



Office of the Clerk/Treasurer

W240N3065 Pewaukee Road
Pewaukee, WI 53072
(262) 691-0770 Fax 691-1798

PLEASE NOTE EARLY START TIME

**COMMON COUNCIL
MEETING NOTICE AND AGENDA**

Monday, September 20, 2021

5:30 PM

Common Council Chambers ~ Pewaukee City Hall
W240 N3065 Pewaukee Road ~ Pewaukee, Wisconsin

-
1. Call to Order and Pledge of Allegiance
 2. Public Comment - Please limit your comments to two (2) minutes, if further time for discussion is needed please contact your District Alderperson prior to the meeting.
 3. Presentation of the Pewaukee Fire Department 2020 Community Risk Assessment and Standards of Cover Analysis [Chief Bierce / Assistant Chief Hoppe]
 4. Discussion and Possible Action to Reduce the Special Event Fees for the Christmas Fantasy House to Benefit the Ronald McDonald House [Tarczewski]
 5. Discussion and Possible Action Regarding Naming Rights and Values of Amenities at the Pewaukee Sports Complex Related to the Proposed All-Inclusive Playground and Splash Pad [Fuchs / Phalin]
 6. Discussion and Action Regarding the Adoption of the 2021 Compensation Plan Created by Carlson Dettmann Consulting [Woldanski]
 7. Discussion and Possible Action to Establish the 2022 Garbage and Recycling Fee Rate and Amendment of Yard Waste Pick Up Procedures [Wagner]
 8. Discussion and Possible Action to Make Appoints to Various Boards, Commissions and Committees [Mayor Bierce]
 9. Public Comment - Please limit your comments to two (2) minutes, if further time for discussion is needed please contact your district Alderperson prior to the meeting.
 10. 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:
 - 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:
 - §19.85(1)(g): Conferring with legal counsel for the governmental body who is rendering oral

or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, specifically related to Spring Creek Church

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.

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.

11. Adjournment

Kelly Tarczewski
Clerk/Treasurer

September 16, 2021

NOTICE

It is possible that members of other governmental bodies of the municipality may be in attendance to gather information that may form a quorum. At the above stated meeting, no action will be taken by any governmental body other than the governmental body specifically referred to above in this notice.

Any person who has a qualifying disability under the Americans with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible format must contact the Clerk/Treasurer, Kelly Tarczewski, at (262) 691-0770 three business days prior to the meeting so that arrangements may be made to accommodate your request.

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 3.**

DATE: September 20, 2021

DEPARTMENT: Clerk/Treasurer

PROVIDED BY:

SUBJECT:

Presentation of the Pewaukee Fire Department 2020 Community Risk Assessment and Standards of Cover Analysis
[Chief Bierce / Assistant Chief Hoppe]

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 4.**

DATE: September 20, 2021

DEPARTMENT: Clerk/Treasurer

PROVIDED BY:

SUBJECT:

Discussion and Possible Action to Reduce the Special Event Fees for the Christmas Fantasy House to Benefit the Ronald McDonald House [Tarczewski]

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

Application Ronald McDonald



W240 N3065 Pewaukee Road
Pewaukee, WI 53072
262-691-0770, FAX: 262-691-1798
www.cityofpewaukee.us

SPECIAL EVENT PERMIT APPLICATION

May 2012

Permit approved	_____	Date	_____
Permit fees paid	_____	Date	_____
Deposit paid	_____	Date	_____
Deposit returned?	_____	Date	_____
FEES ARE NON-REFUNDABLE			

APPLICATION AND PERMIT FEE IS DUE 90 DAYS PRIOR TO YOUR EVENT.

ORGANIZATION INFORMATION

Name of Organization Ronald McDonald House Charities of Eastern WI			
Street Address 8948 Watertown Plank Rd	City Milw.	State WI	Zip 53226
Phone Number 414-475-5333	Are you a 501(c)3 Organization? Circle one		<input checked="" type="radio"/> Yes <input type="radio"/> No
Event Contact Person (First & Last Name) Deb Wolff			
Address 17955 Knoll Ct	City Brookfield	State WI	Zip 53045
Email wolffdl@yahoo.com	Phone Number 262-894-2059	Day of Event Phone Number 262-894-2059	

EVENT INFORMATION

Name of Event Christmas Fantasy House	Date(s) of Event 10/30 and 11/2-7, 2021
Event Start Time 10/30 4pm: Private 11/2-7 10:00 am	Event End Time 10/30 12am: Private 11/2-7 8:00 pm
Location of the Event* N41 W23710 Century Farm Rd, Pewaukee	
Will your event take place in a residential neighborhood? <i>If yes, you will be required to notify all adjacent property owners when the event will occur. Circle One</i>	
<input checked="" type="radio"/> Yes <input type="radio"/> No	
<p>You MUST attach a detailed map/sketch of your event indicating the specific location, layout of your event, the direction of the route, including all turns and the number of traffic lanes to be used.</p> <p>*If you are using a City Park, you must reserve the park through the Park/Recreation Department prior to getting your special event permit approved by the Common Council. Call 262-691-7275.</p>	
Generally describe your event and its purpose In its 28th year, Christmas Fantasy House is a home decorated inside and out for the holidays. The general public buys tickets to tour the home and proceeds benefit the Ronald McDonald House in Milwaukee.	
Based on the class definitions found in the manual, what class is your event? Circle One.	10/30 <input checked="" type="radio"/> Class I <input type="radio"/> Class II 11/2-7
Estimated Number of Participants 2000-3000 over 7 days	Spectators _____ Vendors _____

OTHER INFORMATION CONTINUED

What other assistance do you foresee needing from the City (personnel, materials, and/or equipment)?

