

**MINUTES  
CITY OF JEFFERSON COMMON COUNCIL  
JANUARY 6, 2004**

The Tuesday, January 6, 2004, meeting of the City of Jefferson Common Council was called to order at 7:30 p.m. by Mayor Brawders. Members present were: Ald. Carnes, Ald. Wagner, Ald. Bare, Ald. Gang, Ald. McGrath, Ald. Stewart and Ald. Stevens. Absent was: Ald. Coffman. Also present were: City Attorney Brantmeier, City Engineer Ludwig and City Clerk/Treasurer Stewart.

**PUBLIC PARTICIPATION**

Bill Koehler, Highway K, addressed the Council regarding Walmart and the potential annexation of land for Walmart. Mr. Koehler presented the City Attorney with a petition from some of the adjacent landowners to the area that may be annexed for a Walmart store if they would want to locate in Jefferson. Mr. Koehler also drew the Council's attention to recent articles in the Milwaukee Journal regarding Walmart activities.

Robert Mercer, 216 South Whitewater Avenue, addressed the Council regarding numerous items. Mr. Mercer asked who was in charge of hiring and firing, if job descriptions existed for employees and elected officials, and who has what type of authority. He stated that projects had been voted down by referendum and are completed anyway, disregarding the public's opinion. He stated that the City staff and officials need to work together to see the City as a unit so that we may progress. He stated that he was concerned about City employees taking longer than allowed breaks and using City vehicles for private use. He stated that the previous Administrator had inherited the problems that had accumulated over the last 20 years. He stated that correspondingly the taxes have increased in the last five years. Mr. Mercer stated that if taxes are not cut, no industry will come to town. He then commented that the City has become a bedroom community and that that will continue until we get more industry in the City.

Chad Stelse, 5403 Thrush Lane, addressed the Council regarding Chamber activities. Mr. Stelse stated that he was recently elected as Chamber President. He stated that the Chamber's Annual Dinner will be held on February 9, 2003 and encouraged the Council's attendance.

**CONSENT AGENDA**

Ald. Wagner introduced Resolution No. 119.

**CITY OF JEFFERSON  
RESOLUTION NO. 119**

**BE IT RESOLVED** by the Common Council of the City of Jefferson that the consent agenda for January 6, 2004 is hereby adopted.

The consent agenda for tonight includes:

- ◆ Vouchers Payable for December 2003 & January 2004 in the amounts of \$159,165.90

and \$53,117.49 and Payroll Summary for December 12 & 26, 2003 in the amounts of \$100,570.04 and \$113,484.99.

- ◆ Council Minutes from the December 16, 2003 Regular & Closed Session Meetings of the Common Council.
- ◆ 2004 Nutrition Site Agreement - \$25/month.
- ◆ Licenses as Approved by the Regulatory Committee
  - ▣ Operator's Licenses
  - ▣ Special Class B Licenses
  - ▣ Combination Class B License – El Chapparal
  - ▣ Taxi Cab License – Brown Cab Inc.
  - ▣ Junk Dealer Premises/Vehicle License – Aumann's

Ald. Bare stated that an error was made on page four of the December 16, 2003 minutes. He stated that he was incorrectly quoted as saying that the Plan Commission DID want multi-family... The correct statement was that the Plan Commission DID NOT want multi-family... The correction was noted and will be incorporated into the minutes.

Ald. Stewart stated that December 16, 2003 minutes indicated that Ald. McGrath cast the dissenting vote on Resolution No. 112. He stated that it was not Ald. McGrath, rather himself. Once again, the correction was noted and will be incorporated into the minutes.

Ald. Bare then stated that he would like to see the voucher from National Appraisal given a review. He stated that he felt that he had heard about too many inequities in assessments and also questioned the review of the land prices in different locations in town. He requested that Mr. Munson come before the Council at a subsequent meeting to discuss these inequities.

Mayor Brawders requested that Clerk/Treasurer Stewart contact Assessor Munson and ask him to appear at a future meeting.

Ald. Wagner, seconded by Ald. Gang moved to recommend Amended Resolution No. 119. On call of the roll, motion carried unanimously. Ald. Carnes abstained on the vote of the Council Minutes from December 16, 2003 due to his absence.

