



CITY OF PORT WASHINGTON, OZAUKEE COUNTY, WI
COMMON COUNCIL MEETING
TUESDAY, MAY 7, 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, Paul Neumyer, Mike Gasper, Dan Benning, Jonathan Pleitner, Patrick Tearney, and John Sigwart. Also present was City Administrator Melissa Pingel, City Clerk Susan Westerbeke, City Attorney Eric Eberhardt, Public Works Director Rob Vanden Noven, Director of Planning and Development Bob Harris.
2. **PLEDGE OF ALLEGIANCE TO THE FLAG-** The Pledge of Allegiance was recited.
3. **SWEARING IN OF POLICE OFFICER JAMES MEJCHAR-** The City Clerk administered the Oath of Office to Officer Mejchar.
4. **CONSENT AGENDA-** MOTION MADE BY ALD. POSTL, SECONDED BY ALD. PLEITNER TO APPROVE THE CONSENT AGENDA AS PRESENTED. Motion carried unanimously.
5. **MAYOR'S BUSINESS**

The Mayor presented a proclamation in honor of Annual Professional Municipal Clerks Appreciation Week, and four proclamations were presented to Port Washington Saukville School District Administration in honor Teacher Appreciation Week. The Mayor thanked the Park and Recreation Department staff and volunteers for conducting the annual spring parks cleanup. The Jackson Street mural is progressing which will feature student artwork.
6. **OFFICERS/STAFF REPORT-** Reports were distributed in writing.
7. **PUBLIC COMMENTS/APPEARANCES-** Chairman of Police and Fire Commission Jim Bieber shared comments in support of the Public Safety Building.
8. **FROM STANDING COUNCIL COMMITTEES**
 - A. **GENERAL GOVERNMENT AND FINANCE COMMITTEE**
 1. **Consideration and Possible Action on Approval of an Original "Class B" Liquor and Class "B" Beer License and Annual Cabaret License for American Legion Post 82, (435 N. Lake Street, Nicholas Blank-Agent)-** The City Clerk has reviewed and approved the application and required supporting documentation. All required fees have been paid and the background record check was completed and approved by Police Chief Hingiss. MOTION MADE BY ALD. BENNING, SECONDED BY ALD. PLEITNER TO APPROVE AN ORIGINAL CLASS "B" LIQUOR AND CLASS "B" BEER LICENSE AND ANNUAL CABARET LICENSE FOR AMERICAN LEGION POST 82, 435 N. LAKE STREET, NICHOLAS BLANK-AGENT AS PRESENTED.
 2. **Resolution 2024-3: Authorizing The Issuance And Sale Of Up To \$12,850,100 Taxable Sewer System Revenue Bonds, Series 2024, And Providing For Other Details And Covenants With Respect Thereto-** Finance Director-Treasurer Mark Emanuelson was present to review Resolution 2024-3 to obtain a loan from the Wisconsin Department of Natural Resources (WDNR) through its Clean Water Fund Loan program. The Clean Water Fund Loan provides a long-term loan (20 years) at a reduced interest rate (55 percent of market rate) to finance the upgrade of the Wastewater Treatment Plant. The current advertised rate is 2.145% for our loan. The loan amount is \$12,850,100. This amount includes design costs (\$487,200), construction administration (\$750,000), construction costs (\$11,028,000), contingency (\$551,400), and miscellaneous and closing costs (\$33,500). MOTION MADE BY ALD. BENNING, SECONDED BY ALD. POSTL TO APPROVE RESOLUTION 2024-3: AUTHORIZING THE ISSUANCE AND SALE OF UP TO \$12,850,100 TAXABLE SEWER SYSTEM REVENUE BONDS, SERIES 2024, AND PROVIDING FOR OTHER DETAILS AND COVENANTS WITH RESPECT THERETOAS PRESENTED. Motion carried unanimously.

