

**MINUTES  
CITY OF PORT WASHINGTON  
COMMON COUNCIL MEETING  
Tuesday, November 5, 2019, 7:30 P.M., City Hall**

1. **ROLL CALL-** A duly convened meeting of the Common Council was called to order at 7:30 p.m. by Mayor Martin Becker. Members present were Alderpersons Deborah Postl, Paul Neumyer, Michael Gasper, Dan Benning, Jonathan Pleitner, Patrick Tearney and John Sigwart. Also present: City Engineer Rob Vanden Noven, City Planner Bob Harris, City Attorney Eric Eberhardt, City Administrator Mark Grams and City Clerk Susan Westerbeke.

2. **PLEDGE ALLEGIANCE TO THE FLAG-** The Pledge of Allegiance was recited.

3. **CONSENT AGENDA**

**A. Approve Minutes Of Previous Meeting**

**B. Approve Original Operator License Applications**

MOTION MADE BY ALD. PLEITNER, SECONDED BY ALD. BENNING TO APPROVE THE MINUTES OF THE PREVIOUS MEETING AS PRESENTED AND OPERATOR LICENSES FOR RAYNA NOACK, SARAH RIEDELL, TYLER MURRIE, JORDYNE RUNKEL AND SUSAN CROSS AS PRESENTED.

Motion carried unanimously.

4. **MAYOR'S BUSINESS**

**A. Consideration And Approval Of RFP For New Satellite Fire Station And RFP For Renovation Of Existing Fire Station-**

Mayor Becker asked for comments from the Alderpersons. Ald. Gasper expressed concerns over proceeding with the RFP process when a site has not been chosen. Obtaining proper RFP's without all the information and DOT approval of access to State Highway 33 if the Schanen Farm is used. Would also like to see a referendum to exceed the levy limit to fund the project. Ald. Benning reviewed the Fire Station Task Force process for selecting sites and Chief Mitchell is advising on the project and process. Alderpersons Postl, Neumyer, Pleitner, Tearney and Sigwart would approve the RFP process, but have concerns over cost of the project going forward. MOTION MADE BY ALD. BENNING TO APPROVE ISSUING THE RFP FOR BOTH THE RENNOVATION OF THE EXISTING STATION AND THE NEW STATION WITH CHIEF MITCHELL OBTAINING THE APPROPRIATE DATES. The City Attorney inquired whether this would include an interview clause. The City Administrator advised Council that with the size of this project they may want to interview and approve the firm. AMENDED MOTION MADE BY ALD. BENNING, TO INCLUDE WITH THE ORIGINAL MOTION AN INTERVIEW CLAUSE AS SUGGESTED BY THE CITY ATTORNEY, AMENDED MOTION SECONDED BY ALD. POSTL. VOTE TAKEN: AYE: 6, NO: 1 (GASPER). Motion carried.

**B. Proclamation In Recognition Of 120 Years Of The General Federation Woman's Club-Wisconsin And Port Washington Woman's Club-** Mayor Becker read the proclamation in recognition of GFWC-WI Port Washington Woman's Club 120 years of service supporting numerous community projects on November 25, 2019.

**C. Appointment Of Member To Commission On Aging-** Mayor Becker thanked Suzanne Bruner for her years of service on the Commission on Aging. The Mayor asked for a motion to appoint Angela Willms to complete the current term through May 1, 2021. MOTION MADE BY ALD. PLEITNER, SECONDED BY ALD. SIGWART TO APPROVE ANGELA WILLMS AS A MEMBER ON THE COMMISSION ON AGING TO COMPLETE THE CURRENT TERM THROUGH MAY 1, 2021 AS PRESENTED. Motion carried unanimously.

Mayor Becker thanked Governor Evers and Senator Baldwin for their support with the Marine Sanctuary. Gov. Evers is sending a letter of support to NOAA for the creation of the sanctuary, which will begin at Port Washington and run up to Algoma.

