

COUNCIL PROCEEDINGS

Mayor David called the regular meeting of the Common Council of the City of Watertown to order at 7:00 p.m. on Tuesday, May 6, 2014, in the Council Chambers at City Hall.

ROLL CALL

Roll call showed the following members present: Alderpersons McFarland, Smith, Berg, Larsen, Zgonc, Coughlin, Tietz, and Maron. (8) Absent: Romlein (1). Also present were Fire Chief Greg Michalek, Police Chief Tim Roets, City Attorney Will Gruber, City Engineer Jaynellen Holloway and City Clerk/Treasurer Cindy Rupprecht.

PLEDGE OF ALLEGIANCE

The Council recited the Pledge of Allegiance to the American flag.

MINUTES OF PRECEDING MEETING

Mayor David inquired if there were any additions or corrections to the minutes of the meeting held Tuesday, April 15, 2014. There being no additions or corrections, the minutes were approved as published.

COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT

John Kaliebe, 829 Richards Avenue, was present and asked to read comments prepared by Alderperson Romlein, who was absent. Alderperson Romlein was opposed to the detention pond that was being proposed at Washington Park and asked that his comments be added to the Public Works minutes and those minutes be revised. John Kaliebe then thanked Mayor David for the time spent with him this morning discussing many topics and also commended Street Superintendent Rick Schultz for his job on being a good steward regarding the detention pond and trying to look for the most cost effective way to do it. He is still, however; opposed to this idea and urged the Committee to look for other alternatives.

Kim Erdmann, 519 E. Main Street, representing WEDO, handed out information about "Why Brand Watertown"? Kim spent some time explaining why branding is important. In his document he showed examples of how the current visual identity for our City is multiple with many different logos and signage. Part of his hand out also explained what other City's have done, as far as a unified approach.

PUBLIC HEARING

Mayor David declared open the public hearing regarding the amendment to Chapter 22 of the Floodplain and Shoreland-Wetland Zoning Code at 7:16 p.m. There being no persons wishing to make comment, Mayor David closed the public hearing at 7:17 p.m.

COMMITTEE REPORTS

The following reports were presented and contained the following items:

FINANCE COMMITTEE, April 21, 2014. 1. & 2. Zoning Administrator/Grant Writer and Part-time Building Inspector positions. After a lengthy discussion it was decided to table filling these two positions until the next meeting when more complete applicant information could be provided to the Committee. **3. Request a funds transfer for computer for new Zoning Administrator/Grant Writer position.** A resolution will be presented requesting \$1,500.00 be transferred from the Salary Account to the Capital Outlay Account in the Building Safety & Zoning department budget. **4. Review overdrawn Street Department Accounts.** Street Superintendent Rick Schultz and Assistant Superintendent Bill Fincutter prepared documents showing accounts that were overdrawn due to the severe winter we had. This was for informational purposes only and the Committee is recommending waiting until September or October to see where we actually are with the possibility of other potential savings in some other accounts. **5. Review Out of Class Pay Structure in Public Works Department.** Rick Schultz and Cindy Rupprecht have been working with Katie McCloskey from Carlson Dettmann to review what could be done to make things more equitable regarding Out of Class Pay. During

the review at what other communities, in addition to what Dodge and Jefferson Counties were doing, Cindy discovered that we currently have more classes of pay for DPW workers than other communities. The suggestion is that the laborers in the General Labor and General Maintenance categories be combined all into Grade E. This would help to eliminate the pay inequity situation and would allow for more utilization of employees due to the combination of the Parks & Street Department, with fewer people then being paid for Out of Class work. There is no need to transfer money at this time, as the savings from paying the Out of Class should be adequate to pay for the difference in combining these two classes. A revised Out of Classification Policy was also proposed, in the event this does occur in other situations. Motion was made to approve this plan modification and Out of Class Pay proposal. Motion passed unanimously. **6. Review Transit Title VI Civil Rights Policy.** The State of Wisconsin Department of Transportation has demanded an update to our Civil Rights Policy, due to us receiving Transit Grant Funds from the Federal Government. City Clerk/Treasurer Cindy Rupprecht has modified our Policy and brought the proposed document to the Finance Committee for approval and further passage on to the State of Wisconsin. **7. Closed Session per Wis. Stat. 19.85(1)(c) to discuss performance evaluations.** Motion was made to reconvene to open session and a motion to approve the performance evaluations passed unanimously. The report was received and placed on file.

