



CITY OF PORT WASHINGTON, OZAUKEE COUNTY, WI
COMMON COUNCIL MEETING
TUESDAY, SEPTEMBER 15, 2020 AT 7:30 P.M.
Port Washington City Hall, 100 W. Grand Avenue, Port Washington, WI 53074

MINUTES

1. ROLL CALL- Mayor Martin Becker convened the Common Council meeting at 7:30 p.m. Members present were Alderpersons Deborah Postl, Paul Neumyer, Mike Gasper, Dan Benning, Jonathan Pleitner, Pat Tearney and John Sigwart. Also present was City Engineer Rob Vanden Noven, City Planner Bob Harris, City Attorney Eric Eberhardt, City Administrator Anthony Brown and City Clerk Susan Westerbeke.

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

3. CONSENT AGENDA

All items listed under the Consent Agenda are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member so requests, in which event the item will be removed and considered at this point on the agenda.

A. Approve Minutes of Previous Meetings- MOTION MADE BY ALD. BENNING, SECONDED BY ALD. PLEITNER TO APPROVE THE MINUTES OF THE PREVIOUS MEETING AS PRESENTED. Motion carried unanimously.

4. MAYOR'S BUSINESS

A. Appointment of Election Inspectors for the 2020-2021 Election Cycle- MOTION MADE BY ALD. PLEITNER, SECONDED BY ALD. SIGWART TO APPROVE THE APPOINTMENT OF ELECTION INSPECTORS FOR THE 2020-2021 TERM TO INCLUDE MARTHA WELTON, PAUL NEUMYER, CECELIA MELCHER, EARL MONDAY, YVONNE KLOTZ, JAN YOUNG, BARBARA STEINMETZ, AIMEE WESTERBEKE-ZOZAKIEWICZ, RALPH PEREZ, CHRISTINE FLINT, KERI VOSS HELING, BETH PLAUTZ, JOAN MEYER AND TOM CARSON AS PRESENTED. Motion carried unanimously.

5. OFFICERS'/STAFF REPORT

A. City Engineer's Report

1. Report on 2020 Street Improvements- The City Engineer reported the streets would be surfaced starting tomorrow, once completed the project is finished.

2. Update on North Breakwater Walkway Construction- Approximately 350 feet of the walkway has been removed and the project will be completed by the end of October.

B. City Planner's Report

1. Update on Federal EDA Grant for an Emergency Generator at the Water and Wastewater Utility Buildings- The City Planner gave an update on the application for the grant for both back up generators. The City needs to resubmit a letter confirming the City can provide the matching funds, which the City Planner will get drafted and sent.

C. City Clerk's Report

1. Update on Voter Registration and Absentee Voting Process- The City Clerk reviewed the process for Voter Registration and Absentee Ballot requests. Residents must request an Absentee Ballot, they are not automatically sent to all registered voters. In Person Early Voting by Absentee Ballot will be held at City Hall in Council Chambers from October 20th – 29th from 7:30 a.m. to 4:30 p.m. and Friday, October 30th from 7:30 a.m. to 5:00 p.m. Voter Registration can be completed at the same time.

6. PUBLIC COMMENTS/APPEARANCES

Your comments are welcome. Please limit comments to three (3) minutes. If you need more time, contact the City Administrator and ask that your topic be placed on a Common Council Agenda.

Meaghan Hoffmann- Spoke in favor of the City allowing Trick-Or-Treating to occur on Saturday, October 31st.

7. FROM STANDING COUNCIL COMMITTEES

A. FINANCE AND LICENSE COMMITTEE

1. Consideration and Possible Action on Budget and Financial Policies – Fund Balance Policy- Ald. Pleitner reported the proposed policy establishes and clarifies a framework for financial management decision making. It also provides steps to take a more strategic and long-term financial planning approach including a Fund Balance Policy. The City Administrator reviewed the details on the fund balance needs of the City, which also are used for credit rating analysis. MOTION MADE BY ALD. PLEITNER, SECONDED BY ALD. POSTL TO APPROVE THE FUND BALANCE POLICY AS PRESENTED. Motion carried unanimously.

2. Consideration and Possible Action on Group Health Trust (GHT) 2021 Health Insurance Renewal Proposal- City Insurance representative Tom Ross was present to review the renewal proposal, which is a 4% increase over last year with the same coverage. MOTION MADE BY ALD. PLEITNER, SECONDED BY ALD. POSTL TO APPROVE THE 2021 HEALTH INSURANCE RENEWAL PROPOSAL THROUGH ANSAY & ASSOCIATES FOR WCA GROUP HEALTH TRUST (GHT) AS PRESENTED. Motion carried unanimously.

