

CITY OF GLENDALE
5909 North Milwaukee River Parkway
Glendale, Wisconsin 53209

This meeting is in person, but will be broadcast over Zoom to
accommodate residents with COVID concerns.

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***AMENDED 1-7-2022**

AGENDA—COMMON COUNCIL MEETING

Monday, January 10, 2022
6:00 p.m.

1. Roll Call and Pledge of Allegiance.
2. Public Comment. Glendale residents, business owners and property owners are invited to speak to the Council on items that are not on the agenda and are within the City's ability to regulate or control.
3. Presentation: Briefing from North Shore Water Commission Plant Manager on Process to Change Secondary Disinfectant.
4. Consent Agenda:
 - a) Adoption of Minutes of Meeting held on December 21, 2021.
 - b) Approval of Accounts Payable.
 - c) Approval of 2022 World Migratory Bird Day Resolution.
 - d) Confirmation of North Shore Library Board and Community Development Authority Appointments.
5. New Business: (The public may speak to the Council prior to the beginning of deliberations on these items, provided they have notified their respective Alderperson or the Mayor in advance of this meeting).
 - a) 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.
 - b) Recommendation to forward to the Plan Commission a Review of Rezoning Request of 5812 and 5820 N Green Bay Avenue from B-4 Office to M-1 Warehouse, Light Manufacturing, Office and Service District.
 - c) 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.
 - d) Review and Approval of Bid for the DPW Building and Yard Video Surveillance Solution System.
 - e) Review and Approval of Bid for the DPW Building Garage Door Replacements.
 - f) Review and Approval of Bid for the 2022 Glendale Sewer Lining & Manhole Rehabilitation Project.
 - g) Review and Appointment of Peter Sorensen from Davey Resource Group as the City Forester for 2022.
 - h) Review and Approval Change of Equipment Purchase in the 2022 General Fund

Budget – Two Patrol Truck Cab and Chassis.

- i) 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.
6. Commission, Committee, Board and Staff Reports: (This is an Opportunity for Council Members to Report on their Respective Committees, Commissions, Boards of which they serve as a Member and Administrator update.)
7. *The Common Council will convene in Closed Session per Wis. Stats. §19.85(1)(c) to consider the employment, promotion, compensation, or performance evaluation data (Update on Recruitment of City Administrator).
8. *Reconvene to Open Session and Regular Order of Business.
9. Adjournment.

Upon reasonable notice, efforts will be made to accommodate the needs of persons with disabilities.



SUBJECT: Briefing from North Shore Water Commission Plant Manager on Process to Change Secondary Disinfectant.

FROM: Charlie Imig, Director of Public Works

MEETING DATE: January 10. 2022

FISCAL SUMMARY:

Budget Summary:	N/A
Budgeted Expenditure:	N/A
Budgeted Revenue:	N/A

STATUTORY REFERENCE:

Wisconsin Statutes:	N/A
Municipal Code:	N/A

BACKGROUND/ANALYSIS:

North Shore Water Commission Plant Manager, Eric Kiefer, will be at the meeting to give a verbal report on a Recommendation for Changing Disinfectant in the Distribution System.

RECOMMENDATION:

No action is being requested.

ACTION REQUESTED:

For informational purposes only.

ATTACHMENTS:

1. [Recommendation for Changing Disinfectant in the Distribution System Memo](#)

4A-4D
1/10/2022

CONSENT AGENDA

- a) [Adoption of Minutes of Meetings held on December 10, 2021.](#)
- b) [Approval of Accounts Payable.](#)
- c) [Approval of 2022 World Migratory Bird Day Resolution.](#)
- d) [Confirmation of North Shore Library Board and Community Development Authority Appointments.](#)



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SUBJECT: Recommendation from Plan Commission to schedule a public hearing on February 14, 2022, at 6:00 p.m. for change of zoning 1616 West Bend Road from S-1 Special to Planned Unit Development for a Multi-Family Residential Facility.

FROM: Darrell Hofland, Interim City Administrator

MEETING DATE: January 10, 2022

FISCAL SUMMARY:

Budget Summary:	N/A
Budgeted Expenditure:	N/A
Budgeted Revenue:	N/A

STATUTORY REFERENCE:

Wisconsin Statutes:	N/A
Municipal Code:	13.1.34

BACKGROUND/ANALYSIS:

Attached is a request from Devo Properties LLC to rezone 1616 West Bend 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. Attached is the application. The Plan Commission reviewed the application and held a public hearing.

RECOMMENDATION:

The Plan Commission unanimously recommended the Common Council rezone the property. The next step is for the Common Council to hold a public hearing. The hearing would be scheduled for February 14, 2022.

ACTION REQUESTED:

Motion to schedule a public hearing on February 14, 2022 at 6:00 p.m. for change of zoning for 1616 West Bend Road from S-1 Special to Planned Unit Development for a Multi-Family Residential Facility.

ATTACHMENTS:

1. [Application for rezoning.](#)
2. [Revised submittal.](#)



SUBJECT: Recommendation to forward to the Plan Commission a review of rezoning request of 5812 and 5820 N. Green Bay Avenue from B-4 Office to M-1 Warehouse, Light Manufacturing, Office and Service District.

