

**MINUTES
CITY OF JEFFERSON COMMON COUNCIL
CITY HALL COUNCIL CHAMBERS
TUESDAY, NOVEMBER 2, 2021**

The Tuesday, November 2, 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. Lares, Ald. Teeter, Ald. Beyer, and Ald. Miller. Absent: Ald. Tully. Also present were: City Attorney Rogers, City Engineer Pinnow, City Clerk/Deputy Treasurer Copsey, Park and Recreation Director Keller, and Police Chief Pileggi.

PUBLIC PARTICIPATION

Jim Kuehn, 315 Brickyard Court, would like to let the council know of his concerns with the ponds behind his house.

PROCLAMATION



We're going outside.

**CITY OF JEFFERSON
PROCLAMATION**

I, Mayor Dale Oppermann, do hereby recognize and congratulate Mrs. Agnes Froemming on her 103rd Birthday on November 6, 2021.

WHEREAS, Mrs. Froemming has been a long-time citizen of Jefferson, and still resides in her home on German Avenue, in Jefferson.

WHEREAS, Mrs. Froemming has always been a positive role model for her family and her community.

NOW, THEREFORE, I Mayor Dale Oppermann, on behalf of the City of Jefferson and its residents wish Mrs. Agnes Froemming a Happy 103rd Birthday on November 6, 2021.

PROCLAMATION



We're going outside.

**CITY OF JEFFERSON
PROCLAMATION
NOVEMBER 2, 2021**

WHEREAS, the Women's Club of Jefferson founded and opened the first library on November 7, 1907 above Robisch's Hardware store; and

WHEREAS, on February 28, 1908, the Wisconsin Free Library Commission made three recommendations to the Library Board, one of which was to secure a Library Building and the members of the Promoter's Club, secured a site on the corner of Main and Milwaukee Streets and presented it to the Library Board; and

WHEREAS, on November 10, 1908, the Library Board offered the library to the City of Jefferson and the Common Council accepted financial responsibility by creating a separate fund for library expenditures; and

WHEREAS, the Library Board applied for a sum of \$10,000, the estimated cost of the building plus furniture, for the construction of a library in Jefferson and upon receiving the grant construction began in March of 1911 on the new Carnegie Library following design requirements which were approved by Mr. Carnegie; and

WHEREAS, on November 30, 1911 a gala dedication of the Jefferson Free Public Library was held with many distinguished guests in attendance to celebrate the opening day of the Jefferson Free Public Library; and

WHEREAS, in 1985 the library moved to its current location where it continues to provide a variety of quality educational, recreational, and cultural resources to the citizens of Jefferson and surrounding communities.

NOW, THEREFORE, I, Dale Oppermann, Mayor of the City of Jefferson, WI, do hereby proclaim November 30, 2021 as:

Jefferson Public Library Day

in the City of Jefferson and urge Jefferson residents to join me in extending sincere congratulations and gratitude to the Jefferson Public Library by attending activities in celebration of the 110th Anniversary on

November 4th, and by visiting the library to discover what was set in motion 110 years ago by the citizens of Jefferson and Andrew Carnegie and continues to serve the residents of Jefferson today.

PUBLIC HEARING

Adjourn to Public Hearing on the Proposed Amendment to Section 300-19B. of the Municipal Code of the City of Jefferson Related to the Rezoning of a 1325 N. Watertown Ave from A-T Ag Transitional to SR-2 Single-Family Residential District.

- A. Call to Order.
- B. Reading of Notice of Public Hearing by the City Administrator.
- C. Explanation of the Zoning Change by the City Engineer.
- D. Persons Wishing to be Heard; Please State your Name, Address and Reason for Appearing.
- E. Close of Hearing.

ORDINANCE TO AMEND SECTION 300-19 B, OF THE MUNICIPAL CODE OF THE CITY OF JEFFERSON RELATED TO REZONING OF 1325 N. WATERTOWN AVE

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

**CITY OF JEFFERSON
PROPOSED ORDINANCE #9-21**

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 of 1325 N. Watertown Ave. from A-T Ag Transitional to the zoning designation of SR-2 Single-Family Residential District.

