

**MINUTES
CITY OF JEFFERSON COMMON COUNCIL
TUESDAY, MAY 21, 2019**

The Tuesday, May 21, 2019 meeting of the City of Jefferson Common Council was called to order at 7:06 p.m. by Mayor Oppermann. Members present were: Ald. Miller, Ald. Beyer, Ald. Brandel, Ald. Krause, Ald. Horn, Ald. Lares and Ald. Peachey. Absent: Ald. Tully. Also present were: City Administrator Freitag, City Engineer Pinnow, City Attorney Rogers and City Clerk/ Deputy Treasurer Copsey.

PUBLIC PARTICIPATION

Mayor Oppermann invited everyone to the Memorial Observation on Monday, May 27th at Rotary Park. Mayor Oppermann invited all to the McDermott Top Shop Open House on Wednesday, June 5th, 2019 from 3-7 pm.

PRESENTATION

Tracey from Fort Healthcare presented the City with the Gold Designation Award for Healthy Community.

PRESENTATION

Summary of the 2018 General Audit from Vasvi Joshi, with Baker Tilly Virchow Krause.

APPOINTMENTS BY MAYOR AND CONFIRMED BY COUNCIL

Ald. Peachey, seconded by Ald. Beyer moved to approve the following Mayoral appointments:

Library Board Richard Lovett

Motion carried unanimously on call of the roll.

CONSENT AGENDA

(Ald. Lares introduced Resolution No. 8.)

**CITY OF JEFFERSON
RESOLUTION NO. 8**

BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that the consent agenda for May 21, 2019 is hereby adopted.

- A. Vouchers Payable for May 2019 in the amounts of \$276,146.78. Payroll Summary for May 10, 2019 in the amount of \$164,156.99.
- B. Council Minutes from the May 7, 2019 of the Common Council.
- C. Street Closure for July 3rd Celebration
- D. Licenses as Approved by the Regulatory Committee.
 - 1. Operator's Licenses
 - 2. Special Class B Licenses
 - 3. Sales of Goods in the ROW:
 - a. Ziggy's Treat Wagon
 - b. Big Bar Ice Cream
 - c. Rob's Food Wagon

Ald. Lares, seconded by Ald. Miller moved to approve Resolution No. 8. Motion carried unanimously on call of the roll.

RESOLUTION ACCEPTING THE 2018 GENERAL AUDIT

(Ald. Peachey introduced Resolution No. 9.)

**CITY OF JEFFERSON
RESOLUTION NO. 9**

BE IT RESOLVED by the Common Council of the City of Jefferson, Wisconsin that the 2018 General Purpose Financial Statements and Audit Report are hereby accepted.

Motion was made by Ald. Peachey, seconded by Ald. Brandel to approve Resolution No. 9. Motion carried unanimously on a voice vote.

RESOLUTION AUTHORIZING AGREEMENTS WITH VANDEWALLE AND ASSOCIATES FOR TEN YEAR UPDATE OF CITY OF JEFFERSON COMPREHENSIVE PLAN AND A FULL REWRITE OF THE CITY OF JEFFERSON ZONING ORDINANCE

(Ald. Horn introduced Resolution No. 10.)

**CITY OF JEFFERSON
RESOLUTION NO. 10**

AUTHORIZING AGREEMENTS WITH VANDEWALLE AND ASSOCIATES FOR TEN YEAR UPDATE OF CITY OF JEFFERSON COMPREHENSIVE PLAN AND A FULL REWRITE OF THE CITY OF JEFFERSON ZONING ORDINANCE

WHEREAS, Wis. Stats. 66.1001 requires every Wisconsin community that utilizes zoning and/or land division regulations must adopt a full update of its Comprehensive Plan every ten years; and

WHEREAS, the City's existing Comprehensive Plan is facing its ten year deadline for the required update; and

WHEREAS, the City's current Zoning Ordinance largely dates from the 1960s, with many spot updates adopted since then. This results in a Zoning Code that is difficult to use and administer. More importantly, the code does not readily-accommodate the many forms of land use and development that have emerged over the last fifty years, and particularly in the last ten years; and

WHEREAS, the Finance Committee has reviewed proposals from Vandewalle and Associates, the City's land use planning consultant, to undertake both projects per a "Scope of Services" developed by City staff and is recommending both proposals to the Common Council, for work to begin first on the Comprehensive Plan Update, followed by development of a new Zoning Ordinance; and

NOW, THEREFORE BE IT RESOLVED, by the City of Jefferson Common Council that it herein approves and authorizes an Agreement with Vandewalle and Associates, Inc. to update the City's Comprehensive Plan in an amount not to exceed \$52,659 and an Agreement with Vandewalle and Associates to rewrite the City's Zoning Ordinance in an amount not to exceed \$62,340 (total both proposals - \$114,999). The sum of \$115,000 has been designated reserved fund balance in the 2018 City of Jefferson Audit to fund these projects. The Common Council additionally authorizes the Mayor, City Administrator, and City Clerk

are authorized to execute said Agreements on behalf of the City of Jefferson upon the review and consent of the City Attorney.

