



AGENDA
City of Milton
Common Council Meeting
Tuesday, December 3, 2019
6:00 PM
MILTON CITY HALL
Council Chambers, 710 S. Janesville Street

- 1. Call to Order and Confirmation of Appropriate Meeting Notice.**
- 2. Approval of Agenda**
- 3. Pledge of Allegiance**
- 4. Public comments regarding items which can be affected by Council Action**
Presenters must sign in with the City Clerk in order to speak.
- 5. Approval of the Consent Agenda**

- a. Approval of Common Council Meeting Minutes - November 19, 2019**

Documents:

[Common Council Minutes 11-19-19.pdf](#)

- 6. Discussion and Action to Authorize the Appointment of Election Officials for the January 2020-December 2021 Election Cycle**

Documents:

[Memo - CC Appointment of Election Officials January 2020 - December 2021.pdf](#)

- 7. Discussion and Possible Action on Preliminary Resolution 2019-26 Vacating a Portion of Parkview Drive**

Documents:

[Road Vacation Map - Parkview Drive.pdf](#)

[Resolution 2019-26 Preliminary Resolution Vacating a Portion of Parkview Drive.pdf](#)

[Memo Preliminary Resolution 2019-26 Vacating Portion Of Parkview Drive.pdf](#)

- 8. General Items**

- a. Committee Reports**
- b. Staff Reports**
- c. Team Building Exercise.**

9. Next Meeting - December 17, 2019

10. Consideration of a motion to convene into Closed Session, pursuant to Section 19.52(1)(e), Wis. Stats. considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility: City Engineer and City Administrator

11. Reconvene into open session for possible action(s) on items discussed in closed session.

12. Motion to Adjourn

**Please note that upon reasonable notice, at least 48 hours in advance, efforts will be made to accommodate the needs to disabled individuals through appropriate aids and services. For additional information to request this service, please contact the City Clerk's Office at 868-6900, 710 S. Janesville Street, Milton, WI 53563.

Posted by Leanne Schroeder November 27, 2019 at Dave's Ace Hardware, Piggly Wiggly, Milton City Hall.

Common Council Mission Statement: With integrity and involved citizens, the City of Milton Common Council will strive to preserve a high quality of life, meet the public's needs with cost effective services, and foster a community in which people are proud to live.

**City of Milton
Common Council
November 19, 2019**

Call to Order and Confirmation of Appropriate Meeting Notice.

Mayor Anissa Welch called the November 19, 2019 meeting of the Common Council to order at 6 p.m. Administrative Services Director Inga Cushman confirmed appropriate meeting notice.

Present: Mayor Anissa Welch, Ald. Larry Laehn, Ald. Bill Wilson, Ald. Theresa Rusch, Ald. Jerry Elsen, and Ald. Lynda Clark.

Also Present: City Administrator Al Hulick, Director of Public Works Howard Robinson, City Attorney Mark Schroeder, Finance Director / Treasurer Dan Nelson, Library Director Ashlee Kunkel, Police Chief Scott Marquardt, and Administrative Services Director Inga Cushman.

Approval of Agenda

Ald. Clark motioned to approve the agenda. Ald. Wilson seconded, and the motion carried.

Pledge of Allegiance

Boy Scout Troop #417 led the Council in the Pledge of Allegiance.

Public comments regarding items which can be affected by Council Action

Mayor Welch welcomed those in attendance, and she asked if there were any registered speakers.

There were none.

Approval of the Consent Agenda

- a. **Action Regarding October 2019 Municipal Court Report**
- b. **Approval of Common Council Meeting Minutes - November 5, 2019 and November 13, 2019**

Ald. Laehn motioned to approve the consent agenda. Ald. Clark seconded, and the motion carried.

Discussion and Possible Action on the Ratification of the City of Milton Police Union Contract for December 31, 2019 through December 31, 2022.

Ald. Rusch motioned to ratify the Police Union Contract for January 1, 2020 to December 31, 2022. Ald. Elsen seconded, and the motion carried.

Discussion and Possible Action for Continuation of Legal Services with Consigny Law Firm as the City's Attorney (2020-2022).

Ald. Clark motioned to approve the legal services agreement with Consigny Law Firm as the City Attorney from 2020 to 2022. Ald. Laehn seconded, and the motion carried.

Discussion and Possible Action Regarding Resolution 2019-25 Adopting the City of Milton 2020 Annual Budget

Ald. Clark motioned to approve Resolution 2019-25 Adopting the City of Milton 2020 Annual Budget. Ald. Elsen seconded, and the motion carried.

