

**CITY OF VERONA**  
**MINUTES**  
**COMMON COUNCIL**  
**May 23, 2016**  
**Verona City Hall**

1. Mayor Hochkammer called the meeting to order at 7:12 p.m.
2. Pledge of Allegiance
3. Roll call: Alderpersons Luke Diaz, Liz Doyle, Jack Linder, Heather Reekie, Brad Stiner and Evan Touchett present. Alderperson McGilvray not present at this time, but is expected at the meeting later. Also in attendance: City Attorney Bryan Kleinmaier, Police Chief Bernie Coughlin, Public Works Director Ron Rieder, City Engineer Jeff Montpas, Ehlers & Associates Representative Mike Harrigan, Theran Jacobson, and City Clerk Ellen Clark.
4. Public Comment:
5. Approval of Minutes from the May 9 Common Council meeting and the May 20 and May 21, 2016 Special Common Council meetings: Motion by Doyle, seconded by Diaz, to approve the minutes of the May 9 Common Council meeting and the May 20 and May 21, 2016 Special Common Council meetings. Motion carried 6-0.
6. Mayor's Business:
  - Theran Jacobson, newly hired Director of Public Works, came to the podium to speak. Jacobson thanked the city for this opportunity, and stated that he is looking forward to working through current and upcoming projects. His goals are to continue to keep the city growing, to work with staff, and to provide the best service possible to the City of Verona. Mayor Hochkammer stated it was our intent that there would be a transition period between the new Director of Public Works and Ron Rieder. We are excited to have Theran aboard.
  - The Mayor attended a ribbon cutting for The Goddard School on Friday, May 20<sup>th</sup>. The school is now open and business is doing well.
  - The mayor thanked the Council for the progress we are making, and the city's department heads for stepping up to the plate in the absence of a City Administrator.
7. Engineer's Report
  - Northern Lights/N. Nine Mound Road Construction: Northbound lanes are nearly complete. Traffic shift to the new lanes will happen in early June, at which time work will begin on the southbound lanes
  - Church Street, S. Marietta Street and Grove Avenue Reconstruction: Five bids were received for this project, with the low bid coming from JI Construction, LLC, Livingston, WI, in the amount of \$1,229,855.75.
  - USH 18/151 / Epic Lane On-ramp: This project is currently in the design phase. Plans are scheduled to be submitted to WisDOT by May 27<sup>th</sup> for review.
  - CTH PD Reconstruction, Shady Oak Lane to Woods Road: The city is working on obtaining the necessary right of way.

- Community Park & Park Lane Parking Lot Construction:  
The parking lot is done, except for restoration and clean-up. Work has begun on the Park Lane parking lot.
- 2016 Street Rehabilitation Project:  
Identified streets are Commerce Parkway, Jenna Court, Noel Way, South Hillcrest Drive and Schweitzer Drive. Construction is scheduled to begin in July.
- Locust Drive Bridge:  
All structural work on the bridge is complete. Landscaping and fence installation are scheduled for the week of May 16<sup>th</sup>, with the bridge opening to traffic on May 20<sup>th</sup>.

8. Committee Reports:

**A. Finance Committee**

- (1) Discussion and Possible Action Re: Payment of Bills. Motion by Doyle, seconded by Linder, to pay the bills in the amount of \$868,522.21. Motion carried 6-0.
- (2) Discussion and Possible Action Re: Resolution No. R-16-018 Providing for the Sale of Approximately \$9,890,000 General Obligation Promissory Notes, Series 2016A.

RESOLUTION NO. R-16-018

RESOLUTION PROVIDING FOR THE SALE OF APPROXIMATELY \$9,890,000  
GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2016A

WHEREAS the City of Verona, Dane County, Wisconsin (the "City") is presently in need of approximately \$9,890,000 for public purposes, including paying costs of 2016 capital improvement projects such as space needs projects, public works transportation projects, public works equipment, project costs of Tax Incremental District No. 4 and water and sewer projects and refunding obligations of the City, including interest on them; and

WHEREAS it is desirable to borrow said funds through the issuance of general obligation promissory notes pursuant to Section 67.12(12), Wisconsin Statutes.

NOW, THEREFORE, BE IT RESOLVED that:

Section 1. The Notes. The City shall issue its General Obligation Promissory Notes, Series 2016A, in an approximate amount of \$9,890,000 (the "Notes") for the purposes above specified.

Section 2. Sale of Notes. The Common Council hereby authorizes and directs that the Notes be offered for public sale. At a subsequent meeting, the Common Council shall consider such bids for the Notes as may have been received and take action on thereon.

