

## 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, February 6, 2018, in the Council Chambers at City Hall.

### ROLL CALL

Roll call showed the following members present: Alderpersons McFarland, Berg, Larsen, Zgonc, Raether, Tietz, Maron and Kilps (8). Absent: Smith (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 meeting held Tuesday, January 16, 2018. There being none, the minutes were approved as presented.

### COMMENTS and SUGGESTIONS FROM CITIZENS PRESENT

James R. LeBeau, 509 S. Fifth Street #3, was present in favor of Ordinance #18-1, Food Vending on Public Streets. He thanked Zoning Administrator Jacob Maas and all who worked on this ordinance. He stated that this gives businesses a chance to sell product outside.

### COMMITTEE REPORTS

**Finance Committee, January 16, 2018.** 1. Review and approve 2018 Transportation Alternatives Program (TAP) Grant Applications. Due to increases in costs the Mayor asked that this item be brought back to Finance Committee prior to going to Council. Following discussion concerning the three proposed applications a motion was made to only apply for the S. Church Street TAP Grant, which failed on a vote of 2 to 3. Additional discussion took place and a motion was made and seconded to apply for the Church Street and Fourth Street projects but not the River Walk project. Motion passed unanimously. Report received and placed on file.

**Finance Committee, January 22, 2018.** 1. Closed Session per Wis. Stat. §19.85(1)(g) to confer with legal counsel. Motion was made and seconded and passed unanimously to move into closed session. 2. Reconvene to open session. Motion was made and seconded and passed unanimously to reconvene to open session. 3. Closed Session per Wis. Stat. §19.85(1)(f) to consider medical issue of specific personnel. Motion was made and seconded and passed unanimously to move into closed session. 4. Reconvene to open session. Motion was made and seconded and passed unanimously to reconvene to open session. 5. Review and approve change of purchasing card vendor to US Bank. Clerk/Treasurer Meltesen explained the Consortium we are in is going to switch vendors which will give us an increase in the rebate that we receive. She is recommending we stay with the Consortium and make this move as well. Motion was made and seconded and passed unanimously to approve changing the credit card vendor to US Bank. 6. Review and approve RFP for Rebranded City Connection. Alderperson McFarland, Chair of Branding Committee, requested permission to send out an RFP for redesign and printing of the City Connection. Motion was made, seconded and passed to proceed with the RFP. They will bring that information back to Finance Committee. 7. Review and approve purchase of Fire Department Turnout Gear. Chief Biefeld requested permission to purchase Turnout Gear that is in the budget. Motion was made, seconded and passed unanimously to approve this purchase. 8. Review and approve purchase of Health and Wellness Equipment. Biefeld explained that with donations and money from fund raisers the Fire Department would like to purchase weights and a sauna to detoxify firefighters after a fire. Motion was made, seconded and passed

unanimously to approve this purchase. 9. Review and approve applying for AFG Grant. Chief Biefeld explained an opportunity to obtain a grant to replace the current Breathing Air Compressor. The City share would be about \$5,000 and the current compressor is 26 years old. This would occur with the 2019 Budget. Motion was made, seconded and passed unanimously to apply for this AFG Grant. 10. Review and approve quote for appraisals of two parcels south of the Wastewater Treatment Plant. Water Systems Manager Freber explained that Bethesda has some land for sale south of the Wastewater Treatment Plant that he feels would be beneficial to purchase and he would like to get appraisals of the two lots done at a cost not to exceed \$1,500. Motion was made, seconded and passed unanimously to authorize the appraisals. 11. Review and approve bids for purchase of police firearms. Chief Roets explained the current handguns are 12 ½ years old and in need of replacement. He is recommending the low bid from Ray O'Herron, Co., of Downers Grove, IL in the amount of \$5,298. Motion was made, seconded and passed unanimously to approve this purchase. 12. Review and approve bids for replacement of Air Conditioning System for Communications Center Server Room. Chief Roets explained the air conditioning system has gone out and these servers need to be kept cool. He is recommending we accept the bid of Klecker Heating and Air Conditioning for \$4,681. Motion was made, seconded and passed unanimously to approve accepting this bid. 13. Review and select bid for Communications Center Computer Replacement. Chief Roets presented bids from three companies for computers in the Communications Center. The low bid was DigiCorp at \$3,342. Motion was made, seconded and passed unanimously to approve this purchase. 14. Closed Session per Wis. Stat. §19.85(1)(c) for performance evaluations. Motion was made, seconded and passed unanimously to move into closed session. Report received and placed on file.