### **INCREASE IN EMS UNIFORM ALLOWANCE**

Ald. Carnes introduced Resolution No. 120.

### **CITY OF JEFFERSON RESOLUTION NO. 120**

**BE IT RESOLVED**, by the Common Council of the City of Jefferson that the EMS Uniform Allowance for non-union eligible employees are hereby increased to the following:

# of Runs EMT Attends

Uniform Allowance Paid to EMT

1 TO 50	\$ 50.00
51 TO 100	75.00
101 TO 150	100.00
OVER 150	125.00

**BE IT FURTHER RESOLVED**, that run volume shall be calculated from January 1<sup>st</sup> thru December 31<sup>st</sup> of the respective calendar year. Eligible receipts equal to the uniform allowance allowed must be turned in prior to disbursement of funds.

Ald. Carnes stated that approval of Resolution No. 120 was unanimous at Finance Committee and the cost impact was incorporated into the adopted 2004 budget.

Ald. Carnes, seconded by Ald. Gang moved to recommend Resolution No. 120. On call of the roll, motion carried unanimously.

### **RESOLUTION APPROVING CITY HALL CHANGE ORDERS**

Ald. Stevens introduced Resolution No. 121.

#### **CITY OF JEFFERSON RESOLUTION NO. 121**

**BE IT RESOLVED**, by the Common Council of the City of Jefferson that Change Order Two, Project #s1, 3-6 and 8-19 for the City Hall Remodeling Project, which result in a net increase of ~~\$30,041.61~~ \$29,246.79 are hereby approved.

Ald. Stevens stated that representatives from Bray Architects and Tri-North Construction were available this evening to explain the change orders.

Darren Noak from Tri-North Construction then reviewed the change orders.

Mr. Noak indicated that an error had been made on project number 11 in change order number 2. This is the change for the lower level fire door and the change in glass for the upper level fire doors. Mr. Noak stated that he would be looking at the cost associated with this change and revising the numbers.

Two other items were then discussed at more length. Project number 16 was to replace a booster coil above staircase A. Mr. Noak stated that the coil had been disconnected some time ago and that it was being recommended that the Council consider reconnecting the coil. It was noted that the coil helps zone heat the area. Project number 07 was then discussed. It was noted that this change was for some ductwork in the kitchen for which problems were uncovered when structural work began on floor of the existing vault. In order to meet code, work needed to be done on the venting system in the kitchen. Discussion regarding whether or not the range hood should be installed in the kitchen was then held.

Ald. Bare questioned the safety glass/fire glass in the upstairs fire doors and why that was omitted from the plan. A clarification was offered.

Ald. Gang stated that he understands that some items will unfortunately come up as the project progresses, but was very concerned that certain items had been overlooked by the architect.

Ald. Stevens also noted that some of the changes were simply because we were renovating an old building and problems had popped up along the way that no one anticipated.

Mayor Brawders added that anyone who owns an older home knows that when you do a project you find things you did not anticipate at the onset of the project.

Ald. Gang stated that he was very displeased with some of the change orders. He stated that he felt Bray Architects should have caught that the fire doors and fan system were value engineered out of the lower level. Ald. Gang also stated that he felt that Bray should not have known that a sink and an electrical panel could not be in the same room. He stated that he did not feel that the City should have to pay because Bray did not catch this item.

Ald. Gang added that the only good thing about this situation is that Tri-North is doing a really good job for the City. He stated that he was just baffled about the doors, sink and electrical cabinet.

The Council then discussed the removal of project number 2, 7 and 16 in change order number two.

Ald. Carnes stated that he supported the removal at this time, but expected that the Council would be taking action on the removed projects at a subsequent meeting.

Ald. Stevens, seconded by Ald. McGrath moved to recommend Resolution No. 121 for discussion. On call of the roll, motion carried by a vote of 6 to 1. Ald. Stewart cast the dissenting vote.

#### **RESOLUTION EXTENDING SYMPATHY TO THE FAMILY OF DONALD DIEKOW**

Ald. Wagner introduced Resolution No. 122.

