

COUNCIL PROCEEDINGS

Mayor John David called the regular meeting of the Common Council of the City of Watertown to order at 7:00 p.m. on Tuesday, July 21, 2015, in the Council Chambers at City Hall.

ROLL CALL

Roll call showed the following members present: Alderpersons McFarland, Smith, Berg, Larsen, Zgonc, Raether, Tietz and Romlein. (8) Absent: Maron (1). Also present were Assistant Fire Chief Kraig Biefeld, Police Chief Tim Roets, City Engineer Jaynellen Holloway, City Attorney Will Gruber 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, July 7, 2015. There being none, the minutes were approved as presented.

COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT

Ryan Tessman, 802 Casey Drive, was present to speak regarding the rezoning request of the property on Perry Way which Johnsonville wishes to purchase. Ryan stated that he lives in this neighborhood and that with proper building procedures he does not view this to be a problem. His initial concerns were regarding noise and smell, but based on what he is hearing he doesn't think this should be a problem. He is glad to have them remain here in the City and wishes Johnsonville well.

John Kaliebe, 829 Richards Avenue, was also present to speak regarding the rezoning. John stated that he has been employed with Johnsonville for 30 years. He was speaking personally, but also on behalf of the room full of Johnsonville members here in attendance. He urged the Council to vote yes on this rezoning to allow them to continue operations.

Susan Dascenzo, 519 E. Main Street, also spoke in support of Johnsonville. She wishes them well in their relocation efforts. She stated they have been a good company for the City and supports the community programs. She encouraged Alderpersons to vote yes on this rezoning.

COMMITTEE REPORTS

Finance Committee, July 7, 2015. 1. Approve Common Bond River Walk Bids. One qualified bid was received from Janke General Contractors with a base bid of \$345,000.00 and an alternate of \$83,000.00, for a total of \$428,000.00. A resolution was presented to the Council on Tuesday, July 7, 2015. 2. Closed Session per Wis. Stat. §19.85(1)(e) to discuss land purchase. Motion was made and seconded to go into closed session. Motion carried on a roll call vote. 3. Motion was then made and seconded to reconvene to open session, which passed unanimously. 4. Closed Session per Wis. Stat. §19.85(1)(c) to discuss performance evaluations. Motion was made and seconded to move into closed session with a unanimous roll call vote. Following closed session, a motion was made and seconded to adjourn. The report was received and placed on file. **Finance Committee, July 13, 2015.** 1. Review & approve proposed changes to Chapter 21, Dangerous, Derelict or Abandoned Structures. Zoning Administrator Jacob Maas was present to explain the new code changes. Following explanation, a motion was made and seconded to approve the recreation of this ordinance concerning dangerous, derelict or abandoned structures, which passed unanimously. 2. Approve Carlson Dettmann JDQ Review & Grade Assignment for Building Inspector position. City Engineer Holloway was present to explain that Doug Zwieg, who has filled the roll of Assistant Building Inspector has recently gained his Commercial Inspection License. He can now review both residential and commercial properties. Jaynellen has requested

that Doug be moved into a Grade L, Step 3 position, now that he has those certifications. This motion passed unanimously. 3. Inspection Services Award & Approval. City Engineer Holloway was present to explain that she has been attempting to enter into agreements with different companies regarding Commercial Plumbing and Electrical Inspections. Their fees are quite high and she is continuing to work with local inspectors to try to fill these positions. She will return to the Finance Committee in the near future so that they can make a decision. 4. Review & approve Fire Station Planning. Assistant Fire Chief Kraig Biefeld was present to explain the study that had been done by Vanderwalle & Associates regarding where another fire station could be placed within the City. They had five alternatives, but their number one recommendation was property located on Dayton Street. After lengthy discussion concerning the cost of the station, at approximately \$2.3 million, plus the cost of land, discussion then centered around whether adding additional personnel at the Central Station could help to reduce response time. The City has applied for a Safer Grant, which would pay for three firefighters for two years with all expenses. The Committee requested to have Assistant Chief Biefeld talk to Chief Michalek and bring personnel costs back to the Committee in the future. 5. Review adoption of updated Citizen Participation Plan Policy. Clerk/Treasurer Cindy Rupprecht explained that obtaining federal grant funds require that the Council have adopted various policies and procedures. One of these is an updated Citizen participation Plan. This calls for multiple public hearings so citizens have an opportunity to voice their opinions on these grants. A motion was made, seconded, and passed unanimously to send this on to the Council. 6. Review adoption of Police Department Excessive Use of Force Policy. This is another policy that has been in place for years, however; it has never been formally adopted by Council. A motion was made, seconded, and passed unanimously to recommend this to the Council. 7. Review Police Department Non-Violent Demonstration Policy. This is another required policy regarding the federal grants. A motion was made, seconded, and passed unanimously to recommend adoption of this Policy. 8. Review Fraud Prevention Policy. This is not a specific policy that is required regarding grants, however; it has been a policy recommended by our auditors. This policy relates to important internal controls. A motion was made, seconded, and passed unanimously to recommend adoption of this policy. 9. Review Employee Advisory Committee Policy. During the Strategic Planning process it was determined with determined with favorable content that establishing an Employee Advisory Committee would provide beneficial input from the employees. This policy outlines duties and responsibilities and is a starting point to get this Committee going. A motion was made, seconded, and passed unanimously to recommend this to the Council. 10. Work on Five Year Capital Project Plan. Committee members were presented with a list, which is very lengthy, and holds a high price tag. After lengthy discussion it was determined that a Capital Project would be defined as something that we borrow for and has at least a \$25,000.00 cost to it. Committee members requested that Department Heads narrow down this list and prioritize their items as to need, and also to give a justification as to why it was needed. This will return in the future. 11. Closed Session per Wis. Stat. §19.85(1)(e) to discuss land purchase. Motion was made and seconded to move into closed session, which passed unanimously on a roll call vote. Following closed session a motion was made and seconded to adjourn. The report was received and placed on file.

