

**MINUTES
CITY OF JEFFERSON COMMON COUNCIL
CITY HALL COUNCIL CHAMBERS
TUESDAY, JUNE 20, 2023**

The Tuesday, June 20, 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. Schroeder, Ald. Beyer, Ald. Tully, Ald. Mattke, Ald. Teeter, Ald. Lares and Ald. Stone. Absent: None. Also present were: City Administrator Freitag, Attorney Thompson, City Director of Public Works Clark, City Clerk/Deputy Treasurer Copsey and Police Chief Richter.

PUBLIC PARTICIPATION

None.

CONSENT AGENDA

(To be introduced by Ald. Teeter.)

**CITY OF JEFFERSON
RESOLUTION NO. 18**

BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that the consent agenda for June 20, 2023, is hereby adopted.

- A. Vouchers Payable for June Payables in the amount of \$315,382.74. Payroll Summary for June 16, 2023 in the amount of \$316,367.18.
- B. Council Minutes from June 6, 2023 of the Common Council.
- C. 2023 Festa Latina Subsidy-\$3,000.
- D. Licenses as Approved by the Regulatory Committee:
 1. Operator's Licenses.
 2. Liquor Licenses.
 3. Cigarette Licenses.
 4. Temporary Class B-Picnic License- Latina Festival, Rotary Park.
 5. Temporary Class B-Picnic License-Goat Fest, Rotary Park.

Ald. Teeter, seconded by Ald. Mattke moved to approve Resolution No. 18. On call of the roll, Motion carried unanimously, with Ald. Schroeder abstaining.

RESOLUTION AUTHORIZING AMENDMENT OF JEFFERSON COMPENSATION PLAN FOR NON-REPRESENTED EMPLOYEES

(To be introduced by Ald. Teeter.)

**CITY OF JEFFERSON
RESOLUTION NO. 19**

WHEREAS, Carlson Dettmann Consulting has completed an analysis of two (2) positions that are proposed to be created, including an examination of job responsibilities and requirements. Carlson Dettmann

is recommending amendment of the City compensation Plan (the Plan) to accommodate placement of these positions on the Plan; and

WHEREAS, the specific recommendations include:

- Placement of combined Jefferson Wastewater/Water Chief Plan Operator at Grade 9 (current positions are separate and are placed Grade 8); (Tabled.)
- Placement of Firefighter/Paramedic (new position) at Grade 8 (current paramedic position is placed at Grade 7); and
- Placement of Firefighter/AEMT (new position) at Grade 7 (position does not currently exist); and

WHEREAS, the Personnel Committee has reviewed and concurred with the recommendations and is recommending its implementation to the City Council; and

NOW, THEREFORE BE IT RESOLVED, by Common Council of the City of Jefferson, Wisconsin that it hereby approves and authorizes the amendment of the Jefferson Compensation Plan per the recommendation of Carlson Dettman Consulting, to become effective immediately.

Ald. Teeter, seconded by Ald. Mattke moved to approve Resolution No. 19. On call of the roll, Motion carried unanimously.

RESOLUTION AUTHORIZING CONTRACT FOR PROPERTY ASSESSMENT SERVICES

(To be introduced by Ald. Beyer.)

CITY OF JEFFERSON RESOLUTION NO. 20

WHEREAS, Carlson Dettmann Consulting has completed an analysis of three (3) positions that are proposed to be created, including an examination of job responsibilities and requirements. Carlson Dettmann is recommending amendment of the City compensation Plan (the Plan) to accommodate placement of these positions on the Plan; and

WHEREAS, the specific recommendations include:

- Placement of combined Jefferson Wastewater/Water Chief Plan Operator at Grade 9 (current positions are separate and are placed Grade 8);
- Placement of Firefighter/Paramedic (new position) at Grade 8 (current paramedic position is placed at Grade 7); and
- Placement of Firefighter/AEMT (new position) at Grade 7 (position does not currently exist); and

WHEREAS, the Personnel Committee has reviewed and concurred with the recommendations and is recommending its implementation to the City Council; and

NOW, THEREFORE BE IT RESOLVED, by Common Council of the City of Jefferson, Wisconsin that it hereby approves and authorizes the amendment of the Jefferson Compensation Plan per the recommendation of Carlson Dettman Consulting, to become effective immediately.

Ald. Beyer, seconded by Ald. Mattke moved to approve Resolution No. 20. On call of the roll, Motion carried unanimously.

RESOLUTION AUTHORIZING ADDENDUM FOR EMERGENCY MEDICAL SERVICES WITH TOWN OF AZTALAN

(To be introduced by Ald. Mattke.)

**CITY OF JEFFERSON
RESOLUTION NO. 21**

WHEREAS, the City of Jefferson and the Town of Aztalan have an executed contract for Emergency Medical Services starting on January 1, 2024; and

WHEREAS, the Town of Aztalan has requested the City of Jefferson provide Emergency Medical Services in Sections 29, 30, 31, 32, and 33 in accordance with the attached Addendum starting July 1, 2023 at 12:01 a.m.

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Jefferson, Wisconsin that it herein approves and authorizes the Addendum to the Contract for Emergency Medical Service for the period starting July 1, 2023, between the City of Jefferson and the Town of Aztalan and authorizes the City Administrator and City Clerk to execute said Contract Addendum on behalf of the City of Jefferson subject to the consent of the City Attorney.

Ald. Mattke, seconded by Ald. Schroeder moved to approve Resolution No. 21. 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 ADMINISTRATIVE ASSISTANT

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

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

RESOLUTION AUTHORIZING THE HIRE OF A FULL-TIME ADMINISTRATIVE ASSISTANT

(To be introduced by Ald. Tully.)

**CITY OF JEFFERSON
RESOLUTION NO. 22**

BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that the Council hereby authorizes the hire of Claire Scholten as Administrative Assistant at an hourly rate of \$21.85, Step Five of Grade One.

BE IT FURTHER RESOLVED that she will be granted 14 days of PTO upon commencement of employment with the City Hall Office.

BE IT FURTHER RESOLVED employment with Claire shall start no later than July 5, 2023.

Ald. Tully, seconded by Ald. Lares moved to approve Resolution No. 22. On call of the roll, Motion carried unanimously.

Ald. Mattke, seconded by Ald. Teeter moved to adjourn the Jefferson Common Council Meeting at 7:17 p.m., carried unanimously on a voice vote.