird briefly went over the resolution. Motion was made, seconded and passed unanimously to recommend approval of this resolution to the Common Council. Review and approve performance bonus for red-lined employees. City Clerk/Treasurer Meltesen explained a payment has been made annually to employees outside the pay table who will not receive any other pay increase this year. Right now there are 7 employees this would apply to. The total one-time payment for these 7 employees would be \$1,831.41. Motion was made, seconded and passed unanimously to approve the performance bonus. Review and approve submitting Letter of Interest for Carriage Hill Drive Shared Use Path – Phase II. City Engineer Holloway was present to explain another opportunity for a grant for Phase II of the Carriage Hill Drive Shared Use Path, for which she is looking for permission to submit a letter of interest. Motion was made, seconded and passed unanimously to approve the letter of interest. Review and approve JDQ Recommendation from Carlson Dettmann for New Utility Assistant Billing Clerk. This position was included in the 2018 Budget at an estimated \$18.11 per hour. Carlson Dettmann is recommending it start at a Grade E, Step 1, which is \$16.96 per hour. Motion was made, seconded and passed unanimously to adopt the recommendation from Carlson Dettmann. Review and approve Fire Chief Salary. This was an adjustment to the original memo due to it not including Paramedic Add-On Pay. The recommendation is Grade T, Step 3, plus the Paramedic add-on coming to approximately \$42.47 per hour. Motion was made, seconded and passed unanimously to approve the pay rate for the new Fire Chief. Review and approve Residency Requirement Deadline Extension for Police Department employee. Chief Roets explained the need for the employee to remain living in Waupun. The Chief requested a 12-month extension for the residency requirement. Motion was made, seconded and passed unanimously to approve a 12-month extension for the employee to reside outside of the 25-mile limit. Review and approve position description change and salary adjustment for Property Custodian/Police Dept. Chief Roets explained he is seeking a pay increase for the Property Custodian as the position has changed significantly since it first started. The Chief indicated the 2018 Budget includes the increase from \$18.91 per hour to \$20.52 per hour. Motion was made, seconded and approved unanimously to approve the change in pay. Review and approve purchase of Fingerprinting

LiveScan Machine for Police Department. Chief Roets explained the current system is 12 years old and needs replacement and the item is included in the 2018 Budget. Motion was made, seconded and passed unanimously to approve the purchase. Review and approve 2018 Transportation Alternatives Program (TAP) Grant Applications. City Engineer Holloway explained the grant process. After considerable discussion, motion was made, seconded and passed unanimously to approve the applications. Review and approve advertising pick-up truck on WI Surplus Online Auction. Motion was made, seconded and passed unanimously to put the vehicle up for sale on the WI Surplus Auction. Review vehicle replacement options for Street Department. Street Superintendent Schultz explained there is a 2005 Ford Escape in their fleet that would cost more to repair than the vehicle is worth. He is looking for permission to find another used vehicle and come up with a method for paying for the vehicle from his current budget. Motion was made, seconded and passed unanimously to allow him to get bids and find a method to pay for this vehicle. Report received and placed on file.

Plan Commission, January 8, 2018. 210 S. Water St. Review and recommendation - Public Hearing – Conditional Use Permit (CUP) – Request for Indoor Commercial Entertainment. Request is to allow for live music, karaoke and DJ's to perform at the restaurant located at 210 S. Water St. After discussion over concerns, motion was made, seconded and approved unanimously to approve the CUP with conditions. Review and approve Successor Conditional Use Permit Language for Pre-Existing Taverns. The Zoning Administrator and City Attorney have been reviewing the fact that many taverns do not have the required CUPs as owners have changed since the zoning code was adopted. Motion was made, seconded and passed unanimously to approve the Successor CUP form for taverns without change, subject to the City Attorney's final review. Approve Plan Commission minutes of December 11, 2017. Motion was made, seconded and passed unanimously to approve the minutes. Report received and placed on file.

