



11333 N. Cedarburg Rd.
Mequon, WI 53092
Phone: 262-236-2914
Fax: 262-242-9655

www.ci.mequon.wi.us

Office of the City Clerk
Taped and Televised

COMMON COUNCIL
Regular Meeting
Tuesday, July 13, 2021 - 7:30 PM
Christine Nuernberg Hall/GoToMeeting Platform

Minutes

1) Call to Order, Pledge of Allegiance and Roll Call

Mayor Wirth call the meeting to order at 7:36 PM.

Present:

Mayor John Wirth
Alderman Robert Strzelczyk
Alderman Glenn Bushee - remote
Alderman Dale Mayr
Alderman Jeffrey Hansher
Alderman Mark Gierl - remote
Alderman Brian Parrish
Alderman Kathleen Schneider
Alderman Andrew Nerbun

Also present: City Administrator Jones, Assistant City Administrator Schoenemann, City Attorney Sajdak, City Clerk Fochs, Acting Finance Director Keyser, Community Development Director Tollefson, Police Chief Pryor, Fire Chief Bialk, Deputy Fire Chief Zellman, Deputy Director of Utilities Driscoll, Deputy Director of Public Works Weyker, Police Officer Phil Nelson, Jim Malcom, Employer Outreach Director for the Employer Support of Guard and Reserve, Lynn Streeter and Rick Lemke, Future of the Fire Department Committee Members, press and interested public.

2) Personal Appearances and Public Comment:

Bob Walerstein, the President of Country Estates, would like to donate a park bench to the City on Parkview Drive and Mequon Road, at no expense to the City.

3) Public Hearing: None.

4) Public Officials' Reports:

- a) Mayor: Mequon Police Officer/Army Reservist Phil Nelson and Jim Malcolm, Employer Outreach Director of the Employer Support of Guard and Reserves (ESGR), presented Human Resource Director/Assistant City Administrator Justin Schoenemann with the Seven Seals Award. This award recognizes Mr. Schoenemann and the City's support during Officer Nelson's deployment at the vaccine clinic at the Wisconsin Center in spring 2021.
- b) City Administrator: Mr. Jones announced that the reevaluation letters of new assessments were mailed to all property owners on June 30, 2021. The last reevaluation occurred in 2009. The purpose is to ensure uniformity across the tax base. Open Book is scheduled for July 26-July 30. Call the Assessor's Office to make a phone/email appointment. Residents who wish to appeal their assessment can appear before the Board of Review. The first scheduled meetings of the Board of Review are September 10th and September 13th. Information can be found on the Assessor's website page.

In addition, WisDOT representatives will give a presentation on the I-43 expansion project at the next Common Council meeting to be held August 10, 2021.

5) Consent Agenda:

- a) Common Council meeting minutes of June 8, 2021.
- b) Economic Development Board meeting minutes of May 25, 2021.
- c) Festivals Committee meeting minutes of May 13, 2021.
- d) Finance-Personnel Committee meeting minutes of May 11, 2021.
- e) Mequon Municipal Water Utility Commission meeting minutes of March 9, 2021.
- f) Park and Open Space Board meeting minutes of May 19 and May 27, 2021.
- g) Planning Commission meeting minutes of May 24, 2021.
- h) Public Safety Committee meeting minutes of May 11, 2021.
- i) Public Welfare Committee meeting minutes of May 11 and May 25, 2021.
- j) Public Works Committee meeting minutes of May 11, 2021.
- k) Sewer Utility District Commission meeting minutes of May 11, 2021.
- l) **RESOLUTION 3855** - A Resolution Authorizing Final Plat Approval for The Enclave at Mequon Preserve - Phase V, Consisting of 12 Lots within an 82-Lot Single-Family Subdivision Located at 7711 and 7801 West Preserve Parkway.

Motion to approve the Consent Agenda Items A – L.

