

**MINUTES
CITY OF JEFFERSON COMMON COUNCIL
TUESDAY, JANUARY 2, 2018**

The Tuesday, January 2, 2018 meeting of the City of Jefferson Common Council was called to order at 7:00 p.m. by Mayor Oppermann. Members present were: Ald. Brandel, Ald. Peachey, Ald. Horn, Ald. Miller, Ald. Tully and Ald. Lares. Absent: Ald. Krause and Ald. Beyer. Also present were: City Administrator Freitag, City Attorney Rogers and City Clerk/Deputy Treasurer Kuehl.

PUBLIC PARTICIPATION

None.

PRESENTATION – ST. COLETTA CAMPUS SALE

Removed from the agenda.

PROPOSED ORDINANCE #1-18 – AN ORDINANCE TO REPEAL AND REPLACE SECTION 277-4 A. (3) (c) OF THE MUNICIPAL CODE CONCERNING THE REPLACEMENT OF PRIVATE LEAD WATER SERVICE

Ald. Lares introduced Proposed Ordinance #1-18 for its first reading.

**CITY OF JEFFERSON
PROPOSED ORDINANCE # 1-18**

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

Section 1: § 277-4 A. (3) (c) is hereby repealed in its entirety.

Section 2: § 277-4 A. (3) (c) shall be replaced as follows:

Qualified owners may be able to seek reimbursement through the Jefferson Utility contingent upon funds being available from the Wisconsin Department of Natural Resources Lead Service Line Replacement Funding Program, or other similar program, that can provide funds for private utility improvements. The amount of any grant shall be at the discretion of Jefferson Utility, but shall not exceed the reasonable cost of the improvements.

Section 3: This ordinance shall take effect after passage, publication, and attestation as required by law.

Section 4: This is a first reading.

PROPOSED ORDINANCE #2-18 - AN ORDINANCE TO AMEND PORTIONS OF SECTION 25-11 B. (2) (a) (b) AND (c) OF THE MUNICIPAL CODE CONCERNING THE PURCHASE OF GOODS, LABOR, SERVICES, AND THE LETTING OF PUBLIC CONSTRUCTION CONTRACTS

Ald. Peachey introduced Proposed Ordinance #2-18 for its first reading.

PROPOSED ORDINANCE # 2-18

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

Section 1: § 25-11 B. (2) and § 25-11 B. (2) (a) and (b) are hereby repealed in their entirety, and shall be replaced as follows.

Finance Committee. In addition to duties assigned elsewhere, the Finance Committee shall have charge, under supervision of the Common Council, of all purchases of labor, services, supplies and materials required by the City. Such purchases shall be made pursuant to the City's Purchasing Policy in its present form, and as same may be amended in the future.

Section 2: § 25-11 B. (2) (c) is hereby repealed in its entirety and shall be replaced as follows:

All Public Construction shall be subject to the direction and control of the Committee of the Whole and/or the Common Council as provided in §62.15, Wis. Stats., and as same may be amended in the future.

Section 3: This ordinance shall take effect after passage, publication, and attestation as required by law.

Section 4: This is a first reading.

RESOLUTION NO. 85 – CONSENT AGENDA

Ald. Tully introduced Resolution No. 85.

CITY OF JEFFERSON RESOLUTION NO. 85

BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that the consent agenda for January 2, 2018 is hereby adopted.

- A. Vouchers Payable for December, 2017 in the amount of \$170,627.10. Summary for December 22, 2017 in the amount of \$155,805.17.
- B. Council Minutes from the December 19, 2017 Meetings of the Common Council.
- C. Licenses as Approved by the Regulatory Committee
 - 1. Operator's Licenses
 - 2. Special Class B Licenses

Ald. Tully, seconded by Ald. Horn moved to approve Resolution No. 85. On call of the roll, motion carried unanimously with Ald. Brandel abstaining from the minutes.

RESOLUTION NO. 86 – A RESOLUTION AUTHORIZING AN AGREEMENT BETWEEN CITY OF JEFFERSON AND HP FANS, INC.

Ald. Brandel introduced Resolution No. 86.

