

## COUNCIL PROCEEDINGS

Mayor David called the regular meeting of the City of Watertown Common Council to order at 7:00 p.m. on Tuesday, June 5, 2018, in the Council Chambers at City Hall.

### ROLL CALL

Roll call showed the following members present: Alderpersons McFarland, Tortomasi, Berg, Larsen, Zgonc, Tietz, Maron and Kilps. Absent: Raether. Also present: Police Chief Tim Roets, Fire Chief Kraig Biefeld, Engineer Project Manager Jay Haberkorn, 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 Tuesday, May 15, 2018. There being none, the minutes were approved as presented.

### COMMENTS & SUGGESTIONS FROM CITIZENS PRESENT

Jonathan Lampe, 400 N. Washington St., Library Board President, was present to speak regarding the resolutions related to the Public Library expansion project. Lampe explained 2020 could be a big year with new reasons for families to visit the library and downtown. He described ideas for expansion including a coffee house, maker space, reading room, assembly hall and activity areas. Lampe stated library programs are often held at other facilities due to lack of space and added there are concerns with the aging elevator and the gravel parking lot. Lampe noted the resolution being presented tonight sets a level of City support and requires the Library to secure at least \$2.92 million in private funding. He also explained to the Council the Library is doing a multi-year fundraising campaign and noted \$180,000 was pledged in a single event. Lampe indicated the Library Board is developing new plans that fit the budget. He stated 550 people visit the facility each day now and he anticipates over 700 people per day will visit the new facility. Lampe noted that tonight's resolution is an important milestone and told the Council to expect plenty of future communication on this project.

### COMMITTEE REPORTS

**Finance Committee, May 21, 2018.** Greater Watertown Community Health Foundation grants. Motion carried to approve grant applications for a fitness pad at Mary Rose Park and playground equipment at the Riverside Park volleyball courts. Hire Public Health Program Assistant Intern. Motion carried to approve hiring Kaeyla Uttech for this position. Hire Telecommunicator-Police Department. Motion carried to approve hiring Angela Hoffmann for this position. Fire Department Assistant Chief/Director of EMS pay rate. Motion carried to approve beginning pay rate at Grade P, Step 1 for Jim Acker. Budget amendment to Fire Department Turnout Gear account. Fire Chief Biefeld explained 12 sets of gear were purchased but 17 are needed and a budget amendment would be needed to make the additional purchase. Motion carried to allow this budget amendment. Solid Waste Department hire. Motion carried to approve hiring Connor Sellnow for this position. Watertown Welcome Signs Project-2018. Engineer Holloway explained the Branding Committee is recommending K & K Masonry for this work. Motion carried to approve this project. Main Street Bridge agreement with the Wisconsin DOT. Mayor David informed the Committee he has signed an agreement with Wisconsin DOT to begin the process for replacement of the Main Street Bridge in 2023. Collections System Specialist hire. Motion carried to approve hiring Daniel Budahn for this position. Capital Improvement Plan 2018 planned projects update-Water. Interim Water Systems Manager Peter Hartz recommended replacing water main in the area of the N. Water Street project. While not in the budget, he is proposing to delay a couple other capital projects. Motion carried to approve this change in 2018 capital projects. Resolution establishing City's participation in the library's expansion/renovation project. Mayor David explained

changes he and Library Board President Lampe made to this resolution. After lengthy discussion, additional changes were made to the resolution. Motion carried to approve the resolution with changes and recommend it to Common Council. Public Works structure. Mayor David explained he has been working with Engineer Holloway and Interim Water Systems Manager Hartz to make changes. Mayor David presented examples of other communities that have a Public Works Director. Following discussion, motion carried to defer this item to the next meeting. Closed session per Wis. Stat. §19.85(1)(e) to discuss land purchase. Motion carried to move into closed session. Report received and placed on file.

**Plan Commission, May 14, 2018.** 411 Water Tower Court-Public hearing CUP request, personal storage facility-mini warehouse. Property owner Rod Wieland spoke proposing developing a 50'x 201' personal storage facility. 411 Water Tower Court review and take action. Motion carried to approve with action required regarding storm water review. 500 E. Horseshoe Rd.-Public hearing, Temp Air, Inc.-outdoor storage or warehousing. Eric Halbur, project architect spoke giving description of building. 500 E. Horseshoe Rd. review and take action. Motion carried to approve this CUP. Extraterritorial CSM-Witte Lane, Town of Watertown. Daniel and Nancy Last and Wilbur Miller are looking to reconfigure previous CSM due to floodplain and wetland issues. Motion carried to approve this with airport approach height restrictions and right-of-way should be 66' (33 ft. from center line) of Witte Lane. Fence variance-801 Red Fox Court. Property owner Kathryn Frisvold is proposing installing 4' fence in the street side yard portion of this property as well as a 4' privacy fence that extends into the street yard along the southwest property line. Motion carried to approve this fence variance. Review public hearing comments and make recommendation to Common Council re: Zoning Ordinance Code amendment. Don Johnson and Michael Hellekson spoke against this amendment, with concerns about existing boardinghouses and their ability to obtain financial credit under these proposed changes. Motion carried to hold this issue over to obtain additional information regarding financial impacts. Approve Site Plan Review minutes. Motion carried to approve. Approve Plan Commission minutes. Motion carried to approve. Report received and placed on file.