FINANCE COMMITTEE, April 28, 2014. 1. Recycling issue. A verbal agreement had been reached between Trent Nehls and Street Superintendent Rick Schultz regarding the electronics recycling location. Trent Nehls, in exchange for manning the site and helping residents, had been given permission to take some of the metal that was being offered and dropped off at the site and recycle it. After a lengthy discussion and some citizens concerned about this matter, it was decided that the best option would be to move the electronics recycling site down to the Street Department, where it can be maintained and monitored by City Employees during regular working hours. After more discussion Alderperson Maron made a motion to bring the recycling in-house and move it to the Street Department at Rick's discretion. **2. Discuss Cable TV Coordinator and Assistant Coordinator.** A request has been received that the positions currently being held by Brennon Hechimovich and Jill Nadeau switch, with Jill becoming the Cable TV Coordinator and Brennon now becoming the Assistant. Motion was made and seconded to approve the switching of these positions. **3. Discuss website compensation.** Mayor David is recommending that Jill Nadeau become the maintainer of the City's website. Jill feels that this may add an additional 0-3 hours per week at her current hourly rate of pay and will become part of her regular duties. **4. Review the excessive assessment complaint.** The City has received requests to lower the assessments on both, the Arby's and KFC properties. These were presented before the Board of Review last year. KFC and Arby's are appealing that decision through these excessive assessment demands for payment. The City has the option to deny it formally or let the appeal lapse. The appeal will lapse on May 1, 2014. **5. Approve the hiring of a Zoning Administrator/Grant Writer.** City Engineer Jaynellen Holloway provided documentation, job applications and the rationale for her recommendation for Zoning Administrator. The pay rate will be Grade K, Step 5 at \$26.56 per hour. **6. Approve the hiring of Part-time Building Inspector.** The pay rate for this position will be Grade I, Step 3, which is \$22.45 per hour. **7. Closed Session per Wis. Stat. 19.85(1)(g) to discuss possible litigation.** Motion was made to reconvene to open session where the Mayor announced that the Finance Committee will be recommending to the Common Council that we accept the settlement with Common Bond and VJS Construction for \$51,000.00. This is related to the 2011 Operational Agreement with Common Bond, where the City would overtake the ownership of the River Walkway. Report was received and placed on file.

PUBLIC WORKS COMMISSION, April 15, 2014. 1. Amend Chapter 22 Floodplain and Shoreland-Wetland Zoning. FEMA has updated its Flood Insurance rate maps and Flood Insurance Study Report for the City of Watertown and the City has until May 19, 2014 to legally adopt the new FIRMS into the City's Chapter 22 Shoreland-Wetland Zoning

Code. The City will be holding a public hearing to receive comments and the adoption at the meeting which will be held on May 6, 2014. Report was received and placed on file.

PUBLIC WORKS COMMISSION, April 22, 2014. 1. Review Washington Park Retention Pond. Street Superintendent Rick Schultz gave a summary of the issues relating to the City's efforts to prevent flooding conditions in the 12th & Mary Streets areas. The retention pond being installed in this area, but not yet complete, should alleviate most of the flooding concerns, however; another smaller retention pond is going to be required. Placing a second parallel storm sewer pipe on the east side of WE Energies would require an easement from Loeb and additional piping, totaling in excess of \$375,000.00. A small retention pond, however; on the southeast corner of Washington Park could satisfy this need at a cost of \$60,000.00 to \$70,000.00. Rick has recommended that a feasibility study on this option be looked at. Rick pointed out that this would be a dry pond most of the time, with water in the pond only during rainy periods and shortly thereafter, while the storm sewer pipes slowly disperse the rain water. It was pointed out that this was only a conceptual idea and that the consulting engineering firm has yet to perform the needed calculations to determine any size of a pond. This will be looked at in the future for other suitable locations and how to take care of this issue. **2. Review Building Safety & Zoning Permit Revisions.** City Engineer Holloway presented applications and permit forms with revisions to clarify and reflect City Ordinances recently adopted. Motion was made to approve the City forms and applications and passed unanimously. **3. Discuss Sidewalk Notice for 222 W. Main Street.** Inspection has determined that several slabs of sidewalk are broken up and elevations between the slabs are in excess of 1", requiring repair per City Code. Motion was made to authorize the Engineering Department to send out a letter to the property owner at 222. W. Main Street to repair the sidewalks that have been marked defective or to have the City replace the slabs and be billed for this work. **4. Approve cleaning of Water Tanks at Northeast & West Treatment Facilities.** Motion was made and seconded to lay this over until the Public Works meeting in May. This would allow Water Systems Manager Freber to obtain a standard contract form with the assistance of our City Attorney.

