

**MINUTES
CITY OF JEFFERSON COMMON COUNCIL
TUESDAY, NOVEMBER 21, 2006**

The Tuesday, November 21, 2006 meeting of the City of Jefferson Common Council was called to order at 7:30 p.m. by Mayor Myers. Members present were: Ald. Wagner, Ald. Tully, Ald. Beyer, Ald. Peachey, Ald. Endl, Ald. Havill and Ald. McGrath. Absent was: Ald. Stewart. Also present were: City Administrator Bierma, City Engineer Ludwig and City Clerk/Treasurer Stewart.

PUBLIC PARTICIPATION

Andy Weber, 303 Maple Grove Drive, addressed the Council regarding the Police Department Shooting Range. Mr. Weber stated that some time ago he had worked with the Council regarding a new location for the shooting range. He stated that at that time he had made an offer to fund the range for a year, but that the Council stated it was not necessary. He stated that recently it had been brought to his attention that this donation had not yet been made and therefore, stated that he would like to present the City with a check for \$600 towards the yearly cost of a new range location.

Nancy Haberman, 640 Masonic Boulevard, addressed the Council on several issues. Mrs. Haberman stated that she wished to pass along the MANY compliments and praise she has heard about the televising of the Council meetings. She also asked the Council members to remember to speak a bit louder. Ms. Haberman concluded by asking for an update on the Wal-Mart issue.

Chief Bleecker, 536 North Midway Avenue, addressed the Council regarding the donation to the shooting range. Chief Bleecker stated that he is very thankful for the donation and was thankful for the partnership with the Maple Grove and the Weber's.

**PUBLIC HEARING AND ACTION ON AN ORDINANCE TO CREATE
SECTION 300-96 AND REMOVE SECTION 294-6 OF THE CITY OF
JEFFERSON MUNICIPAL CODE RELATED TO PARK FEES**

Mayor Myers called the public hearing to order.

City Administrator Bierma read the Notice of Public Hearing.

City Park, Recreation & Forestry Director Keller gave an explanation of the proposed ordinance.

Mayor Myers then announced that if any citizen wished to address the Common Council on this issue, they could stand and give their name and address and address the Council at this time.

Ald. Havill then discussed if the Proposed Ordinance could be challenged.

Hearing from no one else, Mayor Myers closed the public hearing.

Ald. Peachey introduced Proposed Ordinance #16-06 for its second reading.

**CITY OF JEFFERSON
ORDINANCE NO. 16-06**

An Ordinance to Create Section 300-96 and Remove Section 294-6 of the City of Jefferson Municipal Code Related to Park Fees.

In lieu of publication, the entire text of this ordinance is on file in the office of the City Clerk.

Ald. Beyer then questioned if a developer could offer a land swap in lieu of payment of developer fees.

Ald. Wagner questioned if the fee had been increased.

City Engineer Ludwig then gave another explanation of the proposed ordinance.

Ald. Peachey, seconded by Ald. Havill moved to recommend Proposed Ordinance #16-06. On call of the roll, motion carried unanimously.

PUBLIC HEARING AND ACTION ON AN ORDINANCE TO RECREATE SECTION 300-76(C) OF THE CITY OF JEFFERSON MUNICIPAL CODE RELATED TO THE ZONING BOARD ORGANIZATIONAL STRUCTURE

Mayor Myers called the public hearing to order.

City Administrator Bierma read the Notice of Public Hearing.

City Administrator Bierma gave an explanation of the proposed ordinance.

Mayor Myers then announced that if any citizen wished to address the Common Council on this issue, they could stand and give their name and address and address the Council at this time.

Hearing from no one, Mayor Myers closed the public hearing.

Ald. McGrath introduced Proposed Ordinance #17-06 for its second reading

**CITY OF JEFFERSON
ORDINANCE NO. 17-06**

An Ordinance to Recreate Section 300-76(C) of the City of Jefferson Municipal Code Related to The Zoning Board Organizational Structure.

In lieu of publication, the entire text of this ordinance is on file in the office of the City Clerk.

Ald. McGrath, seconded by Ald. Havill moved to recommend Proposed Ordinance #17-06. On call of the roll, motion carried unanimously.

PUBLIC HEARING AND ACTION ON AN ORDINANCE TO AMEND SECTION 300-60, 300-61 AND 290-12, AMEND SECTION 300-62 (A) 3 AND REPEAL SECTION 300-62 (A) 4 OF THE CITY OF JEFFERSON MUNICIPAL CODE RELATED TO NON CONFORMING STRUCTURES

Mayor Myers called the public hearing to order.

