

**MINUTES
CITY OF JEFFERSON COMMON COUNCIL
TUESDAY, JUNE 18, 2019**

The Tuesday, June 18, 2019 meeting of the City of Jefferson Common Council was called to order at 7:00 p.m. by Mayor Oppermann. Members present were: Ald. Miller, Ald. Beyer, Ald. Horn, Ald. Tully and Ald. Peachey. Ald. Lares. Absent: Ald. Brandel and Ald. Krause. Also present were: City Administrator Freitag, City Engineer Pinnow, City Attorney Rogers, WWTP Superintendent Clark and City Clerk/ Deputy Treasurer Copsey.

PUBLIC PARTICIPATION

None.

APPOINTMENTS BY MAYOR AND CONFIRMED BY CITY COUNCIL:

A. Housing AuthorityDr. David Volk

Ald. Miller, seconded by Ald. Lares moved to approve the appointments by the Mayor. Motion carried unanimously on call of the roll.

PROPOSED ORDINANCE #2-19

Ald. Miller introduced Ordinance #2-19 for the second reading.

**CITY OF JEFFERSON
ORDINANCE #2-19**

AN ORDINANCE TO AMEND SECTION 113-2 AND CREATE SECTIONS 113-24 TO 113-28 OF THE CITY OF JEFFERSON MUNICIPAL CODE RELATED TO THE LICENSING AND CONTROL OF DOMESTICATED AND NON-DOMESTICATED ANIMALS

The Common Council of the City of Jefferson, WI hereby ordains as follows:

SECTION 1. Section 113-2 FEES. is hereby amended to include the following:

§113-2. Fees.

This provision is amended to exempt service animals (as that term is defined in Article VI) from any fee otherwise imposed therein.

SECTION 2. Sections 113-24, 113-25, 113-26, 113-27 and 113-28 are hereby created as follows:

§113-24 – State Captive Wildlife Laws Adopted.

Except as otherwise specifically provided in this chapter, the statutory provisions of Chapter 169, Wis. Stat. §169.01 to §169.40, describing and defining regulations with respect to Captive Wildlife, exclusive of regulations for which the statutory penalty is a fine or imprisonment, are adopted and by

reference made part of this Chapter as if fully set forth therein (except §169.04(4) is not hereby adopted). Any act required to be performed or prohibited by any statute incorporated by reference is required or prohibited by this chapter in order to secure uniform statewide regulation of captive wildlife.

§113-25 – Additional Definitions.

Disorderly. Conduct by a pet which is unreasonably loud, violent, or otherwise disorderly conduct under circumstances in which such conduct tends to cause or provoke a disturbance.

Humane Society. The Jefferson County Humane Society.

License Year. From January 1 through December 31 of each year.

Owner. Every person who owns, harbors, keeps, or has temporary custody of a pet.

Owning. Having actual ownership, harboring, keeping, or having temporary custody of a pet.

Pet. Any dog, cat, or other permitted animal.

Repetition. On two or more prior occasions the pet owner has received complaints from a City law enforcement officer that such owner's pet is or was recently disorderly.

Running at Large. Off the premises of the owner or not in near enough proximity to the owner so that the owner can, in fact, control the pet.

Service Animals. Any dog that is individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability. Other species of animals, whether wild or domesticated, trained or untrained, are not service animals for the purposes of this definition. The work or tasks performed by a service animal must be directly related to the handler's disability. Examples of work or tasks include, but are not limited to, assisting individuals who are blind or have low vision with navigation and other tasks, alerting individuals who are deaf or hard of hearing to the presence of people or sounds, providing nonviolent protection or rescue work, pulling a wheelchair, assisting an individual during a seizure, alerting individuals to the presence of allergens, retrieving items such as medicine or the telephone, providing physical support and assistance with balance and stability to individuals with mobility disabilities, and helping persons with psychiatric and neurological disabilities by preventing or interrupting impulsive or destructive behaviors. The crime deterrent effects of an animal's presence and the provision of emotional support, well-being, comfort, or companionship do not constitute work or tasks for the purposes of this definition.

City Law Enforcement Officer. A City policeman or any other person designated by the Jefferson Common Council to enforce City ordinances.