Public Works Commission, January 9, 2018. Review and approve Food Vending on Public Street Ordinance and Fee Schedule. Zoning Administrator Jacob Maas was present to explain the draft Ordinance. Motion was made and seconded to recommend to the Council that this Ordinance, as amended, be adopted; motion passed unanimously. 2018 Annual Streets/Water/Wastewater Program Infill Sidewalk update. City Engineer Holloway provided a draft resolution pertaining to proposed infill sidewalk installation along North Water Street. Commission members took this as informational leading to the matter of assessment for installing infill sidewalk as proposed on N. Water Street, as referenced in the next item. Review and approve Preliminary Resolution to Assess for Sidewalk on N. Water St. City Engineer Holloway was present to explain this process. Alderperson Smith made a case for opposing a Preliminary Resolution to do Infill Sidewalk on N. Water Street and instead put the monies earmarked for infill sidewalk installation in 2018 aside in reserve to assist with the cost of a proposed multi-use bike/pedestrian path project along S. Church Street. Motion was made and seconded to table indefinitely the Preliminary Resolution to assess for infill sidewalk work on N. Water Street and leave budgeted infill sidewalk monies for the S. Church Street multiple use path project. Motion passed unanimously. Review and approve Submitting Letter of Interest for Carriage Hill Drive Shared Use. City Engineer Holloway was present to explain this. Motion was made and seconded to approve Engineering to submit a Letter of Intent for possible grant funds to assist with shared use path improvements on Carriage Hill Drive; motion passed unanimously. Review and approve purchase of garbage and recycling carts. Street Superintendent Schultz presented a quote for the purchase of 144 carts, for new residents and property owners wanting to acquire additional recycling carts. In most cases the City would be reimbursed by property owners but we need to make the initial purchase up front; motion was made and seconded to purchase these carts, which passed unanimously. Review and approve Solid Waste truck quotes. Street Superintendent Schultz is recommending purchase of a fully automated garbage truck, which will be our 3rd automated vehicle, reducing wear and tear on the employees. Motion was made and seconded to approve this purchase; motion

passed unanimously. Review and approve loader quotes. Street Superintendent Schultz presented three quotes, recommending the purchase from Brooks Tractor for \$169,000. Motion was made and seconded to approve this purchase; motion passed unanimously. Review and approve Riverside Park Tennis Court Agreement. Street Superintendent Schultz is recommending Fred Kolkmann Tennis and Sport Surfaces for consulting services for installing new tennis court surfaces. Motion was made and seconded to approve the consulting services; motion passed unanimously. Review and approve painting quotes for Wastewater. Water Systems Manager Freber presented three quotes for painting at the Wastewater Plant and recommended the lowest quote, Painters USA for the work. Motion was made and seconded to hire Painters USA; motion passed unanimously. Review and approve Raw Influent Pump Rebuild quote for Wastewater. Water Systems Manager Freber reported that he can get this pump repaired for \$30,721.00, instead of the \$96,000 for replacement. Motion was made and seconded to authorize this repair; motion passed unanimously. Review and approve Polymer Pump Replacement quote for Wastewater. Water Systems Manager Freber was present with two quotes and recommended the lowest quote for the Netzsch pump. Motion was made and seconded to approve this purchase; motion passed unanimously. Report received and placed on file.

Public Safety and Welfare Committee, January 3, 2018. Review Traffic Concern on W. Milwaukee Street between S. Montgomery and S. Church Streets. Resident requesting this was unable to attend and asked that this item be brought back next month. Motion was made, seconded and passed unanimously to bring this back to the next meeting. Request to review Ordinance 410-45, Dangerous and Vicious Dogs – Review Enforcement/Fines. Several residents discussed concerns over dogs running at large in the City. Chief Roets explained numerous reports are investigated every year and in many cases actions are undertaken to prevent these incidents. Residents suggested the possibility of higher fines but Chief Roets feels that current fine levels are appropriate to discourage incidents, however minimized when applied in combination with additional ordinance violations. Additional awareness and education was suggested along with appropriate areas to increase awareness including the city newsletter, Watertown Daily Times and additional information handed out with the dog licensing program. It was agreed that additional education should help minimize additional incidents. Review request for No Fishing on west side of Rock River along the entire River Mill Apartments on S. Water Street. This was requested by a resident with concerns of odors and rough fish not being disposed of properly and fishermen parking on S. Water Street. The City Engineer researched this and believes that not allowing fishing in this area conflicts with DNR regulations that allow fishing along any navigable waterway. Also, parking on S. Water Street is public parking and available to the public at large. Motion was made, seconded and passed unanimously to take no action on this request. Review and approve Draft Speed Study Results for Boughton Street/CTH CW. Study indicates a need for providing step down speed limits when approaching city limits and will require coordination with Jefferson County for implementation. Motion was made, seconded and passed unanimously to move forward with this recommendation. Report received and placed on file.