#### **CITY OF JEFFERSON RESOLUTION NO. 122**

**WHEREAS**, God in his infinite wisdom and mercy, has chosen to call from his life, Donald Diekow, and

**WHEREAS**, Donald was a trusted and loyal citizen of the City of Jefferson.

**WHEREAS**, Donald served the City of Jefferson as a Volunteer Fire Fighter for 25 years.

**NOW, THEREFORE, BE IT RESOLVED** that the Common Council of the City of Jefferson, by this Resolution extends its sympathy to the family of the late Donald Diekow and that a copy of this resolution be sent to the bereaved family.

Ald. Wagner, seconded by Ald. Carnes moved to recommend Resolution No. 122. The Council and Mayor stood in a moment of silence to show their unanimous support of the resolution.

Ald. Gang, seconded by Ald. Stevens moved to adjourn to closed session pursuant to Section 19.85(1)(c) of the Wisconsin State Statutes. On call of the roll, motion carried unanimously.

Ald. Gang, seconded by Ald. Stevens moved to reconvene to open session. On call of the roll, motion carried unanimously.

#### **AUTHORIZATION TO HIRE CROSSING GUARDS**

Ald. Stewart introduced Resolution No. 123.

#### **CITY OF JEFFERSON RESOLUTION NO. 123**

**BE IT RESOLVED**, by the Common Council of the City of Jefferson that the Acting City Administrator is hereby authorized to hire Mr. Howard Thorpe and Ms. Helen Rose Reath for the position of LTE Crossing Guard for the remainder of the 2003-2004 School Year.

**BE IT FURTHER RESOLVED**, that the pay rate shall be \$8.00/hour for approximately 2 hours per day.

Ald. Stevens indicated that Resolution No. 123 was unanimously approved at Personnel Committee.

Ald. Stewart, seconded by Ald. Stevens moved to recommend Resolution No. 123. On call of the roll, motion carried unanimously.

#### **RESOLUTION AUTHORIZING 2004 NON-UNION COMPENSATION PLAN AND MAXIMUM SALARIES & WAGES**

Ald. Gang introduced Resolution No. 124.

#### **CITY OF JEFFERSON RESOLUTION NO. 124**

**BE IT RESOLVED** by the Common Council of the City of Jefferson that the 2004 Nonunion Compensation Plan be adopted and that the maximum salaries and hourly rates for 2004 for the various positions covered by the plan are established as follows:

<b>2004</b>	
<i>City Engineer/Public Works Director</i>	\$69,120
<i>Police Chief</i>	\$62,688
<i>Police Captain</i>	\$59,806
<i>City Clerk/Treasurer</i>	\$56,008
<i>Wastewater Superintendent</i>	\$56,001
<i>Public Works Superintendent</i>	\$52,255
<i>Parks &amp; Recreation Director</i>	\$52,198
<i>Police Lieutenant</i>	\$50,437
<i>EMS Director</i>	\$42,244
<i>Recreation Supervisor</i>	\$41,507

**HOURLY RATES:**

**2004**

<i>Senior Center Coordinator</i>	15.8381
<i>Part-time (Aux) Patrolperson</i>	13.2026
<i>PT Fire Dept Sec LTE</i>	10.0000
<i>Part-time Dispatcher</i>	10.1107
<i>General Admin Receptionist-LTE</i>	8.5000

**BE IT RESOLVED**, that summer part-time help in the Public Works and Parks Department be hired in accordance with the following schedule:

<b>Year</b>	<b>Without CDL</b>	<b>With CDL</b>
Start	\$7.25	\$8.25
2 <sup>nd</sup> Year	8.00	9.00
3 <sup>rd</sup> Year	8.75	9.75
4 <sup>th</sup> Year*	9.50	10.50

**BE IT RESOLVED**, that the compost site attendant be hired in accordance with the following schedule:

<b>Year</b>	<b>Wage</b>
Start	\$7.00
2 <sup>nd</sup> Year	7.25
3 <sup>rd</sup> Year	7.50
4 <sup>th</sup> Year*	7.75

**BE IT RESOLVED**, that the crossing guards be hired in accordance with the following schedule:

Year	Wage
Start	\$8.00
2 <sup>nd</sup> Year	8.25
3 <sup>rd</sup> Year	8.50
4 <sup>th</sup> Year*	8.75

