

**MINUTES
CITY OF JEFFERSON COMMON COUNCIL
CITY HALL COUNCIL CHAMBERS
TUESDAY, MAY 7, 2024**

The Tuesday, May 7, 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. Schroeder, Ald. Beyer, Ald. Obernberger, Ald. Tully, Ald. Pinnow and Ald. Neils. Absent: Ald. Stone and Ald. Teeter. Also present were: City Attorney Rogers, Police Chief Richter, City Administrator Freitag and City Clerk/Deputy Treasurer Copsey.

PUBLIC PARTICIPATION

None.

MAYORAL PROCLAMATION: 2024 POLICE WEEK



We're going outside.

MAYORAL PROCLAMATION

**CITY OF JEFFERSON, WISCONSIN
2024 NATIONAL POLICE WEEK**

WHEREAS, The Congress and President of the United States have designated the week of May 12th -18th, 2024 as National Police Week; and

WHEREAS, the members of the law enforcement agency of the City of Jefferson play an essential role in safeguarding the rights and freedoms of the City of Jefferson; and

WHEREAS, it is important that all citizens know and understand the duties, responsibilities, hazards, and sacrifices of their law enforcement agency, and that members of our law enforcement agency recognize their duty to serve the people by safeguarding life and property, by protecting them against violence and disorder, and by protecting the innocent against deception and the weak against oppression; and

WHEREAS, the men and women of the law enforcement agency of the City of Jefferson unceasingly provide a vital public service;

NOW, THEREFORE, I, Dale Oppermann, Mayor of the City of Jefferson, call upon all citizens of Jefferson and upon all patriotic, civic and educational organizations to observe the week of May 12th – 18th,

2024 as Police Week with appropriate ceremonies and observances in which their faithful and loyal devotion to their responsibilities, have rendered a dedicated service to their communities and, in so doing, have established themselves an enviable and enduring reputation for preserving the rights and security of all citizens.

I further call upon all citizens of Jefferson to remember all law enforcement officers who, through their courageous deeds, have made the ultimate sacrifice in service to their community or have become disabled in the performance of duty, and let us recognize and pay respect to the survivors of our fallen heroes.

PRESENTATION: GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2024B

David Ferris, Ehlers.

AN ORDINANCE ABOLISHING AND/OR RENAMING CERTAIN COMMITTEES

(To be introduced for first reading by Ald. Tully.)

**CITY OF JEFFERSON
ORDINANCE NO. 3-24**

WHEREAS, the City of Jefferson (the City) has established certain committees which are designed to address unique local concerns and interests; and

WHEREAS, some of these committees are no longer needed or their area of concern are now being addressed by other committees.

NOW THEREFORE, the Common Council of the City does hereby ordain as follows:

- Section 1.** §14-15 of the Code of Ordinances of the City, and named the Energy Independence Initiative Committee, is hereby abolished.
- Section 2.** The City's Ambulance Committee and ADA Advisory Committees are also abolished.
- Section 3.** The City's Media/Technology Commission shall be renamed the Communications Committee.
- Section 2.** This ordinance shall be effective on the date after its enactment and publication of this ordinance as required by law.

AN ORDINANCE REPEALING CHAPTER 292 OF THE CITY OF JEFFERSON MUNICIPAL CODE

(To be introduced for first reading by Ald. Neils.)

**CITY OF JEFFERSON
ORDINANCE NO. 4-24**

WHEREAS, the City of Jefferson (the City) on May 20, 2008 adopted Ordinance Number 6-08, which regulates the construction, use, and display of signs within the legal boundaries of the City; and

WHEREAS, said ordinance is enumerated in the City's code on Chapter 292; and

WHEREAS, the City has updated its Zoning Code which now includes the relevant registration of signs, making Chapter 292 no longer necessary;

NOW THEREFORE, the Common Council does hereby ordain as follows:

Section 1. Chapter 292 of the City's municipal code is hereby repealed in its entirety.