Will contact the police department for possible escort into home on days the media comes at 4:30-5:00 am

Have you reviewed and do you have a copy of the **City of Pewaukee Special Events Manual** as well as the **City Special Events Ordinance**? *Circle One.*

Yes

No

INSURANCE REQUIREMENTS

The Special Event Sponsor will obtain liability insurance for an event that includes alcohol, has more than 150 people per day or involves a road closure. Proof of this insurance with coverage no less than \$1,000,000 which names and endorses the City, its officers, agents, employees and contractors as an additional insured party is due no later than 20 days before the event.

Are you able to provide these insurance documents, if required? *Circle One.*

Yes

No

DEPOSIT REQUIREMENTS

The applicant may be required to submit to the City a cleaning/damage deposit of \$200 per day for each scheduled day of the event (or portion thereof), two weeks prior to the starting date of the event. The deposit shall be refunded to applicant, if, upon inspection, all is in order, or a prorated portion thereof as may be necessary to reimburse the City for loss or cleaning costs. The City reserves the right to retain the entire deposit if cleanup is not completed satisfactorily in the time frame as specified in the permit. Unless otherwise stated in the permit, the applicant shall be fully responsible for all necessary cleanup associated with the permitted event to be completed within twelve (12) hours after the conclusion of the event. (This deposit is separate from any deposit required by the Park/Recreation Department for park use).

TERMINATION OF AN EVENT

The City reserves the right to shut down a special event that is in progress if it is deemed to be a public safety hazard by Police Services and/or Fire Department and/or there is a violation of City Ordinances, State Statutes or the terms of the Applicant's permit. The City Administrator and/or his/her designee may revoke an approved Special Events Permit if the applicant fails to comply in good faith with the provisions of the permit prior to the event date.

By signing this form, the applicant certifies authorization to act on behalf of their organization and hereby agrees to hold the City, its officers, employees, agents and contractors, harmless against all claims, liability, loss, damage or expense (including but not limited to actual attorney's fees) incurred by the City for any damage or injury to person or property caused by or resulting directly or indirectly from the activities for which the permit is granted. Any change to coverage requires City approval.

Melissa Marnay
Signature of Applicant

7/20/2021
Date

For staff use only

Fees collected with application submission:

Class I Event

Class II Event

PERMIT FEES CHARGED

Common Council approval, if necessary, on:

Police Services approval*:

Application forwarded to:

- ☐ Administrator
☐ Building Inspector
☐ Fire Chief
☐ Park & Rec Director
☐ Police Services
☐ Public Works Director

Fire Department approval*:

