

**MINUTES  
CITY OF JEFFERSON COMMON COUNCIL  
WEDNESDAY, FEBRUARY 4, 2020**

The Tuesday, February 4, 2020 meeting of the City of Jefferson Common Council was called to order at 7:00 p.m. by Mayor Oppermann. Members present were: Ald. Beyer, Ald. Tully, Ald. Peachey, Ald. Horn, Ald. Brandel, Ald. Krause, Ald. Miller and Ald. Lares. Absent: None. Also present were: City Administrator Freitag, City Attorney Rogers, and City Clerk/ Deputy Treasurer Copsey.

**PUBLIC PARTICIPATION**

Dan Griffith, 730 Gleenwood Ct., from the Library Board, introduced Melissa Anderson as our new Library Director.

**PRESENTATION**

(To be introduced by Administrator Freitag, WWTP Superintendent Clark, and Dave Ferris, with Ehlers.)  
WWTP Superintendent Clark gave an overview of where the Northside Interceptor Sewer Project will take place. The project will be put out to bid next week, and will be brought back to the Council for approval in March. The project will be completed by November of 2020. Dave Ferris went over the Financing Plan for the project.

**PRESENTATION**

(To be introduced by City Engineer Pinnow.)  
City Engineer Pinnow went over the Riverside Riverwalk Extension. Bidding will be out to bid this week and sent to the DNR for approval permitting. Engineer Pinnow will also be submitting to the Union Pacific Railroad a letter informing them of the work that will be done in the City right-of-way.

**DISCUSSION**

(To be introduced by City Administrator Freitag)  
City Administrator Freitag told the Council of a public hearing that will take place on February 18, 2020, for the CDBG Project Close Requirements.

**APPOINTMENTS BY MAYOR AND CONFIRMED BY CITY COUNCIL**

Election Worker.....Dick Emmerich  
Election Worker.....Steve Adams

Ald. Brandel, seconded by Ald. Miller to approve the election workers. On a voice vote, motion carried unanimously.

**ORDINANCE TO AMEND THE ELECTRICAL CODE SECTION 120-2 OF THE CITY OF JEFFERSON MUNICIPAL CODE**

(To be introduced for its first reading by Ald. Lares.)

**CITY OF JEFFERSON  
ORDINANCE # 2-20**

**An Ordinance to Amend the Electrical Code Section 120-2 of the City of Jefferson Municipal Code.**

§ 120-2 Electrical Code.

A. State code applies. All electrical work, including the placing of wires and other equipment, shall conform to the Wisconsin *Admin. Code SPS 316* State Electrical Code, which is hereby made by reference a part of this chapter.

B. Permit. No electric wiring or other equipment shall be installed or altered without first securing a permit therefor from the Electrical Inspector, except that repairs or replacements of broken or defective sockets, switches or base receptacles may be made without a permit *or the work is specifically exempted per SPS 316* . The application for such permit shall be on a form furnished by the Electrical Inspector and shall state clearly the work planned, alterations to be made, and equipment and materials to be used, and all later deviations from such plan must be submitted to and approved by the Electrical Inspector. Fees shall be established in § 120-1G.

C. Inspection of work. After roughing in the wiring of any building and before any such work is covered up or upon completion of any outside wiring construction work, the person doing such work shall notify the Electrical Inspector who shall at once inspect or cause to be inspected the same *per SPS 316* . If he finds that the work conforms to the State Electrical Code, he shall issue a certificate of compliance which shall contain the date and an outline of the result of such inspection, a duplicate of which shall be filed by location in the office of the Electrical Inspector. No person shall use any such electrical equipment until such certificate has been issued.

§ 120-3 Permits required.

A. General permit requirement. No building, plumbing or electrical work shall be performed in the City unless a permit therefor is obtained as required in the provisions of this chapter.

B. Payment of fees. All fees shall be paid to the City Administrator and a receipt showing that such fees prescribed by ordinance have been paid presented to the Building, Electrical, and Plumbing Inspectors before such Inspectors shall issue to the owner, or his agent, a building, electrical or plumbing permit.

C. Permit lapses. A building, electrical or plumbing permit shall lapse and be void unless operations under the permit are commenced within six *twelve* months from the date of issuance thereof and unless the proposed construction is completed within two years of the date of issuance, after which the permit may be extended by payment of 1/2 of the original fee.

D. Revocation. If the Building, Electrical or Plumbing Inspector shall find at any time that this section, laws, orders, plans and specifications are not being complied with and that the holder of the permit refuses to conform after a written warning or instruction has been issued to him, he shall revoke the building, electrical, or plumbing permit by written notice posted at the site of the work. When any such permit is revoked, no person shall do any further work thereunder until the permit is reissued, excepting such work as the Inspector may order to be done as a condition precedent to the reissuance of the permit, or as he may require for the preservation of human life and safety or property.

E. Report of violations. All police officers or other City officials shall report at once to the Inspectors any building, electrical or plumbing work which is being carried on without a permit as required by this section.

F. Records. The Inspectors shall keep a record of all permits, fees and inspections and shall make an annual report thereon to the Common Council.

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

Ald. Lares, seconded by Ald. Brandel moved to approve the change to section E. To add “or other City officials” in Ordinance #2-20. On call of the roll, Motion carried unanimously.

Ald. Horn, seconded by Ald. Brandel moved to approve the Ordinance #2-20 with the above changes. On call of the roll, Motion carried unanimously.

**CONSENT AGENDA**

(To be introduced by Ald. Tully.)

**CITY OF JEFFERSON  
RESOLUTION NO. 72**

**BE IT RESOLVED**, by the Common Council of the City of Jefferson, Wisconsin that the consent agenda for February 4, 2020 is hereby adopted.

