

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, April 17, 2018, in the Council Chambers at City Hall.

INTRODUCE NEW AND RE-ELECTED OFFICIALS

Mayor David called forward re-elected Alderpersons Kurt Larsen, Tim Raether, and Bill Maron and newly elected Alderperson Rick Tortomasi.

OATH OF OFFICE FOR ALDERPERSONS

Clerk/Treasurer Meltesen administered the oath of office to the newly elected and re-elected Alderpersons.

ROLL CALL

Roll call showed the following members present: Alderpersons McFarland, Tortomasi, Berg, Larsen, Zgonc, Raether, Tietz, Maron and Kilps. Absent: None. Also present: 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 additions or corrections to the minutes of the meeting held Monday, April 2, 2018. There being none, the minutes were approved as presented.

ELECTION OF COUNCIL PRESIDENT

Alderperson Maron nominated Alderperson Berg for Council President, seconded by Alderperson Zgonc. Alderperson Tietz moved that all nominations be closed and a unanimous vote be cast for Alderperson Berg, seconded by Alderperson Raether and carried on a voice vote.

ELECTION OF PLAN COMMISSION MEMBER

Alderperson Berg moved to nominate Alderperson Tortomasi as the representative to the Plan Commission, seconded by Alderperson Tietz. Alderperson Tietz moved that all nominations be closed and a unanimous vote be cast for Alderperson Tortomasi, seconded by Alderperson Maron and carried on a voice vote.

RECOGNITION OF FRED SMITH

Mayor David presented former Alderperson Fred Smith with a plaque and commended him for 23 years of public service to the citizens of Watertown in various roles including Mayor, Alderperson and Common Council President.

COMMENTS & SUGGESTIONS FROM CITIZENS PRESENT

Bonnie Mihal, 603 Arlington Way, spoke regarding the Bielinski Homes, Inc. public hearing for rezoning. She expressed concern with traffic in the area related to development including trucks arriving to and leaving Clasen. Mihal added she is content with the proposal of duplexes but worries about the large amount duplexes in a small area and has continued concerns about the property being under water for part of the year.

PUBLIC HEARING

Mayor David declared open at 7:15 p.m. a public hearing regarding the request from Bielinski Homes, Inc. to rezone 5 parcels from Planned Unit Development (PUD) to Multi-Family Residential (MR-10). There being no one wishing to speak, Mayor David declared the public hearing closed at 7:16 p.m.

COMMITTEE REPORTS

Finance Committee, April 9, 2018. EMS billing write-offs. Chief Biefeld explained there are bills in the amount of \$17,839.91 from 2014-2017 that are no longer collectible. Motion carried to approve writing off these accounts. Review