**5. OFFICERS'/STAFF REPORT**

**A. Project Update – Grant Street Improvements-** The City Engineer reported Grant Street was completed last week. Possibility Playground surface has been completed, is open for use and came in under budget.

**6. PUBLIC COMMENTS/APPEARANCES**

*Your comments are welcome. Please limit your discussion to 3 minutes. If you need more time, please contact the City Administrator and request that your topic be placed on the City Council Agenda.*

Dan Micha- Commented on the abandon auto dealership on S. Spring Street and the impact on the appearance of the entrance to the City. Offering an idea of putting the Paramount Blues Garage on that site rather than the Blues Factory in the downtown area.

**7. COMMITTEES**

**A. FINANCE AND LICENSE COMMITTEE**

**1. Approve Original Class “A” Alcohol Licenses For GPM Southeast, LLC d/b/a Rstore #4509 And Rstore #4510, Sara Rosenberg-Agent (1100 S. Spring St. & 1605 N. Wisconsin St.)-** Ald. Pleitner reported GPM Southeast, LLC is acquiring the two Riiser Fuels, LLC – Mad Max Gas Station Stores. The closing date is currently set for December 3<sup>rd</sup>. Applications are complete and background checks were completed and approved by Police Chief Hingiss. The Finance & License Committee is recommending approval. MOTION MADE BY ALD. BENNING, SECONDED BY ALD. NEUMYER TO APPROVE ORIGINAL CLASS “A” ALCOHOL LICENSES FOR GPM SOUTHEAST, LLC D/B/A RSTORE #4509 AT 1100 S. SPRING STREET AND RSTORE #4510 AT 1605 N. WISCONSIN STREET, SARA ROSENBERG- AGENT AS PRESENTED. Motion carried unanimously.

**2. Approve Event Permit Application For Port Washington Main Street, Christmas On The Corner-** Ald. Pleitner reported on the Event Permit Application. The parade route and street closings have been approved by Capt. Davel. MOTION MADE BY ALD. POSTL, SECONDED BY ALD. NEUMYER TO RECOMMEND APPROVAL OF THE EVENT PERMIT APPLICATION FOR PORT WASHINGTON MAIN STREET FOR CHRISTMAS ON THE CORNER INCLUDING PARADE AND ROAD CLOSURES AS PRESENTED. Motion carried unanimously.

**3. Review Of The 2020 City Budgets And Tax Levy-** Ald. Pleitner gave a Power Point presentation on the proposed budget. The City Administrator reviewed expenditure restraint and levy limits required for municipalities. There will be a budget public hearing held at the next Common Council meeting, which will be held on November 19<sup>th</sup>.

**4. Approve Dissemination Agent Agreement With Wisconsin Public Finance Professionals, LLC-** Ald. Pleitner reported each time the City issues notes or bonds in the municipal market a Continuing Disclosure Certificate is executed by the Mayor and Clerk. This provides to bond holders certain financial information and operating data annually. MOTION MADE BY ALD. BENNING, SECONDED BY ALD. POSTL TO RECOMMEND APPROVAL OF THE DISSEMINATION AGENT AGREEMENT WITH WISCONSIN PUBLIC FINANCE PROFESSIONALS, LLC AS PRESENTED. Motion carried unanimously.

**B. PERSONNEL COMMITTEE**

**1. Approve RFP For Search Firm To Assist City In Hiring New City Administrator-** The City Administrator reported on the companies that may be interested in assisting the City to find the next Administrator. This Request For Proposals will be sent out to those firms that offer this service, with a submission deadline 12:00 p.m. on Friday, November 22<sup>nd</sup>. Ald. Sigwart requested the Personnel Committee have a one-year contract with Mark Grams to assist in this transition of a new City Administrator. MOTION MADE BY ALD. SIGWART, SECONDED BY ALD. NEUMYER TO APPROVE RFP TO SEARCH FOR FIRM TO ASSIST WITH HIRING A NEW CITY ADMINISTRATOR AS PRESENTED. Motion carried unanimously.

