Common Council

Regular Meeting

Tuesday, April 12, 2016, 6:30 p.m.

City Hall, 31 S. Madison Street, Evansville, WI

MINUTES

1. Call to order. Decker called the meeting to order at 6:30pm.
2. Roll Call. Members present: Mayor Sandy Decker, Alderpersons Jim Brooks, Rick Cole, Ben Ladick, Gene Lewis, Josh Manring, James Montgomery, and Erika Stuart. Alderperson Matt Brown was absent. Others present: City Administrator/Finance Director Ian Rigg, City Clerk/Treasurer Judy Walton, City Attorney Mark Kopp, Library Director Megan Kloeckner, Community Development Director Jason Sergeant, Ben Heidemann of Town & Country Engineering, and several members of the public.
3. Approval of Agenda. Brooks made a motion, seconded by Ladick to approve the agenda moving 7F to follow 7C(3). Motion approved 7-0.

1. Approval of Minutes. Decker noted the following corrections to the minutes: Item 6A – The primary ~~objection~~ objective of the TIF is to encourage development and redevelopment within defined areas within the community. The Tax Increment District (TID) can have any number of parcels, cannot exceed a certain value, and the boundary has to be contiguous to the city. Item 7C1 2nd paragraph - Sergeant noted that the staff report differs from the preliminary land division that was approved in 2014 as there were changes on the DNR ~~level~~ approval in regard to Outlot 4.

Brooks made a motion, seconded by Cole to waive the reading of the minutes of the March 16, 2016 regular meeting and to approve them as corrected. Motion approved 7-0.

