



Office of the Clerk/Treasurer

W240N3065 Pewaukee Road
Pewaukee, WI 53072
(262) 691-0770 Fax 691-1798

**COMMON COUNCIL
MEETING NOTICE AND AGENDA
Monday, September 27, 2021
6:30 PM**

Common Council Chambers ~ Pewaukee City Hall
W240 N3065 Pewaukee Road ~ Pewaukee, Wisconsin

-
1. Call to Order and Pledge of Allegiance
 2. Public Comment - Please limit your comments to two (2) minutes, if further time for discussion is needed please contact your District Alderperson prior to the meeting.
 3. Consent Agenda
 - 3.1. Approval of the Accounts Payable Listing Dated September 27th, 2021
 - 3.2. Approval of the Common Council Meeting Minutes Dated September 13th, 2021
 - 3.3. Approval of the Common Council Meeting Minutes Dated September 20th, 2021
 4. Discussion and Possible Action to Reduce the Special Event Fees for the Christmas Fantasy House to Benefit the Ronald McDonald House [Tarczewski]
 5. Discussion and Possible Action to Establish the 2022 Garbage and Recycling Fee Rate and Amendment of Yard Waste Pick Up Procedures [Wagner]
 6. Discussion and Possible Action Regarding Naming Rights and Values of Amenities at the Pewaukee Sports Complex Related to the Proposed All-Inclusive Playground and Splash Pad [Fuchs / Phalin]
 7. Discussion and Action Regarding the Adoption of the 2021 Compensation Plan Created by Carlson Dettmann Consulting [Woldanski]
 8. Discussion and Possible Action to Reallocate \$1,500 for the Magmeter Replacement for the Trinity Lift Station [Wagner]
 9. Discussion and Possible Action to Approve **Resolution 21-09-33** Reallocating Fire Department Funds to Purchase Handheld Radios [Klein]
 10. Discussion and Possible Action to Make Appoints to Various Boards, Commissions and Committees [Mayor Bierce]
 11. Public Comment - Please limit your comments to two (2) minutes, if further time for discussion is needed please contact your district Alderperson prior to the meeting.
 12. 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)(g): Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, specifically related to Spring Creek Church

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.

13. Adjournment

Kelly Tarczewski
Clerk/Treasurer

September 24, 2021

NOTICE

It is possible that members of other governmental bodies of the municipality may be in attendance to gather information that may form a quorum. At the above stated meeting, no action will be taken by any governmental body other than the governmental body specifically referred to above in this notice.

Any person who has a qualifying disability under the Americans with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible format must contact the Clerk/Treasurer, Kelly Tarczewski, at (262) 691-0770 three business days prior to the meeting so that arrangements may be made to accommodate your request.

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 3.1.**

DATE: September 27, 2021

DEPARTMENT: Clerk/Treasurer

PROVIDED BY:

SUBJECT:

Approval of the Accounts Payable Listing Dated September 27th, 2021

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

A/P 9-27-2021

Check Date	Check	Vendor Name	Description	Amount
Bank 100 GENERAL FUND CHECKING				
09/10/2021	482(E)	DIVERSIFIED BENEFIT SERVICES, INC.	FLEX SPEND	360.55
09/13/2021	485(E)	GREAT WEST TRUST - WDC	DEF COMP PAY DATE 8-27-21	2,620.00
			DEF COMP PAY DATE 8-27-21	1,865.00
				4,485.00
09/13/2021	486(E)	GREAT WEST TRUST - WDC	DEF COMP PAY DATE 9-4-21	2,620.00
			DEF COMP PAY DATE 9-4-21	1,865.00
				4,485.00
09/13/2021	487(E)	DELTA DENTAL	DENTAL CLEARING	1,613.00
09/13/2021	488(E)	DIVERSIFIED BENEFIT SERVICES, INC.	FLEX SPEND	193.57
09/21/2021	489(E)	DELTA DENTAL	DENTAL CLEARING	526.30
09/10/2021	132867	ACTION FIRE & ALARM	SW FIRE EXTINGUISHER INSPECTIONS	589.50
09/10/2021	132868	ALI & HAMMAD LLC	FD SHIPPING	20.80
09/10/2021	132869	ALICE SLUSHER	P&R PROGRAM REFUND	28.00
09/10/2021	132870	ALL COUNTY ELECTRIC	FD BUILDING REPAIRS	53.94
09/10/2021	132871	ALL LINES UTILITY SERVICES LLC	P&R PRIVATE UTILITY LOCATE AT SPORTS COM	300.00
09/10/2021	132872	ALPHA OMEGA CLEANING, INC.	P&R JANITORIAL SERVICES	142.00
09/10/2021	132873	ASHLEY YATES	P&R PROGRAM REFUND	127.00
09/10/2021	132874	AT&T MOBILITY	FD AIR CARDS	1,124.15
09/10/2021	132875	BADGER METER	SW BEACON MBL HOSTING	243.36
09/10/2021	132876	BARRIENTOS DESIGN & CONSULTING	AD FINAL DESIGN DPW GARAGE	12,884.60
09/10/2021	132877	BAYCOM	FD EQUIPMENT REPAIRS	742.43
09/10/2021	132878	BEVERLY JAGER	P&R PROGRAM REFUND	18.00
09/10/2021	132879	BILL MASSA	P&R PROGRAM REFUND	36.00
09/10/2021	132880	BOUCHER CHEVROLET	FD VEHICLE REPAIRS	228.30
09/10/2021	132881	CANDI NOVAK	P&R PROGRAM REFUND	28.00
09/10/2021	132882	CHALLENGER BATTERY SERVICE	FD BATTERY	320.00
09/10/2021	132883	CHARLIE DWYER	BLD MILEAGE REIMBURSEMENT	175.28
09/10/2021	132884	CINTAS	P&R SAFETY RESTOCK	57.35
09/10/2021	132885	DIGITAL OFFICE SOLUTIONS	BLD MANAGED PRINT SERVICES	22.76
			BLD MANAGED PRINT SERVICES	30.81
			BLD MANAGED PRINT SERVICES	44.66
			BLD MANAGED PRINT SERVICES	27.12
			BLD MANAGED PRINT SERVICES	32.07
				157.42
09/10/2021	132886	DIVERSIFIED BENEFIT SERVICES, INC.	SEPT 2021 HRA ADMIN FEES	328.63
09/10/2021	132887	DKM SERVICES	BLD 200416 EROSION BOND REFUND	2,000.00
09/10/2021	132888	ELLIOTT ACE HARDWARE	FD AMP FUSE KIT	5.99
			FD FUSE KIT	13.99
			FD DRYER VENT HOOKUP, ADHESIVE	37.98
			FD RUSTSTOP SAFETY YELLOW, PRO SPRAY FLA	20.77
			FD FLEXIBLE FUNNEL, STORAGE TOTE	165.94
				244.67
09/10/2021	132889	EQUAL RIGHT DIVISION	P&R WORK PERMITS	22.50
09/10/2021	132890	FERGUSON WATERWORKS	SW WYPALL WIPES	107.10
			SW HYD PAINTING	10,000.00
				10,107.10

Check Date	Check	Vendor Name	Description	Amount
09/10/2021	132891	FIRE SERVICE INC	FD VEHICLE REPAIRS	6,154.94
			FD VEHICLE REPAIRS	1,000.21
				<u>7,155.15</u>
09/10/2021	132892	HARTLAND OVERHEAD DOOR	FD BROKEN SPRING	2,905.00
09/10/2021	132893	HAWKINS, INC.	SW CHEMICALS	6,496.43
09/10/2021	132894	HECKEL DANCE LLC	P&R HAPPY FEET DANCE CAMP	192.00
09/10/2021	132895	IMEG CORP	ENG BUSSE RD BRIDGE REPLACEMENT	12,122.50
09/10/2021	132896	JK LAWN SERVICE	FD LAWN SERVICE	296.00
			FD LAWN SERVICE	300.00
				<u>596.00</u>
09/10/2021	132897	JOANNE DAVIDS	P&R PROGRAM REFUND	18.00
09/10/2021	132898	JOHN'S DISPOSAL SERVICE	ENG GARBAGE COLLECTION	52,018.53
09/10/2021	132899	KAEREK HOMES INC	BLD 200872 OCCUPANCY BOND REFUND	500.00
09/10/2021	132900	KASKEY, MONICA	P&R NRPA CONFERENCE LODGING REIMBURSEMENT	917.40
09/10/2021	132901	KM SPORTS	FD EMBROIDERY	32.00
09/10/2021	132902	KMB ELECTRIC	AD CITY HALL MAINTENANCE	1,458.25
			AD CITY HALL MAINTENANCE	2,596.50
			FD REWIRE FIXTURES	100.00
				<u>4,154.75</u>
09/10/2021	132903	KORNDORFER HOMES	BLD 210091 OCCUPANCY BOND REFUND	500.00
			BLD 210197 OCCUPANCY BOND REFUND	500.00
				<u>1,000.00</u>
09/10/2021	132904	KSENIJA WASIELEWSKI	P&R PROGRAM REFUND	18.00
09/10/2021	132905	LAKE COUNTRY APPLIANCE REPAIR	FD REPAIR DRYER	173.20
09/10/2021	132906	LIFE-ASSIST INC	FD SAFETY RESTOCK	1,016.95
			FD SAFETY RESTOCK	204.00
				<u>1,220.95</u>
09/10/2021	132907	LORENZ, ABBY	P&R PONTON BOAT TOURS	300.00
09/10/2021	132908	MARIANNE HILTUNEN	ENG MILEAGE REIMBURSEMENT	151.76
09/10/2021	132909	MENARDS	FD FURRING STRIP, WOOD LATH	86.46
09/10/2021	132910	NASSCO INC	P&R COMPACT BATTERY, PAD HOLDER GRIP	78.00
09/10/2021	132911	NORTHERN LAKE SERVICE, INC	SW WATER TESTING	84.00
			SW WATER TESTING	147.50
			SW WATER TESTING	292.40
			SW WATER TESTING	63.00
			SW WATER TESTING	584.80
			SW WATER TESTING	84.00
			SW WATER TESTING	63.00
				<u>1,318.70</u>
09/10/2021	132912	OFFICE COPYING EQUIPMENT, LTD	BLD SHARP 3071 CONTRACT	30.66
			ENG SHARP MX4070N CONTRACT	260.96
				<u>291.62</u>
09/10/2021	132913	OFFICE DEPOT	BLD PAPER CLIPS	16.20
09/10/2021	132914	PROHEALTH PHARMACY WAUKESHA	FD PHARMACY TRANSFER	239.71

