Common Council Meeting Minutes
Monday, December 19, 2016

In attendance: Acting Mayor S. Bierce, B. Bergman, J. Kara, J. Wamser (via speaker telephone until 8:01 p.m. when he arrived at City Hall), and R. Grosch. C. Brown was absent and excused. Also present were Administrator/Planner S. Klein, IT Director B. Kewan, Fire Chief K. Bierce (arrived at 7:41 p.m.), HR Director L. Bergersen, Utility Superintendent J. Mueller Park, Recreation and Community Services Director K. Woldanski and Clerk/Treasurer K. Tarczewski.

1.0 Call to Order and Pledge of Allegiance - Acting Mayor Bierce called the meeting to order at 7:13 p.m.

2.0 Public Comment – None.

3.0 Consent Agenda – Action

- 3.1 Approval of Meeting Minutes
  - 3.1.1 Common Council dated December 5, 2016
  - 3.1.2 Bluemound Road Well Mitigation Committee dated October 19, 2015
- 3.2 Approval of Accounts Payable Summaries
- 3.3 Approval of Bartender Licenses
- 3.4 Approval of the First Reduction of the Prairie Grass Apartment Development Letter of Credit from $457,000 to $31,438 ($425,562 Reduction) LOC #1115-548

Mayor Bierce noted that Item #3.1.1 was to be pulled because they were not completed at this time.

A motion was made and seconded, (B. Bergman, J. Kara) to approve the remaining items on the consent agenda. Motion Passed: 4-For, 0-Against.

4.0 Public Hearing and Possible Approval Regarding the Class B Original Liquor License for Buckley Brothers Family LLC DBA Michael's Located at W278 N2316 Prospect Avenue and Naming David Buckley as Agent

Ms. Tarczewski stated the brothers decided to change the agent to Richard. She also asked the Council approve the license request contingent upon the current license holder releasing their license to the City.

A motion was made and seconded, (B. Bergman, R. Grosch) to approve the Class B original liquor license for Buckley Brothers Family LLC doing business as Michael's House of Prime contingent upon receiving the license from the current owner and naming Richard Buckley as Agent. Motion Passed: 4-For, 0-Against.

5.0 Discussion and Possible Action to Approve the Recommended Agenda and Minutes Project be Awarded to Novusolutions in the Amount of $25,816.

Mr. Kewan was present for this. He stated this is a 2016 budget item and $45,000 was earmarked to replace the current Sire software program. He added 3 bids were received and all programs were reviewed by the staff that regularly utilizes the current agenda and minutes program. Mr. Kewan stated he also wants to replace the monitors on the dais to chrome books and purchase a J-Touch electronic board to display documents to the public. Mr. Grosch asked if the price includes training. Mr. Kewan stated it does.

<u>A motion was made and seconded, (J. Kara, R. Grosch) to concur with staff recommendations and award the agenda and minutes project to Novusolutions and the recommended hardware upgrades not to exceed $25,816</u>. Motion Passed: 4-For, 0-Against.

6.0 Discussion and Possible Action to Designate the Previous Payment to Brandenburg Electric for Security Cameras in the Amount of $44,697 out of the Capitol Fund Balance

Mr. Kewan stated the funds were carried over from 2015 and were put into the general fund and instead of being earmarked for this project.

<u>A motion was made and seconded, (B. Bergman, R. Grosch) to designate the previous payment to Brandenburg Electric for security cameras in the Amount of $44,697 to come out of the Capitol Fund Balance</u>. Motion Passed: 4-For, 0-Against.

7.0 Consideration and Potential Action to Designate Expenditures from the Tourism and Convention Fund in Order to Close the Fund Prior to January 1, 2017

Mr. Klein stated he is proposing to take all left over funds currently in the tourism fund and zeroing it out to start fresh with the new tourism commission. Therefore he suggested $366,000 be put towards the sports complex and $50,000 to the CVB to promote tournaments at the facility once it is completed.

<u>A motion was made and seconded, (R. Grosch, B. Bergman) to approve the administrator's recommendation and distribute funds to the sports complex fund in the amount of $366,000 and to the CVB in the amount of $50,000 to close the fund prior to January 1, 2017</u>. Motion Passed: 4-For, 0-Agaisnt.

8.0 Discussion and Possible Action Regarding Annual Salaries for Mayor and Alderman

Mr. Klein stated there haven't been any increases for several years and it seems that it would beappropriate to update the salaries periodically. He stated this would not apply to anyone that currently holds office, it would be for whenever a position comes available in the future. After additional discussion it was decided to bring back the topic for further consideration at another meeting.

9.0 Discussion Regarding ***Ordinance 16-29*** to Fix and Establish the Amount of Salaries, Wages and Allowances Which Shall Be Paid by the City of Pewaukee to its Non-Union Employees

Ms. Tarczewski stated the rates for the poll workers and chief inspectors needed to be updated in the document the Council members previously received. She also stated a special voting deputy wage has been added as well, but assured the Council these were budgeted for.

<u>A motion was made and seconded, (J. Kara, B. Bergman) to suspend the rules to take action this evening.</u> Motion Passed: 4-For, 0-Against.

<u>A motion was made and seconded, (J. Kara, R. Grosch) to approve Ordinance 16-29 to fix and establish the amount of salaries, wages and allowances paid to the City's non-union employees including the requested changes for the election workers.</u>

Motion Passed: 4-For, 0-Against.

10.0 Discussion Regarding ***Ordinance 16-30*** to Fix and Establish the Amount of Salaries, Wages and Allowances Which Shall Be Paid by the City of Pewaukee to its Union Employees

A motion was made and seconded (B. Bergman, R. Grosch) to suspend the rules to take action this evening. Motion Passed: 4-For, 0-Against.

A motion was made and seconded, (J. Kara, B. Bergman) to approve Ordinance 16-30 to fix and establish the amount of salaries, wages and allowances paid to the City's union employees. Motion Passed: 4-For, 0-Against.

11.0 Discussion and Possible Action to Approve **Resolution 16-12-24** Authorizing 2017 Budget Amendments to Apportion Wage Accounts

Mr. Klein stated the overall dollar amount of the 2017 budget is unchanged, this resolution is to reallocate the 3% place holder for wages to the actual wage accounts.

A motion was made and seconded, (B. Bergman, J. Kara) to approve Resolution 16-12-24 authorizing 2017 budget amendments to the appropriate wage accounts.
Motion Passed: 4-For, 0-Against.

12.0 Public Comment – None.

13.0 Closed Session – You are hereby notified that the Common Council and staff of the City of Pewaukee will convene into closed session after all regular scheduled business has been concluded and upon motion duly made and seconded and acted upon by roll-call vote as required under §19.85(1)(a), Stats. The purpose of the closed session is for the following:

- §19.85(1)(e): Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. In this instance it is specifically related to contract negotiations for Fire and Emergency Medical Services between the City and Village of Pewaukee.

You are further notified that at the conclusion of the Closed Session, the Common Council may convene into open session pursuant to §19.85(2), Stats., for possible additional discussion and action concerning any matters discussed in closed session and for adjournment.

A motion was made and seconded, (J. Kara, R. Grosch) to enter into Closed Session at 7:43 p.m. Mr. Wamser arrived at 8:01 p.m. Motion Passed by Roll Call Vote: 4-For, 0-Against. Mr. Wamser arrived at 8:01 p.m.

14.0 Adjournment – **A motion was made and seconded, (B. Bergman, R. Grosch) to adjourn the meeting at 8:33 p.m. from closed session.** Motion Passed: 4-For, 0-Against.

Respectfully Submitted,

Kelly Tarczewski
Clerk/Treasurer