Add'l fees charged by Departments

Administration

Building Inspection

Fire

Public Works

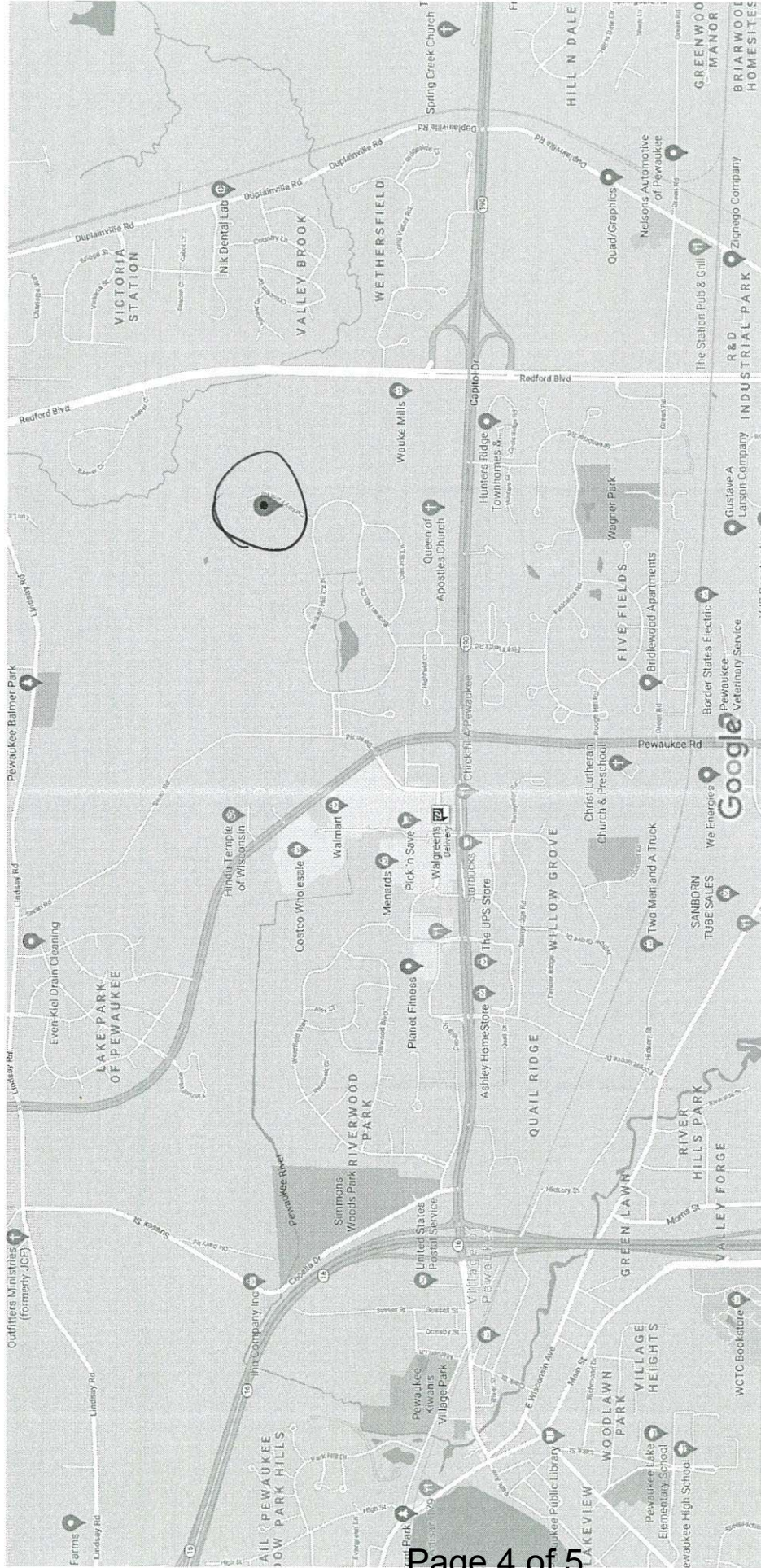
Police Services

Security Deposit

*Comments/concerns should be attached separately

Rev 2/14/13

Google Maps Century Farm Rd



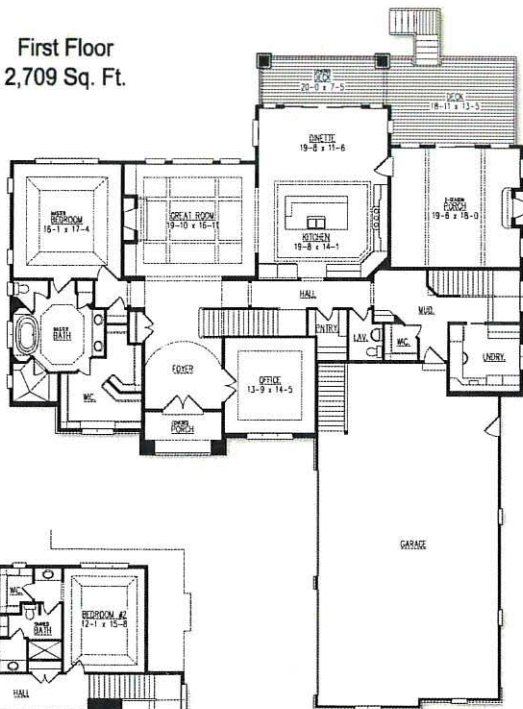


The Greenwood 2021 MBA Parade of Homes Model

VICTORY
HOMES OF WISCONSIN, INC.

DISTINCTIVE DESIGNS.
SUPERIOR CRAFTSMANSHIP.

First Floor
2,709 Sq. Ft.



POINTS OF INTEREST

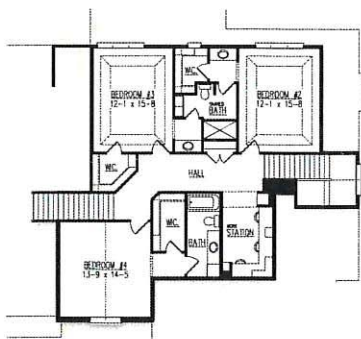
- 3,933 Sq. Ft.
- 4 bedroom
- 3.5 bath
- 4-car side entry garage
- First floor master suite with luxury bath
- Home office, 3-season room, covered deck, second floor homework station
- 1,405 Sq. Ft. Finished lower level adds rec room, lounge, wet bar with wine room, cold storage room, exercise room, and fifth bedroom with walk-in closet and full bath

Model Hours: Coming this August for the MBA Parade of Homes!

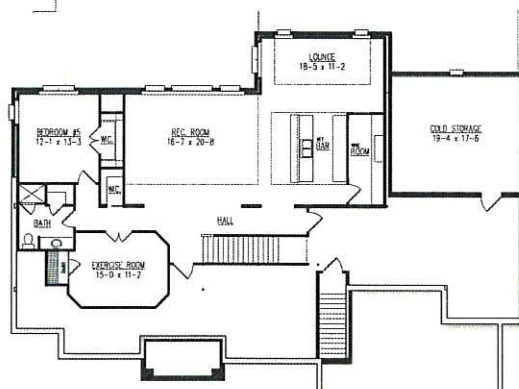
Lot 51, Swanview Farms, Pewaukee

Directions: 94 East or 94 West, take exit 294 for WI-164 N toward Waukesha J/Pewaukee, head north on WI-164 for 2.7 miles, turn right onto Swan Rd, entrance to subdivision 0.4 miles on east side of Swan Rd.

Second Floor
1,224 Sq. Ft.



Finished Lower Level
Adds 1,405 Sq. Ft.



Model home as depicted may not represent base home plan. Please see a sales representative for details.

FOLLOW US ON:



**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 5.**

DATE: September 20, 2021

DEPARTMENT: Planning

PROVIDED BY: Nick Fuchs

SUBJECT:

Discussion and Possible Action Regarding Naming Rights and Values of Amenities at the Pewaukee Sports Complex Related to the Proposed All-Inclusive Playground and Splash Pad [Fuchs / Phalin]

BACKGROUND:

Staff has put together a draft table listing potential items that could be sponsored to assist in fundraising for the all-inclusive playground and splash pad project.

The values within the table for naming rights and existing amenities were based on research of comparable amenities marketed by other communities. The value of proposed or new amenities were based upon the cost of the amenity. Note that the table includes term options at different amounts with a percentage increase for shorter term periods.

Staff is requesting that these amounts be accepted by the Common Council to allow presentation to potential sponsors. Any actual agreements or changes to these values would still require final Common Council review and approval.

The subject table and values were reviewed and unanimously approved by the Joint Parks and Recreation Board at their September 8, 2021 meeting.

FINANCIAL IMPACT:

RECOMMENDED MOTION:

A motion to direct staff to utilize the proposed values of amenities at the Pewaukee Sports Complex for the purpose of fundraising for the all-inclusive playground and splash pad project.