Discussion and Possible Action on a Façade Grant for ARAK Properties (Milton Area Youth Center) Located at 237 and 303 Vernal Avenue.

Ald. Clark motioned to approve the Façade Improvement Grant Application for ARAK Properties located at 237 and 303 Vernal Avenue based on the actual cost of improvements and completion. Ald. Wilson seconded, and the motion carried.

Discussion and Possible Action Regarding Ordinance #473 – Removing the Through Truck Route Designation Along North John Paul Road.

Ald. Rusch motioned to approve the first reading of Ordinance #473, waive the second and third readings, and adopt. Ald. Clark seconded, and the motion carried.

Discussion and Possible Action Regarding Resolution 2019-24 Accepting the Dedication of Public Improvements for Red Hawk Farms – First Addition.

Ald. Laehn motioned to approve Resolution 2019-24 accepting the dedication of public improvements for Red Hawk Farms Subdivision – First Addition. Ald. Wilson seconded, and the motion carried.

Review of October Financial Statements

The Council reviewed the October Financial Statements.

General Items

a. Committee Reports

Director Cushman stated the Parks & Recreation Commission heard from the volunteers fundraising and coordinating the construction of the Veterans Park Pavilion on progress. The commission also approved their 2020 Work Plan.

Ald. Clark stated the Joint Fire Commission meeting is taking place on November 20, 2019 at 7 p.m. at City Hall.

b. Staff Reports

Director Kunkel stated the Neat Seat Raffle is in progress. The library will be hosting Scoopie Night at the Culvers on Milton Avenue in Janesville on Wednesday, December 18, 2019.

Chief Marquardt stated the Police Commission is meeting on November 20, 2019.

Director Robinson provided a report on leaf collection operations, snow removal operations, and installation of holiday decorations.

Director Cushman stated she worked with the City's liability insurance company on completing a review of the employee handbook, and she will likely be bringing proposed revisions to the Council to review early in 2020.

Administrator Hulick thanked the staff for their work on the 2020 Budget.

c. Team Building Exercise.

Mayor Welch led the Council in a Team Building Exercise.

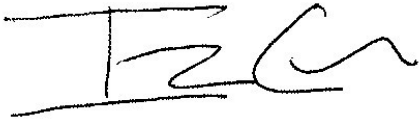
Next Meeting ~ December 3, 2019

The next meeting of the Common Council will take place on December 3, 2019 at 6 p.m.

Motion to Adjourn

Ald. Laehn motioned to adjourn the November 19, 2019 meeting of the Common Council at 6:52 p.m. Ald. Clark seconded, and the motion carried.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'I. C.', with a horizontal line underneath.

Inga Cushman
Administrative Services Director



Office of the City Clerk

To: Mayor Welch, City of Milton Common Council
From: Leanne Schroeder, City Clerk
Date: December 3, 2019
Subject: Discussion and Action to Authorize the Appointment of Election Officials for the January 2020 – December 2021 Election Cycle

Summary

Per State Statutes 6.875(4) and 7.30(4)(a), Election Officials are to be nominated by the Mayor and appointed by the Common Council by December 31st prior to the next election cycle, January 2020 – December 2021.

The following individuals have volunteered to serve the City of Milton as Election Officials from January 2020 – December 2021:

- Ed Adam
- Donald Axelsen
- Kathern Axelsen
- Marilyn Bittner
- Clate Bogan
- Mary Boston
- Lonnie Brown
- Carrie Chesebro
- Inga Cushman
- Shari Deegan
- Glenn Disrud
- David Foster
- Dian Hall
- Barbara Heffron
- Monte Hoerl
- Ruth Hoerl
- Al Hulick
- Ted Hulick
- Deborah Ingemansen
- Ann Keen-Berg
- Lynn Kevern
- Tom Kevern
- Kris Klubertanz
- Sandra Larson
- Brenda Mathews
- Jenny Mathews
- Rebecca McAfee
- Carole Miller
- Steve Miller
- Susan Miller
- Ashley Nelson
- Dan Nelson
- Joel Osborn
- Ron Parsons
- Alfonso Robles
- Mike Sessler
- Karalyn Simes
- Keith Simes
- Harvey Smith
- Laurel Smith
- John Steinke
- Carol Studebaker
- Peggy Taylor
- Mike Tracey
- Don Tyrivier
- Pamela Veitenheimer
- Ross Veitenheimer

Recommendation

Staff recommends the Common Council approve the Election Officials listed above for the election cycle of January 2020 – December 2021.

Viewers are advised to ignore the illegible text on this map. It is presented to show spatial relationships only.

