

COUNCIL PROCEEDINGS

Mayor David called the regular meeting of the Common Council of the City of Watertown to order at 7:00 p.m. on Tuesday, March 20, 2018, 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, Fire Chief Kraig Biefeld, Engineer Jaynellen Holloway, Attorney Will Gruber, Zoning Administrator Jacob Maas, and 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, March 6, 2018. There being none, the minutes were approved as presented.

COMMITTEE REPORTS

Finance Committee, March 6, 2018. 1. Review and approve hiring Assistant Utility Billing Clerk. The top three candidates were presented with the top choice being Suzanne Buehler. Motion was made, seconded and passed to approve the hiring list in the order recommended. 2. Review and approve hiring Wastewater Preventative Maintenance Technician. This position was posted internally with one applicant, Derrick Uecker. Motion was made, seconded and passed to approve this hiring. 3. Review and approve asbestos abatement quote for 1300 West Street. Asbestos abatement must be completed before demolition of 1300 West Street. Motion was made, seconded and passed to accept the lowest quote from Advanced Health and Safety for \$8,490. Report received and placed on file.

Finance Committee, March 12, 2018. 1. Discuss 2019 Farm Tech Days. Fire Chief Biefeld requested permission to pursue the opportunity to provide Fire and EMS coverage for 2019 Farm Tech Days at the Walter Farm in Jefferson County. Motion made, seconded and passed to authorize pursuit of this opportunity. Biefeld is to return with any final agreement. 2. Review and approve disposal of expired turnout gear. Chief Biefeld explained that 41 sets of turnout gear are expired and the Fire Department would like to donate them to Hearts in Motion and a local fire explorer program. Motion made, seconded and passed to authorize the donations. 3. Review and approve use of paid-on-call (POC) firefighters for fire inspections. Chief Biefeld explained that due to the number of inspections and increased call volume it is increasingly difficult to complete these inspections. He is recommending use of qualified POC firefighters to assist with completing inspections. Motion made, seconded and passed to authorize POC firefighters to assist with fire inspections within the 8 hour per week limitation. 4. Review and approve purchase of SCBA equipment. Chief Biefeld explained this was in the 2018 budget and needs to be purchased to replace current equipment at the end of its useful life. Two bids were received with Chief recommending bid of MSA equipment through Five Alarm. Motion made, seconded and passed to recommend approval of this purchase. 5. Review and approve hiring part-time Police Investigations Secretary. Police Chief Roets explained that after a competitive selection process he recommends Kirstie Ewing to fill the position. Motion made, seconded and passed to authorize this hiring as recommended. 6. Review and approve hire of three summer interns for Engineering Department. City Engineer Holloway explained funding is in the 2018 budget and recommended two interns already working in the department, Tanner Zwieg and Jonathan Nico as well as new hire, McCoy Leigh. Motion made, seconded and passed to authorize hiring these interns. 7. Review and approve Health Department's Center for Sharing Public Health Services Grant submission. Health Officer Quest

explained this opportunity for funding up to \$10,000, is made available by the Center for Sharing Public Health Services. Motion made, seconded and passed to authorize applying for this grant. Report received and placed on file.

Plan Commission, March 12, 2018. 1. 321 Summit Avenue – Public Hearing, CUP request for outdoor display. Zoning Administrator Maas gave an overview. Jake Hannula wishes to run a car dealership from this site. Motion made, seconded and passed to approve CUP with condition of including property setbacks to be adhered to. 2. 1406 Kimberly Court – Preliminary CSM request. Zoning Administrator Maas explained the owner wants to combine two lots. Motion made, seconded and passed to approve CSM with conditions: adding Airport Approach Protection Zone Elevation notation of 972 feet; CSM should indicate setback of 75 feet from ordinary high-water mark for Lot 1 and maintain all existing easements on the CSM. 3. N358 Barry Road – Preliminary CSM request. Zoning Administrator Maas explained the owner would like to create a single lot from a 40.54 acre parent parcel. Motion was made, seconded and passed to approve CSM without conditions. 4. Plan Commission minutes – February 26, 2018. Motion made, seconded and passed to accept minutes as presented. Report received and placed on file.