Description:

A part of Government Lot 2, in Section 35, Township 7 North, Range 14 East, City of Jefferson, 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 7DG20' 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 1DG 54' West, 322.25 feet to a point; thence North 71 DG 4' West 351 feet to a point; thence North 51DG 10' West, 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 DG 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.

Parcel #: 241-0714-3524-001

Address: 1325 N. Watertown Ave

Proposed Permanent Zoning Designation: SR-2 Single-Family Residential 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.

Ald. Brandel, seconded by Ald. Teeter moved to approve Ordinance #9-21. On call of the roll, Motion carried unanimously.

ORDINANCE TO MODIFY SECTION 204 OF THE JEFFERSON MUNICIPAL CODE TO REGULATE CITY PARKS

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

**CITY OF JEFFERSON
PROPOSED ORDINANCE #11-21**

An Ordinance to repeal and replace Chapter 204 of the Municipal Code of the City of Jefferson to Regulate City Parks.

THE COMMON COUNCIL OF THE CITY OF JEFFERSON, WISCONSIN DO ORDAIN AS FOLLOWS:

§204-1 Prohibited Activities

- A. No person shall camp overnight in any City Park or on any City property.
- B. No motorized vehicles except in designated parking areas (City vehicles and contractors authorized by the City to perform maintenance or related duties excepted.)
- C. Fires except in personal grills. Unburned fuel and ashes shall be disposed of in such a manner as to prevent fire or other damage.
- D. Glass containers.

§204-2 Park Hours

- A. No person shall be present in any City Park from 10:30 PM until 6:00 AM each day except City or other governmental employees performing official duties or persons authorized by the City to perform maintenance or related duties except as set for in §204-2(B).
- B. The Park hours for the following City Parks shall be from dawn to dusk:
 - 1. Lubahn Park
 - 2. River's Edge Nature Preserve
 - 3. Meadow Springs Conservancy
 - 4. Rock River Landing Park
 - 5. Utility Park
 - 6. VFW Park

§204-3 Waterways

A. Intent. The intent of this section is to provide safe and healthful conditions for the enjoyment of aquatic recreation consistent with public rights and interest and the capability of the water resources upon the waters of the Rock and Crawfish Rivers within the City.

B. Definitions. The following words, terms and phrases, when used in this section, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

SLOW NO WAKE – As defined in § 30.50(12), Wis. Stats.

WATERWAY MARKERS – All official waterway markers (signs, buoys, lights, etc.) designed to assist the boater by marking unsafe areas, directing traffic through safe channels, preventing accidents, and protecting resources.

C. Applicability and enforcement.

1. The provisions of this section shall apply to the waters of the Rock and Crawfish Rivers that lie within the boundaries of the City, established as shown on the plat of those rivers and filed in the office of the City Director of Public Works/Engineer, and the line of the ordinary water mark in these rivers shall be deemed its boundaries at all places elsewhere.

2. This section shall be enforced by the officers of the City.

D. Boating regulations and safety laws adopted.

1. The state boating laws as found in §30.50 to 30.71, Wis. Stats., are adopted by reference in this section as if fully set forth.

2. No person shall operate a boat or personal watercraft faster than slow no wake in the waters of the Rock River from the Puerner Street bridge to the South Main Street bridge and on the Crawfish River from the Wisconsin Drive bridge to South Jackson Avenue at any time. In addition, no person shall operate a personal watercraft faster than slow no wake from the Puerner Street bridge north to the City limits on the Rock River.

E. Refuse, littering and obstruction.

1. The noxious substance laws as found in § 29.601, Wis. Stats., are adopted and by reference made a part of this section.

2. It shall be unlawful for any person to throw or allow to be placed in bottles, cans or any other debris in the waters of the Rock and Crawfish Rivers within the City limits.

3. No person shall drive any piles, lay any foundation, construct any wall, or build or maintain any building, platform or other structure in or over any part of the Rock or Crawfish Rivers without the permission of the Building/Zoning Inspector, and no person shall place or deposit in either river any earth, stone, ashes, paper boxes, brush, refuse, rubbish or other substance whatsoever tending to pollute either river or to obstruct its flow or to render it unsightly.

