

**MINUTES
CITY OF JEFFERSON COMMON COUNCIL
CITY HALL MEETING ROOMS
TUESDAY, MAY 18, 2021**

The Tuesday, May 4, 2021 meeting of the City of Jefferson Common Council was called to order at 7:00 p.m. by Mayor Oppermann. Member's present were: Ald. Neils, Ald. Beyer, Ald. Miller, Ald. Teeter, Ald. Brandel, Ald. Neils and Ald. Tully. Absent: Ald. Young. Also present were: City Administrator Freitag, Attorney Rogers, City Engineer Pinnow, City Clerk/Deputy Treasurer, and Chief Pileggi.

PUBLIC PARTICIPATION

Mike Soleska from 140 S. Dewey Ave, Jefferson is frustrated with the ordinance that says he has to clean up his yard.

ORDINANCE AMENDING LIQUOR LICENSE TO PREMISES WHERE THE SALE OF GASOLINE IS CONDUCTED OR CARRIED ON

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

**CITY OF JEFFERSON
ORDINANCE NO. 4-21**

WHEREAS, the City of Jefferson now prohibits the issuance of Class "A" intoxicating liquor licenses to premises where the sale of gasoline is conducted or carried on; and

WHEREAS, the City of Jefferson finds that such a prohibition is no longer proper due to the change as to how such businesses are now conducted.

NOW THEREFORE, the Common Council does hereby ordain as follows:

Section 1. Section 160-5(L) Is hereby deleted in its entirety.

Section 2. This ordinance shall be effective on the date after its enactment and publication of this ordinance as required by law.

Ald. Lares, seconded by Ald. Beyer moved to approve Ordinance No. 4-21. On call of the roll, Motion carried 6-1.

CONSENT AGENDA

(To be introduced by Ald. Beyer.)

**CITY OF JEFFERSON
RESOLUTION NO. 7**

BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that the consent agenda for May 18, 2021 is hereby adopted.

- A. Vouchers Payable for May 2021 in the amount of \$412,146.53 and April Manual Checks in the amount of \$2,080.38. Payroll Summary for May 7, 2021 in the amount of \$166,316.25.
- B. Council Minutes from May 4, 2021 of the Common Council.
- C. Gemuetlichkeit 2021 Subsidy-\$3,000.
- D. Licenses as Approved by the Regulatory Committee.
 - 1. Operator's Licenses.

Ald. Beyer, seconded by Ald. Lares moved to approve Resolution No. 7. On call of the roll, Motion carried unanimously.

RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR FIRE AND EMS STATIONS SOLAR ENERGY IMPROVEMENT PROJECT

(To be introduced by Ald. Miller.)

**CITY OF JEFFERSON
RESOLUTION NO. 8**

AUTHORIZING AWARD OF CONTRACT FOR FIRE AND EMS STATION SOLAR ENERGY IMPROVEMENT PROJECT

WHEREAS, the City of Jefferson received 3 bids from contractors interested in the design and installation of a solar panel array for the Jefferson Fire and EMS Station; and

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

COMPANY	BASE BID	ALTERNATE A
Midwest Solar Power	\$49,150	No Bid
Eagle Point Solar	\$58,206	\$80,100
PDC Electrical Contractors	\$47,284	\$264,686

WHEREAS, the Project consists of designing and building a 20 KW rooftop solar panel array on the Jefferson Fire and EMS Station; and

WHEREAS, the City's engineering consultant, Forster Electrical Engineering has reviewed the bids and is recommending a Base Bid Award in the amount of \$47,284 to PDC Electrical Contractors of Monroe, Wisconsin; and

WHEREAS, the Finance Committee has reviewed the bids and concurs with the recommendation of Forster Electrical Engineering, and has determined that the Project has bid within the budget of \$70,000 authorized for the Project; and

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that it herein approves the Base Bid of PDC Electrical Contractors of Monroe, Wisconsin for the design and

construction of a 20 KW rooftop solar panel array on the Jefferson Fire and EMS Station in the amount of \$47,284, and further directs and authorizes the City Administrator 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. Miller, seconded by Ald. Brandel moved to approve Resolution No. 8. On call of the roll, Motion carried unanimously.

RESOLUTION APPROVING NEW CURBSIDE BRUSH PICKUP POLICY BY PUBLIC WORKS DEPARTMENT

(To be introduced by Ald. Brandel.)

**CITY OF JEFFERSON
RESOLUTION NO. 9**

WHEREAS, the Public Works Department provides curbside collection of brush to city residents as a convenience for the maintenance of their property; and

WHEREAS, monthly brush pickup is intended for typical residential yard cleanup and is not intended for lot clearing or a means of disposing of entire trees; and

WHEREAS, the City Engineer/Director of Public Works has drafted a “Curbside Brush and Leaf Policy” for City residents;

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin adopts the Curbside Brush & Leaf Collection Policy presented herein.

