

**In attendance:**

Mayor Steve Bierce, Aldermen C. Brown, B. Dziwulski, R. Grosch, J. Kara, and J. Wamser. Alderman B. Bergman was absent and excused.

**Also in Attendance:**

Attorney S. Riffle, Administrator S. Klein, DPW Director J. Weigel, Community Development Director K. Woldanski, City Planner N. Fuchs, Court Clerk B. Vick and Clerk/Treasurer K. Tarczewski.

1. Call to Order and Pledge of Allegiance – Mayor Bierce called the meeting to order at 7:00 p.m.
2. Public Comment - None.
3. Consent Agenda
  - 3.1. Approve Common Council Meeting Minutes Dated September 24, 2018
  - 3.2. Approve Common Council Meeting Minutes Dated October 15, 2018
  - 3.3. Approval of Common Council Meeting Minutes Dated November 5, 2018
  - 3.4. Approve Accounts Payable Listings
  - 3.5. Approve Bartender Licenses
  - 3.6. Approve First Reduction of the Woodleaf Reserve Addition No. 2 Letter of Credit, from \$1,297,475 to \$672,777 (Resulting in a Reduction of \$624,698).
  - 3.7. Release of the Auburn Ridge development \$12,000 surety

Ms. Brown and Mr. Dziwulski requested Item #3.1 be removed for discussion.

**A motion was made and seconded, (J. Wamser, R. Grosch) to approve the remaining items on the consent agenda.** Motion Passed: 5-For, 0-Against.

- 3.1 Approve Common Council Meeting Minutes Dated September 24, 2018

It was noted that Mayor Bierce was referenced as ‘Chairman Bierce’ and the minutes indicated that seven members voted when the number should reflect only six members voted.

**A motion was made and seconded, (C. Brown, B. Dziwulski) to approve the meeting minutes dated September 24, 2018 with the recommended corrections.**

Motion Passed: 5-For, 0-Against.

4. Discussion and Possible Action to Fill the Municipal Court Judge Vacancy Based on Judge Glojek's Resignation

Mayor Bierce stated two people came forward expressing their interest in the interim Municipal Judge position. He said he has heard good things about Mr. Fuchs, but hasn't heard anything about Mr. Petterson. Mr. Kara stated they both appear to be qualified and meet the City's requirements to hold the position. He questioned whether or not there were any conflicts of interest since Mr. J. Fuchs is the father of the City Planner. Attorney Riffle responded no. Mr. Kara asked if Mr. Fuchs would have to give up his position as Chairman on the Zoning Board of Appeals, Attorney Riffle

also responded no. Mr. Kara again asked if there would be any conflicts. Attorney Riffle stated he would no longer be able to do union negotiations for the fire department.

The term of office would start December 1<sup>st</sup>, 2018 and would run until April 30<sup>th</sup>, 2019.

A question was raised as to why Mark Powers could not continue filling in for Judge Glojek. It was stated he was not a resident of the City.

Ms. Tarczewski requested the resolution associated with this item be numbered 18-11-32 and the next item for consideration be 18-11-33 so that the resolutions are in chronological order for tracking purposes.

**A motion was made and seconded, (B. Dziwulski, C. Brown) to concur with the Mayor's recommendations to appoint John Fuchs as interim Municipal Court Judge and approve Resolution 18-11-32.** Motion Passed: 5-For, 0-Against.

5. Discussion and Possible Action to Approve **Resolution 18-11-32** Ordering a Special Election to Fill the Municipal Court Judge Vacancy

**A motion was made and seconded, (C. Brown, J. Kara) to approve Resolution 18-11-33 ordering a special election to fill the municipal court judge vacancy.**

Motion Passed: 5-For, 0-Against.

6. Discussion and Possible Action Regarding the 2019 Agreement for Building Inspection Services with the Village of Pewaukee

Ms. Woldanski and Mr. N. Fuchs were present for this item. Ms. Woldanski stated there are no proposed changes to the contract. The Village will pay \$1,000 per month for the services and the City will receive 60% of all permit fees collected and the Village will receive the other 40%. The Village will also pay \$55 per hour for any property maintenance issue that needs attention.

Mr. Kara asked if there were any hardships felt by the department without a building inspector. Ms. Woldanski stated they are utilizing Safe Built, an inspection firm, as a substitution at this time. Mr. Klein added that Chief Bierce has been filling in as well. There was concern voiced that the City is losing money on this contract.

**A motion was made and seconded, (B. Dziwulski, J. Wamser) to approve the 2019 building inspection services contract with the Village of Pewaukee.** Motion Passed: 5-For, 0-Against.

7. Discussion and Possible Action to Authorize Various Expenses Out of the Contingency Fund Totaling \$46,348.00

Mr. Klein explained this action was basically to clean up some accounting issues. He said the financial management study, in the amount of \$15,500, and the impact study, in the amount of \$12,600 were talked about during the budget process but were never officially put in the budget. He stated the work will begin this year so the funds should be taken out of contingency. He said the Planner's furniture, in the amount of \$2,433, and the new washer and dryer for the Fire Department in the amount of \$15,815 should also come out of the contingency fund.

**A motion was made and seconded, (B. Dziwulski, R. Grosch) to take \$46,348 out of contingency to pay for the two studies, the Planner's furniture and the Fire Department's washer and dryer.** Motion Passed: 5-For, 0-Against.

8. Discussion and Possible Action to Reconsider Common Council Action on November 5, 2019 to Conditionally Release the Woodleaf Reserve Addition No. 1 and Consider a \$9,000 Reduction with a Conditional Release on the Remaining \$1,000

Mr. Weigel stated the previous action was to release the letter of credit once the needed repair to the settlement near the water valve was completed, but the temperatures are no longer conducive to doing so without risk of it prematurely failing in the near future. He now asked that \$9,000 be refunded to the developer and the City retain \$1,000 until the repair is completed.

**A motion was made and seconded, (J. Wamser, J. Kara) to concur with the DPW Director and release \$9,000 of the developer's funds and retain \$1,000 until the repair is satisfactorily completed.** Motion Passed: 5-For, 0-Against.

9. Public Comment - None.
10. Adjournment

**A motion was made and seconded, (B. Dziwulski, C. Brown) to adjourn the meeting at 7:21 p.m.** Motion Passed: 5-For, 0-Against.

Respectfully Submitted,

Kelly Tarczewski  
Clerk/Treasurer