**C. TRAFFIC SAFETY COMMITTEE**

- 1. Ordinance 2019-17 (Approve Stop Sign On Willow Drive At Amber Lane) 1<sup>st</sup> Reading-** The City Engineer reported that Ordinance 2019-17 and 2019-18 both relating to Phase 2 of the Greystone subdivision and the new streets that have been added, which require stop signs. There will be a second reading of this ordinance at the next meeting.
- 2. Ordinance 2019-18 (Approve Stop Sign On Boulder Pass At Amber Lane) 1<sup>st</sup> Reading-** See above.
- 3. Ordinance 2019-19 (Approve No Parking Unloading Stall On East Side Of Milwaukee Street At Van Buren Street) 1<sup>st</sup> Reading-** The City Engineer reviewed the needs of Frieden's Church for a loading zone and new entrance ramp into the church on Harrison and Van Buren Streets. There will be a second reading of this ordinance at the next meeting.

**8. BOARDS/COMMISSIONS**

**A. PLAN COMMISSION**

- 1. Resolution 2019-12 (Designating The Boundaries And Adopting The Project Plan For Tax Incremental District No. 4 Of The City Of Port Washington)-** The City Attorney reviewed the required documents and process for establishing TID District No. 4. The property is located at 900-910 S. Spring Street. The property was annexed from the Town of Port Washington in 2018. At that time it was rezoned to RM-4 Medium Rise Apartments for a proposed multi-family apartment for seniors. MOTION MADE BY ALD. PLEITNER, SECONDED BY ALD. BENNING TO APPROVE RESOLUTION 2019-12 DESIGNATING THE BOUNDARIES AND ADOPTING THE PROJECT PLAN FOR TAX INCREMENTAL DISTRICT NO. 4 AS PRESENTED. Motion carried unanimously.
- 2. Resolution 2019-13 (Resolution Creating Tax Incremental District No. 4 Of The City Of Port Washington)-** The City Attorney reviewed the required documents. Horizon Development would use tax credit financing in order to target the apartment units to low and moderate income senior citizens. In 2019 Horizon Development was awarded federal HOME funds through the Wisconsin Housing and Economic Development Authority (WHEDA). To assist with the financing package, site conditions which require additional funds, and site infrastructure, Horizon Development has requested a Pay-As-You-Go Tax Increment Financing Plan. The Joint Review Board and Plan Commission has reviewed and approved of the creation of TID #4. The current TIF request is estimated to be \$754,348, an additional \$39,703 will be diverted to the City for administrative expenses. The life of the TIF is anticipated to be 25 years. MOTION MADE BY ALD. SIGWART, SECONDED BY ALD. BENNING TO APPROVE RESOLUTION 2019-13 CREATING TAX INCREMENTAL DISTRICT NO. 4 AS PRESENTED. Motion carried unanimously.

**9. UNFINISHED BUSINESS-** None.

**10. NEW BUSINESS**

- A. Approve License Agreement Between The City Of Port Washington And Horizon Construction Group, Inc For Access To City Property On S. Spring Street-** The City Attorney reviewed the license agreement between the City and Horizon Construction Group, Inc, which would allow them to do some initial site work on our land for their proposed senior housing project. Present to report and answer questions was the developer Will Rutherford. MOTION MADE BY ALD. BENNING, SECONDED BY ALD. PLEITNER TO APPROVE THE LICENSE AGREEMENT BETWEEN THE CITY AND HORIZON CONSTRUCTION GROUP, INC. Motion carried unanimously.

**11. FORTHCOMING EVENTS-** Various events were mentioned.

**12. PUBLIC COMMENTS/APPEARANCES-** None.

**13. ADJOURNMENT-** MOTION MADE BY ALD. NEUMYER, SECONDED BY ALD. POSTL TO ADJOURN THE MEETING AT 9:04 P.M. Motion carried unanimously.