

**MINUTES
CITY OF JEFFERSON COMMON COUNCIL
CITY HALL COUNCIL CHAMBERS
TUESDAY, FEBRUARY 6, 2024**

The Tuesday, February 6, 2024 meeting of the City of Jefferson Common Council was called to order at 7:00 p.m. by Mayor Oppermann. Members' present were: Ald. Tully, Ald. Mattke, Ald. Schroeder, Ald. Teeter, Ald. Stone, Ald. Lares and Ald. Beyer. Absent: Ald. Neils. Also present were: City Administrator Freitag, City Attorney Rogers, Director of Public Works Clark, Lieutenant Schmidt, and City Clerk/Deputy Treasurer Copsey.

PUBLIC PARTICIPATION

None.

ORDINANCE TO AMEND SECTION 300-10.31 OF THE MUNICIPAL CODE OF THE CITY OF JEFFERSON RELATED TO REZONING FOR TAX PARCEL NUMBER 241-0614-1224-003.

(To be introduced for Its Second Reading by Ald. Tully.)

**CITY OF JEFFERSON
PROPOSED ORDINANCE #1-24**

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 241-0614-1224-003, from RH-35 Rural Holding to the zoning designation of DR-8 Duplex Residential.

Description:

LOT 2, CSM 5869-33-342, DOC 1395679.

Parcel #: 241-0614-1224-003

Address: No Parcel Address

Proposed **Permanent Zoning** Designation: DR8 Duplex Residential.

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. Tully, seconded by Ald. Mattke moved to approve Ordinance #1-24. On a call of the roll, Motion carried unanimously.

CONSENT AGENDA

(To be introduced by Ald. Schroeder.)

**CITY OF JEFFERSON
RESOLUTION NO. 80**

BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that the consent agenda for February 6, 2024, is hereby adopted.

- A. Vouchers Payable for December 2023 in the amount of \$103,050.11, February Payables in the amount of \$969,683.56. Payroll Summary for January 26, 2024, in the amount of \$272,122.55.
- B. Council Minutes from January 16, 2024, of the Common Council.
- C. 2024 Subsidy- Greenwood Cemetery Association- \$19,000.
- D. Licenses as Approved by the Regulatory Committee:
 - 1. Operator’s Licenses.
 - 2. Milk License- Kraemer Dairy.
 - 3. Milk License- Engelhardt Dairy of WI, LLC.
 - 4. Class B Beer and Class C Wine License- SamiJo’s Pizzeria.
 - 5. Temporary Class B, Picnic License- Jefferson Rotary Club- Beer and Wine Tasting, Jefferson County Fair Grounds.
 - 6. Temporary Class B, Picnic License- St. John’s Lutheran Church- Night Out at St. John’s.
 - 7. Temporary Class B, Picnic License- Fort Atkinson Wisconsin Conservation Club Banquet, Jefferson County Fair Grounds.

Ald. Schroeder, seconded by Ald. Teeter moved to approve Resolution No. 80. On call of the roll, Motion carried unanimously.

**RESOLUTION AUTHORIZING AN AMMENDMENT TO THE AMBULANCE AND
EMERGENCY MEDIACAL SERVICES AGREEMENT WITH THE TOWN OF OAKLAND**

(To Be introduced by Ald. Tully.)

**CITY OF JEFFERSON
RESOLUTION NO. 81**

WHEREAS, the City of Jefferson has previously entered into an Agreement with the Town of Oakland to provide fire and emergency medical services (EMS) to a portion of the Town of Oakland; and

WHEREAS, said agreement does not expire until December 31, 2027; and

WHEREAS, both the City of Jefferson and the Town of Oakland have found that it is in their mutual best interest to expand the area to be covered by the City of Jefferson in the Town of Oakland for fire and EMS coverage; and

WHEREAS, the Town Board of Oakland has now approved the expansion of the service area as set forth in the attached Amendment Agreement.

NOW BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF JEFFERSON, Wisconsin that the appropriate officials may enter into the Amendment Agreement on behalf of the City of Jefferson.

