

**MINUTES
CITY OF JEFFERSON COMMON COUNCIL
CITY HALL COUNCIL CHAMBERS
TUESDAY, MARCH 15, 2022**

The Tuesday, March 15, 2022 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. Tully, Ald. Neils, Ald. Young, Ald. Lares, Ald. Miller, Ald. Beyer and Ald. Teeter. Absent: Ald. Brandel. Also present were: City Attorney Rogers, City Engineer Pinnow, City Clerk/Deputy Treasurer Copsey, and Police Chief Pileggi.

PUBLIC PARTICIPATION

Cyndi Keller gave an overview of Jefferson Park and Recreation Year in Review. Park and Recreation Supervisor introduced Meghan Magner, the Park and Recreation Co-op Student from the High School. Meghan Magner went over the 2021 Park and Recreation new programs, most popular programs, how many trees were removed, how much sponsorships monies came in throughout the year.

CONSENT AGENDA

(To be introduced by Ald. Beyer.)

**CITY OF JEFFERSON
RESOLUTION NO. 99**

BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that the consent agenda for March 15, 2022, is hereby adopted.

- A. Vouchers Payable for March 2022 in the amount of \$186,202.15, February Manuals in the amount of \$3,513.95. Payroll Summary for March 11, 2022, in the amount of \$171,909.17.
- B. 2022 Jefferson Historical Society Subsidy- \$1,000.
- C. 2022 Plein Air Subsidy- Ellen Waldmer.
- D. Council Minutes from March 1, 2022 of the Common Council.
- E. Licenses as Approved by the Regulatory Committee.
 1. Operator's Licenses.
 2. Fort Atkinson Wisconsin Conservation Club- Special Class B Picnic License.
 3. Temporary Closure of City Right-of-Way: Jefferson Public Library "Trash Fair".
 4. Jefferson Chamber of Commerce, Wine Walk-Temporary Class B Picnic License.

Ald. Beyer, seconded by Ald. Teeter moved to approve Resolution No. 99. On call of the roll, Motion carried unanimously.

RESOLUTION AUTHORIZING THE MOVE OF THE APRIL 5TH ELECTION

(To be introduced by Ald. Teeter.)

**CITY OF JEFFERSON
RESOLUTION NO. 100**

WHEREAS, the City of Jefferson Common Council typically meets on the first and third Tuesday of each month, in this case April 5, 2022, but because of the General Election being that date,

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that it herein will hold the Common Council Meeting on Wednesday, April 6, 2022.

Ald. Teeter, seconded by Ald. Neils moved to approve Resolution No. 100. On call of the roll, Motion carried unanimously.

RESOLUTION AUTHORIZING THE SALE OF PROPERTY TO BOND REALTY, LLC

(To be introduced by Ald. Tully.)

**CITY OF JEFFERSON
RESOLUTION NO. 101**

WHEREAS, the City of Jefferson recently adopted a final plat of subdivision for the Meadows Estates Subdivision and completed a majority of the infrastructure improvements required for residential development to take place; and

WHEREAS, two of the lots in the subdivision were created and zoned to permit multi-family development and have been made available for sale to area developers; and

WHEREAS, Bond Realty, LLC (dba the Gorman Company) has submitted an “offer to purchase” contract for an approximately 2.5-acre site in the Meadows Estates Subdivision with the intent of developing an approximately 48-unit market rate apartment building; and

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that it hereby accepts and approves the Bond Realty, LLC “offer to purchase” for the referenced property, including the following:

- Sale Price: \$90,000
- Closing Date: on or before September 30, 2022
- Financing Assistance: to be provide by a Tax Increment District #8 developer incentive to be negotiated and made part of a development agreement approved by the buyer and seller.

Ald. Tully, seconded by Ald. Miller moved to approve Resolution No. 101. On call of the roll, Motion carried unanimously.

**RESOLUTION AUTHORIZING THE DEVELOPER’S AGREEMENT WITH GREMAR, LLC
FOR THE REDEVELOPMENT OF THE FORMER MEADOW SPRINGS CLUBHOUSE SITE**

(To be introduced by Ald. Miller.)

**CITY OF JEFFERSON
RESOLUTION NO. 102**

WHEREAS, the City of Jefferson has accepted and approved an “offer to purchase” contract from Gremar, LLC., to sell an approximately 2.75-acre parcel of property upon which the former Meadow Springs Clubhouse was located; and

WHEREAS, Gremar, LLC., intends to redevelop the property for residential uses, including construction of approximately 5 duplex structures and 4 single family home structures on this property; and

WHEREAS, Gremar, LLC., will extend certain public infrastructure to serve the redevelopment area, including public water, sewer, and electric infrastructure and a paved public street extension; and

WHEREAS, the extension of these public infrastructure systems requires that the parties (City and Gremar, LLC.) enter into a development agreement setting forth the conditions and requirements of the infrastructure extensions; and

WHEREAS, the parties have negotiated a development agreement and deem said agreement ready to be considered by the City Council; and

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that it has considered and herein approves the Development Agreement between the City of Jefferson and Gremar, LLC., which sets forth the conditions and requirements of the extension of public improvements serving the proposed project area; and

BE IT FURTHER RESOLVED, by the Common Council that Mayor and City Administrator are authorized and directed to execute the development agreement on behalf of the City of Jefferson subject to the review and approval of the City Attorney.

