

**CITY OF VERONA**

**MINUTES**

**COMMON**

**COUNCIL**

**April 22, 2019**

**Verona City Hall**

1. Mayor Diaz called the meeting to order at 7:00 p.m.
2. Pledge of Allegiance
3. Roll call: Alderpersons Kate Cronin, Sarah Gaskell, Charlotte Jerney, Chad Kemp, Katie Kohl, Christine Posey, Heather Reekie and Evan Touchett were present. Also present: Interim City Administrator Adam Sayre, Police Chief Bernie Coughlin, City Engineer Jeff Montpas, and City Clerk Ellen Clark.
4. Public Comment:

John and Susan Udelhofen, 9011 Bentley Green, Madison told the story of their daughter, Katie, who passed away in 2017 after a year-long battle with acute lymphocytic leukemia (ALL). The non-profit "We Believe in Katie" was formed by John and Susan to carry on Katie's legacy, and to make a difference for other families dealing with leukemia. The third annual "We Believe in Katie" benefit will be held on Saturday, April 27<sup>th</sup> at the Alliant Energy Center. The Udelhofens thanked the Council for its support of education and research for ALL.
5. Approval of minutes from the April 8, 2019 Common Council meeting. Motion by Kohl, seconded by Kemp, to approve the minutes of the April 8, 2019 Common Council meeting. Motion carried 8-0.
6. Mayor's Business:
  - A. Proclamation in support of research and education for acute lymphocytic leukemia (ALL)

Mayor Diaz read a proclamation in support of research and education for acute lymphocytic leukemia (ALL).

Kemp expressed gratitude to the City of Verona and his colleagues on the Common Council for this proclamation. To lose Katie was very difficult. Through what the Udelhofens are doing with "We Believe in Katie" and proclamations like this, we can increase awareness of this disease. Katie did believe and was full of life until the very end. He applauded the City for the effort.

Mayor Diaz thanked the Udelhofens for their service and contributions to the community.
  - B. Arbor Day Proclamation

Mayor Diaz read the 2019 Arbor Day Proclamation and declared April 26, 2019 as Arbor Day in the City of Verona.

C. Council member committee appointments

Mayor Diaz recommended the following Council member committee and commission appointments:

**Economic Development Commission:**

Chad Kemp – Finance Committee Chair – 1 year term expiring May 2020

**Parks, Recreation & Forestry Commission:**

Charlotte Jerney – 1 year term expiring May 2020

Heather Reekie – 1 year term expiring May 2020

**Cemetery Board:**

Evan Touchett – Public Works/Sewer and Water Committee Chair – 1 year term expiring May 2020

Brian Lamers – Finance Director – 1 year term expiring May 2020

David Walker – Parks Director – 1 year term expiring May 2020

(Citizen members were appointed in 2017 for a three-year term expiring May 2020)

**Tourism Commission:**

Charlotte Jerney – 1 year term expiring May 2020

**City/Town Joint Planning Committee:**

Sarah Gaskell – 2 year term expiring May 2021

Motion by Reekie, seconded by Cronin, to approve the Council member committee and commission appointments as recommended by Mayor Diaz. Motion carried 8-0.

D. Citizen member committee appointments

Mayor Diaz recommended the following citizen committee and commission appointments:

**Community Development Authority:**

Dia Caulkins	New appointment	4 year term expiring May 2023
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**Economic Development Commission:**

Sean Cleary	Reappointment	1 year term expiring May 2020
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Gary Rockweiler	Reappointment	1 year term expiring May 2020
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**Fitch-Rona EMS:**

Derek Johnson	New appointment	2 year term expiring May 2021
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**Police and Fire Commission:**

Cole Leystra	New appointment	4 year term expiring 2023*
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Myllinda Heil	New appointment	4 year term expiring 2024
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\*Correcting term expiration date. Steve Heinzen's term should have expired in 2018.

**Tourism Commission:**

Charlie Eggen (Hotel Rep)	Reappointment	1 year term expiring 2020
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Jason Hunt (Citizen)	Reappointment	1 year term expiring 2020
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Sara Hoechst (Citizen)	Reappointment	1 year term expiring 2020
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Pat Wehrley (Citizen)	Reappointment	1 year term expiring 2020
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Motion by Gaskell, seconded by Reekie, to approve the citizen committee and commission appointments as recommended by Mayor Diaz.

7. Announcements:

Posey passed on thanks to the Verona Police Department for its additional enforcement near the schools. The officers are doing a great job.

Cronin announced that the Verona Public Library's Word on the Street 5K Run/Walk will be held on May 4<sup>th</sup>. There is still time to register for the event. This is a great way to support the Verona Public Library.

