

**MINUTES  
CITY OF JEFFERSON COMMON COUNCIL  
CITY HALL COUNCIL CHAMBERS  
TUESDAY, SEPTEMBER 21, 2021**

The Tuesday, September 21, 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. Brandel, Ald. Young, Ald. Miller, Ald. Teeter, Ald. Beyer and Ald. Tully. Absent: Ald. Lares. Also present were: City Attorney Rogers, City Engineer Pinnow, City Clerk/Deputy Treasurer Copsey, and Police Chief Pileggi.

**PUBLIC PARTICIPATION**

Cindy Pitzner with the Charitable Golf Board. She would like the Council to consider having golf carts legal on City Streets.

Mayor Oppermann would like to inform the city that two employees from the City will be retiring on Friday, October 1, 2021, Dave Hubbard and Jeff Schopen. Please stop down, to wish them well, on Friday, October 1, 2021 to the Public Works Garage from 1-3 pm.

**MAYORAL PROCLAMATION:**



**PROCLAMATION  
CITY OF JEFFERSON, WISCONSIN  
2021 FAIR HOUSING PROCLAMATION**

**WHEREAS**, 2021 marks the 53<sup>rd</sup> anniversary of the passage of the U.S. Fair Housing Law, Title VIII of the Civil Rights Act of 1968, as amended, which enunciates a national policy of Fair Housing without regard to race, color, creed, national origin, sex, familial status, and handicap, and encourages fair housing opportunities for all citizens, and;

**WHEREAS**, the State of Wisconsin passed the Wisconsin Open Housing Law, which further encourages fair housing opportunities for all citizen's, and;

**WHEREAS**, fair housing occurs when all persons in the community have an equal opportunity to acquire housing, regardless of sex, race, color, handicap, religion, national origin, or marital status of the person maintaining a household, lawful source of income, age, ancestry, or sexual orientation, and;

**WHEREAS**, fair housing means taking actions that assure people have housing choices and are not discriminated against in their housing transactions, and;

**WHEREAS**, fair housing laws are enforced through education, outreach, research, and direct assistance to persons alleging discrimination, and;

**WHEREAS**, the City of Jefferson supports activities that promote fair housing and adopted a Fair Housing Policy under Section 154-13 of the Municipal Code which in part reads: Pursuant to Wis. Stat. § 106.50, Wisconsin's Open Housing Act, it is hereby declared to be the policy of the City of Jefferson to assure equal opportunity to all persons to live in decent housing facilities regardless of sex, race, color, disability as defined in Wis. Stat. § 106.50(1m)(g), sexual orientation as defined in Wis. Stat. § 106.50(1m)(t), religion, national origin, family status as defined in Wis. Stat. § 106.50(1m)(k), status as a victim of domestic abuse, sexual assault, stalking, lawful source of income, age or ancestry.

**NOW, THEREFORE**, in recognition of our commitment to fair housing within our community, I, Dale Oppermann, Mayor of the City of Jefferson, hereby encourages all citizens to work to protect equal access to housing to help build a more inclusive and vibrant community for all.

Ald. Miller, seconded Ald. Tully moved to accept the proclamation for the Fair Housing within our Community. On a voice vote, motion carried unanimously.

**DISCUSSION: REVOLVING LOAN FUND PROGRAM**

Administrator Freitag went over the new revolving loan fund program that he would like to see put into place. He went over guidelines of the program that is written into the policy. This will be brought back to the Council at a near future date.

**DISCUSSION: FY 2022-2026 CAPITAL IMPROVEMENT PLAN**

Administrator Freitag went over the 5-year capital improvement plan. Over the course of the five years, the city will borrow 3.5 million dollars. There was also a memo from Ehlers that he went over the cost impact on the citizens, which would have very minimal impact. We would close out some old debt and acquire some new.

**ORDINANCE TO ANNEX PROPERTY FROM THE TOWNSHIP FO AZTALAN**

(Property owned by Todd and Rachelle Zorn.) (To be introduced for its first reading by Ald. Tully.)