Public Works Commission, July 14, 2015. 1. Discuss request to vacate 110' of sidewalk located at 925 Cleveland Street. After discussion this item was tabled until the Commission has better clarity on when and where sidewalks have highest priorities in our City. This passed unanimously. 2. Update on Sidewalk Fill-In Policy research. City Engineer Holloway presented information gathered by her summer interns. Some communities have formal policies, others did not. After considerable discussion, a motion was made and seconded to have Engineering assist with reconstructing our existing priority rating for sidewalk networks. This would include changes to weights and terminology, while providing clarity to the definitions for what was paid for 20 to 40 years ago, along with acquiring any policy or data

available for determining how special items, like retaining walls, have been paid for up to this point. Motion passed unanimously. 3. Review & approve Demolition Permit. City Engineer Holloway explained the changes to the form. A motion was made, seconded, and passed unanimously to recommend approval of the Demolition Permit. 4. Discuss & approve Ortho-Phosphate Analyzer. Water Systems Manager Kevin Freber was present to present this quote. Motion was made and seconded to recommend we purchase a new Ortho-Phosphate Analyzer from Mulcahy/Shaw Water at a cost of \$15,818.80. A resolution will be presented to the Council. 5. Update on 2015 Road Projects. Street Superintendent Rick Schultz introduced the new Assistant Street Superintendent, Randy Franks, to the Commission. Rick then brought the Commission up-to-date on various projects involving Neenah Street, Milford Street and Benton Street. He indicated that S. 2nd Street is up in the air since storm water work still needs to get done. He will return to the Commission yet this summer to bring further updates on other maintenance and mill work projects he may be able to complete. 6. Review & approve 2015-2016 State Salt bid. Street Superintendent Rick Schultz updated the Commission on the Salt Contract. The bid is up \$.75, to \$70.16 per ton. We are sitting at a good point with our reserve salt due to the relatively mild winter. Motion was made and seconded to recommend the resolution to the Council for the contract for the upcoming year. 7. Review & approve Storm Water credit for Wal-Mart. Street Superintendent Rick Schultz reported that Wal-Mart is asking for a reduction in their monthly Storm Water fees due to the retention pond they have constructed on their property. After review with Ruckert Mielke, it was determined that an adjustment is warranted. The credit would amount to about \$230.00 per month in reduced Storm Water Utility fees. Motion was made and seconded to approve this agreement between Wal-Mart and the City. Motion passed unanimously. The report was received and placed on file.