Section 2. This ordinance shall be effective on the date after its enactment and publication as required by law.

CONSENT AGENDA

(To be introduced by Ald. Beyer.)

**CITY OF JEFFERSON
RESOLUTION NO. 5**

BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that the consent agenda for May 7, 2024, is hereby adopted.

- A. Vouchers Payable for May Payables in the amount of \$578,582.70, April 2024 Manuals in the amount of \$80,968.77. Payroll Summary for April 19, 2024, in the amount of \$193,711.58 and Payroll Summary for May 3, 2024, in the amount of \$192,372.34.
- B. Council Minutes from April 16, 2024, of the Common Council.
- C. Licenses as Approved by the Regulatory Committee:
 1. Operator's Licenses.
 2. Sales of Goods in the ROW- Surf Shack, LLC.

Ald. Beyer, seconded by Ald. Schroeder moved to approve Resolution No. 5. On call of the roll, Motion carried, Ald. Obernberger, Ald. Pinnow and Ald. Schroeder abstained from the minutes.

RESOLUTION PROVIDING FOR THE SALE OF NOT TO EXCEED \$10,000,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2024B

(To Be introduced by Ald. Schroeder.)

**CITY OF JEFFERSON
RESOLUTION NO. 6**

WHEREAS, the City of Jefferson, Jefferson County, Wisconsin (the "City") is presently in need of an amount of an amount not to exceed \$10,000,000 for public purposes, including paying the cost of street improvements, storm sewer improvements, sanitary sewer improvements, water improvements and relocation of electric lines in Tax Incremental District No. 11 pursuant to a development agreement with Kikkoman Foods, Inc. (collectively, the "Project"); and

WHEREAS, it is desirable to borrow said funds through the issuance of general obligation promissory notes pursuant to Chapter 67, Wisconsin Statutes.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City that:

Section 1. Issuance of the Notes. The City shall issue its General Obligation Promissory Notes, Series 2024B in an amount not to exceed \$10,000,000 (the "Notes") for the purpose above specified.

Section 2. Sale of the Notes. The Common Council hereby authorizes and directs that the Notes be offered for public sale. At a subsequent meeting, the Common Council shall consider such bids for the Notes as may have been received and take action thereon.

Section 3. Notice of Sale. The City Clerk (in consultation with Ehlers & Associates, Inc. ("Ehlers")) be and hereby is directed to cause notice of the sale of the Notes to be disseminated in such manner and at such times as the City Clerk may determine and to cause copies of a complete Notice of Sale and other pertinent data to be forwarded to interested bidders as the City Clerk may determine.

Section 4. Official Statement. The City Clerk (in consultation with Ehlers) shall cause an Official Statement to be prepared and distributed. The appropriate City officials shall determine when the Official Statement is final for purposes of Securities and Exchange Commission Rule 15c2-12 and shall certify said Official Statement, such certification to constitute full authorization of such Official Statement under this resolution.

Ald. Schroeder, seconded by Ald. Neils moved to approve Resolution No. 6. On call of the roll, Motion carried unanimously.

RESOLUTION RECOGNIZING WORLD MIGRATORY BIRD DAY

(To Be introduced by Ald. Neils.)

CITY OF JEFFERSON RESOLUTION NO. 7

WHEREAS, migratory birds are some of the most beautiful and easily observed wildlife that share our communities, and

WHEREAS, many citizens recognize and welcome migratory songbirds as symbolic harbingers of spring, and

WHEREAS, these migrant species also play an important economic role in our community, controlling insect pests and generating millions in recreational dollars statewide, and

WHEREAS, migratory birds and their habitats are declining throughout the Americas, facing a growing number of threats on their migration routes and in both their summer and winter homes, and

WHEREAS, public awareness and concern are crucial components of migratory bird conservation, and

WHEREAS, citizens enthusiastic about birds, informed about the threats they face, and empowered to help address those threats can directly contribute to maintaining health bird populations, and