City Administrator Bierma read the Notice of Public Hearing.

City Administrator Bierma gave an explanation of the proposed ordinance.

Mayor Myers then announced that if any citizen wished to address the Common Council on this issue, they could stand and give their name and address and address the Council at this time.

Hearing from no one, Mayor Myers closed the public hearing.

Ald. Havill introduced Proposed Ordinance #18-06 for its second reading

**CITY OF JEFFERSON
ORDINANCE NO. 18-06**

An Ordinance to Repeal and Recreate Section 300-60, 300-61 and 290-12, Amend Section 300-62 (A) 3 and Repeal Section 300-62 (A) 4 of the City of Jefferson Municipal Code Related to Non-Conforming Structures.

In lieu of publication, the entire text of this ordinance is on file in the office of the City Clerk.

A discussion regarding the Ordinance was then discussed.

Ald. Havill, seconded by Ald. McGrath moved to recommend Proposed Ordinance #18-06. On call of the roll, motion carried unanimously.

CONSENT AGENDA

Ald. Wagner introduced Resolution No. 76.

**CITY OF JEFFERSON
RESOLUTION NO. 76**

BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that the consent agenda for November 21, 2006 is hereby adopted.

The consent agenda for tonight includes:

- ◆ Vouchers Payable for October 2006 manuals and November 2006 in the amounts of \$82,530.40 and \$204,474.85 respectively and Payroll Summaries for October 31, 2006 and November 10, 2006 in the amounts of \$107,573.14 and \$118,946.03.
- ◆ Council Minutes from the Regular and Closed Sessions of the October 31, 2006 Common Council Meeting and the November 1, 2006 Committee of the Whole Meeting.
- ◆ Approval of 2007 Small Animal Collection Contract between the Jefferson County Humane Society and the City of Jefferson. -- \$15,818.16.
- ◆ Approval of 2006 Subsidy to Jefferson Chamber of Commerce -- \$5,000.
- ◆ Licenses as Approved by the Regulatory Committee.

- ◆ Operator’s Licenses
- ◆ Special Class B Licenses

Ald. Wagner, seconded by Ald. McGrath moved to recommend Resolution No. 76. On call of the roll, motion carried unanimously. Ald. Peachey and Ald. Tully abstained from the approval of the COW minutes due to their absence.

RESOLUTION AUTHORIZING THE HIRE OF A RECRUITMENT FIRM FOR THE HIRE OF A NEW ADMINISTRATOR AND THE CORRESPONDING BUDGET ADJUSTMENT

Ald. Tully introduced Resolution No. 77.

**CITY OF JEFFERSON
RESOLUTION NO. 77**

BE IT RESOLVED by the Common Council of the City of Jefferson, Wisconsin that the Common Council authorizes a contract with Public Administration Associates, LLC out of Oshkosh, Wisconsin for the recruitment of a City Administrator, in an amount not to exceed \$6,800.

BE IT FURTHER RESOLVED, that the following corresponding budget adjustment is hereby adopted.

BUDGET ITEM	ACCOUNT #	CURRENT BUDGET	BUDGET ADJUSTMENT	REVISED AMOUNT
Recruitment Expenses	01-51410-30-315	\$0.00	\$6,800.00	\$6,800.00
Contingencies	01-51910-75-789	\$22,081.00	-\$6,800.00	\$15,281.00

Ald. Tully, seconded by Ald. Beyer moved to recommend Resolution No. 77.

Mayor Myers then introduced Mr. William Frueh and Ms. Denise Frueh of PAA.

Mr. & Ms. Frueh then gave a presentation about PAA. After their short presentation, questions were entertained.

Ald. Wagner asked if a Masters Degree was required. PAA then read a draft proposed advertisement.

Ald. McGrath asked about the number of applicants that the City could expect to see. PAA stated that they anticipated that the City would see between 20 and 30 applicants. They indicated that this is general trend that they are seeing.

Ald. Havill stated that in his past experience, a recruitment firm typically charges a percentage of salary (upon completion) rather than a flat fee. He stated that although he feels that the fee is fair, he would like to take a closer look at the contract. Ald. Havill

stated that there may be some local candidates that are qualified for the position and that he would like to speak with them prior to initiating approval of a contract.

Ald. Havill then asked if postponing a decision for two weeks would present a problem.

PAA responded that a two week delay would not be a problem as long as approval was given by the 10th of December.

Ald. Havill, seconded by Ald. Endl moved to table Resolution No. 77 until the December 5, 2006 meeting. On call of the roll, motion carried by a vote of 6 to 1. Ald. McGrath cast the dissenting vote.