City. City means the City of Jefferson, Wisconsin. Common Council means the Common Council of the City.

§113-26 – Purpose.

It is the purpose and intent of this article to provide for the health, safety, and welfare of the general public, to require the licensing of dogs and cats and to curtail the roaming of pets individually or in packs in a manner to expose persons and property to the risk of bodily injury or damage. It is also the purpose of this article to complement application of Wis. Stat. § 174.

§113-27 – Waste Products.

The owner or person in charge of any animal shall not permit solid fecal matter of such animal to be deposited on any street, alley, or other public or private property unless the same is immediately removed therefrom by such owner or person in charge.

§113-28 – Exceptions.

Nothing in this Chapter shall be construed to bar the use of goats for vegetation control purposes. Also, potbelly pigs may be possessed subject to the terms and conditions of this Chapter.

This ordinance shall take effect after passage, publication, and attestation as required by law.

Ald. Tully, seconded by Ald. Lares moved to approve Ordinance #2-19. Motion carried unanimously 6-0 on call of the roll.

PROPOSED ORDINANCE #3-19

Ald. Horn introduced Ordinance #3-19 for the first reading.

**CITY OF JEFFERSON
ORDINANCE #3-19**

AN ORDINANCE TO REPEAL AND RECREATE SECTION 265-4 OF THE CITY OF JEFFERSON MUNICIPAL CODE RELATED TO WINTER PARKING

The Common Council of the City of Jefferson, WI hereby ordains as follows:

SECTION 1. PARKING RESTRICTIONS.

§ 265-4 **Parking** restrictions.

A.
~~Winter parking. On all streets in the City from December 1 through March 31, excepting on those streets and areas where parking is prohibited between 2:00 a.m. and 6:00 a.m. or within a limited parking zone (which shall include designated thirty minute, one hour and two hour parking areas) between the hours of 9:00 a.m. and 5:00 p.m., parking shall be permitted on one side of the street only, with vehicles to be parked on the even days of the month on the side of the street which has even house numbers and on the odd days of the month on the side of the street that has odd house numbers. The day shall commence at 12:00 midnight and continue for 24 hours thereafter.~~

[Amended 4-5-2017 by Ord. No. 4-17]

Winter Parking. Effective dates- On all streets in the City from November 1st through March 31st, parking shall be permitted on one side of the street only as defined within this section.

(1) Alternate Side 24-Hour Parking Rules.

Parking shall be permitted from 6:00 p.m. daily and shall be in effect until 5:59 p.m. the following day (24 hours):

On even calendared days vehicles shall park on the even side of the street which has even house numbers until 6:00 p.m.

On odd calendared days vehicles shall park on the odd side of the street which has odd house numbers until 6:00p.m.

After 6:00 p.m. daily, vehicles shall be required to move to the alternate side of the street based on the following day's date.

(2) Exceptions.

Excepting on those streets and areas where parking is prohibited between 2:00 a.m. and 6:00 a.m. or within a limited parking zone (which shall include designated thirty-minute, one-hour and two-hour parking areas) between the hours of 9:00 a.m. and 5:00 p.m. vehicles shall obey posted erected parking regulation signs.

(3) Authority to Ticket/Remove.

If any vehicle shall be parked in violation of this subsection, the Police Department shall ticket the vehicle and may order it towed from the street at the owner's risk after the vehicle has been ticketed. The fine for violating this subsection shall be as prescribed by the Municipal Court Bond in effect, plus the towing charge for each occurrence.

SECTION 2. This ordinance shall take effect after passage, publication, and attestation as required by law.

CONSENT AGENDA

(Ald. Tully introduced Resolution No. 16.)

**CITY OF JEFFERSON
RESOLUTION NO. 16**

BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that the consent agenda for June 18, 2019 is hereby adopted.

- A. Vouchers Payable for May 2019 in the amounts of \$185,854.90. Payroll Summary for June 7, 2019 in the amount of \$165,534.28.
- B. Council Minutes from the June 4, 2019 of the Common Council.
- C. Street Closure for Immanuel United Methodist Church
- D. Licenses as Approved by the Regulatory Committee.

