

COUNCIL PROCEEDINGS

Mayor David called the regular meeting of the City of Watertown Common Council to order at 7:00 p.m. on Tuesday, October 16, 2018, in the Council Chambers at City Hall.

ROLL CALL

Roll call showed the following members present: Ald. Berg, Larsen, Zgonc, Raether, Tietz, Maron and Kilps. Absent: McFarland and Tortomasi. Also present: Police Chief Tim Roets, Fire Chief Kraig Biefeld, Engineer Jaynellen Holloway, City Attorney Rose Simon-Silva, 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, October 2, 2018. There being none, the minutes were approved as presented.

COMMITTEE REPORTS

Finance Committee, October 1, 2018. Purchase of block of time from DigiCorp. Motion carried to approve payment to DigiCorp in the amount of \$15,000. Discuss 2019 Budget. There was discussion about several items that the Mayor changed in the 2019 Budget. No further changes were made at this time. Report received and placed on file.

Finance Committee, October 3, 2018. Budget discussion with Department Heads. Interim Street Superintendent Franks, Interim Water Systems Manager Hartz, Cable TV Coordinator Huisman, City Engineer Holloway, Civil Staff Engineer Beyer, Recreation Director Wojtasiak, Fire Chief Biefeld, Airport Manager Brown, and City Clerk/Treasurer Meltesen were all present to explain their budget requests to the Finance Committee. The following motions carried: 1. Take \$115,000 from Storm Water Utility to pay for a truck chassis. 2. Use \$10,000 from the E. Main Street Traffic Study to hire a part-time, 8 hour per week, Code Enforcement Officer. 3. Eliminate \$37,000 from Airport fencing and allocate it with another \$13,000 from savings by moving the truck chassis purchase to the Boomer Street straightening project. 4. Remove the exercise pad at Mary Rose Park and replace it with a half-court basketball court and shade structure. Report received and placed on file.

Finance Committee, October 8, 2018. Award contract for Watertown Collaborative Fiber Optic Network (WCFON). Due to all bids being higher than originally estimated the City is short approximately \$140,000 with the Mayor indicating he had a plan to fund this shortage. Plans for funds distributed from TID #3 closure. Mayor David is proposing \$300,000 to the RDA, \$160,000 toward the Fiber Optic Project and \$153,670 for downtown projects. Motion carried to approve this plan for distribution of TID #3 funds. Purchase of Double Tree, wind sail from Reese Recreation of IL for the Watertown Aquatic Center. Motion carried to approve this purchase. Employee Handbook update – Identification Cards. Request is to have first name only on City ID badges if an employee makes such a request. Motion carried to approve updating this policy. Employee Handbook update – Termination Policy. Motion carried to approve this language change regarding health insurance at retirement and termination. Raising monthly rate of garbage and recycling services and charging for extra items in the solid waste and recycling program. Interim Street Superintendent Franks explained short falls in garbage and recycling accounts and proposed an increase in the general rate along with pricing for larger items to be recycled by both residents and non-residents. No change was made to the current monthly pickup rate and a motion was approved to recommend direct charges to the Common Council for disposal of specific items at the Street Department including mattresses and various electronics and appliances. Discuss 2019 Budget. Motion carried to take the remaining \$102,000 from the savings on purchasing the dump truck and apply it to the annual street program for

maintenance of Main Street and to apply the \$153,670 from TID 3 to that same purpose. Motion then carried to recommend the 2019 budget to the Common Council. Report received and placed on file.

Plan Commission, October 8, 2018. 330 Summit Avenue CUP. Motion carried to approve this request with several conditions. Extraterritorial CSM – W2750 East Gate Drive. Motion carried to approve with the condition of Lot 1 having an Airport Approach Protection Zone elevation limit of 982 feet above mean sea level for all building, structures and object of natural growth; whether or not such buildings, structures and object of natural growth are in existence. Site Plan Review minutes of September 24, 2018. Motion carried to approve these minutes. Plan Commission minutes of September 24, 2018. Motion carried to approve these minutes. Report received and placed on file.

Public Works Commission, October 9, 2018. Request for Garbage and Recycling Services at N710 N. Water Street. Motion carried to provide garbage and recycling services at this property. Phosphorus Compliance Alternative Plan-Final report submitted to DNR. No action taken, informational only. Place Sewer/Water Department items for sale on the WI Surplus Auction site. Motion carried to list these items for sale. Change Order No. 1 for 2018 CIIP Lining Contract. Motion carried to approve this change order, increasing the contract by \$4,660.20. Update on details regarding the flooding that occurred on Friday, August 17, 2018. Engineer Holloway requested this item be tabled while more data is collected. Motion carried to table this item until the Public Works meeting of October 23, 2018. Report received and placed on file.

COMMUNICATIONS AND RECOMMENDATIONS

Jonathan Lampe, President of the Library Board, was present to update the Council on the fundraising and status of the Library expansion project. He shared that the Library has partnered with the Greater Community Health Foundation and Watertown Family Center in the Talk, Read, Play initiative and both groups will be part of the expansion project. He described the financial partnership as well and indicated the Library will be able to fulfill the City's requirement that the Library raise \$1.6 million in 2019 for the expansion to proceed in 2020. He added the project is anticipated to cost \$9 - \$10 million which has been scaled down from a \$12 million project. He added that he is looking forward to working with the Common Council on various issues throughout the project including negotiating with neighboring properties, financing, and parking lot issues.

