

**MINUTES
CITY OF JEFFERSON COMMON COUNCIL
CITY HALL COUNCIL CHAMBERS
TUESDAY, FEBRUARY 7, 2023**

The Tuesday, February 7, 2023 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. Mattke, Ald. Tully, Ald. Schroeder, Ald. Beyer, and Ald, Brandel. Absent: Ald. Schroeder and Ald. Lares. Also present were: City Administrator Freitag, City Attorney Rogers, City Clerk/Deputy Treasurer Copsey, and Engineer Berquist.

PUBLIC PARTICIPATION

Mike Stone, 113 S. Main St., Jefferson would like to give his opinion on a few projects throughout the city this past year. He is concerned because the tree lights downtown have lots burnt out uplifting and the alley wasn't cleaned up after the renovations. His business that is downtown with the chamber is the Main Street program hasn't done much for the downtown businesses. He believes that the city should not fund the Main Street program any longer.

UPDATE: DPW DIRECTOR HIRE

Administrator Freitag gave an update on the schedule for the DPW Director Interview Schedule. He would like to do interview February 24th and 25th.

CONSENT AGENDA

(To be introduced by Ald. Beyer.)

**CITY OF JEFFERSON
RESOLUTION NO. 73**

BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that the consent agenda for February 7, 2023, is hereby adopted.

- A. Vouchers Payable for December 2022 in the amount of \$263,076.84, and February Payables in the amount of \$633,633.96. Payroll Summary for January 27, 2023 in the amount of \$174,823.67.
- B. Council Minutes from January 17, 2023 of the Common Council.
- C. Review and Recommendation: 2023 Plein Air Subsidy- Ellen Waldmer.
- D. Licenses as Approved by the Regulatory Committee:
 1. Operator's Licenses.
 2. Picnic License- Fort Atkinson Wisconsin Club Banquet-Jefferson Fairgrounds.
 3. Milk License- Engelhart Dairy of WI, LLC.
 4. Agent Change- Kwik Trip Stores.

Ald. Beyer, seconded by Ald. Teeter moved to approve Resolution No. 73. On call of the roll, Motion carried unanimously with Ald. Brandel abstaining from the minutes.

RESOLUTION TO REVISE THE 2023 SCHEDULE OF FEES

(To be introduced by Ald. Brandel.)

**CITY OF JEFFERSON
RESOLUTION NO. 74**

BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that the Council hereby adopts the added license to the Schedule of Fee for 2023.

BE IT FURTHER RESOLVED, that the Common Council may revise or otherwise alter the schedule by Resolution throughout the year as deemed necessary.

LICENSES/PERMITS	Golf Cart License	\$150/for 3 years		

Ald. Brandel, seconded by Ald. Mattke moved to approve Resolution No. 74. On call of the roll, Motion carried unanimously.

RESOLUTION AUTHORIZING THE SALE OF PROPERTY LOCATED IN THE NORTH INDUSTRIAL PARK

(To be introduced by Ald. Tully.)

**CITY OF JEFFERSON
RESOLUTION NO. 75**

WHEREAS, the City of Jefferson has recently completed an expansion of the North Industrial Park to create additional industrially zoned lots for development; and

WHEREAS, the City has received an “Offer to Purchase” Contract from Chris and Christina Pickett to construct an office/warehousing building for Pickett Masonry on City owned property; and

WHEREAS, the proposed Pickett Masonry Building would include construction of an approximately 4,500 square foot building, consisting of warehousing and a small administrative office. The construction cost of said development is estimated at \$500,000; and

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that it herein approves the “Offer to Purchase” Contract and authorizes the City Administrator to execute said Contract on behalf of the City of Jefferson. The sale of industrial property includes the sale of a two (2) acre parcel at a total selling price of \$40,000. The City will be responsible for creating this lot utilizing a certified survey map process and site grading.

Ald. Tully, seconded by Ald. Neils moved to approve Resolution No. 75. On call of the roll, Motion carried unanimously.

RESOLUTION AUTHORIZING ROOF REPAIRS AT THE CITY GARAGE FACILITY LOCATED AT 1122 TENSFELDT AVENUE

(To be introduced by Ald. Neils.)