**Plan Commission, January 22, 2018.** 1. West Side Industrial Park – Review and Approve CSM. The City of Watertown would like to create four lots within the Westside Industrial Park. The Preliminary CSM complies with all right-of-way dedications and Airport Approach Protection Zone height limits. Motion was made and seconded to approve the CSM without changes. Motion passed unanimously. 2. N2064 Airport Road – Review and approve CSM. David Frohling would like to create a 5.85 acre lot from a 28.64 acre parcel. The parent parcel is zoned Rural Holding, RH, while the new lot will need to be rezoned to a Zoning District that allows Outdoor Storage or Wholesaling, which would also require a Conditional Use Permit (CUP). Motion was made and seconded to approve the CSM without changes, which passed unanimously. 3. Approve Plan Commission minutes of January 8, 2018. Motion was made, seconded and passed unanimously to approve the minutes. Report received and placed on file.

**Public Works Commission, January 23, 2018.** 1. Review and approve Vending on Public Streets Ordinance. Zoning Administrator Jacob Maas was asked to make a few changes previously and bring this back, along with a map showing permitted parking lots, streets where food vending vehicles prohibited, streets where food vending vehicles permitted and parks within the City as landmarks where food vending vehicles may operate. Motion was made, seconded and passed unanimously to recommend this ordinance to Common Council. 2. Review and acknowledge Bicycle and Pedestrian Path Planning Task Force Minutes of November 28, 2017. Motion was made, seconded and passed unanimously to approve these minutes. 3. Review and give direction regarding Netwurx Contract and Water Tower usage. Water Systems Manager Freber deferred to IT Coordinator Len McCaw for an overview of this item. After discussion motion was made, seconded and passed unanimously to approve negotiating a new contract with Netwurx in consultation with City Attorney Gruber. 4. Review and approve 2017 Water Bill Write-offs. Water Systems Manager Freber reported this is done annually and most of the bills were transferred to the property owner's tax bill to be collected with their property tax payments. This is simply done to wipe the slate clean for what is uncollected at the end of the year. Motion was made, seconded and passed unanimously to approve the write-offs. 5. Review and approve proposal from

Maas Bros. for Fuel Canopy for Street Dept. Street Superintendent Schultz explained this is an improvement the DNR is requiring us to make. After discussion, motion was made, seconded and passed unanimously to approve Maas Bros. for the new fuel canopy. 6. Review and approve sale of pickup truck bed salter on WI Online Auction. Motion was made, seconded and passed unanimously to approve this sale. 7. Review Recycling Building condition. Street Superintendent Schultz reported on the Recycling Building, stating that a small portion is in bad condition due to water damage over the years. He feels it is not worth restoring and they will salvage any materials possible during demolition. Motion was made, seconded and passed unanimously to raze this portion of the building as proposed. 8. Review and approve Street Department Equipment Rates. Street Superintendent Schultz and Assistant Superintendent Franks discussed the rationale for changing the rates for city equipment. A failure to comply with annual adjustments in rates can result in a failure to get reimbursement when natural disasters occur. Motion was made, seconded and passed unanimously to adopt the hourly equipment rates for 2018. 9. Review and approve purchase of a Harley Rake. Street Superintendent Schultz reported he had three quotes for a new Harley Rake for the Park and Forestry Department. This is a budgeted item and he is recommending the low bid of \$6,781 by Mid-State Equipment. Motion was made, seconded and passed unanimously to approve this purchase. Report received and placed on file.

### **COMMUNICATIONS AND RECOMMENDATIONS**

Jim Oettinger and Matthew Kenney of the WI Department of Transportation were present to do public outreach regarding the upcoming UP Railroad Bridge Deck Replacement. The existing bridge was built in 1959 and the deck is cracking and near the end of its service life. The project will involve re-decking, abutment repairs, new beam guard, reconstruction of existing roadway and approaches, as well as box culvert and wing wall replacement. The project is scheduled for 2021 and will take about three months, likely sometime between April and November.

Fire Chief Biefeld and Mayor David presented Life Saving Awards to Assistant Chief Butzine, Lieutenant Butler, Firefighters Kurtz, Hering, Kreilkamp and Wojnowski. On July 23, 2017 they responded to a call for an unresponsive patient and administered life saving measures which allowed that individual to be here today.

Mayor David presented the following appointments to the Redevelopment Authority: Alderperson Ken Berg and Alderperson Bill Maron, both 2<sup>nd</sup> terms. Alderperson Berg commented that he appreciated this appointment and believes this committee has impact and is creating meaningful change. Motion was made by Alderperson Tietz, seconded by Alderperson Raether to approve the appointments and carried on a roll call vote: Yes – 8. No – none.

Melissa Lampe, Director of the Main Street Program, was unable to be present for the meeting but provided a handout for the Council which outlined upcoming events.

### **ACCOUNTS PAYABLE**

Certified accounts in the amount of \$18,434.55 (2017 Budget) and \$230,040.78 (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 list of accounts payable is open for public inspection in Clerk/Treasurer's office.)

