

CITY OF GLENDALE COMMON COUNCIL

Meeting Minutes
November 28, 2022

Regular meeting of the Common Council of the City of Glendale held in City Hall, 5909 North Milwaukee River Parkway, Glendale, Wisconsin and via Zoom conference call.

The meeting was called to order by Mayor Bryan Kennedy at 6:00 p.m.

Roll Call: Present: Mayor Bryan Kennedy, Ald. Tomika Vukovic, Jim Daugherty, John Gelhard, Phillip Bailey, and JoAnn Shaw. Absent: Ald. Steve Schmelzling.

Other Officials Present: Karl Warwick, City Administrator; Shawn Lanser, Deputy City Administrator; Nathan Bayer, City Attorney; Jessica Ballweg, Human Resources Director; and Megan Humitz, City Clerk.

PLEDGE OF ALLEGIANCE.

The members of the Common Council, City staff, and all those present pledged allegiance to the flag of the United States of America.

OPEN MEETING NOTICE.

City Administrator Warwick advised that in accordance with the Open Meeting Law, the local news media was advised on Thursday, November 24, 2022, of the date of this meeting; that the Agenda was posted on the official bulletin board of City Hall, the Glendale Police Department, and the North Shore Library; that copies of the Agenda were made available to the general public in the Municipal Building and the Police Department; and those persons who requested, were sent copies of the Agenda.

PUBLIC COMMENT.

No public comment.

CONSENT AGENDA.

I. File No. _____

Adoption of Minutes from Meetings held on November 14, 2022, Approval of Monthly Reports, Approval of December Schedule of Council Meetings, Approval of Payment 1 and PRE-FINAL to All-Ways Corporation for work completed on the 2022 Crestwood Drainage Program, Approval of Payment 1 and PRE-FINAL to Primoris Electric, Inc. for work completed on the 2022 Sidewalk Program, Approval of Payment 1 to UPI, LLC for work completed on the I-43 Segment Watermain Replacement Project, Approval of Payment 4 to Visu Sewer, Inc. for work completed on the 2022 Glendale Sewer Lining & Manhole Rehabilitation Project, Approval of Payment 1 to Vinton Construction Company for work completed on the 2022 Good Hope Road Watermain Replacement Project, and Denial of Claim – Diane Ellington.

Motion by Ald. Daugherty, seconded by Ald. Bailey, to Adopt Minutes from the Meeting held on November 14, 2022, Approve Monthly Reports, Payment 1 and PRE-FINAL to All-Ways Corporation for work completed on the 2022 Crestwood Drainage Program, Payment 1 and PRE-FINAL to Primoris Electric, Inc. for work completed on the 2022 Sidewalk Program, Payment 1 to UPI, LLC for work completed on the I-43 Segment Watermain Replacement Project, Payment 4 to Visu Sewer, Inc. for work completed on the 2022 Glendale Sewer Lining & Manhole Rehabilitation Project, Payment 1 to Vinton Construction Company for work completed on the 2022 Good Hope Road Watermain Replacement Project, and Denial of Claim – Diane Ellington were approved. Ayes: Ald. Vukovic, Daugherty, Gelhard, Bailey, and Shaw. Noes: None. Absent: Ald. Schmelzling. Abstain: None. Motion carried.

OLD BUSINESS.

II. File No. _____

National League of Cities Service Line Program

Mayor Kennedy stated at the November 14th Common Council meeting, the Council voted to layover this item until the November 28, 2022 meeting. As the item as laid over from a previous meeting, it could not be removed from the agenda. The City was approached by HomeServe regarding a Service Line Warranty program for residents of the City of Glendale. HomeServe works with the National League of Cities to run this program that provides warranties to residents who would purchase them for their water/sewer laterals or internal plumbing systems. Under the program residents could purchase any or none of these warranty programs through HomeServe. The warranty covers up to \$8,500 per incident for repairs to lateral lines and up to \$3,000 for in home plumbing repairs. The residents purchase the warranty directly from HomeServe and the City of Glendale would not be involved in the marketing, distribution, or administration of the program. The City would be asked to provide our logo for marketing information and to agree to review materials distributed to residents. The Company would limit marketing to three mailings per year.

The request for direction to staff to obtain, review, and present a service contract with HomeServe Service Line Warranty program failed for lack of motion.

NEW BUSINESS.

