

COUNCIL PROCEEDINGS

Mayor David called the regular meeting of the City of Watertown Common Council to order at 7:02 p.m. on Tuesday, November 20, 2018, in the Council Chambers at City Hall.

ROLL CALL

Roll call showed the following members present: Ald. Tortomasi, Berg, Larsen, Zgonc, Raether, Tietz, Maron and Kilps. Absent: McFarland. Also present: Police Chief Kaminski, Fire Chief Kraig Biefeld, Engineer Project Manager Jay Haberkorn, City Attorney Rose Simon-Silva, Zoning Administrator Jacob Maas and Deputy Clerk/Treasurer Lisa Trebatoski.

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, November 5, 2018. There being none, the minutes were approved as presented.

PUBLIC HEARING

Mayor David declared open the public hearing regarding the request for a Planned Unit Development (PUD), General Development Plan & Project Implementation Plan to allow for an Indoor Commercial Entertainment land use at 426 S. Montgomery Street at 7:04 p.m. William Baker, 505 Lafayette St, addressed the council with his concerns of hours of operation and the increased traffic in the area. Mayor David stated that his concerns will go to Plan Commission on November 26, 2018 at 4:30 p.m. Lori Holland, W2627 Gopher Hill Rd, addressed the concerns of Mr. Baker. She stated the property will be used for a gymnastics studio. The latest the building would be open is 9:00 p.m. She estimates 30-50 cars would be in and out 3 nights a week and on weekends there is open gym. With no one else to speak on this matter, Mayor David declared it closed at 7:07 p.m.

COMMITTEE REPORTS

Finance Committee, October 29, 2018. Closed Session per Wis. Stat. §19.85(1)(c) to discuss personnel matter. Motion carried by roll call vote to move into closed session. Reconvene to open session. Motion carried to reconvene to open session. Request for pay increase for Tyler Kubicek/Environmental Health Specialist. Motion carried to approve this pay increase from Grade J, Step 1 to Grade K, Step 1 on the Pay Plan. Purchase of Stamped Plans for the Interurban Trailhead building. Motion carried to approve the purchase of these plans for \$600. Design contract for Interurban Trailhead parking lot & stormwater analysis. Motion carried to approve this contract at a cost of \$21,500. Closed Session per Wis. Stat. §19.85(1)(c) to review applications for Street Superintendent & Water Systems Manager & discuss which candidates to interview. Motion carried to move into closed session. Reconvene to open session. Motion carried to reconvene to open session. The three candidates to be interviewed for Street Superintendent are Randy Franks, Tom Earle & Bill Uecker. The two applicants for Water Systems Manager to be interviewed are Peter Hartz & Ivan Zaremba. Closed Session per Wis. Stat. §19.85(1)(e) for competitive or bargaining reasons for Firefighter Union negotiations. Motion carried to move into closed session. Reconvene to open session. Motion carried to reconvene to open session. Report received and placed on file.

Finance Committee, November 6, 2018. Closed Session per Wis. Stat. §19.85(1)(c) to interview applicants for Street Superintendent position. Motion carried to move into closed session. Reconvene to open session. Motion carried to recommend the hiring of Randy Franks as Street Superintendent. Report received and placed on file.

Finance Committee, November 7, 2018. Closed Session per Wis. Stat. §19.85(1)(c) to interview applicants for the Water Systems Manager position. Motion carried to move into closed session. Reconvene to open session. Motion carried to recommend the hiring of Peter Hartz as Water Systems Manager. Report received and placed on file.

Finance Committee, November 12, 2018. Bid for mini-van for Transit System. Only one bid was received and the DOT has given permission to go with this bid if approved by our Finance Committee & Common Council. Motion carried to approve the above bid from Ewald Motors of Oconomowoc for a 2019 Dodge Caravan at a cost of \$23,566 to replace the van owned by our Transit System that was damaged from the flooding which occurred earlier this year. Purchase of river gauge. Chief Biefeld is recommending the purchase of two more accurate gauges to replace the one that we currently have. Motion carried to approve two river gauges from Solinst at a price of \$4,396. EMS Billing Company for Watertown Fire Dept. Seven RFP's were sent out but only 3 bids were received back. It is recommended to go with LifeQuest Services for a 3-year contract. While their bid was slightly higher, it is a service the department is familiar with and had favorable service in the past. Motion carried to recommend LifeQuest be awarded the contract for EMS billing for 2019 with following the terms in their proposal to us on November 1, 2018; provide a 30 day or other reasonable out clause in the contract and consider some adjustment in their proposed rate of 6.95% for billing us for their services. Ambulance billing write-offs. This item was laid over to the next meeting of the Finance Committee. Report received and placed on file.

