

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, December 17, 2013, in the Council Chambers at City Hall.

ROLL CALL

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

PLEDGE OF ALLEGIANCE

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

Resolution #7981, recommending the appointment of Cynthia D. Rupprecht as the City Clerk Treasure at an annual salary of \$81,786.96 was presented. *Sponsor: Mayor David. From: The Finance Committee.* Alderperson Tietz moved for the adoption of this resolution, seconded by Alderperson Coughlin and carried in a roll call vote. Yes – 8. No – 0.

Oath of Office for City Clerk Treasurer. At this time Mayor David called Municipal Judge Ron Ziwick forward, who administered the Oath of Office to the new City Clerk/Treasurer.

MINUTES OF PRECEDING MEETING

Mayor David inquired if there were any additions or corrections to the minutes of the meeting held Tuesday, December 3, 2013. There being no additions or corrections, the minutes were approved as published.

COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT

None.

PUBLIC HEARING

Mayor David declared open the Public Hearing to consider repealing and recreating Section 18.905(10) of the Zoning Code, pertaining to regulations applicable to Conditional Use Permits. No citizens were present to provide comment during the Public Hearing, therefore, Mayor David declared the hearing closed..

COMMITTEE REPORTS

The following reports were presented and contained the following items: **FINANCE COMMITTEE, December 2, 2013.** 1. Interviews for Economic Development proposals for downtown Watertown. The Committee interviewed two companies, Redevelopment Resources and Vandewalle and Associates, regarding their proposals for downtown redevelopment. Following the interviews the Committee moved to make the recommendation that Redevelopment Resources be the company selected. A resolution will be presented. 2. Discussion of hiring and Engineer Intern for the Engineering Department. City Engineer Holloway presented several proposals regarding the hiring of interns to help in her department for 2014. The Finance Committee was in agreement and felt it was a conservative approach to get more work done in the Engineering Department. The consensus was to hire two interns in 2014 and to take \$10,000.00 that was budgeted and add an additional \$6,720.00 from the Contingent Fund. This item will come back in 2014. 3. Information on a printer plotter for Engineering. The current printer plotter needs repair and is out of ink. Even though money is budgeted in 2014, the Committee made the decision to purchase this piece of equipment at this time. There is excess money in the Engineering Salary Account which will be transferred to the Engineering Capital Outlay Account for the purchase. A resolution will be presented. 4. Review of Pay Plan Appeal Process. Carlson Dettmann is recommending that we do not do any step appeals at this time and the Alderpersons agreed. Only grade appeals will be

taken in 2014. 5. Review of Municipal Court Fees. Court Clerk Debbie Schuett informed the Mayor that a new law allowed municipalities to increase the fee for court costs by \$10.00. After discussion it was moved and seconded to increase the fees by \$10.00. An ordinance will be presented. 6. Closed Session per Wis. Stats. 19.85(1)(c) to discuss performance evaluations. A motion was made by Alderperson Romlein, seconded by Alderperson Tietz to go into closed session. The report was received and placed on file.

Finance Committee, December 9, 2013. 1. Discussion of Municipal Codification Project. Three bids were received for this project, Unicode, General Code and Code Publishing. After discussion and recommendation by Attorney Gruber and Clerk/Treasurer Hendricks, General Code's bid was determined to be in the best interest of the city. A resolution will be presented. 2. Closed Session per Wis. Stats. 19.85(1)(c) to discuss personnel issues. The Committee went into closed session. A motion was then made to come out of closed session. 3. Discussion of hiring City Clerk/Treasurer. Recommendation from the Committee is to hire Deputy Clerk/Treasurer Cindy Rupprecht for the position at an annual salary of \$81,786.96. A resolution for the appointment will be presented. The report was received and placed on file.