1. Civility reminder. Recognition of the commitment to civility and decorum at Council meetings
2. Citizen appearances –Ann Sellnow at 210W Liberty, who owns the Groom Room, asked questions about the temporary sign ordinance. Jason Sergeant answered her questions about the changes and how the new ordinance will allow her to place a sandwich board in front of her business and what would be required of her to be permitted. The intent of the ordinance is to try and simplify the process, open up the ability to use temporary signs and regulate temporary banners.
3. Reports of Committees
	1. Library Board Report – Megan reported there have been 289 people attending March programming, the campaign financing committee meets, Campaign financing materials are being developed and the architects are working on some building schematics. Megan and Allison will be at Energy Fair.
	2. Youth Center Advisory Board Report – Alderperson Stuart said they have not met since last meeting but would like Council members and people to attend open house on April 26th from 4:30 to 5:30pm.
	3. Plan Commission Report
		1. Manring made a motion to increase fees in lieu of parkland; and Cole seconded. Sergeant went over handout material. He said that this should be reviewed and changed annually. Sergeant explained how the values were created and the Plan Commission reasons for the increase amount of 5% a year. Motion to increase fees in lieu of parkland by 10% making the new fees for single family units $1,108.78 and multi-family units $831.55 was approved 7-0.
		2. Manring made a motion to approve Preliminary and Final land division of Parcel 6-27-294.02; and Cole seconded. Sergeant explained that this is similar to a previous division making a duplex two single family unit lots that are able to be owned by each tenant. This makes home ownership more affordable. All maintenance agreements are similar to the previous division and they will be recorded. Brooks made a motion to Amend to include the language in the staff recommendation (*The Common Council approved the preliminary and final certified survey map to divide parcel 6-27-294.02 into a Two-family twin lot, finding that the certified survey map is in the public interest and meets the objectives contained within Section 110-102(g) of the City ordinances with the flowing conditions, Exhibit B: Join Cross Access Easement Agreement is corrected to reflect correct property addresses, 778 and 780 Brown School Road, and parcel number 6-27-294.02; Exhibit B: Join Cross Access Easement Agreement is recorded with the Rock County Register of Deeds*) and Cole seconded. Motion to amend approved 7-0. Main motion as amended passed 7-0.
		3. Manring made a motion to approve an Amendment to Final Land Dividers Agreement – Windmill Ridge; and Cole seconded. Jason spoke on the agreement changes. Garfield Street will have land available to move west and the division will make use of existing stormwater. Typographical errors were noted and corrected. Motion passed 7-0.
	4. Municipal Services Report
		1. Brooks made a motion to award the bid in the amount of $490,029 for 1st Street reconstruction plus supplemental items, $153,684 for Montgomery Court reconstruction, and $72,386 for adjacent parking lot reconstruction to A-1 Excavating Inc. of Bloomer, Wisconsin; seconded by Manring. Rigg gave a quick report on the financing of the project. Rigg recommended not completing the parking lot project due to its impact on the City’s reserve fund policy. Brooks recommended that the parking lot be moved to a future project involving other parking lot repairs at a later date. Brooks made a motion to amend, removing the parking lot construction from the project; and Cole seconded. Motion to amend passed 7-0. Main motion passed 7-0.
		2. Brooks gave a report on the committee. Stormwater credit manual is being reviewed and worked on. Ben Heidemann of Town and Country gave a quick update on the WWTP upgrade. They are running test pilots on the screw presses for sludge dewatering.
	5. Finance and Labor Relations Committee Report
		1. Brooks moved and Manring seconded approval of the City and Water & Light bills in the amount of $1,681,927.46. Upon roll call the motion passed 7-0.
		2. Brooks made a motion to approve revised City of Evansville Personnel Policies and Employee Handbook; and Manring seconded. Rigg gave highlight of the process of the review. Rigg explained the changes on each page in the packet. Stuart asked how many employees will be affected by the changes to the cell phone policy. Rigg said 3 active employees and about 3-4 non active employees. Motion passed 7-0.
		3. Brooks made a motion to approve Resolution 2016-09 Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing for the 2018 Library Expansion; and Manring seconded. Rigg explained the rules surrounding borrowing for hard costs of a project and the ability to reimburse those costs through borrowing. This resolution allows the City to spend some funds without having to borrow too soon ahead of the main borrowing for the construction of the library, or slow down the process. Upon roll call the motion passed 7-0.
		4. Brooks made a motion to approve Resolution 2016-10 Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing for the 2016 Construction Projects; and Manring seconded. Rigg stated this is for the same reason but allow staff time to get the loans done without delays. Upon roll call the motion passed 7-0.
		5. Before a motion was made Rigg recommended changing the resolution to account for the removal of the parking lot repair along Montgomery Court. Brooks made a motion to approve Resolution 2016-11 Resolution Approving Amendments to the 2016 Budget as amended; and was seconded by Manring. Upon roll call the motion passed 7-0.