**Plan Commission, May 29, 2018.** 301 E. Main Street-Public hearing-JBs on Third CUP request. No one was present to speak. 301 E. Main Street-review and take action-JBs on Third CUP request. Motion carried to recommend approval of the CUP to include arcade games, juke box and live music/DJ. 709/711 Labelle Street-Public hearing, Patrick Richter CUP request to expand driveway. No one was present to speak. 709/711 Labelle Street-review and take action on Patrick Richter CUP request to expand driveway. Property owner is seeking to expand his driveway to 50' at the curb opening and 45' at the property line. Motion carried to approve request. W5254 T Extraterritorial District preliminary CSM request. Property owner James McManama is looking to create two lots and one outlot. Motion carried to approve this request. Section 550-140, review public hearing comments and make recommendation to Common Council, ordinance, removal of Section 550-34B(2)(k). Motion carried to make a positive recommendation to the ordinance change. Amend Chapter 550, Outdoor Commercial Entertainment. Motion carried to make a positive recommendation to the ordinance change. Amend Chapter 550, Continued Use Exemption-review public hearing comments and take action. Motion carried to table this matter to the next Plan Commission meeting. Plan Commission minutes of May 14, 2018. Motion carried to approve. Report received & placed on file.

**Public Works Commission, May 22, 2018.** Request for Solid Waste and Recycling service outside City limits. Motion carried to approve request from Alexa Kiekhaefer, N548 Second Street Road for solid waste and recycling service at monthly rate of \$11.73. Mowing concern at 1115 S. Third St. This property has not been mowed this year and exceeds the City's weed ordinance limitations. Following discussion, motion carried to send notice to mow the lawn to the owners. Submitting WW Facility Compliance Annual Report (CMAR) for 2017. Motion carried to approve the report. Industrial Wastewater Discharge permit for Diversey, Inc. Motion carried to approve the permit renewal. Charging

permittees for erosion control consultant fees. Civil Staff Engineer Beyer presented a plan transferring erosion control inspections to a consultant, freeing up staff to perform other duties. Motion carried to change this policy and forward to the Finance Committee. Charging permittees for small site consultant fees. Beyer also presented a proposal to forward the consultant fees due to small cell site permits to the permit holder to reduce/eliminate unbudgeted fees to the City. Motion carried to approve this policy change and forward it to the Finance Committee. Bicycle & Pedestrian Path Task Force minutes of April 24, 2018. Motion carried to acknowledge and approve minutes. Report received & placed on file.

### **COMMUNICATIONS AND RECOMMENDATIONS**

Melissa Lampe, Main Street Program Director, 519 E. Main Street appeared to thank volunteers for getting flowers out and banners up. She informed the Council that the Farmers Market is going well and mentioned upcoming events including Maxwell Street Days.

### **ACCOUNTS PAYABLE**

Certified accounts in the amount of \$465,066.03 were presented for payment. Alderperson Tietz moved to pay all certified accounts, seconded by Alderperson Berg and carried on a roll call vote: Yes–8; 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 and accepted as printed: Bicycle & Pedestrian Path Task Force–April 24, 2018; Board of Review–May 22, 2018; Committee of the Whole–May 15, 2018; Historic Preservation & Downtown Design Commission–May 16, 2018; Housing Authority–March 26, 2018; Parks, Recreation & Forestry Commission–May 7, 2018; Payroll Summaries–May 9-22, 2018; Senior Center Annual Members Meeting–May 17, 2018; Site Plan Review Committee–May 29, 2018; Transit Commission–May 22, 2018; Tourism Commission–February 8, 2018.

### **ORDINANCES**

**Ordinance #18-4**, to amend Chapter 550, Article 2, Zoning Code, through removal of Section 550-34B(2)(k), Boardinghouse (with a positive recommendation) was presented. *Sponsor: Mayor David, From: Plan Commission.* Motion was made by Alderperson Tietz to adopt this ordinance on its first reading, seconded by Alderperson Maron and carried by roll call vote: Yes–7; No–1 (Larsen).

**Ordinance #18-5**, to amend Chapter 550, Article 4, Zoning Code: creation of Section 550-52I(1)(a)[1] and Section 550-52I(1)(c)[1], Commercial Land Uses: Outdoor Commercial Entertainment (with a positive recommendation) was presented. *Sponsor: Mayor David. From: Plan Commission.* Motion was made by Alderperson Berg to adopt this ordinance on its first reading, seconded by Alderperson Tortomasi and carried by roll call vote: Yes-8; No-0.

