



AGENDA  
City of Milton  
Common Council Meeting  
Tuesday, January 5, 2016  
7:00 PM  
MILTON CITY HALL  
Council Chambers, 710 S. Janesville Street

1. **Call to Order and Confirmation of Appropriate Meeting Notice.**
2. **Approval of Agenda**
3. **Public comments regarding items which can be affected by Council Action**  
Presenters must sign in with the City Clerk in order to speak.
4. **Approval of the Consent Agenda**
  - 4.a. **Common Council Minutes – December 15, 2015.**  
  
Documents: [12-15-2015 - Common Council Minutes.pdf](#)
5. **Discussion and Possible Action Regarding the Possible Need for a Primary Election for Alderperson.**
6. **Discussion and Possible Action Regarding Easement for Booster Project on Pierce Farms Property.**  
  
Documents: [Memo - Pierce Farm Easement.pdf](#)
7. **Next Meeting Date - Tuesday, January 19, 2016 at 7:00 p.m.**
8. **General Items**
9. **Team Building Exercise.**
10. **Mayor and Alderperson Reports**
11. **Staff Reports**
12. **City Administrator**
13. **Chief of the Joint Fire Department**
14. **Chief of the Police Department**
15. **City Clerk/Deputy Treasurer**
16. **Director of Public Works**
17. **Director of the Library**
18. **Finance Director**

**19. Municipal Court**

**20. CLOSED SESSION: Consideration of a motion to convene into closed session pursuant to Wisconsin Statute Section 19.85(1)( e), deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session; Re: future city assessor services.**

**21. Reconvene into open session for possible action(s) on items discussed in closed session.**

**22. Motion to Adjourn**

\*\*Please note that upon reasonable notice, at least 48 hours in advance, efforts will be made to accommodate the needs to disabled individuals through appropriate aids and services. For additional information to request this service, please contact the City Clerk's Office at 868-6900, 710 S. Janesville Street, Milton, WI 53563.

Posted at Dave's Ace Hardware, Piggly Wiggly, Milton City Hall

Common Council Mission Statement: With integrity and involved citizens, the City of Milton Common Council will strive to preserve a high quality of life, meet the public's needs with cost effective services, and foster a community in which people are proud to live.

**City of Milton  
Common Council Minutes**

12/15/2015 - Minutes

**1. Call to Order and Confirmation of Appropriate Meeting Notice.**

Mayor Anissa Welch called the Common Council meeting to order at 7:00 p.m. Clerk Hilby confirmed the appropriate meeting notices were posted.

Present: Mayor Anissa Welch, Ald. Dave Adams, Ald. Lynda Clark, Ald. Nancy Lader, Ald. Theresa Rusch, Ald. Maxine Striegl, and Ald. Jeremy Zajac.

Also Present: City Administrator Al Hulick, Police Chief Scott Marquardt, Library Director Lisa Brooks, Director of Public Works Howard Robinson, Finance Director Dan Nelson, and City Clerk Elena Hilby.

**2. Approval of Agenda**

Ald. Clark moved to approve the agenda. Ald. Lader seconded and the motion carried.

**3. Presentation and Discussion and Possible Action Regarding the Site Plan for the Library.**

Bill Wilson, president of the Library Board, presented the site plan for the library. The plan is to go out for bids in February, award the bids in March, and begin construction in April of 2016. They hope to complete the library by the end of 2016.

**4. Public comments regarding items which can be affected by Council Action**

Mayor Welch welcomed those in attendance and asked if there were any registered speakers.

Lance expressed concern that if some of the parking added by the school district is used for the public that the City should help financially.

**5. Approval of the Consent Agenda**

Ald. Clark moved to approve the consent agenda. Ald. Lader seconded, and the motion carried.

**5.a. Common Council Minutes – December 1, 2015.**

**5.b. Community Development Authority Minutes – November 17, 2015.**

**5.c. Personnel & Finance Committee Minutes – December 1, 2015.**

**5.d. Personnel & Finance Committee Item: Approve operator licenses as presented.**

**5.e. Public Safety Committee Minutes – November 17, 2015.**

**6. Discussion and Possible Action to Authorize the Appointment of Election Officials for the election cycle of January 2016 – December 2017.**

Ald. Lader moved to approve the election officials for the election cycle of January 2016-December 2017 as presented. Ald. Striegl seconded, and the motion carried.

**7. Discussion and Possible Action on Adopting the Preliminary Public Works Resolution 2015-28 Concerning the Assessment of Water Mains for the 2015/2016 Water Main Installations for the South High Pressure Easement Areas.**

DPW Director reviewed this project and anticipated timeline.

Ald. Rusch moved to adopt Resolution 2015-28 and schedule a public hearing for potential assessments to effected property owners. Ald. Clark seconded, and the motion carried.

**8. Discussion and Possible Action on Adopting the Preliminary Public Works Resolution 2015-29 Concerning the Assessment of Water Mains for the 2015/2016 Water Main Installations for Janesville Street and Bower Lake Road.**

DPW Director reviewed this project and anticipated timeline.