Check Date	Check	Vendor Name	Description	Amount
09/10/2021	132915	REINDERS, INC.	P&R CASTER TIRE ASM FOAM FILLED	287.54
09/10/2021	132916	RUEKERT & MIELKE, INC.	SW WELL 5 DESIGN AND BIDDING SERVICES	336.60
			SW NORTHMOUND DR WATER MAIN STUDY	8,857.50
			ENG DPW GARAGE FIELD SERVICES/DATA COLLE	28.50
			ENG WOODLEAF RESERVE PH4 CONSTRUCTION	5,461.40
			ENG OAK & PENINSULA CONSTRUCTION ADMIN	11,355.69
			ENG CHRIST EVAN CHURCH EROSION CONTROL	222.90
			ENG PAUL RD WATER CONSTRUCTION ADMIN	7,762.83
			ENG STEEPLECHASE PH2 CONSTRUCTION REVIEW	80.00
			ENG NORTHMOUND EROSION CONTROL REVIEW	137.10
			ENG ANGELUS EROSION CONTROL	164.10
			ENG KLEIN DICKERT EROSION CONTROL	83.10
			ENG NORTHVIEW DESIGN	3,602.50
			ENG KINDERCARE EROSION CONTROL	56.10
			ENG INLET REPAIR CONSTRUCTION ADMIN	10,169.95
			ENG SWAN VIEW FARMS CONSTRUCTION REVIEW	2,156.85
			ENG GLEN AT PARKWAY CONSTRUCTION ADMIN	2,069.10
			ENG JOSEPH RD DESIGN	3,902.41
			ENG ZIGNEGO CONSTRUCTION OBSERVATION	822.00
			ENG DPW GARAGE FIELD SERVICES	789.13
			ENG MEADOWBROOK FARMS PH 1 CONSTRUCTION	9,081.84
			ENG PEWAUKEE SOUTH CONSTRUCTION REVIEW	881.10
			ENG WATERS CONSTRUCTION REVIEW	1,065.00
			ENG GREENLAND CONSTRUCTION OBSERVATION	739.10
				69,824.80
09/10/2021	132917	SHAWN OLSON	POSTAGE REIMBURSEMENT WRPA TICKETS	7.58
09/10/2021	132918	STRAIGHT-UP	P&R UNIFORMS	609.44
09/10/2021	132919	Strand Associates, Inc	ENG DUPLAINVILLE ROAD RECONSTRUCTION SUR	2,906.76
			ENG DUPLAINVILLE ROAD RECONSTRUCTION DES	31,591.70
			ENG LINDSAY ROAD TRAIL DESIGN	4,225.58
			ENG LINDSAY ROAD SURVEY	1,099.25
				39,823.29
09/10/2021	132920	TAIYAH AND KHALIL DAVIS	P&R RENTAL REFUND	262.50
09/10/2021	132921	TIA GRANDINETTI	CT REIMBURSEMENT FOR WELLNESS CART FOOD	17.98
09/10/2021	132922	UNIFIRST CORP	FD MATS	84.53
			FD MATS	84.53
			FD MATS	4.03
				173.09
09/10/2021	132923	USA BLUEBOOK	SW FLOUROFILM	435.23
			SW FLOUROFILM	430.47
			SW METER GASKETS	512.38
				1,378.08
09/10/2021	132924	VERIZON	FD PHONE	21.06
09/10/2021	132925	VILLAGE OF PEWAUKEE	LIFEQUEST COLLECTIONS FOR VILLAGE AUGUST	32,139.18
09/10/2021	132926	VISU-SEWER	SW 2020 SEWER CLEANING PAYMENT 1	84,652.07
09/10/2021	132927	WATER REMEDIATION TECHNOLOGY	SW BASE TREATMENT CHG	3,590.23
09/10/2021	132928	WAUKESHA CO TECHNICAL COLLEGE	FD TRAINING	32.70
09/10/2021	132929	WAUKESHA CO TREASURER	P&R LEARN TO SKATE	600.00
09/10/2021	132930	WAUKESHA WATER UTILITY	SW SEWER SERVICE CHG	20,848.52
09/10/2021	132931	WELLSPRING CONSTRUCTION GROUP	AD CONSTRUCTION MANAGEMENT SERVICES DPW	39,686.00
09/15/2021	132932	ALL CITY COMMUNICATIONS INC.	SW ANSWERING SERVICE	78.08

Check Date	Check	Vendor Name	Description	Amount
09/15/2021	132933	AT&T CAROL STREAM IL	CH TELEPHONE	101.99
09/15/2021	132934	BAKER TILLY VIRCHOW KRAUSE LLP	AUGUST W/S UTILITY PROCESS FEE	3,472.50
09/15/2021	132935	COLBY CONSTRUCTION	SW INVOICE REIMBURSEMENT	2,990.00
09/15/2021	132936	DAN FEITER	SW TRAVEL REIMBURSEMENT	239.63
09/15/2021	132937	DIGGERS HOTLINE	SW AUG 2021	519.85
09/15/2021	132938	FIRST STUDENT	P&R BUS RENTAL	187.50
09/15/2021	132939	FRAN STEBAR	P&R PROGRAM REFUND	10.00
09/15/2021	132940	HYDROCORP	SW CROSS CONNECTION INSPECTION	1,084.00
09/15/2021	132941	IS OUTFITTERS	IT FIREWALL	562.50
09/15/2021	132942	JOHN FABICK TRACTOR	P&R EQUIPMENT RENTAL	153.70
09/15/2021	132943	JOHN P LOCHEN CO. INC	P&R REPAIRS	872.72
			P&R REPAIRS	1,209.34
				2,082.06
09/15/2021	132944	JOHN'S DISPOSAL SERVICE	ENG AUG LANDFILL CHARGES	15,196.16
09/15/2021	132945	LITHO-CRAFT	SW BILLING STATEMENT PAPER	776.00
09/15/2021	132946	MARIANNE HILTUNEN	ENG MARKING PAINT REIMBURSEMENT	51.38
09/15/2021	132947	MATRIX TRUST COMPANY	CT LOAN REPAYMENT PAYDATE 8/27/21	50.00
			CT LOAN REPAYMENT PAYDATE 9/13/21	50.00
				100.00
09/15/2021	132948	NATIONWIDE RETIREMENT SOLUTIONS	CT RETIREMENT PAYDATE 8/27/21	1,829.09
			CT RETIREMENT PAYDATE 9/10/21	1,829.09
				3,658.18
09/15/2021	132949	OFFICE COPYING EQUIPMENT, LTD	CRT SHARP MX3571 CONTRACT	19.73
09/15/2021	132950	OFFICE DEPOT	SW OFFICE SUPPLIES	89.42
09/15/2021	132951	PEWAUKEE POSTMASTER	SW POSTAGE FOR BILLING	2,340.00
09/15/2021	132952	PREMIUM WATERS, INC	P&R WATER	20.99
09/15/2021	132953	R&R INSURANCE SERVICES	LIABILITY INSTALLMENT	25,817.00
09/15/2021	132954	R.A. SMITH & ASSOC., INC.	SW SWAN VIEW LIFT INSPECTION	4,816.00
09/15/2021	132955	REINDERS, INC.	P&R PESTICIDE AND SPRING TINE RAHN	164.48
09/15/2021	132956	SCHOOL DISTRICT OF MENOMONEE FALLS	P&R KNITTING CLASS	36.00
09/15/2021	132957	SHANE HANSEN	SW TRAVEL REIMBURSEMENT	235.32
			SW BOOT REIMBURSEMENT	92.80
				328.12
09/15/2021	132958	STACI JOERS	P&R COOKING WITH CLASS	360.00
09/15/2021	132959	STATE OF WI COURT FINES & ASSMTS	CRT STATES SHARE OF COURT COSTS AND ASSE	6,175.35
09/15/2021	132960	VERIZON	SW TELEPHONE	334.39
09/15/2021	132961	WAUKESHA CO TREASURER	CRT COUNTY JAIL ASSESSMENTS AND DRIVER I	2,221.22
			P&R MUNICIPAL BEACH SAMPLES	450.00
			PLC MUNICIPAL PATROL	248,986.29
			PLC INMATE BILLING	18.64
				251,676.15
09/15/2021	132962	WISCONSIN DEPARTMENT OF	HR EXAMS	35.00
09/15/2021	132963	XEROX CORPORATION	SW METER PRINT USAGE	271.07

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 3.2.**

DATE: September 27, 2021

DEPARTMENT: Clerk/Treasurer

PROVIDED BY:

SUBJECT:

Approval of the Common Council Meeting Minutes Dated September 13th, 2021

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

CC Minutes 9-13-2021

In Attendance:

Mayor Steve Bierce, Aldermen C. Brown, I. Clark, B. Dziwulski, R. Grosch, and J. Wamser.

