

CITY OF VERONA
MINUTES
COMMON COUNCIL
February 13, 2017
Verona City Hall

1. Alderperson Mac McGilvray called the meeting to order at 7:03 p.m.
2. Pledge of Allegiance
3. Roll call: Alderpersons Luke Diaz, Jack Linder, Mac McGilvray, Heather Reekie, Scott Stewart, Brad Stiner and Evan Touchett present. Mayor Hochkammer and Alderperson Elizabeth Doyle were absent and excused. Also present: City Administrator Jeff Mikorski, Planning and Development Director Adam Sayre, Public Works Director Theran Jacobson, Parks Director Dave Walker, City Engineer Jeff Montpas, KSW Construction representative Dean Slaby, and City Clerk Ellen Clark.
4. Public Comment:
 - Tim Ruder, 467 Basswood Avenue, spoke in support of a city swimming pool, and expressed his appreciation for the new bike lanes on Basswood Avenue
 - Sophia Ruder, 467 Basswood Avenue, spoke in support of the swimming pool
5. Approval of Minutes from the January 23, 2017 Common Council Meeting:
Motion by Reekie, seconded by Stewart, to approve the minutes of the January 23, 2017 Common Council meeting. Motion carried 6-0.
6. Mayor's Business: None
7. Administrator's Report: None
8. Engineer's Report:
 - Downtown Streetscape Stage II – Bids for this project were opened on February 9, 2017. A recommendation of award will be presented to the Council tonight. Construction is planned to start after April of this year. Director of Public Works Jacobson is providing the public with construction information.
 - CTH PD Reconstruction, Shady Oak Lane to Woods Road – Edgerton has completed the storm sewer installation. Work on the retaining wall may begin in late February. Watermain installation connecting to the watermain on Northern Lights will take place in the spring of this year.
 - CTH M Utility Design – 90% plans have been provided to the city and MSA for inclusion in the overall road project. Final plan, spec and estimate will be due in April.
 - Bike and Pedestrian Projects – AECOM is working on the design of the box culvert at Badger Mill Creek and the sidewalk extensions along CTH M and Locust Drive.
 - Signal Design for Old PB/Whalen Road, S. Main St/Paoli St. and W. Verona Avenue/West End Circle – AECOM is completing the design and bidding documents for these intersections. The anticipated schedule is for the signals at Old PB and Whalen to be done by the end of May, the signals at S. Main Street and Paoli will be done at the time of Main Street construction, and the signals at the West End will be done by the end of October.
 - Lincoln Street Channel – this project was submitted in draft form to the Army Corps of Engineers.

9. Committee Reports:

A. Finance Committee

- (1) Discussion and Possible Action Re: Payment of Bills. Motion by Linder, seconded by Touchett, to approve the payment of bills in the amount of \$534,103.41. Motion carried 6-0.
- (2) Discussion and Possible Action Re: Memorandum of Understanding Between City of Fitchburg, and City of Verona, City of Monona, Town of Madison, and Oregon Area Fire & EMS for an Assistance to Firefighters Grant. Motion by Linder, seconded by Touchett, to approve a Memorandum of Understanding between City of Fitchburg, and City of Verona, City of Monona, Town of Madison, and Oregon Area Fire & EMS. This MOU allows the City of Verona Fire Department to be part of a City of Fitchburg Regional Assistance to Firefighters Grant for Self-Contained Breathing Apparatus (SCBA) equipment. Benefits to the city include standardization of equipment a cost savings provided by a group purchase. The City of Verona will be responsible for the 10% local share of the cost of 30 SCBA units and 18 extra facepieces. The cost to the City of Verona will be in the \$21,000 range for this equipment. Motion carried 6-0.

B. Personnel Committee

- (1) Discussion and Possible Action Re: Resolution No. R-17-010 Approving a Collective Bargaining Agreement with Wisconsin Professional Police Association for 2017-2019. Motion by Reekie, seconded by Stewart, to approve Resolution No. R-17-010 approving a Collective Bargaining Agreement with Wisconsin Professional Police Association for 2017-2019. This is a three-year contract that includes a 3% wage increase for each of the three years of the contract, makes minor changes to identified holidays and vacation hours, and adds a special assignment of canine handler. Motion carried 6-0.
- (2) Discussion and Possible Action Re: Consideration of Employment Agreement for Finance Director-Treasurer Position. Motion by Reekie, seconded by Stewart, to approve the Employment Agreement with Brian Lamers for the Finance Director-Treasurer position. Brian is currently the Finance Director of Jefferson County. He has a background in Brown County as Highway Commissioner and Office Director for the Department of Highways. He is expected to begin employment with the city on March 13, 2017 at a salary of \$97,522.72. Motion carried 6-0.