Public Safety & Welfare Committee, July 8, 2015. 1. Review request to change parking to one side of the 100 block of N. Tenth Street. A letter had been sent out getting opinions to possibly having parking on only one side. There is much resistance to this change by the residents. After lengthy discussion, it was decided to take incremental steps to helping the neighborhood. The first step would be to place orange painted stakes on either side of the affected driveways to delineate no parking areas. It was also determined that Police Chief Roets will prepare letters to be distributed to church members, program participants and residents, informing every one of the parking ordinance and fines associated with violations. 2. Speed Concern on Perry Way. Following a speed study, Jay Haberkorn informed the Committee that the City would be placing a 25 mph speed limit sign on Perry Way, just west of Linda Lane, for eastbound traffic, and just east of Casey Drive, on Perry Way, for westbound traffic. 3. Citizen request to extend Commerce Drive to South Street. Residents were present to ask if there was a way for the City to help residents in this subdivision to have easier access to a park. After discussion, a motion was made, seconded and approved unanimously to forward this item to the Park, Recreation & Forestry Commission for further possibility in creating a neighborhood park or providing access. 4. Parking concern on S. Water Street. There had been complaints from citizens living in the River Mill Apartments regarding stall lines, pick-up zones and handicapped stalls. All of these have been recently addressed and completed so no further action is needed. 5. U-turn City Ordinance vs. State Statute. Following discussion, it was recommended that City Attorney Gruber draft a new Ordinance that would be updated to address discrepancies between our code and State Statute. This will be forwarded to the Council. 6. Apartment Complex Mailbox Area Parking Restrictions. A request was received to have the curb painted in front of mailboxes so that people don't park in front of them. The Committee felt this would be a slippery slope, as others could request the same. Motion was made and seconded to notify the Fox Creek Apartment owner to address the no parking area by the mailboxes. 7. E. Spaulding Street Speed Study. The study determined that 85% of the speed was well in excess of the posted 25 mph. A motion was made and seconded to place "15 mph signs When Children are Present" signs adjacent to public parks. 8. N. Fourth Street Speed Study Results.

This study again reflected that 85% of the speeds exceeded the posted limits for that stretch of road. Statutes authorize municipalities to raise and lower speed limits at 10 mph increments in established zones. It was recommended that east bound traffic be 25 mph from Hwy. 19 to Juneau Street, 35 mph from Juneau Street to Meadowbrook Lane, and 45 mph from Meadowbrook Lane to 424 feet east and then 55 mph after that point. Motion was made, seconded and passed unanimously to forward an amended ordinance to the Council. The report was received and placed on file.

COMMUNICATIONS AND RECOMMENDATIONS OF THE MAYOR

WEDO – Kim Erdmann, Executive Director of WEDO, was present to explain some of the second quarter activities. He again encouraged the Council to support the rezoning for Johnsonville. He further outlined the developments at Fisher Barton and the fact that Clasen Quality Coatings was adding on again. He stated there are a lot of positives going on in Watertown right now.

Susan Dascenzo, representing the Chamber, Main Street and Tourism Committee, was present. Susan first updated the Council regarding the Chamber, who is currently recruiting members for the Leadership 19 Class. Susan stated there will be a new teacher breakfast in August and their golf outing is this Thursday. The Chamber is also going through a Strategic Planning process. On the Main Street side of things, they will be hosting the State Main Street Managers Conference in June of 2016. It is also events season as they just finished up Downtown Dollar Days. They will be having their food booth at Riverfest and are working on their fall events, such as Pumpkin Palooza and others. On the tourism side, they are having ball tournaments nearly every weekend. Coming up is the State Men's Fast Pitch Baseball Tournament. They have soccer going on in October, bowling in February and the M2N Series continues. There will be a new M to N event this year, a half marathon at Riverfest. They are also working on a Marketing Plan for the entire City. They are excited to show off the new brand.

Cindy Gremmels, representing the Library Board, also thought the Library would be a good place to market the City. She updated the Council informing them that on June 23, 2015, Waukesha County approved the Jefferson/Waukesha County merger. The Library is currently in the middle of their feasibility study. They will be interviewing various community members the last week of July and first week of August. Cindy stated that there is a positive buzz about the Library plans. They hope to report to the Council by the end of August as to the findings of this strategic feasibility. Cindy thanked the present Board members for their dedication and excitement regarding this project.

Mayor David then presented the appointment of Assistant Street Superintendent Randy Franks as Weed Commissioner. Motion was made by Alderperson Berg, seconded by Alderperson Smith to approve this appointment, which carried on a roll call vote: Yes – 8. No – None.

Jon Doering, representing Johnsonville Sausage, was present to explain their expansion here in the City of Watertown. Jon commended the room full of Johnsonville members, stating that they were the heartbeat of the company. Jon began his PowerPoint Presentation by outlining their mission, which is to have a moral responsibility to become the best. He stated this did not mean being the biggest or most profitable, but instead being a good employer and a good neighbor. Jon stated that they have lived up to their promises and will continue to do so. He showed their engineering plans and explained that they are looking to put considerable capital investments in this new property. He described the designing of this plant to handle any noise and odor. He further stated that they are devoted to the community. Johnsonville wants to be here. They plan to add approximately 30 additional jobs in the future. He further asked the Council members for a positive vote.