F. Penalties

1. Any person who intentionally violates Subsection D shall be subject to penalties as found in §§30.80 and 30.50 to 30.71, Wis. Stats., which are adopted by reference in this section as if fully set forth. Failure to satisfy such fine will be subject to the laws of Ch. 778, Wis. Stats.

2. Any person who intentionally violates Subsection E shall be subject to a fine of \$50 plus costs as set out in Chapter 1, §1-4(C)2 of this Code. Anyone failing to satisfy such fine will be subject to Ch. 778, Wis. Stats.

§204-4 Controlled animals within park boundaries

- A. It shall be unlawful for any person animals under that person's control, to be present within any park, recreation, or any other properties under the jurisdiction of the City of Jefferson except as set forth in §204-2(B). This section does not prevent persons from having pets in marked pedestrian sidewalks on public rights-of-way.
- B. The following areas have been designated for the purpose of walking animals on a leash, no longer than 6' (six feet):
 - a. Lubahn Park
 - b. River's Edge Nature Preserve
 - c. Meadow Springs Conservancy
- C. For the first violation, a fee in the amount of \$25 shall be assessed against the person, which shall be payable to the Police Department of the notice of violation. If the fee is not paid within 10 days or it is the person's second violation within one year, the violator shall be issued a municipal summons with forfeiture to be \$50 plus all applicable court costs, fees, and assessments. Any subsequent offense shall be subject the violator to the penalties provided in Chapter 1, Article 1 of this Code.

§204-5 Violations and penalties

- A. Except as otherwise provided in this chapter, any person who shall violate any provision of this chapter shall be subject to penalty as provided in Chapter 1, Article 1 of this Code [**Amended 10-18-2005 by Ord. No 17-05**]
- B. In addition to the penalty provided in Subsection A above, any person who shall damage public property shall be liable for the costs of repairing or replacing such property. The parent of an unemancipated child who causes damage to public or private property shall be liable for the cost thereof pursuant to §1-6 of this Code.

§204-6 Boating Regulations

- A. Public Boat Launchings. City Boat Launches are located at Tensfeldt Boat Launch (E. Riverview Dr and Henry Street) and Rock River Landing Boat Launch (N. Elizabeth Ave.). The public may use these facilities at their own risk.
- B. Boat Launching. Boats that are trailered shall be launched only in the designated areas of the listed City properties where boat launches are provided. All boat launch areas will be open 24 hours per day during the navigation season. No boats will be allowed to attach or tie-up, in any manner, adjacent to our on the tie-up dock which are adjacent to the launching ramps except for the immediate launching or loading or for authorized events.
- C. Transient Docking. All docks and piers that are not used for boat launching may be used for transient boaters. The non-launching transient dock is located at Rotary Waterfront Park and Rock River Landing Park. Persons using this dock shall not be allowed to dock more than 24 consecutive hours.
- D. Boat Launch User Fees
 - 1) No person shall use any City owned or operated boat launch facility for launching purposes without an annual or daily launching permit. The annual permit shall be valid from January to

December of the year of issuance. The daily permit shall only be valid during the day of purchase. Annual permits will only be sold through the Parks and Recreation office and/or other outlets designated by the Director of Parks and Recreation. Boat Launch sites include: Tensfeldt boat launch (E. Riverview Drive and E. Henry Street) and Rock River Landing Boat Launch (N. Elizabeth Ave.).