ATTACHMENTS:

Description

PSC Naming Rights Values



SPONSORSHIP OPPORTUNITIES

Join the campaign to support the Pewaukee Sports Complex

AMENITY	DESCRIPTION	5 YEARS*	10 YEARS*	15 YEARS*	20 YEARS*
PARK NAMING RIGHTS	Branded naming rights of the park, including prominent signage abutting Lindsay Road that includes sponsor's name "at the Pewaukee Sports Complex."	\$262,500 (\$52,500/yr.)	\$431,250 (\$43,125/yr.)	\$600,000 (\$40,000/yr.)	\$750,000 (\$37,500/yr.)
PLAYGROUND NAMING RIGHTS	Branded naming rights of the all-inclusive playground. Includes prominent signage at the main entrance of the playground and name & logo on the surface.	\$175,000 (\$35,000/yr.)	\$287,500 (\$28,750/yr.)	\$400,000 (\$26,667/yr.)	\$500,000 (\$25,000/yr.)
SPLASH PAD NAMING RIGHTS	Branded naming rights of the splash pad. Includes prominent signage at the main entrance to the splash pad.	\$175,000 (\$35,000/yr.)	\$287,500 (\$28,750/yr.)	\$400,000 (\$26,667/yr.)	\$500,000 (\$25,000/yr.)
WALKING PATH – BASEBALL SIDE	Branded naming rights of the walking path extending around the perimeter and through the park. Includes entrance signage and name & logo at two other locations.	\$70,000 (\$14,000/yr.)	\$115,000 (\$11,500/yr.)	\$160,000 (\$10,667/yr.)	\$200,000 (\$10,000/yr.)
WALKING PATH – SOCCER SIDE	Branded naming rights of the walking path extending around the perimeter and through the park. Includes entrance signage and name & logo at two other locations.	\$70,000 (\$14,000/yr.)	\$115,000 (\$11,500/yr.)	\$160,000 (\$10,667/yr.)	\$200,000 (\$10,000/yr.)
BASEBALL FIELD #1	Branded naming rights with signage located on outfield fence.	\$12,250 (\$2,450/yr.)	\$20,125 (\$2,012/yr.)	\$28,000 (\$1,867/yr.)	\$35,000 (\$1,750/yr.)
BASEBALL FIELD #2	Branded naming rights with signage located on outfield fence.	\$12,250 (\$2,450/yr.)	\$20,125 (\$2,012/yr.)	\$28,000 (\$1,867/yr.)	\$35,000 (\$1,750/yr.)
BASEBALL FIELD #3	Branded naming rights with signage located on outfield fence.	\$12,250 (\$2,450/yr.)	\$20,125 (\$2,012/yr.)	\$28,000 (\$1,867/yr.)	\$35,000 (\$1,750/yr.)
BASEBALL FIELD #4 – NOT AVAILABLE	Branded naming rights with signage located on outfield fence.	\$12,250 (\$2,450/yr.)	\$20,125 (\$2,012/yr.)	\$28,000 (\$1,867/yr.)	\$35,000 (\$1,750/yr.)
BATTING CAGE #1**	Branded naming rights with name and logo appearing on the exterior of the batting cage.	\$3,500 (\$700/yr.)	\$5,750 (\$575/yr.)	\$8,000 (\$533/yr.)	\$10,000 (\$500/yr.)
BATTING CAGE #2**	Branded naming rights with name and logo appearing on the exterior of the batting cage.	\$3,500 (\$700/yr.)	\$5,750 (\$575/yr.)	\$8,000 (\$533/yr.)	\$10,000 (\$500/yr.)
CONCESSION STAND - BASEBALL	Branded naming rights with wall signage.	\$17,500 (\$3,500/yr.)	\$28,750 (\$2,875/yr.)	\$40,000 (\$2,667/yr.)	\$50,000 (\$2,500/yr.)
CONCESSION STAND - SOCCER	Branded naming rights with wall signage.	\$17,500 (\$3,500/yr.)	\$28,750 (\$2,875/yr.)	\$40,000 (\$2,667/yr.)	\$50,000 (\$2,500/yr.)
SOCCER PARK NAMING RIGHTS - NORTH***	Branded naming rights for the north soccer park area. Includes prominent ground signage.	\$35,000 (\$7,000/yr.)	\$57,500 (\$5,750/yr.)	\$80,000 (\$5,333/yr.)	\$100,000 (\$5,000/yr.)
SOCCER PARK NAMING RIGHTS – SOUTH***	Branded naming rights for the south soccer park area. Includes prominent ground signage.	\$35,000 (\$7,000/yr.)	\$57,500 (\$5,750/yr.)	\$80,000 (\$5,333/yr.)	\$100,000 (\$5,000/yr.)

*Sponsorships require year one payment, plus 20% of full sponsorship cost

**Sponsor both batting cages for a reduced cost of \$30,000 over a 20-year term

***Sponsor the entire soccer park for a reduced cost of \$150,000 over a 20-year term

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 6.**

DATE: September 20, 2021

DEPARTMENT: Employee Services

PROVIDED BY: Kelley Woldanski

SUBJECT:

Discussion and Action Regarding the Adoption of the 2021 Compensation Plan Created by Carlson Dettmann Consulting [Woldanski]

BACKGROUND:

At the September 13, 2021 meeting, Patrick Glynn from Carlson Dettmann explained the compensation study process and how the grading of job descriptions is performed to create the proposed wage schedule. Attached is a copy of the 2021 current grade assignments and the 2022 proposed grading assignments. Note the 2021 plan uses a numbering system whereas the new system uses letters. Any movement you notice accounts for updates made to job descriptions; keep in mind job descriptions were originally graded over 10 years ago so it's possible jobs have changed and/or taken on more tasks which may account for a grade change. Overall with the new wage schedule, we had about 5 positions that were below the 87.5% pay rate however were not more than a percent or two away from it. This would be addressed in the 2022 budget but will not create a significant increase overall. We are confident that positions are graded appropriately and pleased that overall we are about 97% within market range for pay.