Section 3. Notice of Note Sale. The City Clerk (in consultation with the City's financial advisor, Ehlers & Associates, Inc. ("Ehlers")) be and hereby is

directed to cause notice of the sale of the Notes to be disseminated in such manner and at such times as the City Clerk may determine and to cause copies of a complete, official Notice of Note Sale and other pertinent data to be forwarded to interested bidders as the City Clerk may determine.

Section 4. Official Statement. The City Clerk shall cause an Official Statement concerning this issue to be prepared by Ehlers. The appropriate City officials shall determine when the Official Statement is final for purposes of Securities and Exchange Commission Rule 15c2-12 and shall certify said Statement, such certification to constitute full authorization of such Statement under this resolution.

Passed this 23<sup>rd</sup> day of May, 2016

Approved this 23<sup>rd</sup> day of May, 2016

/s/ Jon Hochkammer, Mayor

/s/ Ellen Clark, City Clerk

Motion by Doyle, seconded by Linder, to approve Resolution No. R-16-018 Providing for the Sale of Approximately \$9,890,000 General Obligation Promissory Notes, Series 2016A. Mike Harrigan, Ehlers & Associates, presented a pre-sale report for the city's 2016 proposed general obligation borrowing. The proposed borrowing includes funds for the following projects:

General Obligation Notes –New Projects Issue

- \$ 116,000 Community Park Parking Lot
- 49,000 Remodel Former VACT Building
- 1,605,000 Quarry Purchase for PW / Open Space
- 800,000 Street Improvements – Mill and Overlay Project
- 600,000 Pedestrian Bike Trail Study and Construction
- 1,300,000 CTH M & CTH PD Intersection
- 400,000 Traffic Signals (Paoli & Whalen & Llanos)
- 7,200 Bridge Old PB/Badger Mill
- 1,825,000 Church & South Shuman Street & Park Lane
- 1,440,000 Downtown Streetscape & Parking Improvements (TIF 4)
- 105,000 Collection System Repairs
- 310,000 Sewer Cleaning Machine
- 50,000 Tool Cat & Snow Equipment
- 40,000 Material Screener
- \$8,647,200 SUBTOTAL

Current Refunding 2005 GO Bonds

- \$1,065,000 Refinance 2005 Bonds (net) \*
- \$ 177,800 Issuance Costs, Underwriters Discount, and Rounding

\$9,890,000 TOTAL BORROWING AMOUNT

\* Estimated Savings net of costs for the refinanced 2005 Bonds is \$24,978.

To finalize the borrowing, the Council would need to take action to award the sale, which is scheduled for the June 27, 2016 Council meeting.

Harrigan stated that this is a general obligation note issue, which means that it has a maturity of ten years, and will be done through a competitive sale. This issue is deliberately kept below the \$10 million level, which makes it bank qualified, keeping the interest rate down. This borrowing will be paid for through the property tax levy, proceeds from increments coming from TIF District No. 4, the water and sewer utilities, and refinancing of a 2005 debt issue for interest savings of about \$25,000. Because of the increase in equalized value created by the closure of TIF No. 7, even with this additional debt coming online, there will still be a lower tax rate impact vs. where the city is today. In addition, in comprehensively thinking about your debt going forward, you have an opportunity on a debt issue that is outstanding in 2018. That issue could be prepaid using a portion of the cash from the TIF No. 7 closure, saving about \$535,000 in interest costs and reducing the tax rate impact of the debt. Mayor Hochkammer stated that with borrowing through the State Trust Fund, there is never a prepayment penalty. We should keep that in mind when considering future borrowing. Motion carried 6-0.

**B. Parks, Recreation & Forestry Commission**

- (1) Discussion and Possible Action Re: Professional Services Agreement with MSA to Prepare Master Plan for Fireman's Park. Motion by Reekie, seconded by Stiner, to approve a Professional Services Agreement with MSA to prepare a Master Plan for Fireman's Park. The purpose of the plan is to look at existing park facilities and site conditions and recommend what improvements could be made to better serve the wide variety of people who utilize the park. MSA has proposed to complete the project on a time and materials basis at a cost not to exceed \$9,500. Touchett asked if Fireman's Park has ever had a master plan in the past. DPW Rieder stated that he is not aware that one has ever been in place. Motion carried 6-0. Mayor Hochkammer stated that this may help us in our budget decisions going forward.

