

**MINUTES  
CITY OF JEFFERSON COMMON COUNCIL  
CITY HALL COUNCIL CHAMBERS  
TUESDAY, OCTOBER 18, 2022**

The Tuesday, October 18, 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. Brandel, Ald. Mattke, Ald. Tully, Ald. Schroeder, Ald. Beyer, Ald. Neils, and Ald. Lares. Absent: Ald. Teeter. Also present were: City Administrator Freitag, City Attorney Rogers, City Engineer Pinnow, City Clerk/Deputy Treasurer Copsey, and Police Chief Richter.

**PUBLIC PARTICIPATION**

None.

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

Housing Authority ..... Sandra Kutz

Ald. Tully, seconded by Ald. Mattke moved to approve the appointments to the Housing Authority Committee. On a voice vote, motion carried unanimously.

**UPDATE: OPEN CITY ENGINEER/PUBLIC WORKS DIRECTOR POSITION SCHEDULE**

Administrator Freitag gave an update on the open position.

**CONSENT AGENDA**

(To be introduced by Ald. Schroeder.)

**CITY OF JEFFERSON  
RESOLUTION NO. 47**

**BE IT RESOLVED**, by the Common Council of the City of Jefferson, Wisconsin that the consent agenda for October 18, 2022, is hereby adopted.

- A. Vouchers Payable for October 2022 in the amount of \$374,902.00 and September Manuals in the amount of \$7,550.00. Payroll Summary for October 7, 2022 in the amount of \$176,001.75.
- B. Council Minutes from October 4, 2022 of the Common Council.
- C. Licenses as Approved by the Regulatory Committee:
  - 1. Class B Liquor License- Duck's Landmark.
  - 2. Operator's Licenses.
  - 3. Class B Picnic License-Rotary Club, Downtown Grand Reopening-October 22<sup>nd</sup>.
  - 4. Closure of ROW-E. Milwaukee Street, Downtown Grand Reopening-October 22<sup>nd</sup>.
  - 5. Closure of ROW-Parking Lot by Rotary Park, Downtown Grand Reopening-October 22<sup>nd</sup>.

6. Sales of Goods in the ROW- Thailand in a Truck, Downtown Grand Reopening-October 22<sup>nd</sup>.
7. Sales of Goods in the ROW-Chamber of Commerce and Friends of the Library-Rotary Park, Downtown Grand Reopening-October 22<sup>nd</sup>.

Ald. Schroeder, seconded by Ald. Lares moved to approve Resolution No. 47. On call of the roll, Motion carried unanimously.

**RESOLUTION APPROVING PERSONNEL MANUAL CHANGES**

(To be introduced by Ald. Tully.)

**CITY OF JEFFERSON  
RESOLUTION NO. 48**

**WHEREAS**, the Jefferson city council adopted the current Jefferson Personnel Manual in 2012 following the passage and implementation of Wisconsin Act 10/32. In order to keep the Personnel Manual current, the City Council has authorized its amendment on several occasions since 2012, including its most recent amendment in 2020; and

**WHEREAS**, the Personnel Manual provides a summary of some of the employment policies, procedures, rules, and regulations of the City of Jefferson, and was prepared to inform all employees and provide for the orderly and efficient operation of the City; and

**WHEREAS**, the Personnel Manual provides a summary of some of the employment policies, procedures, rules, and regulations of the City of Jefferson, and was prepared to inform all employees and provide for the orderly and efficient operation of the City; and

**WHEREAS**, the Personnel Committee is recommending that the Personnel Manual be further amended to keep employment policies and procedures consistent with current practices; and

**NOW, THEREFORE BE IT RESOLVED**, that the Common Council of the City of Jefferson, Wisconsin herein approves and adopts the revised Jefferson Personnel Manual, including the amendments proposed by the Personnel Committee, and directs City staff to notify employees of said amendments.

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

**RESOLUTION AUTHORIZING THE CITY TO ENTER INTO AN AGREEMENT TO PROVIDE FIRE SUPPRESSION SERVICES TO THE TOWN OF AZTALAN, TOWN OF FARMINGTON, TOWN OF HEBRON, TOWN OF JEFFERSON, AND TOWN OF OAKLAND**

(To be introduced by Ald. Lares.)

**CITY OF JEFFERSON  
RESOLUTION NO. 49**

**WHEREAS**, the City of Jefferson (the City) has established the ability to provide fire suppression services to its residents; and

**WHEREAS**, the Town of Aztalan, Town of Farmington, Town of Hebron, Town of Jefferson and Town of Oakland. (the Towns) has approached the City to provide such services to the Town's residents; and

**WHEREAS**, the City also has the ability to provide fire suppression services to the Towns; and

**WHEREAS**, the City and the Towns have come to a tentative agreement for the City to provide such services to the Towns pursuant to the terms and conditions of a written agreement (the Agreement).

**NOW BE IT RESOLVED** by the Common Council of the City of Jefferson, Wisconsin that the Agreement is hereby approved in full and that the appropriate City staff are hereby authorized to sign same on behalf of the City.

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

**RESOLUTION AUTHORIZING THE CITY TO ENTER INTO AN AGREEMENT TO PROVIDE AMBULANCE AND EMERGENCY MEDICAL SERVICES TO THE TOWN OF AZTALAN, TOWN OF FARMINGTON, TOWN OF HEBRON, TOWN OF JEFFERSON, AND TOWN OF OAKLAND**

(To be introduced by Ald. Beyer.)

**CITY OF JEFFERSON  
RESOLUTION NO. 50**

**WHEREAS**, the City of Jefferson (the City) has established the ability to provide ambulance and emergency medical services to its residents; and

**WHEREAS**, the Town of Aztalan, Town of Farmington, Town of Hebron, Town of Jefferson, and Town of Oakland (the Towns) has approached the City to provide such services to the Town's residents; and

**WHEREAS**, the City also has the ability to provide ambulance and emergency medical services to the Towns; and

**WHEREAS**, the City and the Towns have come to a tentative agreement for the City to provide such services to the Towns pursuant to the terms and conditions of a written agreement (the Agreement).

**NOW BE IT RESOLVED** by the Common Council of the City of Jefferson, Wisconsin that the Agreement is hereby approved in full and that the appropriate City staff are hereby authorized to sign same on behalf of the City.

Ald. Beyer, seconded by Ald. Mattke moved to approve Resolution No. 50. 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 CONSIDER HIRING A FULL-TIME PUBLIC WORKS CREWPERSON**

Tabled.

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

Tabled.

Ald. Lares, seconded by Ald. Brandel moved to adjourn the Jefferson Common Council Meeting at 7:22 p.m., carried unanimously on a voice vote.