Alderson Berg addressed the request of Alderson Romlein to have his minutes for this meeting revised and his comments included. Alderson Berg did not feel that every comment could be incorporated into the minutes and that he did his best to summarize events of the meeting. The report was received and placed on file.

COMMUNICATIONS AND RECOMMENDATIONS FROM THE MAYOR

Dodge County Sheriff Patricia Ninmann was present to update the Council on the Dodge County Sheriff's Department changes and various program initiatives that she has going.

Mayor David presented the following appointments: Park, Recreation & Forestry Commission, Tom Hahn, 1318 Louisa Street re-appointment. Airport Commission, Dave Lang, 617 Sweet Briar Lane, 1st Term. Alderson Berg moved for the approval of the appointments, seconded by Alderson Coughlin and carried on a roll call vote. Yes – 8. No – 0.

Mayor David then presented a communication from Tom Levi, Special Council, regarding the Town of Emmet Cooperative Boundary Agreement including a revised timeline.

Mayor David then presented the Department of Public Health 2013 Annual Report.

At this time Mayor David called forth Steve Hepp and presented him with a plaque commending him on his 13 years of service on the Police & Fire Commission.

ACCOUNTS PAYABLE

Certified accounts in the amount of \$269,335.61 were presented for payment. Alderson Smith moved to pay all certified accounts, seconded by Alderson Maron and carried on a roll call vote: Yes – 8. No – 0.. (Complete listing of accounts payable is on file and open for public inspection in the office of the City Clerk/Treasurer.)

REPORTS AND MISCELLANEOUS BUSINESS

The following reports were presented: Historic Preservation & Downtown Design Commission – March 19 & April 16, 2014. Park, Recreation & Forestry Commission – April 7, 2013. Payroll Summaries for April 2, through April 15, 2014. Plan Commission – April 14 & 28, 2014. Senior Center Advisory Board – April 16, 2014. Site Plan Review Committee – April 14 & 28, 2014. All reports were accepted as printed.

ORDINANCES

ORD. #14-15, to amend 2.02(1)(q) of Chapter 2 Officials, Boards & Commissions to change the term of Community Development Authority members from 4 years to 5 years was presented. *Sponsor: Mayor David.* Alderperson Tietz moved for the adoption of this ordinance on its first reading, seconded by Alderperson Coughlin and carried on a roll call vote. Yes – 8. No – 0.

ORD. #14-16, to amend Chapter 22 Floodplain & Shoreland-Wetland Zoning Code to show updated dates, panel maps, data and code updates was presented. *Sponsor: Mayor David.* Alderperson Smith moved for the adoption of this ordinance on its first reading, seconded by Alderperson Tietz and carried on a roll call vote. Yes – 8. No – 0. Alderperson Smith then moved to suspend the rules for the purpose of allowing a second reading due to time constraints, seconded by Alderperson Zgonc and carried on a voice vote. Alderperson Smith moved for the adoption of this ordinance on its second reading, seconded by Alderperson Maron and carried on a roll call vote. Yes – 8. No – 0.

RESOLUTIONS

RES. #8039, approving the City's revised Title VI Policy for Transit was presented. *Sponsor: Mayor David.* *From: The Finance Committee.* Alderperson Coughlin moved for the adoption of this resolution, seconded by Alderperson Smith and carried on a voice vote.

RES. #8040 to transfer \$1,500.00 from Building, Safety, Zoning Salary Account #01-52-41-10 to Building, Safety, Zoning Capital Outlay Account #01-52-41-60 was presented. *Sponsor: Mayor David. From: The Finance Committee.* Alderperson Zgonc moved for the adoption of this resolution, seconded by Alderperson Tietz and carried on a roll call vote. Yes – 8. No - 0.

ADJOURNMENT

There being no further business to come before the Council at this time, Alderperson Coughlin moved to adjourn, seconded by Alderperson Maron and carried on a voice vote. The time being 7:53 p.m.

Cynthia D. Rupprecht
City Clerk/Treasurer
CDR/dn

(Complete video of Council Proceedings on DVD.)

(*DISCLAIMER: These minutes are uncorrected and any corrections made thereto will be noted in the proceedings at which these minutes are approved.*)