WHEREAS, since 1993 World Migratory Bird Day (formerly International Migratory Bird Day) has become a primary vehicle for focusing public attention on the nearly 350 species that travel between nesting habitats in our communities and throughout North America and their wintering grounds in South and Central America, Mexico, the Caribbean, and the southern U.S., and

WHEREAS, hundreds of thousands of people will observe WMBD, gathering in town squares, community centers, schools, parks, nature centers, and wildlife refuges to learn about birds, take action to conserve them, and simply to have fun, and

WHEREAS, while WMBD officially is held each year on the second Saturday in May, its observance is not limited to a single day, and planners are encouraged to schedule activities on the dates best suited to the presence of both migrants and celebrants, and

WHEREAS, WMBD is not only a day to foster appreciation for wild birds and to celebrate and support migratory bird conservation, but also a call to action,

NOW THEREFORE I Dale Oppermann, as Mayor of the City of Jefferson, do hereby proclaim May 11th, 2024 as

World Migratory Bird Day

In the City of Jefferson and I urge all citizens to celebrate this observance and to support efforts to protect and conserve migratory birds and their habitats in our community and the world at large. Dated this 7th day of May in the year 2024.

Ald. Neils, seconded by Ald. Pinnow moved to approve Resolution No. 7. On a voice vote, Motion carried unanimously.

RESOLUTION AUTHORIZING A FINAL PLAT OF SUBDIVISION FOR THE FAIRWAYS OF JEFFERSON

(To Be introduced by Ald. Beyer.)

**CITY OF JEFFERSON
RESOLUTION NO. 8**

WHEREAS, Loos Homes has submitted a final plat of subdivision for the Fairways of Jefferson Subdivision to the City of Jefferson for approval; and

WHEREAS, the Jefferson Plan Commission and City Council having previously approved a preliminary plat of subdivision for the Fairways of Jefferson, and the Plan Commission having recently approved a final plat of subdivision submitted for said subdivision; and

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Jefferson, Wisconsin that it herein approves the final plat of subdivision for the Fairways of Jefferson upon the recommendation of the Plan Commission and authorizes the appropriate City officials to sign the final plat to permit its legal recording.

Ald. Beyer, seconded by Ald. Tully moved to approve Resolution No. 8. On call of the roll, Motion carried unanimously.

RESOLUTION RENAMING CERTAIN ROADS LOCATED WITHING THE JEFFERSON FOOD AND BEVERAGE INNOVATION CAMPUS

(To Be introduced by Ald. Pinnow.)

**CITY OF JEFFERSON
RESOLUTION NO. 9**

WHEREAS, the City of Jefferson (the City) has caused to be created an industrial park known as the Jefferson Food and Beverage Innovation Campus (the Campus); and

WHEREAS, there is located within the Campus, two public roads now known as “South Industrial Drive” and “Annex Road.” Attached hereto as Exhibit A is a map showing the location of these two roads; and

WHEREAS, the City has decided to re-name said roads in order to better promote the development of the campus.

NOW THEREFORE BE IT RESOLVED, by the Common Council of the City of Jefferson:

- A) That South Industrial Drive shall hereafter be known as “Kikkoman Way.”
- B) That Annex Road shall hereafter be known as “Innovation Drive.”
- C) That the City Clerk shall amend the official street name and building numbering system map to reflect the name changes as set forth herein.
- D) That the City Clerk shall also notify the owners of all lots that abut the renamed roads of the name change and the property street number and otherwise comply with the provisions of §240-6 of the City’s Code of Ordinances.
- E) That finally the Clerk shall notify all relevant first responders of the name changes to the aforementioned roads.

Ald. Beyer, seconded by Ald. Pinnow moved to approve Resolution No. 9. On call of the roll, Motion carried unanimously.

**RESOLUTION AWARDING THE 2024 STREET & UTILITY IMPROVEMENTS PROJECT
CONTRACT A**

(To Be introduced by Ald. Tully.)