Gaskell thanked Le Jordan and the Verona Area Chamber of Commerce for a very successful Eggstravaganza event on Saturday, April 20<sup>th</sup>.

8. Administrator's Report:

- The Hometown Days parade is scheduled for June 2<sup>nd</sup> at 12:00 p.m., with line-up beginning at 10:30 a.m. Let Ellen know by May 15<sup>th</sup> if you plan to be part of the parade.
- The results of the Greater Madison Vision Survey are available. CARPC is requesting comments from area leaders.
- The Police Department will be increasing enforcement in the area around the intersection of Llanos Street and N. Main Street, and other school areas.
- Staff has been working on the 2020 Census, and will bring forward a resolution in the near future to establish a Complete Count Committee to assist in outreach activities.
- Due to Memorial Day, the second Common Council meeting in May has been rescheduled to May 28<sup>th</sup>.
- The Board of Review will meet on May 13<sup>th</sup> at 6:30 p.m. at City Hall. It is anticipated that the Board of Review will be adjourned until Thursday, July 25<sup>th</sup>.

9. Engineer's Report:

- Fireman's Park splash pad: Storm sewer installation continues. The contractor has begun to place concrete, retaining walls are being backfilled, and setting of forms for the splash pad has started.
- Well 6 pumping station construction: The contractor continues to drill and install casing. They are at approximately 75 feet now. The well will eventually reach approximately 1,200 feet.
- Transportation improvements for the new high school: AECOM and City Staff are working with JSD to keep this project moving forward. Structure plan reviews for the Stewarts Woods Road structure and tunnel for the Military Ridge State Trail crossing are forthcoming. A pre-bid meeting was held on April 12<sup>th</sup>.

- Meister Addition West Pond dredging: This pond adjacent to Northern Lights Road is scheduled for significant maintenance this year. A public information meeting is scheduled for May 1<sup>st</sup>.
- CTH M/Liberty Drive/Thousand Oaks Trail traffic signals: A preconstruction meeting and the public informational meeting for this project are scheduled for April 24<sup>th</sup>. Construction is anticipated to being in mid-May.

Touchett asked Montpas for the width of the pipe being installed for Well 6.

Montpas replied the upper casing is 24 inches; the final lower casing will be 21 inches. The projected flow rate is 2,000 gallons per minute.

## 10. Committee Reports

### A. Finance Committee

- (1) Discussion and Possible Action Re: Payment of bills. Motion by Kemp, seconded by Cronin, to pay the bills in the amount of \$508,895.30 for the April 8, 2019 bills, and \$674,094.18 for the April 22, 2019 bills. Motion carried 8-0.
- (2) Discussion and Possible Action Re: Proposal for a 3-year contract with Baker Tilly, LLP for auditing services. Motion by Kemp, seconded by Posey, to approve a proposal for a 3-year contract with Baker Tilly, LLP for auditing services. Baker Tilly, LLP currently conducts annual audits of the City and Utilities. The contract ended with the 2018 audit. Staff requested Baker Till, LLC to submit a proposal for a 3-year contract for 2019-2021. The proposal was submitted with no increase from the 2018 audit cost of \$48,800 for 2019, and a 3% increase in each of the other two years. Motion carried 8-0.

### B. Public Safety and Welfare Committee

- (1) Discussion and Possible Action Re: A Change of Agent request from Kwik Trip, Inc. for Kwik Trip #837, 400 E. Verona Avenue, Verona, WI 53593. Motion by Reekie, seconded by Kohl, to approve a Change of Agent request from Kwik Trip, Inc. for Kwik Trip #837, 400 E. Verona Avenue, Verona, WI 535393. Kwik Trip has requested a change of agent for their Combination Class "A" and "Class A" Liquor License at Kwik Trip #837 from Carol Sue Cutler to Tracy L. Alvey. Motion carried 8-0.
- (2) Discussion and Possible Action Re: A Change of Agent request from Walgreen Company for Walgreens #01159, 104 N. Main Street, Verona, WI 53593. Motion by Reekie, seconded by Kohl, to approve a Change of Agent request from Walgreen Company for Walgreens #01159, 104 N. Main Street, Verona, WI 53593. Walgreen Company has requested a change of agent for their Combination Class "A" and "Class A" Liquor License at Walgreens #01159 from Mark Waldvogel to Tim Y. Kjol. Motion carried 8-0.
- (3) Discussion and Possible Action Re: A Special Event Permit application from Michael O'Brien, Ice, Inc., for the Hometown Brew Down on Saturday, July 13, 2019. Motion by Reekie, seconded by Cronin, to approve a Special Event Permit application from Michael O'Brien, Ice, Inc., for the Hometown Brew Down on Saturday, July 13, 2019

contingent upon submittal of a Certificate of Insurance listing the City of Verona as the Certificate Holder. This event is a craft beer fest, with the proceeds going to the Verona Ice Arena. The event is held on the Verona Ice Arena property. Craft beers, cheese and other foods will be served. Games and a small band will also be provided. A Temporary Class "B" Retailer's License will be required for this event. Motion carried 8-0.