C. Public Safety and Welfare Committee

- (1) Discussion and Possible Action Re: An Application for a Combination Reserve "Class B" Intoxicating Liquor and Class "B" Fermented Malt Beverages License from It's Time Grill and Pub, LLC, d/b/a It's Time Grill and Pub, 608A West Verona Avenue, Verona, WI 53593, Tim McRoberts, Agent. Motion by Stewart, seconded by Reekie, to approve a Combination Reserve "Class B" Intoxicating Liquor and Class "B" Fermented Malt Beverages license for It's Time Grill and Pub, LLC, d/b/a It's Time Grill and Pub, 608A West Verona Avenue, Tim McRoberts, Agent, contingent upon the surrender of the combination license currently held by Monte's Grill and Pub, LLC. It's Time Grill and Pub, LLC is purchasing the property at 608A West Verona Avenue from current owner, Monte's Grill and Pub, Inc. The anticipated closing date is March 1, 2017. Motion carried 6-0.

D. Planning Commission

- (1) Discussion and Possible Action Re: Resolution No. R-17-011 Approving a Conditional Use Permit to Allow an Indoor Commercial Entertainment Land Use, known as 4 Sisters Restaurant, at 958 Liberty Drive. Motion by Linder, seconded by Reekie, to approve Resolution No. R-17-011 approving a conditional use permit to allow an indoor commercial entertainment land use known as 4 Sisters Restaurant, at 958 Liberty Drive, contingent upon the following:

1. The use of the outdoor seating area is permitted to operate from 7:00 a.m. to 10:00 p.m. seven (7) days per week
2. Outdoor patio fencing shall be a minimum of 48" tall
3. The outdoor patio fencing material shall be approved by the Director of Planning and Development
4. The exit for the patio shall be labeled as an "exit only"
5. The fence and gate for the outdoor patio shall comply with the requirements from the Police Department and Building Inspector

The conditional use permit will allow 4 Sisters Restaurant to occupy approximately 4,000 square feet of space, with both indoor and outdoor dining space, at 958 Liberty Drive. Motion carried 6-0.

- (2) Discussion and Possible Action Re: Resolution No. R-17-012 Approving a Conditional Use Permit to Allow an Indoor Commercial Entertainment Land Use known as Nalah Restaurant, at 957 Liberty Drive. Motion by Linder, seconded by Touchett, to approve Resolution No. R-17-012 approving a conditional use permit to allow an indoor commercial entertainment land use known as Nalah Restaurant, at 957 Liberty Drive, contingent upon the following:

1. The use of the outdoor seating area is permitted to operate from 7:00 a.m. to 10:00 p.m. seven (7) days per week
2. Outdoor patio fencing shall be a minimum of 48" tall
3. The outdoor patio fencing material shall be approved by the Director of Planning and Development
4. The exit for the patio shall be labeled as an "exit only"
5. The fence and gate for the outdoor patio shall comply with the requirements from the Police Department and Building Inspector
6. Prior to the issuance of building permits, the applicant shall submit a site plan for approval that meets the minimum parking requirements of the Zoning Ordinance
7. Occupancy for Nalah Restaurant shall not be granted until the applicant constructs parking that meets the minimum parking requirements of the Zoning Ordinance

The conditional use permit will allow Nalah Restaurant to occupy approximately 3,000 square feet of space, with both indoor and outdoor dining space, at 957 Liberty Drive. Motion carried 6-0.

- 3) Discussion and Possible Action Re: Resolution No. R-17-013 Approving a Certified Survey Map to Create One (1) Lot South of West Verona Avenue, West of West End Circle, and East of Wall Street. Motion by Linder, seconded by Touchett, to approve Resolution No. R-17-013 approving a Certified Survey Map to create one

(1) lot south of West Verona Avenue, West of West End Circle, and East of Wall Street, contingent upon the following:

1. The shared access easement identified on the CSM shall be modified to allow the city to enforce parking on the easement

This CSM satisfies the condition of approval that the developer completes a CSM to combine the parcels and designate the existing driveway as a fire lane. Motion carried 6-0.

- (4) Discussion and Possible Action Re: A Planned Development Concept Plan Located at 114 S. Main Street and 109 Park Lane. The proposed plan would allow for the construction of approximately 18,000 square feet of commercial space and 55 apartment units located at 114 S. Main Street and 108 Park Lane.

Planning and Development Director Sayre stated the applicant is requesting a planned development concept review. World of Variety and Ace Hardware buildings would be demolished and new buildings constructed along S. Main Street and along the corner of Schuman Street and W. Verona Avenue. Ace Hardware would be a tenant in the first floor of the building on W. Verona Avenue. Staff has requested modifications to the site plan, including a 15 foot building setback and 15 feet of ROW to accommodate possible expansion of the road in that area, and to ensure that Miller & Sons have access for trucks at the rear of their building. The applicant is proposing to vacate Park Lane and turn it into a private drive. Staff is generally supportive of the project. Discussion followed regarding the advantages of turning Park Lane into a private drive.

