



**SPECIAL MEETING  
AGENDA  
City of Milton  
Virtual Common Council Meeting  
Tuesday, November 30, 2021  
6:00 PM**

**PLEASE NOTE: In response to COVID-19, this meeting is being held virtually only. Members of the public may monitor this meeting at: <https://us02web.zoom.us/j/85471596410?pwd=VWVhodTRXRjgybWRrK3R5a2VoMmlZZz09> Any person who is unable to access the meeting via the internet link may call 1(312) 626-6799 to monitor the meeting via telephone.  
Meeting ID: 854 7159 6410  
Passcode: 769849**

- 1. Call to Order and Confirmation of Appropriate Meeting Notice**
- 2. Approval of Agenda**
- 3. Pledge of Allegiance**
- 4. Public Comments Regarding Items Which Can Be Affected by Council Action**  
Presenters must sign in with the City Clerk in order to speak.
- 5. Approval of Minutes - November 16, 2021**

Documents:

[Common Council Minutes 11-16-21.pdf](#)

- 6. Discussion and Possible Action Regarding #2021-23 Resolution to Allow for an Increase on the City's 2021 Levy Limit Worksheet**

Documents:

[Resolution 2021-23 Resolution to Increase the City's 2021 Levy Limit Worksheet.pdf](#)

- 7. Next Meeting - December 7, 2021**

- 8. 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 by Jenny Salvo November 24, 2021 at Hometown Ace Hardware, Piggly Wiggly, Milton City Hall.

***Common Council Mission Statement: The City of Milton provides quality services to meet the needs of all community members and to cultivate a safe, diverse, and inclusive city in which people are proud to live.***

**City of Milton  
Common Council  
November 16, 2021**

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

Mayor Anissa Welch called the November 16, 2021 meeting of the Common Council to order at 6:00 p.m. City Clerk Jenny Salvo confirmed appropriate meeting notice.

Present: Mayor Anissa Welch, Ald. Bill Wilson, Ald. Larry Laehn, Ald. Devin Elliot, Ald. Theresa Rusch, Ald. Ryan Holbrook, and Ald. Lynda Clark

Ald. Lynda Clark left the meeting at 7:23 p.m. and returned at 7:32 p.m.

Also Present: City Administrator Al Hulick, Library Director Ashlee Kunkel, City Clerk Jenny Salvo, City Engineer Mark Langer, City Treasurer Kelsie Bannach, Police Chief Scott Marquardt, and Administrative Services Director Inga Cushman

**Approval of Agenda**

Ald. Elliott motioned to approve the agenda. Ald. Wilson seconded, and the motion carried unanimously.

**Pledge of Allegiance**

Mayor Welch led the Council in the Pledge of Allegiance.

**Public Comments Regarding Items Which Can be Affected by Council Action**

Mayor Welch welcomed those in attendance and asked if there was anyone present who wanted to speak.

There was none.

**Mayoral Proclamation – Family Caregiver Month**

Mayor Welch read the proclamation.

**Mayoral Proclamation – Small Business Saturday**

Mayor Welch read the proclamation.

**Approval of the Consent Agenda**

- a. **Approval of Minutes - November 2, 2021**
- b. **Municipal Court Report – October 2021**

Ald. Clark motioned to approve the consent agenda. Ald. Holbrook seconded, and the motion carried unanimously.

**Presentation by the Janesville Area Convention and Visitors Bureau Regarding the Milton Area Tourism Consortium**

Christine Rebout, Executive Director for JACVB, provided a presentation on the 2021 tourism work completed for Milton, and answered questions from the Council.

### **Presentation of Proposed 2022 City of Milton Annual Budget**

Administrator Hulick reviewed the 2022 budget presentation.

### **Public Hearing Regarding 2022 City of Milton Annual Budget**

Mayor Welch opened the public hearing at 6:38 p.m.

There were no public comments.

Mayor Welch closed the public hearing at 6:39 p.m.

### **Discussion and Possible Action Regarding Resolution 2021-21 Adopting the 2022 City of Milton Annual Budget**

Ald. Holbrook motioned to Resolution 2021-21 adopting the 2022 City of Milton Annual Budget. Ald. Clark seconded, and the motion carried unanimously.

### **Discussion and Possible Action Regarding a Conditional Use Permit for a Home Business Occupancy Located at 167 Romar Drive**

Ald. Wilson motioned to approve the Conditional Use Permit for a Home Business Occupancy for 167 Romar Drive contingent upon securing the necessary business and building permits associated with the alterations and business. Ald. Holbrook seconded, and the motion carried unanimously.

### **Discussion and Possible Action Regarding a Proposal from Five Bugles Design for a Feasibility Study for Space Needs Analysis**

Ald. Wilson motioned to accept the proposal by Five Bugles Design to perform a feasibility study for space needs for a potential future west side station to serve the Edgerton Fire Protection District and its new petitioning member subject to approval of the City Attorney. Ald. Clark seconded, and the motion carried unanimously.

### **Discussion and Possible Action Regarding West Tower Rehabilitation – Color Selection**

Engineer Langer presented the color options for the West Tower Rehabilitation project.

Ald. Wilson motioned to include wording in the West Tower Rehabilitation Request for Proposals consistent with design #3 with larger lettering. Ald. Holbrook seconded, and the motion carried.