ACCOUNTS PAYABLE

Certified accounts in the amount of \$560,321.97 were presented for payment. Alderperson Romlein moved to pay all certified accounts, seconded by Alderperson Tietz and carried on a roll call vote: Yes – 8, No – None. (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: Branding Committee – July 9, 2015. Cable TV Regulatory Board – Jan. 19, Mar. 9, Apr. 13, May 11 & July 13, 2015. Community Development Authority – June 18, 2015. Library Board of Trustees – June 12, 2015. Licensing Board – July 15, 2015. Payroll Summaries – June 24 – July 7, 2015. Plan Commission – July 13, 2015. All reports were accepted as printed.

LICENSES

The following have made applications for Beverage Operator Applications for year ending June 30, 2016: Kristine K. Ball, 723 Main St, Clyman, WI; Bethany A. Bedford, 406 N. Warren St, Watertown, WI; Cullen P. Bottom, 509 S. 9th St, Watertown, WI; Betsy Bright, 905 Station St, Watertown, WI; Devin V. Buska, N2844 Cty Rd. M, Watertown, WI; Elizabeth A. Carini, 713 Bridlewood Ln, Watertown, WI; Anthony T. Chentis, 511 E. Main St., Watertown, WI; Dayna J. Danielson, 506 S. Third St, Watertown, WI; Ernest N. Donaldson, 310 Prospect Ave, Beaver Dam, WI; Rebecca A. Edwards, 315 N. Elizabeth Ave, Jefferson, WI; Karlyn J. Eisenberg, 1400 Hinze Ln, Watertown, WI; Terrance T. Fletcher, 405 ½ N. 4th St, Watertown, WI; Timothy H. Geib, W7042 Main St, Watertown, WI; Danielle Glazar, 117 East Haven Dr, Watertown, WI; Monique M. Gomez, 1206 Windwood Ln, Watertown, WI; Carly E. Haenel, 218 E. Arcade Ave, Watertown, WI; Joshua J. Hafemeister, 906 Werner St, Watertown, WI; Tiffany J. Hinkel, 514 W. Main St, Watertown, WI; Mary Hoefler, 301 Emerald St, Watertown, WI; Grant H. Hunter, 619 Deer Trail, Watertown, WI; Stephen J. Jolliffe, 615 South St, Watertown, WI; Jamie D. Kelsner, 909 Country Lane, Watertown, WI; Toni L. Kleba, 900 Jones St., Watertown, WI; Adam Kolp, P.O. Box 143, Hustisford, WI; Gail P. Lehmann, 1019 Labaree St, Watertown, WI; Bonnie I. Leu, 503 N. Warren St, Watertown, WI; Ashly L. Lewis, N1207 Cty Rd M, Watertown, WI; Angelina Mainu, 1003 W. Main St, #211, Watertown, WI; Sean K.R. McCorkle, 103 N. Maple St, Watertown, WI; Lisa O'Neil, 1400 Neenah St, Watertown, WI; Martin Padilla, 203 Air Park Dr, #13, Watertown, WI; Laura M. Roth, 1510 Greencrest Dr, Watertown, WI; Natalie N. Saniter, 407 N. Water St, Watertown, WI; Sarah A. Schueler, N7591 D Lane, Watertown, WI; Natasha M. Schwab, 1228 S. 3rd St, Watertown, WI; Scott A. Strege, N9516 Englehart Rd, Watertown, WI; Trent A. Thorman, 112 ½ S. 3rd St, Watertown, WI; Jose DeJesus Torres, 1505 Lakeside Ter, #4, Watertown, WI; Rebecca L. Williams, 409 S. 6th St, Watertown, WI; Spring F. Zabel, 914 Franklin St, Watertown, WI. Motion was made by Alderperson Tietz, seconded by Alderperson Larsen to approve all licenses. Motion carried on a voice vote with Alderperson Tietz abstaining on the vote for Betsy Bright.

The following applied for:

“Class B” Malt & Liquor license, MEEGI five LLC dba Run-Inn Erin's (fka JJ's Pub), 700 N. Fourth St., (Erin L. Schroeder, Agent). Motion was made by Alderperson Smith, seconded by Alderperson Raether and carried on a voice vote.

Amusement/Special Event License, Circus, Carson & Barnes Circus at Airport, 1741 River Dr., Thursday, Aug. 27 & Friday, Aug. 28, 2015. Motion was made by Alderperson Romlein, seconded by Alderperson Tietz and carried on a voice vote.

Special Event License, Marine Corps League/Barteme Schwefel Detach, annual "Stand Tall & Remember 911" at Aero Park, 907 Boomer St., Friday, Sept. 11 & Saturday, Sept. 12, 2015. Motion was made by Alderperson Smith, seconded by Alderperson Larsen and carried on a voice vote.

