

APPROVED JANUARY 8, 2019
CITY OF FRANKLIN
COMMON COUNCIL MEETING
DECEMBER 18, 2018
MINUTES

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| ROLL CALL | A. | The regular meeting of the Common Council was held on December 18, 2018 and called to order at 6:30 p.m. by Mayor Steve Olson in the Franklin City Hall Council Chambers, 9229 W. Loomis Road, Franklin, Wisconsin. On roll call, the following were in attendance: Alderman Mark Dandrea, Alderman Dan Mayer, Alderwoman Kristen Wilhelm, Alderman Steve F. Taylor, Alderman Mike Barber and Alderman John R. Nelson. Also present were City Engineer Glen Morrow, Dir. of Administration Mark Luberda, City Attorney Jesse A. Wesolowski and City Clerk Sandra Wesolowski. |
| CITIZEN COMMENT | B.1. | Citizen comment period was opened at 6:32 p.m. and closed at 7:05 pm. |
| COMM. OF WHOLE
JANUARY 4, 2019 | B.2.(a) | Mayor Olson noted that a Committee of the Whole meeting has been scheduled for January 14, 2019, at 6:30 p.m. |
| GFOA CERTIFICATE | B.2.(b) | Mayor Olson noted that a Certificate of Achievement for Excellence in Financial Reporting was received by the City of Franklin from the Government Finance Officers Association. |
| MINUTES
DECEMBER 4, 2018 | C.1. | Alderman Barber moved to approve the minutes of the regular Common Council meeting of December 4, 2018, as presented. Seconded by Alderman Mayer. All voted Aye; motion carried. |
| APPT. OF KAREN
SPARAPANI AS
HUMANE OFFICER | E. | Alderman Dandrea moved to appoint Karen Sparapani, Executive Director of Milwaukee Area Domestic Animal Control Commission (MADACC) as Humane Officer. Seconded by Alderman Barber. On roll call, Alderman Dandrea, Alderman Mayer, Alderwoman Wilhelm, Alderman Barber, and Alderman Nelson voted Aye; Alderman Taylor voted No. Motion carried. |
| ORD. 2018-2346
AMEND MUN. CODE
TO INCLUDE
ELECTRONIC
SMOKING DEVICES | G.1. | Alderman Barber moved to adopt Ordinance No. 2018-2346, AN ORDINANCE TO AMEND ARTICLE XVIII "TOBACCO PRODUCTS" AND 183.71. "RESTRICTING THE USE OF CIGARETTES AND TOBACCO PRODUCTS" OF THE MUNICIPAL CODE, TO INCLUDE THE REGULATION OF ELECTRONIC SMOKING DEVICES AND PRODUCTS IN ADDITION TO AND OTHER THAN TOBACCO PRODUCTS INTENDED FOR INHALATION USES. Seconded by Alderman Taylor. On roll call, all voted Aye. Motion carried. |