Authorized by *Maria Schwa*



Property Division Map

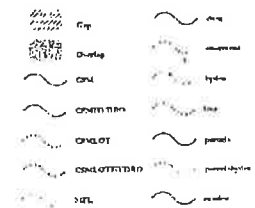
City of Milton

T. 4 N. - R. 13 E.
Section 27 SESE



REAL PROPERTY DESCRIPTION
DEPARTMENT
ROCK COUNTY
GEOGRAPHIC INFORMATION SYSTEM

A CAUTION OF THESE DATA FROM THE
OFFICE OF THE COUNTY CLERK OF ROCK COUNTY
IS THAT THEY ARE NOT GUARANTEED TO BE
ACCURATE OR COMPLETE. THE USER
SHOULD VERIFY THE DATA BY VISUAL
INSPECTION OF THE ORIGINAL RECORDS.
THE USER SHOULD ALSO BE AWARE THAT
THESE DATA ARE NOT TO BE USED FOR
LEGAL PURPOSES WITHOUT THE
APPROPRIATE LEGAL COUNSEL.



See Page

January 1, 2016

27 SESE



Portion of Parkview Drive to be vacated

**PRELIMINARY RESOLUTION #2019-26
VACATING PORTION OF PARKVIEW DRIVE**

Pursuant to the authority contained in Wis. Stat. Sec. 66.1003 (4), the Common Council of the City of Milton DO RESOLVE AS FOLLOWS:

Public interest requires the vacation, abandonment and discontinuance of a portion of the following public street in the City of Milton described as follows:

That part of Parkview Drive located within Lot One (1) of a Certified Survey Map recorded in Vol. 39, Pages 508-511 of Certified Survey Maps of Rock County, Wisconsin as Document No. 2135702.

The same is hereby vacated and discontinued subject, however, to the right of the public and abutting adjacent landowners to appear and be heard upon said Preliminary Resolution at a public hearing to be held in the City Hall of the City of Milton located at 710 South Janesville St., Milton, Wisconsin on Tuesday, January 21, 2020 at 6:00 P.M. and that due notice be given to the public as provided by law.

The preliminary vacation of same is further referred to the Plan Commission pursuant to Section 58-35 (d) of the Municipal Code for the amendment of the official city map subject to the right of the public to appear and be heard upon said map amendment at a public hearing to be held in the City Hall of the City of Milton located at 710 South Janesville St., Milton, Wisconsin on Tuesday, January 21, 2020 at 4:00 P.M. and that due notice be given to the public as provided by law.

A Final Resolution vacating and discontinuing a portion of the public street described above may be adopted following said public hearing on Tuesday, January 21, 2020. A map showing the portion of the street, which is preliminarily vacated and discontinued, is attached hereto.

The Clerk is directed to provide notice of said public hearings by publication or posting as provided by law.

Approved by the Common Council of the City of Milton this _____ day of _____, 20__.

CITY OF MILTON

Anissa Welch, Mayor

Attest:

Leanne Schroeder, City Clerk

CERTIFICATION

I, Leanne Schroeder, Clerk for the City of Milton, do hereby certify that the foregoing Resolution is a true and accurate copy of the original on file in my office.

Dated this _____ day of _____, 20__.

Leanne Schroeder, City Clerk



Office of the City Clerk

To: Mayor Welch, City of Milton Common Council
From: Leanne Schroeder, City Clerk
Date: December 3, 2019
Subject: Discussion and Possible Action on Preliminary Resolution #2019-26 Vacating Portion Of Parkview Drive

Summary

Michelle Schultz, from the Rock County Real Property Office, recently contacted me and asked for documentation of the vacation of the portion of Parkview Drive where the Splash Pad was constructed. As indicated on the map, it was the small portion of street that veered off to the right and connected E. High Street to Parkview Drive, east of the intersection. This portion of street was removed during the construction of the Splash Pad.

After considerable searching, I could not find any resolutions or other documentation indicating the vacation was formally done. Rock County is requesting that the city formally vacate this portion of street so that the City of Milton map can be corrected to accurately depict this area.

Attorney Schroeder is assisting me with the process, and he has drafted the documents required to formally vacate the portion of Parkview Drive. The first step is the Preliminary Resolution, which identifies the portion of Parkview Drive to be vacated and provides the date and times of the Plan Commission and Common Council public hearings. If the Common Council approves the Preliminary Resolution on December 3rd, the public hearings and Final Resolution will be brought forward on Tuesday, January 21, 2020.

Recommendation

Staff recommends Common Council approval of Preliminary Resolution #2019-26 Vacating Portion Of Parkview Drive.