3. **Consideration and Possible Action on Authorizing Bray Architects to Proceed with Final Design of the Public Safety Building-** The Public Works Director introduced Matt Wolfert of Bray Architects who presented the design preliminary plan. The site is located on the corner of State Road 33 and County Road LL. Land surveying and wetland delineation are complete, and the soil boring report is currently being processed. Discussion was held. MOTION MADE BY ALD. BENNING, SECONDED BY ALD. POSTL TO POSTPONE THIS ITEM UNTIL THE JUNE 4, 2024 COMMON COUNCIL MEETING. Motion carried unanimously.
4. **Consideration and Possible Action on Approval of Owners Representation for the Public Safety Building Project-** The Public Works Director reviewed the Owner's Representative proposals related to the Public Safety Building Project. Four proposals were submitted, MC Group (\$252,450), Huffman Keel (\$292,800), Concord Group (\$380,000), and Building Solutions, LLC (\$455,000). Each firm provided their specific project approach and scope of services along with the proposal. Based on personnel, approach, scope, and fee, MC Group is recommended to serve as the City's Owner's Representative. MOTION MADE BY ALD. BENNING, SECONDED BY ALD. POSTL TO POSTPONE THIS ITEM UNTIL THE JUNE 4, 2024 COMMON COUNCIL MEETING. Motion carried unanimously.
5. **Consideration and Possible Action on Authorizing Public Facility and Impact Fee Study-** The Public Works Director reviewed the proposal from Trilogy Consulting to perform a Public Facility Needs Assessment and Impact Fee Study relating to the proposed construction of a new Public Safety Building. The proposed Public Safety Building is anticipated to serve the community's needs for the next 50 years. The study will identify the proportionate share of the cost identified as attributable to the need to serve future development and the amount of that maximum eligible cost that is desired to recover through impact fees. After discussion, the Council requested an expanded scope of study. MOTION MADE BY ALD. PLEITNER, SECONDED BY ALD. POSTL TO POSTPONE THIS ITEM UNTIL THE JUNE 4, 2024 COMMON COUNCIL MEETING TO INCLUDE AN EXPANDED SCOPE OF STUDY. Motion carried unanimously.
6. **Ordinance 2024-3: Amending Portions of Chs. 8, 36 and 485 of the City Code Relating to the Appointment and Commencement of Term of Office of Members of Certain City Boards, Commissions and Committees, and Amending Membership of the Plan Commission- 1st Reading-** The Mayor reviewed the request for this ordinance change. The current code states the date of appointment, and the term of office start dates, for some but not all appointed members of the City's boards, committees, and commissions. The appointments are made by the mayor and approved by the Common Council. This ordinance amends several sections of City's Municipal Code to specify the mayoral appointment date, and the term of office starting date of all appointment members of the City's Boards, Commissions, and Committees. At the Common Council meeting during the third Tuesday in May, the Mayor will present BCC appointments, except for Police and Fire Commission and Library Board, as their respective appointment dates are dictated by State Statute. This Ordinance will undergo further consideration at the next Council meeting.

B. TRAFFIC SAFETY COMMITTEE

1. **Ordinance 2024-5: An Ordinance Repealing the One-Way Street Designation, Amending the Parking Restrictions, and Establishing an Official Stop Sign on West Main Street - 1st Reading-** City Engineer Roger Strohm presented Ordinance 2024-5 related to converting the 100 block of West Main Street to two-way traffic flow. The current one-way traffic pattern creates difficulty for downtown visitors to access the County-owned parking lot on West Main Street. During large events when the parking lot is heavily used, traffic congestion occurs upon exit from the lot. Conversion to two-way traffic will result in the loss of five to seven parking spots. However, according to the June 2023 parking study, enough parking spaces still remain during peak periods. This change has been discussed with Ozaukee County as well. This Ordinance will undergo further consideration at the next Council meeting.