Plan Commission, November 12, 2018. W6904 Silver Creek Rd, Personal Storage Facility CUP Public Hearing. Badgerland Roofing was present to explain 3 additional buildings to be added to the 3 current storage buildings. There were no additional comments. Plans must pass Wis. Act 67 CUP criteria & be reviewed by Site Plan Review Committee. W6904 Silver Creek Rd, Conditional Use Permit request for Self-Storage Facility. Motion carried to approve the CUP with condition that it go to the Site Plan Review Committee. Planned Unit Development GDP & PIP, 426 S. Montgomery St, initial review & set public hearing date. Rock River Gymnastics is proposing relocating their business from 1202 Wakoka St to 426 S. Montgomery St. The best zoning option is Planned Unit Development, which would allow mixed use. Motion carried, with Ald. Berg abstaining, to set the public hearing date November 20, 2018 to allow principal use for General Industrial Zoning District, under Section 550-36B. Planned Unit Development Conceptual Plan 205/207 S. Third St. Hand of Help Ministries is planning Mission of Hope that would like to modify the currently vacant building. They would create & operate an overnight shelter for up to 10 adult people split between male & female with two attendants in the building. Operation would be from 6:00 p.m. to 8:00 a.m. daily with a maximum stay of 30 days. No action is necessary for the conceptual review. Amend Sections 550-132B(5)(a) & 550-135D, Political Signs, initial review & set public hearing date. This item was postponed. Plan Commission minutes of October 22, 2018. Motion carried to approve these minutes. Report received and placed on file.

Public Works Commission, November 5, 2018. Design fees for the reconstruction of the 1200 & 1300 blocks of Dakota St. Motion carried to approve the design cost of \$15,201, which is available in the 2019 budget. Design fees for Kathryn Ct Stormwater Easement. Motion carried to approve this added scope of work for \$2,194.50. Request to appeal Equivalent Residential Units (ERU's) at 1215 Mary St. Motion carried to reduce the ERU's from 18 to 3 based on the property being split recently which resulted in a much smaller lot and some buildings removed. Request to repair Ann St, by Fairview St. Motion carried to deny this request & have Engineering check with the State DOT to see if they would want to add any access from State Hwy 16. Report received and placed on file.

Public Works Commission, November 13, 2018. Change order for Cured in Place Pipe (CIPP) Lining Project. Motion carried to approve a change order to incorporate the removal & replacement of the failed liner, to incorporate

additional completed quantities, and to change the project final completion date to May 31, 2019. A resolution will be presented. Main Street Program to have artists paint scenes representing the community on the black utility boxes at 120 W. Main St. & 217 & 317 E. Main St. update. A similar project to this was undertaken in Appleton and information was presented at a recent American Public Works Association/Wisconsin Chapter Fall conference. Civil Staff Engineer Beyer shared this information with the Public Works Commission and will reach out to the Main Street Program Director, Melissa Lampe for her input. Railroad Quiet Zone overview & update. Motion carried to send a re-affirmation letter to the FRA indicating that the Supplemental Safety Measures (SSM) and Alternative Safety Measures (ASM) continue to conform to the requirements of Appendix B to 49 CFR Part 222. Change order for West Street Local Road Improvement Project (LRIP). Motion carried to approve the change order. A resolution will be presented. Change order #3 for Seal Coating Project. Motion carried to approve the change order including taking the additional money from the Annual Street Capital account. A resolution will be presented. City Wide Bicycle & Pedestrian Path Task Force minutes of October 23, 2018. Motion carried to acknowledge these minutes. Amended City Wide Bicycle & Pedestrian Path Task Force minutes of July 24, 2018. Motion carried to acknowledge these amended minutes. Request to appeal Equivalent Residential Units (ERU's) for several Bethesda Lutheran Communities properties. Motion carried to reduce the ERU's based on the changes presented. Request to appeal Equivalent Residential Units (ERU's) at 1224 Clark St. Motion carried to change the ERU's to 51 based on the changes presented and measurements. Report received and placed on file.