Also in Attendance:

Attorney S. Riffle, Administrator S. Klein, DPW Director M. Wagner, Director of People and Culture K. Woldanski, City Planner & Community Development Director N. Fuchs, Lieutenant A. Sheckles and Clerk/Treasurer K. Tarczewski.

1. Call to Order and Pledge of Allegiance

Mayor Bierce called the meeting to order at 6:30 p.m. and asked everyone to rise for the Pledge of Allegiance.

2. Public Comment - None.

3. Consent Agenda

- 3.1. Approval of the Accounts Payable Listing Dated September 7th, 2021
- 3.2. Approval of Common Council Meeting Minutes Dated July 20th, 2020
- 3.3. Approval of Common Council Meeting Minutes Dated December 21st, 2020
- 3.4. Approval of Common Council Meeting Minutes Dated June 21st, 2021
- 3.5. Approval of Common Council Meeting Minutes Dated September 6th, 2021

A motion was made and seconded (J. Wamser, R. Grosch) to approve the consent agenda. Motion Passed: 5-For, 0-Against.

4. Presentation of the 2021 Wage Compensation Study by Carlson Dettmann Consulting

Ms. Woldanski introduced Patrick Glynn from Carlson Dettmann Consulting. He reviewed the current employment trends and pay equity. Further discussion took place regarding the 2021 Wage Compensation Study.

5. Discussion and Possible Action Regarding the Department of Public Works Facility to Award the Construction Project to the Lowest Qualified Bidder

Mr. Klein stated there were five bids on the project that were in line with the budget and base bid. He noted Absolute Construction's bid was \$6,880,000.00 which was lower than estimated. Mr. Klein stated the overall project is still within the range of what was discussed in May when the decision was made to buy the steel and precast. Mr. Klein said to build in contingency most of the allowances show \$75,0000.00 and were originally \$50.000.00 when the City previously looked at it. Mr. Klein recommended awarding the bid to Absolute Construction.

Discussion took place regarding the base bid and rock excavation.

Mayor Bierce asked why Absolute Construction had nothing budgeted under the rock excavation allowance. Mr. Klein stated it was covered and the amount was included in the bid. He also noted all bids received included 2000 cubic yards for rock.

Ms. Brown commented about the price of the salt shed doubling. Mr. Klein noted that was a result of wood prices skyrocketing and he added that prices are coming back down. She asked if the City would rebid it when they were ready. Mr. Klein stated it is contingent on acquiring the Quad Graphics land.

A motion was made and seconded (B. Dziwulski, I. Clark) to approve and award the construction project to Absolute Construction in the amount of \$6,880,000.00 plus allowances.

Motion Passed: 5-For, 0-Against.

6. Discussion and Possible Action Regarding Urban Forestry and a City-wide Tree Inventory
 - 6.1 City wide Tree Inventory (right of ways and Parks)
 - 6.2 Re-allocate \$600.00 from the Forestry Training Budget to Contract with a Consultant to Assist in Applying for the 2022 Wisconsin Department of Natural Resource Urban Forestry Grant.
 - 6.3 **Resolution 21-09-32** - Authorizing Resolution for the Urban Forestry Grant

Ms. Wagner stated a consultant was brought in to look at the City's existing trees. As part of the discussion, the consultant advised the City of an Urban Forestry grant that would do a City-wide inventory of trees within the right-of-way and parks. Ms. Wagner stated she brought it to the Public Works Committee and there was interest to move forward and bring to Common Council to potentially apply for an Urban Forestry grant. She noted the DNR and SEWRPC are using some of these inventory studies to look at tree canopy overall for areas with the loss of ash trees.

Ms. Wagner stated the grant application is due by October 1st and \$600.00 would need to be reallocated from the Forestry Training budget to fund the application. She noted Wachtel Tree Service will complete the grant application on the City's behalf. This grant would potentially lead into a tree inventory done in 2022. She noted the citywide budgetary estimate is \$50,000.00 which includes parks and all City-owned properties.

Ms. Brown stated she is in favor with every major street restoration.

A motion was made and seconded (R. Grosch, I. Clark) to approve the reallocation of \$600.00 from the Forestry Training budget to apply for the 2022 Wisconsin Department of Natural Resources Urban Forestry Grant. Motion Passed: 5-For, 0-Against.

A motion was made and seconded (I. Clark, B. Dziwulski) to approve Resolution 21-09-32. Motion Passed: 5-For, 0-Against.

7. Discussion and Possible Action Regarding Woodleaf Reserve Phase 5 Development Early Grading Agreement and Guarantee
 - 7.1 Approval of the Early Grading Agreement.
 - 7.2 Establish the Value of the Guarantee as \$701,623.68 for the Grading Agreement.

Ms. Wagner stated this was the final phase of Woodleaf Reserve. She said they are looking to do early grading prior to the start of construction to bring in additional fill and to bring the site up to grade. They are asking for approval of the early grading agreement and to establish the value of the guarantee at \$701,623.68, contingent upon final approval of the agreement from the City Engineer and City Attorney.

A motion was made and seconded (C. Brown, J. Wamser) to approve the early grading agreement and establish the value of the guarantee at \$701,623.68 contingent on final approval from the City Engineer and City Attorney. Motion Passed: 5-For, 0-Against.

8. Discussion and Possible Action to Approve **Resolution 21-09-29** Related to a 2021 Budget Amendment for Park & Recreation Playground Equipment

Mr. Klein stated money is simply being reassigned.

A motion was made and seconded (C. Brown, B. Dziwulski) to approve Resolution 21-09-29. Motion Passed: 5-For, 0-Against.

9. Discussion and Possible Action to Approve **Resolution 21-09-31** Authorizing a Budget Amendment for the Purchase of a Catch Basin Trailer for the Storm Water Utility

Mr. Klein stated this trailer was projected to be purchased in 2022 but the dealer is going out of business and is selling the trailer for half price.

A motion was made and seconded (C. Brown, I. Clark) to approve Resolution 21-09-31. Motion Passed: 5-For, 0-Against.

10. Discussion and Possible Action to Approve **Resolution 21-09-30** Related to the Library Exemption

Mr. Klein stated this was an annual procedure to ask for an exemption from the Waukesha County Library standard procedure.

A motion was made and seconded (I. Clark, B. Dziwulski) to approve Resolution 21-09-30 related to the Library Extension. Motion Passed: 5-For, 0-Against.

11. Discussion and Possible Action to Make Appoints to Various Boards, Commissions and Committees

Mayor Bierce recommended Ray Grosch to serve on the R&R House Committee, Brian Dziwulski to serve on the Finance Committee and the Tourism Commission, and Ian Clark to serve on the Employee Services Committee.

A motion was made and seconded (J. Wamser, R. Grosch) to concur with the Mayor's recommendations and appoint Ray Grosch to serve on the R&R House Committee, Brian Dziwulski to serve on the Finance Committee and the Tourism Commission, and Ian Clark to serve on the Employee Services Committee. Motion Passed: 5-For, 0-Against.

12. Discussion and Possible Action to Set the 2021 Trick or Treat Hours

Mayor Bierce suggested trick or treat hours be set for Saturday, October 30th between the hours of 4:00 p.m.–7:00 p.m.

A motion was made and seconded (J. Wamser, R. Grosch) to set the trick or treat hours to Saturday, October 30th from 4:00 p.m.–7:00 p.m. Motion Passed: 5-For, 0-Against.

13. Discussion and Possible Action to Set the 2022 Budget Schedule

After reviewing the proposed budget calendar, Ms. Brown asked if the workshops could start at 6:00 p.m. to allow for a little extra time for discussions.

14. Discussion and Possible Action to Adjust the Start Time of the September 20th, 2021 Common Council Meeting Due to the Packers vs. Lions Game

Discussion took place regarding this item. It was determined that there is a scheduling conflict with the Lake Patrol Advisory Committee and Mr. Clark will attempt to work out the issues with the Village so that the Common Council meeting can start at 5:30 p.m. next Monday.

15. Public Comment – None.

16. Adjournment

A motion was made and seconded (R. Grosch, I. Clark) to adjourn the meeting at 8:21 p.m.

Motion Passed: 5-For, 0-Against.

Respectfully Submitted,

Kelly Tarczewski
Clerk/Treasurer

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 3.3.**

DATE: September 27, 2021

DEPARTMENT: Clerk/Treasurer

PROVIDED BY:

SUBJECT:

Approval of the Common Council Meeting Minutes Dated September 20th, 2021

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

CC Minutes 9-20-2021

In Attendance:

Mayor Steve Bierce, Aldermen B. Dziwulski, R. Grosch, and J. Wamser. Alderman C. Brown was absent and excused and I. Clark was absent.

Also in Attendance:

Attorney S. Riffle, Administrator S. Klein, DPW Director M. Wagner, Fire Chief K. Bierce, Assistant Chief – Accreditation Manager M. Hoppe, Division Chief C. Cook, Battalion Chief T. Misiak, Park & Recreation Director N. Phalin, Director of People and Culture K. Woldanski, City Planner & Community Development Director N. Fuchs, Lieutenant A. Sheckles and Clerk/Treasurer K. Tarczewski.

