

## COUNCIL PROCEEDINGS

Mayor David called the regular meeting of the City of Watertown Common Council to order at 7:00 p.m. on Tuesday, March 19, 2019, 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 Robert Kaminski, Fire Chief Kraig Biefeld, Engineer Jaynellen Holloway, 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 Tuesday, March 5, 2019. There being none, the minutes were approved as presented.

### COMMITTEE REPORTS

**Finance Committee, March 5, 2019.** Minutes of February 25, 2019 meeting. Motion carried to approve the minutes. Hire of Human Resource Generalist. Motion carried to approve hiring Sandra Bieringer for the Human Resource Generalist position. Report received and placed on file.

**Finance Committee, March 11, 2019.** Minutes of March 5, 2019 meeting. Motion carried to approve the minutes. Purchase of Double Tree, shade structure, from Reese Recreation, IL, for Mary Rose Park. Motion carried to approve the purchase of this budgeted item from Reese Recreation, IL, with a bid price of \$8,983.50. Contract with Vandewalle & Associates, Madison, WI, to update the 5 Year Park & Open Space Plan. Motion carried to approve Vandewalle & Associates to do the updated Park & Open Space Plan. Purchase & installation of a new heater for the Watertown Aquatic Center from S&S Plumbing, Lake Mills, WI. Motion carried to approve this purchase & installation from S&S Plumbing with a bid of \$17,250. Purchase of playground equipment for West Haven Park from Boland Recreation, Marshalltown, IA. Motion carried to approve the purchase of this playground equipment with the grant received from the Brandt/Quirk Foundation & additional funds coming from the Parkland Improvement Fund. Filling two vacant positions at the Street Dept. Motion carried to approve hiring Tyler Neevel and Adam Quest as a General Laborer. Guidance on unexpected costs for two vehicles in need of new engines at the Street Department. Two regularly used vehicles are in need of new engines, which was not budgeted. Street Superintendent Franks is seeking permission to not purchase a top soil screener that was budgeted for this year and use those funds to repair these vehicles. Motion carried to approve repairing these vehicles using funds budgeted for the top soil screener. Proposal for charging for carpet disposal. Motion carried to approve a \$1.00 per square yard charge, as well as to revisit this concept in 6 months. Assignment of CDBG funds. Due to the Federal Government deciding not to continue this program, Watertown is one of two cities in Jefferson County given permission to use this remaining money as they see fit. Mayor David is proposing giving \$700,000 of the \$713,000 to the Redevelopment Authority (RDA) for use in any area of the City, mostly in the downtown area. This would also include the RDA signing an MOU with the City. Motion carried to approve this concept, along with the MOU with the RDA. Closed Session per Wis. Stat. §19.85(1)(e) to deliberate or negotiate the sale of land in the Industrial Park. Motion carried to move into closed session. Reconvene to open session. Motion carried to reconvene to open session. Report received and placed on file.

**Plan Commission, March 11, 2019.** Minutes of February 11, 2019. Motion carried to approve the minutes. 1015 S. Third St., Public Hearing, Conditional Use Permit. There being no one present to speak, the public hearing was closed.

1015 S. Third St., review public hearing & make recommendation on CUP request. Motion carried to approve this CUP with the condition that there is no outdoor storage of unlicensed, inoperable or abandoned vehicles. Preliminary CSM, N919 Welsh Road, revisited. The owner is looking to create a 3 acre parcel from an 18.46 acre parent parcel which has a residential structure located on it & the parent parcel is to remain agriculture. Motion carried to approve the Preliminary CSM with conditions identified by the Plan Commission: a) Breckenridge Road is to have a right-of-way dedication of 33 feet from centerline. b) Welsh Road is to have a right-of-way dedication of 60 feet from centerline. 111 & 211 Hiawatha St., Preliminary CSM. The owners of these properties would like to merge some land into Lot 1 and create a Lot 2. Motion carried to approve this CSM with the following conditions: a. Maintain right-of-way dedications. b. Maintain Airport Approach Protection Zone note. c. Create setback of 50 feet from the ordinary high-water mark on the “open channel drainageway.” Public Participation Plan. This is to allow the rezoning of parcels on Hiawatha St. from General Business to General Industrial. Motion carried for approval of the Plan Commission resolution or a Public Participation Plan within the 2009 City of Watertown Comprehensive Plan & positive recommendation of the Common Council resolution for a Public Participation Plan within the 2009 City of Watertown Comprehensive Plan. Comprehensive Plan Amendment, initial review. Motion carried to set a public hearing on this matter for the April 16, 2019 Common Council meeting. 211 Hiawatha St. rezoning, initial review. Motion carried to set a public hearing for April 16, 2019 Common Council regarding this item. Report received and placed on file.

**Public Works Commission, March 12, 2019.** Minutes of February 24, 2019. Motion carried to approve the minutes. 2019 Sanitary Sewer & Water Main Project (#6099549), contract #6-19. Motion carried to accept the \$728,795 bid from Forest Landscaping & Construction, Inc. for this contract. A resolution will be presented. Successful bidder of 2019 pavement marking contract #1-19. Motion carried to award the contract to Century Fence Co. for the bid amount of \$110,450.80. A resolution will be presented. Successful bidder of 2019 crack sealing & seal coating contract #2-19. Motion carried to award the bid to Scott Construction for a total of \$290,100. A resolution will be presented. Successful bidder of 2019 sidewalk, curb & gutter contract #3-19. Motion carried to award the bid to Rennhack Construction for a total cost of \$559,297.50. A resolution will be presented. Successful bidder of 2019 bituminous surfacing contract #4-19. Motion carried to award the bid to Stark Pavement Corp. for a total cost of \$702,176. A resolution will be presented. Successful bidder of 2019 Local Roads Improvement Program (LRIP) contract #5-19. Motion carried to award the bid to Payne & Dolan for the amount of \$168,874.59. A resolution will be presented. City Wide Bicycle & Pedestrian Path Task Force minutes of January 22, 2019. Motion carried to approve the minutes. Stormwater pond inspection notices update. This process occurs every two years per the MS4 permit. An example was provided & general discussion agreed with the notifications & allowed resolution timeframes provided to property owners. Purchase of castings for the 2019 storm water work & inventory from Neenah Foundry. Motion carried to award the bid to Neenah Foundry in the amount of \$48,375. A resolution will be presented. Purchase of 2019 storm water work & inventory from Country Materials. Motion carried to purchase the material from Country Materials for the amount of \$15,538.10. A resolution will be presented. Purchase of additional materials for 2019 storm water work & inventory from Core & Main. Motion carried to purchase the material from Core & Main in the amount of \$12,189.78. A resolution will be presented. Report received and placed on file.

**Public Safety & Welfare Committee, March 6, 2019.** – Ald. Raether noted the call to order time in the meeting minutes is incorrect. It should state 5:00 pm instead of 6:00 pm. Public comments. None received. Minutes of meeting held February 12, 2019. Motion carried to approve the minutes. Request to review Snow Emergency Parking Ordinance. This request came about as the result of a downtown business owner who had several parking spaces by her business full of snow following a snow storm. Motion carried to recommend that our City Attorney review the Snow Emergency

Parking Ordinance and recommend any changes to update this ordinance. Appeal of Violation Notice under Section 424-11, 301 S. Fourth Street. The petitioner representative presented his basis for the appeal. The City representative presented the case for violation notice, dated February 26, 2019. After rebuttal evidence & public comment was allowed, the committee discussed & motion carried to uphold the violation but allow the petitioner to complete the applicable actions to meet the ordinance requirements by December 1, 2019. Report received and placed on file.

### **COMMUNICATIONS & RECOMMENDATIONS OF THE MAYOR**

Dan Olejniczak of the Library Board was present to update the Council. Olejniczak stated that the Library has met and exceeded the fundraising requirements with over \$9 million dollars in donations, pledges, Greater Watertown Community Health Foundation matching grant, and City funding. The Library filed their annual report with the State noting increases in several circulation items.

IT Advocate Len McCaw was present to give an update on the IT status of projects. Current projects include the Fiber Optic Network, Police CAD software update for Dispatch, security firewall and email filtering, PC bulk ordering, Office 365 phased integration, network infrastructure and website design.

Mayor David presented the following appointments: Library Board – Kate Lapin. Public Works Commission – Dave Frohling. Weed Commissioner – Jay Haberkorn. Branding Committee – Jaynellen Holloway. Motion was made by Ald. Larsen, seconded by Ald. Berg to approve these appointments and carried by roll call vote: Yes-9; No-0.

Mayor David postponed recognizing employees for their years of service to the City of Watertown.

### **ACCOUNTS PAYABLE**

Certified accounts in the of \$153,025.07 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. (Complete listing of accounts payable is open for public inspection in City Clerk/Treasurer's office.)

### **REPORTS AND MISCELLANEOUS BUSINESS**

The following reports were presented: Airport Commission-February 13, 2019; Cable TV Regulatory Board-February 14, 2019; Cash & Investment Summary-February 28, 2019; City Wide Bicycle & Pedestrian Path Task Force-January 22, 2019; Historic Preservation & Downtown Design Commission-February 20, 2019; Housing Authority-January 24, 2019; Library Board of Trustees-January 10, 2019; Licensing Board-March 13, 2019; Payroll Summaries-February 27 – March 12, 2019; Reserve Balances-February 28, 2019; Tourism Commission-February 14, 2019; All reports accepted as presented.

### **LICENSES**

Applications for beverage operator licenses for year ending June 30, 2019: Mark Allen, Nickolas Demetropoulos, Shannon Falkner, John Janecek, Stacy Klockow, Kenneth Kuffler, Kristen Lederhaus, Rhea Milton, Randy Poehler, Ji Yan Qui, Denver Schroeder, Corey Schultz, Elizabeth Villanueva. Ald. Maron moved to approve these licenses, seconded by Ald. Tietz and carried by voice vote.

Application was made for a Special Event (Temporary Class "B" Malt/Temporary "Class B" wine) licenses by Luther Prep School Booster Club, annual Gala Auction in gymnasium at Luther Prep, 1300 Western Ave., on Sat. April 13, 2019, 4:30 p.m. to 10:00 p.m. Ald. Larsen moved to approve this license, seconded by Ald. McFarland and carried by voice vote.

### **ORDINANCES**

**Ord. #19-2**, to amend Chapter 532, Floodplain & Shoreland-Wetland Zoning, through creating Section 532-11A(3), FEMA Letter of Map Revision (LOMR) was presented. *Sponsor: Mayor David. From: Plan Commission with a*

*positive recommendation.* Ald. Larsen moved for adoption of this ordinance on its second reading, seconded by Ald. McFarland and carried by roll call vote; Yes-9; No-0.

## RESOLUTIONS

**Res. Exh. #8771**, authorizing the purchase of a Double Tree, shade structure for Mary Rose Park from Reese Recreation, IL was presented. *Sponsor: Ald. Tietz. From: Parks, Recreation & Forestry Commission.* Ald. McFarland moved for adoption of this resolution, seconded by Ald. Tietz and carried by roll call vote: Yes-9; No-0.

**Res. Exh. #8772**, authorizing a contract with Vandewalle & Associates to update the 5 Year Park & Open Space Plan was presented. *Sponsor: Ald. Tietz. From: Parks, Recreation & Forestry Commission.* Ald. Tietz moved for adoption of this resolution, seconded by Ald. Raether and carried by roll call vote; Yes-9; No-0.

**Res. Exh. #8773**, authorizing the purchase & installation of a new heater for the Watertown Aquatic Center from S&S Plumbing, Lake Mills, WI was presented. *Sponsor: Ald. Tietz. From: Parks, Recreation & Forestry Commission.* Ald. Tietz moved for adoption of this resolution, seconded by Ald. Zgonc and carried by roll call vote: Yes-9; No-0.

**Res. Exh. #8774**, authorizing the purchase of playground equipment for West Haven Park from Boland Recreation, Marshalltown, IA was presented. *Sponsor: Ald. Tietz. From: Parks, Recreation & Forestry Commission.* Ald. Berg moved for adoption of this resolution, seconded by Ald. Tietz and carried by roll call vote: Yes-9; No-0.

**Res. Exh. #8775**, authorizing an agreement with Forest Landscape, Lake Mills, WI, for the 2019 Water & Sewer contract was presented. *Sponsor: Ald. Maron. From: Public Works Commission.* Ald. Maron moved for adoption of this resolution, seconded by Ald. Larsen and carried by roll call vote: Yes-9; No-0.

**Res. Exh. #8776**, authorizing the naming of the Town Square to be included on the Spring Ballot for the April 2020 election was presented. *Sponsor: Ald. Berg/Maron. From: Redevelopment Authority.* Ald. Berg moved for adoption of this resolution, seconded by Ald. Maron and carried by voice vote.

**Res. Exh. #8777**, authorizing an agreement for the 2019 Pavement Marking Project with Century Fence Co., Pewaukee, WI was presented. *Sponsor: Ald. Maron. From: Public Works Commission.* Ald. Larsen moved for adoption of this resolution, seconded by Ald. Tortomasi and carried by roll call vote: Yes-9; No-0.

**Res. Exh. #8778**, authorizing an agreement for the 2019 Seal Coating, Routing & Crack Seal Project with Scott Construction, Inc., Lake Delton, WI was presented. *Sponsor: Ald. Maron. From: Public Works Commission.* Ald. Zgonc moved for adoption of this resolution, seconded by Ald. Larsen and carried by roll call vote; Yes-9; No-0.

**Res. Exh. #8779**, authorizing an agreement for the 2019 Curb & Gutter & Sidewalk Replacement Project with Rennhack Construction Co., Reeseville, WI was presented. *Sponsor: Ald. Maron. From: Public Works Commission.* Ald. Zgonc moved for adoption of this resolution, seconded by Ald. Larsen and carried by roll call vote; Yes-9; No-0.

**Res. Exh. #8780**, authorizing an agreement for the 2019 Bituminous Surfacing Project with Stark Pavement Corp., Brookfield, WI was presented. *Sponsor: Ald. Maron. From: Public Works Commission.* Ald. Maron moved for adoption of this resolution, seconded by Ald. Berg and carried by roll call vote; Yes-9; No-0.

**Res. Exh. #8781**, authorizing an agreement for the Local Roads Improvement Program (LRIP) 2018/2019 Bituminous Surfacing Project 2019 S. Concord Avenue with Payne & Dolan, Waukesha, WI was presented. *Sponsor: Ald. Maron. From: Public Works Commission.* Ald. Zgonc moved for adoption of this resolution, seconded by Ald. Raether and carried by roll call vote; Yes-9; No-0.

**Res. Exh. #8782**, authorizing entering into & executing 2019-2020 Collective Bargaining Agreement with Local 877 of the International Assoc. of Fire Fighters, AFL-CIO-CLC was presented. *Sponsor: Mayor David. From: Finance*

*Committee.* Ald. Larsen moved for adoption of this resolution, seconded by Ald. Tortomasi and carried by roll call vote; Yes-9; No-0.

**Res. Exh. #8783**, authorizing the purchase of castings for the 2019 storm water work & inventory from Neenah Foundry, Neenah, WI was presented. *Sponsor: Ald. Maron. From: Public Works Commission.* Ald. McFarland moved for adoption of this resolution, seconded by Ald. Tortomasi and carried by roll call vote; Yes-9; No-0.

**Res. Exh. #8784**, authorizing the purchase of 2019 storm water work & inventory from Country Materials, Madison, WI was presented. *Sponsor: Ald. Maron. From: Public Works Commission.* Ald. Larsen moved for adoption of this resolution, seconded by Ald. Zgnoc and carried by roll call vote; Yes-9; No-0.

**Res. Exh. #8785**, authorizing the purchase of additional materials for 2019 storm water work & inventory from Core & Main, New Berlin, WI was presented. *Sponsor: Ald. Maron. From: Public Works Commission.* Ald. Raether moved for adoption of this resolution, seconded by Ald. Larsen and carried by roll call vote; Yes-9; No-0.

**Res. Exh. #8786**, adopting a Relocation Order to acquire land or interests therein was presented. *Sponsor: Mayor David. From: Finance Committee.* Ald. Zgnoc moved for adoption of this resolution, seconded by Ald. Tietz 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. Zgonc moved to adjourn, seconded by Ald. Larsen and carried by voice vote at 7:50 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.)*