FINANCIAL IMPACT:

RECOMMENDED MOTION:

We are looking for your adoption of the proposed grading and wage schedule for 2022.

ATTACHMENTS:

Description

2021 Position Grade Assignments

2022 Proposed Position Grade Assignments

2021 POSITION GRADE ASSIGNMENTS

<u>Grade</u>	<u>Position</u>	<u>Department</u>	<u>87.5%</u> <u>Min.</u>	<u>90.0%</u> <u>Step 2</u>	<u>92.5%</u> <u>Step 3</u>	<u>95.0%</u> <u>Step 4</u>	<u>97.5%</u> <u>Step 5</u>	<u>100.0%</u> <u>Step 6</u>	<u>120.0%</u> <u>Max.</u>
20	Fire Chief	Fire	\$44.87	\$46.15	\$47.43	\$48.71	\$49.99	\$51.28	→ \$61.53
19	Director of Public Works/City Engineer	Public Works	\$42.33	\$43.53	\$44.75	\$45.96	\$47.17	\$48.38	→ \$58.05
18	Planner/Community Development Dir.	Community Development	\$39.92	\$41.05	\$42.21	\$43.34	\$44.48	\$45.62	→ \$54.75
17	Assistant Fire Chief Director of People & Culture	Fire Administration	\$37.67	\$38.75	\$39.82	\$40.89	\$41.97	\$43.04	→ \$51.66
16	Deputy Chief Clerk/Treasurer Director of Information Technology Parks and Recreation Director Assessor	Fire Clerk/Treasurer Administration Parks & Recreation Assessor	\$35.53	\$36.54	\$37.56	\$38.57	\$39.59	\$40.60	→ \$48.73
15	Battalion/Division Chief	Fire	\$33.51	\$34.47	\$35.43	\$36.39	\$37.35	\$38.31	→ \$45.97
14	Chief Engineer - Utility Chief Engineer - Streets & Development Utility Manager	Public Works Public Works Public Works	\$31.62	\$32.52	\$33.43	\$34.33	\$35.24	\$36.15	→ \$43.37
13	Parks Supervisor Recreation Supervisor Streets Superintendent	Parks & Recreation Parks & Recreation Public Works	\$29.83	\$30.69	\$31.53	\$32.39	\$33.24	\$34.08	→ \$40.91
12	Civil Engineer Utility Superintendent	Public Works Public Works	\$28.15	\$28.95	\$29.76	\$30.57	\$31.37	\$32.18	→ \$38.60
11	Accountant Building Inspector Senior Engineering Technician	Clerk/Treasurer Building Services Public Works	\$26.55	\$27.31	\$28.07	\$28.83	\$29.59	\$30.35	→ \$36.41

10	Mechanic Street Crew Leader Water and Sewer Utility Operator Deputy Assessor	Public Works Public Works Public Works Assessor	\$25.06	\$25.78	\$26.48	\$27.21	\$27.92	\$28.64	→	\$34.37
9	Streets Maintenance Laborer Deputy Clerk/Comm Dev Coordinator Parks Foreman Employee Services Coordinator Engineering Technician Water and Sewer Laborer	Public Works Clerk/Treasurer Parks & Recreation Administration Public Works Public Works	\$23.63	\$24.31	\$24.98	\$25.65	\$26.33	\$27.00	→	\$32.41
8	Payroll & Accounting Specialist	Clerk/Treasurer	\$22.29	\$22.93	\$23.57	\$24.21	\$24.84	\$25.47	→	\$30.57
7	Court Administrator	Courts	\$21.03	\$21.63	\$22.24	\$22.83	\$23.43	\$24.04	→	\$28.84
6	Administrative Assistant Administrative Assistant Administrative Assistant Utility Billing Specialist Administrative Assistant Park Laborer	Clerk/Treasurer Building Services Public Works Public Works Fire Parks & Recreation	\$19.84	\$20.41	\$20.98	\$21.55	\$22.11	\$22.69	→	\$27.22
5	Police Services Clerk Court Clerk	Police Services Courts	\$18.72	\$19.25	\$19.79	\$20.32	\$20.85	\$21.39	→	\$25.68
3	Clerical Assistant Clerical Floater	Building Services Clerk/Treasurer	\$16.65	\$17.13	\$17.60	\$18.08	\$18.56	\$19.03	→	\$22.84

									Control Point 100.0% Step 6		
GRADE	JOB TITLE	DEPARTMENT	NOTES	87.5% Minimum	90.0% Step 2	92.5% Step 3	95.0% Step 4	97.5% Step 5		120.0% Maximum	
V	City Administrator	Administrator		\$57.23	\$58.87	\$60.50	\$62.14	\$63.77	\$65.41	→	\$78.49
U				\$55.19	\$56.76	\$58.34	\$59.92	\$61.49	\$63.07	→	\$75.68
T				\$53.15	\$54.67	\$56.18	\$57.70	\$59.22	\$60.74	→	\$72.89
S	Public Works Director/City Engineer	Public Works		\$51.10	\$52.56	\$54.02	\$55.48	\$56.94	\$58.40	→	\$70.08
R	Fire Chief	Fire		\$49.06	\$50.46	\$51.86	\$53.27	\$54.67	\$56.07	→	\$67.28
P	Director of People & Culture	Employee Services		\$44.98	\$46.26	\$47.55	\$48.83	\$50.12	\$51.40	→	\$61.68
O	Community Development Director/Planner	Community Services		\$42.94	\$44.16	\$45.39	\$46.62	\$47.84	\$49.07	→	\$58.88
N	Assistant Chief Chief Engineer - Utilities	Fire Public Works		\$40.89	\$42.06	\$43.23	\$44.39	\$45.56	\$46.73	→	\$56.08
M	Deputy Chief IT Director Director of Parks & Recreation	Fire IT Parks & Recreation		\$38.85	\$39.96	\$41.07	\$42.18	\$43.29	\$44.40	→	\$53.28
L	Assessor Clerk/Treasurer Utility Manager Division Chief - EMS Battalion Chief	Assessor Clerk/Treasurer Public Works Fire Fire		\$36.80	\$37.85	\$38.91	\$39.96	\$41.01	\$42.06	→	\$50.47
			2912 Hour	\$26.29	\$27.04	\$27.79	\$28.54	\$29.29	\$30.04	→	\$36.05
J	Civil Engineer Streets Superintendent	Public Works Public Works		\$32.72	\$33.65	\$34.59	\$35.52	\$36.46	\$37.39	→	\$44.87
I	Parks Maintenance Supervisor Recreation Supervisor	Parks & Recreation Parks & Recreation		\$30.68	\$31.55	\$32.43	\$33.31	\$34.18	\$35.06	→	\$42.07