While waiting for Alderman Clark to arrive and before the meeting was called to order Chief Bierce and Assistant Chief Hoppe spoke about the Fire Department’s accreditation renewal process.

Chief Hoppe reviewed the 159-page, second “Standards of Cover 2020” report that was written. He called attention to very specific pages: Page 4 - the Table of Contents highlighting five areas covered in the report. Page 58 - is the Fire Incident Marker Map indicating the fire activity. Page 60 – is the EMS Incident Heat Map indicating the EMS calls. Page 104 – summarized the performance goals and objectives. Page 105 – summarized the performance response times for fire calls. Page 132 – the last five years of EMS response times. He noted that the Department has been able to improve their response time and has cut a minute off their response time.

Chief Bierce highlighted the successes of the Department. He stated the Pewaukee Fire Department is one of 288 departments in the world that are fully accredited. He said the Department maintains an ISO rating of 2. He also mentioned that the Department has acquired numerous grants to keep operational costs down.

Chief Bierce stated the Department’s strengths include maintaining an operational readiness model by proactively looking to enhance their protocols. He said his staff is required to either teach or obtain training annually. Chief Bierce felt the support the Department has gotten from City staff and the Council members also makes them strong.

With strengths there are also weaknesses. He said the past year or so, staff has not had the opportunity to be out in public. He said they also have an issue with decreased staffing and an increase in their call volume. He said this also stresses equipment out.

Chief Bierce discussed the opportunities of the Department. He said a strong relationship has been formed with the school district and they have trained with the teachers, specifically with the “Stop the Bleed” program. He said due to the national fires service labor shortages they are looking at innovated staffing models, which include consolidation and shared services.

Lastly, Chief Bierce talked about the threats the Department is facing. He said the growth of the community and the call volume continues to increase. He stated there is ongoing decline in part-time staffing. Chief Bierce mentioned that the consolidation of departments threatens mutual aid response planning. He said in the past there were 28 neighboring departments and now it is down to 18. These departments are now becoming more selective in how they use their resources and may not make themselves available in times of need.

At approximately 5:50 p.m. Mayor Bierce recognized that there was still not a quorum of the Common Council and apologized to those who were in attendance for the inconvenience. At this time everyone left.

1. Call to Order and Pledge of Allegiance
2. Public Comment - Please limit your comments to two (2) minutes, if further time for discussion is needed please contact your District Alderperson prior to the meeting.
3. Discussion and Possible Action to Reduce the Special Event Fees for the Christmas Fantasy House to Benefit the Ronald McDonald House [Tarczewski]
4. Presentation of the Pewaukee Fire Department 2020 Community Risk Assessment and Standards of Cover Analysis [Chief Bierce / Assistant Chief Hoppe]
5. Discussion and Possible Action Regarding Naming Rights and Values of Amenities at the Pewaukee Sports Complex Related to the Proposed All-Inclusive Playground and Splash Pad [Fuchs / Phalin]
6. Discussion and Action Regarding the Adoption of the 2021 Compensation Plan Created by Carlson Dettmann Consulting [Woldanski]
7. Discussion and Possible Action to Establish the 2022 Garbage and Recycling Fee Rate and Amendment of Yard Waste Pick Up Procedures [Wagner]
8. Discussion and Possible Action to Make Appoints to Various Boards, Commissions and Committees [Mayor Bierce]
9. Public Comment - Please limit your comments to two (2) minutes, if further time for discussion is needed please contact your district Alderperson prior to the meeting.
10. 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)(g): Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, specifically related to Spring Creek ChurchYou 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.
11. Adjournment

Respectfully Submitted,

Kelly Tarczewski
Clerk/Treasurer

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 4.**

DATE: September 27, 2021

DEPARTMENT: Clerk/Treasurer

PROVIDED BY:

SUBJECT:

Discussion and Possible Action to Reduce the Special Event Fees for the Christmas Fantasy House to Benefit the Ronald McDonald House [Tarczewski]

BACKGROUND:

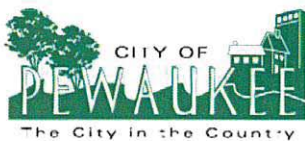
FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

Application Ronald McDonald



W240 N3065 Pewaukee Road
Pewaukee, WI 53072
262-691-0770, FAX: 262-691-1798
www.cityofpewaukee.us

SPECIAL EVENT PERMIT APPLICATION

May 2012

Permit approved	_____	Date	_____
Permit fees paid	_____	Date	_____
Deposit paid	_____	Date	_____
Deposit returned?	_____	Date	_____
FEES ARE NON-REFUNDABLE			

APPLICATION AND PERMIT FEE IS DUE 90 DAYS PRIOR TO YOUR EVENT.

ORGANIZATION INFORMATION

Name of Organization Ronald McDonald House Charities of Eastern WI			
Street Address 8948 Watertown Plank Rd	City Milw.	State WI	Zip 53226
Phone Number 414-475-5333	Are you a 501(c)3 Organization? Circle one		☒ Yes ☐ No
Event Contact Person (First & Last Name) Deb Wolff			
Address 17955 Knoll Ct	City Brookfield	State WI	Zip 53045
Email wolffdl@yahoo.com	Phone Number 262-894-2059	Day of Event Phone Number 262-894-2059	

EVENT INFORMATION

Name of Event Christmas Fantasy House	Date(s) of Event 10/30 and 11/2-7, 2021
Event Start Time 10/30 4pm: Private 11/2-7 10:00 am	Event End Time 10/30 12am: Private 11/2-7 8:00 pm
Location of the Event* N41 W23710 Century Farm Rd, Pewaukee	
Will your event take place in a residential neighborhood? <i>If yes, you will be required to notify all adjacent property owners when the event will occur. Circle One</i>	
☒ Yes ☐ No	
You MUST attach a detailed map/sketch of your event indicating the specific location, layout of your event, the direction of the route, including all turns and the number of traffic lanes to be used. *If you are using a City Park, you must reserve the park through the Park/Recreation Department prior to getting your special event permit approved by the Common Council. Call 262-691-7275.	
Generally describe your event and its purpose In its 28th year, Christmas Fantasy House is a home decorated inside and out for the holidays. The general public buys tickets to tour the home and proceeds benefit the Ronald McDonald House in Milwaukee.	
Based on the class definitions found in the manual, what class is your event? Circle One.	10/30 ☒ Class I ☐ Class II 11/2-7
Estimated Number of Participants 2000-3000 over 7 days	Spectators _____ Vendors _____

OTHER INFORMATION CONTINUED

What other assistance do you foresee needing from the City (personnel, materials, and/or equipment)?

Will contact the police department for possible escort into home on days the media comes at 4:30-5:00 am

Have you reviewed and do you have a copy of the **City of Pewaukee Special Events Manual** as well as the **City Special Events Ordinance**? *Circle One.*

☒ Yes

☐ No

INSURANCE REQUIREMENTS

The Special Event Sponsor will obtain liability insurance for an event that includes alcohol, has more than 150 people per day or involves a road closure. Proof of this insurance with coverage no less than \$1,000,000 which names and endorses the City, its officers, agents, employees and contractors as an additional insured party is due no later than 20 days before the event.

Are you able to provide these insurance documents, if required? *Circle One.*

☒ Yes

☐ No

DEPOSIT REQUIREMENTS

The applicant may be required to submit to the City a cleaning/damage deposit of \$200 per day for each scheduled day of the event (or portion thereof), two weeks prior to the starting date of the event. The deposit shall be refunded to applicant, if, upon inspection, all is in order, or a prorated portion thereof as may be necessary to reimburse the City for loss or cleaning costs. The City reserves the right to retain the entire deposit if cleanup is not completed satisfactorily in the time frame as specified in the permit. Unless otherwise stated in the permit, the applicant shall be fully responsible for all necessary cleanup associated with the permitted event to be completed within twelve (12) hours after the conclusion of the event. (This deposit is separate from any deposit required by the Park/Recreation Department for park use).

TERMINATION OF AN EVENT

The City reserves the right to shut down a special event that is in progress if it is deemed to be a public safety hazard by Police Services and/or Fire Department and/or there is a violation of City Ordinances, State Statutes or the terms of the Applicant's permit. The City Administrator and/or his/her designee may revoke an approved Special Events Permit if the applicant fails to comply in good faith with the provisions of the permit prior to the event date.

By signing this form, the applicant certifies authorization to act on behalf of their organization and hereby agrees to hold the City, its officers, employees, agents and contractors, harmless against all claims, liability, loss, damage or expense (including but not limited to actual attorney's fees) incurred by the City for any damage or injury to person or property caused by or resulting directly or indirectly from the activities for which the permit is granted. Any change to coverage requires City approval.

