



CITY OF PORT WASHINGTON, OZAUKEE COUNTY, WI
COMMON COUNCIL MEETING
TUESDAY, MARCH 19, 2024 AT 6:30 P.M.
Port Washington City Hall, 100 W. Grand Avenue, Port Washington, WI 53074

MINUTES

1. **ROLL CALL-** Mayor Ted Neitzke IV convened the meeting of the Common Council at 6:30 p.m. Members present were Alderpersons Deborah Postl, Mike Gasper, Dan Benning, Jonathan Pleitner, Patrick Tearney, and John Sigwart. Ald. Paul Neumyer arrived at 6:38 p.m. Also present was City Administrator Melissa Pingel, City Clerk Susan Westerbeke, City Attorney Eric Eberhardt, ADA/HR Director Emily Blakeslee, Public Works Director Rob Vanden Noven.
2. **PLEDGE OF ALLEGIANCE TO THE FLAG-** Recitation of the Pledge of Allegiance was led by Boy Scout Dylan Yass.
3. **CONSENT AGENDA**
 - A. **Approve Minutes of Previous Meeting**
 - B. **Accept Monthly Invoice Report**MOTION MADE BY ALD. POSTL, SECONDED BY ALD. BENNING TO APPROVE AND ACCEPT THE CONSENT AGENDA AS PRESENTED. Motion carried unanimously.
4. **MAYOR'S BUSINESS-** The Mayor introduced City Administrator Melissa Pingel. Administrator Pingel thanked everyone for the warm welcome she is receiving. The City Clerk noted that In Person Early Voting by Absentee Ballot and Voter Registration is underway at City Hall through March 29th. The Mayor thanked the Fire/EMS staff for his recent ride-along. The April 2nd Common Council meeting is postponed one day until April 3rd due to the Spring Election/Presidential Preference Primary.
5. **OFFICERS/STAFF REPORT- Monthly Department Reports-** Reports were distributed in writing.
6. **PUBLIC COMMENTS/APPEARANCES-** None.
7. **FROM STANDING COUNCIL COMMITTEES**
 - A. **GENERAL GOVERNMENT AND FINANCE COMMITTEE**
 1. **Consideration and Possible Action on a National Fish and Wildlife Foundation Grant Agreement for Creating a Resilient and Sustainable Valley Creek Corridor-** The Public Works Director discussed the grant agreement. In response to recent flooding, streambank erosion and stream downcutting threatening existing sewer and water utilities that run alongside or underneath Valley Creek, combined with significant vegetation loss caused by invasives and erosion, the City has responded by researching solutions to these problems as well as the funding sources to pay for them. In 2023, with the assistance of the Lakeshore Natural Resources Partnership and Stantec, the City applied for a grant to provide engineering assistance from NFWF to create a resilient and sustainable Valley Creek. In January 2024, it was announced that the City of Port Washington would be the recipient of a grant for \$915,000. The grant will also fund engineered solutions for flooding, human access, conservation, and protection of the bike trail and various street crossings. The next step will be to select an engineering firm. Melissa Curran, Environmental Scientist/Botanist for Stantec was present to provide a presentation on the grant and its objectives. The anticipated timeline for this project is five years. Discussion was held on the project. MOTION MADE BY ALD. BENNING, SECONDED BY ALD. POSTL TO APPROVE THE NATIONAL FISH AND WILDLIFE FOUNDATION GRANT AGREEMENT FOR CREATING A RESILIENT AND SUSTAINABLE VALLEY CREEK CORRIDOR AS PRESENTED. Motion carried unanimously.
 2. **Resolution 2024-1: Resolution Authorizing The Redemption Of The City's Taxable Water System Revenue Bond Anticipation Notes, Series 2021, Dated October 28, 2021-** Finance Director-Treasurer Mark Emanuelson was present to review the Bond Anticipation Note (BAN). As part of the closing process on the Safe Drinking Water Loan to fund the Water Plant Renovation Project, the current outstanding BAN must be paid off by the Friday after closing, which is currently scheduled for Wednesday April 24, 2024. The General Government and

Finance Committee recommended approval of this agreement. MOTION MADE BY ALD. PLEITNER, SECONDED BY ALD. POSTL TO APPROVE RESOLUTION 2024-1, AUTHORIZING THE REDEMPTION OF THE CITY'S TAXABLE WATER SYSTEM REVENUE BOND ANTICIPATION NOTES, SERIES 2021, DATED OCTOBER 28, 2021 AS PRESENTED. Motion carried unanimously.