RESULT:	Approved by Voice Acclamation [Unanimous]
MOVED BY:	Alderman Strzelczyk
SECONDED BY:	Alderman Mayr

AYES:	Strzelczyk, Bushee, Mayr, Hansher, Gierl, Parrish, Schneider, Nerbun
--------------	--

m) Ordinance First Readings

NOTE: First reading of Ordinances will not be acted upon unless a suspension of the rules is approved by a recorded vote of two-thirds majority of all aldermen.

- 1) **ORDINANCE 2021-1594** - An Ordinance Amending Chapter 58 of the Mequon Municipal Code, Related to the Minimum Lot Size and Setback of Producing Animals, Specifically Chickens.

RESULT: First Reading

- 2) **ORDINANCE 2021-1595** - An Ordinance Repealing and Recreating Section 62-8(b) (4) of the Mequon Municipal Code Relating to the Regulation of Political Messages.

RESULT: First Reading

The Common Council convened as the Committee of the Whole at 7:55 PM.

6) Committee of the Whole:

- a) Approve Committee of the Whole meeting minutes of May 4, 2021.

RESULT: **Approved by Voice Acclamation [Unanimous]**
MOVED BY: Alderman Parrish
SECONDED BY: Alderman Nerbun

AYES: Strzelczyk, Bushee, Mayr, Hansher, Gierl, Parrish, Schneider, Nerbun

- b) Future of Our Fire Department Report on Facilities and Equipment.

Lynn Streeter provided an overview of the Future of our Fire Department Committee, its members and purpose. The committee was created to evaluate and make recommendations regarding the current state and future needs of our Fire Department and EMS Services. Phase I was the staffing report and was previously presented to the Council. Phase II focused on Facilities, Equipment and Information Technology (IT). Findings at both Station 1 (Buntrock Avenue) and Station 2 (Port Washington Road) include: outdated space in kitchen, day rooms and dorm rooms, limited office space, inefficiencies in design for modern day work practices, safety concerns, inadequate dorm rooms, ongoing flooding issues, air quality concerns, no functional meeting space or study space, sub-standard facilities. Recommendations regarding facilities/buildings are: 1) major upgrades are needed for our facilities, 2) Station 2 should be replaced with a larger facility as soon as possible and planning should begin now, 3) Station 1 should be remodeled. The Committee feels these recommendations are needed to retain and recruit personnel and to maintain our community pride.

Rick Lemke further presented the Committee's findings and recommendations regarding Equipment and IT. Equipment findings are that the apparatus and vehicles are in good shape. Our City's plans for vehicle replacements and upgrades are solid. Our IT is currently inadequate for a modern Fire Department. Findings include: 1) fire inspections are all done by hand which

can be old school, unprofessional, inefficient, error prone, no data collection capabilities, difficult to follow up, and are not integrated with other City departments, 2) payroll system is also done by hand, error prone, not integrated with City payroll, and 3) communications are severely lacking because, i.e. employees do not have City emails, limited access to track calls,. Recommendations regarding IT are: 1) implement a digital payroll system, 2) need an official department email system, and 3) integrate IT systems with other City departments, including digitizing inspections.

Discussion ensued on location of a new Station 2 and the next steps to determine potential locations, the functional plan and rough estimates of costs. The Mayor supported pursuing the facility assessment Request-for-Proposal.

c) Discussion of **RESOLUTION 3856** - A Resolution Requiring the Resumption of In-Person Meetings

Mayor Wirth explained his reasoning in putting forth this resolution. Apart from some exceptions, it is time to conduct in-person city meetings again. This brings the City back to pre-COVID status and suggests exceptions be discussed at either the Public Welfare Committee or a special Ad Hoc Committee. Such exceptions, i.e., consultant presentations, could be money saving for the City. Some investment may be needed to augment our technology to enhance the hybrid meeting experience by consultants and/or the public.

The Committee of the Whole recommended **RESOLUTION 3856** to the Common Council and wants the Public Welfare Committee to consider and potentially propose to the Common Council a policy ordinance that permits virtual or hybrid meeting attendance by the public and/or consultants, in emergency or time-sensitive situations and under other limited circumstances.

