

Meeting of: **COMMON COUNCIL OF THE CITY OF STOUGHTON**
Date/Time: Tuesday, June 13, 2017 @ 7:00 p.m.
Location: Council Chambers (2nd Floor of Public Safety Building)
321 South Fourth Street, Stoughton, Wisconsin
Members: Mayor Donna Olson, Tim Swadley, Matt Bartlett, Sid Boersma, Michael Engelberger, Regina Hirsch, Greg Jenson, Kathleen Johnson, Dennis Kittleson, Tom Majewski, Pat O'Connor, Lisa Reeves, and Scott Truehl

CALL TO ORDER

Mayor Olson called the meeting of the Common Council to order at 7:01 p.m.

Roll Call, Communications, and Presentations:

Clerk Kropf called the roll and noted that there were ten alderpersons present with Reeves and O'Connor being absent and excused.

Hirsch gave an overview of the RDA charrette update from the weekend before. She noted that it was well attended and great input was offered to the developer as a result of the process.

Engelberger explained that the Art Walk held on June 10, 2017 was an overwhelming success and he hopes that it will occur next year as well.

Planning Director Scheel noted that the Parade of Homes was this past weekend as well and was also well attended.

Mayor Olson noted that the Relay for Life will be held this weekend and the opening ceremony will be held Friday, June 16, 2017 at Mandt Park.

Swadley explained that he and the Mayor held a meeting with Forward Development Group to discuss the Highway 138 access within the Kettle Park West Development and they are continuing to work with the WIDOT on this issue.

Update on Historic Preservation Ordinances from Attorney Dregne

Attorney Dregne explained that he was asked to work with the Landmarks Commission regarding the City ordinances relating to Historic Preservation. He noted that he and the committee identified nine issues that need further time to research. He explained that he will continue to work with the Landmarks Commission and will bring updates to the Council throughout the process.

Liquor License Overview by Clerk Kropf

Clerk Kropf gave an overview of the different licenses within the City. She explained what each license is used for and how many the City has issued and still has available.

Minutes and Reports: the following minutes were entered into the record:

- Public Safety Committee (4/26/2017), Finance Committee (5/9/2017), Library Board (4/19/2017), Board of Review (5/16/2017), Landmarks Commission (4/13/2017), Personnel Committee (5/1/2017) and Utilities Committee (4/17/2017)

Public Comment Period:

No persons registered to speak.

CONSENT AGENDA

A. May 23, 2017 Council Minutes

B. **R-78-2017**- Authorizing and directing the proper city official(s) to approve the update to the Work Rules Holiday policy to strike the four hours on New Year's Eve and the four hours on Christmas Eve afternoon and instead receive eight hours on Christmas Eve. *(Personnel Committee approved 4-0 on April 3, 2017)*

C. **R-79-2017**- Authorizing and directing the proper city official(s) to approve updated City Work Rules as it pertains to CDL rules. *(Personnel Committee approved 4-0 on March 6, 2017)*

D. **R-80-2017**- Authorizing and directing the proper city official(s) to approve the Liquor License renewals for the period of July 1, 2017, to June 30, 2018. *(Public Safety Committee approved 3-0 on May 24, 2017)*

E. **R-81-2017**- Authorizing and directing the proper city official(s) to approve the Outdoor Consumption Permits for the period of July 1, 2017, to June 30, 2018. *(Public Safety Committee approved 3-0 on May 24, 2017)*

Motion by Boersma, to approve the consent agenda, second by Majewski. Motion carried 10-0.

OLD BUSINESS

NONE

NEW BUSINESS

R-82-2017- Resolution by the Common Council of the City of Stoughton Approving an Agreement with Angus Young Associates, Inc for Architectural Services related to the construction of a new Public Works Facility. *(Public Works approved 4-1, with Boersma voting noe on January 17, 2017 and Finance Committee approved 5-0 on May 23, 2017)*

Motion by Majewski, to approve R-82-2017, second by Jenson. Planning Director Scheel explained the different services within the scope of the agreement. Public Works Director Hebert noted that the City Attorney had reviewed the contract and feels that this contract will protect the City. Boersma expressed that he is concerned with the cost of the project, as he has noted in the past. Motion carried on a roll call vote of 9-1, with Boersma voting noe.

R-83-2017- Authorizing and Directing the proper City official(s) to Award the Bid for the Milfab Site Demolition in the Riverfront Redevelopment Area Located at 433 East South Street, Stoughton, WI (*Redevelopment Authority approved 6-0 on May 18, 2017*)

Motion by Truehl, to table R-83-2017 until the July 25, 2017 Council meeting, second by Engelberger. Truehl explained that for the demolition to occur, the RDA needs to obtain a grant from the State. These grants will be available for application after July 1, 2017. Motion carried 10-0.