Ald. Tully, seconded by Ald. Mattke moved to approve Resolution No. 81. On a call of the roll, the motion was carried unanimously.

RESOLUTION AUTHORIZING THE 2024 FIREWORKS CONTRACT WITH CHROME FIREWORKS & DISPLAYS

(To Be introduced by Ald. Stone.)

**CITY OF JEFFERSON
RESOLUTION NO. 82**

WHEREAS, the City of Jefferson annually facilitates a July 3rd fireworks display with wide community support;

WHEREAS, that the Interim Parks, Recreation and Forestry Director has received a proposal from Chrome Fireworks & Displays to provide a firework display near or around the corner of Pitzner Parkway & Spangler Rd in the City of Jefferson with parking to be made available to the public by the Jefferson County Fair Park;

WHEREAS, the City of Jefferson will be the recipient of a \$14,000 sponsorship from Festival Foods to be the named sponsor of the July 3rd fireworks display;

WHEREAS, this Community display will be free to the public.

BE IT RESOLVED, that the City of Jefferson authorizes the City Administrator to enter into a contract with Chrome Fireworks & Displays for the July 3rd display for a total cost of \$20,000 which requires a 5,000 deposit. The \$14,000 Festival Foods sponsorship will be applied to the cost, and the remaining balance of monies for said fireworks display and costs associated are to be funded by the Civic Promotion Subsidy line-item appropriation.

Ald. Stone, seconded by Ald. Mattke moved to approved Res. No. 82. On call of the roll, motion carried unanimously.

RESOLUTION AUTHORIZING VACANT LAND OFFER TO PURCHASE IN JEFFERSON'S NORTH INDUSTRIAL PARK

(To Be introduced by Ald. Mattke.)

**CITY OF JEFFERSON
RESOLUTION NO. 83**

WHEREAS, the City of Jefferson previously sold an approximately two-acre lot located in the North Industrial Park to CC Properties Corporation. The purchaser intended to construct a building to house a local masonry business (Pickett Masonry). The owner of the masonry business has made a business decision not to proceed with the planned expansion of the business; and

WHEREAS, CC Properties Corporation inquired whether the City would be interested in re-purchasing the lot, described legally as Lot 1 Certified Survey Map 6358, at the original terms of purchase; and

WHEREAS, the City of Jefferson and CC Properties Corporation have agreed to a sale contract for the re-purchase of this property. Said sale contract requires that the City Council approve the purchase of this property; and

NOW, THEREFORE BE IT RESOLVED, by the City Council of Jefferson, Wisconsin that it herein approves and authorizes the sales contract for the purchase of North Industrial Park Property, legally described as Lot 1 of Certified Survey Map 6538, from CC Properties Corporation per the original terms of purchase, including:

- A purchase price of \$40,000;
- Earnest money of \$1,000; and
- A closing date on or before March 1, 2024.

Ald. Mattke, seconded by Ald. Schroeder moved to approve Resolution No. 83. On a call of the roll, the motion was carried unanimously.

RESOLUTION AUTHORIZING TAX INCREMENT DISTRICT #6 TERMINATION

(To Be introduced by Ald. Beyer.)

**CITY OF JEFFERSON
RESOLUTION NO. 84**

WHEREAS, the City created Tax Incremental District No. 6 on November 17, 2008 and adopted a project plan in the same year, and;

WHEREAS, all TID #6 projects were completed in the prescribed allowed time; and:

WHEREAS, sufficient increment was collected as of the 2023 tax roll, payable 2024, to cover TID #6 project costs.

THEREFORE BE IT RESOLVED, that the City of Jefferson does dissolve/terminate TID #6; and

BE IT FURTHER RESOLVED, that the City Clerk shall notify the Wisconsin Department of Revenue (DOR), within sixty (60) days of this resolution or prior to the deadline of April 15, 2024, whichever comes first, that the TID has been terminated: and

BE IT FURTHER RESOLVED, that the City Clerk shall sign the required DOR final accounting form (PE-223) agreeing on a date by which the City shall submit final accounting information to DOR; and:

BE IT FURTHER RESOLVED, that the City Treasurer shall distribute any excess increment collected after providing for ongoing expenses of the TID, to the affected taxing districts with proportionate shares to be determined by the final audit by the City's auditors, Baker Tilley.