**C. Public Works Sewer & Water Commission**

- (1) Discussion and Possible Action Re: Resolution No. R-16-019 for Release of Platted Utility Easement in the Industrial Plat No. 2 for Lots 15 and 16. Motion by Touchett, seconded by Diaz, to approve Resolution No. R-16-019 for Release of Platted Utility Easement in the Industrial Plat No. 2 for Lots 15 and 16. Pure Sweet Honey has requested the release of the platted utility easement for public utilities on Lots 15 and 16 to accommodate their proposed expansion. The existing utility easement on Lots 15 and 16 serves no benefit to our utilities. Motion carried 6-0.
- (2) Discussion and Possible Action Re: Approval of a Contract for Downtown Streets Reconstruction Phase I Project. Motion by Touchett, seconded by Diaz, to award the contract for downtown streets reconstruction Phase I project to JI Construction, LLC, Livingston, WI, in the amount of \$1,229,855.75. The low bid for this project was submitted by JI Construction, LLC, Livingston, WI, in the amount of \$1,229,855.75. AECOM recommends that the city accept the low bid and award the contract to JI Construction, LLC. Doyle stated she is glad this is moving forward. It is great to see us taking action as a body and creating some real change to attract folks to our downtown. Linder asked for a time frame on this project. DPW Rieder stated he anticipates starting construction in about 30 days. Public information meeting will be held in two to three weeks. Our intent is to have Church Street completed before school starts. This is not our downtown streetscape project. This is just Church, Grove and Marietta Streets. This is a total reconstruction of sanitary sewer & water infrastructure, storm sewer, streets, curb & gutter, and sidewalk where sidewalk currently exists. Motion carried 6-0.
- (3) Discussion and Possible Action Re: Approval of a Consulting Services Agreement for the North Neighborhood Storm Water Study. Motion by Touchett, seconded by Diaz, to approve a Consulting Services Agreement with AECOM for the North Neighborhood Storm Water Study. This Consulting Services Agreement is for storm water analysis for the North Neighborhood closed basin. Total estimated fee not to exceed \$45,520.00 Motion carried 6-0.
- (4) Discussion and Possible Action Re: Approval of Consulting Services Agreement Change Order No. 3 for Professional Services for the Storm Water Utility. Motion by Touchett, seconded by Diaz , to approve Consulting Services Agreement Change Order No. 3 for Professional Services for the Storm Water Utility. This amendment is for AECOM to provide consulting services for the storm water utility needs for 2016. Total estimated fee not to exceed \$14,600.00. Motion carried 6-0.

Alder Touchett requested unanimous consent of the Common Council to hear items C. (5) and 9. (A) concurrently. There were no objections.

#### **D. Public Safety & Welfare Committee**

- (1) Discussion and Possible Action Re: A Hearing for Vance Minderman Regarding the Police Chief's Recommended Denial of Operator's License. Motion by Touchett, seconded by Reekie, to accept the Police Chief's recommendation to deny an operator's license for Vance Mindermann. Vance did not meet the city standards for offering an operator's license. The Public Safety & Welfare Committee agreed with the Police Chief's recommendation for denial. Motion carried 6-0.
- C. (5) Discussion and Possible Action Re: An Agreement with Epic Systems Regarding Northern Lights Road Project. City Attorney Kleinmaier stated this agreement relates to the timing of some water improvements that would be a very small part of a much larger project that Epic is currently undertaking for Northern Lights Road. From the city's perspective, we have two options. We could not do this work now, and put it off to the future, which would mean ripping up a road that was just completed in the last year, causing significant inconvenience and creating possible safety issues for the public that we would like to avoid. The agreement is an incentive to have Epic do the work now as part of their larger project. There is a benefit to the city and a benefit to the taxpayer in having it done now, but it provides a complication for Epic in trying to incorporate this work into their larger project. There would a payment that would be made to Epic by the city to have this work done now. Motion by Touchett, seconded by Doyle, to convene in closed session as authorized by Section 19.85(1)(e) of the Wisconsin Statutes for the purpose of deliberating or negotiating the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. The Common Council may reconvene in open session and discuss and take action on the subject matter discussed in closed session. On roll call: Alder Touchett – Aye, Alder Diaz – Aye, Alder Doyle – Aye, Alder Linder – Aye, Alder McGilvray – Aye, Alder Reekie – Aye, Alder Stiner – Aye. Motion carried 7-0. The Council convened in closed session for this item at 7:50 p.m.

#### **CLOSED SESSION**

8:09 p.m. – Alderperson McGilvray now present.