COMMUNICATIONS AND RECOMMENDATIONS

Peg Checkai, Library Director, was present to update the Council. She listed future Library events including the Black Friday Sale, Elf on the Shelf, Mitten Tree, and Friends of the Library Open House. Ald. Tortomasi presented an update on the Library Expansion project noting that the required \$1.5-million-dollar (50%) commitment of funds has been reached for the City to allocate \$4.38 million of tax payer money to the expansion.

Mayor David presented a memo from Cindy Rupprecht regarding tax rates.

Mayor David recognized Lori Bachler for her 25 years of service with the City of Watertown.

Mayor David stated the end of year Council meeting will be Thursday, December 27 at 4:30 p.m.

Mayor David stated there will be a change in the budget which will reallocate funds for the Server/SAN/Switch Replacement project to the Fiber Optic project for approximately \$110,000.

ACCOUNTS PAYABLE

Certified accounts in the amount of \$221,240.01 were presented for payment. Ald. Tietz moved to pay all certified accounts, seconded by Ald. Kilps and carried by roll call vote: Yes-8; 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- October 10, 2018; Cable TV Regulatory Board- October 9, 2018; Cash & Investment Summary-October 31, 2018; City Wide Bicycle & Pedestrian path Task Force-July 24, 2018 (amended) & October 23, 2018; Licensing Board-November 14, 2018; Payroll Summaries–October 24-November 6, 2018; Police & Fire Commission-October 8, 2018; Reserve Balances-October 31, 2018; Site Plan Review Committee-November 12, 2018; Tourism Commission-November 8, 2018; Transit Commission-November 13, 2018; Watertown Housing Authority-September 20, 2018. All reports accepted as presented.

LICENSES

Applications for beverage operator licenses for year ending June 30, 2019: Jacob D. Boese, Frutoso Benitez, Corey L. Day, Kimberly D. Diehl, Jennifer M. Doe, Justine Drebenedt, Lori L. Ebert, Heidi Flanigan, Amanda G.

Gaspard, Hailey H. Hrovat, Davonte D. Lee, Natalie J. Lemming, Nicole M. McCarthy, Luna S. Merlino, Kimberly S. Nelson, Laura L. Sherman, Kristy Spinhirne, Ryan J. Swantz, Kellie M. Talbot, Annette M. Weirick, Jazmon M. Wilson. Ald. Maron moved to approve these licenses, seconded by Ald. Larsen and carried by voice vote.

Application for a permanent premise amendment for "Class A" Malt & Liquor license to include specific exterior parking stalls for Pick & Save, 624 S. Church Street with the following conditions: 1) Tasting events shall be prohibited on exterior licensed premise. 2) The delivery to outside premise has to be by a licensed operator (bartender). 3) The monetary transaction shall not be finalized until after verification of ID which is to occur at the point of sale. 4) There must be a minimum of a four-hour window from the time ordered to the time picked up. 5) Cameras shall be installed and focused on the area designated for pick up. 6) The exterior premise sales shall only occur from the hours of 8:00 a.m. to 8:00 p.m. 7) The area designated for exterior sales must be properly marked as such. Ald. Larsen moved to approve this license with the outlined conditions, seconded by Ald. Tietz and carried by voice vote.

ORDINANCES

Ord. #18-13, to repeal & recreate a portion of Section 500-9A, "Parking Prohibited in Specified Places" of Chapter 500, "Vehicles & Traffic, on N. Second Street was presented. *Sponsor: Ald. Raether. From: Public Safety & Welfare Committee.* Ald. Raether moved for the adoption of this ordinance on its second reading, seconded by Ald. Kilps and carried by roll call vote: Yes-8; No-0.

