

COUNCIL PROCEEDINGS

Mayor David called the regular meeting of the City of Watertown Common Council to order at 7:00 p.m. on Tuesday, December 18, 2018, in the Council Chambers at City Hall.

ROLL CALL

Roll call showed the following members present: Ald. McFarland, Tortomasi, Berg, Larsen, Zgonc, Raether, Tietz, Maron and Kilps. Absent: None. Also present: Police Chief Kaminski, 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, December 4, 2018. There being none, the minutes were approved as presented.

COMMENTS & SUGGESTIONS FROM CITIZENS PRESENT

Ina Trummer, 807 Fieldcrest Court was present to express her irritation over the increase of \$275 in her property tax bill. She stated that she feels the Police and Fire Departments are the only departments run efficiently in Watertown. She also mentioned an increase last year in her water bill and questioned why the emergency fund was not used for the treatment plant. She added that she doesn't feel the City should have debt and further stated she is tired of paying for services she doesn't use.

COMMITTEE REPORTS

Finance Committee, December 10, 2018. Minutes of November 20 & 26, 2018 meetings. Motion carried to approve the minutes. Hiring part-time Public Health Program Assistant (clerk/typist). Motion carried to approve this position. Purchase of studio cameras. Due to previous savings there are still funds available for purchase and installation of three new studio cameras. Motion passed 4-1 to approve this purchase. Advertise open Water & Wastewater Utilities Supervisor position. This position would replace having Assistant Directors in both Water and Wastewater. Motion carried to approve this change and advertise the position. Status of Water Department Crew Leader position to commence after hiring of Water & Wastewater Supervisor. Motion carried to approve this position with recommendations for pay depending on if the position is filled by a current employee or someone from the outside. Reposition in the pay scale, Customer Service Rep to Administrative Assistant I for Utilities. Motion carried to approve this change and reposition in the pay scale. 2018 Capital Improvement Plan update. Water Systems Manager Hartz informed the Committee that some projects were not completed in 2018 due to the weather but these funds will be carried forward to next year to complete these projects. 2018 Carryover requests. Motion carried to approve the carryover request list, which will be forwarded to the Common Council on December 27, 2018. Mayor David noted there may be a couple of items added. Hiring of high school intern for Engineering Department. Motion carried to approve this hiring. Increase in steps for Fire Chief Biefeld, Police Chief Kaminski & Clerk/Treasurer Meltesen. Mayor David explained that due to pay and equity issues he is recommending these changes. Motion carried to approve the changes effective with the next available pay period. Cable Director position at Grade I, Step 2. Motion carried to approve this change which was approved in the 2019 Budget. City Engineer position moving to Grade T, Step 9. Following discussion, motion was made to change this from Grade T, Step 9 to Grade T, Step 8, motion to approve this pay rate passed on a 3-2 vote. Health Department Assistant Director position at Grade M, Step 3. Motion carried to approve this position change. Assistant City Engineer position at Grade P, Step 1. Motion carried to hold this over to the next meeting. Step changes for Class III-

General Maintenance, Class IV-Light Equipment & Class IV-Light Equipment Lead positions. Motion carried to approve these changes in pay scale. 2018 year end budget amendments. Motion carried to recommend this to the Common Council. Payroll resolution. Due to issues with some previous agenda items, motion carried to lay this over until the next Finance Committee meeting. Report received and placed on file.

Plan Commission, December 10, 2018. Site Plan Review Committee minutes of November 26, 2018 & Plan Commission minutes of November 26, 2018. Motion carried to approve the minutes. 822 West Street, CUP, Public Hearing Vehicle Repair and Maintenance. Paul Harvey and Saniter, LLC are proposing a car detailing shop at 822 West Street which is zoned General Industrial (GI). Curt Obeiblz voiced concern about noise and traffic. No other speakers were present and the hearing was closed. 822 West Street, review and make recommendations, CUP. Motion carried to approve this CUP without conditions. Extraterritorial CSM, N8741 Kelm Road. Anthony Schadt is looking to create a 3.018-acre parcel from a 26-acre parent parcel. Motion carried to approve Preliminary CSM with addition of the Airport Protection Zone note. Hunter Oaks Subdivision, Bielinski Homes, Inc., Plats and CSM. Bielinski Homes is looking to build 26 2-unit condominiums over 3 phases. Motion carried with denial of Preliminary Condominium Plats/CSM for Phase II until vacation of Belmont Street is completed and approval of Preliminary Condominium Plats/CSM with conditions for Phase I as identified by the Plan Commission. 713 S. Second Street, Condo Plat. David Rorge is proposing turning the current duplex into a condominium. Motion carried with conditions identified by the Plan Commission. Report received and placed on file.

Public Works Commission, December 11, 2018. Minutes of November 27, 2018. Motion carried to approve the minutes. Request to retract grass mowing bill for 409 S. Washington St. Motion carried to retract bill due to the fact that current owner did not own the property at the time of the notice. Proposal/quote from WE Energies for lighting municipal lot on Madison Street. Motion carried to approve the light and billing rate. Update on businesses using the City recycling Program. Most businesses signed up for this service are not being billed correctly. This has now been corrected and letters sent to the affected businesses. Purchase of leak detection equipment, Water Department. Motion carried to approve this purchase. Purchase of Trimble R2 RTK Rover GPS equipment for measurement and data collection in the field, Water Department. Motion carried to approve this purchase. Repair of Centrate Tank Mixer, Wastewater Department. There was an unscheduled mechanical breakdown which needs to be repaired. Motion carried to approve the proposal from Xylem to repair this mixer. GE Digital (Gray Matter) software annual license support renewal, Wastewater Department. Motion carried to approve this annual renewal. Purchase of Fixx equipment asset management software package, Wastewater Department. Motion carried to approve this purchase. Funding account amendments to 2018 Annual Street Project resolutions. Motion carried to amend 2018 Annual Street Project contracts to include all applicable funding accounts. 2019 Tub Grinding proposal from MaxR Recovery. Motion carried to approve the proposal from MaxR Recovery for 2019 tub grinding services. Report received and placed on file.