**CITY OF JEFFERSON
RESOLUTION NO. 76**

WHEREAS, the flat roof section of the City Garage Facility has been failing and is causing significant water seepage and damage. Said roof section measures approximately 90 ft. x 50 Ft.; and

WHEREAS, the FY 2023 Capital Improvement Budget includes an appropriation of \$75,000 to address the roof deficiency and City staff now desires to undertake the required repairs; and

WHEREAS, the Public Works Department solicited and obtain four (4) quotation for the required repair work and is recommending that U.S. Roofing, Inc., located in Watertown, Wisconsin, be retained to complete the repairs. U.S. Roofing, Inc., is identified as the low, cost qualified proposer; and

WHEREAS, the proposal includes the following work components:

- Site preparation, including the removal of existing stone roofing materials.
- Installation of roofing insulation
- Installation of a VERSICO THERMOPLASTIC POLYOLEFIN (TPO) single ply membrane roof system
- Installation of VERSICO TPO flashing on back side of parapet wall adjacent to metal gable roof; and

WHEREAS, the Finance Committee has reviewed the parameters of the project and concurs with the recommendation of Public Works Department staff; and

THEREFORE, BE IT RESOLVED, by the City Council of the City of Jefferson, Wisconsin that it herein authorizes and approves a contract with U.S. Roofing, Inc., of Watertown, Wisconsin to facilitate the completion of repairs to the flat roof section of the City Garage Facility located at 1122 Tensfeldt Avenue per their proposal dated December 27, 2022 in the amount of \$52,847.00; and

BE IT FURTHER RESOLVE, by the City Council that the City Administrator is authorized to execute a contract for said work in the amount of \$52,847.00 with U.S. Roofing, Incl., on behalf of the City of Jefferson.

Ald. Neils, seconded by Ald. Brandel moved to approve Resolution No. 76. On call of the roll, Motion carried unanimously.

RESOLUTION AWARDING WELL NO. 3 IMPROVEMENTS CONSTRUCTION PROJECT

(To be introduced by Ald. Teeter.)

**CITY OF JEFFERSON
RESOLUTION NO. 77**

WHEREAS, the Jefferson Water Wastewater Utility obtained two bids from contractors for Well No. 3 Improvements Construction Project with Joe Daniels Construction Co., Inc. being the low bidder; and

WHEREAS, the project will be financed through the Safe Drinking Water Loan Program; and

WHEREAS, the Finance Committee has reviewed the bids and concurs with the recommendation of the Water Wastewater Utility Director and Town & Country Engineering to award the project to Joe Daniels Construction Co., Inc. for the base bid, plus the equipment and alternate bid selections, for a total of \$1,845,070 and recommends the same to the Common Council; and

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that it herein awards the Well No. 3 Improvements Construction Project to Joe Daniels Construction Co., Inc.; 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. Mattke moved to approve Resolution No. 77. On call of the roll, Motion carried unanimously.

RESOLUTION AUTHORIZING CONSTRUCTION ADMINISTRATION AND RESIDENT ENGINEERING SERVICES

(To be introduced by Ald. Mattke.)

**CITY OF JEFFERSON
RESOLUTION NO. 78**

WHEREAS, the Jefferson Water Wastewater Utility intends to demolish and reconstruct a wellhouse at the existing Well No. 3 site and upgrade the City's water and wastewater SCADA system, and Town & Country Engineering has provided a contract for construction administration and resident engineering services for this project; and

WHEREAS, the estimated construction administration services cost is \$118,000 and part-time resident engineering services is \$57,000 for a total of \$175,000; and

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that it herein authorizes Town & Country Engineering for the construction administration and resident engineering services for the Well No. 3 Improvements Construction Project; 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. Mattke, seconded by Ald. Tully moved to approve Resolution No. 78. On call of the roll, Motion carried unanimously.

Ald. Beyer, seconded by Ald. Neils moved to adjourn the Jefferson Common Council Meeting at 7:24 p.m., carried unanimously on a voice vote.