**CITY OF JEFFERSON  
PROPOSED ORDINANCE #8-21**

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

**SECTION 1. Territory Annexed.** In accordance with Section 66.0217 of the Wisconsin Statutes and the petition for direct annexation filed with the City Clerk on the 15th day of September 2021, signed by the owners of all the land in area and real property in assessed value in the territory, the following described territory in the Town of Aztalan, Jefferson County, Wisconsin, is annexed to the City of Jefferson, Wisconsin:

**SECTION 2. Effect of Annexation.** From and after the date of this ordinance the territory described in section 1 shall be a part of the City of Jefferson for any and all purposes provided by law and all

persons coming or residing within such territory shall be subject to all ordinances, rules and regulations governing the City of Jefferson.

A part of Government Lot 2, in Section 35, Township 7 North, Range 14 East, Town of Aztalan, Jefferson County, Wisconsin, bounded as follows: Commencing at a point in the South line of said Lot 2 where it intersects with the centerline of the public highway known and commonly called the Watertown and Jefferson Road; thence North 7° 20' East along the center of said highway 20.82 feet to a point; thence West parallel with the South line of said Lot 2, 598.30 feet to a point; thence North 1° 54' West, 322.25 feet to a point; thence North 71° 4' West 351 feet to a point; thence North 51° 10' West, 75 feet to the bank of Rock River; thence South 26° 30' West along said river bank 550 feet to a point in the South line of said Lot 2; thence East along said South line, 1252 feet to the place of beginning.

ALSO that part of Government Lot 2 in Section 35, Township and Range aforesaid, bounded and described as follows: Commencing at a point 20.82 feet North of the South line of said Lot 2 and lying and being in the centerline of public highway known and commonly called the Watertown and Jefferson Road and also known as State Trunk Highway No. 26 (now known as Watertown Road); thence running North 7° 20' East along the center of said highway 45.18 feet to a point; thence running West and parallel with the South line of said Lot 2, 604.20 feet to a point; thence running South 45.18 feet to a point 20.82 feet North of the South line of said Lot 2; thence running East and parallel with the South line of said Lot 2, 598.30 feet to the point of beginning

**SECTION 3. Temporary Zoning Classification.** The Plan Commission is directed to designate a temporary zoning for the proposed annexation territory and to submit its recommendation to the Common Council prior to the second reading of such ordinance.

**SECTION 4. Ward Designation.** The territory described in Section 1 of this ordinance is hereby made a part of the 3rd Ward, District B of the City of Jefferson, subject to the ordinances, rules and regulation of the City of Jefferson governing wards.

**SECTION 5. Severability.** If any provision of this ordinance is invalid or unconstitutional, or if the application of this ordinance to any person or circumstances is invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the other provision or application of this ordinance which can be given effect without the invalid or unconstitutional provision or application.

**SECTION 6. Tax Payment.** In compliance with Section 66.0217(14)(a) Wis. Stats., the City of Jefferson acknowledges that it must pay annually the Town of Aztalan, for 5 years, an amount equal to the amount of property taxes that the town levied on the annexed territory, as shown by the 2021 tax roll under Section 70.65 Wis. Stats.

**SECTION 7. Effective Date.** This ordinance shall take effect upon passage and publication as provided by law.

**CONSENT AGENDA**

(To be introduced by Ald. Beyer.)

**CITY OF JEFFERSON  
RESOLUTION NO. 48**

**BE IT RESOLVED**, by the Common Council of the City of Jefferson, Wisconsin that the consent agenda for September 21, 2021, is hereby adopted.

- A. Vouchers Payable for September 2021 in the amount of \$424,331.46, August Manual Checks in the amount of \$10,100.00. Payroll Summary for September 10, 2021, in the amount of \$168,836.13.
- B. Council Minutes from September 7, 2021, of the Common Council.
- C. Licenses as Approved by the Regulatory Committee.

- 1. Operator's Licenses.
- 2. Sales of Goods in the ROW- Angelina Vang-HSJC Fur Ball, October 23, 2021.

Ald. Beyer, seconded by Ald. Teeter moved to approve Resolution No. 48. On call of the roll, Motion carried unanimously.