R-84-2017- Authorizing and directing the proper city official(s) to approve the updated Work Rules Call-Back policy as it relates to the Public Works Department. (*Personnel Committee approved 4-0 on February 6, 2017*)

Motion by Majewski, to approve R-84-2017, second by Jenson. Majewski noted that this is an updated section of the work rules pertaining to the City's Call-Back policy for the Public Works Department. HR Director Gillingham noted that this would reflect what is already occurring in the Utilities Department and is being brought forward for equity between the two departments. Motion carried 10-0.

R-85-2017- Authorizing and directing the proper city official(s) to approve the updated Work Rules On-Call policy as it relates to the Public Works Department (*Personnel Committee approved 4-0 February 6, 2017*)

Motion by Majewski, to approve R-85-2017, second by Boersma. Majewski explained that this is also an update to the work rules and creates equity between the Public Works and Utilities Departments. Public Works Director Hebert noted that the individual who is on call will receive an extra 14 hours of pay for that week. The current rate is 12 hours. Motion carried 10-0.

R-86-2017- Authorizing and directing the proper city official(s) to approve the retroactive pay associated with updated Work Rules On-Call policy which was approved on March 6, 2017 as it relates to the Public Works Department. (*Personnel Committee approved 4-0 on April 3, 2017*)

Motion by Majewski, to approve R-86-2017, second by Boersma. HR Director Gillingham explained that with the approval of the on call policy, this would allow the employees to receive the back pay for the retroactive on-call hours beginning January 1, 2017. Motion carried 10-0.

R-87-2017- Authorizing and directing the proper city official(s) to approve the update to the Work Rules Holiday policy to change holiday compensation from three and a half times to double time for working the holiday plus eight (8) hours for the day (3x). (*Personnel Committee approved 4-1, with O'Connor voting noe on April 3, 2017*)

Motion by Majewski, to approve R-87-2017, second by Swadley. HR Director Gillingham noted that this would make the work rules more consistent with other communities and their method of holiday pay. Motion carried 10-0.

R-88-2017- Authorizing and directing the proper city official(s) to approve the updated Hiring Policy – Leadership. *(Personnel Committee approved 4-0 on May 1, 2017)*

Motion by Majewski, to approve R-88-2017, second by Boersma. Majewski noted that the Council had requested that this policy on hiring leadership or a department head position be reviewed and updated. HR Director Gillingham explained that this policy is more comprehensive and really explains the process of hiring leadership roles in any type of situation. Motion carried 10-0.

R-89-2017- Authorizing and directing the proper city official(s) to approve the updated Hiring Policy – Full and Regular Part-Time Positions. *(Personnel Committee approved 5-0 on May 1, 2017)*

Motion by Majewski, to approve R-89-2017, second by Boersma. HR Director Gillingham noted that this policy has been updated to reflect the current practices of hiring non-leadership positions and also if those position descriptions would ever need to be changed. Motion carried 10-0.

R-90-2017- Authorizing and directing the proper city official(s) to approve the updated position description and title change of “Forester/Machine Operator” to “City Forester”. *(Personnel Committee approved 4-0 on June 5, 2017)*

Motion by Majewski, to approve R-90-2017, second by Boersma. Public Works Director Hebert noted that the position description had been changed to reflect the current needs of the City’s urban forest. He noted that this position will also have duties assigned outside the scope of a forester. Motion carried 10-0.

R-91-2017- Authorizing and directing the proper city official(s) to approve the move forward with hiring for position of City Forester with updated title and position description using grade, step and compensation from Springsted determination. This position would be funded from the 2017 budget at \$23.20 per hour with budgeted benefits. *(Personnel Committee approved 4-0 on June 5, 2017)*

Motion by Majewski, to approve R-91-2017, second by Boersma. Majewski explained that this would allow for the posting and recruitment of the City Forester. Motion carried 10-0.

R-92-2017- Authorizing and directing the proper city officials to approve an annual period for employees to request their Springsted study position grade be reviewed due to a qualified change as outlined in the Request for Reconsideration with the deadline of May (annually) for submission of request with the exception of 2017 which will be July. *(Personnel Committee approved 4-0 on June 5, 2017)*

Motion by Majewski, to approve R-92-2017, second by Boersma. HR Director Gillingham stated that this would allow employees to request a Springsted review of their job description, if there are qualifying changes made to their job description. Engelberger expressed that he is voting against this and that it is wrong because he feels that it is not worker friendly and would increase

the likeliness of someone leaving the City. He felt that it was wrong that if an employee would have changes to their job description then they couldn't ask for a re-evaluation after the annual deadline. HR Director Gillingham noted that if positions open up based on employee departures, the team will take on more responsibilities in the short term. These types of duty increases will not qualify for a description review. Motion carried 9-1, with Engelberger voting no.

ADJOURNMENT

Motion by Jensen, to adjourn the meeting of the Common Council, second by Truehl. Motion carried 10-0. The June 13, 2017 meeting of the Common Council adjourned at 8:20 p.m.