Ald. Miller, seconded by Ald. Tully moved to approve Resolution No. 102. On call of the roll, Motion carried unanimously.

RESOLUTION AUTHORIZING THE SALE OF PROPERTY ON S. DEWEY AVE TO GREMAR, LLC

(To be introduced by Ald. Lares.)

**CITY OF JEFFERSON
RESOLUTION NO. 103**

WHEREAS, the City of Jefferson Plan Commission recently approved a preliminary plat of subdivision creating 10 single family residential lots along S. Dewey Avenue in the Conservancy Place Subdivision; and

WHEREAS, the City anticipates adopting a final plat of subdivision creating the 10 single family lots in April, 2022; and

WHEREAS, the City had previously authorized an “Option to Purchase” Contract on four of these single family lots with Gremar, LLC., with anticipation that Gremar, LLC., would purchase these lots and construct single family houses; and

WHEREAS, Greomar, LLC., has converted its option for the four single family lots to an “Offer to Purchase” Contract, and included in said “Offer to Purchase” Contract the purchase of six additional single family lots for a total purchase of 10 single family lots to be created by the City via adoption of a final plat of subdivision; and

WHEREAS, the City intends to have single family residences constructed on the 10 single family lots and to make said lot available for purchase by an area developer; and

THEREFORE, BE IT RESOLVED, by the Common Council of the City of Jefferson that it herein approves and authorizes an “Offer to Purchase” Contract with Greomar, LLC., for the purchase of 10 single family lots located in the Conservancy Place Subdivision along S. Dewey Avenue for a total purchase price of \$380,000. As a condition of closing, the City is responsible for installing sewer and electrical system improvements to the lots, along with final site grading by September 30, 2022. A property closing with Greomar, LLC., is required to take place within 30 days of the installation of said infrastructure improvements and final site grading, along with satisfaction of all other Conditions to Buyer’s Obligations to Close; and

BE IT FURTHER RESOLVED, by the Common Council that the appropriate City officials, including the Mayor, City Administrator, and City Clerk are authorized and directed to execute all documents associated with this sale upon the review and consent of the City Attorney.

Ald. Lares, seconded by Ald. Teeter moved to approve Resolution No. 103. On call of the roll, Motion carried unanimously.

RESOLUTION AUTHORIZING THE AWARD OF CONTRACT FOR 2022 STREET & UTILITY IMPROVEMENTS

(To be introduced by Ald. Neils.)

**CITY OF JEFFERSON
RESOLUTION NO. 104**

WHEREAS, the City of Jefferson received four bids from contractors interested in completing the **2022 STREET & UTILITY IMPROVEMENTS project for Contract A - North Sanborn Avenue**; and

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

Company	Base Bid N Sanborn	Alternate 1 (Pipe Material)	Alternate 2 (North Street)	Alternate 3 (Ogden St)	Total
Wolf Paving	\$590,977.20	\$(33,637.50)	\$236,095.51	\$162,921.01	\$773,650

WHEREAS, Town & Country Engineering and City staff reviewed the project bid results and recommends award of the Base bid and Alternate 1, while rejecting Alternate 2, 3 and Supplemental Bid Items for the improvements to North Sanborn Avenue; and

WHEREAS, the overall bid scope of work included a combination of storm sewer, curb spot curb replacement, pulverizing, grading and resurfacing pavement as well as the installation of new water main and services in North Sanborn Avenue; and

WHEREAS, of the total project bid amount of \$557,339.70, the streets and storm sewer portion of this bid totals \$174,028.70 with \$383,311.00 being associated with water main replacement; and

WHEREAS, monies for the project have been allocated in the 2022 Capital Budget and Storm Sewer Fund and Water budget;

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that it herein approves the Wolf Paving bid for the **2022 STREET & UTILITY IMPROVEMENTS** in the amount of \$557,339.70.

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. Beyer moved to approve Resolution No. 104. On call of the roll, Motion carried unanimously.

RESOLUTION AUTHORIZING THE AWARD OF CONTRACT FOR 2022 DEWEY AVENUE STREET IMPROVEMENTS

(To be introduced by Ald. Young.)

