

MINUTES
CITY OF PORT WASHINGTON
COMMON COUNCIL MEETING
Tuesday, December 3, 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. POSTL TO APPROVE THE MINUTES FROM THE PREVIOUS MEETING AS PRESENTED AND AN OPERATOR LICENSE FOR ERIN KUNKEL HALL, NICOLE PAULUS, TEAGAN WALTERS AND JULIA BACKHAUS AS PRESENTED. Motion carried unanimously.

4. **MAYOR'S BUSINESS-** Mayor Becker informed the public of the collection bin for the Food Pantry located at City Hall if anyone would like to donate non-perishable items. He also thanked the Street Department for completing leaf pick up under difficult circumstances with uncooperative weather and issues with the truck.

5. **OFFICERS'/STAFF REPORT-** The City Engineer reported on the Public Information Meeting that was held prior to the Council meeting. There was a good turn out of residents and the Board of Public Works will be receiving a summary of the residents' comments.

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.- None.

7. **COMMITTEES**

A. FINANCE AND LICENSE COMMITTEE

1. Ordinance 2019-20 (An Ordinance Regulating Events, Event Licenses And Permits) 1st

Reading- Ald. Pleitner reviewed the discussion at the Finance and License Committee meeting held prior to the Council meeting. Ald. Benning reviewed the process taken to update the event permitting process. A new application manual is being drafted at this time. Several civic organizations were met with to review the needed changes due to the large number of events being requested annually. The City Attorney reviewed the ordinance draft with the Council. There will be a second reading of this ordinance at the next Council meeting.

B. PERSONNEL COMMITTEE

1. Approve Hiring Consultant To Assist Finding New City Administrator- The City Administrator reported that four RFP's were received and the Personnel Committee reviewed the submissions. The Committee is recommending the approval of Professional Administration Associates at an approximate cost of \$11,400. MOTION MADE BY ALD. PLEITNER, SECONDED BY ALD. POSTL TO APPROVE HIRING PROFESSIONAL ADMINISTRATION ASSOCIATES FOR AN ESTIMATED \$11,400 AS PRESENTED. Motion carried unanimously.

2. Approve Creation Of Part-Time Administrative Assistant Position For City Building Inspector And City Clerk And Hiring Employee For The Position- The City Administrator reported on the need for this position to replace the current employee who is retiring from the Building Inspection Department in January. The City Clerk also needs administrative assistance in the upcoming election year in her office and this position is part-time. It is also being recommended that Mary Quentin be hired for this position. She has been a temporary employee here at the City for some time in the Engineering and Building Inspection departments along with being a Chief Election Inspector. The Personnel Committee recommends the creation of this position and the hiring of Mary Quentin to fill it. MOTION MADE BY ALD. PLEITNER, SECONDED BY ALD. NEUMYER TO CREATE THE POSITION OF PART-TIME ADMINISTRATIVE ASSISTANT TO THE BUILDING INSPECTOR AND CITY CLERK AND HIRING MARY QUENTIN FOR THE POSITION FOR 20 HOURS PER WEEK AT \$18.80 PER HOUR AS PRESENTED. Motion carried unanimously.

8. BOARDS/COMMISSIONS- None.

9. UNFINISHED BUSINESS- None.

10. NEW BUSINESS

1. Appointment Of Election Inspectors, Chief Inspectors And Special Voting Deputies For 2020-2021 Term- The City Clerk reported on the appointment process which occurs every two years. The political parties may submit names of appointees to the municipalities and the City has received names from the Republican Party for appointment. The city can then fill the remaining staffing needs with unaffiliated Election Inspectors, Chief Inspectors and Special Voting Deputies as needed. The City Clerk recommends the appointment of individuals to these positions from the list provided. MOTION MADE BY ALD. BENNING, SECONDED BY ALD. PLEITNER TO APPROVE THE APPOINTMENT OF ELECTION INSPECTORS, CHIEF INSPECTORS AND SPECIAL VOTING DEPUTIES FOR THE 2020-2021 TERM FROM THE SUBMITTED LIST OF NAMES AND AS PRESENTED. Motion carried unanimously.