3. Consideration and Possible Action on Quit Claim for CTH LL Access- This item was tabled.

4. Consideration and Possible Action on 2021 Street, Sewer and Water Design Proposal- - City Engineer Vanden Noven was present to review the request for proposal submitted by Gremmer and Associates for design and staking of the proposed 2021 street, sewer and water improvements. The northern area of the city is where most of the improvements will take place. MOTION MADE BY ALD. PLEITNER, SECONDED BY ALD. POSTL TO APPROVE THE GREMMER AND ASSOCIATES PROPOSAL FOR \$97,460 AS PRESENTED. The City Attorney will need to review and approve the proposal. AN AMENDED MOTION WAS MADE BY ALD. PLEITNER, SECONDED BY ALD. POSTL TO INLCUDE IN THE PREVIOUS MOTION SUBJECT TO THE REVIEW AND APPROVAL OF THE CITY ATTORNEY. Motion carried unanimously.

5. Consideration and Possible Action on 2020 Sewer Televising Proposal for 2021 Street Project- City Engineer Vanden Noven reviewed the three quotes received and Northern Pipe was the low bidder at \$7,028.56. MOTION MADE BY ALD. PLEITNER, SECONDED BY ALD. POSTL TO APPROVE THE BID FROM NORTHERN PIPE AT A COST OF \$7,028.56 AS PRESENTED. Motion carried unanimously.

6. Consideration and Possible Action on Agreement with Michels Construction for the Sanitary Sewer Rehabilitation in Marina Parking Lot (Behind Duluth Trading)- City Engineer Vanden Noven reviewed the project being recommended. There are fractures in the sewer lines under the Duluth Trading parking. With the high lake level, this is allowing water to flood into the system and needs to be rectified. Michels Construction submitted a proposal to complete the repair work for \$70,000. MOTION MADE BY ALD. BENNING, SECONDED BY ALD. POSTL TO APPROVE THE PROPOSAL FROM MICHELS CONSTRUCTION FOR \$70,000 AS PRESENTED. City Attorney Eberhardt requested the motion be subject to his review and approval of the terms and insurance that are not included. AMENDED MOTION MADE BY ALD. PLEITNER, SECONDED BY ALD. POSTL TO INCLUDE WITH THE PREVIOUS MOTION SUBJECT TO REVIEW AND APPROVAL OF THE CITY ATTORNEY. Motion carried unanimously.

7. Consideration and Possible Action on Stantec Amendment for Lake Street Headwall Design- City Engineer Vanden Noven reviewed the Lake Street project, which includes the box culvert and trash rack. Stantec created a proposal to complete the additional design work to complete the project that will no longer be done by city crews. Approval of this proposal would be subject to ongoing negotiations with Stantec on refining the scope, level of effort and price, which is approximately \$16,168. MOTION MADE BY ALD. PLEITNER , SECONDED BY ALD. POSTL TO APPROVE THE STANTEC AMENDED PROPOSAL SUBJECT TO THE ITEMS RECOMMENDED BY THE CITY ENGINEER FOR APPROXIMATELY \$16,168 FROM THE 2019 BORROWING. Motion carried unanimously.

8. Consideration and Possible Action on Event Cabaret License for Gopher One on 9/26- Ald. Pleitner reviewed the application for a private party at this establishment. MOTION MADE BY ALD. PLEITNER, SECONDED BY ALD. POSTL TO APPROVE THE CABARET LICENSE APPLICATION FOR THIS PRIVATE EVENT AT GOPHER ONE ON SEPTEMBER 26, 2020 LOCATED AT 605 W. GRAND AVENUE AS PRESENTED. Motion carried unanimously.

8. FROM CITY BOARDS/COMMISSIONS- None.

9. UNFINISHED BUSINESS- None.

10. NEW BUSINESS

A. Proposed Discontinuance of E. Jackson Street Between E. Lake Street and its Eastern Terminus (Referral Only)- Ian McCain from Ansay Development was present to review this request for discontinuance of E. Jackson Street, beginning at E. Lake Street going east, where Newport Shores is currently located. The City would continue to own the northern half of the street to provide public right-of-way to the breakwater and lakefront. Ansay Development would own the southern half of the street area. Ald. Gasper requested the City wait on approving the discontinuance until construction of the building is underway. Discussion was held and the City Attorney reviewed the process for vacation of Jackson Street and the current Development Agreement with Ansay. The City will retain a permanent public easement to the lakefront.

B. Update on Status of Ad-Hoc Diversity, Equity and Inclusion Task Force- The City Administrator reported on current discussions that were held at City Hall with regards to the membership of the committee, its goals and outreach to the community for their feedback on the development of the committee.

C. Discussion and Possible Action on City Halloween Trick-or-Treating- Discussion was held on whether the City should allow Trick-or-Treating to be held on Saturday, October 31st with the continuous outbreak of Covid-19 throughout the County. The City Administrator will contact the Ozaukee County Health Department and request more information on their opinion about holding this event. This item will be back on the October 6th agenda for discussion and possible action.

11. FORTHCOMING EVENTS- Various events were discussed.

12. PUBLIC COMMENTS/APPEARANCES- Meaghan Hoffmann requested that Common Council allow Trick-or-Treating to be held on October 31st.

13. ADJOURNMENT- MOTION MADE BY ALD. NEUMYER, SECONDED BY ALD. POSTL TO ADJOURN THE MEETING AT 8:35 P.M. Motion carried unanimously.