a) Fees

1. The annual launching permit, second permit and daily launching permit shall be established by the Common Council. A schedule of the current fee schedule is on file at the office of the City Clerk/Treasurer.
2. All annual stickers shall be prominently placed and displayed on the left side of the trailer tongue. In the event, no trailer is used, the launch sticker shall be prominently displayed on the back left bumper of the vehicle used to transport the craft launched at the launching site. The daily launching permit shall be prominently displayed on the interior of the drivers' side window of the vehicle used to transport the boat to the launching area.
3. Vehicles with boat trailers or other vehicles used to transport craft launched at any city owned or operated boat launch facility shall have a affixed annual or daily launching permit when parking in the following areas:
 - 1) Tensfeldt Boat Launch
 - a.All parking areas at the Tensfeldt Boat Launch
 - b.All parking areas at the Tensfeldt Park on S. Tensfeldt Avenue
 - c.Both sides of E. Henry Street
 - d.Both sides of E. Riverview Drive
 - 2) Rock River Landing Boat Launch
 - a.All areas abutting this facility
- 2) Authorize "Parking Enforcers". For purposes of enforcing this section of the Jefferson Municipal Code, employees of the City of Jefferson Parks Department are hereby designated as "Parking Enforcers" within the meaning of the sections 349.139(1)(e) and 349.13 of the Wisconsin Statutes and are hereby authorized to issue citations for non-moving violations of this section.
- 3) Responsibility of Owner. If any vehicle with a boat trailer is found upon any street, alley, highway, park or other public grounds of the City in violation of this section of the Jefferson Municipal Code and the identity of the driver can not be readily determined, the owner or person in whose name such vehicle is registered, shall be held prima facie responsible for such violation.

- 4) Enforcement of Parking Restriction. "Parking enforcers" observing violations of the parking restrictions specified within this chapter may issue parking tickets which shall be attached to the vehicle parked in violation. Each parking ticket shall specify:
 - a) Identification of the location of the vehicle parking in violation of the provisions of this section
 - b) The license number and state of licensing of the vehicle
 - c) The time at which such vehicle is parking in violation of the provisions of this chapter.
 - d) Any other facts, knowledge of which is necessary to a thorough understanding of the circumstances attending to the violation.
- 5) Penalty for Violation. Any person who violates any provision of this Section shall be subject to a penalty as provided in Chapter 1, Article 1-5 of this code.
- 6) Use of Launch Fee Revenue. The net revenue resulting from the sale and enforcement of Launch Fee Permits, after the deduction of the cost of collection, enforcement, administration, and operation shall be used to establish, maintain, and improve boat launch facilities within the City of Jefferson per Wisconsin Administrative Code and Statutes as amended from time to time.
- 7) This ordinance shall not apply to law enforcement vehicles used in the normal course of patrol or any and all search and rescue vehicles and trailers.

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

Ald. Young, seconded by Ald. Miller moved to approve Ordinance #11-21. On call of the roll, Motion carried unanimously.

PRESENTATION

Elona and Jeff Maloney from Vandewalle and Associates gave a presentation on ideas of the improvements that could be put in the Downtown Street Scape project.

CONSENT AGENDA

(To be introduced by Ald. Beyer.)

CITY OF JEFFERSON RESOLUTION NO. 62

BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that the consent agenda for November 2, 2021, is hereby adopted.

- A. Vouchers Payable for November 2021 in the amount of \$429,642.40. Payroll Summary for October 22, 2021, in the amount of \$164,394.61.
- B. Council Minutes from October 19, 2021, of the Common Council.
- C. Licenses as Approved by the Regulatory Committee.
 - 1. Operator's Licenses.

Ald. Beyer, seconded by Ald. Lares moved to approve Resolution No. 62. On call of the roll, Motion carried unanimously, with Ald. Miller abstaining.

RESOLUTION AUTHORIZING FACILITIES PLANNING STUDY FOR THE WASTEWATER TREATMENT PLANT

(To be introduced by Ald. Teeter.)

**CITY OF JEFFERSON
RESOLUTION NO. 63**

WHEREAS, the Jefferson Wastewater Utility is needing to undertake a Facilities Planning Study to evaluate the long term needs at the Wastewater Treatment Plant and has received a proposal for this work from Town & Country Engineering; and

WHEREAS, the Wisconsin Department of Natural Resources will require this plan to be completed and reviewed before any major work or modifications can be performed at the Treatment Plant as the previous Facilities Planning Study was performed over 20 years ago; and

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that it herein authorizes Town & Country Engineering to perform the Facilities Planning Study; 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.