- ORD. 2018-2347
AMEND MUN. CODE
PARKING
RESTRICTIONS ON
BOTH SIDES OF
S. 35TH ST.
- G.7. Alderman Taylor moved to adopt Ordinance No. 2018-2347, AN ORDINANCE TO AMEND THE MUNICIPAL CODE SECTION 245-5.F. EXTENDING PARKING RESTRICTIONS ON BOTH SIDES OF S. 35TH STREET FROM 25 FEET TO 100 FEET SOUTH OF W. HILLTOP LANE RIGHT OF WAY AND EXTENDING FROM 25 FEET TO 50 FEET ON THE WEST SIDE OF S. 35TH STREET NORTH OF W. HILLTOP LANE RIGHT OF WAY. Seconded by Alderman Mayer. All voted Aye; motion carried.
- RES. 2018-7448
POLICE DEPT.
FIREARMS RANGE
RENOVATION
- G.2. Alderman Taylor moved to authorize staff to proceed with the Firearms Range Capital Improvement Fund Project process and to adopt Resolution No. 2018-7448, A RESOLUTION AUTHORIZING CERTAIN OFFICIALS TO EXECUTE AN AGREEMENT [INCLUDING ANY CHANGES THERETO APPROVED BY THE CHIEF OF POLICE AND THE CITY ATTORNEY] FOR ARCHITECTURAL AND/OR ENGINEERING, DESIGN, BIDDING AND CONSTRUCTION ADMINISTRATION SERVICES FOR THE POLICE DEPARTMENT INDOOR FIREARMS RANGE RENOVATION PROJECT BETWEEN THE CITY OF FRANKLIN AND ANGUS-YOUNG ASSOCIATES, INC., with the condition that using the 2018 appropriation of \$191,250 already approved for the range renovation project, the 2019 appropriation must be under spent by at least a like amount. Seconded by Alderwoman Wilhelm. All voted Aye; motion carried.
- RES. 2018-7449
CONSERVATION
EASEMENT
11911 W. RYAN RD.
MILLS HOTEL
WYOMING, LLC
- G.3. Alderman Nelson moved to adopt Resolution No. 2018-7449, A RESOLUTION AUTHORIZING CERTAIN OFFICIALS TO ACCEPT A CONSERVATION EASEMENT FOR AND AS PART OF THE REVIEW AND APPROVAL OF A CERTIFIED SURVEY MAP FOR PROPERTY LOCATED AT 11911 WEST RYAN ROAD (MILLS HOTEL WYOMING, LLC, APPLICANT), subject to review and approval by the Department of City Development and technical corrections by the City Attorney. Seconded by Alderman Taylor. Alderman Dandrea, Alderwoman Wilhelm, Alderman Barber, and Alderman Nelson voted Aye; Alderman Mayer and Alderman Taylor voted No. Motion carried.
- RES. 2018-7450
CONTRACT WITH
LAKESIDE ENG. FOR S.
68TH ST. DESIGN
- G.4 Alderman Barber moved to adopt Resolution No. 2018-7450, A RESOLUTION TO AMEND PROFESSIONAL SERVICES CONTRACT WITH LAKESIDE ENGINEERS FOR PHASE 2 OF DESIGN OF S. 68TH STREET FROM W. LOOMIS ROAD TO

W. PUETZ ROAD FOR \$48,597.80. Seconded by Alderwoman Wilhelm. All voted Aye; motion carried.

RES. 2018-7451
CONTRACT WITH
JACOBS ENG. FOR
REDESIGN OF W. ELM
RD.

G.5. Alderman Taylor moved to adopt Resolution No. 2018-7451, A RESOLUTION TO AUTHORIZE A PROFESSIONAL SERVICES CONTRACT NOT TO EXCEED \$45,000 WITH JACOBS ENGINEERING FOR THE REDESIGN OF WISDOT'S IMPROVEMENTS OF W. ELM ROAD FROM I-94 TO S. 27TH STREET. Seconded by Alderman Dandrea. All voted Aye; motion carried.

CITY HALL DESIGN
ARCHITECT

G.6. No action was taken on additional direction for the contract with Quorum Architects for the design of the City Hall Roof, HVAC, and Fascia Wood Replacement Project following an update by the Director of Administration.

RES. 2018-7452
DESIGN STANDARDS
AND CONSTRUCTION
SPECS JULY 2017

G.8. Alderman Taylor moved to adopt Resolution No. 2018-7452, A RESOLUTION AUTHORIZING APPROVAL OF THE REVISIONS TO THE CITY OF FRANKLIN DESIGN STANDARDS AND CONSTRUCTION SPECIFICATIONS JULY 2017. Seconded by Alderwoman Wilhelm. All voted Aye; motion carried.

