

# CITY OF GLENDALE COMMON COUNCIL

Meeting Minutes

January 10, 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, Richard Wiese, Steve Schmelzling, and JoAnn Shaw. Absent: None.

Other Officials Present: Darrell Hofland, Interim City Administrator; Nathan Bayer, City Attorney; Mark Ferguson, Police Chief; Todd Stuebe, Director of Community Development; Charlie Imig, Director of Public Works; 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.

Interim Administrator Hofland advised that in accordance with the Open Meeting Law, the local news media was advised on Thursday, January 6, 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.

## PRESENTATION: BRIEFING FROM NORTH SHORE WATER COMMISSION PLANT MANAGER ON PROCESS TO CHANGE SECONDARY DISINFECTANT.

North Shore Water Commission Plant Manager, Eric Kiefer, was present to give a verbal report on a recommendation for changing disinfectant in the distribution system. From its inception until November 2008, the North Shore Water Commission used chlorine as its primary and secondary disinfectant. However, in November 2008, it converted the secondary disinfectant to chloramine. The Commission was hoping to expand its water customer base and add new members, and to do so it was required to adjust the water chemistry by adding the secondary disinfectant. Over time, both pursuits have been unsuccessful, and it has been determined it is no longer necessary to have a secondary disinfectant. Transitioning back to free chlorine should be a seamless transition, as it was used for 45 years, and many other municipalities use it exclusively. There is a cost-savings associated, as it requires only using one chemical instead of two. There may be a slightly different taste to the water; however, it is unlikely to be noticeable when the change is made. Prior to the transition, the North Shore Water Commission must conduct offline testing on the water quality and demonstrate an improvement for the DNR to allow the switch. The process is currently one month in, with two to three more months of testing anticipated. If the DNR is not satisfied with the results, more trials would be extended to confirm the tests before approval is granted. The North Shore Water Commission expects the full transition to take place in April or May, once temperatures have reached a normal level and the likelihood of freezing has decreased,

reducing the chance of water main breaks.

Ald. Daugherty asked for clarification on the original reason for the switch from chlorine to chloramine. Mr. Kiefer stated at the time of the change the North Shore Water Commission was gearing up to sell more water to the City of Mequon; however, the process ended up falling through. It was also believed they would be able to gain the Village of Shorewood as a member of the Commission, which also did not happen. At the same time, the North Shore Water Commission was attempting to be proactive in reducing disinfection byproducts, as new regulations came out which were used in water utilities' measurements. Due to their proactiveness, the Commission knows that when they return to the use of free chlorine, they will not have any problems with disinfectant byproducts, as it was safely used before.

Ald. Schmelzling questioned if there are a lot of communities that utilize chlorine versus chloramine, as well as whether there are any concerns about the growth in our community and the Commission's ability to meet demand. Mr. Kiefer stated approximately 70 percent of communities use chlorine, including cities such as Chicago, Green Bay, and Madison. In addition, the North Shore Water Commission has ample capacity to handle the needs of the community, including the projected growth.

#### CONSENT AGENDA.

##### I. File No.

Adoption of Minutes of Meeting held on December 21, 2021, Approval of Accounts Payable, Approval of 2022 World Migratory Bird Day Resolution, and Confirmation of North Shore Library Board and Community Development Authority Appointments.

Motion by Ald. Daugherty, seconded by Ald. Schmelzling, to adopt the minutes of the meeting held on December 21, 2021, approve Accounts Payable, approve 2022 World Migratory Bird Day Resolution, and approve Confirmation of North Shore Library Board and Community Development Authority Appointments. Ayes: Ald. Vukovic, Daugherty, Gelhard, Wiese, Schmelzling, and Shaw. Noes: None. Absent: None. Abstain: None. Motion carried.

#### NEW BUSINESS.

##### II. File No.

Recommendation from Plan Commission to Schedule a Public Hearing on February 14, 2022, at 6:00 p.m. for Change of Zoning 1616 West Bender Road from S-1 Special to Planned Unit Development for a Multi-Family Residential Facility.

Mayor Kennedy stated a request was received from Devo Properties LLC to rezone 1616 West Bender Road to Planned Unit Development for a Multi-Family Residential Facility. This request was originally brought to the Council in November 2021. Current zoning of the property is S-1 Special District. The application was provided, as well as reviewed by Plan Commission and a public hearing was held. The Plan Commission unanimously recommended the Common Council rezone the property. The next step is for the Common Council to hold a public hearing, which would be scheduled for February 14, 2022, at 6:00 p.m.