Melissa Marney
Signature of Applicant

7/20/2021
Date

For staff use only

Fees collected with application submission:

_____ Class I Event

_____ Class II Event

_____ PERMIT FEES CHARGED

Common Council approval, if necessary, on:

Police Services approval*:

Application forwarded to:

☐ Administrator

☐ Building Inspector

☐ Fire Chief

☐ Park & Rec Director

☐ Police Services

☐ Public Works Director

Fire Department approval*:

Add'l fees charged by Departments

_____ Administration

_____ Building Inspection

_____ Fire

_____ Public Works

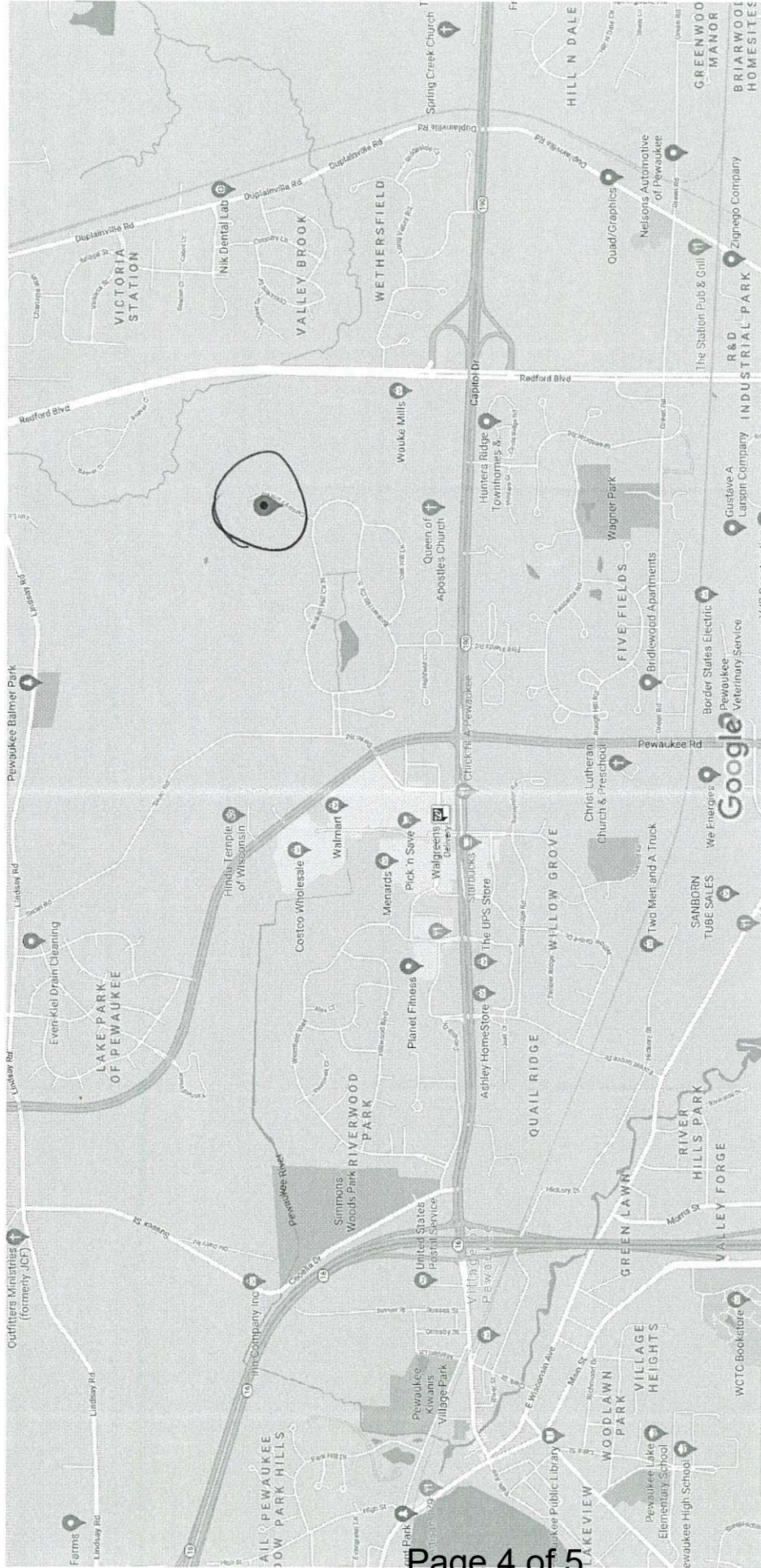
_____ Police Services

_____ Security Deposit

*Comments/concerns should be attached separately

Rev 2/14/13

Google Maps Century Farm Rd





The Greenwood 2021 MBA Parade of Homes Model

VICTORY
HOMES OF WISCONSIN, INC.

DISTINCTIVE DESIGNS.
SUPERIOR CRAFTSMANSHIP.

First Floor
2,709 Sq. Ft.



POINTS OF INTEREST

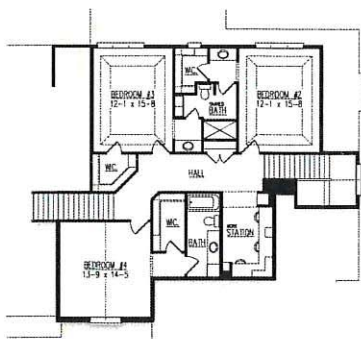
- 3,933 Sq. Ft.
- 4 bedroom
- 3.5 bath
- 4-car side entry garage
- First floor master suite with luxury bath
- Home office, 3-season room, covered deck, second floor homework station
- 1,405 Sq. Ft. Finished lower level adds rec room, lounge, wet bar with wine room, cold storage room, exercise room, and fifth bedroom with walk-in closet and full bath

Model Hours: Coming this August for the MBA Parade of Homes!

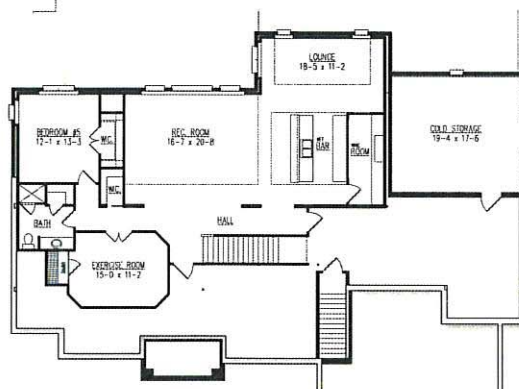
Lot 51, Swanview Farms, Pewaukee

Directions: 94 East or 94 West, take exit 294 for WI-164 N toward Waukesha J/Pewaukee, head north on WI-164 for 2.7 miles, turn right onto Swan Rd, entrance to subdivision 0.4 miles on east side of Swan Rd.

Second Floor
1,224 Sq. Ft.



Finished Lower Level
Adds 1,405 Sq. Ft.



Model home as depicted may not represent base home plan. Please see a sales representative for details.

FOLLOW US ON:



**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 5.**

DATE: September 27, 2021

DEPARTMENT: PW - Engineering

PROVIDED BY: Magdelene Wagner

SUBJECT:

Discussion and Possible Action to Establish the 2022 Garbage and Recycling Fee Rate and Amendment of Yard Waste Pick Up Procedures [Wagner]

BACKGROUND:

Beginning in 2015 the City has contracted residential garbage and recycling collections with Johns Disposal. That contract contains seven billable services, four of which experience cost adjustments annually based Consumer Price Index (CPI) and Fuel Index (diesel) changes published in July. Under our contract the CIP index change of 3.08% (plus) accounts for 75% of the price adjustment and the Fuel Index change of 2.5% (negative) accounts for 25% of the price adjustment, for total price change of positive 1.682%; however, the contract provides for a maximum annual increase or decrease "cap" of no more than 2.65%.

The 1.682% increase for all or portions of the four adjustment categories have been applied as shown on the attached spreadsheet. As we project and estimate the 2022 costs, it should be noted that several categories change annually: 1) the number of residential customers is estimated to increase from 5,090 homes served to 5,160 homes served; 2) landfill disposal tons continues to increase at about 100 tons per year due to residential growth. The landfill disposal amounts in 2020 (4,304 tons) and first half (through June) of 2021 (1,884 tons) lead us to predict 4,400 tons in 2022; 3) previously we received applied the County recycling "dividends" for carts, and recycling incentives to reduce the per house rate. However the County has suspended all dividend payments to the Communities due in large part to the commodity market conditions and repairs to the Material Recovery Facility (MRF) last year which will continue into 2022.

John's Disposal has requested a rate increase of 2.65% for 2022. This would result in a rate of \$166.00 per home.

John's Disposal is also requesting an amendment to the contract regarding the yard waste pick up procedure. This is a portion of the contract which requires residents to obtain yard waste stickers and John picks up. There is currently no requirement to call and schedule this pick up so John's staff drive around the City and pick up any bags they see on the curb. This program is not a well used program and John's is requesting to have residents call and schedule these pick ups similar to the Bulky Pick Up that changed a few years ago.

FINANCIAL IMPACT:

The requested residential recycling and garbage collection fee of \$165 per home would make the collections of garbage and recycling, both by Johns and City staff at the City Hall Campus 100% paid via the residential fee.

RECOMMENDED MOTION:

Common Council establish the 2022 Residential Recycling and Garbage Collection Fee at \$165.00 per home per the

contract and amend the contract regarding the yard waste pick up procedure.

ATTACHMENTS:

Description

2022 Rate Per Contract

2022 Rate Per John's Request

Rate History

2022 Budget Estimate
Garbage & Recycling Collections Rate

1.682% increase per contract

Assume: 210 up the drive; 4,950 curbside.

