

**City of Milton
Common Council
July 7, 2020**

Call to Order and Confirmation of Appropriate Meeting Notice.

Mayor Welch called the July 7, 2020 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. Ryan Holbrook (left at approximately 7:15 p.m.), Ald. Lynda Clark, Ald. Devin Elliott, Ald. Theresa Rusch, Ald. Bill Wilson, and Ald. Larry Laehn

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

Approval of Agenda

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

Pledge of Allegiance

Ald. Holbrook 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 asked if there were any registered speakers.

There were none.

Presentation of the City's 2019 Audited Financial Statements

Monica Hauser was in attendance to provide a presentation on the 2019 Audited Financial Statements.

Approval of the Consent Agenda

- a. **Approval of Common Council Meeting Minutes - June 16, 2020**
- b. **Approval of Common Council Meeting Minutes - June 23, 2020**
- c. **Review of Municipal Court Report - June 2020**
- d. **Discussion and Possible Action Regarding a 2-Lot Certified Survey Map Along Gateway Drive**

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

Public Hearing, Discussion, and Possible Action Regarding Ordinance #476 Permitting and Keeping Chickens in Residentially-Zoned Districts

Mayor Welch opened the public hearing at 6:22 p.m.

Joan Thompson, 8710 N. Newville Road – Spoke in support of the ordinance and had questions on the permit process, setbacks for the chicken coop, and cost of a building permit for the chicken coop.

Stew Ellefson, 113 N. John Paul Road – Spoke in support of the ordinance and asked about the building permit process for the chicken coop.

Karl Thompson, 633 Parkview Drive – Spoke in support of the ordinance, and stated he would be interested in the ordinance allowing for more than four chickens.

Molly Thompson, 633 Parkview Drive – Spoke in support of the ordinance and had questions about the building permit fee and was in favor of a one-time permit fee to keep chickens. Asked for clarification on what is considered a residential structure in terms of placement of the chicken coop.

Bob Seales, 625 St. Johns Avenue – Spoke against the ordinance and stated some aspects need to be reviewed again. He is concerned about the smell that could be created by keeping chickens in the City.

Laura McDermott, 352 Elm Street – Spoke in support of the ordinance.

Mayor Welch closed the public hearing at 6:32 p.m.

Administrator Hulick and Director Robinson responded to questions raised during the public hearing.

The Common Council discussed the ordinance and other communications they received from community members.

Ald. Laehn motioned to approve the first reading and make the addition of “habitable” when referring to residential building for placement of the chicken coop, waive the second and third reading, and adopt. The motion failed for lack of a second.

Ald. Wilson motioned to approve the first reading and ask staff to return with any proposed amendments based on the conversation at the Common Council meeting. Ald. Elliott seconded, and Mayor Welch asked for a roll call vote.

- Ald. Rusch – No
- Ald. Bill – Yes
- Ald. Holbrook – Yes
- Ald. Elliott – Yes
- Ald. Laehn – No
- Ald. Clark – No

The roll call vote ended in a tie, and Mayor Welch broke the tie with a Yes vote. The motion carried 4-3.

The Common Council reviewed the points of discussion about the ordinance and the following list of revisions was created:

- Add “habitable” when referring to residential structures for placement of the chicken coop
- Clarify “building permit”

Public Hearing, Discussion, and Possible Action Regarding Ordinance #477 Permitting the Keeping of Honeybees in Residential Districts of the City of Milton

Mayor Welch opened the public hearing at 7:06 p.m.

Karl Thompson, 633 Parkview Drive – Spoke in favor of the ordinance and asked about size limits for the hives and clarification on verification of bee keeper training.

Molly Thompson, 633 Parkview Drive – Spoke in favor of the ordinance and provided additional information about honey bees.

Stew Ellefson, 113 N. John Paul Road – Spoke in favor of the ordinance.

Linda Ellefson, 113 N. John Paul Road – Spoke in favor of the ordinance.

Tony Hickey, 5409 N. Cypress Drive – Spoke in favor of the ordinance and provided additional information on hive structure.

Laura McDermott, 352 Elm Street – Spoke in favor of the ordinance and asked about placing the hives (or chicken coop from the previous public hearing) on a lot line so two neighbors could share in the responsibilities.

Bob Seales, 625 St. Johns Avenue – Spoke against the ordinance and cited safety concerns.

Ald. Holbrook left at approximately 7:10 p.m.

Mayor Welch closed the public hearing at 7:15 p.m.

The Common Council discussed the ordinance.