Ald. Rusch moved to adopt Resolution 2015-29 and schedule a public hearing for potential assessments to effected property owners. Ald. Clark seconded, and the motion carried.

**9. Discussion and Possible Action on Report on Terms of Amended and Restated Lease of Public Property Located in Tax Incremental Districts No. 6 and No. 7 Given to Common Council.**

Ald. Lader moved to approve the terms of Amended and Restated Lease of Public Property located in Tax Incremental Districts No. 6 and No. 7 . Ald. Zajac seconded, and the motion carried.

**10. Discussion and Possible Action Regarding Resolution 2015-31: A Resolution Approving the Amended and Restated Lease of Certain Property and Improvements by the City and Approving the Issuance of \$1,845,000 Community Development Lease Revenue Refunding Bonds, Series 2016A by the Authority and Related Documents and Transactions.**

Ald. Clark moved approve Resolution 2015-31. Ald. Lader seconded, and the motion carried unanimously.

**11. Presentation, Discussion and Possible Action Regarding Milton School District's Proposal Regarding Traffic and Parking Issues Located at Milton East Elementary School.**

School Superintendent Tim Schigur and School Board President Jon Cruzan presented on the traffic issues at Milton East Elementary School, specifically during the drop off and pick up times. T. Schigur said they are trying to keep the buses and cars separated. He said part of this plan would include the closing of Greeman Street. The school district is looking to partner with the city to address this issue. Council members expressed an interest in hearing what the bank thinks about this plan.

Ald. Rusch moved to direct City Staff to work with the Milton School District to come up with a plan to address the traffic and parking issues at Milton East Elementary School. Ald. Clark seconded, and the motion carried.

**12. Discussion and Possible Action Regarding a Proposal by Charter Spectrum for City of Milton Advertising**

Administrator Hulick reviewed the proposal by Charter Spectrum. He explained that the proposal expands the reach by channels it will appear on and geography. It will also have a digital component.

Ald. Clark moved to approve the proposal by Charter Spectrum for City of Milton Advertising. Ald. Striegl seconded, and the motion carried.

**13. Next Meeting – Tuesday, January 5, 2016 at 7:00 p.m.**

The Common Council will be working on goal setting at the next meeting.

**14. General Items**

**15. Mayor and Alderperson Reports**

Ald. Clark

- Thanked everyone involved in the tree lighting ceremony and the students who came downtown to paint downtown windows.
- Thanked the Parks and Rec Commission for helping to fund this event.
- Thanked Linda Layber and all the volunteers.

Ald. Rusch

- Thanked Ald. Clark for her work on the tree lighting ceremony.
- Reported that the Policy Ad Hoc Committee will have a rough draft of the document to be used for setting council expectation.

Mayor Welch

- Thanked Nate Rogers of Badger Maintenance for his help on the tree lighting ceremony.

#### **16. Staff Reports**

#### **17. City Administrator**

- Tax bills went out last week.
- Wrapping up the end of the year.
- We are closed on Christmas Eve and Christmas Day.
- You can drop off your tax payments off at City Hall or it can be paid online. A receipt will not be available immediately.

#### **18. Chief of the Joint Fire Department**

No report.

#### **19. Chief of the Police Department**

- Reported that a new program on crime mapping is coming soon.
- Reported that we will be starting a body cameras program.
- Thanked Kwik Trip for their donation which will be used for the body camera program.
- Reminder to be safe during the holidays.

#### **20. City Clerk/Deputy Treasurer**

- Reported that the time to file papers if you would like to run for office is now and the due date for the papers is January 5, 2016 at 5 p.m.

#### **21. Director of Public Works**

- Christmas tree collection starts on January 1, 2016.
- There may not be an ice rink this year depending on the weather.

#### **22. Director of the Library**

#### **23. Finance Director**

No report.

**24. Municipal Court**

No report.

**25. Motion to Adjourn**

Ald. Clark moved to adjourn the meeting of the Common Council at 8:04 p.m. Ald. Lader seconded, and the motion carried.

Respectfully submitted,  
Elena Hilby  
City Clerk

## Office of the Finance Director/Treasurer

**To:** City of Milton Common Council  
**From:** Dan Nelson, Finance Director/Treasurer  
**Date:** January 5, 2016  
**Subject:** Discussion and Possible Action regarding easement for booster project on Pierce Farms property

---

### **Discussion**

As part of the booster station project to improve the water pressure in the low pressure zone, an easement for water mains is required through farm fields owned by Pierce Farms. They had requested compensation for this public improvement. Staff negotiated an easement unit value that is similar to what was received for the gas line easement this summer. Pierce Farms has agreed to \$5,000 for the attached easement, pending Common Council approval.

### **Recommendation**

Approval of \$5,000 easement for Pierce Farms for water main improvements related to the booster station project.