Ald. Daugherty questioned if there will be different parking ratio now versus after the development is completed. Mayor Kennedy confirmed there is currently parking on the sides and

the front of the building; however, there will eventually be parking added in the back of the building in addition to garages, which will provide more space than required by City ordinance.

Motion by Ald. Daugherty, seconded by Ald. Gelhard, to schedule a public hearing on February 14, 2022, at 6:00 p.m. for change of zoning for 1616 West Bender Road from S-1 Special District to Planned Unit Development District for a Multi-Family Residential Facility. Ayes: Ald. Vukovic, Daugherty, Gelhard, Wiese, Schmelzling, and Shaw. Noes: None. Absent: None. Abstain: None. Motion carried.

III. File No.

Recommendation to forward to the Plan Commission a Review of Rezoning Request of 5812 and 5820 N Green Bay Avenue from B-4 Office District to M-1 Warehouse, Light Manufacturing, Office and Service District.

Mayor Kennedy stated City staff has been in discussion with a developer for a development that could include a portion of 1717 W. Civic Drive as well as 5812 and 5820 N. Green Bay Avenue. The property at 1717 W. Civic Drive is zoned properly for the potential use. The other two properties would need to be rezoned to match the 1717 W. Civic Drive. It is anticipated additional information related to a Certified Survey Map would be presented to the Plan Commission at the March 1, 2022 meeting. To be able to assist with their timeline, the City is the applicant for the rezoning process.

Ald. Schmelzling questioned if it can be disclosed what will be developed in this location. Interim Administrator Hofland stated that information cannot be disclosed at this time.

Ald. Wiese questioned if the development will extend further to the east, which Interim Administrator Hofland confirmed to be the case.

Motion by Ald. Daugherty, seconded by Ald. Wiese, to forward to Plan Commission a review of rezoning request of 5812 and 5820 N. Green Bay Avenue from B-4 Office District to M-1 Warehouse, Light Manufacturing, Office and Service District. Ayes: Ald. Vukovic, Daugherty, Gelhard, Wiese, Schmelzling, and Shaw. Noes: None. Absent: None. Abstain: None. Motion carried.

IV. File No.

Review and Approval of Intergovernmental Cooperation Agreement between the Milwaukee Metropolitan Sewerage District (MMSD) and the City of Glendale for the Kletzsch Dam Fish Passage Project.

Interim Administrator Hofland stated the Wisconsin DNR, Milwaukee County and MMSD have been working to develop a fish passage at the Kletzsch Park Dam. A presentation was given by MMSD on November 8, 2021. An Intergovernmental Agreement was provided to Council, which was received in December 2021 and reviewed by Attorney Fuchs, which indicates the City will sell the parcel for \$1. Furthermore, MMSD will continue to maintain the property to restrictions identified by FEMA and WDNR when the City purchased the property with grant funding. Mayor Kennedy added the land is currently zoned for conservation and cannot be developed, which is consistent with the MMSD proposal.

Motion by Ald. Wiese, seconded by Ald. Shaw, to approve the Intergovernmental Cooperation Agreement between the Milwaukee Metropolitan Sewerage District (MMSD) and the City of Glendale for the Kletzsch Dam Fish Passage Project. Ayes: Ald. Vukovic, Daugherty, Gelhard, Wiese, Schmelzling, and Shaw. Noes: None. Absent: None. Abstain: None. Motion carried.

V. File No. \_\_\_\_\_  
Review and Approval of Bid for the DPW Building and Yard Video Surveillance Solution System.

Mr. Imig stated as part of the Glendale City Hall construction process, the DPW's camera line was severed. Additionally, the existing cameras and system are obsolete and no longer serve the needs of current operations. Most specifically, outside theft and "illegal" dumping in the DPW yard dumpsters have increased the need for a new, complete coverage system. The package also includes a monitor to be mounted in the Police Department's front desk area, allowing for direct monitoring and recording. In October 2021, the City solicited proposals for a new DPW building and yard camera system. Three were contacted and two replied. Professional Communications Systems (PCS) had the lowest bid. They sell and service some of the same systems the City currently uses. Furthermore, staff contacted Rich Foscatto, Director of Information Technology, with the Bayside Communications Center. As part of an online meeting with representatives from PCS, Mr. Foscatto and staff posed several questions regarding the equipment. Afterward, the representative's review was completed with confidence that the proposal would satisfy the requirements and needs.

Ald. Wiese questioned if Glendale will be purchasing or leasing the system, since pricing options for both are provided, as well as raised the question as to why the other bids were not provided in the memo. Mr. Imig confirmed the City will be purchasing the equipment, as that is the most cost-effective option. Mr. Imig did not have the other bids available during the meeting; however, he will provide them to Council to assure them PCS was the lowest bid.