3. Consideration and Possible Action on a Municipal Advisory Agreement with Wisconsin Public Finance Professionals, LLC for the \$21,500,000 Safe Drinking Water Loan- The Finance Director-Treasurer reviewed the Municipal Advisory Agreement from Wisconsin Public Finance Professionals, LLC, to serve as the City's municipal advisor for the \$21,500,000 Safe Drinking Water Loan. The Municipal Advisory fees for these services are \$15,000. The General Government and Finance Committee recommended approval of this agreement. MOTION MADE BY ALD. PLEITNER, SECONDED BY ALD. POSTL TO APPROVE THE MUNICIPAL ADVISORY AGREEMENT WITH WISCONSIN PUBLIC FINANCE PROFESSIONALS, LLC FOR THE \$21,500,000 SAFE DRINKING WATER LOAN AS PRESENTED. Motion carried unanimously.

4. Consideration and Possible Action on Scope of Engagement with Quarles and Brady LLP for the \$21,500,000 Safe Drinking Water Loan for the City of Port Washington, WI- The Finance Director-Treasurer reviewed the Scope of Engagement Letter. The attached letter from Quarles and Brady, is an engagement letter to serve as the City's bond counsel for the \$21,500,000 Safe Drinking Water Loan for the City of Port Washington, Wisconsin. The letter identifies what the role of bond counsel is in this transaction. The estimated fee to complete these services is \$20,000. The General Government and Finance Committee recommended approval of this agreement. MOTION MADE BY ALD. PLEINTER, SECONDED BY ALD. POSTL TO APPROVE THE SCOPE OF ENGAGEMENT WITH QUARLES AND BRADY LLP FOR THE \$21,500,000 SAFE DRINING WATER LOAN AS PRESENTED. Motion carried unanimously.

8. FROM CITY BOARDS/COMMISSIONS

A. PLAN COMMISSION

1. Public Hearing to Amend Section 485-170 of the Zoning Code To Allow Recording Studios in the I-1 Existing Industrial District- The Mayor opened the public hearing. There being no comments for or against, Mayor Neitzke closed the hearing.

2. Ordinance 2024-2: Amending and/or Creating Zoning Ordinances to Allow and Regulate Recording Studios as a Conditional Use in the I-1 Existing Industrial District- 2nd Reading- The Mayor read the Ordinance 2024-2 and discussion regarding the Plan Commission was held. The applicant is the owner of a .5-acre vacant parcel located on the east side of S. Park Street directly facing the Park Street Business Barn Condominiums. In 2023, this was approved to construct a 6,225 square foot office and warehouse building for the applicants. The applicant desires to construct a similar building to the one that was previously approved, but for space as a recording studio and associated activities. The Plan Commission recommended approval of this ordinance. The City Attorney requested verification that the correct applicant is listed on the application. MOTION MADE BY ALD. BENNING, SECONDED BY ALD. NEUMYER TO RECOMMEND APPROVAL OF ORDINANCE 2024-2, AMENDING AND/OR CREATING ZONING ORDINANCES TO ALLOW AND REGULATE RECORDING STUDIOS AS A CONDITIONAL USE IN THE I-1 EXISTING INDUSTRIAL DISTRICT SUBJECT TO THE CORRECT APPLICANT BEING LISTED AS REQUESTED BY THE CITY ATTORNEY. Motion carried unanimously.

9. UNFINISHED BUSINESS- None.

10. NEW BUSINESS- None.

11. PUBLIC COMMENTS/APPEARANCES- None.

12. ADJOURNMENT- MOTION MADE BY ALD. POSTL, SECONDED BY ALD. NEUMYER TO ADJOURN THE MEETING AT 7:12 P.M. Motion carried unanimously.

Respectfully submitted,
Susan L. Westerbeke, City Clerk