Joint Meeting Public Safety and Welfare Committee and Public Works Commission, January 3, 2018. 1. Review One and Two-Way Traffic in Downtown. Engineering prepared a proposed list of survey questions to be publicly distributed upon review and approval of this Joint Committee. After general discussion which included some changes to wording, motion was made, seconded and passed unanimously to have Engineering prepare and circulate the survey with recommended changes and report back to another joint meeting with results. Report received and placed on file.

COMMUNICATIONS AND RECOMMENDATIONS

Richard Keddington, CEO of Watertown Regional Medical Center, was present to give a brief presentation on recent developments at hospital. Keddington discussed the mission and vision of the hospital, its governance structure, quality outcomes, service and program development and community involvement.

Peg Checkai, Library Director, was present to inform the Council that they will be checking out mobile hot spots and American Girl dolls. She stated the Winter Reading Program is underway and that next week former Governor Schreiber will speak at the Elks Lodge regarding his experiences as a caregiver for someone with Alzheimer's Disease. Checkai also gave an update on fundraising for expansion and the "100 Extraordinary Women Project".

Mayor David presented the following appointment: Dave Frohling, 515 Oak Park Avenue, for a partial term on Public Works Commission. Motion made by Alderperson Berg, seconded by Alderperson Zgonc to approve the appointment and carried by roll call vote: Yes – 8. No – none.

Mayor David then presented the candidates that filed timely nomination papers and have the required signatures for their names to be placed on the ballot for the Spring Election on April 3, 2018: 2nd District - Rick Tortomasi, 315 Creekside Court; 4th District – Kurt Larsen, 1208 S. Third Street and Jacob Liebhart, 1231 S. Third Street; 6th District – Tim Raether, 1105 N. Fourth Street; 8th District – Dell Zwieg, 616 Deer Trail and Bill Maron, 701 Crestview Drive.

Mayor David also presented a report showing the 2017 Yearly Construction Totals for the City of Watertown.

ACCOUNTS PAYABLE

Certified accounts in the amount of \$273,672.45 (2017 Budget) and \$290,188.40 (2018 Budget) were presented for payment. Alderperson Tietz moved to pay all certified accounts, seconded by Alderperson Kilps and carried by roll call vote: Yes – 8. No – None. (Complete listing of accounts payable is open for public inspection in City Clerk/Treasurer's office.)

REPORTS AND MISCELLANEOUS BUSINESS

The following reports were presented: Cable TV Regulatory Board – December 12, 2017; Employee Advisory Committee – January 9, 2018; Historic Preservation and Downtown Design Commission – December 20, 2017; Library Board of Trustees – November 9, 2017; Library Board of Trustees Personnel and Policy – November 2, 2017; Licensing Board – January 10, 2018; Main Street Program Board of Directors – December 20, 2017; Parks, Recreation and Forestry Commission – December 4, 2017; Payroll Summaries, December 20-31, 2017, January 1-2, 2018; Redevelopment Authority – December 13, 2017, January 10, 2018; Senior Center Advisory Board – December 20, 2017; Tourism Commission – December 14, 2017; all reports were accepted as printed.

LICENSES

The following have made applications for Beverage Operator Licenses for year ending June 30, 2018 and are recommended for approval by the Licensing Board: James E. Dodge, Piggly Wiggly; Kaleigh N. Emons, (unknown establishment); Ashley M. England, R.J.'s Treehouse; Craig L. Godfroy, Turner Hall; Joseph J. Jenrich, R.J.'s Treehouse; Ronald J. Klimeck, Kathy's Buffalo Bar/Riverview Watertrap. Motion was made by Alderperson Maron, seconded by Alderperson Raether to approve granting these licenses and carried by voice vote.

The following made application for a Special Event License: Luther prep School, Gala Auction in gymnasium at Luther Prep, 1300 Western Ave., Saturday, April 21, 2018, 4:30 p.m. to 9:30 p.m. Motion was made by Alderperson Tietz, seconded by Alderperson McFarland to approve this license and carried by voice vote.