Motion to recommend **RESOLUTION 3856** as amended to the Common Council.

RESULT: **Approved by Voice Acclamation [Unanimous]**
MOVED BY: Alderman Schneider
SECONDED BY: Alderman Hansher

AYES: Strzelczyk, Bushee, Mayr, Hansher, Gierl, Parrish, Schneider, Nerbun, Wirth
--

d) Reconvene as Common Council

The Committee of the Whole reconvened as the Common Council at 8:36 PM.

7) **Ordinances:** None.

8) **Resolutions:**

a) **RESOLUTION 3856** - A Resolution Requiring the Resumption of In-Person Meetings.

RESULT: **Approved by Voice Acclamation as Amended [Unanimous]**
MOVED BY: Alderman Strzelczyk
SECONDED BY: Alderman Hansher

AYES: Strzelczyk, Bushee, Mayr, Hansher, Gierl, Parrish, Schneider, Nerbun

- b) **RESOLUTION 3857** - A Resolution Approving a Revolving Loan Fund Application for Aleksa Learning Center, Located at 1415 Donges Bay Road, in the Amount of \$100,000.

Julie Klimkovish, owner of Aleksa Learning Center provided an overview of the plans for building purchase, upgrades, furniture and electronics. She hopes to open the Learning Center in fall of 2021.

RESULT: Approved by Roll Call Vote [Unanimous]
MOVED BY: Alderman Nerbun
SECONDED BY: Alderman Schneider

AYES: Strzelczyk, Bushee, Mayr, Hansher, Gierl, Parrish, Schneider, Nerbun

- c) **RESOLUTION 3858** - A Resolution Appointing Jennifer Engroff to the Position of Director of Finance/City Treasurer.

Mr. Jones explained that Ms. Engroff was chosen from a pool of 20 very qualified applicants and will likely be starting her employment in mid-August.

RESULT: Approved by Voice Acclamation [Unanimous]
MOVED BY: Alderman Schneider
SECONDED BY: Alderman Hansher

AYES: Strzelczyk, Bushee, Mayr, Hansher, Gierl, Parrish, Schneider, Nerbun

- d) **RESOLUTION 3859** - A Resolution Approving the Award of a Contract for Development of an Organizational Strategic Plan with Better Dash Faster Consulting of Madison, Wisconsin in the Amount of \$8,500.

Mr. Jones stated that Better Dash Faster is the firm recommended to help the City develop our first strategic plan. This year strategic planning will be combined with budget development process.

RESULT: Approved by Roll Call Vote [Unanimous]
MOVED BY: Alderman Hansher
SECONDED BY: Alderman Schneider

AYES: Strzelczyk, Bushee, Mayr, Hansher, Gierl, Parrish, Schneider, Nerbun

- e) **RESOLUTION 3860** - A Resolution Approving a Waiver of Repurchase and Right of First Refusal Under the Mequon Business Park Covenants and Restrictions for Copps Industries, Inc..

RESULT: **Approved by Roll Call Vote [Unanimous]**
MOVED BY: Alderman Mayr
SECONDED BY: Alderman Nerbun

AYES: Strzelczyk, Bushee, Mayr, Hansher, Gierl, Schneider, Nerbun
RECUSED: Parrish

- f) **RESOLUTION 3861** - A Resolution Rejecting All Bids for the City of Mequon's 2021 Road Improvements Irrigation Removal Contract.

RESULT: **Approved by Voice Acclamation [Unanimous]**
MOVED BY: Alderman Mayr
SECONDED BY: Alderman Nerbun

AYES: Strzelczyk, Bushee, Mayr, Hansher, Gierl, Parrish, Schneider, Nerbun

- g) **RESOLUTION 3862** - A Resolution Awarding the Mequon Business Park Street Light Removal Contract to J Miller Electric of Port Washington, Wisconsin in the Amount of \$42,000.