CITY OF JEFFERSON

RESOLUTION NO. 86

WHEREAS, the City of Jefferson and HP Fans, Inc. both desire to hold the Harry Potter Festival in the City of Jefferson for 2018 and several years beyond, with the 2018 event proposed to be held during the weekend of October 19th – October 21st; and

WHEREAS, the parties have discussed and negotiated a multi-year Agreement for the Festival to be held in the City of Jefferson, with events occurring at many City parks and other municipal facilities, including Rotary Park, Tensfeldt Park, the VFW Recreation Facility and municipal building community meeting rooms; and

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that it herein approves and ratifies an Agreement between the City of Jefferson and HP Fans, Inc. for the City to serve as the host community for the annual Harry Potter Festival until 2022 and authorizes the Mayor to execute said Agreement on behalf of the City of Jefferson.

Ald. Brandel, seconded by Ald. Miller moved to approve Resolution No. 86. On call of the roll, motion carried unanimously.

RESOLUTION NO. 87 – A RESOLUTION AUTHORIZING SALE OF CITY OF JEFFERSON OWNED PROPERTY (121 W. RACINE STREET)

Ald. Miller introduced Resolution No. 87.

CITY OF JEFFERSON RESOLUTION NO. 87

WHEREAS, the City of Jefferson received an Offer to Purchase property located at 121 W. Racine Street (current location of the Jefferson Parks Dept.) from Dennis Pearson who intends to convert the facility into a live and work art studio; and

WHEREAS, the City Administrator submitted a Counter Offer to Purchase this property to Mr. Pearson on behalf of the City of Jefferson; and

WHEREAS, said Counter Offer to Purchase was executed by Mr. Pearson and is subject to the approval and ratification of the Jefferson City Council; and

WHEREAS, the most relevant terms of the Counter Offer to Purchase include:

- Cash (non-financeable) selling price of \$100,000;
- City to obtain two year rental option on cold storage portion of the property;
- Purchase subject to a zoning (conditional use) contingency that would allow buyer to convert property to an artist studio with retail sales floor space and living quarters;
- City to complete certified survey map of the property that excludes any alleys, streets, or right-of-ways that may adjoin the property;
- Buyer to assume the cost of any environmental investigation that buyer requires;
- Sale transaction to close on or before March 1, 2018; and

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that it herein approves the Counter Offer to Purchase terms for City owned property located at 121 W. Racine Street and authorizes its sale to Dennis Pearson at the terms contained in the Counter

Offer to Purchase and directs the City Administrator and City staff to take steps necessary to facilitate the sale of this property and to relocate City operations currently housed at the location.

Motion was made by Ald. Miller and seconded by Ald. Brandel to approve Resolution No. 87. On call of the roll, motion carried by a vote of 5 to 1, with Ald. Miller casting the dissenting vote.

RESOLUTION NO. 88 – AUTHORIZING OFFER TO PURCHASE APPROXIMATELY ONE ACRE OF PROPERTY LOCATED AT 860 N. PARKWAY FROM DAVID AND STEPHANIE HANSEN

Ald. Horn introduced Resolution No. 88.

**CITY OF JEFFERSON
RESOLUTION NO. 88**

WHEREAS, on behalf of the City of Jefferson the City Administrator executed an Offer to Purchase an approximately one acre parcel of property located at 860 N. Parkway, including an improved storm water detention basin from David and Stephanie Hansen; and

WHEREAS, the City of Jefferson intends to expand the existing storm water detention pond to provide regional storm water detention serving a larger area of the North Industrial Park in an effort to encourage additional industrial development; and

WHEREAS, the Offer to Purchase Agreement for this property is subject to the approval and ratification of the Jefferson Common Council; and

WHEREAS, the relevant Offer to Purchase conditions, including the following:

- Offer to Purchase price in amount of \$65,000;
- Offer to Purchase is contingent upon seller's lender approving the sale of this property within 21 days of the amendment to the original Offer to Purchase Agreement;
- Offer to Purchase transaction to close on or before February 9, 2018; and

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that it herein approves the Vacant Land Offer to Purchase and subsequent Amendments to the Vacant Land Offer to Purchase for property located at 860 N. Parkway and directs the City Administrator and City staff to take steps necessary to facilitate this transaction by the closing date specified in the Amendment to the Vacant Land Offer to Purchase.

Ald. Horn, seconded by Ald. Brandel moved to approve Resolution No. 88. On call of the roll, motion carried unanimously.

RESOLUTION NO. 89 – AUTHORIZING THE PURCHASE OF 2018 SQUAD CAR

Ald. Brandel introduced Resolution No. 89.