III. File No. _____
North Shore Library Fund Raising Efforts

City Administrator Warwick stated the North Shore Library Director, Rhonda Gould, is present to provide an update on fundraising efforts for the new library location. Ms. Gould stated the space was a donation by the developer, Bill La Macchia, and there will be 25,000 square feet to fill. The space is valued between \$4-6 million. Due to supply chain economics and employment issues, there have been some changes in the numbers since the initial presentation six months ago. The Village of Bayside Architectural Review Board recently met and approved the design of the building and material for construction, which has a long-lasting and sustainable focus. The site has been cleared and progress in development is being made. As of right now, the buildout includes HVAC, fixtures, furniture, and everything included inside the shell of the building and is estimated to cost \$7 million. The primary source of fundraising efforts has been from larger donors, typically those in the community with resources to give sizeable donations. However, the actual donations have not come in yet and are expected to near the end of the year, which is not unusual for charitable giving. Ms. Gould hopes to have actual donation numbers in January or February. There have also been meetings between individuals in Bayside and the Peck Foundation for a campaign event, and a response is pending. The Library Foundation has pledged \$650,000 once the shelves are placed in the library. Various additional donations have come from other community members on a smaller scale, ranging up to \$5,000. The budget appropriation request from Rep. Gwen Moore is also still outstanding. Ms. Gould is confident the fundraising efforts will be successful, but given the state of the economy, it may take a little more time than initially expected.

This item was discussed for informational purposes only.

IV. File No. _____
Fire Station 82 Update

City Administrator Warwick stated the North Shore Fire/Rescue is planning to rebuild Station 82 located in Glendale. As the location of the facility is in Glendale, the City will be performing the borrowing for this nearly \$9.0 million project. Because the City of Glendale is the borrowing agent, the City Council is being asked to generally review the proposed borrowing timeline.

This item was discussed for informational purposes only.

V. File No. _____
Professional Services Agreement for Utility Billing Services with City Water

City Administrator Warwick stated the City has had a vacant Utility Billing Clerk position for more than 3 months. During this time staff has advertised for this position two times. The second time included a higher salary range to reflect the increased salary range for the position per the City Council adopted salary ranges. Both these advertisements did not yield a successful candidate for the position. The salary range for this position is \$49,249 to \$63,320. Staff is proposing an Agreement with a contractor, City Water to perform these services for an annual cost of \$36,000 or \$3,000 per month. The proposed contract would expire December 31st, 2023, unless terminated for cause. The City could also terminate the agreement, for any reason, upon 60-day notification period.

Motion by Ald. Gelhard, seconded by Ald. Daugherty, to approve the 13-month agreement with City Water for Utility Billing services. Ayes: Ald. Vukovic, Daugherty, Gelhard, Bailey, and Shaw. Noes: None. Absent: Ald. Schmelzling. Abstain: None. Motion carried.

VI. File No.

Municipal General Obligation Loan for 2022/2023 Capital Improvements Program

Deputy City Administrator Lanser stated the City Capital Projects Fund is funded primarily by debt issuance to fund the approved projects. The total borrowing for 2022/2023 is \$7,518,880. The tax levy portion of this borrowing is \$4,688,880. The remaining portion is to fund Utility projects. The structure of the borrowing is 10 years of equal debt payments at a 5.75% interest rate.

Motion by Ald. Vukovic, seconded by Ald. Shaw, to approve the loan application and resolution to receive a Wisconsin Board of Commissioners of Public Lands Municipal General Obligation Loan in the amount of \$7,518,880 for the 2022 Capital Improvement Program. Ayes: Ald. Vukovic, Daugherty, Gelhard, Bailey, and Shaw. Noes: None. Absent: Ald. Schmelzling. Abstain: None. Motion carried.

COMMISSION, COMMITTEE, BOARD, AND STAFF REPORTS.

There were several updates from Council members, on the activities of the various Commissions, Committees and Boards on which they serve as a Member and an Administrator update.

CLOSED SESSION.

Motion by Ald. Daugherty, seconded by Ald. Shaw, to convene in Closed Session per Wis. Stats. §19.85(1)(c) to consider the employment, promotion, compensation, wage ranges or performance evaluation data of public employees, in all departments, over which the Council has jurisdiction or exercises responsibility (Employee Performance Evaluation). Ayes: Ald. Vukovic, Daugherty, Gelhard, Bailey, Schmelzling, and Shaw. Noes: None. Absent: None. Motion carried.

A closed session of approximately 27 minutes was held. The Council discussed the performance evaluation of the Deputy City Administrator.

Motion by Ald. Vukovic, seconded by Ald. Gelhard, to reconvene to open session and regular order of business. Ayes: Ald. Vukovic, Daugherty, Gelhard, Bailey, and Shaw. Noes: None. Absent: Ald. Schmelzling. Motion carried.

ACTION ON CLOSED SESSION ITEMS.

No action was taken on closed session items.

ADJOURNMENT.

There being no further business, motion was made by Ald. Vukovic, seconded by Ald. Gelhard, to adjourn the meeting. Ayes: Ald. Vukovic, Daugherty, Gelhard, Bailey, and Shaw. Noes: None. Absent: Ald. Schmelzling. Abstain: None. Motion carried and adjournment of the Common Council was ordered at 7:11 p.m., until Monday, December 12, 2022, at 6:00 p.m.

Megan Humitz
City Clerk