

**CITY OF WATERTOWN MEETING NOTICE**  
FOR THE WEEK OF: September 13, 2021

TO: Daily Times, Alderpersons, Department Heads

DATE: September 10, 2021

**MONDAY, September 13, 2021**

**SITE PLAN REVIEW COMMITTEE**

**Monday, September 13, 2021 at 1:30 p.m.**

**Council Chambers, Second Floor, Municipal Building**

**By Phone or GoToMeeting:** Members of the media and the public may attend by calling:

+1 (669) 224-3412 Access Code: 822-325-229 or <https://global.gotomeeting.com/join/822325229>

All public participants' phones will be muted during the meeting except during the public comment period.

1. Call to order
2. Review and take action: Site Plan Review Committee minutes dated July 26, 2021
3. Review and take action: 806 Elm Street – heated storage shed
4. Adjournment

**PLAN COMMISSION**

**Monday, September 13, 2021 at 4:30 p.m.**

**Council Chambers, Second Floor, Municipal Building**

**By Phone or GoToMeeting:** Members of the media and the public may attend by calling:

+1 (872) 240-3311 Access Code: 844-359-653 or <https://global.gotomeeting.com/join/844359653>

All public participants' phones will be muted during the meeting except during the public comment period.

1. Call to order
2. Review and take action: Plan Commission minutes dated August 23, 2021
3. Review and take action: preliminary Certified Survey Map for 1406 Kimberly Court
4. Review and take action: airport lease for 1833 River Drive (PIN: 291-0815-0933-002)
5. Adjournment

**POLICE & FIRE COMMISSION**

**Monday, September 13, 2021 at 4:30 p.m.**

**Room 2044, Second Floor, Municipal Building**

**By Phone or GoToMeeting:** Members of the media and public may attend by calling:

+1 (872) 240--3212 Access Code: 273-890-325 or <https://global.gotomeeting.com/join/273890325>

All public participants' phones will be muted during the meeting except during the public comment period.

1. Approval of minutes dated July 12 and July 26, 2021
2. Police Department
  - a. Officer hiring update/eligibility list update
  - b. Assistant Chief of Police process/update
  - c. Truancy Abatement Officer end of year report
  - d. Department update/monthly statistics
3. Fire Department
  - a. Review July and August 2021 fire department data
  - b. Present update on 2022 Fire Department budget requests
  - c. Present update on fire station study
  - d. Present update on probationary employees
  - e. Update on leave status of employees
  - f. Closed session per Wis. Stat. 19.85(1)(C) to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (fire department employee)
  - g. Reconvene to open session
  - h. Review and take action: decision regarding fire department employee
4. Adjournment

## **FINANCE COMMITTEE**

**Monday, September 13, 2021 at 5:30 p.m.**

**Council Chambers, Second Floor, Municipal Building**

**By Phone or GoToMeeting:** Members of the media and the public may attend by calling:

+1 (571) 317-3122 Access Code: 153-925-469 or <https://www.gotomeet.me/EMcFarland>

All public participants' phones will be muted during the meeting except during the public comment period.

1. Call to order
2. Review and approve minutes dated August 23, 2021
3. Review and take action: request for approval of grant application for WDNR Urban Forestry Grant
4. Review and take action: designate the Mayor as the Authorized Representative for the City of Watertown to file the 2022 application for private lead service line replacement funds from the Wisconsin Department of Natural Resources safe drinking water loan funds
5. Review and take possible action: budget amendment for Concord Avenue right-of-way survey for \$4000 with Southwest Surveying & Associates Inc
6. Update, no action needed: change order for the plaza demolition project for \$3,600 to Ayres Associates
7. Review and take action: hire a Street Department employee, Jordan Kopps at Grade I Step 5 \$25.46
8. Review and take action: submit a Recycling Grant with the DNR for 2022
9. Update and discussion regarding pay plan study
10. CLOSED SESSION PER WIS. STAT. 19.85(1)(C) to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (extended leave for Street Department employee)
11. Reconvene to open session
12. Review and take action: decision regarding extended leave for Street Department employee
13. CLOSED SESSION PER WIS. STAT. 19.85(1)(C) to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (for Street Department employee)
14. Reconvene to open session
15. Review credit card purchases over \$10,000
16. Adjournment

## **TUESDAY, September 14, 2021**

### **WATERTOWN CABLE BOARD/MEDIA PRODUCTION**

**Tuesday, September 14, 2021 at 4:00 p.m.**

**Watertown TV Studio, Lower Level, Municipal Building**

**By Phone or GoToMeeting:** Members of the media and the public may attend by calling:

+1 (872) 240-3212 Access Code: 636-869-701 or <https://www.gotomeet.me/jwestenberg>

All public participants' phones will be muted during the meeting except during the public comment period.

1. Call to order
2. Review and approve minutes dated April 13, 2021
3. Citizen comments
4. Media and Communications Director's report
5. Discuss redefinition of board's purpose
  - a. Mission, vision, values
6. Schedule next meeting date
7. Adjournment

### **TRANSIT COMMISSION**

**Tuesday, September 14, 2021 at 5:00 p.m.**

**Room 0041 or by phone or GoToMeeting:** Members of the media and public may attend by calling:

United States: +1 (872) 240-3412 Access Code: 883-958-845 or

<https://www.gotomeet.me/Wttn883958845>

1. Call to order
2. Review & approve minutes of July 12, 2021
3. Review ridership/financial statistics

- a. Review implementation status of fare increase
4. Update on service changes implemented due to COVID-19
  - a. Federal mask requirement for public transportation through January 18, 2022
5. Update and possible action regarding corner stop service routes
6. Review citizen communications received by city
7. Set next meeting date
8. Adjournment

## **PUBLIC WORKS COMMISSION**

**Tuesday, September 14, 2021 at 5:30 p.m.**

**Council Chambers, Second Floor, Municipal Building**

**By Phone or GoToMeeting:** Members of the media and the public may attend by calling:

+1 (646) 749-3122 Access Code: 466-149-925 or <https://global.gotomeeting.com/join/466149925>

All public participants' phones will be muted during the meeting except during the public comment period.

1. Call to order
2. Comments and suggestions from citizens present
3. Review and approve minutes dated August 24, 2021
4. Review and take possible action: adding garbage and recycling service for N794 N Water Street
5. Review and take possible action: adding garbage and recycling service for N806 N Water Street
6. Review and take action: submit the 2022 Private Lead Service Line Replacement Program Priority Evaluation and Ranking Form (PERF) and submit the 2022 Private Lead Service Line Replacement Program Application for funds from the Safe Drinking Water Loan Program
7. CLOSED SESSION PER WIS. STAT. SEC. 19.85(1)(g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, specifically in regards to snow removal.
8. Reconvene to open session
9. Review and take possible action: current policy for city snow removal on sidewalks
10. Adjournment

## **WEDNESDAY, September 15, 2021**

## **LICENSING BOARD**

**Wednesday, September 15, 2021 at 4:15 p.m.**

**Room 0041, Municipal Building, 106 Jones Street**

**By Phone or GoToMeeting:** You may dial in by calling:

United States: +1 (571) 317-3122 Access Code: 153-925-469

or <https://www.gotomeet.me/EMcFarland>

All public participants' phones will be muted during the meeting except during the public comment period.

1. Call to order
2. Review and approve minutes of August 11, 2021
3. Closed session pursuant to Wis. Stats. 19.85(1)(b) to discuss specific licenses:
  - a. Application for operator license, Stephanie Schroeder
4. Reconvene to open session
5. Review and take action: operator license application from Stephanie Schroeder
6. Review and take action: approval of change of location for temporary Class "B" malt liquor license, Fiesta Cultural LatinoAmericana, Inc for Fiesta Soccer Cup event on Sunday, September 19, 2021 from 11 a.m. to 6 p.m. from Brandt/Quirk Park, 800 Carriage Hill Drive to Grinwald Park, 760 Milford Street.
7. Review operator licenses report from Clerk's office
8. Review special event report from Clerk's office
9. Review police activity involving licensed establishments
10. Adjournment

**THURSDAY, September 16, 2021**

**DOWNTOWN MAIN STREET RECONSTRUCTION TASK FORCE**

**Thursday, September 16, 2021 at 5:30 p.m.**

**Council Chambers, Second Floor, Municipal Building**

**By Phone or GoToMeeting:** Members of the media and the public may attend by calling:

+1 (224) 501-3412 Access Code: 619-906-421 or <https://global.gotomeeting.com/join/619906421>

All public participants' phones will be muted during the meeting except during the public comment period.

1. Call to order
2. Approval of prior meeting minutes
3. Opening for public comment
4. Recap and update on presentations – Allon
5. Review community feedback via notes and surveys
6. Discuss and potentially take action on whether the Task Force should perform additional presentations to solicit further feedback
7. Revisit lists of recommendations and potentially take action on additional inclusions
8. Establish next steps for final deliverable of recommendations
9. Establish next meeting date and time
10. Adjournment

**FRIDAY, September 17, 2021**

none

*Persons requiring other reasonable accommodations for any of the above meetings, may contact the office of the Clerk Treasurer at [ElissaF@CityofWatertown.org](mailto:ElissaF@CityofWatertown.org), phone 920-262-4000.*