Public Works Commission, December 10, 2013. 1. Discuss Watertown Comprehensive Plan. Chapter 9, relating to Housing and Neighborhood Development was discussed. This item will be further developed over the winter. Chapter 10 on Economic Development will be reviewed at the next meeting. The order of published business was then amended to allow for citizen participation. 7. Water turn off at 1309 Richards Avenue for failure to complete cross connection repair. Mr. Rosien presented his case. The vacuum break fitting had been installed, the city had been notified and an inspection date would be established. The water service would not be suspended. 2. Discuss Nextel BlackDot Lease Termination Agreement and Release. Nextel is no longer providing service in Watertown, therefore, their termination agreement needs to be negotiated. The Commission directed Attorney Gruber to only accept a "no time-bar" position, where the city would retain its rights. 3. Update on Ordinance #13-34 to amend Section 8.02, Sidewalk Construction and Repair. After discussion the Commission's recommendation is to delete the words "from time to time". 4. Review Virchow Krause Baker Tilly Water Department Rate Study and approve to send to the PFC. The Rate of Return Study completed by Baker Tilly Virchow Krause LLC recommends a four percent increase. The motion was to submit the Rate of Return Study to the state. 5. Discuss 914 Sand Street variance for winter, to put storm water down sanitary, due to ice forming during the winter if it is put to the curb. The Commission moved to grant temporary connection to the sanitary sewer for 914 Sand Street to prevent this safety hazard. 6. Review snow bars and gutters at Wastewater Treatment Plant. The snow bars and gutters at the Wasterwater Treatment Plant have failed. Efforts are being made to secure bids to make this repair. A short meeting will be held on December 17, 2013 to approve the bids and recommend a resolution to authorize repairs. 8. Revisit Second Street Bridge water main and siphon. The motion was to award the design of the water main and sanitary sewer siphon work to MSA, in the amount of \$36,500.00, contingent on grant funding. If grant funding has not been received by July 1, 2014, the award will be revoked. 9. Review Milford Street sidewalk and gutter process. A Notice of Public Hearing on assessments for curb and gutter and sidewalk along with a schedule of individual assessments were presented for review. The estimated cost of the project is budgeted for 2014. During the Council meeting, Alderperson Smith address Item #9 and pointed out that the Notices of Assessment could not go out before a preliminary resolution regarding these proposed assessments had been adopted by the City Council. The report was received and placed on file.

COMMUNICATIONS AND RECOMMENDATIONS FROM THE MAYOR

Fire Department Life Saving Medals were presented to Firefighter/Paramedics Duvernell, Kreilkamp and Acker, Lt. Gordon and Firefighter/EMT Wellach for their life saving efforts in successfully administering advanced life support measures in which the patient made a full recovery and was released from the hospital one week later.