The Common Council reconvened in open session at 8:48 p.m. Motion by Touchett, seconded by Reekie, to approve an agreement with Epic Systems, with a \$290,000 incentive payment to be made by the city to Epic Systems, and subject to final approval by the City Public Works Director and City Attorney. As discussed in open session prior to going into closed session, this is a project that relates to some water improvements, and is a very small part of a much larger project that Epic is working on. There is an inconvenience that will be caused to Epic with this project, and a great benefit to the public for having this work done now, as opposed to it being done a year or two from now. Waiting to

do the work would mean having to rip up the road, causing inconvenience and safety issues for the public. Reference in the agreement to an incentive payment is to incent Epic to be willing to do this work right now. The agreement lays out benefits to the public. Motion carried 7-0.

9. Old Business

- A. Discussion and Possible Action Re: City Administrator Position. Motion by Touchett, seconded by Doyle, to go into closed session as authorized by Section 19.85(1)(c) of the Wisconsin Statutes for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. The Common Council may reconvene in open session and discuss and take action on the subject matter discussed in closed session. On roll call: Alder Diaz – Aye, Alder Doyle – Aye, Linder – Aye, Alder McGilvray – Aye, Alder Reekie – Aye, Alder Stiner – Aye, Alder Touchett – Aye. Motion carried 6-0. The Council convened in closed session for this item at 7:51 p.m.

**CLOSED SESSION**

The Common Council reconvened in open session at 8:48 p.m. No action was taken in closed session.

10. New Business

- A. Discussion and Possible Action Re: Approving an Appointment to Fill a Vacancy on the City Council. Mayor Hochkammer stated it was a challenge to try to get the committee together to interview the five candidates. Four interviews were held from 1:00-3:00 this afternoon, with the last one held at 6:15 this evening. We are fortunate to have five candidates for the position, any of whom could have done the job had they been elected to the position. Motion by Linder, seconded by Stiner, to appoint Scott Stewart to the District 2 Common Council seat. Linder stated the candidates are very good, and very accomplished. He is impressed by Stewart's positions on fiscal responsibility and debt, being pro-business, and a number of other items that would fit well with the Council. Doyle stated that the Council members have been great financial stewards over the years. Stewart's additional focus on finance doesn't add any value for Verona's residents. A candidate with a more comprehensive understanding of the issues facing all of Verona and taking into consideration the needs of different portions of the community is more desirable. Sarah Gaskell is Doyle's favorite candidate. She has a skill set that would complement the skill sets of the rest of the members of the Council. Diaz stated he will vote 'no' to Mr. Stewart. He believes that Marcia Kasieta is the best candidate, though all of the candidates are highly qualified. Mayor Hochkammer stated that Mr. Stewart is very well rounded. He discussed not only fiscal responsibility, but also joint services with Fitchburg, creating a balance between multi- and single-family, taxes, and responsible business expansion. He has been active in the community, and has been here for quite some time. Doyle stated these are different issues, but they all seem to go back to what's good for business, not so much about quality of life for residents. McGilvray stated that being fiscally responsible isn't mutually exclusive of

caring about the community. Reekie stated she is in favor of Ms. Kasieta, and believes she would come in hitting the ground running. Diaz requested a roll call vote. On roll call: Alder Diaz – Nay, Alder Doyle – Nay, Alder Linder – Aye, Alder McGilvray – Aye, Alder Reekie – Nay, Alder Stiner – Aye, Alder Touchett – Aye. Motion carried 4-3.

B. Discussion and Possible Action Re: Approval of Operator Licenses. Motion by Reekie, seconded by Touchett to approve an operator license for Christian Gleiter. Motion carried 7-0.

11. Announcements: Stiner announced that Hometown Days is a week early this year – June 2<sup>nd</sup>-5<sup>th</sup>. Reekie stated that there is a community meal on Saturdays for anyone who wants to partake. She propositioned the Council to help serve the food. Diaz announced the Upper Sugar River Watershed Association is having its 2<sup>nd</sup> annual Rob’s Sugar River Ramble on June 5<sup>th</sup>, and the Verona Area Historical Society is having a Cemetery History Walk on June 11<sup>th</sup>. Doyle stated she will be in Washington D.C. for the months of June and July working with City First Enterprises, a non-profit that uses financing mechanisms to encourage more local community-based development that adds value to the community. She is hoping to bring those skills and lessons back here to Verona in August. She will accept emails and phone calls from constituents while she is gone, and will be donating her city pay for June and July to local organizations.

12. Adjournment:

Motion by Touchett, seconded by Reekie , to adjourn at 9:14 p.m. Motion carried 7-0.

Ellen Clark  
City Clerk