GRADE	JOB TITLE	DEPARTMENT	NOTES	87.5%	90.0%	92.5%	95.0%	97.5%	Control Point 100.0%	120.0% Maximum
				Minimum	Step 2	Step 3	Step 4	Step 5	Step 6	
H	Senior Accountant & Budget Analyst Building Inspector Senior Engineering Technician Utility Superintendent	Clerk/Treasurer Community Services Public Works Public Works		\$28.64	\$29.46	\$30.28	\$31.09	\$31.91	\$32.73	→ \$39.28
G	Deputy Assessor Employee Services Coordinator Parks Foreman Mechanic Streets Crew Leader Utility Operator	Assessor Employee Services Parks & Recreation Public Works Public Works Public Works		\$26.59	\$27.35	\$28.11	\$28.87	\$29.63	\$30.39	→ \$36.47
F	Deputy Clerk/Community Development Coord Office Coordinator Court Administrator Streets Maintenance Laborer	Clerk/Treasurer Community Services Court Public Works		\$24.55	\$25.25	\$25.96	\$26.66	\$27.36	\$28.06	→ \$33.67
E	Deputy Treasurer-Accountant Engineering Technician	Clerk/Treasurer Public Works		\$22.51	\$23.15	\$23.79	\$24.43	\$25.08	\$25.72	→ \$30.86
D	Administrative Assistant Police Clerk/Assessment Tech Utility Billing Specialist	Community Services Police Services/Assessor Public Works		\$20.97	\$21.57	\$22.17	\$22.77	\$23.37	\$23.97	→ \$28.76
C	Administrative Assistant Court Clerk Administrative Assistant Parks Laborer Administrative Assistant	Clerk/Treasurer Court Fire Parks & Recreation Public Works		\$19.95	\$20.52	\$21.09	\$21.66	\$22.23	\$22.80	→ \$27.36

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 7.**

DATE: September 20, 2021

DEPARTMENT: Public Works

PROVIDED BY: Magdelene Wagner

SUBJECT:

Discussion and Possible Action to Establish the 2022 Garbage and Recycling Fee Rate and Amendment of Yard Waste Pick Up Procedures [Wagner]

BACKGROUND:

Beginning in 2015 the City has contracted residential garbage and recycling collections with Johns Disposal. That contract contains seven billable services, four of which experience cost adjustments annually based Consumer Price Index (CPI) and Fuel Index (diesel) changes published in July. Under our contract the CIP index change of 3.08% (plus) accounts for 75% of the price adjustment and the Fuel Index change of 2.5% (negative) accounts for 25% of the price adjustment, for total price change of positive 1.682%; however, the contract provides for a maximum annual increase or decrease "cap" of no more than 2.65%.

The 1.682% increase for all or portions of the four adjustment categories have been applied as shown on the attached spreadsheet. As we project and estimate the 2022 costs, it should be noted that several categories change annually: 1) the number of residential customers is estimated to increase from 5,090 homes served to 5,160 homes served; 2) landfill disposal tons continues to increase at about 100 tons per year due to residential growth. The landfill disposal amounts in 2020 (4,304 tons) and first half (through June) of 2021 (1,884 tons) lead us to predict 4,400 tons in 2022; 3) previously we received applied the County recycling "dividends" for carts, and recycling incentives to reduce the per house rate. However the County has suspended all dividend payments to the Communities due in large part to the commodity market conditions and repairs to the Material Recovery Facility (MRF) last year which will continue into 2022.

John's Disposal has requested a rate increase of 2.65% for 2022. This would result in a rate of \$166.00 per home.

John's Disposal is also requesting an amendment to the contract regarding the yard waste pick up procedure. This is a portion of the contract which requires residents to obtain yard waste stickers and John picks up. There is currently no requirement to call and schedule this pick up so John's staff drive around the City and pick up any bags they see on the curb. This program is not a well used program and John's is requesting to have residents call and schedule these pick ups similar to the Bulky Pick Up that changed a few years ago.

FINANCIAL IMPACT:

The requested residential recycling and garbage collection fee of \$165 per home would make the collections of garbage and recycling, both by Johns and City staff at the City Hall Campus 100% paid via the residential fee.

RECOMMENDED MOTION:

Common Council establish the 2022 Residential Recycling and Garbage Collection Fee at \$165.00 per home per the

contract and amend the contract regarding the yard waste pick up procedure.

ATTACHMENTS:

Description

2022 Rate Per Contract

2022 Rate Per John's Request

Rate History

2022 Budget Estimate
Garbage & Recycling Collections Rate

1.682% increase per contract

Assume: 210 up the drive; 4,950 curbside.