- A. Vouchers Payable for December 2019 in the amount of \$14,996.77 and January 2020 in the amounts of \$377,387.59, Payroll Summary for January 31, 2020 in the amount of \$173,396.15.
- B. Council Minutes from January 21, 2020 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. Beyer moved to approve Resolution No. 72. On call of the roll, Motion carried unanimously.

**RESOLUTION AUTHORIZING THE PURCHASE OF A SKID STEER**

(To be introduced by Ald. Peachey.)

**CITY OF JEFFERSON  
RESOLUTION NO. 73**

**AUTHORIZING THE PURCHASE OF A SKID STEER**

**WHEREAS**, Director of Public Works Pinnow recently solicited quotes for replacement of a 2011 Bobcat S650 Skid Steer for the Jefferson Public Works Department; and

**WHEREAS**, Director Pinnow is recommending acceptance of the low quote from Mid-State Equipment of Watertown for the purchase of a 2020 Bobcat A770 4Wheel drive 4 Wheel Steer skid steer in the amount of \$39,996, including trade in allowance; and

**WHEREAS**, Director Pinnow is recommending acceptance of the only qualified quote from Mid-State Equipment in the amount of \$39,996; and

**WHEREAS**, the Jefferson Capital Improvement Project and Equipment Replacement Budget includes an appropriation in the amount of \$ \$40,000 to fund the purchase of a skid steer for the Public Works Department; and

**WHEREAS**, the Jefferson Finance Committee has reviewed and recommended the purchase of said Bobcat skid steer;

**NOW, THEREFORE BE IT RESOLVED**, by the Common Council of the City of Jefferson, Wisconsin that it herein authorizes the purchase of a 2020 Bobcat A770 4Wheel drive 4 Wheel Steer skid steer in the amount of \$39,996 from Mid-State Equipment.

Ald. Peachey moved, seconded by Ald. Krause to approve Resolution No. 73. On call of the roll, Motion carried unanimously.

Ald. Peachey, seconded by Ald. Krause moved to go to closed session. On call of the roll, Motion carried unanimously.

Ald. Lares, seconded by Ald. Beyer moved to go to open session. On call of the roll, Motion carried unanimously.

**RESOLUTION AUTHORIZING THE HIRE OF A FULL-TIME PATROL OFFICER**

(To be introduced by Ald. Miller.)

**CITY OF JEFFERSON  
RESOLUTION NO. 74**

**WHEREAS**, Police Chief Pileggi has taken steps to fill a vacant position based upon a recent resignation in the Police Department for a full-time patrol officer; and

**WHEREAS**, Police Chief Pileggi is recommending that part-time Officer Jamison Hoff be hired by the City of Jefferson to fill the vacant full-time officer position pursuant to the City of Jefferson Fire and Police Commission 07/29/19 review and approval of said request; and

**WHEREAS**, the Personnel Committee having reviewed the qualifications of part-time Jamison Hoff and the recommendation of Chief Pileggi is also recommending the promotion of Part-time Officer Jamison Hoff from part-time officer status to full-time officer status to the Common Council; and

**WHEREAS**, the Chief of Police has full-time funds allocated in his 2020 approved operating budget and that this part-time patrol officer is to replace a current vacancy in the full-time patrol 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 promote part-time Officer Jamison Hoff, effective Friday, February 7<sup>th</sup>, 2020 as a full-time patrol officer for the City of Jefferson Police Department. The initial rate of pay shall be the entry level step as outlined in the Collective Bargaining agreement between the City of Jefferson and the Jefferson Professional Police Officer's Association.

Ald. Miller, seconded by Ald. Brandel moved to approve Resolution 74. On voice call, Motion carried unanimously.

**RESOLUTION AUTHORIZING THE HIRE OF A PART-TIME POLICE DEPARTMENT  
ADMINISTRATOR ASSISTANT**

(To be introduced by Ald. Krause.)

**CITY OF JEFFERSON  
RESOLUTION NO. 75**

**WHEREAS**, by the Common Council of the City of Jefferson, Wisconsin that the Chief of Police is herein authorized to hire a part-time Administrative Assistant for the City of Jefferson Police Department. The initial rate of pay shall be as outlined in the Wage Scale Structure, Classification #1 step #1 at \$15.28 per hour. This position is a replacement for a recent retirement and is a 50% Part-Time Employee position with limited benefits, allowing for a maximum of 1,040 hours yearly, after testing and interviews staff selected Belinda Galesky-Fuller for this position;

**WHEREAS**, by the Common Council of the City of Jefferson, Wisconsin that the Chief of Police has part-time funds allocated in his 2020 budget for this part-time Administrative Assistant;

**NOW, THEREFORE BE IT RESOLVED**, by the Common Council of the City of Jefferson, Wisconsin that the Chief of Police is authorized to proceed with the hiring of a part-time Administrative Assistant for the City of Jefferson Police Department. The initial rate of pay shall be as outlined in the Wage Scale Table, Classification #1 step #1 at \$15.28 per hour. This position is a replacement for a recent retirement and is a 50% Part-Time Employee position with limited benefits, allowing for a maximum of 1,040 hours yearly. After testing and interviews staff selected Belinda Galesky-Fuller for this position. This position shall have an effective start date of Wednesday, February 5<sup>th</sup>, 2020.

Ald. Krause, seconded by Ald. Miller moved to approve Resolution 75. On voice call, Motion carried unanimously.

Ald. Peachey, seconded by Ald. Lares moved to adjourn the February 4, 2020 meeting of the Common Council at 7:50 p.m. On a voice vote, motion carried unanimously.