5160 Total collection units

	Service Item	2021 per hm/month	2022 rate formula	No. units		
Garbage	Garbage Cart	\$ 0.70	\$ 0.70	4950	\$ 41,580	
	Gargage collections	\$ 4.39	\$ 4.46	5160	\$ 276,401	
	Bulky Items	\$ 0.96	\$ 0.98	5160	\$ 60,443	
	Landfill	\$ 45.63	\$ 46.18	4400	\$ 203,187	\$ 581,611 Garbage costs
Recycling	96 gal recycling cart	\$ 0.75	\$ 0.75	4950	\$ 44,550	
	32 gal recycling cart	\$ 0.40	\$ 0.40	210	\$ 1,008	
	recycling collections	\$ 3.41	\$ 3.47	5160	\$ 214,699	
	On site Recycling*				\$ 8,000	\$ 268,257 Recycling costs

\$ 849,868 \$ 849,868

County reimbursements for recycling

Per House/month	\$0.00	5100	\$ -		
96 gal recycling cart	\$ -	4,950.00	\$ -	\$ 161.00	2021
<u>32 gal recycling cart</u>	<u>\$ -</u>	<u>210.00</u>	<u>\$ -</u>		
Total County Reimbursement	5,100 units		\$ -	\$ -	\$ -

per home (2.48% increase) with County

\$ 849,868 \$ 164.70 Recycling Incentive of \$0.00

County Recycling Incentive (2021 June)

\$ - \$ -

per home (2.48% increase) with County

\$ 849,868 \$ 164.70 Recycling Incentive of \$0.00

*Waukesha County will no longer sponsor the large recycling dumpsters at City Hall. Cost shown is last years expenses.

853406

2022 Budget Estimate

2.65% increase per John's Request

Garbage & Recycling Collections Rate

Assume: 210 up the drive; 4,950 curbside.

5160 Total collection units

	Service Item	2021 per hm/month	2022 rate formula	No. units		
Garbage	Garbage Cart	\$ 0.70	\$ 0.70	4950	\$ 41,580	
	Gargage collections	\$ 4.39	\$ 4.51	5160	\$ 279,032	
	Bulky Items	\$ 0.96	\$ 0.99	5160	\$ 61,018	
	Landfill	\$ 45.63	\$ 46.49	4400	\$ 204,577	\$ 586,207 Garbage costs
Recycling	96 gal recycling cart	\$ 0.75	\$ 0.75	4950	\$ 44,550	
	32 gal recycling cart	\$ 0.40	\$ 0.40	210	\$ 1,008	
	recycling collections	\$ 3.41	\$ 3.50	5160	\$ 216,743	
	On Site Recycling*				\$ 8,000	\$ 270,301 Recycling costs

\$ 856,508 \$ 856,508

County reimbursements for recycling

Per House/month	\$0.00	5100	\$ -		
96 gal recycling cart	\$ -	4,888.00	\$ -	\$ 161.00	2021
32 gal recycling cart	\$ -	212.00	\$ -		
Total County Reimbursement	5,100 units		\$ -	\$ -	\$ -

per home (3.11% increase) with County

\$ 856,508 \$ 165.99 Recycling Incentive of \$0.00

County Recycling Incentive (2020 June)

\$ - \$ -

per home (3.11% increase) with County

\$ 856,508 \$ 165.99 Recycling Incentive of \$0.00

*Waukesha County will no longer sponsor the large recycling dumpsters at City Hall. Cost shown is last years expenses.

Update: This was \$8000, but John's will pick this up for no cost as part of our contract.

Year	Garbage Rate	Increase/Decrease %	
2014	195		per home
2015	155	-20.51	per home
2016	153	-1.29	per home
2017	144	-5.88	per home
2018	135	-6.25	per home
2019	139	2.96	per home
2020	150	7.91	per home
2021	161	7.33	per home (per John's Request)
2022	165	2.48	per home

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 6.**

DATE: September 27, 2021

DEPARTMENT: Parks and Recreation

PROVIDED BY: Nick Fuchs

SUBJECT:

Discussion and Possible Action Regarding Naming Rights and Values of Amenities at the Pewaukee Sports Complex Related to the Proposed All-Inclusive Playground and Splash Pad [Fuchs / Phalin]

BACKGROUND:

Staff has put together a draft table listing potential items that could be sponsored to assist in fundraising for the all-inclusive playground and splash pad project.

The values within the table for naming rights and existing amenities were based on research of comparable amenities marketed by other communities. The value of proposed or new amenities were based upon the cost of the amenity. Note that the table includes term options at different amounts with a percentage increase for shorter term periods.

Staff is requesting that these amounts be accepted by the Common Council to allow presentation to potential sponsors. Any actual agreements or changes to these values would still require final Common Council review and approval.

The subject table and values were reviewed and unanimously approved by the Joint Parks and Recreation Board at their September 8, 2021 meeting.

FINANCIAL IMPACT:

RECOMMENDED MOTION:

A motion to direct staff to utilize the proposed values of amenities at the Pewaukee Sports Complex for the purpose of fundraising for the all-inclusive playground and splash pad project.

ATTACHMENTS:

Description

PSC Naming Rights Values



SPONSORSHIP OPPORTUNITIES

Join the campaign to support the Pewaukee Sports Complex

AMENITY	DESCRIPTION	5 YEARS*	10 YEARS*	15 YEARS*	20 YEARS*
PARK NAMING RIGHTS	Branded naming rights of the park, including prominent signage abutting Lindsay Road that includes sponsor's name "at the Pewaukee Sports Complex."	\$262,500 (\$52,500/yr.)	\$431,250 (\$43,125/yr.)	\$600,000 (\$40,000/yr.)	\$750,000 (\$37,500/yr.)
PLAYGROUND NAMING RIGHTS	Branded naming rights of the all-inclusive playground. Includes prominent signage at the main entrance of the playground and name & logo on the surface.	\$175,000 (\$35,000/yr.)	\$287,500 (\$28,750/yr.)	\$400,000 (\$26,667/yr.)	\$500,000 (\$25,000/yr.)
SPLASH PAD NAMING RIGHTS	Branded naming rights of the splash pad. Includes prominent signage at the main entrance to the splash pad.	\$175,000 (\$35,000/yr.)	\$287,500 (\$28,750/yr.)	\$400,000 (\$26,667/yr.)	\$500,000 (\$25,000/yr.)
WALKING PATH – BASEBALL SIDE	Branded naming rights of the walking path extending around the perimeter and through the park. Includes entrance signage and name & logo at two other locations.	\$70,000 (\$14,000/yr.)	\$115,000 (\$11,500/yr.)	\$160,000 (\$10,667/yr.)	\$200,000 (\$10,000/yr.)
WALKING PATH – SOCCER SIDE	Branded naming rights of the walking path extending around the perimeter and through the park. Includes entrance signage and name & logo at two other locations.	\$70,000 (\$14,000/yr.)	\$115,000 (\$11,500/yr.)	\$160,000 (\$10,667/yr.)	\$200,000 (\$10,000/yr.)
BASEBALL FIELD #1	Branded naming rights with signage located on outfield fence.	\$12,250 (\$2,450/yr.)	\$20,125 (\$2,012/yr.)	\$28,000 (\$1,867/yr.)	\$35,000 (\$1,750/yr.)
BASEBALL FIELD #2	Branded naming rights with signage located on outfield fence.	\$12,250 (\$2,450/yr.)	\$20,125 (\$2,012/yr.)	\$28,000 (\$1,867/yr.)	\$35,000 (\$1,750/yr.)
BASEBALL FIELD #3	Branded naming rights with signage located on outfield fence.	\$12,250 (\$2,450/yr.)	\$20,125 (\$2,012/yr.)	\$28,000 (\$1,867/yr.)	\$35,000 (\$1,750/yr.)
BASEBALL FIELD #4 – NOT AVAILABLE	Branded naming rights with signage located on outfield fence.	\$12,250 (\$2,450/yr.)	\$20,125 (\$2,012/yr.)	\$28,000 (\$1,867/yr.)	\$35,000 (\$1,750/yr.)
BATTING CAGE #1**	Branded naming rights with name and logo appearing on the exterior of the batting cage.	\$3,500 (\$700/yr.)	\$5,750 (\$575/yr.)	\$8,000 (\$533/yr.)	\$10,000 (\$500/yr.)
BATTING CAGE #2**	Branded naming rights with name and logo appearing on the exterior of the batting cage.	\$3,500 (\$700/yr.)	\$5,750 (\$575/yr.)	\$8,000 (\$533/yr.)	\$10,000 (\$500/yr.)
CONCESSION STAND - BASEBALL	Branded naming rights with wall signage.	\$17,500 (\$3,500/yr.)	\$28,750 (\$2,875/yr.)	\$40,000 (\$2,667/yr.)	\$50,000 (\$2,500/yr.)
CONCESSION STAND - SOCCER	Branded naming rights with wall signage.	\$17,500 (\$3,500/yr.)	\$28,750 (\$2,875/yr.)	\$40,000 (\$2,667/yr.)	\$50,000 (\$2,500/yr.)
SOCCER PARK NAMING RIGHTS - NORTH***	Branded naming rights for the north soccer park area. Includes prominent ground signage.	\$35,000 (\$7,000/yr.)	\$57,500 (\$5,750/yr.)	\$80,000 (\$5,333/yr.)	\$100,000 (\$5,000/yr.)
SOCCER PARK NAMING RIGHTS – SOUTH***	Branded naming rights for the south soccer park area. Includes prominent ground signage.	\$35,000 (\$7,000/yr.)	\$57,500 (\$5,750/yr.)	\$80,000 (\$5,333/yr.)	\$100,000 (\$5,000/yr.)