Stiner asked if the Well 1 pump house will be affected by any of this construction. DPW Jacobson assured Stiner that the pump house will not be affected.

Stiner asked how many underground stalls are being planned. Sayre replied that there are currently 47 underground stalls in the plan. Stiner stated he would like to see as many parking spots under there as possible - there should be at least one underground parking stall per unit in the building, plus one or two for each retail establishment.

Touchett stated employee parking should be considered in the underground area of the building, and asked what kind of materials will be used to construct the building. He usually thinks of steel and concrete structures when he thinks of downtown. A wood building would not last as long.

Dean Slaby, representing KSW Construction, stated that they are looking at steel on the first floor only. Generally, three stories is not a problem for wood.

Stewart stated that, with the forward building design, he has a safety concern regarding sight lines. Sayre replied that access concerns are being discussed.

MacGilvray stated this is exactly the kind of thing we want to have to drive interest in our downtown, but he is a little concerned with the aesthetics and proposed construction materials for the buildings.

No action was taken by the Council on this item.

E. Parks, Recreation and Forestry Commission

- (1) Discussion and Possible Action Re: Approval of Ordinance No. 17-890 Amending the Code of Ordinances, City of Verona, Wisconsin Relating to the Administration and Operation of City-Owned Cemeteries. Motion by Reekie, seconded by Touchett, to approve Ordinance No. 17-890 amending the Code of Ordinances, City of Verona, Wisconsin relating to the administration and operation of city-owned cemeteries. Parks Director Dave Walker stated the ordinance was reviewed by our city attorney, state attorney and long-term Parks Commission member Paul Schmidt, and the City of Verona Parks Commission. Legal documents for the property transfer are still being prepared. The council is being asked to approve this ordinance now, so the ordinance is in place when the time comes. Motion carried 6-0.

F. Public Works/Sewer & Water Committee

- (1) Discussion and Possible Action Re: Approval of a Contract for Project 2015-104 Downtown Streetscapes Stages II and III. Motion by Diaz, seconded by Touchett, to award Parisi Construction Co., Inc. of Verona, Wisconsin the contract for Project 2015-104 Downtown Streetscapes Stages II and III in the amount of \$1,823,551.15. Parisi Construction has done work in the City of Verona before, including the veterans memorial, which turned out very nice. They were the low bidder on this project, with the bid coming in below the engineer's estimate. Motion carried 6-0.
- (2) Discussion and Possible Action Re: Resolution No. R-17-014 Authorizing Mr. Theran Jacobson as an Employee of the Responsible Unit for Planning, Constructing or Operating a Recycling Program. Motion by Diaz, seconded by Touchett, to approve Resolution No. R-17-014 authorizing Mr. Theran Jacobson as an employee of the Responsible Unit for planning, constructing or operating a recycling program. This resolution will authorize Mr. Jacobson to sign and submit the Recycling Grants to Responsible Units grant application and annual recycling reports Motion carried 6-0.
- (3) Discussion and Possible Action Re: Approval of Land Sale at 2760 N. Nine Mound Road. This item was tabled at the committee level. No action was taken by the Common Council.

10. New Business.

- A. Discussion and Possible Action Re: Resolution R-17-015 Authorizing Fire Department Automatic Aid Agreement. Motion by Linder, seconded by Touchett, to approve Resolution No. R-17-015 authorizing a Fire Department Automatic Aid Agreement. This allows automatic aid to be dispatched from the City of Fitchburg and Village of Oregon when the City of Verona Fire Department is called out. The department has been part of this program since 2003. Motion carried 6-0.
- B. Discussion and Possible Action Re: Approval of Operator Licenses. Motion by Reekie, seconded by Touchett, to approve the following operator licenses: Hannah Abbott and Jovanna Kirtz for Monte's; Jacquelin Kast and Christopher Hagen for Fisher King; Kevin Kaltenberg for Treads; Devin Allcox-Bradford for Vincenzo Citgo; and Mackenzie Malson for The Verona Woods. Motion carried 6-0.

11. Announcements:

- Clerk Clark announced that Open Book will be held April 10 – May 1, 2017. Board of Review is scheduled for May 15, 2017 from 6 p.m. – 8 p.m. in the council chambers at City Hall, 111 Lincoln Street.

12. Adjournment:

Motion by Linder, seconded by Touchett, to adjourn at 7:55 p.m. Motion carried 6-0.

Ellen Clark
City Clerk