**CITY OF JEFFERSON
RESOLUTION NO. 89**

WHEREAS, Police Chief Pileggi recently solicited bids from seven area automobile dealerships and received three bid quotes for bids on a squad card for the Jefferson Police Department

and is recommending acceptance of the low bid from Havill Motors of Jefferson, WI for the purchase of a 2018 Dodge Durango AWD SUV special services package vehicle in the amount of \$26,847.00; and

WHEREAS, the FY 2018 City of Jefferson Capital Improvement Project and Equipment Replacement Budget includes an appropriation in the amount of \$33,000.00 to fund the purchase of the 2018 squad car vehicle and the associated costs of outfitting and equipping the vehicle; and

WHEREAS, the Jefferson Finance Committee has reviewed Chief Pileggi's recommendation and is recommending the purchase of the 2018 Dodge Durango AWD SUV special services package vehicle in the amount of \$26,847.00;

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that it herein authorizes the purchase of a 2018 Dodge Durango AWD SUV special services package vehicle for the Jefferson Police Department from Havill Motors of Jefferson, WI in the amount of \$26,847.00.

Motion was made by Ald. Brandel and seconded by Ald. Miller to approve Resolution No. 89. Motion carried unanimously on call of the roll.

Adjourn to Closed Session Pursuant to Section 19.85 (1)(c) of the Wisconsin State Statutes to Discuss the Hire of Two Paramedics and the Performance Evaluation of the City Administrator.
Ald. Lares, seconded by Ald. Peachey moved to adjourn to Closed Session. On call of the roll, motion carried unanimously.

Motion was made by Ald. Brandel, seconded by Ald. Lares to reconvene to open session. Motion carried unanimously on call of the roll.

RESOLUTION NO. 90 – AUTHORIZING THE HIRE OF PARAMEDICS FOR THE JEFFERSON EMERGENCY MEDICAL SERVICE

Ald. Tully introduced Resolution No. 90.

**CITY OF JEFFERSON
RESOLUTION NO. 90**

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that it hereby authorizes and confirms the hiring of the following individuals for the Position of Jefferson EMS Paramedic subject to each individual being considered for full-time employment passing a physical and drug and alcohol screening and each individual being considered for part-time employment passing a drug and alcohol screening:

Mr. Jeremy Castel (full time position) at an initial rate of pay of \$27.55 per hour

Ms. Crystal Griffin (full time position) at an initial rate of pay of \$21.30 per hour (Step #2 on City Compensation Plan)

Mr. John Uebelacker (part time paid in station position) at an initial rate of pay of \$20.71 per hour

Mr. Brandyn Frye (part time paid in station position) at an initial rate of pay of \$20.71 per hour

Mr. Ross Williams (part time paid in station position) at an initial rate of pay of \$20.71 per hour
Mr. David Nelson (part time paid in station position) at an initial rate of pay of \$20.71 per hour
Mr. Mike Vorpahl (part time paid in station position) at an initial rate of pay of \$20.71 per hour
Ms. Amy Ross (part time paid in station position) at an initial rate of pay of \$20.71 per hour; and

BE IT FURTHER RESOLVED, by the Common Council that the official start of employment for each position shall be on or before February 1, 2018

Ald. Tully, seconded by Ald. Miller moved to approve Resolution No. 90. On call of the roll, motion carried unanimously.

RESOLUTION NO. 91 – AUTHORIZING PERFORMANCE/MERIT BASED COMPENSATION

Ald. Miller introduced Resolution No. 91.

**CITY OF JEFFERSON
RESOLUTION NO. 91**

WHEREAS, the City of Jefferson has adopted a Compensation Plan (the Plan) covering many of its non-represented municipal employees; and

WHEREAS, a central component of the Compensation Plan is merit pay based upon the performance of those employees covered by the Plan; and

WHEREAS, the Personnel Committee has recently reviewed the performance of the City Administrator and discussed the results of the performance evaluation with the Common Council; and

NOW, THEREFORE, be it resolved by the Common Council of the City of Jefferson that it herein authorizes performance or merit compensation equal to 3% of the base salary for the City Administrator for Year 2017. Said performance or merit compensation is to be paid as a one-time only payment and shall not be added to the employee's base salary.

Motion was made by Ald. Miller and seconded by Ald. Tully to approve Resolution No. 91. Motion carried unanimously on call of the roll.

Ald. Peachey, seconded by Ald. Lares moved to adjourn the January 2, 2018 meeting of the Common Council at 7:52 p.m. On a voice vote, motion carried unanimously.

The minutes of the January 2, 2018 meeting of the Common Council are uncorrected. Any corrections made thereto will be noted in the proceedings at which time the minutes are approved and referenced above.