Contract language change to 2018 Reeseville EMS service contract. Chief Biefeld explained a wording change regarding which hospital patients are transported to. Motion carried to approve the change. Change to Lebanon EMS coverage agreement. Lebanon would like the City to reduce the fee from \$475 to \$200 per occurrence. After discussion it was decided to counter offer at \$300. Motion carried on a four-to-one vote to make this counter offer. Application to Aurora Foundation Grant for medical equipment. Chief Biefeld explained he would like to apply for a grant from the Aurora Foundation to purchase three Lucas Devices, which provide chest compressions during CPR. The units are \$15,000 each, but with this grant there would be no cost to the City. Motion carried to approve application. Purchase of outdoor warning siren. Bids were received with the low bid being \$16,126.44. \$21,000 was budgeted for this item in 2018. Motion carried to recommend approval of this purchase. Discuss five-year capital plans. Alderperson Smith addressed the needs of the five-year capital plan, pointing out that it will be difficult to do any capital projects in the year the City borrows for the Library Expansion Project. This was discussed by the Finance Committee as it pertains to the Library Expansion Plan and potential borrowing for that in 2020. Hiring to fill open position at Wastewater Department. Motion carried to hold this over to a future meeting. Purchase of PA System for Aquatic Center. Recreation Director Wojtasiak explained three bids were received, the lowest being \$10,305 from Automation Arts of Middleton. Motion carried to recommend approval of this purchase. Purchase of two 5-ton AC units for Senior Center. Recreation Director Wojtasiak explained these items are in the 2018 budget and the low bid was \$6,194 from Richter Heating. Motion carried to approve this purchase. RDA request to repurpose grant funds from City's contribution to Revolving Loan Fund. Kristen Fish, Executive Director of the RDA is requesting to use some of the \$200,000 the City contributed to the Downtown Loan Program, which would allow the RDA to help other projects downtown. The RDA is proposing limiting grants to 10% of the project cost, not to exceed \$10,000. Motion carried to approve the request. Review Carlson Dettmann recommendation for City Forester JDQ. Street Superintendent Schultz explained Jeff Pirkel has been doing most duties of a City Forester position and is a certified forester. Carlson Dettmann's recommendation was to rename the position to City Forester and change pay grade from I to J. Motion carried to recommend approval of the new position and pay grade. Consider resolution addressing City's financial role in the Library Expansion Project. Alderperson Smith introduced a resolution defining the City's role in the Library Expansion Project based on the results of the referendum. Following lengthy discussion, a motion carried by a vote of four to one to recommend the resolution to the Common Council at its first meeting in May to allow the Library Board time to review it. Discuss 109 Jones Street property use. Mayor David explained this house is available for use and is requesting he be allowed to enter into an agreement with Crossroads House, similar to the agreement for the house next door. Motion carried to allow the Mayor to move forward with this agreement. Report was received and placed on file.

Plan Commission, April 9, 2018. Town of Watertown Preliminary CSM – Switzke Rd. and Emerald Dr. The seller and buyers for this property are looking to create two new parcels zoned rural residential. Motion carried to approve this CSM, which has right-of-way dedications and Airport Approach Protection Zone height limits on it. Fence Variance – 119 South Warren Street. The owners are requesting to place a 48" fence on the property line. Motion carried to approve this fence variance. Initial Review – Zoning Code Amendment – Section 550-521. This amendment would make an exemption for the Central Business District to be more accommodating to outdoor uses which would allow new opportunities for businesses. Motion carried to set a public hearing date of May 15, 2018 before the Common Council. Site Plan Review minutes, March 26, 2018. Motion carried to approve these minutes. Plan Commission minutes, March 26, 2018. Motion carried to approve these minutes. Report was received and placed on file.

Public Works Commission, April 10, 2018. Review storm sewer pipe easement request from Loos Homes at 1310 Richards Ave. After discovering a storm sewer pipe which temporarily shut down construction activity and caused the house foundation to have to be moved, Loos Homes is asking the City to waive building permit fees and the water impact fee. The PSC does not allow refund of impact fees once issued, therefore, Alderperson Maron moved to refund the permit fees out of building inspection revenues and the impact fee out of an appropriate Water Utility account. Motion carried. Possible options for Market Street Inn building removal. Motion was made that when the RDA turns this property over to the City, the Finance Committee look into where funds can be drawn to do a Phase 1 and, if needed, a Phase 2 on this property. Motion carried. Potential payment plan for sidewalk repair at 119 S. Church St. Alderperson Berg reported that the City Attorney was fine with the Finance Committee granting additional time for payment if needed. Review sidewalk repair complaint for 620 Park Street. A complaint was received and upon inspection three bad sections of sidewalk were found. Motion carried to notify property owner to repair/replace the defective slabs. 2018 Riverside Park Tennis Court Rehabilitation contract. Two conforming bids were received, with the low bid from Frank Armstrong Enterprises for \$117,380. Motion carried to recommend Frank Armstrong Enterprises for this contract. Review Green Streets Policy/Ordinance. Civil Engineer Beyer provided an update on a proposed Green Streets Policy for the City. After discussion motion carried to table this item and get input from Street Department and Water and Wastewater Utilities and bring back to Public Works Commission as a draft ordinance. Report received and placed on file.