Public Works Commission, March 13, 2018. 1. Review and approve aerial lift purchase – Water Dept. Interim Water Systems Manager Hartz presented three quotes with recommendation of the low quote from Aerial Work Platforms of \$8,975. Motion made, seconded and passed to approve this purchase. 2. Review maintenance of Air Park Drive Shared Use Path. City Engineer Holloway reported the path needs repair but ownership is in question affecting who should pay for the repairs. The Commission wants more information before committing to repair/replacement expenses. However, they also want to take care of the problem on Air Park Drive. Motion made, seconded and passed to authorize Engineering to proceed with crack sealing and asphalt patching/replacement on Air Park Drive as previously approved. 3. Review Market Street building options. Street Superintendent Schultz provided an overview of steps being taken towards razing Market Street Inn for parking. The Street Department will determine if any materials have value in terms of salvaging or scrapping. There will be a follow-up discussion in the future. 4. Review and approve snow blower purchase – Street Department. Street Superintendent Schultz received three quotes but one did not meet the specs. He recommended the bid from Casper's Equipment of \$148,029. Motion made, seconded and passed to recommend this purchase. 5. Review and approve forklift purchase – Recycling Department. Street Superintendent Schultz reported the need for a good, used forklift to replace our worn out one. He recommended the low quote from M&W Industrial Equipment for a CAT Cushion model at a cost of \$7,995. Motion made, seconded and passed to approve this purchase. 6. Review and approve MS4 Storm Water Permit. The Annual Storm Water Permit Report is complete and ready for submittal. Motion made, seconded and passed to recommend the Council approve this. 7. Review and approve Street Design/Engineering contractor for 2019 Projects. This is an amendment to a contract previously awarded to Lee and Associates to accommodate additional street construction work. Motion made, seconded and passed to recommend approval of the amended design/engineering contract. 8. Review and approve change order for additional seal coating streets. Street Superintendent Schultz presented an amended list of streets for the 2018 Seal Coating, Routing and Crack Sealing Contract. Motion made, seconded and passed to recommend approval of amended contract with Scott Construction. 9. Review and approve request for garbage and recycling service outside City limits. Street Superintendent Schultz reported Pete Westermeyer asked the City for garbage and recycling services for addresses in the Town of Emmet. Rick is recommending approval as it is on the way to other accounts further north and would bring about \$100 per month in revenue. Motion was made, seconded and passed to approve adding the service. 10. Review and approve street line painting contract. The Commission re-bid the line painting contract for 2018 and received two bids. Motion made, seconded and passed to recommend the low bid from Century Fence for the 2018 line painting contract. Report received and placed on file.

Public Safety and Welfare Committee, March 7, 2018. 1. Review 2018 proposed school crossing light

location(s). This is to be a cost sharing project with St. Bernard's and WUSD. After discussion, motion was made, seconded and passed to pursue installation of one sign at Montgomery and Emmet Streets and purchase with an equitable cost sharing proposal by St. Bernard's, then review effectiveness prior to placement of more signs. 2. Review request to place decorative pedestals in public right-of-way at 1400 Kimberly Court. A resident requested permission to place two brick decorative pedestals on either side of the driveway in public right-of-way. After discussion, motion was made, seconded and passed to not allow this construction in the public right-of-way. Report received and placed on file.

COMMUNICATIONS AND RECOMMENDATIONS

Library Director Peg Checkai informed the Council that the Library received pledges for 170 Extraordinary Women as part of their fundraising campaign and congratulated Cindy Krysinski for 15 years of service.

Mayor David presented appointment of election inspectors for a two-year term, expiring December 31, 2019: Marian Moran, 1301 Neenah Street; Bonnie Sell, 1344 Windsor Circle; and Marialyce Wackett, 709 Woodbridge Trail. Motion was made by Alderperson Smith, seconded by Alderperson Maron to approve the appointments and carried by roll call vote: Yes – 9. No – none.

Mayor David read a list of employees being recognized for years of service: 5 Years – Jessie Peters, Nora Achilli, Jodi Buska; 10 Years – Bradley Fox and Michael Hoyt; 15 Years – Cindy Krysinski; 20 Years – John Butschke, Kim Hiller; 30 Years – Mark Faltersack. Krysinski, Fox and Butschke were present to receive a certificate from the Mayor.

Mayor David reported the Health Department achieved Level II designation and presented a plaque from the State of Wisconsin to Health Officer Carol Quest and Health Board President, Alderperson Zgonc.

Mayor David announced the next Council meeting will be held Monday, April 2, due to the Election on April 3.