ORD. 2018-2348
AMENDING 2018
ANNUAL BUDGETS
FOR CAPITAL OUTLAY
FOR POLICE DEPT.
COMPUTER
PURCHASES

G.9. Alderman Mayer moved to adopt Ordinance No. 2018-2348, AN ORDINANCE TO AMEND ORDINANCE NO. 2017-2301, AN ORDINANCE ADOPTING THE 2018 ANNUAL BUDGETS FOR CAPITAL OUTLAY FUND FOR THE CITY OF FRANKLIN FOR FISCAL YEAR 2018, TO RECLASSIFY \$4,635 OF COMPUTER EQUIPMENT PURCHASE APPROPRIATIONS TO POLICE COMPUTER PURCHASES FROM SAVINGS IN OTHER DEPARTMENT COMPUTER EQUIPMENT PURCHASES. Seconded by Alderwoman Wilhelm. On roll call, all voted Aye. Motion carried.

ORD. 2018-2349
AMEND 2018 BUDGET
ORD. FOR TIRE
REPLACEMENT
MACHINE

G.10. Alderman Taylor moved to adopt Ordinance No. 2018-2349, AN ORDINANCE TO AMEND ORDINANCE NO. 2017-2301, AN ORDINANCE ADOPTING THE 2018 ANNUAL BUDGETS FOR CAPITAL OUTLAY FUND FOR THE CITY OF FRANKLIN FOR FISCAL YEAR 2018, TO RECLASSIFY \$8,000 OF APPROPRIATIONS FOR A TIRE REPLACEMENT MACHINE FROM CONTINGENCY TO HIGHWAY EQUIPMENT. Seconded by Alderman Barber. On roll call, all voted Aye. Motion carried.

- FINANCIAL REPORT
OCTOBER 2018
- G.11. Alderman Taylor moved to receive the October 2018 Financial Report and place on file. Seconded by Alderman Dandrea. All voted Aye; motion carried.
- RES. 2018-7453
CONTRACT WITH
GREELEY AND
HANSEN FOR IND.
PARK LIFT STATION
- G.12. Alderman Taylor moved to adopt Resolution No. 2018-7453, A RESOLUTION TO AUTHORIZE PHASE 2A OF A PROFESSIONAL SERVICES CONTRACT WITH GREELEY AND HANSEN FOR THE DESIGN OF INDUSTRIAL PARK LIFT STATION ABANDONMENT AND SEWER EXTENSION FOR AN ADDITIONAL \$95,510. Seconded by Alderman Barber. All voted Aye; motion carried.
- QUOTES FROM PDS
FOR WATER DEPT.
SERVER
- G.13. Alderman Taylor moved to authorize the Director of Administration to execute the two quotes presented with Paragon Development Systems, Inc. (PDS) for \$12,875.07 and \$2,800 for the purchase and installation/upgrade of the Water Department's server to a VMWare server and platform. Seconded by Alderman Dandrea. All voted Aye; motion carried.
- SOFTWARE
CONTRACT WITH
NORTHWOODS FOR
CITY'S WEBSITE
- G.14. Alderman Mayer moved to authorize the Director of Administration to execute a proposal from Northwoods Software, at a cost of \$22,920 for an upgrade to the Tital CMS software driving the City's website and for an initial migration of website content and for the project to be funded by 2019 General Fund Contingency appropriations. Seconded by Alderwoman Wilhelm. All voted Aye; motion carried.
- PENSION PLAN
MODIFICATIONS
- G.15. Alderman Barber moved to approve the proposed pension plan modifications to the City of Franklin Defined Contribution Retirement Plan and the City of Franklin Defined Benefit Retirement Plan and authorize the Director of Administration to execute the restated plan documents. Seconded by Alderman Mayer. All voted Aye; motion carried.
- INSPECTION
SERVICES DEPT.
RENAMING AND
MODIFYING JOB
DESCRIPTIONS
- G.16. Alderman Barber moved to approve renaming "Building Inspection" to "Inspection Services" and modifying the job descriptions as listed on the Request for Council Action included in the packet for this meeting. Seconded by Alderman Mayer. All voted Aye; motion carried.
- CONTRACT WITH
SOUTHEAST
INSPECTION
- G.17. Alderman Taylor moved to approve a service contract between the City of Franklin and Southeast Inspection Management Services, LLC, for Building Inspector Services, subject to approval of the necessary 2019 budget modification, and to authorize the release of

checks in accordance with the terms of the agreement and in advance of Common Council action when necessary. Seconded by Alderman Mayer. All voted Aye; motion carried.