### **RESOLUTIONS**

**Exhibit #8640**, to recognize the retirement of Street Superintendent Rick Schultz was presented. *Sponsor: Mayor David.* Alderperson Maron moved for adoption, seconded by Alderperson Tietz. Motion carried by roll call vote: Yes-8; No-0.

**Exhibit #8641**, to authorize entering into an agreement with K & K Masonry of Watertown in the amount of \$24,625 for the welcome signs project was presented. *Sponsor: Mayor David, From: Finance Committee.* Alderperson Berg moved for adoption, seconded by Alderperson McFarland. Motion carried by roll call vote: Yes–8; No–0.

**Exhibit #8642**, to authorize preparing and submitting grant application for the Carriage Hill Drive Shared Use Path Phase II was presented. *Sponsor: Mayor David, From: Finance Committee.* Alderperson Zgonc moved for adoption, seconded by Alderperson Larsen and carried by roll call vote: Yes–8; No-0.

**Exhibit #8643**, to recognize the retirement of Library Assistant Nancy Stadler was presented. *Sponsor: Mayor David.* Alderperson Larsen moved for adoption, seconded by Alderperson Berg. Motion carried by roll call vote: Yes-8; No-0.

**Exhibit #8644**, to adopt updated fee schedule and authorize the appropriate departments providing such services, licenses and permits to charge the amounts listed was presented. *Sponsor: Mayor David, From: Finance Committee.* Alderperson Tortomasi moved for adoption, seconded by Alderperson Maron and carried by roll call vote: Yes-8; No-0.

**Exhibit #8645**, to authorize a budget amendment transferring funds from the Fire Department Salaries account to the Turnout Gear account was presented. *Sponsor: Mayor David; From: Finance Committee.* Alderperson McFarland moved for adoption, seconded by Alderperson Kilps and carried by roll call vote: Yes-8; No-0.

**Exhibit #8635**, to establish the degree of the City's participation in the library expansion/renovation project and the prerequisites for that participation was presented. *Sponsor: Mayor David; From: Finance Committee.* Alderperson Berg moved for adoption, seconded by Alderperson Tortomasi. Alderperson Maron moved to strike the 3<sup>rd</sup> paragraph from the bottom of page one: "WHEREAS, the City has a legal debt capacity of \$65.9 million (as of December 31, 2016 as per Baker Tilly, the City's Independent Auditor) and is at 63.0% of that capacity with an additional borrowing capacity of \$24.3 million.

Motion to strike was seconded by Alderperson McFarland and carried by roll call vote: Yes-6; No-2 (Tortomasi, Larsen). Alderperson Berg moved to refer this resolution back to the Finance Committee, seconded by Alderperson Tietz. Motion to refer failed by roll call vote: Yes-3; No-5 (McFarland, Tortomasi, Larsen, Zgonc, Kilps). Motion to adopt made by Alderperson Berg and seconded by Alderperson Tortomasi carried by roll call vote: Yes-5; No-3 (Berg, Tietz, Maron).

**Exhibit #8646**, to determine necessity for acquisition of property interests at 213 W. Main St., 213 ½ W. Main St. and 215 W. Main St. was presented. *Sponsor: Mayor David; From: Library Board.* Alderperson Tortomasi moved for adoption, seconded by Alderperson Zgonc and carried by roll call vote: Yes-8; No-0.

**Exhibit #8647**, to authorize executing and facilitating the Relocation Plan, or, assist as needed with its execution and facilitation was presented. *Sponsor: Mayor David; From: Library Board.* Alderperson Berg moved for adoption, seconded by Alderperson Zgonc and carried by roll call vote: Yes-8; No-0.

**Exhibit #8648**, to authorize a grant application for \$25,000 to purchase and install a fitness pad at Mary Rose Park was presented. *Sponsor: Ald. Tietz; From: Parks, Recreation & Forestry Commission.* Alderperson Tietz moved for adoption, seconded by Alderperson McFarland and carried by roll call vote: Yes-8; No-0.

**Exhibit #8649**, to authorize a grant application for \$50,000 to purchase and install playground equipment at the Riverside Park volleyball area was presented. *Sponsor: Ald. Tietz; From: Parks, Recreation & Forestry Commission.* Alderperson Tietz moved for adoption, seconded by Alderperson Larsen and carried by roll call vote: Yes-8; No-0.

**Exhibit #8650**, to authorize submitting the CMAR to the Wisconsin Department of Natural Resources was presented. *Sponsor: Ald. Maron; From: Public Works Commission.* Alderperson Maron moved for adoption, seconded by Alderperson Tortomasi and carried by roll call vote: Yes-8; 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 7:59 p.m.

(Complete video of Council Proceedings on DVD.)

*(DISCLAIMER: These minutes are uncorrected; any corrections will be noted in the proceedings at which these minutes are approved.)*