1. Operator's Licenses- New and Renewal
2. Special Class B Licenses
 - a. Jefferson Chamber of Commerce-County Fair
 - b. Lions Club- Goat Fest
3. Cigarette License Renewals

Ald. Tully, seconded by Ald. Lares moved to approve Resolution No. 16. Motion carried 5-1 with Ald. Horn abstaining on Goat Fest Class B License.

RESOLUTION ACKNOWLEDGING THE REVIEW OF THE 2018 CMAR

(Ald. Peachey introduced Resolution No. 17.)

**CITY OF JEFFERSON
RESOLUTION NO. 17**

Resolution Acknowledging the Review of the 2018 CMAR

WHEREAS, it is a requirement under a Wisconsin Pollutant Discharge Elimination System (WPDES) permit issued by the Wisconsin Department of Natural Resources, for the City of Jefferson to file a Compliance Maintenance Annual Report (CMAR) by June 30th annually for its wastewater treatment system under Wisconsin Administrative Code NR 208;

WHEREAS, it is necessary to acknowledge that the governing body has reviewed the Compliance Maintenance Annual Report (CMAR);

BE IT THEREFORE RESOLVED by the Common Council of the City of Jefferson, Wisconsin that the Common Council hereby informs the Department of Natural Resources that said Council has reviewed the Compliance Maintenance Annual Report for the calendar year 2018.

Ald. Peachey, seconded by Ald. Beyer moved to approve Resolution No. 17. Motion carried unanimously on call of the roll.

RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR THE 2019 NORTH INDUSTRIAL PARK EXTENSION

(Ald. Lares introduced Resolution No. 18.)

**CITY OF JEFFERSON
RESOLUTION NO. 18**

AUTHORIZING AWARD OF CONTRACT FOR THE 2019 NORTH INDUSTRIAL PARK IMPROVEMENTS

WHEREAS, the City of Jefferson received five bids from contractors interested in completing the **2019 NORTH INDUSTRIAL PARK IMPROVEMENTS PROJECT**; and

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

Company	Base Bid	Alternate A (Extend Project)	Alternate B (PVC Water main)	Supplemental Bid Total
R.G. Huston Company, Inc.	\$727,018.50	\$181,008.00	\$-3296.00	\$18,000.00

WHEREAS, the overall bid included a scope of work for the extension of North Parkway which includes grading, clearing and grubbing, creation of two regional detention basins, installation of street, curb and gutter, sanitary sewer, storm sewer and water main; and

WHEREAS, monies in the amount of \$1,140,000 has been allocated in the Capital Improvement Fund, Stormwater Utility Fund, Wastewater Utility Fund and money reserved from the 2018 audit; and

WHEREAS, the City Engineer recommends award of the Base Bid, rejection of Alternate A, acceptance of Alternate B and acceptance of Supplemental Bid Total in the amount of \$741,722.50; and

WHEREAS, the City Engineer recommends extending North Parkway and associated utilities beyond the base bid location based on unit prices as the budget allows; and

WHEREAS, Town & Country Engineering and City staff reviewed the project bid results and recommends award of project to R.G. Huston Company, Inc as the low qualified bidder;

WHEREAS, expenses for this project are Tax Increment District #9 cost eligible reimbursements;

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that it herein approves the R.G. Huston Company, Inc. bid for the **2019 NORTH INDUSTRIAL PARK IMPROVEMENTS** in the amount of \$741,722.50 and authorizes the City Engineer to extend the street and associated utilities based on accepted unit prices as budget allows;

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. Lares, seconded by Ald. Peachey moved to approve Resolution No. 18. Motion carried unanimously on call of the roll.

RESOLUTION AUTHORIZING AWARD OF BID FOR THE 2019 SIDEWALK IMPROVEMENT PROGRAM

(Ald. Horn introduced Resolution No. 19.)