5160 Total collection units

	Service Item	2021 per hm/month	2022 rate formula	No. units		
Garbage	Garbage Cart	\$ 0.70	\$ 0.70	4950	\$ 41,580	
	Gargage collections	\$ 4.39	\$ 4.46	5160	\$ 276,401	
	Bulky Items	\$ 0.96	\$ 0.98	5160	\$ 60,443	
	Landfill	\$ 45.63	\$ 46.18	4400	\$ 203,187	\$ 581,611 Garbage costs
Recycling	96 gal recycling cart	\$ 0.75	\$ 0.75	4950	\$ 44,550	
	32 gal recycling cart	\$ 0.40	\$ 0.40	210	\$ 1,008	
	recycling collections	\$ 3.41	\$ 3.47	5160	\$ 214,699	
	On site Recycling*				\$ 8,000	\$ 268,257 Recycling costs

\$ 849,868 \$ 849,868

County reimbursements for recycling

Per House/month	\$0.00	5100	\$ -		
96 gal recycling cart	\$ -	4,950.00	\$ -	\$ 161.00	2021
<u>32 gal recycling cart</u>	<u>\$ -</u>	<u>210.00</u>	<u>\$ -</u>		
Total County Reimbursement	5,100 units		\$ -	\$ -	\$ -

per home (2.48% increase) with County

\$ 849,868 \$ 164.70 Recycling Incentive of \$0.00

County Recycling Incentive (2021 June)

\$ - \$ -

per home (2.48% increase) with County

\$ 849,868 \$ 164.70 Recycling Incentive of \$0.00

*Waukesha County will no longer sponsor the large recycling dumpsters at City Hall. Cost shown is last years expenses.

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2022 Budget Estimate

2.65% increase per John's Request

Garbage & Recycling Collections Rate

Assume: 210 up the drive; 4,950 curbside.

5160 Total collection units

	Service Item	2021 per hm/month	2022 rate formula	No. units		
Garbage	Garbage Cart	\$ 0.70	\$ 0.70	4950	\$ 41,580	
	Gargage collections	\$ 4.39	\$ 4.51	5160	\$ 279,032	
	Bulky Items	\$ 0.96	\$ 0.99	5160	\$ 61,018	
	Landfill	\$ 45.63	\$ 46.49	4400	\$ 204,577	\$ 586,207 Garbage costs
Recycling	96 gal recycling cart	\$ 0.75	\$ 0.75	4950	\$ 44,550	
	32 gal recycling cart	\$ 0.40	\$ 0.40	210	\$ 1,008	
	recycling collections	\$ 3.41	\$ 3.50	5160	\$ 216,743	
	On Site Recycling*				\$ 8,000	\$ 270,301 Recycling costs

\$ 856,508 \$ 856,508

County reimbursements for recycling

Per House/month	\$0.00	5100	\$ -		
96 gal recycling cart	\$ -	4,888.00	\$ -	\$ 161.00	2021
32 gal recycling cart	\$ -	212.00	\$ -		
Total County Reimbursement	5,100 units		\$ -	\$ -	\$ -

per home (3.11% increase) with County

\$ 856,508 \$ 165.99 Recycling Incentive of \$0.00

County Recycling Incentive (2020 June)

\$ - \$ -

per home (3.11% increase) with County

\$ 856,508 \$ 165.99 Recycling Incentive of \$0.00

*Waukesha County will no longer sponsor the large recycling dumpsters at City Hall. Cost shown is last years expenses.

Update: This was \$8000, but John's will pick this up for no cost as part of our contract.

Year	Garbage Rate	Increase/Decrease %	
2014	195		per home
2015	155	-20.51	per home
2016	153	-1.29	per home
2017	144	-5.88	per home
2018	135	-6.25	per home
2019	139	2.96	per home
2020	150	7.91	per home
2021	161	7.33	per home (per John's Request)
2022	165	2.48	per home

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 8.**

DATE: September 20, 2021

DEPARTMENT: Clerk/Treasurer

PROVIDED BY:

SUBJECT:

Discussion and Possible Action to Make Appoints to Various Boards, Commissions and Committees [Mayor Bierce]

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

Appointments Needed

PLAN COMMISSION	Original Appointment	Current Term	
		From	To
Doug Kiser	6/1/2020	6/1/2020	5/1/2022
Sullivan, Sean (Engineer)	9/4/2007	5/15/2017	5/1/2018
Janka, Ted	5/1/2003	5/4/2015	5/1/2018
Linsmeier, Dave (Park & Recreation Board)	4/3/2006	5/20/2019	5/1/2020
Wunder, Christine	7/1/2004	5/15/2017	5/1/2020
Bierce, Steve - Mayor	6/6/2016	4/17/2017	Indefinitely
Brown, Colleen - Alderman	8/16/2021	8/16/2021	Indefinitely

According to Section 1.03(2) of the Pewaukee Municipal Code the membership should be as follows: consisting of (7) members; the mayor (presiding officer), (1) Alderman, (1) representative from the Joint Park & Recreation Board (selected by the Park & Recreation Board) and (4) citizen members with experience and qualifications related to planning matters (1) of which needs to be a full-time City Engineer. (3) of the citizen members are to serve an alternating 3-year term. *The 4th citizen engineer member, the alderman and Joint Park & Recreation Board representative shall be appointed annually in April.* Citizen members are compensated.