The Mayor presented the following appointments: Canvass Board of the City of Watertown, for a two-year term, expiring December 31, 2015: Cindy Rupprecht, Kim Carpenter, Rick Schultz. Special Voting Deputy (conducts absentee voting in nursing homes, retirement homes, and community-based residential care facilities) of elections in the several election districts of said City, for a two-year term, expiring December 31, 2015: Cindy Rupprecht, Kim Carpenter, Dawn Westenberg, Bob Westenberg, Carole Schumacher. Special Registration Deputy of the City of Watertown, for a two-year term, expiring December 31, 2015: Cindy Rupprecht, Kim Carpenter, Dawn Westenberg, Bob Westenberg, Carole Schumacher, Dot Newberg, Sheryl Rupnow. Chairpersons (as designated), election inspectors, and registration deputies in the several elections districts of the City of Watertown for a two-year term, expiring December 31, 2014: FIRST ALDERMANIC DISTRICT: Mary Affeld, 1301 Allwardt Street, #10 F; Deborah A. Brown, 1403 Coventry Drive; Karen Buchholz, 501 Carl Schurz Drive; Ada Christian, 1046 N. Fourth Street; Nancy DeCono, 1319 Center Street; Shirley Dibble, 1121 Highland Ave, #322; Darlene Donahue, 1200 Hus Drive; Helen Foulke, 109 Comenius Court; Shirley Frederick, 1121 Highland Avenue, Apt. #242; Janet Fromader, 1046 Hill Street; Bernice Goede, 1121 Highland Avenue, Apt. #302; Irene Hohman, 1408 Memorial Drive, #104; Carol Hoppenrath, 1302 Newcastle Court; Joan Jones, 1201 Ochs Court; Kathryn Lischka, 1218 Hus Drive; Sandra Major, 1121 Highland Ave., #106; Bernadine Mueller, 1325 Center Street; Eleanor Pernat, 1210 Ochs Court; Angie Scheid (Chairperson), 1301 Allwardt St, #4G; Lorelei Schober, 1341 Windsor Circle; Elda Schuett, 813 Highland Avenue; Mary M. Schultz, 1207 Douglas Avenue; Peter Thompson, 1216 Juneau Street, #3; Kathy Wagner (Chairperson #5), 1306 Meadowbrook Drive; Rich Wagner, 1306 Meadowbrook Drive; Patricia Wilke, 103 Homestead Lane; Virginia Wilson, 1409 Timber Ridge Trail. SECOND ALDERMANIC DISTRICT: Karen Baron, 1112 Oak Street; Marilyn Eske, 215 Sunnyfield Court, Apt. A; Jean Heller, 544 Mary Knoll Lane; KarenLee Herritz, 720 N. Water Street; Emily Krueger, 709 N. Water Street; Ruthie Pugh, 507 N. Washington Street; Tom Pugh, 507 N. Washington Street; Doris Wegner, 1100 Oak Street; Frank Wegner, 1100 Oak Street. THIRD ALDERMANIC DISTRICT: Barb Agasie (Chairperson #4), 419 Dewey Avenue; Katherine Ammon (Chairperson), 1407 Richards Avenue; Diana Bessel, 323 East Water Street; Donna Borchardt, 206 Oak Hill Court; Walter Chapman, 104 Oak Hill Court; John David (Chairperson), 1201 Richards Ave., Unit F; Nora David, 1201 Richards Ave., Unit F; Bernadette Egnarski, 305 S. Concord Avenue; Antoinette Feder, 118 Riverlawn Avenue; Carol Lenius, 1067 Bayberry Drive; JoAnn Neumann, 116 N. Concord Avenue; Shelly Rhodes, 325 E. Water Street; Rick Schultz, 418 E. Water Street; Sara Strohbusch, 411 Humboldt Street; Ruth M. Uttech, 1545 Oconomowoc Avenue; Ned Weiter, 215 N. Maple Street. FOURTH ALDERMANIC DISTRICT: Clyde Gerth, 505 N. Sixth Street; Mary Guertin, 823 E. Main Street, #3; Carol Krolnik, 412 S. Tenth Street; Cynthia Maegli, 906 Wisconsin Street; Marian Moran, 1301 Neenah Street; Bill Rantanen, 1423 Neenah Street; Donna Rantanen, 1423 Neenah Street; Heidi Roth, 810 Jones Street; Sharon Savage, 208 S. Eighth Street; Carole Schumacher, 422 College Avenue; Anthony Scola, 212 Dewey Avenue; Margaret Scola, 212 Dewey Avenue; Joan Schwegel, 121 William Street; Steve Schwegel, 121 William Street; Kay Seibel, 606 S. Ninth Street; Gail Woolley, 610 Clyman Street; Rick Woolley, 610 Clyman Street. FIFTH ALDERMANIC DISTRICT: Florence Bingner, 700 Welsh Road; Daniel Gambino, 719 Belmont Drive; Marian Kohn, 1300 Oak Street; Lois Leverence, 700 Welsh Road, #212; Kathryn Reichert, 605 Arlington Way; Wendy Roberts, 1203 Meadow Street; Eugene Schlesner, 700 Welsh Road #220; Barbara Seamandel, 1400 Oak Street; Nancy Sidesky, 1404 Evergreen Drive, #1; Patricia Yantis, 204 Applewood Lane; Arlene Zielsdorf, 1421 Oak Street; Edward Zubke (Chairperson), 1205 W. Main Street; Shirley Zubke (Chairperson #5), 1205 W.