Ald. Teeter, seconded by Ald. Neils moved to approve Resolution No. 63. On call of the roll, Motion carried unanimously.

RESOLUTION AUTHORIZING ENGINEERING FOR WELL #3 MODIFICATIONS

(To be introduced by Ald. Neils.)

**CITY OF JEFFERSON
RESOLUTION NO. 64**

WHEREAS, the Jefferson Wastewater Utility looking to upgrade Well #3 with pumping and reservoir modifications; and

WHEREAS, Town & Country Engineering provided a proposal to perform the engineering services; and

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that it herein authorizes Town & Country Engineering to perform the engineering plans for the Well #3 modifications; 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.

Ald. Neils, seconded by Ald. Brandel moved to approve Resolution No. 64. On call of the roll, Motion carried unanimously.

RESOLUTION AUTHORIZING AWARD OF BID FOR SENIOR CENTER ROOF RENOVATIONS AND AUTHORIZATION TO REBID PROJECTS B, C & D

(To be introduced by Ald. Lares.)

**CITY OF JEFFERSON
RESOLUTION NO. 65**

WHEREAS, the City of Jefferson publicly opened bids for “Senior Center Renovations”, which included replacing the roof, flooring, toilet fixtures and the installation of AV equipment October 21, 2021; and

WHEREAS, the City of Jefferson received only one bid for Project A, Reroofing and no bids on Projects B (Flooring), Project C (Toilet Fixtures) and Project D (Installation of AV Equipment); and

WHEREAS, after consideration of the Department of Administration and City Attorney Rogers, it was decided to award the sole bidder of the roof project and rebid the other three projects separately; and

WHEREAS, monies for the project have been allocated in the 2021 Capital Projects Budget as well as CDBG grant funding; and

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that it herein accepts the sole bid for Project A, submitted for the Senior Center roof project; and

BE IT FURTHER RESOLVED, by the Common Council that it herein authorizes the City Administrator to sign the contract with Pioneer Roofing, LLC, Johnson Creek to install a new shingle roof on the Senior Center for a not to exceed amount of \$83,649 and to authorize the rebidding of the flooring, toilet fixtures and AV equipment projects at the earliest possible date for construction in 2022.

Ald. Lares, seconded by Ald. Young moved to approve Resolution No. 65. On call of the roll, Motion carried unanimously.

RESOLUTION AUTHORIZING THE HIRE OF A PART-TIME ADMINISTRATIVE ASSISTANT FOR THE VACANT JEFFERSON FIRE AND EMERGENCY MEDICAL SERVICES DEPARTMENT

(To be introduced by Ald. Miller.)

**CITY OF JEFFERSON
RESOLUTION NO. 66**

WHEREAS, the Jefferson Fire and Emergency Medical Services Department Part-Time Administrative Assistant Position (**the Position**) has remained vacant for an extended period of time; and

WHEREAS, the Jefferson Fire and Emergency Medical Services has need to fill **the Position**, which is budgeted as a 20 hour per week Position providing general administrative related services to the Department; and

WHEREAS, the Personnel Committee has reviewed a proposal by Fire Chief Wegner to appoint former EMS Director Susan Reinen to the Position and is recommending Ms. Reinen's appointment to the Jefferson Common Council; and

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that it herein confirms and approves the hire of Ms. Susan Reinen to fill the Part-Time Administrative Position for Jefferson Fire and EMS subject to the following parameters:

- The position is budgeted to work 20 hours per week;
- Ms. Reinen's starting hourly wage will be \$18 per hour;
- Ms. Reinen will be placed at year 5 on the paid-time-off schedule (entitling her to 14 days of annual leave); and
- Ms. Reinen will commence her employment no later than November 8, 2021.

Ald. Miller, seconded by Ald. Brandel moved to approve Resolution No. 65. On call of the roll, Motion carried unanimously.

Ald. Lares, seconded by Ald. Neils moved to adjourn the Jefferson Common Council Meeting at 7:51 p.m., carried unanimously on a voice vote.