COMMUNICATIONS AND RECOMMENDATIONS

Susan Dascenzo, Director of the Chamber of Commerce at 519 E. Main Street, noted the Farmers' Market starts Tuesday, May 1, 2018, 7:30 a.m. to noon at Riverside park and runs every Tuesday until November. She invited the Council to Leadership Watertown's graduation June 13, 2018. The Chamber is recruiting for 2018/2019 Leadership Watertown candidates; those interested should contact the Chamber. Susan updated the Council on the following upcoming events: Digital Media Series; Career Exploration at Riverside Middle School; Wake Up Watertown on May 2; and Golf Outing at the Watertown Country Club on June 21, 2018 and a future small business human resources series.

Peg Checkai, Director of Watertown Public Library, addressed the Council. Peg welcomed Jamie Hernandez as the new Department Head for Adult/Reference/IT. Peg added last week was National Library Week, during which Library fine forgiveness was offered and various discounts were offered at downtown businesses if you showed a Library card. She also informed the Council about the capital campaign and added the Library Board is preparing to go on a bus tour of other libraries in Southeast Wisconsin.

Mayor David presented appointments of Alderpersons to the following committees: **Finance Committee-** McFarland, Tortomasi, Berg and Kilps; **Public Works Commission-** Maron (Chair), Larsen, Raether and Tortomasi; **Airport Commission-** Berg; **Park, Recreation & Forestry Commission-** Tietz; **Main Street Program-** Kilps; **Public Safety Committee-** Raether (Chair), Larsen, Zgonc and McFarland; **Family Center Board-** Zgonc; **Health Board-** Larsen and Zgonc; **Library Board-** Tortomasi; **Transit Commission-** Raether; **Licensing Board-** Maron and Tietz; **Branding Committee-** McFarland and Kilps; **Tourism Committee-** Berg; **Board of Review-** Kilps and Zgonc; **Redevelopment Authority-** Maron and Berg; **Bike & Pedestrian Path Task Force-** Tietz and Larsen.

Mayor David also presented the following citizen appointments: **Police and Fire Commission-** Jim Schildbach, 2nd term; **Plan Commission-** Steve Board, 1st term, replacing Rick Tortomasi. Motion was made by Alderperson Smith, seconded by Alderperson Berg to approve all appointments as presented, carried by roll call vote: Yes-9; No-0.

Mayor David presented the Fire Department Annual Report.

Police Chief Tim Roets presented the Alfred & Helen Krahn Citizenship Award to Truancy Officer Steve Leistico, nominated by School Resource Officer Jeff Meloy for his outstanding service to families and youth in the community and Steve Hepp, local business owner and Marine Corps veteran, nominated by his spouse for his countless fundraising efforts and volunteerism to many community organizations. This is the first time there were co-recipients of the award.

ACCOUNTS PAYABLE

Certified accounts in the amount of \$188,276.43 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–0. (Listing of accounts payable on file and open for public inspection in the office of the Clerk/Treasurer.)

REPORTS AND MISCELLANEOUS BUSINESS

The following reports were presented: Airport Commission–March 14, 2018; Cable TV Regulatory Board–March 13, 2018; Cash and Investment Summary–March 31, 2018; Certification of Board of Canvassers–April 9, 2018; Historic Preservation and Downtown Design Commission–March 21, 2018; Licensing Board–April 11, 2018; Main Street Program Board of Directors–February 21, 2018; Payroll Summaries–March 28 to April 10, 2018; Reserve Balances–March 31, 2018; Site Plan Review Committee–April 9, 2018; Tourism Commission–April 12, 2018. Reports accepted as printed.

LICENSES

The following applied for Beverage Operator Licenses for year ending June 30, 2018 and are recommended for approval by the Licensing Board: Ashley A. Castillo; Nicholas B. Ebbott; Alisha M. Ebert; Brianna L. Engebretson; Melody C. Groves; Paige D. Hamann; Kylee J. Kienitz; Michael J. Jones; Sharon R. Miller; Tara N. Montoya; Jose de Jesus Mota Ramirez; Karina N. Schlagel; Angela J. Schueler; Carsyn M. Stoiber; Jessica M. Wallace; Jaysha L. West. Motion made by Alderperson Maron to approve all operator licenses, seconded by Alderperson Kilps, carried by voice vote.