**RESOLUTION REQUESTING EXEMPTION FROM COUNTY LIBRARY TAX**

(To be introduced by Ald. Teeter.)

**CITY OF JEFFERSON  
RESOLUTION NO. 49**

**WHEREAS**, the Jefferson County Board has established a county library service and levies a county library tax as authorized under Section 43.57 (3) of the Wisconsin Statutes, and

**WHEREAS**, Section 43.64 (2) (b) of the Wisconsin Statutes provides that a village or city is exempt from the county library tax if it levies a tax for public library service and appropriates and expends for a library fund as defined by s.43.52 (1) during the year for which the county tax levy is made a sum at least equal to the county library tax rate in the prior year multiplied by the equalized valuation of the property in the city or village for the current year, and

**WHEREAS** the city of Jefferson will, in 2022, appropriate and expend an amount in excess of that calculated above,

**NOW THEREFORE BE IT RESOLVED** that the city of Jefferson hereby requests of the Jefferson County Board of Supervisors that the city of Jefferson be exempted from the payment of any tax for the support of the County Library Service as provided in Section 43.64 (2).

**BE IT FURTHER RESOLVED** that copies of this resolution be forwarded by the city clerk to the following parties:

ADMINISTRATOR  
Jefferson County Library Council  
Dwight Foster Public Library  
209 Merchants Avenue  
Fort Atkinson, WI 53538

COUNTY CLERK  
320 S. Main Street, Room 109  
Jefferson, WI 53549

Ald. Young, seconded by Ald. Teeter moved to approve Resolution No. 49. On call of the roll, Motion carried unanimously.

**RESOLUTION AUTHORIZING THE REVOLVING LOAN FUND PROGRAM LOAN TO DAMON SCHOPEN FOR THE PURCHASE OF PROPERTY LOCATED AT 230 S MAIN STREET**

(To be introduced by Ald. Brandel.)

**CITY OF JEFFERSON  
RESOLUTION NO. 50**

**WHEREAS**, Damon Schopen, Co-Owner of FOCUS Coworking located at 148 E. Milwaukee Street has entered into an accepted offer-to-purchase contract for property located at 230 S. Main Street; and

**WHEREAS**, Mr. Schopen intends to retain the 230 S. Main Street Building's existing tenants and expand FOCUS Coworking into the building's current vacant space. FOCUS Coworking has provided office space, education, networking, and collaboration for freelancers, entrepreneurs, and business professionals since 2018; and

**WHEREAS**, Mr. Schopen has requested consideration of a small Revolving Loan Fund (RLF) Program Loan in the amount of \$15,000 to financially assist with the purchase of the 230 S. Main Street Property; and

**WHEREAS**, the Finance Committee has reviewed Mr. Schopen's RLF application and accompanying materials and is recommending approval of the loan request to the City Council; and

**NOW, THEREFORE BE IT RESOLVED**, by the City Council of Jefferson, Wisconsin that it hereby approves a Revolving Loan Fund Program Loan to Damon Schopen (d/b/a Gouda Properties, LLC) to assist with the purchase of property located at 230 S. Main Street subject to the following conditions:

- A loan principal amount of \$15,000;
- A fixed interest rate of 2%;
- A loan period of 10 years;
- Equal monthly payments amortized over the 10-year loan period; and
- Loan secured by a second mortgage on the real estate and a personal unlimited guarantee by the applicant

Ald. Brandel, seconded by Ald. Neils moved to approve Resolution No. 50. On call of the roll, Motion carried unanimously.

**RESOLUTION AUTHORIZING EXTENTION OF WINE AND ROSES FAÇADE LOAN**

(To be introduced by Ald. Young.)