*Sponsorships require year one payment, plus 20% of full sponsorship cost

**Sponsor both batting cages for a reduced cost of \$30,000 over a 20-year term

***Sponsor the entire soccer park for a reduced cost of \$150,000 over a 20-year term

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 7.**

DATE: September 27, 2021

DEPARTMENT: Employee Services

PROVIDED BY: Kelley Woldanski

SUBJECT:

Discussion and Action Regarding the Adoption of the 2021 Compensation Plan Created by Carlson Dettmann Consulting [Woldanski]

BACKGROUND:

At the September 13, 2021 meeting, Patrick Glynn from Carlson Dettmann explained the compensation study process and how the grading of job descriptions is performed to create the proposed wage schedule. Attached is a copy of the 2021 current grade assignments and the 2022 proposed grading assignments. Note the 2021 plan uses a numbering system whereas the new system uses letters. Any movement you notice accounts for updates made to job descriptions; keep in mind job descriptions were originally graded over 10 years ago so it's possible jobs have changed and/or taken on more tasks which may account for a grade change. Overall with the new wage schedule, we had about 5 positions that were below the 87.5% pay rate however were not more than a percent or two away from it. This would be addressed in the 2022 budget but will not create a significant increase overall. We are confident that positions are graded appropriately and pleased that overall we are about 97% within market range for pay.

FINANCIAL IMPACT:

RECOMMENDED MOTION:

We are looking for your adoption of the proposed grading and wage schedule for 2022.

ATTACHMENTS:

Description

2021 Position Grade Assignments

2022 Proposed Position Grade Assignments

2021 POSITION GRADE ASSIGNMENTS

<u>Grade</u>	<u>Position</u>	<u>Department</u>	<u>87.5%</u> <u>Min.</u>	<u>90.0%</u> <u>Step 2</u>	<u>92.5%</u> <u>Step 3</u>	<u>95.0%</u> <u>Step 4</u>	<u>97.5%</u> <u>Step 5</u>	<u>100.0%</u> <u>Step 6</u>	<u>120.0%</u> <u>Max.</u>
20	Fire Chief	Fire	\$44.87	\$46.15	\$47.43	\$48.71	\$49.99	\$51.28	→ \$61.53
19	Director of Public Works/City Engineer	Public Works	\$42.33	\$43.53	\$44.75	\$45.96	\$47.17	\$48.38	→ \$58.05
18	Planner/Community Development Dir.	Community Development	\$39.92	\$41.05	\$42.21	\$43.34	\$44.48	\$45.62	→ \$54.75
17	Assistant Fire Chief Director of People & Culture	Fire Administration	\$37.67	\$38.75	\$39.82	\$40.89	\$41.97	\$43.04	→ \$51.66
16	Deputy Chief Clerk/Treasurer Director of Information Technology Parks and Recreation Director Assessor	Fire Clerk/Treasurer Administration Parks & Recreation Assessor	\$35.53	\$36.54	\$37.56	\$38.57	\$39.59	\$40.60	→ \$48.73
15	Battalion/Division Chief	Fire	\$33.51	\$34.47	\$35.43	\$36.39	\$37.35	\$38.31	→ \$45.97
14	Chief Engineer - Utility Chief Engineer - Streets & Development Utility Manager	Public Works Public Works Public Works	\$31.62	\$32.52	\$33.43	\$34.33	\$35.24	\$36.15	→ \$43.37
13	Parks Supervisor Recreation Supervisor Streets Superintendent	Parks & Recreation Parks & Recreation Public Works	\$29.83	\$30.69	\$31.53	\$32.39	\$33.24	\$34.08	→ \$40.91
12	Civil Engineer Utility Superintendent	Public Works Public Works	\$28.15	\$28.95	\$29.76	\$30.57	\$31.37	\$32.18	→ \$38.60
11	Accountant Building Inspector Senior Engineering Technician	Clerk/Treasurer Building Services Public Works	\$26.55	\$27.31	\$28.07	\$28.83	\$29.59	\$30.35	→ \$36.41

10	Mechanic Street Crew Leader Water and Sewer Utility Operator Deputy Assessor	Public Works Public Works Public Works Assessor	\$25.06	\$25.78	\$26.48	\$27.21	\$27.92	\$28.64	→	\$34.37
9	Streets Maintenance Laborer Deputy Clerk/Comm Dev Coordinator Parks Foreman Employee Services Coordinator Engineering Technician Water and Sewer Laborer	Public Works Clerk/Treasurer Parks & Recreation Administration Public Works Public Works	\$23.63	\$24.31	\$24.98	\$25.65	\$26.33	\$27.00	→	\$32.41
8	Payroll & Accounting Specialist	Clerk/Treasurer	\$22.29	\$22.93	\$23.57	\$24.21	\$24.84	\$25.47	→	\$30.57
7	Court Administrator	Courts	\$21.03	\$21.63	\$22.24	\$22.83	\$23.43	\$24.04	→	\$28.84
6	Administrative Assistant Administrative Assistant Administrative Assistant Utility Billing Specialist Administrative Assistant Park Laborer	Clerk/Treasurer Building Services Public Works Public Works Fire Parks & Recreation	\$19.84	\$20.41	\$20.98	\$21.55	\$22.11	\$22.69	→	\$27.22
5	Police Services Clerk Court Clerk	Police Services Courts	\$18.72	\$19.25	\$19.79	\$20.32	\$20.85	\$21.39	→	\$25.68
3	Clerical Assistant Clerical Floater	Building Services Clerk/Treasurer	\$16.65	\$17.13	\$17.60	\$18.08	\$18.56	\$19.03	→	\$22.84

									Control Point 100.0% Step 6		
GRADE	JOB TITLE	DEPARTMENT	NOTES	87.5% Minimum	90.0% Step 2	92.5% Step 3	95.0% Step 4	97.5% Step 5		120.0% Maximum	
V	City Administrator	Administrator		\$57.23	\$58.87	\$60.50	\$62.14	\$63.77	\$65.41	→	\$78.49
U				\$55.19	\$56.76	\$58.34	\$59.92	\$61.49	\$63.07	→	\$75.68
T				\$53.15	\$54.67	\$56.18	\$57.70	\$59.22	\$60.74	→	\$72.89
S	Public Works Director/City Engineer	Public Works		\$51.10	\$52.56	\$54.02	\$55.48	\$56.94	\$58.40	→	\$70.08
R	Fire Chief	Fire		\$49.06	\$50.46	\$51.86	\$53.27	\$54.67	\$56.07	→	\$67.28
P	Director of People & Culture	Employee Services		\$44.98	\$46.26	\$47.55	\$48.83	\$50.12	\$51.40	→	\$61.68
O	Community Development Director/Planner	Community Services		\$42.94	\$44.16	\$45.39	\$46.62	\$47.84	\$49.07	→	\$58.88
N	Assistant Chief Chief Engineer - Utilities	Fire Public Works		\$40.89	\$42.06	\$43.23	\$44.39	\$45.56	\$46.73	→	\$56.08
M	Deputy Chief IT Director Director of Parks & Recreation	Fire IT Parks & Recreation		\$38.85	\$39.96	\$41.07	\$42.18	\$43.29	\$44.40	→	\$53.28
L	Assessor Clerk/Treasurer Utility Manager Division Chief - EMS Battalion Chief	Assessor Clerk/Treasurer Public Works Fire Fire		\$36.80	\$37.85	\$38.91	\$39.96	\$41.01	\$42.06	→	\$50.47
			2912 Hour	\$26.29	\$27.04	\$27.79	\$28.54	\$29.29	\$30.04	→	\$36.05
J	Civil Engineer Streets Superintendent	Public Works Public Works		\$32.72	\$33.65	\$34.59	\$35.52	\$36.46	\$37.39	→	\$44.87
I	Parks Maintenance Supervisor Recreation Supervisor	Parks & Recreation Parks & Recreation		\$30.68	\$31.55	\$32.43	\$33.31	\$34.18	\$35.06	→	\$42.07

									Control Point 100.0% Step 6		120.0% Maximum
GRADE	JOB TITLE	DEPARTMENT	NOTES	87.5% Minimum	90.0% Step 2	92.5% Step 3	95.0% Step 4	97.5% Step 5			
H	Senior Accountant & Budget Analyst	Clerk/Treasurer		\$28.64	\$29.46	\$30.28	\$31.09	\$31.91	\$32.73	→	\$39.28
	Building Inspector	Community Services									
	Senior Engineering Technician	Public Works									
	Utility Superintendent	Public Works									
G	Deputy Assessor	Assessor		\$26.59	\$27.35	\$28.11	\$28.87	\$29.63	\$30.39	→	\$36.47
	Employee Services Coordinator	Employee Services									
	Parks Foreman	Parks & Recreation									
	Mechanic	Public Works									
	Streets Crew Leader	Public Works									
	Utility Operator	Public Works									
F	Deputy Clerk/Community Development Coordinator	Clerk/Treasurer		\$24.55	\$25.25	\$25.96	\$26.66	\$27.36	\$28.06	→	\$33.67
	Office Coordinator	Community Services									
	Court Administrator	Court									
	Streets Maintenance Laborer	Public Works									
E	Deputy Treasurer-Accountant	Clerk/Treasurer		\$22.51	\$23.15	\$23.79	\$24.43	\$25.08	\$25.72	→	\$30.86
	Engineering Technician	Public Works									
D	Administrative Assistant	Community Services		\$20.97	\$21.57	\$22.17	\$22.77	\$23.37	\$23.97	→	\$28.76
	Police Clerk/Assessment Tech	Police Services/Assessor									
	Utility Billing Specialist	Public Works									
C	Administrative Assistant	Clerk/Treasurer		\$19.95	\$20.52	\$21.09	\$21.66	\$22.23	\$22.80	→	\$27.36
	Court Clerk	Court									
	Administrative Assistant	Fire									
	Parks Laborer	Parks & Recreation									
	Administrative Assistant	Public Works									

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 8.**

DATE: September 27, 2021

DEPARTMENT: PW - Water/Sewer

PROVIDED BY: Magdelene Wagner

SUBJECT:

Discussion and Possible Action to Reallocate \$1,500 for the Magmeter Replacement for the Trinity Lift Station
[Wagner]

BACKGROUND:

The Trinity Lift Station has a magmeter which monitors the flows for the station. This magmeter is in need of replacement, however the cost of replacement exceeds the budgeted amount. Staff would like to re-allocate \$1,500 from the Control Panel maintenance account for the replacement of the magmeter.