Main Street. SIXTH ALDERMANIC DISTRICT: Delores Behl-Strassburg (Chairperson #2), 124 Silver Drive; Alice Creydt, 230 E. Arcade Avenue; Juanita Ebert, 1201 Sand Street; Carol Erickson, 1300 Center Street; Marie Hilgendorf, 310 E. Arcade Avenue; Joan Kentopp, 207 Jenna Court; Elaine Kraus, 755 Nelson Lane; Arlene Krause, 1005 Cleveland Street; Sharon Melcher, 1213 Sand Street; Deb Meyer, 1103 N. Water Street; Sally Mundt, 306 James Street; Susan J. Roberts (Chairperson #3), 809 N. Water Street; Amy Roesch (Chairperson #9), 207 Emerald Street; Mark Roesch (Chairperson), 207 Emerald Street; Carolyn Schloemer, 306 James Street; Alice Stoltenburg, 124 W. Spaulding Street; Douglas Stoltenburg, 124 W. Spaulding Street. SEVENTH ALDERMANIC DISTRICT: Lenore Albanese, 203 S. Church Street; Nicholas Albanese, 203 S. Church Street; Jonathan Gantner, 113 Fremont Street; Chris Heins, 740 W. Main Street; David Hertel (Chairperson #7), 214 S. Washington Street; Diane Meyers, 207 S. Washington Street; Mary Lee Prochazka, 203 N. Washington Street; Diane Reinhard, 200 S. Washington Street. EIGHTH ALDERMANIC DISTRICT: Carrie Bautch, 112 Stimpson St., #137; Phyllis Buss, 508 Chadwick Drive; Donald Coleman (Chairperson), 636 Milford Street; Sandra Haseleu (Chairperson), 1416 River Drive; Stephanie MacDonald (Chairperson #6), 912 Crestview Drive; Marian Moran, 1301 Neenah Street; Dorothy Pauli, 1502 River Drive; Ken Polcyn, 917 Shamrock Lane; Rita Polcyn, 917 Shamrock Lane; Delores Raether, 1610 River Drive; Marilyn Schultz, 875 West Street; Terry Schultz, 875 West Street; Jeraldine Shaw, 725 Bittersweet Lane; Heidi Swinson, 706 Milford Street; Pat Thompson, 1522 River Drive; Ina Trummer, 807 Fieldcrest Court; Marialyce Wackett, 709 Woodbridge Trail; Dolores Wetzels, 706 Pheasant Run. NINTH ALDERMANIC DISTRICT: Betsy Bright, 905 Station Street; Alice Gaugert (Chairperson #8), 1514 Dakota Street; Jeannette Gosdeck, 1621 S. Ninth Street; Phyllis Guetzlaff, 1014 S. Tenth Street; Connie Herbst, 1008 Clark Street; Dan Herbst, 1008 Clark Street; Donna Hibbs, 426 Janet Lane; Randy Hibbs, 426 Janet Lane; Marcus Klatt, 1007 ½ Western Avenue; Ora Kuckkan, 914 Reinhold Street; Amy Martin, 1010 S. Tenth Street; Amy Maurice, 1009 Clark Street; Marie Miller, 916 Charles Street; Marvin Munyon, 413 Dorothy Place; Ardis Nickels, 6 Brian Court; Rita Nolte, 408 Franklin Street; Judith Osowski, 1505 Lakeside Terrace; Bill Schmidt, 1015 Charles Street; Carol Schumann, 913 S. Tenth Street; Marjorie Schweitzer, 1300 Mary Street; Dawn Westenberg (Chairperson #1), 1515 S. Ninth Street. Election Inspectors of elections in the several election districts of said City, for a two-year term, expiring December 31, 2015: Cindy Rupprecht (Chief Inspector), Kim Carpenter (Chief Inspector), Dot Newberg, Sheryl Rupnow. Voting Deputy of elections in the several election districts of said City, for a two-year term, expiring December 31, 2015: Cindy Rupprecht, Kim Carpenter, Dot Newberg, Sheryl Rupnow. Special Registration Deputy of the City of Watertown, for a one-year term, expiring December 31, 2014: Linda R. Abel, Stephanie Alami, Meri Christensen, Marc Eichsteadt, Sarah Hammer, Darcy Ann Henriksen, Kevin Kopplin, Sharon Koski, Katie Lamberton, Bridget Luther, Charlotte Malone, Patricia Otterson, Tanya Polhill, Madeleine Wieder. The motion to approve the appointments was made by Alderperson Coughlin, seconded by Alderperson Smith and carried on a roll call vote. Yes – 8. No – 0.