Ald. Brandel, seconded by Ald. Neils moved to approve Resolution No. 9. On call of the roll, Motion carried unanimously.

RESOLUTION APPROVING STAFF PROMOTION OF LEAD CREW PERSON IN PUBLIC WORKS DEPARTMENT

(To be introduced by Ald. Tully.)

**CITY OF JEFFERSON
RESOLUTION NO. 10**

WHEREAS, the Public Works Department currently has a vacant position as Lead Crew Person; and

WHEREAS, Public Works Director Pinnow intends to promote an existing crewperson to fill this open position, and

WHEREAS, Public Works Director Pinnow is recommending that Jeff Meng, a current crewperson of the Public Works Department be promoted by the City of Jefferson to Lead Crewperson of the Public Works Department; and

WHEREAS, the Personnel Committee has reviewed the recommendation of Public Works Director Pinnow and also recommends the promotion of Jeff Meng to the Common Council;

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that it herein authorizes the City Administrator to promote Jeff Meng to Public Works Lead Crewperson, effective May 19th, 2021, at a wage rate of \$27.00 per hour, placed in Grade 6 of the City of Jefferson Compensation Plan.

Ald. Tully, seconded by Ald. Miller moved to approve Resolution No. 10. On call of the roll, Motion carried unanimously.

RESOLUTION APPROVING STAFF PROMOTION OF LEAD CREW PERSON IN PUBLIC WORKS DEPARTMENT

(To be introduced by Ald. Teeter.)

**CITY OF JEFFERSON
RESOLUTION NO. 11**

WHEREAS, Public Works Director Pinnow has received a letter from the Public Works Foreman, Dave Hubbard, that he intends to retire on or about December of 2021 leaving a vacancy at that position; and

WHEREAS, Public Works Director Pinnow intends to fill this open position, internally advertised the position to all City staff and interviews were conducted with potential candidates; and

WHEREAS, Public Works Director Pinnow is recommending that Andrew Voight, a current employee of the Public Works Department be promoted by the City of Jefferson to fill the vacant position upon the retirement of Foreman Hubbard; and

WHEREAS, the Personnel Committee has reviewed the recommendation of Public Works Director Pinnow and also recommends the promotion of Andrew Voight to the Common Council;

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that upon the retirement of Foreman Hubbard, it herein authorizes the City Administrator to promote Andrew Voight to Public Works Foreman at a wage rate of \$26.33 per hour, placed in Grade 7 of the City of Jefferson Compensation Plan;

FURTHERMORE, upon satisfactory reviews from Public Works Pinnow, Foreman Voight's wage will increase after year one to be equal to that wage of the Lead Crewperson and after year two to increase to 2.5% above the Lead Crewperson.

Ald. Teeter, seconded by Ald. Brandel moved to approve Resolution No. 11. On call of the roll, Motion carried unanimously.

RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR THE MEADOWS SUBDIVISION CONSTRUCTION

(To be introduced by Ald. Neils.)

**CITY OF JEFFERSON
RESOLUTION NO. 12**

WHEREAS, the City of Jefferson received seven bids from contractors interested in completing the construction for **THE MEADOWS SUBDIVISION IMPROVEMENTS project**; and

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

Company	Base Bid	Alternate 1 (Madison St)	Alternate 2 (Base Bid Ductile Iron Water Main)	Alternate 3 (Madison St Ductile Iron Water Main)	Alternate 4 (Rapid Flashing Beacon)	Alternate 5 (Rapid Flashing Beacon Solar)
Forest Landscaping & Construction	\$1,586,502.50	\$228,227.75	\$177,100	\$30,504	\$8,200	\$8,200

WHEREAS, MSA Professional Services Inc. and City staff reviewed the project bid results and recommends award of the base bid and Alternates 1 and 5 while rejecting Alternate bid items 2, 3, and 4 for the construction of The Meadows subdivision; and

WHEREAS, the overall bid scope of work included mass grading, installation of water main, sanitary sewer, storm sewer, curb and gutter, street pavement, sidewalk, stormwater detention basins and other items; and

WHEREAS, the overall project and alternates total \$1,822,930.25; and

WHEREAS, the City intends to issue General Obligation Notes and to utilize the proceeds from said notes to reimburse the City’s Tax Increment District 8 for funds advanced to construct the project;

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that it herein approves the Forest Landscaping & Construction Inc. bid for **THE MEADOWS SUBDIVISION IMPROVEMENTS** in the amount of \$1,822,930.25;

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. Neils, seconded by Ald. Brandel moved to approve Resolution No. 12. On call of the roll, Motion carried unanimously.

Ald. Lares, seconded by Ald. Tully moved to adjourn the Jefferson Common Council Meeting at 7:38 p.m., carried unanimously on a voice vote.