ORDINANCES

ORD. #15-22, to amend Chapter 18, to change the zoning from GI (General Industrial) to HI (Heavy Industrial) for the property located at 1222 Perry Way was presented. *Sponsor: Mayor David. From: The Plan Commission with a positive recommendation.* Alderperson Tietz moved for the adoption of this ordinance on its second reading, seconded by Alderperson Berg and carried on a roll call vote: Yes – 8. No – None.

ORD. #15-23, to amend Section 21.02(2) and to create Section 21.06, Maintenance of Vacant & Foreclosing Residential Properties was presented. *Sponsor: Mayor David. From: The Plan Commission.* Alderperson Berg moved for the adoption of this ordinance on its second reading, seconded by Alderperson Larsen and carried on a roll call vote: Yes – 8. No – 0.

ORD. #15-24, to annex a portion of N. Fourth Street from the Town of Emmet into the City of Watertown, which is road right-of-way, was presented. *Sponsor: Mayor David. From: The Plan Commission.* Alderperson McFarland moved for the adoption of this ordinance on its second reading, seconded by Alderperson Tietz and carried on a roll call vote: Yes – 8. No – None.

ORD. #15-25, to amend Section 7.10(1)(a), Where Turns Prohibited was presented. *Sponsor: Alderperson Zgonc. From: The Public Safety & Welfare Committee.* Alderperson Zgonc moved for the adoption of this ordinance on its first reading, seconded by Alderperson Raether and carried on a roll call vote: Yes – 8. No – None.

ORD. #125-26, to recreate Section 7.02(2)(b), Chapter 7, Speed Limits Enumerated, N. Fourth Street was presented. *Sponsor: Alderperson Zgonc. From: The Public Safety & Welfare Committee.* Alderperson Zgonc moved for the adoption of this ordinance on its first reading, seconded by Alderperson McFarland and carried on a roll call vote: Yes – 8. No – None.

RESOLUTIONS

Exhibit #8197, to authorize the purchase of 3,600 tons of Bulk Rock Salt from Compass Minerals for \$70.16 per ton for the 2015-2016 snow season to be charged to Account #01-54-35-18 was presented. *Sponsor: Alderperson Berg. From: The Public Works Commission.* Alderperson Romlein moved for the adoption of this resolution, seconded by Alderperson Raether and carried on a roll call vote. Yes – 8. No – 0.

Exhibit #8198, to adopt the updated Citizen Participation Plan was presented. *Sponsor: Mayor David. From: The Finance Committee.* Alderperson McFarland moved for the adoption of this resolution, seconded by Alderperson Zgonc and carried on a voice vote.

Exhibit #8199, to adopt the Employee Advisory Committee Policy was presented. *Sponsor: Mayor David. From: The Finance Committee.* Alderperson Larsen moved for the adoption of this resolution, seconded by Alderperson Raether and carried on a voice vote.

Exhibit #8200, to adopt the Fraud Prevention Policy was presented. *Sponsor: Mayor David. From: The Finance Committee.* Alderperson Zgonc moved for the adoption of this resolution, seconded by Alderperson Larsen and carried on a voice vote.

Exhibit #8201, to authorize the adoption of a Civil Disturbance Policy which meets the requirements of a Non-Violent Demonstration Policy 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 voice vote.

Exhibit #8202, to adopt the Excessive Use of Force Policy was presented. *Sponsor: Mayor David. From: The Finance Committee.* Alderperson Zgonc moved for the adoption of this resolution, seconded by Alderperson Romlein and carried on a voice vote.

Exhibit #8203, providing for the Jurisdictional Transfer from Dodge County to the City of Watertown, property right-of-way, located on Cty. Rd. R was presented. *Sponsor: Mayor David. From: The Plan Commission.* Alderperson McFarland moved for the adoption of this resolution, seconded by Alderperson Raether and carried on a roll call vote: Yes – 8. No – None.

Exhibit #8204, to authorize entering into a contract with Mulcahy/Shaw Water of Mequon, WI for \$15,818.00 for the Online Ortho-Phosphate Analyzer, to be taken from the Wastewater Treatment Equipment Account #02-31-34-10 was presented. *Sponsor: Alderperson Berg. From: The Public Works Commission.* Alderperson Romlein moved for the adoption of this resolution, seconded by Alderperson Berg and carried on a roll call vote: Yes – 8. No – None.

ADJOURNMENT

There being no further business to come before the Council at this time, Alderperson Tietz moved to adjourn, seconded by Alderperson Larsen and carried on a voice vote, the time being 8:07 p.m.

Cindy Rupprecht

City Clerk/Treasurer

CR/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.)