### **Discussion and Possible Action Regarding an Industrial Track Agreement (ITA) Between the City of Milton, Wisconsin & Southern Railroad, LLC, and Clasen Quality Chocolates, Inc.**

Administrator Hulick provided an update regarding the Industrial Track Agreement and recommended tabling the agenda item until final decisions may be completed in the agreement.

Ald. Laehn motioned to table the agenda item until a future meeting. Ald. Holbrook seconded, and the motion carried unanimously.

### **Discussion and Possible Action Regarding a Developer's Agreement for the Journey Hills Subdivision**

Ald. Holbrook motioned to approve the Developers Agreement for the Journey Hills Subdivision naming Normington Excavating Inc at the legally responsible developer. Ald. Wilson seconded, and the motion carried unanimously.

### **Discussion, Direction and Possible Action Regarding North Janesville Street Potential Improvements**

Engineer Langer stated if an upgrade is made to a facility that includes a pedestrian way, it will need to be updated to meet current ADA standards. If a new facility is installed on an existing route, there is not a requirement to make the pedestrian walkway in accordance with ADA standards.

### **Committee Reports**

Director Cushman stated the Parks and Recreation Commission reviewed the events and activities planned for 2022. The committee approved the donation of seeds gathered in the past few years to the Paw Print Park to increase their prairie. Two additional pollinator signs will be ordered and installed at the Crossridge Park and Bendlin Park Prairie.

Ald. Rusch stated the Joint Fire Commission will meet on Wednesday, November 17<sup>th</sup> at 6:00 p.m.

### **Staff Reports**

Director Cushman stated the group creating a plan for interpretative signage in the community will meet with the Historic Preservation Commission on Wednesday, November 17<sup>th</sup> to review the submitted Request for Quotes for the design of the signs.

Director Kunkel stated the Book Sale will be held through the month of November at the Milton Public Library. The \$2 bag sale will be held November 28<sup>th</sup> – November 30<sup>th</sup>. Director Kunkel wanted to give a shout out to the Teen Advisory Board on their ideas at the last meeting.

Clerk Salvo provided an update regarding the 2022 spring election season. Rock County Clerk Tollefson will be hosting a poll worker training at Milton City Hall in January. The first day to circulate nomination papers is December 1<sup>st</sup>.

Chief Marquardt stated staff attended a training by the YWCA on the Lethality Assessment Program, assisting officers in assessing when domestic violence victims' lives are at risk. January is Human Trafficking Awareness Month and a community panel will be set up at City Hall.

Administrator Hulick thanked Council and staff regarding the preparation of the 2022 budget.

Engineer Langer stated Public Works staff is continuing leaf collection at the curb. Staff will be traveling to Jefferson County for training on calibrating salt equipment. Wastewater Utility staff are completing maintenance on clarifiers and sewer cleaning. Staff is preparing for sampling

requirements change to Meter change outs have been completed for this year. Additional meters are not available to purchase due to supply issues.

**Team Building Exercise**

Mayor Welch led the Council in a team building exercise.


**Next Meeting – December 7, 2021 at 6:00 p.m.**

Mayor Welch stated the next meeting will be December 7, 2021 at 6:00 p.m.

**Motion to Adjourn**

Ald. Holbrook motioned to adjourn the November 16, 2021 meeting of the Common Council at 8:08 p.m. Ald. Clark seconded, and the motion carried unanimously.

Respectfully Submitted,



Jenny Salvo  
City Clerk

**RESOLUTION #2021-23**  
**RESOLUTION TO ALLOW FOR AN INCREASE ON THE CITY'S 2021 LEVY LIMIT**  
**WORKSHEET**

WHEREAS, Pursuit to Section 66.0602 (2) Wis. Stats. the State of Wisconsin has adopted levy limits that limit the amount a municipality may impose on its tax levy; and

WHEREAS, the City of Milton and the Town of Milton are parties to a joint fire department within the definition of Section 66.0602 (1) (am) Wis. Stats; and

WHEREAS, pursuant to Section 66.0602 (3) (h) Wis. Stats. the State of Wisconsin allows for adjustments to the levy limit calculation to account for the contribution to a joint fire department; and

WHEREAS, the Common Council of the City of Milton wishes to invoke the provisions of 66.0602 (3) (h) Wis. Stats. and the Town of Milton has accordingly proceeded or is proceeding to adopt the resolution required under Section 66.0602 (3) (h) 2. b. Wis. Stats.; and

WHEREAS, Section 66.0602 (3) (h) 2. b. requires that each municipality that is served by a joint fire department to adopt a resolution pursuant to that subsection in order for the levy limit exception of Section 66.0602 (3) (h) Wis. Stats. to apply in any participating municipality;

WHEREAS, The Milton Fire Commission has adopted a 2022 budget with total expenditures of \$1,417,966, an increase of \$67,522 from 2021;

WHEREAS, The City of Milton and Town of Milton are each responsible for 50% of the increase;

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Milton that it is in favor of and approves exercising its rights to exceed the levy limits by \$33,761 as provided by Section 66.0602 (3) (h) 1. Wis. Stats.,

Adopted, approved by the City of Milton Common Council on a \_\_\_\_ / \_\_\_\_ roll call vote and recorded November 30, 2021.

CITY OF MILTON

By:

\_\_\_\_\_  
Anissa Welch, Mayor

ATTEST:

\_\_\_\_\_  
Jenny Salvo, City Clerk

(SEAL)