RESULT: **Approved by Roll Call Vote [Unanimous]**
MOVED BY: Alderman Mayr
SECONDED BY: Alderman Parrish

AYES: Strzelczyk, Bushee, Mayr, Hansher, Gierl, Parrish, Schneider, Nerbun

- h) **RESOLUTION 3863** - A Resolution Authorizing an Agreement with the Wisconsin Department of Transportation for a Temporary Limited Easement at 9961 North Port Washington Road, in Connection with the I-43 Freeway Expansion Project.

RESULT: **Approved by Roll Call Vote [Unanimous]**
MOVED BY: Alderman Mayr
SECONDED BY: Alderman Hansher

AYES: Strzelczyk, Bushee, Mayr, Hansher, Gierl, Parrish, Schneider, Nerbun

- i) **RESOLUTION 3864** - A Resolution Awarding a Contract for 2021 Cleaning Services at the Public Safety Building to Vanguard Cleaning Systems, Greenfield, Wisconsin for a Total Not-to-Exceed Cost of \$23,310.

The Public Works Committee approved this resolution unanimously and directed the city staff to get bid/cost estimate on including the East Side Fires Station 2 in the contract.

RESULT: Approved by Roll Call Vote [Unanimous]
MOVED BY: Alderman Mayr
SECONDED BY: Alderman Nerbun

AYES: Strzelczyk, Bushee, Mayr, Hansher, Gierl, Parrish, Schneider, Nerbun

j) Motion to suspend the rules and take action on **RESOLUTION 3865**.

RESULT: Approved by Voice Acclamation [Unanimous]
MOVED BY: Alderman Nerbun
SECONDED BY: Alderman Schneider

AYES: Strzelczyk, Bushee, Mayr, Hansher, Gierl, Parrish, Schneider, Nerbun

RESOLUTION 3865 - A Resolution Approving the Purchase of One Police Vehicle from Ewald Automotive Group, Hartford, Wisconsin and the Installation of Associated Equipment from General Communications, Milwaukee, Wisconsin in the Total Amount of \$37,885.

RESULT: Approved by Roll Call Vote [Unanimous]
MOVED BY: Alderman Schneider
SECONDED BY: Alderman Hansher

AYES: Strzelczyk, Bushee, Mayr, Hansher, Gierl, Parrish, Schneider, Nerbun

9) **Specified Unfinished Business:** None.

10) **Presentation of Petitions, Memorials, and/or Remonstrances and Communications:** None.

11) **Specified Miscellaneous New Business:**

Mayoral Appointment: Architectural Board: Andrew Kerr, Regular Member, At Large

RESULT: Approved by Voice Acclamation [Unanimous]
MOVED BY: Alderman Strzelczyk
SECONDED BY: Alderman Mayr

AYES: Strzelczyk, Bushee, Mayr, Hansher, Gierl, Parrish, Schneider, Nerbun

12) **Potential Closed Session:**

Acquisition of a Stormwater Drainage Easement Across the Property at 9731 N. Courtland Drive: The Common Council may convene into closed session pursuant to Wis. Stat. §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, and then may reconvene into open session to take such action as deemed appropriate.

Motion to table going into a Closed Session to discuss the Acquisition of a Stormwater Drainage Easement Across the Property at 9731 N. Courtland Drive.

RESULT: **Approved by Voice Acclamation [Unanimous]**
MOVED BY: Alderman Strzelczyk
SECONDED BY: Alderman Parrish

AYES: Strzelczyk, Bushee, Mayr, Hansher, Gierl, Parrish, Schneider, Nerbun

13) Adjourn

Motion to adjourn at 8:54 PM.

RESULT: **Approved by Voice Acclamation [Unanimous]**
MOVED BY: Alderman Gierl
SECONDED BY: Alderman Strzelczyk

AYES: Strzelczyk, Bushee, Mayr, Hansher, Gierl, Parrish, Schneider, Nerbun

Respectfully Submitted,
Kathy Andrykowski
Approved 08-10-21