FINANCIAL IMPACT:

RECOMMENDED MOTION:

Common Council approve the reallocation of \$1,500 from account 650-001831-4300 (Maintenance - Control Panel) to account 650-001831-4200 (Maintenance - Flowmeter) to support the magmeter replacement at Trinity Lift Station.

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 9.**

DATE: September 27, 2021

DEPARTMENT: Clerk/Treasurer

PROVIDED BY:

SUBJECT:

Discussion and Possible Action to Approve **Resolution 21-09-33** Reallocating Fire Department Funds to Purchase Handheld Radios [Klein]

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

Resolution 21-09-33

RESOLUTION NO. 21-09-33

**A RESOLUTION AUTHORIZING 2021 BUDGET
AMENDMENT**

WHEREAS, the Common Council of the City of Pewaukee adopted the 2021 Budget at their meeting held November 16, 2020; and,

WHEREAS, the 2021 Budget included Assigned Funds for the purchase of a staff car, thermal imaging cameras, and SCBA upgrades; and,

WHEREAS, the remaining balance of the above assignments totals \$121,102.00; and,

WHEREAS, the current (24) radios are being recalled due to a manufacturing defect. The cost is being negotiated through Waukesha County. It has been determined that new handheld radios are needed; and,

NOW, THEREFORE, BE IT RESOLVED, that the Common Council of the City of Pewaukee hereby authorizes the re-allocation of the above assigned funds for the purchase of handheld radios.

PASSED and ADOPTED this 27th, day of September, 2021.

CITY OF PEWAUKEE

Steve Bierce, Mayor

ATTEST:

Kelly Tarczewski, City Clerk

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 10.**

DATE: September 27, 2021

DEPARTMENT: Clerk/Treasurer

PROVIDED BY:

SUBJECT:

Discussion and Possible Action to Make Appoints to Various Boards, Commissions and Committees [Mayor Bierce]

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

Appointments Needed

PLAN COMMISSION	Original Appointment	Current Term	
		From	To
Doug Kiser	6/1/2020	6/1/2020	5/1/2022
Sullivan, Sean (Engineer)	9/4/2007	5/15/2017	5/1/2018
Janka, Ted	5/1/2003	5/4/2015	5/1/2018
Linsmeier, Dave (Park & Recreation Board)	4/3/2006	5/20/2019	5/1/2020
Wunder, Christine	7/1/2004	5/15/2017	5/1/2020
Bierce, Steve - Mayor	6/6/2016	4/17/2017	Indefinitely
Brown, Colleen - Alderman	8/16/2021	8/16/2021	Indefinitely

According to Section 1.03(2) of the Pewaukee Municipal Code the membership should be as follows: consisting of (7) members; the mayor (presiding officer), (1) Alderman, (1) representative from the Joint Park & Recreation Board (selected by the Park & Recreation Board) and (4) citizen members with experience and qualifications related to planning matters (1) of which needs to be a full-time City Engineer. (3) of the citizen members are to serve an alternating 3-year term. *The 4th citizen engineer member, the alderman and Joint Park & Recreation Board representative shall be appointed annually in April.* Citizen members are compensated.

ZONING BOARD OF APPEALS	Original Appointment	Current Term	
		From	To
Marlin, Katie - Chairperson (appointed 1/7/2019)	7/18/2016	8/6/2018	5/1/2021
Thomas Matt	5/7/2012	5/21/2018	5/1/2021
Welcenbach, Robert	6/1/2015	5/15/2017	5/1/2020
Tredwell, Jim	2/15/2016	5/20/2019	5/1/2022
VACANCY			5/1/2022
VACANCY - Alternate			5/1/2023
VACANCY - Alternate			5/1/2022

It consists of (5) regular members. Their terms shall be for a staggered three (3) year period. The Mayor shall appoint the Chairperson. There shall also be (2) alternates for staggered three (3) year term. *The Mayor shall annually designate as 1st and 2nd Alternate.* The 1st alternate will fill any vacancy and complete the regular appointee's term and the 2nd alternate will fill the 1st alternate's term, leaving the 2nd alternate position need to be filled. On 1/2/2007 Ordinance 06-24 was passed revising the membership.

FIRE COMMISSION	Original Appointment	Current Term	
		From	To
Farley, Thomas	3/2/2020	3/2/2020	5/1/2023
Goff, Bob	7/18/2011	6/1/2015	5/1/2020
Novack, Kathleen	9/15/2014	5/20/2019	5/1/2024
Wells, Larry	6/7/2021	6/7/2021	5/1/2026
Elaine Kroening	11/5/2014	5/15/2017	5/1/2022

The Fire Commission was originally part of the Police & Fire Commission that was created by Ordinance 04-10 on 4/19/2004. With the anticipated disbanding of the Police Department on 1/1/2010 ordinance 9.21 was created and passed on 12/21/2009. The membership remains as a five (5) citizen members; each to serve an alternating 5 - year term. Compensation is \$20 per meeting.

JOINT LIBRARY BOARD	Original Appointment	Current Term	
		From	To
Noll, Dale	5/2/2016	5/21/2018	5/1/2021
Muchowski, Laura (nominated by Pewaukee School District)	2/21/2005	5/15/2017	5/1/2020
Wildman, Karen	7/15/2013	5/20/2019	5/1/2022
Clark, Ian - Alderman	6/7/2021	6/6/2021	Indefinitely
Village Resident			
Village Resident			
Village Trustee			

This Board was created by Ordinance 05-4 on 1/17/2005. The Board consists of (3) members appointed by the Village Board and (3) members appointed by the City Common Council. No more than (1) member from each municipality shall be an elected official. (1) additional member shall be a City of Pewaukee resident and shall be nominated by the Superintendent of the Pewaukee School District and appointed by the Common Council. Members shall serve a staggering 3-year term.

JOINT PARK & RECREATION BOARD	Original Appointment	Current Term	
		From	To
Majeskie, Gary	2/19/2018	5/20/2019	1/1/2022
Kaatz, Del	1/20/2003	7/20/2020	1/1/2023
Linsmeier, Dave	4/3/2006	8/6/2018	1/1/2021
Dziwulski, Brian - Alderman	7/17/2017	7/17/2017	Indefinitely
Village Resident			
Village Resident			
Village Trustee			

This Board was created by Ordinance 96-19 on 11/4/1996. The Board consists of (7) voting members and (2) non-voting ex-officio members. The breakdown of members is as follows: (1) Village Trustee, (2) Village citizens, (1) City Alderman, and (3) City residents. In addition the Administrators from the Village and City may attend meetings and take part in discussions. The terms are 3-years with appointments in January. Although no compensation was listed in the ordinance, citizen members are being paid \$20 for each meeting they attend.

ETHICS BOARD	Original Appointment	Current Term	
		From	To
Farley, Tom	2/7/2008	5/15/2017	4/30/2023
Farrow, Margaret	2/7/2008	5/20/2019	4/30/2022
VACANCY			4/30/2024
VACANCY - Alternate			4/30/2024

The Ethics Board was established by Ordinance 06-16 on 9/5/2006. It consists of (3) regular citizen members and (1) alternate. Once established there will be alternating 3-year terms. There is no compensation for this position

FINANCE COMMITTEE	Original Appointment	Current Term	
		From	To
Dziwulski, Brian - Alderman	9/13/2021	9/13/2021	Indefinitely
Brown, Colleen - Alderman	5/6/2013	6/6/2016	Indefinitely
Kara, Jeff - Citizen Member	10/4/2021		Indefinitely
Klein, Scott - Administrator	1/1/2017	1/1/2017	Indefinitely

Created by Ordinance 09-02 on January 19th, 2009. The Committee shall consist of the following: Two (2) Common Council Members & the City Administrator. The appointments are to be made by the first regular meeting of the newly elected Council. The Mayor shall designate the chairman and secretary of the committee. On November 16th, 2009 it was revised by Ordinance 09-18 to add one (1) resident preferably with a financial background and Administrator as staff representative.

RESIDENCE BOARD	Original Appointment	Current Term	
		From	To
Wagner, K. Scott - District #1	8/6/2018	5/20/2019	5/1/2024
Tuttle, Debra - District #2	8/6/2018	8/6/2018	5/1/2021
VACANCY - District #3			5/1/2023

Created by Ordinance 18-01 Approved on January 15, 2018. The Board shall consist of three (3) citizens residing in the City one (1) from each Aldermanic District. Members shall serve for a term of five (5) years and shall serve no more than two (2) consecutive terms. The terms for the initial members of the Residence Board shall be staggered with one member serving one (1) year, a second member serving three (3) years and the third member serving five (5) years.

R&R COMMITTEE	Original Appointment	Current Term	
		From	To
Grosch, Ray - Alderman	9/13/2021	9/13/2021	Indefinitely
Piper, Christine - Citizen Member			
Michaels, Brian - Mental Health Specialist			
Moonen, Marc - Lieutenant			
Fuchs, Nick - Director of Community Development, City Planner			

Created....

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM •**

DATE: September 27, 2021

DEPARTMENT: PW - Engineering

PROVIDED BY: Magdelene Wagner

SUBJECT:

- §19.85(1)(g): Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, specifically related to Spring Creek Church

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION: