

**MINUTES  
CITY OF JEFFERSON COMMON COUNCIL  
TUESDAY, FEBRUARY 6, 2018**

The Tuesday, February 6, 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, Ald. Krause, Ald. Beyer and Ald. Lares. Also present were: City Administrator Freitag, City Engineer Pinnow, City Attorney Rogers and City Clerk/Deputy Treasurer Kuehl.

**PUBLIC PARTICIPATION**

Leann Schwandt-Lehner spoke about the Libraries Transform Campaign. She then presented Ald. Beyer with her Read poster from the campaign.

**2018 ROAD CONSTRUCTION REPORT**

Engineer Pinnow gave an update on the streets resurfacing program for 2018. The bid opening for the streets resurfacing project will be on February 27, 2018 at 11:00 a.m.

**RESOLUTION NO. 97 – CONSENT AGENDA**

Ald. Beyer introduced Resolution No. 97.

**CITY OF JEFFERSON  
RESOLUTION NO. 97**

**BE IT RESOLVED**, by the Common Council of the City of Jefferson, Wisconsin that the consent agenda for February 6, 2018 is hereby adopted.

- A. Vouchers Payable for December, 2017 in the amount of \$170,043.57 and February, 2018 in the amount of \$155,277.59. Payroll Summary for January 19, 2018 in the amount of \$158,482.86 and Payroll Summary for February 2, 2018 in the amount of \$144,860.28.
- B. Council Minutes from the January 16, 2018 Meetings of the Common Council.
- C. Licenses as Approved by the Regulatory Committee
  1. Operator's Licenses
  2. Special Class B Licenses

Ald. Beyer, seconded by Ald. Tully moved to approve Resolution No. 97. On call of the roll, motion carried unanimously.

**RESOLUTION NO. 93 – A RESOLUTION TO WRITE OFF DELINQUENT PERSONAL PROPERTY BILLS**

Ald. Brandel introduced Resolution No. 93.

**CITY OF JEFFERSON  
RESOLUTION NO. 93**

**BE IT RESOLVED** by the Common Council of the City of Jefferson that the City Administrator is hereby authorized to delete the following Personal Property bills from the accounts receivable:

<u>YEAR</u>	<u>PERSONAL PROPERTY</u>	<u>TOTAL DELINQUENT PRINCIPAL</u>
2016		
	1033 Liquor	\$ 383.03
	Ajs Place	\$ 700.67
	Badgerland Ventilation	\$ 245.23
	Franks Family Restaurant	\$ 583.89
	Jefferson Travel Inc.	\$ 44.38
	Tony's Fiber Care	\$ 233.56
	United Drilling	\$ 112.11
	<b>Subtotal</b>	<b>2,302.87</b>
	<b>TOTAL</b>	<b><u>\$2,302.87</u></b>

Motion was made by Ald. Brandel, seconded by Ald. Krause to approve Resolution No. 93. Motion carried unanimously on call of the roll.

**RESOLUTION NO. 94 – A RESOLUTION AUTHORIZING THE PURCHASE OF A BASKET BOOM TRUCK**

Ald. Krause introduced Resolution No. 94.

**CITY OF JEFFERSON  
RESOLUTION NO. 94**

**WHEREAS**, the Parks, Recreation and Forestry Department has been renting an aerial lift truck for the past 5 years and were planning on doing the same for this year; and

**WHEREAS**, the department has not been able to obtain a truck this year due to the unavailability of renting one; and

**WHEREAS**, the department found a 2003 Freightliner Basket Boom Truck for sale for \$40,000. City staff inspected this truck and is confident that is in good working condition and would fill the City’s forestry needs; and

**WHEREAS**, there is monies budgeted to replace a mower and broom in the 2018 Capital Equipment budget. This mower replacement would be moved to 2022 and swapped with the bucket truck purchase; and

**NOW, THEREFORE BE IT RESOLVED**, by the Common Council of the City of Jefferson, Wisconsin that the City Administrator is hereby authorized to purchase a 2003 Freightliner Basket Boom Truck from Richard Huebner, Jefferson, at a not to exceed price of \$40,000.

Attorney Rogers announced that the Finance Committee decided that due to the difficulty in obtaining competitive bids on a 2003 vehicle, there are no rentals available at this time and the Parks Department needs this equipment now to complete their work, it is in the best interest of the City to waive the requirements of the Purchasing Policy.

Ald. Krause, seconded by Ald. Horn moved to waive the requirements of the Purchasing Policy and approve Resolution No. 94. On call of the roll, motion carried unanimously.

**RESOLUTION NO. 98 – AUTHORIZING THE RENEWAL OF A FENDT TRACTOR LEASE**

Ald. Horn introduced Resolution No. 98.