Ald. Beyer, seconded by Ald. Mattke moved to approve Resolution No. 84. On a call of the roll, the motion was carried unanimously.

RESOLUTION AUTHORIZING APPROVAL OF AMENDMENT TO TIF #6 DEVELOPER'S AGREEMENT WITH JALP

(To Be introduced by Ald. Lares.)

**CITY OF JEFFERSON
RESOLUTION NO. 85**

WHEREAS, in 2013, the City of Jefferson entered into a Developer's Agreement with Jefferson Assisted Living Partners, LLC for the construction of a 60-unit memory care facility in TID No. 6 (former St. Coletta Campus).

WHEREAS, the Developer's Agreement was designed to encourage the construction of the memory care facility and provide the guarantee for the necessary infrastructure for the development.

WHEREAS, Tax Incremental District No. 6 and alternative development agreements were put in place for the revitalization and redevelopment of the former St. Coletta Campus and conditions of said agreements were not met and therefore development payments have not been made. Subsequently an agreement for the construction of a 60-bed memory care facility was entered into with Jefferson Assisted Living Partners, LLC. The JALP developer agreement, the only current obligation of the district, and all developer criteria contained within have been met and fulfilled the requirements of said agreement.

WHEREAS, the City's financial obligations to the developer is expected to terminate on October 1, 2024. Since adequate funds are available in the Tax Incremental District #6 to service this payment, it is requested that the Council allow for prepayment of the October 1, 2024, payment and facilitate the early closure of the district.

THEREFORE, BE IT RESOLVED, by the City of Jefferson Common Council that the attached Amendment to the Tax Increment Financing District #6 Development Agreement with Jefferson Assisted Living Partners, LLC is hereby approved.

Ald. Lares, seconded by Ald. Stone moved to approve Resolution No. 85. On a call of the roll, the motion was 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 CONSIDER HIRE A FULL-TIME PARKS, RECREATION, AND FORESTRY DIRECTOR

Ald. Lares, seconded by Ald. Schroeder moved to go into Closed Session. On the call of the roll, motion carried unanimously.

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

RESOLUTION AUTHORIZING THE HIRE OF A FULL-TIME PARKS, RECREATION, AND FORESTRY DIRECTOR

(To Be introduced by Ald. Teeter.)

CITY OF JEFFERSON

RESOLUTION NO. 86

WHEREAS, the Department of Parks, Recreation, and Forestry has been without a Director since the retirement of Cyndi Keller; and

WHEREAS, the Personnel Committee was directed to conduct and oversee the search for a new Director, and has accordingly noticed and advertised the position opening; and

WHEREAS, the Personnel Committee selected four finalist candidates for the Position from the pool of candidates submitting credentials for the position, and with the assistance of members of the Park and Recreation Commission, recently conducted interviews with said candidates; and

WHEREAS, the Personnel Committee is recommending the appointment of current Interim Department Director, Chad Holpfer, as the Director of the Department of Parks, Recreation, and Forestry; and

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that it herein approves and authorizes the appointment of Recreation Supervisor and current Interim Department Director, Chad Holpfer, as the next Director of Parks, Recreation, and Forestry subject to the following:

- Mr. Holpfer is to be placed at Step One, Grade 15 of the Jefferson Compensation Plan;
- He will maintain his present position on the Jefferson Paid-Time-Off (PTO) Schedule; and He will begin his new duties as Department Director immediately.

Ald. Teeter, seconded by Ald. Schroeder moved to approve Resolution No. 86. On a call of the roll, the motion was carried unanimously.

Ald. Lares, seconded by Ald. Mattke moved to adjourn the Jefferson Common Council Meeting at 7:39 p.m., carried unanimously on a voice vote.