ORD. 2018-2350
AMEND 2018 BUDGET
ORD. FOR INSPECTION
SERVICES DEPT.

G.18. Alderman Taylor moved to adopt Ordinance No. 2018-2350, AN ORDINANCE TO AMEND ORDINANCE NO. 2018-2345, AN ORDINANCE ADOPTING THE 2019 ANNUAL BUDGETS FOR THE GENERAL FUND FOR THE CITY OF FRANKLIN FOR FISCAL YEAR 2019, TO RECLASSIFY \$104,194 OF BUILDING INSPECTION PERSONNEL SERVICES TO BUILDING INSPECTION OTHER SERVICES, SUPPLIES, ETC. FOR THE CONTRACTURAL SERVICES OF SCOTT SATULA WITH SOUTHEAST INSPECTION MANAGEMENT SERVICES, LLC, FOR BUILDING INSPECTOR SERVICES. Seconded by Alderman Barber. On roll call, all voted Aye. Motion carried.

LICENSES AND
PERMITS

H. Alderman Taylor moved to approve the following licenses:
Grant Operator license to Nicole Schilcher, 10509 W. South County Line Rd, Franksville, with a warning letter from City Clerk; Rick Boardman, 2112 S. 72nd St., West Allis; Cheryl Endter, 461 Adeline Dr., Franksville; Brad Herron, 207 W. Hidden Trail, Elkhorn; Breanna Roberts, 7517 S. Riverview Rd.;
Hold Operator license application for appearance for Anna Matecki, 2222 E. Vollmer Ave., Milwaukee; and
Grant Class B Combination and Entertainment & Amusement license for Franklin Food & Beverage, LLC, Agent Frank Orcholski, 9643 S. 76th St., subject to closing of property documents and compliance with City and State Codes; and
Grant (PUBLIC) People Uniting for the Betterment of Life and Investment in the Community Grant pending proof of insurance for Fleet Reserve Association Branch 14, St. Martins Fair; and
Grant (PUBLIC) People Uniting for the Betterment of Life and Investment in the Community Grant pending projected budget for Knights of Columbus, Arts & Crafts Fair; and
Grant (PUBLIC) People Uniting for the Betterment of Life and Investment in the Community Grant for Federation of Croatian Societies, Inc, Fundraisers; Franklin Historical Society, Historic Village; Franklin Noon Lions Club, St. Martins Fair; Franklin Police Citizens Academy Alumni, St. Martins Fair; Franklin Public Library Foundation, Fundraisers; Root River Church, St. Martins Fair.
Seconded by Alderman Barber. All voted Aye; motion carried.

VOUCHERS AND
PAYROLL

- I. Alderman Barber moved to approve City vouchers with an ending date of December 13, 2018 in the amount of \$1,161,186.19; and payroll dated December 7, 2018 in the amount of \$405,866.51 and payments of the various payroll deductions in the amount of \$219,757.03 plus City matching payments; and estimated payroll dated December 21, 2018 in the amount of \$383,000.00 and payments of the various payroll deductions in the amount of \$403,000.00 plus City matching payments; and estimated payroll dated January 4, 2019 in the amount of \$389,000.00 and payments of the various payroll deductions in the amount of \$213,000.00 plus City matching payments; and property tax refunds with an ending date of December 13, 2018 in the amount of \$426.26; and the release of payment to Knight Barry, Inc. not to exceed \$2,575,452.29; and the release of Library vouchers upon approval by the Library Board; and the release of payment to Wesolowski, Reidenbach and Sajdak, S.C. not to exceed \$35,000.00. Seconded by Alderman Mayer. On roll call, all voted Aye. Motion carried.

ADJOURNMENT

- J. Alderman Mayer moved to adjourn the regular meeting of the Common Council at 8:03 p.m. Seconded by Alderman Barber. All voted Aye; motion carried.