2. Presentation and Discussion Traffic Safety 2024 Update- The City Engineer provided an update on the several intersections under review by the Traffic Safety Committee including, Interurban Trail and CTY Road LL (south side), Interurban Trail and South Spring Street, North Webster Street and Grand Avenue, North Webster Street and Jackson Street, Interurban Trail and Sunset Drive, and Interurban Trail and CTH Road LL (north side). Improvements under consideration by the committee include improved signage, pavement markings, and rapid flashing beacons.

9. FROM CITY BOARDS/COMMISSIONS

A. PLAN COMMISSION

1. Ordinance 2024-6: Amending and/or Creating Zoning Ordinances to Allow and Regulate Warehousing as a Conditional Use in the CCM Multiple Family (Central City Mixed) Zoning District; Anneran Holdings LLC, Applicant- 1st Reading- The Director of Planning and Development reviewed Ordinance 2024-6. The applicant recently purchased a light industrial building previously used as a printing, warehousing, and distribution for Port Publications (Ozaukee Press). The applicant intends to use the facility as a warehouse for its Ansay International business arm to store and distribute products imported from Luxembourg. The impetus for the text change is that the property had been used for light industrial operations since its mid-century construction for use as a fish processing plant, and later as a printing facility. In the late 1970's, the printing facility was made non-conforming when the property was rezoned from industrial to CCM (residential and commercial mix). In 2006, the City approved a zoning text change to include "Printing and related activities" as a conditional use of the CCM district to accommodate a proposed addition to the printing facility after the City determined rezoning the property back to industrial or to a business (B-1, B-2, B-3, B-4) designation would have the potential to introduce more intensive uses to the primarily residential area. The second reading will be held at the next meeting following a Public Hearing. A Conditional Use Permit will follow this ordinance change.

10. UNFINISHED BUSINESS- None.

11. NEW BUSINESS- None.

12. PUBLIC COMMENTS/APPEARANCES- None.

13. MOTION TO CONVENE in closed session per Wis. Stat. § 19.85(1)(e), i.e., deliberating or negotiating the purchase of public property, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, to-wit: devise bargaining strategies and discuss financial and other terms and conditions of potential sale and development of the approximately 39-acre parcel of City-owned vacant land, commonly known as the former Schanen Farm, located along the south side of STH 33 west of CTH LL (Tax Parcel No. 16-030-15-002.00).- The Mayor read the closed session item. MOTION MADE BY ALD. PLEITNER, SECONDED BY ALD. NEUMYER TO CONVENE IN CLOSE SESSION. ROLL CALL VOTE TAKEN. AYE: POSTL, NEUMYER, GASPER, BENNING, PLEITNER, TEARNEY, SIGWART. Motion carried unanimously.

14. MOTION TO CONVENE in closed session per Wis. Stat. § 19.85(1)(e), i.e., deliberating or negotiating the purchase of public property, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, to-wit: devise bargaining strategies and discuss financial and other terms and conditions of potential purchase of 4.27-acre parcel of land located at 1777 W. Grand Avenue, Port Washington (Tax Parcel No. 160301600700).- The Mayor read the closed session item. MOTION MADE BY ALD. PLEITNER, SECONDED BY ALD. NEUMYER TO CONVENE IN CLOSE SESSION. ROLL CALL VOTE TAKEN. AYE: POSTL, NEUMYER, GASPER, BENNING, PLEITNER, TEARNEY, SIGWART. Motion carried unanimously.

15. **RECONVENE INTO OPEN SESSION** to take action relating to the closed session items, if any. MOTION MADE BY ALD. NEUMYER, SECONDED BY ALD. POSTL TO RECONVENE INTO OPEN SESSION. ROLL CALL VOTE TAKEN. AYE: POSTL, NEUMYER, GASPER, BENNING, PLEITNER, TEARNEY, SIGWART. Motion carried unanimously.
16. **ADJOURNMENT-** MOTION MADE BY ALD. BENNING, SECONDED BY ALD. POSTL TO ADJOURN AT 8:51 P.M. Motion carried unanimously.

Respectfully submitted,
Susan L. Westerbeke, City Clerk