

**MINUTES
CITY OF JEFFERSON COMMON COUNCIL
TUESDAY, JANUARY 17, 2017**

The Tuesday, January 17, 2017 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. Miller, Ald. Krause, Ald. Horn, Ald. Tully, Ald. Beyer and Ald. Lares. Also present were: City Engineer Pinnow, City Administrator Freitag, City Attorney Brantmeier and City Clerk/Deputy Treasurer Kuehl.

PUBLIC PARTICIPATION

Mayor Oppermann announced they would like to schedule a special council meeting next Thursday at 5:15 p.m. to discuss a potential new festival in the City of Jefferson.

Mayor Oppermann also announced that there will need to be a discussion at a future Council meeting for a request to change the District Aldermanic positions to At-Large positions.

UPDATE ON TAX INCREMENTAL DISTRICT NO. 7 AMENDMENT

Administrator Freitag informed the Council that the Joint Review Board met, considered and approved the amendment to Tax Incremental District No. 7. The Department of Revenue now has to certify the boundary amendment. There will need to be a discussion on the design engineering of the extension of Golf Drive. He referred to the site plan of the property and explained the building plans of Jim Kuehn. Administrator Freitag explained the next steps the City needs to take in order for Mr. Kuehn to obtain an occupancy permit. He also stated that Attorney Brantmeier will work on an amendment to the developer's agreement.

AN ORDINANCE TO AMEND SECTION 300-19 B. OF THE MUNICIPAL CODE OF THE CITY OF JEFFERSON RELATED TO REZONING

Ald. Miller introduced Proposed Ordinance #1-17 for its first reading.

**CITY OF JEFFERSON
PROPOSED ORDINANCE #1-17**

The Common Council of the City of Jefferson, Wisconsin, do ordain as follows:

Section 1. Section 300-19 B. of the Zoning map, City of Jefferson, Wisconsin, which is herein made a part, is amended to change district boundaries by deleting the following area from R-1 (Single Family Residential) to M-U (Mixed Use).

Outlot 1, Certified Survey Map No. 5509, as duly recorded in Jefferson County records as Document No. 1334800 and additional unplatted lands, all located in the NE ¼ and SE ¼ of the NW ¼ of Section 12, Township 6 North, Range 14 East, City of Jefferson, Jefferson County, Wisconsin, described more particularly as follows: Commencing at the NE corner of said NW ¼ Section; thence N89°02'06"W, along the North line of said NW ¼ Section, 660.24'; thence S00°00'00"E, 643.94'; thence S82°16'21"W, 33.49' along the south line of the aforementioned Certified Survey Map No. 5509 to the Northwest corner of the aforementioned Outlot 1 and the place of beginning; thence S00°00'00"E, along

Description:

the west line of Outlot 1, 160.40'; thence N90°00'00"W, 57.00' along south line of Outlot 1; thence S00°00'00"W, 300.00' along the west line of Outlot 1; thence N90°00'00"E, 370.86'; thence S41°29'12"W, 23.87'; thence S63°10'34"W, 254.99'; thence S00°35'57"E, 363.07'; thence S89°59'09"W, 320.27'; thence N10°22'35"E, 233.29'; thence N10°09'47"W, 415.53'; thence N59°48'43"E, 222.80'; thence N00°00'00"E, 194.46' to the South line of Lot 1 of the aforementioned Certified Survey Map No. 5509; thence along the South line of said Lot 1, N82°16'21"E, 85.47', to the place of beginning; said lands contain 5.12 acres more or less.

Parcel #: 241-0614-1221-046

Address: Lot 1 of Certified Survey Map No. 5760

Proposed Permanent Zoning Designation: MU (Mixed Use District)

Section 2. This ordinance shall take effect and be in full force after passage and publication as provided by law and notification and attestation of the district boundary changes incorporated herein the zoning map, City of Jefferson.

This was a first reading.

RESOLUTION NO. 95 - CONSENT AGENDA

Ald. Beyer introduced Resolution No. 95.

**CITY OF JEFFERSON
RESOLUTION NO. 95**

BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that the consent agenda for January 17, 2017 is hereby adopted.

- A. Vouchers Payable for December, 2016 in the amounts of \$3,934.26 and \$118,098.60 and January, 2017 in the amount of \$91,405.73. Payroll Summary for January 6, 2017 in the amount of \$145,161.67
- B. Council Minutes from the January 3, 2017 Meetings of the Common Council.
- C. Licenses as Approved by the Regulatory Committee.
 1. Operator's Licenses
 2. Special Class B Licenses
 3. Taxi Cab License

Ald. Beyer, seconded by Ald. Lares moved to approve Resolution No. 95. Motion carried unanimously on call of the roll with Ald. Beyer abstaining from the minutes.

RESOLUTION NO. 96 – AUTHORIZING THE ALLOCATION OF THE JEFFERSON POLICE/UTILITIES BUILDING ENVELOPE INVESTIGATIVE ASSESSMENT

Ald. Peachey introduced Resolution No. 96

**CITY OF JEFFERSON
RESOLUTION NO. 96**

WHEREAS, The Police/Utilities Administrative team requested InSite Consulting Architects to evaluate current building interior environmental issues and provide a proposal; and

WHEREAS, Insite Consulting Architects presented to the City of Jefferson Committee of the Whole the scope of their proposal relative to investigative services they will provide, after conducting a previous site visit at the Police/Utilities Building located at 425 Collins Road; and

WHEREAS, the Jefferson Utilities Commission reviewed said proposal, totaling a maximum allocation of \$28,800.00 and authorized the Utilities Director a maximum allocation of \$14,400.00 (one-half) for said investigative service; and

WHEREAS, the Jefferson Finance Committee has reviewed Chief Pileggi and Interim Utilities Director Scott Adler's funding request for said investigative services and unanimously recommends the City fund a maximum allocation of \$14,400.00 (one-half) to be allocated from the Capital Improvement Fund Balance; and

WHEREAS, the Jefferson Facilities Committee has reviewed Chief Pileggi and Interim Utilities Director Scott Adler's funding request for said investigative services and unanimously recommends the City fund a maximum allocation of \$14,400.00 (one-half); and

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that it herein authorizes the maximum allocation of \$14,400.00 (one-half) to Insite Consulting Architects to evaluate the current building envelope assessment and provide the deliverables as outlined in their proposal, the allocation to be taken from the Capital Improvement Fund Balance.