Ord. #18-14, to create Section 500-9A, "Parking Prohibited in Specified Places" of Chapter 500, "Vehicles & Traffic" on Hospital Drive was presented. *Sponsor: Ald. Raether. From: Public Safety & Welfare Committee.* Ald. Raether moved for the adoption of this ordinance on its second reading, seconded by Ald. Zgonc and carried by roll call vote: Yes-8; No-0.

RESOLUTIONS

Exhibit #8707, to appoint Street Superintendent Randy Franks was presented. *Sponsor: Mayor David. From: Finance Committee.* Ald. Berg moved for adoption, seconded by Ald. Tortomasi and carried by roll call vote: Yes-8; No-0.

Exhibit #8708, to appoint Water Systems Manager Peter Hartz was presented. *Sponsor: Mayor David. From: Finance Committee.* Ald. Larsen moved for adoption, seconded by Ald. Tietz and carried by roll call vote: Yes-8; No-0.

Exhibit #8709, to approve change order #2 to the 2018 CIPP Lining Project was presented. *Sponsor: Ald. Maron. From: Public Works Commission.* Ald. Maron moved for adoption, seconded by Ald. Raether and carried by roll call vote: Yes-8; No-0.

Exhibit #8710, to approve change order #1, LRIP 2016/2017 Bituminous Surfacing Project 2018, West Street was presented. *Sponsor: Ald. Maron. From: Public Works Commission.* Ald. Maron moved for adoption, seconded by Ald. Larsen and carried by roll call vote: Yes-8; No-0.

Exhibit #8711, to approve change order #3, 2018 Seal Coating, Routing & Crack Seal of various streets was presented. *Sponsor: Ald. Maron. From: Public Works Commission.* Ald. Maron moved for adoption, seconded by Ald. Zgonc and carried by roll call vote: Yes-8; No-0.

Exhibit #8712, to approve application for Operating Grant from Dept. of Transportation for Shared-Ride Taxi Service was presented. *Sponsor: Mayor David. From: Finance Committee.* Ald. Larsen moved for adoption, seconded by Ald. Kilps and carried by roll call vote: Yes-8; No-0.

Exhibit #8713, to approve entering into Option Year Contract with Passenger Transit, Inc. for Shared-Ride Taxi Service was presented. *Sponsor: Mayor David. From: Finance Committee.* Ald. Zgonc moved for adoption, seconded by Ald. Raether and carried by roll call vote: Yes-8; No-0.

Exhibit #8714, to approve Lease for Shared-Ride Taxi Vehicles was presented. *Sponsor: Mayor David. From: Finance Committee.* Ald. Larsen moved for adoption, seconded by Ald. Tietz and carried by roll call vote: Yes-8; No-0.

Exhibit #8715, to approve applying for Capital Grant to fund fleet purchases for Shared-Ride Taxi Service was presented. *Sponsor: Mayor David. From: Finance Committee.* Ald. Raether moved for adoption, seconded by Ald. Zgonc and carried by roll call vote: Yes-8; No-0.

Exhibit #8716, to adopt the 2019 Budgets was presented. *Sponsor: Mayor David. From: Finance Committee.* Ald. Berg moved for adoption, seconded by Ald. Tietz and carried by roll call vote: Yes-8; No-0.

Exhibit #8717, to adopt the General Fund & Debt Service Fund Levies & Tax Rates was presented. *Sponsor: Mayor David. From: Finance Committee.* Ald. Berg moved for adoption, seconded by Ald. Larsen and carried by roll call vote: Yes-8; No-0.

Exhibit #8718, to approve the purchase of a mini-van for the Transit System was presented. *Sponsor: Mayor David. From: Finance Committee.* Ald. Zgonc moved for adoption, seconded by Ald. Raether and carried by roll call vote: Yes-8; No-0.

Exhibit #8719, to authorize an EMS billing company for the Fire Department was presented. *Sponsor: Ald. Berg. From: Finance Committee.* Ald. Berg moved for adoption, seconded by Ald. Larsen and carried by roll call vote: Yes-8; No-0.

ADJOURNMENT

There being no further business to come before the Council at this time, Ald. Larsen moved to adjourn, seconded by Ald. Zgonc and carried by voice vote, the time being 7:31 p.m.

Lisa Trebatoski, Deputy 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.)