RESOLUTION APPROVING A FIXED ASSET CAPITALIZATION POLICY

Ald. Endl introduced Resolution No. 78.

**CITY OF JEFFERSON
RESOLUTION NO. 78**

BE IT RESOLVED by the Common Council of the City of Jefferson, Wisconsin that the Common Council hereby adopts the City of Jefferson Fixed Asset Capitalization Policy (as attached).

Ald. Peachey stated that this was discussed at Finance Committee at the last meeting and that the Committee recommended that the policy be reviewed by Virchow Krause. Ald. Peachey then asked what subtle changes were made by VK to the policy.

City Clerk/Treasurer Stewart then reviewed the policy with the Council and outlined the changes that were made.

Ald. Endl, seconded by Ald. Peachey moved to recommend Resolution No. 78. On call of the roll, motion carried unanimously.

RESOLUTION AUTHORIZING A BUDGET ADJUSTMENT FOR LEGAL SERVICE FOR PERFORMANCE EVALUATIONS OF THE POLICE AND FIRE CHIEFS

Ald. Havill introduced Resolution No. 79.

**CITY OF JEFFERSON
RESOLUTION NO. 79**

BE IT RESOLVED by the Common Council of the City of Jefferson, Wisconsin that the Common Council hereby authorizes the following budget adjustment for the payment of legal fees to Boardman Law Firm, Madison, WI in an amount not to exceed \$4,151.11.

CURRENT	BUDGET	REVISED
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BUDGET ITEM	ACCOUNT #	BUDGET	ADJUSTMENT	AMOUNT
Other Legal Fees	01-51410-20-210	\$7,000.00	\$4,151.11	\$11,151.11
Contingencies	01-51910-75-789	\$15,281.00	-\$4,151.11	\$11,129.89

Ald. McGrath questioned why this was not approved prior to the service being completed. He stated that he felt that if the PFC did not want to do the reviews that they should have brought it to the Council. He stated that he would be unable to support the resolution.

Ald. Havill stated that this was discussed at Finance Committee and it was felt that the service and therefore the transfer was justified. He stated that the Committee was informed that the outcome was quite valuable and that the insights gathered may actually lead to cost savings in the future.

Ald. Wagner questioned if this had been approved by the PFC. He too noted his concern that this was not given prior approval by the Council. He concluded by stating that he would support the resolution as long as the PFC had given the process its blessing.

Mayor Myers then gave a brief explanation of how the services came about and a little on the results. He stated that this is a useful tool and that it should be done every few years.

Ald. McGrath then questioned some of the billing detail.

Ald. Havill, seconded by Ald. Peachey moved to recommend Resolution No. 79. On call of the roll, motion carried on a vote of 6 to 1. Ald. McGrath cast the dissenting vote.

Ald. Wagner, seconded by Ald. Beyer moved to adjourn to Closed Session Pursuant to Section 19.85(1)(c) and 19.85(1)(e) of the Wisconsin State Statutes To Consider Employment and Compensation as it Relates to the Appointment of an Interim EMS Director and Interim City Administrator and Concerning the Jefferson Ceramic Tile Purchase and Corresponding Land Swap. On call of the roll, motion carried unanimously.

FORMAL APPOINTMENT OF INTERIM EMS DIRECTOR AND INTERIM CITY ADMINISTRATOR, DESIGNATION OF SPENDING AUTHORITY AND COMPENSATION

Ald. Beyer introduced Resolution No. 80.

**CITY OF JEFFERSON
RESOLUTION NO. 80**

BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that the Common Council hereby appoints Capt. Mike Drew to the position of Interim EMS Director until a replacement is named and that he be compensated with a one time lump sum payment of \$1,600 for 2006.

BE IT FURTHER RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that the Common Council hereby appoints City Clerk/Treasurer Stewart to the position of Interim City Administrator until a replacement is named.

BE IT FURTHER RESOLVED, that Capt. Drew and City Clerk/Treasurer Stewart are hereby given the purchasing authority as established by virtue of the interim job titles and that they have been appointed to.

Ald. Beyer, seconded by Ald. Havill moved to approve Resolution No. 80. On call of the roll, the resolution carried unanimously.

Ald. Endl seconded by Ald. Endl moved to adjourn the Tuesday, November 21, 2006 meeting of the Common Council. On call of the roll, motion carried unanimously.

The minutes of the Tuesday, November 21, 2006, meeting of the Common Council are uncorrected. Any corrections made thereto will be noted in the proceedings at which time the minutes are approved.

Please Publish: ASAP

Need an affidavit

Not in the legal section