**CITY OF JEFFERSON
RESOLUTION NO. 19**

WHEREAS, the City of Jefferson received one bid from contractors interested in completing work for the **“2019 Sidewalk Improvement Program”** and

WHEREAS, the City of Jefferson sidewalk program allows for landowners to privately contract to repair damaged sidewalk or may work with the City of Jefferson to have the sidewalk repaired as detailed within the City of Jefferson Municipal Code 240-2; and

WHEREAS, of the one bid received, Lyons Concrete Construction LLC was the lowest qualified bidder for concrete sidewalk replacement;

NOW, THEREFORE BE IT RESOLVED that the City of Jefferson authorizes the City Administrator to enter into an agreement with Lyons Concrete Construction LLC for the 2019 Sidewalk Improvement Program for the following bid schedule where unit pricing holds depending on the total quantity of work completed as part of the 2019 Sidewalk Improvements Program:

EXISTING SIDEWALK REPLACEMENT

<u>ITEM NO.</u>	<u>DESCRIPTION</u>	<u>UNIT</u>	<u>QUANTITY VARIATIONS</u>	<u>UNIT PRICE</u>
1a	4" CONCRETE SIDEWALK	SQ. FT.	< 750	\$9.50
1b	4" CONCRETE SIDEWALK	SQ. FT.	> 750 - < 1200	\$9.25
1c	4" CONCRETE SIDEWALK	SQ. FT.	> 1200	\$8.75
2a	6" CONCRETE SIDEWALK	SQ. FT.	< 100	\$10.00
2b	6" CONCRETE SIDEWALK	SQ. FT.	> 100 - < 300	\$9.75
2c	6" CONCRETE SIDEWALK	SQ. FT.	> 300	\$9.25

NEW SIDEWALK INSTALLATION

<u>ITEM NO.</u>	<u>DESCRIPTION</u>	<u>UNIT</u>	<u>ESTIMATED QUANTITY</u>	<u>UNIT PRICE</u>
S1	INSTALL DETECTABLE WARNING PLATES (PLATES PROVIDED – 48" X 24" 2 PLATES IN EACH INSTALLATION) - ADA COMPLIANT	EACH	1	\$100.00
S2	COMPLETE INSTALLATION OF NEW 4" CONCRETE SIDEWALK – ADA COMPLIANT	SQ. FT.	1,000	\$9.25
S3	COMPLETE INSTALLATION OF NEW 6" CONCRETE SIDEWALK- ADA COMPLIANT	SQ. FT.	100	\$10.00
S4	CURB REMOVAL AND DISPOSAL	LF	100	\$40.00
S5	TOPSOIL RESTORATION, SEEDING, FERTILIZING AND MULCHING	SQ. YD	100	\$10.00

Motion was made by Ald. Horn, seconded by Ald. Peachey to approve Resolution No. 19. Motion carried unanimously on a voice vote.

Ald. Lares, seconded by Ald. Peachey to go into closed session at 7:31 pm. On a voice vote, motion carried unanimously.

Ald. Tully, seconded by Ald. Miller to go into open session at 7:46 pm. On a voice vote, motion carried unanimously.

RESOLUTION TO HIRE A FULL-TIME PW CREWPERSON FOR THE PUBLIC WORKS DEPARTMENT

(Ald. Tully introduced Resolution No. 20.)

**CITY OF JEFFERSON
RESOLUTION NO. 20**

WHEREAS, Public Works Director Pinnow intends to fill a vacant position in the Public Works Department for a full time Crewperson; and

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

WHEREAS, Public Works Director Pinnow is recommending that Mark Ridgeman of Jefferson, Wisconsin be hired by the City of Jefferson to fill the vacant position; and

WHEREAS, the Personnel Committee has reviewed the recommendation of Public Works Director Pinnow and also recommends the hiring of Mark Ridgeman to the Common Council;

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that it herein authorizes the Public Works Director to hire Mark Ridgeman at a starting wage rate of \$23.00 per hour, placed in Grade 4 between Step 6 and the maximum on the City of Jefferson Compensation Plan and be given 14 days of PTO, Year 5 of Service of the City of Jefferson PTO schedule, upon passing the required medical and drug screenings. Employment shall commence no later than July 8, 2019.

Motion was made by Ald. Tully, seconded by Ald. Beyer to approve Resolution No. 20. Motion carried unanimously on a voice vote.

RESOLUTION TO HIRE A PART-TIME PATROL OFFICER

(Resolution No. 21 was tabled.)

Ald. Peachey, seconded by Ald. Lares moved to adjourn the June 18, 2019 meeting of the Common Council at 7:50 p.m. On a voice vote, motion carried unanimously.