Ald. Horn, seconded by Ald. Krause moved to approve Resolution No. 10. Motion carried unanimously on call of the roll.

RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR THE 2019 ELECTRONIC MONUMENT SIGN-CITY NORTH ENTRANCE

(Ald. Brandel introduced Resolution No. 11.)

**CITY OF JEFFERSON
RESOLUTION NO. 11**

**AUTHORIZING AWARD OF CONTRACT FOR THE 2019 ELECTRONIC MONUMENT SIGN –
CITY NORTH ENTRANCE**

WHEREAS, the City of Jefferson received three bids from contractors interested in fabricating and installing the **2019 Electronic Monument Sign on the City’s North Side**; and

WHEREAS, the value of the lowest bidder is included in the following table:

Company	Base Bid Reader Board 5’9”x6’9”x5”	Alternate Bid Reader Board 4’8”x6’9”x5”
LaCrosse Sign	\$44,305	\$41,957
Sign Art	\$46,720	\$43,950
Michaels Signs	\$47,600	\$42,700

WHEREAS, the base and alternative bids included a scope of work including fabricating and installing a city entrance sign with Daktronics programmable reader board at the City’s north entrance; and

WHEREAS, the lowest qualified bidder was LaCrosse Sign Group with a base bid of \$44,305; and

WHEREAS, the City Engineer recommends award of the base bid for a City Entrance Sign with a 5’9” x 6’9” x 5” reader board from LaCrosse Sign Group; and

WHEREAS, the award is contingent on securing an easement from the current landowner in the proposed location;

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that it herein approves the LaCrosse Sign Group base bid for the **2019 ELECTRONIC MONUMENT SIGN** in the amount of \$44,305 contingent on securing an easement from the current landowner in the proposed location;

BE IT FURTHER RESOLVED, by the Common Council that the City Administrator is herein authorized and directed to execute any contract or document associated with the above action on behalf of the City of Jefferson upon the review and consent of the City Attorney.

Ald. Brandel, seconded by Ald. Horn moved to approve Resolution No. 11. Motion carried unanimously on call of the roll.

RESOLUTION AUTHORIZING AND IMPLEMENTING RECOMMENDATIONS FOR LIMITED LABOR MARKET ANALYSIS STUDY CONDUCTED BY CARLSON DETTMANN CONSULTING

(To be introduced by Ald. Krause.)

**CITY OF JEFFERSON
RESOLUTION NO. 12**

WHEREAS, the City of Jefferson retained the services of Carlson Dettmann Consulting in 2018 to review the competitiveness of its 2019 pay structure. Carlson Dettmann was previously retained by the City to develop its current pay plan in 2014; and

WHEREAS, Carlson Dettmann completed the Study during the spring, 2019 and issued a series of recommendations as part of the final report on April 3rd; and

WHEREAS, the Finance Committee has reviewed the report and recommends its adoption and implementation to the Common Council; and

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that it herein approves and accepts the Carlson Dettmann Limited Labor Market Analysis Study and directs staff to implement its findings and recommendations effective January 1, 2020.

Ald. Krause, seconded by Ald. Brandel moved to approve Resolution No. 12. Motion carried unanimously on the call of the roll.

RESOLUTION TO HIRE A PART-TIME CIVILIAN RESERVE OFFICER

(Ald. Miller introduced Resolution No. 13.)

**CITY OF JEFFERSON
RESOLUTION NO. 13**

WHEREAS, Police Chief Pileggi has taken steps to fill vacant positions in the Police Department for part-time civilian reserve officers; and

WHEREAS, the open positions were publicly advertised and interviews were conducted with potential candidates; and

WHEREAS, Police Chief Pileggi is recommending that Dylan Ott be hired by the City of Jefferson to fill one of the vacant positions; and

WHEREAS, the Personnel Committee having reviewed the qualifications of Dylan Ott and the recommendation of Chief Pileggi who is also recommending the hire of Dylan Ott to the Common Council; and

WHEREAS, the Chief of Police has part-time civilian reserve officer funds allocated in his 2019 approved operating budget and that this part-time civilian reserve officer is to replace a current vacancy in the part-time civilian reserve officer staff.

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that the Chief of Police is authorized to hire Dylan Ott effective Wednesday, May 22nd, 2019, as a part-time civilian reserve officer for the City of Jefferson Police Department. The initial rate of pay shall be \$12.00 per hour pursuant to the 2019 City of Jefferson non-represented pay resolution.

Ald. Miller, seconded by Ald. Krause moved to approve Resolution No. 13. Motion carried unanimously on the call of the roll.

Ald. Peachey, seconded by Ald. Lares moved to adjourn the May 21, 2019 meeting of the Common Council at 7:46 p.m. On a voice vote, motion carried unanimously.