Ald. Daugherty raised the question that different values are often provided for different bids, and whether the lowest bid would provide the best value in this case. Mr. Imig confirmed this was the reason for his consultation with Mr. Foscatto from IT, which helped determined Glendale is indeed receiving the best product for the best price.

Motion by Ald. Wiese, seconded by Ald. Shaw, to accept the low bid and award of proposal to Professional Communications Systems for the base bid amount of \$29,562.00 for the Bid for the DPW Building and Yard Video Surveillance Solution System. Ayes: Ald. Vukovic, Daugherty, Gelhard, Wiese, Schmelzling, and Shaw. Noes: None. Absent: None. Abstain: None. Motion carried.

VI. File No. \_\_\_\_\_  
Review and Approval of Bid for the DPW Building Garage Door Replacements.

Mr. Imig stated the DPW garage doors are over, at least, 20 years old. Additionally, they are cycled approximately 20 or more times each day. Adding to these factors, the doors have exceeded their purchase price in repairs. Subsequently, in October 2021, the City solicited proposals for a new DPW building garage doors, necessary hardware and openers. Three were contacted and Consolidated Doors, Inc. had the lowest bid. They sell and service the same systems

that the City currently uses. Also included in the bid is preventative maintenance. Previously, there was not an ongoing plan for the doors which most likely contributed to their failures over time.

Ald. Schmelzling questioned if there are more than two preventative maintenance services included in the package, as it was unclear in the proposal. Mr. Imig clarified there is a preventative maintenance that goes beyond two services included in the bid and the package provided meets the City's needs and expectations.

Motion by Ald. Shaw, seconded by Ald. Daugherty, to accept the low bid and award of proposal to Consolidated Doors, Inc. for the base bid amount of \$47,211.00 for the Bid for the DPW Building Garage Door Replacements. Ayes: Ald. Vukovic, Daugherty, Gelhard, Wiese, Schmelzling, and Shaw. Noes: None. Absent: None. Abstain: None. Motion carried.

VII. File No.  
Review and Approval of Bid for the 2022 Glendale Sewer Lining & Manhole Rehabilitation Project.

Mr. Imig stated three companies placed bids for the 2022 Glendale Sewer Lining & Manhole Rehabilitation project. The estimated construction engineering costs are \$20,000 for this project. The bids were as follows: Visu Sewer, Inc. - \$385,420.60; Michels Corporation - \$398,848.00; Insituform Technologies USA, LLC - \$705,235.70. Visu Sewer, Inc. was the low bid and is an established contractor in the area, having performed well on other similar construction projects in the City.

Motion by Ald. Shaw, seconded by Ald. Schmelzling, to accept the low bid and award of contract to Visu Sewer, Inc. for the base bid amount of \$385,420.60 for the 2022 Glendale Sewer Lining & Manhole Rehabilitation Project. Ayes: Ald. Vukovic, Daugherty, Gelhard, Wiese, Schmelzling, and Shaw. Noes: None. Absent: None. Abstain: None. Motion carried.

VIII. File No.  
Review and Appointment of Peter Sorensen from Davey Resource Group as the City Forester for 2022.

Mr. Imig stated the City of Glendale does not have a certified forester on staff. The City Forester shall annually be appointed by the Mayor, subject to Council confirmation, at the Council's organizational meetings. On January 11, 2021, the Common Council voted to authorize the Director of Public Works to enter into a three-year (2021-2023) general forestry services contract with Davey Resource Group (DRG). At the end of 2023, Staff will again solicit bids for general forestry services. The request will again be for a three-year period.

Ald. Gelhard questioned why Council is reviewing the appointment, since the contract is ongoing. Mr. Imig clarified it is part of City ordinance to approve the forester appointment annually. The contract allows the City to keep working with Davey Resource Group; however, the annual appointment allows for changes in a forester within the company if necessary.

Ald. Schmelzling stated he has had constituents express satisfaction with work done on trees and shrubs in the right-of-way. Mr. Imig clarified those projects are completed by DPW crew members.

Motion by Ald. Shaw, seconded by Ald. Gelhard, to appoint Peter Sorensen from Davey Resource Group as the City Forester for 2022. Ayes: Ald. Vukovic, Daugherty, Gelhard, Wiese, Schmelzling, and Shaw. Noes: None. Absent: None. Abstain: None. Motion carried.