ZONING BOARD OF APPEALS	Original Appointment	Current Term	
		From	To
Marlin, Katie - Chairperson (appointed 1/7/2019)	7/18/2016	8/6/2018	5/1/2021
Thomas Matt	5/7/2012	5/21/2018	5/1/2021
Welcenbach, Robert	6/1/2015	5/15/2017	5/1/2020
Tredwell, Jim	2/15/2016	5/20/2019	5/1/2022
VACANCY			5/1/2022
VACANCY - Alternate			5/1/2023
VACANCY - Alternate			5/1/2022

It consists of (5) regular members. Their terms shall be for a staggered three (3) year period. The Mayor shall appoint the Chairperson. There shall also be (2) alternates for staggered three (3) year term. *The Mayor shall annually designate as 1st and 2nd Alternate.* The 1st alternate will fill any vacancy and complete the regular appointee's term and the 2nd alternate will fill the 1st alternate's term, leaving the 2nd alternate position need to be filled. On 1/2/2007 Ordinance 06-24 was passed revising the membership.

FIRE COMMISSION	Original Appointment	Current Term	
		From	To
Farley, Thomas	3/2/2020	3/2/2020	5/1/2023
Goff, Bob	7/18/2011	6/1/2015	5/1/2020
Novack, Kathleen	9/15/2014	5/20/2019	5/1/2024
Wells, Larry	6/7/2021	6/7/2021	5/1/2026
Elaine Kroening	11/5/2014	5/15/2017	5/1/2022

The Fire Commission was originally part of the Police & Fire Commission that was created by Ordinance 04-10 on 4/19/2004. With the anticipated disbanding of the Police Department on 1/1/2010 ordinance 9.21 was created and passed on 12/21/2009. The membership remains as a five (5) citizen members; each to serve an alternating 5 - year term. Compensation is \$20 per meeting.

JOINT LIBRARY BOARD	Original Appointment	Current Term	
		From	To
Noll, Dale	5/2/2016	5/21/2018	5/1/2021
Muchowski, Laura (nominated by Pewaukee School District)	2/21/2005	5/15/2017	5/1/2020
Wildman, Karen	7/15/2013	5/20/2019	5/1/2022
Clark, Ian - Alderman	6/7/2021	6/6/2021	Indefinitely
Village Resident			
Village Resident			
Village Trustee			

This Board was created by Ordinance 05-4 on 1/17/2005. The Board consists of (3) members appointed by the Village Board and (3) members appointed by the City Common Council. No more than (1) member from each municipality shall be an elected official. (1) additional member shall be a City of Pewaukee resident and shall be nominated by the Superintendent of the Pewaukee School District and appointed by the Common Council. Members shall serve a staggering 3-year term.

JOINT PARK & RECREATION BOARD	Original Appointment	Current Term	
		From	To
Majeskie, Gary	2/19/2018	5/20/2019	1/1/2022
Kaatz, Del	1/20/2003	7/20/2020	1/1/2023
Linsmeier, Dave	4/3/2006	8/6/2018	1/1/2021
Dziwulski, Brian - Alderman	7/17/2017	7/17/2017	Indefinitely
Village Resident			
Village Resident			
Village Trustee			

This Board was created by Ordinance 96-19 on 11/4/1996. The Board consists of (7) voting members and (2) non-voting ex-officio members. The breakdown of members is as follows: (1) Village Trustee, (2) Village citizens, (1) City Alderman, and (3) City residents. In addition the Administrators from the Village and City may attend meetings and take part in discussions. The terms are 3-years with appointments in January. Although no compensation was listed in the ordinance, citizen members are being paid \$20 for each meeting they attend.

ETHICS BOARD	Original Appointment	Current Term	
		From	To
Farley, Tom	2/7/2008	5/15/2017	4/30/2023
Farrow, Margaret	2/7/2008	5/20/2019	4/30/2022
VACANCY			4/30/2024
VACANCY - Alternate			4/30/2024

The Ethics Board was established by Ordinance 06-16 on 9/5/2006. It consists of (3) regular citizen members and (1) alternate. Once established there will be alternating 3-year terms. There is no compensation for this position

FINANCE COMMITTEE	Original Appointment	Current Term	
		From	To
Dziwulski, Brian - Alderman	9/13/2021	9/13/2021	Indefinitely
Brown, Colleen - Alderman	5/6/2013	6/6/2016	Indefinitely
Kara, Jeff - Citizen Member	10/4/2021		Indefinitely
Klein, Scott - Administrator	1/1/2017	1/1/2017	Indefinitely

Created by Ordinance 09-02 on January 19th, 2009. The Committee shall consist of the following: Two (2) Common Council Members & the City Administrator. The appointments are to be made by the first regular meeting of the newly elected Council. The Mayor shall designate the chairman and secretary of the committee. On November 16th, 2009 it was revised by Ordinance 09-18 to add one (1) resident preferably with a financial background and Administrator as staff representative.

RESIDENCE BOARD	Original Appointment	Current Term	
		From	To
Wagner, K. Scott - District #1	8/6/2018	5/20/2019	5/1/2024
Tuttle, Debra - District #2	8/6/2018	8/6/2018	5/1/2021
VACANCY - District #3			5/1/2023

Created by Ordinance 18-01 Approved on January 15, 2018. The Board shall consist of three (3) citizens residing in the City one (1) from each Aldermanic District. Members shall serve for a term of five (5) years and shall serve no more than two (2) consecutive terms. The terms for the initial members of the Residence Board shall be staggered with one member serving one (1) year, a second member serving three (3) years and the third member serving five (5) years.

R&R COMMITTEE	Original Appointment	Current Term	
		From	To
Grosch, Ray - Alderman	9/13/2021	9/13/2021	Indefinitely
Piper, Christine - Citizen Member			
Michaels, Brian - Mental Health Specialist			
Moonen, Marc - Lieutenant			
Fuchs, Nick - Director of Community Development, City Planner			

Created....

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM •**

DATE: September 20, 2021

DEPARTMENT: PW - Stormwater

PROVIDED BY: Magdelene Wagner

SUBJECT:

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:

- §19.85(1)(g): Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, specifically related to Spring Creek Church

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.

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION: