

PLATTEVILLE COMMON COUNCIL PROCEEDINGS
February 12, 2019

The regular meeting of the Common Council of the City of Platteville was called to order by Council President Nickels at 7:00 PM in the Council Chambers of the Municipal Building.

ROLL CALL

Present: Barbara Daus, Ken Kilian, Eileen Nickels, Don Francis, and Barbara Stockhausen. Excused: Robin Cline
Absent: Cena Sharp.

SPECIAL PRESENTATION

City Clerk Candace Koch conducted a Ceremonial Swearing-In of Police Officer Joshua Stowe.

CONSIDERATION OF CONSENT CALENDAR

Motion by Daus, second by Stockhausen to approve the consent calendar as follows: January 22nd Regular Council Minutes; Payment of Bills in the amount of \$5,736,727.41; Appointment to Boards and Commissions, Jennifer Ginter-Lyght to Board of Appeals (Zoning) Alternate and Staci Strobl to Community Development Board; One Year Operator License, Kyle A Junk; Two Year Operator License, Ricki R Gates and Samantha R Grams; Run Permit, St Patty's 5K by High Vibe Fitness on Saturday, March 16 from 10am – Noon.; Motion carried 5-0 on a roll call vote.

CITIZENS' COMMENTS, OBSERVATIONS, AND PETITIONS, if any. None.

REPORTS

- A. Board/Commission/Committee Minutes – Police & Fire Commission, Parks, Forestry, & Recreation Committee, Community Safe Routes Committee, and Museum Board.
- B. Other Reports – Water & Sewer Financial Report, Airport Financial Report, and Department Progress Reports.

ACTION

- A. *Museum Master Planning Base Drawings* – Motion by Daus, second by Stockhausen to amend the 2019 budget by adding a CIP project of \$10,500 to create museum master planning base drawings, to be funded by the Museum Beining Trust. Motion carried 5-0 on a roll call vote.
- B. *Ordinance 19-02 Authorizing the Code Enforcement Officer to Issue Municipal Citations – 1.10(e)*- Motion by Kilian, second by Daus to add the Code Enforcement Officer to the list of individuals authorized to issue municipal citations under Ordinance 1.10(e). Motion carried 5-0 on a roll call vote.
- C. *Certified Survey map – 900 Valley Road* – Motion by Daus, second by Kilian to approve the Certified Survey Map to create two lots from the property at 900 Valley Road with a condition that the portion of the lots within the easement for street purposes be dedicated to City as a street right-of-way and that the CSM shall be recorded with the Grant County register of deeds and a copy provided to the City. Motion carried 5-0 on a roll call vote.
- D. *Application of Rountree Hall Loan Payment* – Motion by Kilian, second by Daus to transfer the \$200,000 Rountree Hall Associates loan repayment of HUD grant funds to TID 7 in support of the Pioneer Ford redevelopment project to build the Ruxton Apartments and to reimburse \$200,000 to the general fund. Motion carried 5-0 on a roll call vote.
- E. *2019 City Goals* – Motion by Daus, second by Kilian to approve the 2019 City Goals as presented. Motion carried 5-0 on a roll call vote.

INFORMATION AND DISCUSSION

- A. *Employee Handbook Revision* – Administration Director Nicola Maurer presented an updated and revised employee handbook. Substantive policy changes included; holiday leave, vacation leave,

sick leave, family and medical leave, street division overtime, safe harbor policy, employee responsibilities, and information and communication technology. Staff recommends approval of the revised employee handbook.

- B. *Resolution Adopting Administrative Policy 11-16 Harassment Prevention and Respectful Behavior Policy* – Administration Director Nicola Maurer presented a resolution adopting administrative policy 11-16. Legal counsel recommended an updated harassment prevention and respectful behavior policy. The updated policy includes elected and appointed officeholders as well as employees. Staff recommends approval.
- C. *Ordinance Adopting the Wisconsin Municipal Records Schedules* – City Clerk Candace Koch presented an ordinance adopting record retention schedules for the City of Platteville. Staff recommends approval.
- D. *Conditional Use Permit – Intensive Home Occupation at 345 Bayley Avenue* – Community Development Director Joe Carroll presented a request for a conditional use permit for 345 Bayley Ave. This conditional use permit has been applied for as the applicant Dan Winch of 345 Bayley Avenue would like to sell puppies and provide boarding for dogs. Staff recommends denial of the conditional use permit for a boarding and breeding kennel at 345 Bayley Ave. If the request is approved, staff would recommend including a condition that the conditional use permit expires after one year, which would provide an opportunity to determine the impacts of the kennel on the neighborhood before granting any long-term approval. The Plan Commission also recommended denial.
- E. *Zoning Amendment – R-LO Limited Occupancy Overlay District at 545 W. Adams Street* – Community Development Director Joe Carroll presented a request for a zoning amendment which would allow a maximum of two unrelated individuals to live in each unit. Staff recommends approval of the request.
- F. *Contract 7-19 Street Maintenance* – Public Works Director Howard Crofoot presented the annual street maintenance contract to place a thin overlay of asphalt on select streets to extend the life of these streets. The only bid to come in was from Iverson Construction which is also the only local contractor that does this work. Staff recommends approval.

ADJOURNMENT

Motion by Kilian, second by Stockhausen to adjourn. Motion carried 5-0 on a roll call vote. The meeting was adjourned at 8:18 PM.

Respectfully submitted,

Candace Koch, City Clerk