Ald. Peachey, seconded by Ald. Beyer moved to approve Resolution No. 96. Motion carried unanimously on call of the roll.

RESOLUTION NO. 97 – AUTHORIZING THE SELECTION OF A CONSULTANT TO COMPLETE AN ECONOMIC RECOVERY PLAN PROJECT

Ald. Brandel introduced Resolution No. 97.

**CITY OF JEFFERSON
RESOLUTION NO. 97**

WHEREAS, the City of Jefferson recently was awarded a federal Economic Development Administration Grant in 2016 for the purpose of retaining a consultant to prepare an Economic Recovery Plan for the community following the closure of the Tyson Prepared Meat Facility earlier that year; and

WHEREAS, the City received five (5) proposals in response to a Request for Proposal that it issued on November 18, 2016; and

WHEREAS, a Proposal Evaluation Committee comprised of Mayor Oppermann, Council President and RDA Chairperson Bill Brandel, and City Engineer Bill Pinnow reviewed and scored the proposals and conducted in-person interviews of two (2) finalist consulting firm candidates; and

WHEREAS, the Evaluation Committee is recommending the selection of Vandewalle & Associates of Madison, Wisconsin to complete the Economic Recovery Plan Project for the City of Jefferson; and

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that it herein authorizes the selection of Vandewalle and Associates of Madison, Wisconsin to complete an Economic Recovery Plan for the City in accordance with their proposal at a total not-to-exceed cost of \$101,130 and further authorizes the Mayor and City Administrator to enter into a contract for said project with Vandewalle and Associates subject to the review and approval of the City Attorney.

Ald. Brandel, seconded by Ald. Miller moved to approve Resolution No. 97. Motion carried unanimously on call of the roll.

RESOLUTION NO. 98 - AUTHORIZING A JEFFERSON HOUSING PROGRAM LOAN TO GORMAN & COMPANY INC.

Ald. Tully introduced Resolution No. 98.

**CITY OF JEFFERSON
RESOLUTION NO. 98**

WHEREAS, the Gorman & Company Inc., is requesting a Jefferson Housing Program loan to help finance development of new housing units to be located at 138 West Candise Street. Said Project is to include the conversion of the former Foremost Buildings Manufacturing Facility to approximately 36 loft style of which at least eight (8) will be available to persons of moderate income. The Project represents a total investment in property acquisition and building construction of approximately \$8.5 million; and

WHEREAS, the City's Housing Program Loan Review Committee has met to consider the Gorman & Company Inc., Loan Application and is recommending approval of loan. The Loan Review Committee's findings include:

- The project will expand housing opportunities in the City of Jefferson;
- The project will make new housing units available to persons of moderate income that otherwise would not be available;
- The project will revitalize an underused property on the Rock River near the City's historic downtown; and
- The project will expand the property tax base of the City and will encourage other development near the new housing units.

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that it herein authorizes a loan from the City of Jefferson Housing Program to Gorman & Company, Inc., for the purpose of helping finance the development of new housing units to be located at 138 West Candise Street subject to the following conditions:

- A loan amount of \$500,000;
- A loan term of 18 years with interest accruing at 1% per year;
- A loan amortization term of 18 years with equal annual payments pending available cash flow. If the project cash flow is insufficient to make the annual loan payment, the remaining loan balance will accrue into the following year with no default on the loan;
- The entire loan and accrued interest will be due and payable at the end of the 18 year term;
- This loan is conditioned upon developer securing financing for the entire project, including but not limited to a commercial bank loan, an Affordable Housing Program Loan, WHEDA tax credits and State and Federal Historic Property tax credits;
- If funding for the whole project is secured, the Jefferson Housing Program Loan will be disbursed by Chicago Title Insurance Company pro rata with the first construction mortgage loan proceeds, after at least 15% of the equity has been contributed and disbursed; and
- The loan is to be secured by a second mortgage on the property.

BE IT FURTHER RESOLVED, by the Common Council that the Mayor and City Administrator are authorized to execute all documents related to this matter on behalf of the City of Jefferson subject to the review and approval of the City Attorney.

Mayor Oppermann indicated that this is a very unique program in the State of Wisconsin and we are one of the few Cities that have this opportunity. This started many years ago and through wise decisions by prior City Councils, the City was able to build and replenish itself and allow us this opportunity to do something special with a very special property.

Ald. Tully, seconded by Ald. Krause moved to approve Resolution No. 98. Motion carried unanimously on call of the roll.

Mayor Oppermann reminded everyone of the Chamber's Annual Dinner and announced that Deb Hans has been chosen as the Citizen of the Year.

Ald. Peachey seconded by Ald. Lares moved to adjourn the January 17, 2017 meeting of the Common Council at 7:22 p.m. On a voice vote, motion carried unanimously.

The minutes of the January 17, 2017 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.