**CITY OF JEFFERSON  
RESOLUTION NO. 51**

**WHEREAS**, Tim and Peggy Bare, the owners of property located at 215 S. Center Avenue (Wine and Roses) have requested a one (1) extension of repayment of an existing façade loan in the amount of \$20,000; and

**WHEREAS**, the Council has considered the request and in recognition of the impacts of Covid-19 Pandemic on small business, is recommending the extension of the repayment of the façade loan for a one (1) year period; and

**NOW, THEREFORE BE IT RESOLVED**, by the City Council of Jefferson, Wisconsin that it hereby approves the extension of façade loan for property located at 215 S. Center Avenue subject to the following conditions:

- A one year payment extension (from the date of new loan closing);
- Grantee reduces loan principal by \$1,000 (to be paid at the time of loan closing); and
- The original terms of the loan to continue, including loan interest rate, mortgage requirements, and personal guarantees.

Ald. Young, seconded by Ald. Brandel moved to approve Resolution No. 51. On call of the roll, Motion carried unanimously.

**RESOLUTION TO APPROVE THE LOCATION OF AN OUTDOOR FITNESS COURT AS PART OF THE 2022 NATIONAL FITNESS CAMPAIGN**

(To be introduced by Ald. Neils.)

**CITY OF JEFFERSON  
RESOLUTION NO. 52**

**WHEREAS**, the City of Jefferson approved a resolution to move forward with an outdoor fitness court as part of the 2022 National Fitness Campaign on September 7, 2022, and;

**WHEREAS**, the location of the outdoor fitness court was referred back to the Parks, Recreation and Forestry Commission for their recommendation, and;

**WHEREAS**, the Parks, Recreation and Forestry Commission met on September 13, 2021, and moved to recommend that location of the outdoor fitness court to be at Stoppenbach Park;

**NOW THEREFORE BE IT RESOLVED**, by the Common Council that the City of Jefferson will collaborate with NFC to implement the outdoor Fitness Court® and make fitness free to community residents and visitors at Stoppenbach Park. The Common Council will authorize the City Administrator to sign all documents for this project and those funds will be appropriated from the 2022 Capital Improvement budget.

Ald. Neils, seconded by Ald. Miller moved to approve Resolution No. 52. On call of the roll, Motion carried 5-2.

**ADJOURN TO CLOSED SESSION PURSUANT TO SECTION 19.85(1)(C) OF THE WISCONSIN STATE STATUTES TO DISCUSS THE HIRE OF A FULL- TIME MECHANIC FOR PUBLIC WORKS**

Ald. Neils, seconded by Ald. Teeter moved to go into Closed Session. On call of the roll, Motion carried unanimously.

Ald. Tully, seconded by Ald. Young moved to go into Open Session. On call of the roll, Motion carried unanimously.

**RESOLUTION AUTHORIZING THE HIRE OF A FULL-TIME MECHANIC FOR PUBLIC WORKS**

(To be introduced by Ald. Miller.)

**CITY OF JEFFERSON  
RESOLUTION NO. 53**

**WHEREAS**, Public Works Director Pinnow intends to fill a vacant position in the Public Works Department for a full time mechanic, resulting from the promotion of the current mechanic; and

**WHEREAS**, the open position was publicly advertised and interviews were conducted with potential candidates; and

**WHEREAS**, Public Works Director Pinnow is recommending that Tyler Steptoe be hired by the City of Jefferson to fill the vacant position; and

**WHEREAS**, the Personnel Committee has reviewed the recommendation of Public Works Director Pinnow and also recommends the hiring of Tyler Steptoe to the Common Council;

**NOW, THEREFORE BE IT RESOLVED**, by the Common Council of the City of Jefferson, Wisconsin that it herein authorizes the Public Works Director to hire Tyler Steptoe at a starting wage rate of \$22.02 per hour, placed in Grade 6, Step 3 and the maximum on the City of Jefferson Compensation Plan and be given 14 days of PTO, Year 3 of Service of the City of Jefferson PTO schedule, upon passing the required medical and drug screenings. Employment shall commence no later than October 25, 2021.

Ald. Miller, seconded by Ald. Tully moved to approve Resolution No. 53. On call of the roll, Motion carried unanimously.

Ald. Beyer, seconded by Ald. Neils moved to adjourn the Jefferson Common Council Meeting at 7:53 p.m., carried unanimously on a voice vote.