**CITY OF JEFFERSON  
RESOLUTION NO. 98**

**WHEREAS**, the Jefferson Wastewater Utility has leased a 2010 Fendt 930 Vario Tractor from McFarlane’s Manufacturing Company in Sauk City, WI through AGCO Finance since 2012; and

**WHEREAS**, the lease is expiring on March 1, 2018, with a balloon payment due or renewing of lease; and

**WHEREAS**, the Finance Committee has reviewed the lease-purchase quote and concurs with the recommendation of the Wastewater Utility Superintendent to enter into a lease-purchase agreement with AGCO Finance, representing McFarlane Manufacturing Company for the 2010 Fendt 930 Vario and recommends the same to the Common Council; and

**NOW, THEREFORE BE IT RESOLVED**, by the Common Council of the City of Jefferson, Wisconsin that it herein awards the lease-purchase agreement to AGCO Finance representing McFarlane Manufacturing Company for the Fendt tractor. \$74,760.00 is the sale price, with 6 annual payments of \$13,777.41 starting on March 15, 2018, and one payment of \$1.00 on March 15, 2024, where the annual payment will be made with money budgeted from the Sanitary Sewer Utility Fund Sludge Hauling account; and

**BE IT FURTHER RESOLVED**, by the Common Council of the City of Jefferson 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 following its review by the City Attorney.

Attorney Rogers announced that the Finance Committee decided that because this is a vehicle we already have and the City is only refinancing the balloon payment on the existing lease, it is in the best interest of the City to waive the requirements of the Purchasing Policy.

Ald. Horn, seconded by Ald. Krause moved to waive the requirements of the Purchasing Policy and approve Resolution No. 98. On call of the roll, motion carried unanimously.

**RESOLUTION NO. 99 – AUTHORIZING A CONTRACT FOR ARCHITECT DESIGN SERVICES (POLICE DEPARTMENT/JEFFERSON UTILITIES FACILITY RENOVATION PROJECT)**

Ald. Peachey introduced Resolution No. 99.

**CITY OF JEFFERSON  
RESOLUTION NO. 99**

**WHEREAS**, the City of Jefferson intends to undertake a comprehensive renovation of the joint use Jefferson Police Department and Jefferson Utility Building in 2018; and

**WHEREAS**, the City solicited architect design services in the form of a Request for Proposal (RFP) in late 2017 and six architect firms submitted proposals in response to the City’s RFP; and

**WHEREAS**, the Jefferson Facilities Committee reviewed the proposals and interviewed four architect firms for the above referenced work, and ultimately selected the firm of Building Envelope, Professionals Group, LLC to complete the design work; and

**WHEREAS**, the Facilities Committee is recommending an award of contract to Building Envelope, Professional Group LLC subject to a satisfactory contract being negotiated between the parties; and

**NOW, THEREFORE BE IT RESOLVED**, by the City of Jefferson, Wisconsin Common Council that it herein authorizes and approves an AIA Standard Form of Agreement Between Owner (City) and Architect (Building Envelope Professional Group, LLC), Construction Manager as Constructor Edition and all attachments and exhibits with compensation for the sought after design services per the following schedule:

Construction cost – range		% of fee	Design Fee Amount	
\$750,000	\$1,000,000	14.00%	\$105,000	\$140,000
\$1,000,000	\$1,100,000	13.50%	\$135,000	\$148,500
\$1,100,000	\$1,200,000	13.00%	\$143,000	\$156,000
\$1,200,000	\$1,300,000	12.50%	\$150,000	\$162,500
\$1,300,000	\$1,400,000	12.00%	\$156,000	\$168,000
\$1,400,000	\$1,500,000	11.50%	\$161,000	\$172,500
\$1,500,000	\$1,600,000	11.00%	\$165,000	\$176,000
\$1,600,000	\$1,700,000	10.75%	\$172,000	\$182,750
\$1,700,000	\$1,800,000	10.50%	\$178,500	\$189,000
\$1,800,000	\$1,900,000	10.25%	\$184,500	\$194,750
\$1,900,000	\$2,000,000	10.00%	\$190,000	\$200,000
\$2,000,000	\$2,500,000	Fixed	\$200,000	\$200,000

**BE IT FURTHER RESOLVED**, that the City Administrator is authorized to execute said Agreement on behalf of the City of Jefferson subject to its review by the City Attorney and the cost for said design services is to be shared and assumed by the City of Jefferson and its public utility, Jefferson Utilities on a 75% (City) and 25% (Jefferson Utilities) basis.

Ald. Peachey, seconded by Ald. Lares moved to approve Resolution No. 99. On call of the roll, motion carried unanimously.

Ald. Peachey, seconded by Ald. Miller moved to adjourn the February 6, 2018 meeting of the Common Council at 7:18 p.m. On a voice vote, motion carried unanimously.

The minutes of the February 6, 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.