Mayor David then pointed out that there will be a brief Council meeting held to approve year end bills and a few other miscellaneous items on Friday, December 27, 2013 at 4:00 p.m.

ACCOUNTS PAYABLE

Certified accounts in the amount of \$576,402.13 were presented for payment. Alderperson Romlein moved to pay all certified accounts, seconded by Alderperson Stocks 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: Community Development Authority – November 21, 2013. Library Board of Trustees – November 14, 2013. Licensing Board – December 11, 2013. Park, Recreation & Forestry Commission –

December 2, 2013. Payroll Summaries –November 27 – December 10, 2013. Plan Commission – December 9, 2013. Police & Fire Commission – December 9, 2013. Reserve Balances for Period Ending November 13, 2013. Senior Center Advisory Board – October 16, 2013. Site Plan Review – December 9, 2013. All reports were accepted as printed.

LICENSES

The following persons have applied for beverage operator licenses for the year ending June 30, 2014: Laurie Bahr-Baker, 1301 River Dr, Wtn, WI 53094; Bethany A. Bedford, 701 Dodge St, Wtn, WI 53094; Natalie A. Busshardt, 1105 Carr St, Wtn, WI 53094; Kyle A. Droster, 414 E. Water St, Wtn, WI 53094; Stacy J. Grosenick, 815 Jones St, Wtn, WI 53094; Brittany S. Hollis, 7679 W. Madison St., West Allis, WI 53214; James B. Moravec, W1060 Marietta Ave, Ixonia, WI 53036; Tammy T. Neupert, N8575 Cty Rd O, Waterloo, WI 53594; Amanda N. Rosman, W4520 Thrush Rd, Wtn, WI 53098; Jonathan R. Schroeder, 110 S. Concord Pl, Wtn, WI 53094; Amber Weissner, 800 Church St, Clyman, WI 53016; Kayla J. Zietlow, W260 Madison Ave, Ocon, WI 53066. Motion was made to approve these licenses by Alderperson Smith, seconded by Kuehl and carried on a voice vote. Taxicab application, Najar Boparai. This comes to the Council with a negative recommendation from the Licensing Board. Alderperson Smith moved for the denial of this license, seconded by Kuehl and carried on a voice vote.

ORDINANCES

ORD. #13-34, amend Section 8.02 Sidewalk Construction and Repair. *Sponsor: Alderperson Romlein. From: Public Works Commission.* Alderperson Romlein moved for the adoption of this ordinance on its second reading, seconded by Alderperson Zgonc. Alderperson Stocks moved to remove the words “from time to time”, seconded by Alderperson Smith. This motion carried on a voice vote. The motion to approve the amended ordinance on its second reading carried on a roll call vote. Yes – 8. No – 0.

ORD. #13-35, stop sign to yield sign at S. Church and Boomer Streets. *Sponsor: Alderperson Smith. From: Public Safety & Welfare Committee.* Alderperson Smith moved for the adoption of this ordinance on its second reading, seconded by Alderperson Zgonc. Motion carried on a roll call vote. Yes – 8. No – 0.

ORD. #13-36, amend Section 7.06(1)(g)(1), (7), (8), (11), (14), Municipal Parking Lot Parking Limitations. *Sponsor: Alderperson Smith. From: Public Safety & Welfare Committee.* Alderperson Smith 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 – 0.

ORD. #13-37, amend Section 25.04(4), Municipal Court Fees of Chapter 25. *Sponsor: Mayor David. From: The Finance Committee.* Alderperson Tietz moved for the adoption of this ordinance on its first reading, seconded by Alderperson Kuehl and carried on a roll call vote. Yes – 8. No – 0.