ACCOUNTS PAYABLE

Certified accounts in the amount of \$486,394.54 were presented for payment. Alderperson Tietz moved to pay all certified accounts, seconded by Alderperson Kilps and carried by roll call vote: Yes – 9. 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: Airport Commission, February 14, 2018; Cable TV Regulatory Board, January 9, 2018; Cash & Investment Summary, February 28, 2018; Employee Advisory Committee, March 13, 2018; Historic Preservation & Downtown Design Commission, February 21, 2018; Licensing Board, March 14, 2018; Payroll Summaries, February 28 – March 13, 2018; Police & Fire Commission, February 12, 2018; Redevelopment Authority, March 7, 2018; Reserve Balances of February 28, 2018; Tourism Commission, March 8, 2018; all accepted as printed.

LICENSES

The following made applications for Beverage Operator Licenses for year ending June 30, 2018 and are recommended for approval by the Licensing Board: Maria A. Berticci; Jennifer L. Burke; Geoffrey M. Duehring; Joseph P. Howard; Otilia M. Madrid; Allyson N. Nemoir; Alex R. Savath; and Mukades Vedzi. Motion made by Alderperson Smith, seconded by Alderperson Raether to approve these licenses; motion carried by voice vote.

Pick 'n Save, 624 S. Church Street made application for an agent change: David J. Servais. Motion was made by Alderperson Maron, seconded by Alderperson Tietz to approve agent change; motion carried by voice vote.

RESOLUTIONS

Exhibit #8608, to acknowledge the retirement of Recreation Director Cindi Braasch was presented. *Sponsor: Mayor David.* Alderperson Tietz moved for adoption, seconded by Alderperson McFarland and carried by roll call vote: Yes – 9. No – None.

Exhibit #8609, to authorize the purchase of SCBA equipment for the Fire Department from Five Alarm in the amount of \$238,962 was presented. *Sponsor: Alderperson Smith. From: Finance Committee.* Alderperson Smith moved for adoption, seconded by Alderperson Kips and carried by roll call vote: Yes – 9. No – none.

Exhibit #8610, to authorize the use of paid-on-call (POC) firefighters to perform fire inspections was presented. *Sponsor: Alderperson Smith. From: Finance Committee.* Alderperson Smith moved for adoption, seconded by Alderperson Zgonc and carried by voice vote.

Exhibit #8611, to accept a change order for additional street surveying by Robert E. Lee and Associates for 2019 Street Construction Projects was presented. *Sponsor: Alderperson Berg. From: Public Works Commission.* Alderperson Berg moved for adoption, seconded by Alderperson Maron and carried by roll call vote: Yes – 9. No – none.

Exhibit #8612, to authorize submittal of 2017 Annual Storm Water Report was presented. *Sponsor: Alderperson Berg. From: Public Works Commission.* Alderperson Raether moved for adoption, seconded by Alderperson Zgonc and carried by voice vote.

Exhibit #8613, to authorize the purchase of a 2018 Larue D50 Loader Mounted Snow Blower from Casper's Equipment of Appleton, WI was presented. *Sponsor: Alderperson Berg. From: Public Works Commission.* Alderperson Berg moved for adoption, seconded by Alderperson Raether and carried by roll call vote: Yes – 9. No – none.

Exhibit #8614, to authorize agreement with Century Fence Co., Lake Forest, MN for 2018 pavement marking of city streets was presented. *Sponsor: Alderperson Berg. From: Public Works Commission.* Alderperson Maron moved for adoption, seconded by Alderperson Raether and carried by roll call vote: Yes – 9. No – none.

Exhibit #8615, to authorize change orders #1 and #2 for seal coating, routing and crack seal of various streets was presented. *Sponsor: Alderperson Berg. From: Public Works Commission.* Alderperson Berg moved for adoption, seconded by Alderperson Raether and carried by roll call vote: Yes – 9. No – none.

Exhibit #8616, to approve a development agreement with Clasen Quality Chocolate, Inc. fka Clasen Quality Coatings, Inc. was presented. *Sponsor: Mayor David.* Alderperson Tietz moved for adoption, seconded by Alderperson Kilps and carried by roll call vote: Yes – 9. No – none.

Exhibit #8617, to approve a purchase agreement with Clasen Quality Chocolate, Inc. fka Clasen Quality Coatings, Inc. was presented. *Sponsor: Mayor David.* Alderperson Zgonc moved for adoption, seconded by Alderperson Raether and carried by roll call vote: Yes – 9. No – none.

Exhibit #8618, to approve donation of Fire Department turnout gear to Hearts in Motion and an area fire explorers program was presented. *Sponsor: Alderperson Smith. From: Finance Committee.* Alderperson Smith moved for adoption, seconded by Alderperson Maron and carried by roll call vote: Yes – 9. 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 at 7:29 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.)