- Clearer language on bee keeper training required
- Hives / stacks?
- Setbacks – adjustable by written agreement

Ald. Clark motioned to approve the first reading of Ordinance #477 and request staff to make the following revisions:

- Change references to hives to “hives/stacks”
- Change Sec. 6-233(e) to add language “or other setback by written agreement of adjoining property owners”
- Change Sec. 6-233(k) replace “verification” with “certification”

Ald. Laehn seconded, and Mayor Welch asked for a roll call vote.

Ald. Rusch – Yes
Ald. Wilson – Yes
Ald. Elliott – Yes
Ald. Laehn – Yes
Ald. Clark – Yes

The motion carried with a 5-0 vote.

Discussion and Possible Action Regarding Ordinance #474 Amending Section 78-1233 of the Code of Ordinances Concerning Mini Warehouse Off-Street Parking Requirements

Ald. Elliott motioned to approve the second reading of Ordinance #474, waive the third reading, and adopt. Ald. Wilson seconded, and the motion carried.

Discussion and Possible Action Regarding Conditional Use Permit Approval for Mini Warehouse on Arthur Drive.

Ald. Clark motioned to approve the Conditional Use Permit for B&J Storage for their mini warehouse project along Arthur Drive. Ald. Rusch seconded, and the motion carried.

Discussion and Possible Action Regarding a TIF Development Agreement with Capital Asset Investments, LLC

Ald. Clark motioned to approve the TIF Development Agreement with Capital Asset Investments, LLC. Ald. Laehn seconded, and the motion carried.

Discussion and Possible Action Regarding the Acceptance of a Donation of the Veterans Park Pavilion and Parking Lot

Ald. Clark motioned to accept the donation of the Veterans Park Pavilion contingent upon the receipt of warranties for work performed and the architect's certification. Ald. Wilson seconded, and the motion carried.

Discussion and Possible Action Regarding Resolution 2020-19 Establishing a Rental Fee and Security Deposit for the Veterans Park Pavilion.

Ald. Wilson motioned to approve Resolution 2020-19 establishing the rental fee schedule and security deposit for the Veterans Park Pavilion as follows:

- Milton Residents – \$100
- Milton Residents (Veterans) – \$80
- Non-Milton Residents – \$200
- Non-Milton Residents (Veterans) – \$160
- Security Deposit – \$125

Ald. Clark seconded, and the motion carried.

Staff will discuss allocating a portion of the rental fee to a maintenance fund for the pavilion.

Discussion, Direction, and Possible Action Regarding Park Rental Guidance

Ald. Clark motioned to direct staff to follow the Rock County Sports and Extra Curricular Activity Guidance when renting park facilities for exclusive use for said purposes. Ald. Wilson seconded, and discussion followed. The motion carried.

Discussion and Possible Action Regarding a Commercial Façade Grant Application for First Community Bank of Milton Located at 202-216 Merchant Row

Ald. Clark motioned to approve the Commercial Façade Grant Application for First Community Bank of Milton located at 202-216 Merchant Row. Ald. Elliott seconded, and the motion carried.

Discussion and Possible Action Regarding a Municipal Court Forfeiture Request for Municipal Ordinance 18-45

Ald. Clark motioned to approve the Municipal Court Forfeiture Request for Municipal Ordinance 18-45. Ald. Rusch seconded, and the motion carried.

General Items

a. Committee Reports

No committee reports

b. Staff Reports

Director Cushman provided an update on the Mammoth Hike 40 Challenge the Ice Age Trail Alliance will be promoting in October 2020.

Director Kunkel reported on the reopening of the library on July 6, 2020.

Director Robinson stated the contractor is paving Elizabeth Street next week and Gailen Drive. The occupancy permit was issued for homes in Red Hawk Farms. Brush collection is taking place July 5-12. A new employee started in the Public Works Department as the Assistant Waterworks Operator, Noah Mielke.

Engineer Langer stated he is working on the annual pavement maintenance program and the Capital Improvement Plan.

Director Nelson thanked the staff for their help in completing the audit.

Administrator Hulick discussed the start of the strategic planning process.

Mayor Welch discussed the Community Conversation Circle taking place on July 8, 2020.

c. Team Building Exercise.

Mayor Welch led the Council in a team building exercise.

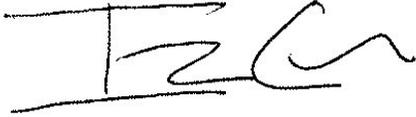
Next Meeting ~ July 21, 2020

The next meeting of the Common Council will take place on July 21, 2020 at 6 p.m.

Motion to Adjourn

Ald. Laehn motioned to adjourn the July 7, 2020 meeting of the Common Council at 8:34 p.m.
Ald. Clark seconded, and the motion carried.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'I. Cushman', written over a horizontal line.

Inga Cushman
Administrative Services Director