COMMUNICATIONS AND RECOMMENDATIONS

Mayor David recognized Robert Schwerer of the Water Department for his 10 years of service.

ACCOUNTS PAYABLE

Certified accounts in the amount of \$242,321.11 were presented for payment. Ald. Tietz moved to pay all certified accounts, seconded by Ald. Kilps and carried by roll call vote: Yes-9; 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-Nov. 14, 2018; Cable TV Regulatory Board-Nov. 13, 2018; Cash & Investment Summary-Nov. 30, 2018; Licensing Board-Dec. 12, 2018; Main Street Program-Nov. 14, 2018; Payroll Summaries–Nov. 21-Dec. 4, 2018; Police & Fire Commission-Nov. 12, 2018; Reserve Balances-Nov. 30, 2018; Site Plan Review Committee-Dec. 10, 2018. All reports accepted as presented.

LICENSES

Applications for beverage operator licenses for year ending June 30, 2019: Jennifer D. Blank, Shawn D. Fretwell, Kirstina N. Kienitz, Jennifer L. Lemke, Mathiew B. Johnson, Jamie Lee Meyer, Gregg C. Peirick, Frederick W. Pugh, Okeyin Riles, Gena Rowley, Nicholas R. Schultz, Dylan S. Schwersinske, Harmanjeet Singh, Jenell A. Sontag, Rhonda C. Wagner, Tevin Warren, Amanda R. Zins. Ald. Maron moved to approve the licenses, seconded by Ald. Raether and carried by voice vote.

The following made application for a Class “B” Malt and “Class C” Wine license: EYM Pizza of Wisconsin LLC, dba Pizza Hut, 1504 S. Church St., Kimberly Berquist, Agent. Ald. Larsen moved to approve the license, seconded by Ald. Tietz and carried by voice vote.

ORDINANCES

Ord. #18-15, to adopt the Planned Unit Development, General Development Plan (GDP) and Precise Implementation Plan (PIP) under Section 550-152 for 426 N. Montgomery Street (with a positive recommendation) was presented. *Sponsor: Mayor David. From: Plan Commission.* Ald. Zgonc moved for the adoption of this ordinance on its second reading, seconded by Ald. Larsen and carried by roll call vote: Yes-8; No-0; Abstain-1 (Berg). Ald. Larsen moved to amend the ordinance to reflect the following hours: Monday through Thursday 9 a.m. to 9 p.m.; Friday 9 a.m. to 10 p.m.; Saturday 8 a.m. to 10 p.m. and Sunday 8 a.m. to 8 p.m. Motion was seconded by Ald. Tietz and carried by roll call vote: Yes-8; No-0; Abstain-1 (Berg).

RESOLUTIONS

Exhibit #8726, to authorize purchase of Trimble R2 RTK Rover GPS equipment from Seiler Geospatial of Milwaukee, WI was presented. *Sponsor: Ald. Maron. From: Public Works Commission.* Ald. Maron moved for adoption, seconded by Ald. McFarland and carried by roll call vote: Yes-9; No-0.

Exhibit #8727, to authorize an agreement with Fixx Software of Toronto Canada for purchase of Fixx software, implementation and training 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-9; No-0.

Exhibit #8728, to authorize purchase of equipment for locating leaks underground from Gutermann Inc. of Newmarket, NH 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-9; No-0.

Exhibit #8729, to authorize adopting right-of-way dedication for 713 N. Second St. (PIN: 291-0815-0424-096) was presented. *Sponsor: Mayor David. From: Plan Commission.* Ald. Zgonc moved for adoption, seconded by Ald. Tortomasi and carried by voice vote.

Exhibit #8730, to authorize entering into an agreement with Max-R Recovery of Sussex, WI for 2019 tub grinding was presented. *Sponsor: Ald. Maron. From: Public Works Commission.* Ald. Maron moved to lay this resolution over to the next meeting, seconded by Ald. Larsen and carried by voice vote.

Exhibit #8731, to approve amendments to Annual Streets account assignments 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-9; No-0.

Exhibit #8732, to approve change order #2 to the 2018 Curb, Gutter and Sidewalk Replacement Project 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-9; No-0.

Exhibit #8733, to approve change order #1 to the final 2018 Bituminous Surfacing Project 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-9; No-0.

Exhibit #8734, to approve acquisition of property at 301 N. Second Street and authorizing public dedication and use was presented. *Sponsor: Ald. Tietz. From: Parks, Recreation & Forestry Commission.* Ald. Tietz moved for adoption, seconded by Ald. Tortomasi and carried by roll call vote: Yes-8; No-1 (McFarland).

Exhibit #8735, to authorize purchase of three JVC GY-HM660 ProHD mobile news streaming cameras from VSA Chicago for Cable TV was presented. *Sponsor: Mayor David. From: Finance Committee.* Ald. McFarland moved for adoption, seconded by Ald. Tortomasi and carried by roll call vote: Yes-9; No-0.

ADJOURNMENT

There being no further business to come before the Council at this time, Ald. Larsen moved to adjourn, seconded by Ald. Raether and carried by voice vote at 7:35 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.)