**CITY OF JEFFERSON
RESOLUTION NO. 10**

WHEREAS, the City of Jefferson obtained four bids from contractors for the 2024 Street and Utility Improvements Project Contract A with Rock Road Companies, Inc. of Janesville, WI being the low bidder; and

WHEREAS, the Finance Committee has reviewed the bids and concurs with the recommendation of the Director of Public Works and Town & Country Engineering to award the project to Rock Road Companies, Inc. of Janesville, WI for the base, alternate 1, alternate 2, and supplemental bids, for a total of \$1,245,906.46 and recommends the same to the Common Council; and

WHEREAS, the Finance Committee has reviewed the alternate 3 bid and concurs with the recommendation of the Director of Public Works and Town & Country Engineering to award the project to Rock Road Companies, Inc. of Janesville, WI for a total of \$157,152.00 and contingent on the Town of Aztalan approving alternate 3 bid and signing the intergovernmental agreement with the City 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 2024 Street and Utility Improvements Project Contract A to Rock Road Companies, Inc. of Janesville, WI; 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. Tully, seconded by Ald. Neils moved to approve Resolution No. 10. On call of the roll, Motion carried unanimously.

**RESOLUTION AWARDING THE 2024 STREET & UTILITY IMPROVEMENTS PROJECT
CONTRACT B**

(To Be introduced by Ald. Neils.)

**CITY OF JEFFERSON
RESOLUTION NO. 11**

WHEREAS, the City of Jefferson obtained two bids from contractors for the 2024 Street and Utility Improvements Project Contract B with Visu-Sewer, LLC of Pewaukee, WI being the low bidder; and

WHEREAS, the Finance Committee has reviewed the bids and concurs with the recommendation of the Director of Public Works and Town & Country Engineering to award the project to Visu-Sewer, LLC of Pewaukee, WI for the base and supplemental bids, for a total of \$105,214.25 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 2024 Street and Utility Improvements Project Contract B to Visu-Sewer, LLC of Pewaukee, WI; 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. Neils, seconded by Ald. Tully moved to approve Resolution No. 11. On call of the roll, Motion carried unanimously.

RESOLUTION AUTHORIZING A LEASE OF PROPERTY BETWEEN THE CITY OF JEFFERSON AND THE SURF SHACK

(To Be introduced by Ald. Obernberger.)

**CITY OF JEFFERSON
RESOLUTION NO. 12**

WHEREAS, The City of Jefferson located on the Rock and Crawfish Rivers has a unique opportunity to offer tourism amenities to community members and travelers alike; and

WHEREAS, The Surf Shack, LLC has been utilized previously to provide kiosks in City parks for kayak rentals; and

WHEREAS, City staff is recommending the approval to renew its lease agreement between the City and The Surf Shack, LLC to provide rentals for the 2024 summer season; and

WHEREAS, The Surf Shack, LLC will lease green space at Rock River Landing and Riverfront Park near boat and kayak launches to provide a kiosk for rentals.

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Jefferson, Wisconsin that it herein approves the proposed Lease Agreement between the City and The Surf Shack, LLC, and authorizes the City Administrator to execute said lease. Whereas the Lease Agreement would be for a term of one year, and at a return to the City of ten percent (10%) of the base revenue for all rentals at the two locations. These monies will be deposited into the River Improvement Fund under the donation's designation (#50-00000-48-511).

Ald. Obernberger, seconded by Ald. Beyer moved to approve Resolution No. 12. On call of the roll, Motion carried unanimously.

RESOLUTION AUTHORIZING THE CREATION OF THE PLAYLAND OF DREAMS ADHOC COMMITTEE

(To Be introduced by Ald. Beyer.)

**CITY OF JEFFERSON
RESOLUTION NO. 13**

WHEREAS, The City of Jefferson has recently indicated a strong commitment to make positive change to the Playland of Dreams playground located at Riverfront Park; and

WHEREAS, The City of Jefferson believes that this structure and recommendations for its repair would be best led by a chairperson and a committee of members working in conjunction with the Common Council.