ORD. #13-38, amend Section 25.07, “Title: Effective Date: Citation” of Chapter 25. *Sponsor Alderperson Smith. From: Public Safety & Welfare Committee.* Alderperson Smith pointed out that Ordinances #13-38, #13-39 & #13-40 were all housekeeping matters and could be adopted together.

ORD. #13-39, amend Section 25.09(1), Statutory Authorization, the citation method of enforcement. *Sponsor: Alderperson Smith. From: Public Safety & Welfare Committee.*

ORD. #13-40, amend Section 25.09(7), adopt Chapter 800 of the Wis. Court Procedures. *Sponsor: Alderperson Smith. From: Public Safety & Welfare Committee.*

Alderperson Smith moved for the adoption of all three of these ordinances on their first reading, seconded by Alderperson Kuehl and carried on a roll call vote. Yes – 8. No – 0.

ORD. #13-41, amend Section 22.02(8)(e), Floodplain and Shoreland-Wetland Zoning Code. *Sponsor: Mayor David. From: The Plan Commission.* Alderperson Tietz moved for the adoption of this ordinance on its first reading, seconded by Alderperson Kuehl and carried on a roll call vote. Yes – 8. No – 0.

ORD. #13-42, repeal Section 2.025, Administrative Review Commission of Chapter 2. *Sponsor: Mayor David.*
From: The Finance Committee. Alderperson Romlein moved for the adoption of this ordinance on its first reading, seconded by Alderperson Smith and carried on a roll call vote. Yes – 8. No – 0.

RESOLUTIONS

RES. #7979, authorizes the appropriate officials to enter into an agreement in 2014 with General Code for Codification of the City's Municipal Code at a price of \$18,995.00. *Sponsor: Mayor David. From: The Finance Committee.* Alderperson Smith moved for the adoption of this resolution, seconded by Alderperson Tietz and carried on a roll call vote. Yes – 8. No – 0.

RES. #7980, authorizing the purchase of a wide-screen copier/printer for the Engineering Dept from MasterGraphics for \$9,990 was presented. *Sponsor: Mayor David From: Finance Committee.* Alderperson Tietz moved for the adoption of this resolution, seconded by Alderperson Coughlin and carried on a roll call vote. Yes – 8 No -0.

RES. #7982, approving and authorizing the acquisition of property located at 209-211 W. Main Street for the expansion of the Watertown Library was presented. *Sponsor: Mayor David. From: The Finance Committee and Library Board.* Alderperson Zgonc moved for the adoption of this resolution, seconded by Alderperson Smith and carried on a roll call vote. Yes – 8. No – 0.

RES. #7983, to enter into an agreement with MSA Professional Services for the design of the siphon and water main for the Second Street Bridge in the amount of \$36,500.00, dependent on grant funding. *Sponsor: Alderperson Romlein. From: Public Works Commission.* Alderperson Romlein moved for the adoption of this resolution, seconded by Alderperson Coughlin and carried on a roll call vote. Yes – 8. No – 0.

RES. #7984, accepting the donation of real estate property located on Nelson Lane from Marc and Ann Rhodes. *Sponsor: Alderperson Tietz. From: The Park, Recreation & Forestry Commission.* Alderperson Tietz moved for the adoption of this resolution, seconded by Alderperson Coughlin and carried on a voice vote.

RES. #7985, authorizing the appropriate officials to enter into an agreement with Capital City Sheet Metal, Inc. for snow guard replacement in the amount of \$64,450.00 on the Wastewater Treatment Plant to be taken from Capital Outlay Account #02-97-30-00. *Sponsor: Alderperson Romlein. From: The Public Works Commission.* Alderperson Romlein moved for the adoption of this resolution, seconded by Alderperson McFarland and carried on a roll call vote. Yes – 8. No – 0.

COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT

None

ADJOURNMENT

There being no further business to come before the Council at this time, Alderperson Coughlin moved to adjourn, seconded by Alderperson Zgonc and carried on a voice vote. The time being 7:30 p.m.

Cindy 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.)