Mayor David presented a disallowance of claim for Eileen Keller from Statewide Services, Inc. Motion was made by Ald. Berg, seconded by Ald. Tietz to approve this disallowance and carried by voice vote.

Mayor David presented the re-appointment of Paul Dettman to the Zoning Board of Appeals for a third term. Motion was made by Ald. Maron, seconded by Ald. Raether to approve this appointment and carried by roll call vote: Yes-7; No-0.

Mayor David presented the appointment of Diane Miller and Wendy Roberts to be election inspectors and/or registration deputies. Motion was made by Ald. Berg, seconded by Ald. Tietz to approve these appointments and carried by roll call vote: Yes-7; No-0.

Mayor David recognized Sandra L. Helwig for five years of service in the City Attorney's Office.

Mayor David reminded the Council members the next meeting will be Monday, November 5th due to the Tuesday, November 6th General Election.

ACCOUNTS PAYABLE

Certified accounts in the amount of \$783,730.13 were presented for payment. Ald. Tietz moved to pay all certified accounts, seconded by Ald. Kilps and carried by roll call vote: Yes-7; No-0. (Listing of accounts payable on file and open for public inspection in the Clerk/Treasurer's office.)

REPORTS AND MISCELLANEOUS BUSINESS

The following reports were presented: Airport Commission-September 12 and 19, 2018; Board of Health-September 6, 2018; Cable TV Regulatory Board-September 11, 2018; Cash & Investment Summary-September 30, 2018; Employee Advisory Committee-September 17, 2018; Licensing Board-October 10, 2018; Main Street Program-September 19, 2018; Payroll Summaries-September 25-October 9, 2018; Police and Fire Commission-September 10, 2018; Reserve Balances-September 30, 2018; Site Plan Review Committee-October 8, 2018; Tourism Commission-September 13 and October 11, 2018. All reports accepted as presented.

LICENSES

Applications for beverage operator licenses for year ending June 30, 2019: Jaime K. Caudle, Danielle N. Glazer, Mary M. Hassler, Michael J. Rowoldt, Julio Cesar Garcia Sanchez, Joan I. Toman, Maxwell K. Wieder. Ald. Tietz moved to approve these licenses, seconded by Ald. Raether and carried by voice vote.

Application for special event (temporary Class "B" malt and "Class B" wine) licenses: Big Brothers/Big Sisters, annual CMN movie at Towne Theater, 308 E. Main St., December 4, 2018, 5 p.m. to 10 p.m. (Rich Moen). Ald. Raether moved to approve this license, seconded by Ald. Larsen and carried by voice vote.

Application to amend premises: Amado's, 403 E. Main St., fundraiser for Theo Gutzdorf, in back alley, from noon to 5 p.m., Sunday, Oct. 21, 2018. Ald. Larsen moved to approve this license, seconded by Ald. Maron and carried by voice vote.

RESOLUTIONS

Exhibit #8694, to extend gratitude to Police Chief Tim Roets for 36 years of service to the City of Watertown was presented. *Sponsor: Mayor David.* Ald. Tietz moved for adoption, seconded by Ald. Raether and carried by roll call vote: Yes-7; No-0.

Exhibit #8695, to request exemption from Jefferson County Library tax was presented. *Sponsor: Mayor David.* Ald. Berg moved for adoption, seconded by Ald. Zgonc and carried by roll call vote: Yes-7; No-0.

Exhibit #8696, to request exemption from Dodge County Library tax was presented. *Sponsor: Mayor David.* Ald. Raether moved for adoption, seconded by Ald. Maron and carried by roll call vote: Yes-7; No-0.

Exhibit #8697, to approve fees to drop off solid waste items at the Street Department was presented. *Sponsor: Mayor David. From: Finance Committee.* Ald. Berg moved for adoption, seconded by Ald. Zgonc. Following discussion on the motion, the motion carried by roll call vote: Yes-6; No-1 (Larsen).

Exhibit #8698, to set rates for solid waste pickup outside City limits was presented. *Sponsor: Mayor David. From: Finance Committee.* Ald. Kilps moved for adoption, seconded by Ald. Tietz and carried by roll call vote: Yes-7; No-0.

Exhibit #8699, to distribute funds from closed Tax Incremental Financing District #3 was presented. *Sponsor: Mayor David. From: Finance Committee.* Ald. Berg moved for adoption, seconded by Ald. Kilps and carried by roll call vote: Yes-7; No-0.

Exhibit #8700, to update the Employee Handbook Identification Card Policy was presented. *Sponsor: Mayor David. From: Finance Committee.* Ald. Kilps moved for adoption, seconded by Ald. Raether and carried by voice vote.

Exhibit #8701, to update the Employee Handbook Termination Policy was presented. *Sponsor: Mayor David. From: Finance Committee.* Ald. Zgonc moved for adoption, seconded by Ald. Kilps and carried by voice vote.

Exhibit #8702, to authorize purchase of a Double Tree Wind Sail for the Aquatic Center from Reese Recreation was presented. Ald. Tietz moved for adoption, seconded by Ald. Kilps and carried by roll call vote: Yes-7; No-0.

ADJOURNMENT

There being no further business to come before the Council at this time, Ald. Zgonc moved to adjourn, seconded by Ald. Raether and carried by voice vote, the time being 7:57 p.m.

Elissa Meltesen, Clerk/Treasurer

(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.)