RESOLUTIONS

Exhibit #8576, to authorize purchase of Live Scan Guardian 10-Print electronic fingerprint submission machine for \$9,998.00 to be charged to Police Capital Outlay Account #01-52-11-60 was presented. *Sponsor: Mayor David. From: Finance Committee.* Alderperson Zgonc moved for adoption of this resolution, seconded by Alderperson Smith and carried by roll call vote: Yes – 8. No – None.

Exhibit #8577, to authorize entering into a contract with Painters USA Inc. for painting of piping and garage doors at the Wastewater Treatment Plant at a cost of \$11,745.00 from Wastewater Repair or Replace Account #02-98-00-00 was presented. *Sponsor: Alderperson Berg. From: Public Works Commission.* Alderperson Berg moved for adoption of this resolution, seconded by Alderperson Raether and carried by roll call vote: Yes – 8. No – none.

Exhibit #8578, to authorize entering into a contract with Xylem Flygt for repair of Influent Pump at a cost of \$30,721.80 from Wastewater Repair or Replace Account #02-98-00-00 was presented. *Sponsor: Alderperson Berg. From: Public Works Commission.* Alderperson McFarland moved for adoption of this resolution, seconded by Alderperson Maron and carried by roll call vote: Yes – 8. No – none.

Exhibit #8579, to authorize and direct officers of the City to take actions necessary to provide for the sale of \$4,100,000 General Obligation Promissory Notes for the purpose of financing 2018 capital projects was presented. *Sponsor: Mayor David. From: Finance Committee.* Alderperson Smith moved for adoption of the resolution, seconded by Alderperson Raether and carried by roll call vote: Yes – 8. No – none.

Exhibit #8580, to authorize purchase of a 2018 John Deere 624K-II 4-Wheel Drive Wheel Loader from Brooks Tractor for \$169,500.00 from the Storm Sewer Utility Capital Budget Account #16-58-16-60 was presented. *Sponsor: Alderperson Berg. From: Public Works Commission.* Alderperson Berg moved for adoption of this resolution, seconded by Alderperson Zgonc and carried by roll call vote: Yes – 8. No – none.

Exhibit #8581, to authorize purchase of a 2018 31 Cubic Yard Fully Automated Diesel Refuse Truck from R.N.O.W. for \$257,711.00 from Solid Waste Utility Capital Outlay Account #17-58-17-60 was presented. *Sponsor: Alderperson Berg. From: Public Works Commission.* Alderperson Berg moved for adoption of this resolution, seconded by Alderperson Maron and carried by roll call vote: Yes – 8. No – none.

Exhibit #8582, to approve preparing and submitting WI DOT Transportation Alternatives Program (TAP) Grant application for the South Church Street Shared Use Path was presented. *Sponsor: Mayor David. From: Finance Committee.* Alderperson Tietz moved for adoption of this resolution, seconded by Alderperson Smith and carried by roll call vote: Yes – 8. No – none.

Exhibit #8583, to approve preparing and submitting WI DOT Transportation Alternatives Program (TAP) Grant application for the North Fourth Street Shared Use Path was presented. *Sponsor: Mayor David. From: Finance Committee.* Alderperson McFarland moved for adoption of this resolution, seconded by Alderperson Kilps. Alderperson Smith stated this was reviewed by Finance Committee prior to the Council meeting and due to increasing demands on future capital budgets combined with intent to borrow only \$2.5 million for capital projects in 2019 he would not support this application. Alderperson Tietz added he is also concerned over increased demands for less funds for capital projects in the future but if the City doesn't get the grant nothing is lost by applying. Alderperson Berg indicated the Public Works Commission recommended submitting applications for all three projects proposed and that he supports this application. Alderperson Zgonc commented the projects would improve safety but doubts the projects could proceed without grant funding. Motion for adoption of this resolution carried by roll call vote: Yes – McFarland, Berg, Zgonc, Raether, Tietz, Maron, and Kilps – 7. No – Smith – 1.

Exhibit #8584, to approve preparing and submitting WI DOT Transportation Alternatives Program (TAP) Grant application for the NE Quadrant Riverwalk was presented. *Sponsor: Mayor David. From: Finance Committee.* Alderperson Smith moved for adoption of this resolution, seconded by Alderperson McFarland. Alderperson Smith indicated the Finance Committee earlier this evening voted unanimously against submitting this application. Alderperson Smith moved to postpone this resolution indefinitely, seconded by Alderperson Kilps and carried by roll call vote: Yes – 8. 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 by voice vote, the time being 7:54 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.)