**CITY OF JEFFERSON
RESOLUTION NO. 105**

WHEREAS, the City of Jefferson received three bids from contractors interested in completing the **SOUTH DEWEY AVENUE UTILITY EXTENSION PROJECT**; and

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

Company	Base Bid	Alternate 1 (Sidewalk)	Supplemental Bid Items
BKS Excavating Inc.	\$199,676	\$(61,625)	\$3,325

WHEREAS, Town & Country Engineering and City staff reviewed the project bid results and recommends award of the Base bid and Supplemental Bid Items, while rejecting Alternate 1, (Sidewalk) for the improvements to South Dewey Avenue to BKS Excavating Inc.; and

WHEREAS, the overall bid scope of work included extension of sanitary sewer main, installation of ten water and sewer laterals, concrete curb and gutter replacement and asphaltting within the South Dewey Avenue right-of-way; and

WHEREAS, the total project bid amount from BKS Excavating Inc. for the base bid and supplemental bid items is \$203,001; and

WHEREAS, monies for the project have been allocated in the 2022 Capital Budget;

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that it herein approves the BKS Excavating bid for the **DEWEY AVENUE UTILITY EXTENSION** in the amount of \$203,001.00;

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. Young, seconded by Ald. Lares moved to approve Resolution No. 105. On call of the roll, Motion carried unanimously.

RESOLUTION AUTHORIZING THE AWARD OF CONTRACT FOR 2022 ALLEY AND PARK LOT IMPROVEMENTS

(To be introduced by Ald. Tully.)

**CITY OF JEFFERSON
RESOLUTION NO. 106**

AUTHORIZING AWARD OF CONTRACT FOR THE 2022 ALLEY AND PARKING LOT IMPROVEMENTS

WHEREAS, the City of Jefferson received four bids from contractors interested in completing the **2022 ALLEY AND PARKING LOT IMPROVEMENTS PROJECT at Riverside Alley**; and

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

Company	Base Bid	Alternate Utility Laterals	Supplemental Bid Items 1-20
Wolf Paving	\$266,178	\$14,000	\$103,800

WHEREAS, Town & Country Engineering and City staff reviewed the project bid results and recommends award of the Base bid, Alternate Bid and Supplemental Bid Items 1-20 to Wolf Paving; and

WHEREAS, the base bid and alternate bid scope of work included pulverizing and resurfacing Riverside Alley, resurfacing the existing municipal parking lot, pavement marking, extending water and sewer laterals for future construction; and

WHEREAS, twenty supplemental bid items include costs for resurfacing private asphalt parking areas and will be completed if agreements are made between the City and individual property owners; and

WHEREAS, the total project bid amount for the base bid and alternate bid is \$280,178 with supplemental bid items totaling \$103,800; and

WHEREAS, monies for the project have been allocated in the 2022 Capital Budget;

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that it herein approves the Wolf Paving bid for the **2022 ALLEY AND PARKING LOT IMPROVEMENTS** in the amount of \$383,978;

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. The City intends to fund this improvement with proceeds from the issuance of general obligation bonds or notes and will reimburse any City funds advanced to the project from said proceeds.

Ald. Tully, seconded by Ald. Miller moved to approve Resolution No. 106. On call of the roll, Motion carried unanimously.

ADJOURN TO CLOSED SESSION PURSUANT TO SECTION 19.85(1)(C) OF THE WISCONSIN STATE STATUTES TO CONSIDER EMPLOYMENT, PROMOTION, COMPENSATION PERFORMANCE EVALUATION DATA OF ANY PUBLIC EMPLOYEE OVER WHAT THE GOVERNMENTAL BODY HAS JURISDICTION OR EXERCISES RESPONSIBILITY TO HIRE A FULL-TIME WASTEWATER OPERATOR

Ald. Lares, seconded by Ald. Teeter moved to adjourn to Closed Session. On call of the roll, motion carried unanimously.

Ald. Tully, seconded by Ald. Young moved to adjourn to Open Session. On call of the roll, motion carried unanimously.

RESOLUTION AUTHORIZING THE HIRE OF A FULL-TIME WASTEWATER OPERATOR

(To be introduced by Ald. Teeter.)

**CITY OF JEFFERSON
RESOLUTION NO. 107**

WHEREAS, the Position of Water Wastewater Operator has been vacant since November 2021 and it has been determined to be in the best interest of the Water Wastewater Utility that the Position be filled when a qualified applicant has been identified; and

WHEREAS, the Personnel Committee has reviewed his candidacy and is recommending that Ryan Schroedl meets the requirements of the Position. The recommendation of the Personnel Committee is to hire Ryan Schroedl to fill the vacant Position of Water Wastewater Operator; and

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that it herein approves and authorizes the hire of Ryan Schroedl to fill the vacant Position of Wastewater Plant Operator, subject to the following parameters:

- He shall successfully pass a pre-employment physical and drug and alcohol screening;
- His starting salary shall be \$28.25 per hour and be placed at Classification Six on the City of Jefferson Compensation Plan;
- He will be placed on the PTO benefit schedule at the 7 years of service step.

Ald. Teeter, seconded by Ald. Beyer moved to approve Resolution No. 107. On call of the roll, Motion carried unanimously.

Ald. Lares, seconded by Ald. Neils moved to adjourn the Jefferson Common Council Meeting at 7:54 p.m., carried unanimously on a voice vote.