NOW THEREFORE BE IT RESOLVED, by the Common Council of the City of Jefferson, WI that it herein authorizes the creation of the Playland of Dreams Adhoc Committee that will serve in an advisory capacity with its sole purpose to address the Playland of Dreams structure until completion. Under the appointment of Mayor Dale Oppermann, Debra Neils will serve as Chairperson and City Council Representative to the committee.

Ald. Beyer, seconded by Ald. Pinnow moved to approve Resolution No. 13. On a voice vote, Motion carried unanimously.

RESOLUTION AUTHORIZING THE PURCHASE OF PROPERTY LOCATED AT 621-625 S MAIN STREET

(To Be introduced by Ald. Tully.)

**CITY OF JEFFERSON
RESOLUTION NO. 16**

NOW, BE IT RESOLVED, by the City Council of the City of Jefferson, Wisconsin that the City Administrator and City Attorney are directed to take steps necessary to purchase the commercial/residential property located at 621-625 S. Main Street at a cost not to exceed \$184,500 and are authorized to execute any document(s) associated with the purchase and closing of this property.

Ald. Tully, seconded by Ald. Neils moved to approve Resolution No. 16. 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 CONSIDER HIRE A FULL-TIME SECOND SHIFT DISPATCHER AND FULL-TIME ADMINISTRATIVE ASSISTANT

Ald. Obernberger, seconded by Ald. Beyer moved to go into closed session. On call of the roll, motion carried unanimously.

Ald. Tully, seconded by Ald. Pinnow moved to go into open session. On call of the roll, motion carried unanimously.

RESOLUTION AUTHORIZING THE HIRE OF A FULL-TIME SECOND SHIFT DISPATCHER

(To be introduced by Ald. Schroeder.)

**CITY OF JEFFERSON
RESOLUTION NO. 14**

WHEREAS, by the Common Council of the City of Jefferson, Wisconsin that the Chief of Police is herein authorized to hire Gary Schuett as a full-time dispatcher for the City of Jefferson Police Department effective Monday, May 20th, 2024. The initial rate of pay shall be set at full time dispatcher classification #5 above the control point at \$28.46 per hour in conjunction with the City of Jefferson approved pay structure table. Further, Gary Schuett shall be placed at 15 years of service on the City of Jefferson Paid Time Off Schedule on his first day of employment with the City.

WHEREAS, by the Common Council of the City of Jefferson, Wisconsin that the Chief of Police has full-time funds allocated in his 2024 approved operating budget and that this full-time dispatcher position is to fill a recent full-time vacancy in the Police Department dispatching staff.

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that the Chief of Police is authorized to proceed with the hiring of Gary Schuett as a full-time dispatcher for the City of Jefferson Police Department effective Monday, May 20th, 2024. The initial rate of pay shall be set at full time dispatcher classification #5 above the control point at \$28.46 per hour in conjunction with the City of Jefferson approved pay structure table. Further, Gary Schuett shall be placed at year 15 of service on the City of Jefferson Paid Time Off Schedule on his first day of employment with the City.

Ald. Schroeder, seconded by Ald. Pinnow moved to approve Resolution No. 14. On call of the roll, Motion carried unanimously.

RESOLUTION AUTHORIZING THE HIRE OF A FULL-TIME ADMINISTRATIVE ASSISTANT

(To be introduced by Ald. Schroeder.)

**CITY OF JEFFERSON
RESOLUTION NO. 15**

BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that the Council hereby authorizes the hire of Angie Winchell as a Full-Time Administrative Assistant at an hourly rate of \$21.85, Step Six of Grade One.

BE IT FURTHER RESOLVED that she will be placed at 5 years of service on the Jefferson Paid-Time-Off (PTO) schedule.

BE IT FURTHER RESOLVED employment with Angie shall start no later than May 20, 2024.

Ald. Schroeder, seconded by Ald. Pinnow moved to approve Resolution No. 15. On call of the roll, Motion carried unanimously.

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