		6. Brooks made a motion to approve employment contract for Jamie Kessenich; and was seconded by Manring. Rigg gave a brief overview. The contract is more similar to his contract and has been reviewed by the City Attorney. Rigg said that due to the ordinance changes earlier we waited to finalize a contract and included the pay increase indicated at the time of hiring. The amount was within the range advertised, the wage study and the budget. Upon roll call the motion passed 7-0.
		7. Brooks made a motion to approve travel, hotel and conference expenses not to exceed $3,500 for Ian Rigg to attend the 2016 ICMA International conference in Kansas City, MO; and Manring seconded. Rigg gave a brief review of ICMA and the conference. Approval was needed in advance due to how quickly the reservations fill up. Motion was approved 7-0.
	6. Public Safety Committee Report – Montgomery gave a report. Ambulance 810 (seconded out) was out 3 times last month. Motorized cots were discussed and deferred to the budget amendment. Local resident spoke highly of the EMS service at the committee meeting. Brooks praised the officers involved in the recent overdose save last week.
	7. Economic Development Committee Report – Brooks gave a report. He commended Jason Sergeant for linking agenda items to the smart growth plan. They are meeting to go over BIG Grant applications. There will be more flower baskets this summer.
	8. Redevelopment Authority Report – Nothing to report.
	9. Parks and Recreation Board Report – Ladick gave a report. New aquatic director was hired. New software for swim team was approved for purchase. There is an event planned at Lake Leota/Leonard Park for the historic route of people traveling to Yellow Stone in August. Manring asked if swim team is sponsored by the City. Rigg explained swim team is a City run operation. Brooks mentioned the portable dugouts were ordered. The Municipal Services Committee approved covering the costs of the sidewalk along the home owner’s property because it was a park improvement to Brzezinski Park.
	10. Historic Preservation Commission Report – Applications for a new roof at 20 Garfield Avenue. 27 Garfield Avenue is taking down a garage and moving it to a new location with an appropriate look for the neighborhood. 123 S 3rd Street will be removing glass from the porch and returning it to the original look. 134 W Church Street is changing some fencing. 268 W Liberty will be building a garage to address neighbors’ concerns about tenant’s items in the yard. The committee discussed with the Boy Scouts the time capsule. They did not recommend the time capsule be added to the pole because the strength of the pole and changing the look.
	11. Fire District Report – The fire district met with Ian Rigg to discuss their debt budgeting options. Refinancing would not create savings.
	12. Police Commission Report – Nothing to report. Will meet soon.
	13. Energy Independence Team Report – Nothing to report. Next meeting in May.
	14. Board of Appeals Report - Nothing to report
4. Unfinished Business
	1. **Second Reading**. Cole made a motion to adopt 2016-02, an Ordinance amending temporary signage in Article X of Chapter 130 of the Municipal Code of the City of Evansville: Zoning Code; and Manring seconded. Jason Sergeant went over the ordinance change and pointed out an error in the numbering. The largest change with this ordinance over the previous ordinance is the chart. The chart simplifies the understanding of sign limitations. There were questions about using the curb as the point of measurement in the ordinance. Cole made a motion to amend the ordinance to read “finished grade” where it states “curb” and Manring seconded. Amendment passed 7-0. Main motion as amended was approved 7-0.
5. Communications and Recommendations of the Administrator – Rigg reported that he hired a Director and Assistant Director for the Pool. Staff are working together to accommodate temporary losses in staff by adding hours to the intern, bringing in Candi Jones to complete payroll, and shifting certain duties. Police drug drop-off is April 29th. Disconnects start April 26th. Rigg provided a hand out for municipal workshop for the newly elected officials and those yet to attend.
6. Communications and Recommendations of the Mayor
	1. Brooks made a motion to approve Resolution 2016-05 in Support of International Migratory Bird Day 2016; and Manring seconded. Motion was approved 7-0.
	2. Decker presented her proclamation recognizing Arbor Day 2016
	3. Decker presented her proclamation in Celebration of Creative Economy Week 2016.
	4. Decker gave parting comments to the Council to continue using the Committee of the Whole moving forward. They were critical meetings during the recession. Decker asked for Council members comments for Ian’s review. The City should continue to use, review and revise the Smart Growth Plan. It is a vision and a living document. Maintain the City’s strong financial policies, fund balance and bond rating. Lastly, Decker wants to thank all the Alderpersons. While we all do not agree, we are civil and work together.
7. New Business - None
8. Introduction of New Ordinances
	1. First Reading of Ordinance 2016-05, Stop Sign Ordinance Amendment was presented by Brooks.
	2. First Reading of Ordinance 2016-06, an Ordinance Creating Article III of Chapter 118 of the Municipal Code Regulating Wireless Communications Facilities, and its Amendment, and Establishing a Mobile Tower Siting Permit Ordinance was presented by Brooks.
9. Meeting Reminders:
	1. Reorganizational Meeting: Tuesday, April 19, 2016 6:30 p.m., City Hall
	2. Regular Meeting: Tuesday, May 10, 2016 6:30 p.m., City Hall
10. Adjournment. Cole moved and Brooks seconded at 8:13pm. Motion was approved 7-0.