

**City of Milton
Common Council
January 21, 2020**

Call to Order and Confirmation of Appropriate Meeting Notice.

Mayor Anissa Welch called the January 21, 2020 meeting of the Common Council to order at 6:02 p.m. City Administrator Al Hulick confirmed appropriate meeting notice.

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

Also Present: City Administrator Al Hulick, Public Works Director Howard Robinson, City Attorney Mark Schroeder, Finance Director / Treasurer Dan Nelson, Library Director Ashlee Kunkel, Police Chief Scott Marquardt, and Administrative Services Director Inga Cushman.

Approval of Agenda

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

Pledge of Allegiance

Ald. Elsen led the Council in the Pledge of Allegiance.

Mayoral Proclamation Declaring 2020 As The Year of the Community

Mayor Anissa Welch read the proclamation declaring 2020 as the Year of the Community.

Presentation by the City Administrator - 2019 Year In Review

Administrator Hulick provided a “2019 Year in Review” presentation.

Public comments regarding items which can be affected by Council Action

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

There were none.

Approval of Common Council Meeting Minutes - January 7, 2020

Ald. Holbrook motioned to approve the minutes. Ald. Wilson seconded, and the motion carried.

Public Hearing, Discussion and Possible Action to Approve Final Resolution 2020-02, Vacating Portion of Parkview Drive and Amending Official City Map

Administrator Hulick provided an overview of this agenda item.

Mayor Welch opened the Public Hearing at 6:48 p.m.

There were no public comments.

Mayor Welch closed the Public Hearing at 6:48 p.m.

Ald. Laehn motioned to approve Final Resolution 2020-02, Vacating Portion of Parkview Drive and Amending Official City Map accordingly. Ald. Clark seconded, and the motion carried.

Discussion and Possible Action Regarding CSM Approval, Conditional Use Permit Approval and Site Plan Approval for Milton High School.

Ald. Clark motioned to approve the CSM for Milton High School. Ald. Elsen seconded, and the motion carried.

Ald. Clark motioned to approve the Conditional Use Permit and Site Plan for the Milton High School with the following contingencies:

1. Recording of the final CSM at the county.
2. DNR and City Engineer approval of the storm water plan.
3. Aisle widths for traffic that have 90 degree parking stalls need to be 26' wide. Some of the aisles are 24' to 25'. These will need to be adjusted.
4. Arrows need to be added to the parking areas to show direction of traffic.
5. The driveways that are across from Rainbow Drive and Orchard Row will need to be offset so that they do not directly enter the street intersection. The driveway entrance adjacent/across from Rainbow Drive will allow the current offset stop signs to become a regular stop sign intersection.
6. Sanitary and Water mains will need to be added onto the Utility Plans
7. A lighting plan that meets ordinance requirements and that shows foot candle power needs to be submitted.
8. New sign location needs to be indicated.
9. An architectural drawing that show the height of the buildings is required.
10. Location of dumpsters needs to be indicated.
11. The Storm Water Management Plan needs to be recorded with the property at the county.

Ald. Wilson seconded, and the motion carried.

Discussion and Possible Action on Resolution 2020-01 Accepting a Water Main Dedication and Maintenance Agreement from the Milton School District on the Milton Middle School Property

Attorney Schroeder stated the Council should wait to approve Resolution 2020-01 until the Water Main is complete and inspected by the City's engineer.

Ald. Laehn motioned to approve the Water Main Maintenance Agreement between the City of Milton and Milton School District on the Milton Middle School property contingent on Milton School District approval. Ald. Clark seconded, and the motion carried.

Discussion and Possible Action Regarding Utility Division Job Descriptions Updates

Ald. Clark motioned to approve the job descriptions for the Utility Division as presented. Ald. Elsen seconded, and the motion carried.

Discussion and Possible Action on Non-DOT-Regulated Employee and DOT-Regulated Employee Alcohol Misuse Prevention and Anti-Drug Policies

Ald. Rusch motioned to approve the Non-DOT-Regulated Employee and DOT-Regulated Employee Alcohol Misuse Prevention and Anti-Drug Policies. Ald. Holbrook seconded, and discussion followed. The motion carried.

Discussion and Action to Authorize the Appointment of an Additional Election Official for the January 2020 - December 2021 Election Cycle

Ald. Wilson motioned to authorize appointment of Rhonda Mitchell as an election official for the election cycle of January 2020 – December 2021. Ald. Holbrook seconded, and the motion carried.

Discussion and Action to Approve New Operator Licenses

Ald. Clark motioned to approve the new Operator Licenses issued between October 28, 2019 and January 17, 2020. Ald. Laehn seconded, and the motion carried.

Discussion and Possible Action to Deny an Operator License for Nicole M. Randall

Ald. Holbrook motioned to deny the request for an Operator License for Nicole M. Randall based on information provided by staff, the recommendation from staff, and the applicant's non-disclosure of violations. Ald. Wilson seconded, and the motion carried.

General Items

a. Committee Reports

Ald. Rusch provided information about the new Automatic Vehicle Locator (AVL) partnership between the Milton-Milton Township Fire Department, City of Beloit Fire Department, City of Janesville Fire Department, and Town of Beloit Fire Department. Ald Clark stated the Joint Fire Commission will meet on January 22, 2020 at 7 p.m. at City Hall, and the Tourism Consortium will meet on January 27, 2020.

Director Cushman provided an update on activities of the Complete Count Committee for the 2020 Census. She also stated the Parks & Recreation Commission and Story Gardens Subcommittee met on January 13, 2020, but did not have a quorum due to illnesses.

b. Staff Reports

Chief Marquardt discussed Active Shooter Training in Rock County among multiple protective service agencies. The Rock County Anti-Human Trafficking Task Force he is involved with is hosting a presentation at Franklin Middle School in Janesville on January 22, 2020 at 5:30 p.m.

Director Robinson stated letters for properties that have not cleared their sidewalks will be going out in the mail on January 22, 2020.

c. Team Building Exercise.

Mayor Welch led the Council in a Team Building Exercise.

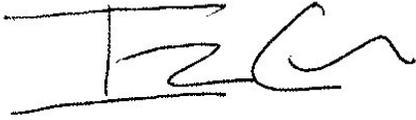
Next Meeting ~ February 4, 2020

The next meeting of the Common Council will take place on February 4, 2020 at 6 p.m.

Motion to Adjourn

Ald. Elsen motioned to adjourn the January 21, 2020 meeting at 7:20 p.m. Ald. Holbrook seconded, and the motion carried.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'I. Cushman', written over a horizontal line.

Inga Cushman
Administrative Services Director