2. Approve Eghart House Lease Renewal- The City Administrator reviewed the current lease agreement with the W.J. Niederkorn Museum and Art Center who manage the Eghart House. The lease renews every 10 years with the current lease expiring March 31, 2020. The City owns this property and pays the utilities at an annual cost around \$1,700. The City Attorney drafted the renewal to the agreement. MOTON MADE BY ALD. PLEITNER, SECONDED BY ALD. NEUMYER TO APPROVE THE RENEWAL OF 10 YEARS TO THE LEASE AGREEMENT BETWEEN THE CITY AND W.J. NIEDERKORN MUSEUM AND ART CENTER AS PRESENTED. Motion carried unanimously.

11. FORTHCOMING EVENTS- Various events were mentioned.

12. PUBLIC COMMENTS/APPEARANCES- Dave Mueller- Spoke about the event permit application process and new ordinance being considered. He is supportive of the new application, ordinance and proposed fees.

13. MOTION TO GO INTO CLOSED SESSION PURSUANT TO WIS. STAT. §19.85(1)(e) FOR PURPOSES OF DELIBERATING OR NEGOTIATING THE PURCHASE, SALE OR EXCHANGE OF PUBLIC PROPERTIES OR CONDUCTING OTHER SPECIFIED PUBLIC BUSINESS, WHERE COMPETITIVE OR BARGAINING REASONS REQUIRE A CLOSED SESSION, TO-WIT: TO DISCUSS THE STATUS OF, APPROACHES TO, TERMS AND CONDITIONS OF, AND FORMULATE NEGOTIATING STRATEGIES FOR, THE POTENTIAL TRANSFER OF SANITARY SEWER SERVICE AREA BETWEEN THE VILLAGE OF SAUKVILLE AND THE CITY OF PORT WASHINGTON.- The Mayor read the closed session item. MOTION MADE BY ALD. PLEITNER, SECONDED BY ALD. BENNING TO GO INTO CLOSED SESSION FOR THE REASONS STATED ON THE AGENDA. ROLL CALL VOTE: AYE: POSTL, NEUMYER, GASPER, BENNING, PLEITNER, TEARNEY, SIGWART. Motion carried unanimously.

14. **MOTION TO CONVENE IN CLOSED SESSION PURSUANT TO WIS. STAT. § 19.85 (1)(G), TO CONFER WITH LEGAL COUNSEL FOR THE COMMON COUNCIL WHO IS RENDERING ADVICE CONCERNING STRATEGY TO BE ADOPTED BY THE COUNCIL WITH RESPECT TO LITIGATION IN WHICH IT IS OR IS LIKELY TO BECOME INVOLVED, TO-WIT: STATUS AND COLLECTION OF FINANCING PAYMENTS DUE FROM AND RELATED OBLIGATIONS OF DEVELOPER (BLACK CAP HALCYON HOLDINGS, LLC), AND CITY'S RIGHTS, REMEDIES AND OPTIONS UNDER THE TERMS OF THE LAND PURCHASE AGREEMENT AND MASTER DEVELOPMENT AGREEMENT DATED 8/15/2017 (AS AMENDED), AND THE PROMISSORY NOTE DATED 8/16/2018, FOR PRAIRIE'S EDGE SUBDIVISION.**- The Mayor read the closed session item. MOTION MADE BY ALD. PLEITNER, SECONDED BY ALD. SIGWART TO GO INTO CLOSED SESSION AT 8:28 P.M. FOR THE REASONS STATED ON THE AGENDA. ROLL CALL VOTE TAKEN: AYE: POST, NEUMYER, GASPER, BENNING, PLEITNER, TEARNEY, SIGWART. Motion carried unanimously.

15. **RECONVENE INTO OPEN SESSION TO TAKE ACTION, IF ANY, RELATING TO CLOSED SESSION DISCUSSIONS.**- Council reconvened into open session at 9:28 p.m. All members were present in closed session. No action was taken in open session.

16. **ADJOURNMENT-** MOTION MADE BY ALD. SIGWART, SECONDED BY ALD. POSTL TO ADJOURN THE MEETING AT 9:30 P.M. (Ald. Excused were Gasper, Tearney) Motion carried.

Respectfully submitted:

Susan L. Westerbeke, City Clerk