IX. File No.

Review and Approval Change of Equipment Purchase in the 2022 General Fund Budget – Two Patrol Truck Cab and Chassis.

Mr. Imig stated the 2022-2026 Five-Year Capital Improvement Program was adopted July 12, 2021. The Common Council approved the purchase of a Plow Truck with Wing at \$185,000, in 2022, for the Public Works Department. The cab and chassis' purchase would not be received until 2023. Staff solicited proposals the cab and chassis. Three were contacted and Lakeside International Trucks had the lowest bid of \$204,966.00. Lakeside told staff that once Navistar (truck manufacturer) starts taking orders for 2023, they believe the packages will be sold out in record time. Their recommendation is that the City must order those trucks in the next 30 days or must wait for 2024 production. This would drastically push back the DPW's truck replacements, if Staff waited until 2024, which would be crippling.

Additionally, staff is proposing to use the monies approved for the Plow Truck with Wing in bucket truck in 2023, to purchase two plow packages (salt spreader, wing, plow, etc.) for the aforementioned cab and chassis. After hearing from the vendor (Casper's Truck Equipment), there are only minor, if any, delays. All totaled, Staff is proposing to purchase two cab and chassis in 2022, instead of an unavailable, complete Plow Truck with Wing package. Staff would then have on hand, the most critical components of the plow truck builds. Upon approval Staff will then update the annual Five-Year Capital Improvement Program for 2023 to include the two cab and chassis and plow packages for those two trucks. The best-case scenario would then allow staff to have two new complete trucks at the end of 2023, to replace two more of the 30+ year old, failing trucks. Additionally, this allows staff to only miss a year of replacement, yielding far less expensive repairs and failures during the snow and ice seasons.

Finally, Staff would like the approved purchase price to the not-to-exceed amount of \$205,000. This purchase price would be pushed to 2023, when the cab and chassis' will be received, as previously mentioned.

Ald. Daugherty stated he is the CFO for Lakeside International Trucks, and the supply chain issues are an increasing problem which means there is no chance of obtaining the vehicles in 2022 and it means essentially getting in line for product for 2023.

Motion by Ald. Shaw, seconded by Ald. Wiese, to approve change of equipment purchase in the 2022 Capital Improvement Program – Two Plow Truck Cab and Chassis for a not-to-exceed price of \$205,000.00, replacing the previously approved Plow Truck with Wing in 2022 and moving it forward to 2023. Ayes: Ald. Vukovic, Gelhard, Wiese, Schmelzling, and Shaw. Noes: None. Absent: None. Abstain: Ald. Daugherty. Motion carried.

X. File No.

Resolution Designating the Public Depositories for the City of Glendale and Glendale Water Utility, Authorizing Withdrawal of City and Utility Funds of the City of Glendale.

Interim Administrator Hofland stated per State Statute and Municipal Code, the City of Glendale needs to pass a Public Depository Resolution authorizing City officials to deposit and expend funds on behalf of the City. With the change of staffing for City Administrator, this information is out of date. Provided was a resolution updating the banking information for the City as well as the authorized signatories.

Motion by Ald. Shaw, seconded by Ald. Daugherty, to approve a Resolution Designating the Public Depositories for the City of Glendale and Glendale Water Utility, Authorizing Withdrawal of City and Utility Funds of the City of Glendale. Ayes: Ald. Vukovic, Daugherty, Gelhard, Wiese, Schmelzling, and Shaw. Noes: None. Absent: None. 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 Administrator update.

CLOSED SESSION.

Motion by Ald. Shaw, seconded by Ald. Schmelzling, to convene in Closed Session per Wis. Stats. §19.85(1)(c) to consider the employment, promotion, compensation, or performance evaluation data (Update on recruitment strategy of City Administrator). Ayes: Ald. Vukovic, Daugherty, Gelhard, Wiese, Schmelzling, and Shaw. Noes: None. Absent: None. Motion carried.

A closed session of approximately 38 minutes was held. The Council discussed the recruitment strategy of the City Administrator.

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

ACTION ON CLOSED SESSION ITEMS.

No action was taken on items discussed during closed session.

ADJOURNMENT.

There being no further business, motion was made by Ald. Shaw, seconded by Ald. Vukovic, to adjourn the meeting. Ayes: Ald. Vukovic, Daugherty, Gelhard, Wiese, Schmelzling, and Shaw. Noes: None. Absent: None. Abstain: None. Motion carried and adjournment of the Common Council was ordered at 7:09 p.m., until Monday, January 24, 2021, at 6:00 p.m.

Megan Humitz  
City Clerk

Recorded: January 11, 2022.