The following applied for a Special Event (Temporary Class “B”) licenses: Watertown Chamber of Commerce, “Watertown on Tap”, 202 Air Park Drive, Friday, June 1, 2018, 5:00 to 8:30 p.m.; Watertown Rotary Club, “Wild Duck and Goose Chase”, N. First Street parking lot, Friday, June 22, 2018, 5:00 to 10:30 p.m.; b-Cause We Care, Inc., “Watertown Military Show”, Watertown Municipal Airport, 1741 River Dr., June 23, 2018, 9:00 a.m. to 7:00 p.m., and June 24, 2018, 9:00 a.m. to 4:00 p.m. Motion was made by Alderperson Raether, seconded by Alderperson Tietz to approve these licenses, carried by voice vote.

The following applied for a “Class B” Malt and Liquor license, Tipsy Goose LLC dba The Tipsy Goose (Karah N. Pugh, Agent), 601 N. Second Street. Motion was made by Alderperson Larsen, seconded by Alderperson Maron to approve this license, carried by voice vote.

ORDINANCES

Ordinance #18-2, to amend Section 38-1C and Section 38-1D “Municipal Judge” of Chapter 38, “Court, Municipal” was presented. *Sponsor: Mayor David.* Motion was made by Alderperson Larsen to adopt this ordinance on its second reading, seconded by Alderperson McFarland and carried by roll call vote: Yes–9; No–0.

RESOLUTIONS

Exhibit #8623, to authorize purchase and installation of PA/Sound System at the Watertown Aquatic Center from Automation Arts of Middleton at a cost of \$10,305.88 was presented. *Sponsor: Alderperson Tietz. From: Parks, Recreation and Forestry Commission.* Alderperson Tietz moved for adoption, seconded by Alderperson Berg and carried by roll call vote: Yes–9; No–0.

Exhibit #8624, to authorize a grant application to the Aurora Foundation for medical devices used for mechanical chest compressions was presented. *Sponsor: Mayor David. From: Finance Committee.* Alderperson Zgonc moved for adoption, seconded by Alderperson Kilps and carried by roll call vote: Yes–9; No–0.

Exhibit #8625, to authorize purchasing an outdoor warning siren from Federal Signal in the amount of \$16,126.44 was presented. *Sponsor: Mayor David. From: Finance Committee.* Alderperson McFarland moved for adoption, seconded by Alderperson Tortomasi and carried by roll call vote: Yes–9; No–0.

Exhibit #8626, to approve the municipal bond deposit schedule was presented. *Sponsor: Municipal Judge Hon. Mark S. Sweet.* Alderperson Raether moved for adoption, seconded by Alderperson McFarland and carried by roll call vote: Yes–9; No–0.

Exhibit #8627, to authorize changing position of Class V Heavy Equipment Lead Worker to City Forester and move classification on the pay table from Grade I to J was presented. *Sponsor: Mayor David. From: Finance Committee.* Alderperson McFarland moved for adoption, seconded by Alderperson Zgonc and carried by roll call vote: Yes–9; No–0.

Exhibit #8628, to authorize entering into an agreement with Frank Armstrong Enterprises for the Riverside Park Tennis Court Rehabilitation in the amount of \$117,380 was presented. *Sponsor: Mayor David. From: Finance Committee.* Alderperson Berg moved for adoption, seconded by Alderperson Larsen and carried by roll call vote: Yes–9; No–0.

Exhibit #8629, to authorize re-purposing of grant funds from the City contribution to Redevelopment Authority Revolving Loan Fund was presented. *Sponsor: Mayor David. From: Finance.* Alderperson Maron moved for adoption, seconded by Alderperson Kilps and carried by roll call vote: Yes–9; No–0.

ADJOURNMENT

There being no further business to come before the Council at this time, Alderperson Zgonc moved to adjourn, seconded by Alderperson Larsen and carried on a voice vote, the time being 7:52 p.m.

Elissa Meltesen, 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.)