### **REPORTS AND MISCELLANEOUS BUSINESS**

The following reports were presented: Branding Committee, December 21, 2017; Cash and Investment Summary, December 31, 2017; City Wide Bicycle and Pedestrian Path Task Force, November 28, 2017; Library Board of Trustees, December 14, 2017; Parks, Recreation and Forestry Commission, January 8, 2018; Payroll Summaries, January 3 – 16, 2018 and January 17 – 30, 2018; Reserve Balances, December 31, 2017; all reports accepted as printed.

## ORDINANCES

**Ordinance #18-1**, to amend section 457-12C with creation of 457-12C(3), Streets and Sidewalks: Use of Streets or Sidewalks for Sale of Merchandise and to amend chapter 457 to create section 457-185, Streets and Sidewalks: Food Vending on Public Streets was presented. *Sponsor: Alderperson Berg. From: Public Works Commission.* Alderperson Berg moved for adoption of this ordinance on its first reading, seconded by Alderperson Larsen and carried by roll call vote: Yes–8. No–none.

## RESOLUTIONS

**Exhibit #8585**, to authorize purchase of Fire Department Health and Wellness Equipment in the amount of \$7,108.31 from reserve account #01-58-11-04 was presented. *Sponsor: Mayor David. From: Finance Committee.* Alderperson Zgonc moved for adoption, seconded by Alderperson Raether and carried by roll call vote: Yes–8. No–None.

**Exhibit #8586**, to authorize the purchase of Fire Department Turnout Gear from Emergency Response Solutions in the amount of \$10,620.92 to be taken from account #01-52-31-51 was presented. *Sponsor: Mayor David. From: Finance Committee.* Alderperson Maron moved for adoption, seconded by Alderperson Kilps and carried by roll call vote: Yes–8. No–none.

**Exhibit #8587**, to authorize changes in equipment rate fees for 2018 was presented. *Sponsor: Alderperson Berg. From: Public Works Commission.* Alderperson Larsen moved for adoption, seconded by Alderperson McFarland and carried by voice vote.

**Exhibit #8588**, to authorize sale of parts and equipment by the Water Department on the WI Surplus Online Auction Site was presented. *Sponsor: Alderperson Berg. From: Public Works Commission.* Alderperson Berg moved for adoption, seconded by Alderperson Larsen and carried by roll call vote: Yes–8. No–none.

**Exhibit #8589**, A resolution authorizing the Issuance and Sale of \$4,100,000 General Obligation Promissory Notes was presented. *Sponsor: Mayor David. From: Finance Committee.* Brad Viegut of R.W. Baird, was present to explain that an interest rate of 2.64% for this debt issuance was finalized today and is in line with what the Finance Committee discussed in January. The repayment schedule is ten years with the first payment due December, 2018. Viegut indicated this issuance adds \$4.1 million in new debt but the City is retiring \$5.4 million of debt in 2018. Moody's Report ranks Watertown at (Aa3) strong credit profile, supported by a moderately sized tax base and solid financial operations with healthy reserves. Alderperson Tietz moved for adoption of this resolution, seconded by Alderperson Kilps and carried by roll call vote: Yes–8. No–none.

**Exhibit #8590**, to authorize the purchase of three 2018 Ford Police Interceptor AWD four door squad cars from Ewald Automotive Group of Hartford, WI with funds approved in the Police Department 2018 budget was presented. *Sponsor: Mayor David. From: Finance Committee.* Alderperson Berg commented that the Taxpayer Benefit Policy was applied but the local vendor bid was still not low enough. Alderperson Zgonc moved for adoption, seconded by Alderperson Kilps and carried by roll call vote: Yes–7. No–none. Abstain-Marion.

**Exhibit #8591 and Exhibit #8592**, were taken together, to approve the development agreement and purchase agreement between the City of Watertown and Temp-Air, Inc. were presented. *Sponsor: Mayor David.* There were new copies on the desks for the meeting. Alderperson Berg complimented the Mayor and is glad to see this company move into Watertown. Alderperson Larsen moved for adoption, seconded by Alderperson Berg and carried by roll call vote: Yes–8. No–none.

**Exhibit #8593**, to issue Municipal Revenue Obligation (MRO) per June 1, 2016 development agreement with Glory Global Solutions, Inc., but to approve payment to Developer for eligible project costs pursuant to Wis. Stat.

§66.1105(9)(a)2 and 66.1105(2)(f)1 Alternative to MRO was presented. *Sponsor: Mayor David.* City Attorney Gruber explained the MRO is the vehicle the City used to pay Glory Global and that there is not yet sufficient increment in TID #7 to fully fund this payment so TID #7 will borrow from other funds to meet this obligation. Alderperson Tietz moved for adoption of this resolution, seconded by Alderperson Kilps and carried by roll call vote: Yes–7. No-none. Abstain – Raether.

#### **ADJOURNMENT**

There being no further business to come before the Council at this time, Alderperson Larsen moved to adjourn, seconded by Alderperson Zgonc and carried by voice vote at 7:37 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.)*