**BE IT RESOLVED**, that election personnel be hired in accordance with the following schedule:

Year	Wage
Election Wrkr	\$5.15

**BE IT FURTHER RESOLVED**, that the auxiliary emergency medical technicians be paid an “on call rate” of \$1.00 (\$.50 for temporary permit-on call) per hour and an hourly rate in accordance with the following schedule:

	Wage
Temporary Permit-Run Time	\$5.25
Licensed EMT-Run Time	\$7.25
Licensed EMT Intermediate-Run Time	\$8.25
Licensed EMT-Training	\$7.25
Licensed EMT Intermediate-Training	\$8.25

**BE IT FURTHER RESOLVED**, that wages for any nonunion personnel not specifically delineated above are eligible for a maximum two and point one percent increase based on performance and appropriate approval.

**BE IT FURTHER RESOLVED**, that the part-time recreational wages are hereby adopted.

**CITY OF JEFFERSON  
WAGE STRUCTURE FOR PART-TIME SEASONAL EMPLOYEES**

	1st Year	2nd Year	3rd Year	4th Year *
<b>ADULT SPORT UMPIRE/REFEREE</b>				
Men/Women Softball one umpire system	17.50	18.00	18.50	19.00
Volleyball “A” League **	11.00	11.50	12.00	12.50
Volleyball “B” League **	7.50	8.00	8.50	9.00
Pony League/Umpire **	25.00	27.50	30.00	32.50

<b>YOUTH/ADULT ACTIVITY-INSTRUCTOR</b>				
T-Ball/Scorekeeper Coordinator	8.00	8.25	8.50	8.75
Minor League Supervisor	7.00	8.00	9.00	10.00
<b>AQUATICS/LESSONS INSTRUCTOR</b>				
Water Exercise	6.25	6.50	6.75	7.00
Senior Water Exercise	6.25	6.50	6.75	7.00
Aquatic Center Manager	8.00	8.50	9.00	9.50
Swim Lesson Coordinator	7.50	7.75	8.00	8.25
Swim Lesson Instructor	6.75	7.25	7.75	8.25
Head Lifeguard	7.00	7.25	7.50	7.75
Concession	5.75	6.00	6.25	6.50
Lifeguard	6.00	6.25	6.50	6.75
<b>YOUTH SPORT UMPIRE/REFEREE</b>				
Flag Football	5.75	6.00	6.25	6.50
Outdoor Soccer	5.75	6.00	6.25	6.50
Youth Baseball - Bases ** Solo	11.00	11.75	12.50	13.25
Youth Softball ** Solo/Volleyball	11.00	11.75	12.50	13.25
Open Gym Supervisor	7.00	7.25	7.50	7.75
Skating Rink Supervisor	5.75	6.00	6.25	6.50
Scorekeeper - Adult Volleyball	7.00	7.25	7.50	7.75
Scorekeeper - Men's Basketball	7.00	7.25	7.50	7.75
Scorekeeper - Adult Softball	6.25	6.50	6.75	7.00
Youth Activity Helper - T-Ball/Mnr Lge	5.75	6.00	6.25	6.50
Scorekeeper-Youth Baseball	6.00	6.25	6.50	6.75
Indoor Soccer	5.75	6.00	6.25	6.50

\*After the 4<sup>th</sup> year of employment, the rate of increase will only be the cost of living percentage determined by the Common Council. Any employee past the 4<sup>th</sup> year of employment in 2003 will continue to receive their current wage plus the cost of living percentage determined by the Common Council.

\*\*These activities may be more or less than one hour in duration. The rates reflect game/match amount paid rather than hourly rates.

Employee contribution to health insurance premium shall be 10% of the premium per month effective February 1, 2004.

Ald. Stevens indicated that Resolution No. 124 was unanimously approved at Personnel Committee.

Ald. Gang, seconded by Ald. Wagner moved to recommend Resolution No. 124. On call of the roll, motion carried unanimously.

Ald. Stevens, seconded by Ald. Carnes moved to adjourn the January 6, 2004 meeting of the Jefferson Common Council. Motion to adjourn carried on a voice vote.

The minutes of the January 6, 2004, meeting of the Common Council are uncorrected. Any corrections made thereto will be noted in the proceedings at which time the minutes are approved.