- (4) Discussion and Possible Action Re: An application for a Temporary Class "B" Retailer's License from Ice, Inc., for the Hometown Brew Down event on Saturday, July 13, 2019 at 451 E. Verona Avenue from 11 a.m. – 7 p.m. Motion by Reekie, seconded by Kemp, to approve an application for a Temporary Class "B" Retailer's License from Ice, Inc., for the Hometown Brew Down event on Saturday, July 13, 2019 at 451 E. Verona Avenue from 11 a.m. – 7 p.m., contingent upon submission of a Certificate of Insurance listing the City of Verona as the Certificate Holder. This license allows Ice, Inc. to sell beer at the Hometown Brew Down event. Licensed bartenders will be on site throughout the event. Motion carried 8-0.

**C. Public Works/Sewer and Water Committee**

- (1) Discussion and Possible Action Re: A professional services agreement for construction related services for transportation improvements adjacent to west side Verona Area High School campus. Motion by Touchett, seconded by Kemp, to approve a professional services agreement for construction related services for transportation improvements adjacent to west side Verona Area High School campus with KL Engineering for an amount not to exceed \$293,884, contingent upon legal counsel review of the contract language. Motion carried 8-0.

**11. New Business**

- A. Discussion and Possible Action Re: Resolution No. R-19-018 approving a City of Verona Sustainability Policy.

Sayre stated the proposed Sustainability Resolution will help guide future City decisions as the City undertakes reasonable steps to become more sustainable. Future items the City will focus on include building green infrastructure, supporting natural areas, more resilient infrastructure, conservation of natural features, retrofitting City properties, and amending City Ordinances to mitigate the impacts of climate change. The purpose of the resolution and policy is to help create some framework before we move forward with changes.

Mayor Diaz stated some neighboring communities are ahead of us in taking this step. We can add to or change the to-do list in the resolution as necessary or desired. As a City, it is imperative that we do our part against climate change and be responsible stewards of the environment.

Gaskell asked if the sustainability policy is written.

Sayre replied the resolution is intended to be used as the policy. The flexibility is available to add to this, but if for some reason we can't meet all of the requirements, we are not under obligation to do so. This resolution is a working document to guide conversations down the road.

Cronin asked if it is being communicated to department heads that this is a City priority.

Sayre replied it has been provided to department heads. They will know that this is a priority of the Council.

Gaskell asked if we can start applying this to private development.

Sayre replied the best way to do that is through zoning requirements. We will have to let them know what we want, but we will have to look at our own facilities, as well, if we will be asking private developers to do this.

Mayor Diaz read the resolution's to-do list. He remarked that the flooding of August 2018 should have been a wake-up call for the City. This is something that we're probably going to have to deal with more in the future. The more energy efficient we make new buildings, the more energy - and potentially money - we can save.

Motion by Gaskell, seconded by Reekie, to approve Resolution No. R-19-018 approving a City of Verona Sustainability Policy. Motion carried 8-0.

- B. Discussion and Possible Action Re: Resolution No. 19-019 approving continuation in the Wisconsin Public Employers Group Health Insurance Program. The Department of Employee Trust Funds has combined several resources into one reference source for the Wisconsin Public Employers group health insurance program (WPE-GHIP). As part of the update, some contract provisions from the contract between the Group Insurance Board and the participating health insurance providers were moved to the updated manual. The movement of the contract provisions to the new manual means that the resolution in force by the City to participate in the Wisconsin Public Employers group health insurance program is no longer correct, and must be updated. This will in no way change the WPE-GHIP that is offered to the City's employees or retirees. Motion by Kemp, seconded by Posey, to approve Resolution No. 19-019 approving continuation in the Wisconsin Public Employers Group Health Insurance Program. Motion carried 8-0.
- C. Discussion and Possible Action Re: Approval of operator licenses. Motion by Touchett, seconded by Kohl, to approve operator licenses as presented by the City Clerk. Motion carried 8-0.

12. Adjournment:

Motion by Touchett, seconded by Kemp, to adjourn at 7:50 p.m. Motion carried 8-0.

Ellen Clark  
City Clerk