

In attendance:

Mayor Steve Bierce, Aldermen B. Bergman, C. Brown, B. Dziwulski, R. Grosch, and J. Kara. J. Wamser was absent and excused.

Also in Attendance:

Attorney S. Riffle, Administrator S. Klein, DPW Director J. Weigel, Utility Manager J. Mueller, HR Director L. Bergersen, Community Development Director K. Woldanski, City Planner H. Clinkenbeard, Assessor J. Siebers and Clerk/Treasurer K. Tarczewski.

1. Call to Order and Pledge of Allegiance – Mayor Bierce called the meeting to order at 7:00 p.m.
2. Public Comment - None.
3. Consent Agenda
 - 3.1 Approve Common Council Meeting Minutes Dated April 16, 2018.
 - 3.2 Approve the Accounts Payable Listings
 - 3.3 Approve the Bartender Licenses
 - 3.4 Approve **Resolution 18-05-11** Related to the City's Public Records Policy.
 - 3.5 Concur with the Plan Commission (4/19/2018) and Approve the 2050 Land Use/Transportation Plan for the Six Non-Neighborhood Land/Water Areas of the City of Pewaukee
 - 3.6 Concur with the Plan Commission (4/19/2018) to Approve **Ordinance 18-04** Rezoning the Property Located at N28 W26658 Peterson Drive (PWC 0930-052-009) to Rezone the Property from RS-1 Single-Family Residential to RS-4 Single-Family Residential (*Second Reading*).
 - 3.7 Concur with the Plan Commission (4/19/2018) and Approve the Preliminary Plat for the J & R Revocable Trust for the Richard Knutson Property Located at N28 W26658 Peterson Drive (PWC 0930-052-009)

Alderman Kara stated he would be abstaining from Item #3.1.

A Motion was made and seconded, (C. Brown, B. Dziwulski) to approve the items on the consent agenda. Motion Passed: 5-For, 0-Against with Alderman Kara abstaining from Item #3.1.

4. Discussion and Possible Action Regarding the Special Event Permit of the Pewaukee Chamber of Commerce to hold their Annual Farmers Market on Wednesdays from June 13 to September 26, 2018 at the Christ Lutheran Church Located at W240 N3103 Pewaukee Road and Possibly Waive Permit Fees

Ms. Tarczewski stated the Pewaukee Chamber wishes to hold their annual Farmers Market again this year and is requesting the special event fee be waived. She stated the Common Council has supported this in the past.

A motion was made and seconded, (J. Kara, B. Dziwulski) to approve the Pewaukee Chamber of Commerce special event permit and waive all fees. Motion Passed 5-For, 0-Against.

5. Discussion and Possible Action Regarding **Resolution 18-05-12** Related to the Personal Property Palpable Error for BJ Electric Supply Inc. Previously Located at N25 W23040 Paul Road (B455) and Rescind \$1,428.28 in Taxes

Ms. Tarczewski stated the City's Assessor confirmed that BJ Electric Supply was not doing business in the City of Pewaukee at all last year and should be removed from the assessment roll as well as having their 2017 personal property taxes be rescinded.

A motion was made and seconded, (C. Brown, B. Dziwulski) to approve Resolution 18-05-12 removing BJ Electric Supply Inc. from the 2017 assessment roll and rescind their 2017 personal property taxes in the amount of \$1,428.28. Motion Passed: 5-For, 0-Against.

6. Discussion and Possible Action Related to **Resolution 18-05-13** Designating Certain Funds for Prepayment of Decommissioning and Decontamination monies in its Government Water Fund as the "Reserve for Radium Removal Contingencies"

Mr. Weigel and Ms. Mueller were present for this item. Mr. Weigel stated it was a requirement to set aside funds in the amount of \$59,000 for contingencies that may arise while cleaning up the radium in one of our wells. He said the Water Utility funds will be used.

A motion was made and seconded, (B. Bergman, R. Grosch) to approve Resolution 18-05-13 directing the treasurer to open a separate radium contingency account. Motion Passed: 5-For, 0-Against.

7. Discussion and Possible Action to Authorize Stop Signs to be Placed at the Intersection of Cambridge Street & Charlotte Way, and the Intersection of Charlotte Way & Wilhar Road, Both in the Victoria Station IV Subdivision

Mr. Weigel stated he and Alderman Bergman were contacted by a resident within the subdivision who voiced safety concerns. After his review, Mr. Weigel stated he would recommend the installation of at least two stop signs. Each would cost approximately \$150 and the department has adequate funds for this project.

A motion was made and seconded, (B. Bergman, C. Brown) to concur with the recommendations of the City DPW Director and approve the installation of two stop signs within the Victorian Station IV subdivision. Motion Passed: 5-For, 0-Against.

Mr. Weigel stated they would be installed in approximately 2 weeks and flags will be attached to them to call attention.

8. Discussion and Possible Action to Approve the Hiring of a Temporary Staff Member for the Assessor's Office for Personal Property Assessments and Authorizing Budget Amendment if Necessary.

Mr. Siebers was present for this item. Mr. Klein stated Mr. Siebers has a large task in front of him and could use assistance to get the department in order. Mr. Siebers explained the personal property assessment process. He said businesses do a self-report every year which is due by the 31 of March. He said the laws have changed and there is now an exemption on anything that moves, such as machinery. He said there are 835 personal property accounts and 450 of the simpler reports have

been entered. He said no field visits have been completed on these properties in the past and they are desperately needed. Mr. Siebers stated this is proven by the amount of palpable errors that have been brought before the Council in the last few months.

Mr. Siebers requested approval to hire a part-time certified technician to work on the personal property accounts for approximately 6 hours a day, 5 days a week, for 6 weeks at \$25.00 per hour, plus social security which equates to \$4,844.25.

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A motion was made and seconded, (R. Grosch, B. Dziwulski) to temporarily hire a certified technician to assist with the personal property accounts using funds transferred out of the contingency fund, in an amount not to exceed \$4,844.25. Motion Passed: 5-For, 0-Against.

9. Discussion and Possible Action to Make Appointments to Various Boards, Committees and Commissions

Mayor Bierce stated he would present his recommendations at the next Common Council Meeting.

10. Public Comment - None.

11. 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:

- Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility as authorized under §19.85(1)(c), Stats., specifically regarding Park, Recreation & Community Services staff member.

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, B. Dziwulski) to adjourn into closed session at 7:40 p.m. Motion Passed by Roll Call Vote: 5-For, 0-Against.

A motion was made and seconded, (B. Bergman, B. Dziwulski) to adjourn the meeting from closed session at 8:34 p.m. Motion Passed: 5-For, 0-Against.

12. Adjournment

Respectfully Submitted,

Kelly Tarczewski
Clerk/Treasurer