

CITY OF WATERTOWN MEETING NOTICE

FOR THE WEEK OF: September 9, 2019

TO: Daily Times, Alderpersons, Dept. Heads

DATE: September 6, 2019

MONDAY, September 9, 2019

SITE PLAN REVIEW COMMITTEE

Room 2044, 2nd Floor, 106 Jones Street

1:30 P.M.

1. Call to order
2. Review & approve minutes of August 26, 2019 meeting
3. 500 Milford Street, request for a day care
4. Adjournment

PARKS, RECREATION & FORESTRY COMMISSION

514 S. First Street, First Floor, Wisconsin Room

4:30 P.M.

1. Call to order
2. Review & approve Park, Recreation & Forestry Commission minutes of August 5, 2019 meeting
3. Review & approve Senior Center Advisory Board minutes of August 21, 2019 meeting
4. Review end of July Financial Report
5. Citizens to be heard
6. Director's report
 - a. Review & approve the final draft of the 5 Year Park & Open Space Plan
 - b. Review & approve 1st Addendum for Steeplechase Townhomes at Hunter Oaks
 - c. Review & approve quotes for tiling of the Brandt Quirk soccer field
 - d. Review & approve the 2020 proposed budget
 - e. Project status
 - i. Shade Structures
 - ii. Seating platform at Riverwalk
 - iii. Wood chips in the playgrounds
 - f. Programming updates
 - i. Fall sports update
 - ii. Aquatics update
7. Next meeting date: October 7, 2019 at 4:30 p.m.
8. Adjournment

PLAN COMMISSION

Council Chambers, 2nd Floor, 106 Jones Street

4:30 P.M.

1. Call to order
2. Review & approve Site Plan Review Committee minutes of August 26, 2019
3. Review & approve Plan Commission minutes of August 26, 2019
4. 500 Milford Street, Public Hearing, Conditional Use Permit request for a day care
5. 500 Milford Street, review & take action on Conditional Use Permit request for a day care
6. 131 Hall Street, Public Hearing, Conditional Use Permit request for an electronic message sign
7. 131 Hall Street, review & take action on Conditional Use Permit request for an electronic message sign
8. 509, 511, 513, & 515 Humboldt Street, Preliminary Certified Survey Map review
9. Informational session: Community/Industrial Development Flowchart (CIDFC)
10. Adjournment

POLICE & FIRE COMMISSION

Room 2044, 2nd Floor, 106 Jones Street

4:30 P.M.

1. Call to order

2. Review & approve minutes of August 12, 2019 meeting
3. Police
 - a. Officer hiring update
 - b. Probationary officer update
 - c. Dispatch hiring of Mindy Fry, Brook O'Brien & Elizabeth Christian
 - d. Typist hiring of Ginny Downs, transferring from Dispatch
4. Fire
 - a. Update on probationary personnel
 - b. Review August calls
5. Adjournment

FINANCE COMMITTEE

Room 2044, 2nd Floor, 106 Jones Street

5:30 P.M.

Notice is hereby given that a majority of the Common Council may be present at this meeting to gather information about subjects over which they have decision-making responsibility. This constitutes a meeting of the Common Council pursuant to *State ex rel. Badke v. Greendale Village Bd.*, 173 Wis.2d 553, 494 N.W.2d 408 (1993), and must be noticed as such, although the Common Council will not take formal action at this meeting.

1. Call to order
2. Review & approve minutes of August 26, 2019 meeting
3. Review & approve hiring three Telecommunicators: 1) Mindy Fry, currently part-time, moving to full time at Grade H, Step 2, \$22.08 per hour 2) Elizabeth Christian, at Grade H, Step 1, \$21.60 per hour, 3) Brooke O'Brien, at Grade H, Step 1, \$21.60 per hour
4. Review & approve transfer of Virginia Downs from Telecommunicator to open typist position at Grade B, Step 9, \$17.17 per hour
5. Review & approve K9 dog purchase from Jessiffany Canine Services for \$13,500.00 for the Police Department
6. Review & approve request to advertise for Environmental Health/Emergency Preparedness position
7. Review & approve request to obtain a cost-share grant from the Wisconsin DNR for the purpose of funding urban & community forestry projects
8. Review & approve purchase of Forcible Door Entry Training Prop from Firehouse Innovations Corp at a cost of \$6,975.00
9. Review & approve EMS Service Coverage Agreement with Johnson Creek
10. Review & approve calculation process for EMS Service Coverage Agreements
11. Review & approve EMS Service Coverage Contract with Reeseville
12. Review & approve Township Fire & EMS Contracts; Town of Watertown, Shields, Emmet & Milford
13. Review & approve Mutual Aid Agreement with Juneau Fire Department
14. City Credit Card Rebate report-information only
15. Review & approve request to repurpose Cable TV Capital Project Fund, originally budgeted for studio cameras, to purchase a 100TB server, at a cost of \$10,000 to \$12,000, capable of saving seven years of video files for Open Records law
16. Review & approve Upper Dam Training Wall Inspection & Modeling Fee for Ayres Associates at a cost of \$12,700.00
17. Review & approve Ritchie Piltz for Engineering Project Manager position at a Grade N, Step 5, \$33.70 per hour
18. Review request for a budget amendment to decrease Engineering Salaries & Benefits & increase Engineering Capital Outlay for the purchase of an Engineering computer at a cost of \$2,000.00 & used office furniture at a cost of \$4,500.00
19. Review request for a budget amendment to decrease Engineering Salaries & Benefits & increase Building, Safety & Zoning Capital Outlay for the purchase of a Building, Safety & Zoning computer at a cost of \$2,000.00
20. Closed Session per Wis. Stat. §19.85(1)(g), Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved (Claim of 1131 River Drive, Randy & Amy Stilling)

21. Reconvene to Open Session
22. Decision regarding claim by Randy & Amy Stilling
23. Adjournment

TUESDAY, September 10, 2019

WATERTOWN COMMUNITY CABLE 984 & 985

Cable Studio, Lower Level, 106 Jones Street

10:15 A.M.

1. Call to order
2. Review & approve minutes of August 8, 2019 meeting
3. Complaints, concerns & comments received from viewers
4. Media Coordinator reports
 - a. Budget reports
 - b. 2020 Budget information
 - c. Production & Programming reports
 - d. Coordinator information updates
 - e. Volunteer update
5. Next meeting
6. Adjournment

WEDNESDAY, September 11, 2019

LICENSING BOARD

Room 2044, 2nd Floor, 106 Jones Street

4:15 P.M.

1. Call to order/roll call
2. Review & approve minutes of August 14, 2019 meeting
3. "Class B" Malt & Liquor license: JDTH LLC dba D & J Sports Bar, 215 S. Third St., (Jerry R. Heller, Agent)
4. Special Event Permit: Trinity Lutheran Church, Chili-Cook-Off at Riverside Park on Sunday, Oct. 13, 2019, from 10:00 a.m. to 5:00 pm. (Bret Loescher)
5. Special Event Permit: March to November, "Run Turkey Run" 5K, on Thursday, Nov. 28, 2019, from 5:00 a.m. to 1:00 p.m. (Sarah Sullivan)
6. Special Event Permit: AmVets Post 35, AmVets Rummage Sale, at the Riverside Park Pavilion on Sept. 12-15, from 6:00 a.m. to 11:00 p.m. (Eric Gerard)
7. Special Event Permit: Watertown unified School District, Homecoming Parade, on Oct. 4, 2019, from 4:00 p.m. to 4:30 p.m. (Alysa Falk)
8. Beverage Operator License applications
9. Monthly Police activity update
10. Review & approve revised Special Event Ordinance & application
11. Adjournment

AIRPORT COMMISSION

1741 River Drive

5:15 P.M.

1. Call to order/roll call
2. Review & approve minutes of August 14, 2019 meeting
3. Review & approve August bills
4. Manager's report
 - a. Monthly Airport Use report
 - b. Aviation activities
 - c. City Leadership report
5. Old business

- a. Darcey Park update
 - b. Citation Jet monument update
 - c. Boomer Street relocation/facility upgrade
 - d. Lighting plan
6. Adjournment

THURSDAY, September 12, 2019

TOURISM COMMISSION

Room 2044, 2nd Floor, 106 Jones Street

8:00 A.M.

- 1. Call to order
- 2. Review & approve minutes of August 8, 2019 meeting
- 3. Old business
 - a. approve financials
 - b. Marketing Plan
 - i. 2019 Ads
 - ii. Discover WI
 - 1. Updates since last meeting
 - c. Updates & discussion on mural restoration project
- 4. New business
 - a. Discussion & approve of Hero's Café Grant
 - b. Introduction of Watertown Area Chamber of Commerce Director, Bonnie Hertel
 - c. 2020 Visitor Guide discussion
 - d. 2020 Budget discussion
 - e. Manager's report of previous month's tasks
 - f. Commission members' report on upcoming events in their industries
- 5. Adjournment

LIBRARY BOARD OF TRUSTEES

Meeting Room 2, 100 S. Water Street

5:30 P.M.

- 1. Call to order/roll call
- 2. Correspondence
- 3. Appearances
 - a. Tina Crave, Greater Watertown Community Health Foundation & Stephanie Curtis, Watertown Family Center
 - b. Rick McCarthy, Studio GC
- 4. Endowment/Fundraising accounts update
- 5. New business
 - a. Discuss COOP protocol
 - b. Discuss with decision printing costs
 - c. Discuss with decision Claims Returned – change in policy
 - d. Approval of StudioGC invoice #19061a.02
- 6. Unfinished business
 - a. Trustee Dinner RSVP
 - b. Strategic Planning
- 7. Approval of consent agenda items
 - a. Minutes
 - i. Library Board of Trustees minutes of August 8, 2019
 - b. Committee reports
 - i. Personnel & Policy
 - ii. Building & Grounds

- iii. Finance
- c. Approval of Library Expenditures & Finance
- d. Director's report
 - i. Review monthly budget figures
 - ii. Library information'
- e. President's report
- f. Personnel/Staffing
- 8. Closed Session per Wis. Stat. §19.85(1)(e) for the purpose of deliberating or negotiating property acquisition of 213-215 W. Main Street
- 9. Reconvene to open session
- 10. Adjournment

Next meeting date: Thursday, October 17, 2019, 5:30 p.m.

FRIDAY, September 13, 2019

NONE