FROM: Darrell Hofland, Interim City Administrator

MEETING DATE: January 10, 2022

FISCAL SUMMARY:

Budget Summary:	N/A
Budgeted Expenditure:	N/A
Budgeted Revenue:	N/A

STATUTORY REFERENCE:

Wisconsin Statutes:	N/A
Municipal Code:	Zoning Code

BACKGROUND/ANALYSIS:

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. The current North Shore Doggy Day Care (5812 N. Green Bay Avenue) would be able to continue operation as a legal non-conforming use.

RECOMMENDATION:

Below is a tentative timeline:

- 01/10/2022 – Common Council forward to Plan Commission.
- 02/01/2022 – Plan Commission set public hearing for 03/01/2022
- 02/14/2022 – Common Council set public hearing for 03/14/2022
- 03/01/2022 – Plan Commission public hearing and recommendation to Council.
- 03/14/2022 – Common Council public hearing and review per recommendation of Plan Commission.

ACTION REQUESTED:

Motion to forward to the Plan Commission a review of rezoning request of 5812 and 5820 N. Green Bay Avenue from B-4 Office to M-1 Warehouse, Light Manufacturing, Office and Service District.

ATTACHMENTS:

- 1. [Map of the area.](#)



SUBJECT: 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.

FROM: Darrell Hofland, Interim City Administrator

MEETING DATE: January 10, 2022

FISCAL SUMMARY:

Budget Summary:	N/A
Budgeted Expenditure:	N/A
Budgeted Revenue:	N/A

STATUTORY REFERENCE:

Wisconsin Statutes:	N/A
Municipal Code:	N/A

BACKGROUND/ANALYSIS:

Since 2018, the Wisconsin DNR, Milwaukee County and MMSD have been working to develop a fish passage at the Kletzsch Park Dam. After several years of discussion, it has been determined that east side of the river is a viable option for this project. The project will not affect the dam itself; however, there is a City of Glendale property that needs to be acquired for the project. A presentation was given by MMSD on November 8, 2021.

RECOMMENDATION:

Attached is an Intergovernmental Agreement. It was received in December 2021 and reviewed by Attorney Fuchs. This agreement 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.

ACTION REQUESTED:

Motion 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

ATTACHMENTS:

1. [Agreement](#)



SUBJECT: Review and Approval of Bid for the DPW Building and Yard Video Surveillance Solution System

FROM: Charlie Imig, Director of Public Works

MEETING DATE: January 10, 2022

FISCAL SUMMARY:

Budget Summary:	Capital Improvement
Budgeted Expenditure:	\$150,000
Budgeted Revenue:	N/A

STATUTORY REFERENCE:

Wisconsin Statutes:	N/A
Municipal Code:	N/A

BACKGROUND/ANALYSIS:

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. Recording is included as well.

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, Rich and staff posed several questions regarding the equipment. Afterward, there was complete confidence that the proposal would satisfy the requirements and needs.

RECOMMENDATION:

Staff recommends that the City approve the proposal from the lowest responsible bidder, Professional Communications Systems in the amount of \$29,562.00.

ACTION REQUESTED:

Motion 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.

ATTACHMENTS:

1. [Professional Communications Systems Proposal](#)



SUBJECT: Review and Approval of Bid for the DPW Building Garage Door Replacements
FROM: Charlie Imig, Director of Public Works
MEETING DATE: January 10, 2022

FISCAL SUMMARY:

Budget Summary:	Capital Improvement
Budgeted Expenditure:	\$150,000
Budgeted Revenue:	N/A

STATUTORY REFERENCE:

Wisconsin Statutes:	N/A
Municipal Code:	N/A

BACKGROUND/ANALYSIS:

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. This, most likely, contributed to their failures over time.

RECOMMENDATION:

Staff recommends that the City approve the proposal from the lowest responsible bidder, Consolidated Doors, Inc. in the amount of \$47,211.00.

ACTION REQUESTED:

Motion to accept the low bid and award of proposal to Professional Communications Systems for the base bid amount of \$47,211.00 for the Bid for the DPW Building and Yard Video Surveillance Solution System.

ATTACHMENTS:

1. [Consolidated Doors, Inc. Proposal](#)



SUBJECT: Review and Approval of Bid for the 2022 Glendale Sewer Lining & Manhole Rehabilitation Project

FROM: Charlie Imig, Director of Public Works

MEETING DATE: January 10, 2022

FISCAL SUMMARY:

Budget Summary:	Capital Projects
Budgeted Expenditure:	\$500,000
Budgeted Revenue:	N/A

STATUTORY REFERENCE:

Wisconsin Statutes:	N/A
Municipal Code:	N/A

BACKGROUND/ANALYSIS:

Please find listed below the bid results for the 2022 Glendale Sewer Lining & Manhole Rehabilitation project. The estimated construction engineering costs are \$20,000 for this project.

- | | |
|--------------------------------------|---------------|
| 1. Visu Sewer, Inc.: | \$ 385,420.60 |
| 2. Michels Corporation: | \$ 398,848.00 |
| 3. Insituform Technologies USA, LLC: | \$ 705,235.70 |

RECOMMENDATION:

Staff recommends that the City award a contract to Visu Sewer, Inc., in the amount of \$385,420.60. Visu Sewer, Inc. is an established contractor in the area and has performed well on other similar construction projects in the City.

ACTION REQUESTED:

Motion 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.

ATTACHMENTS:

- [Engineer Recommendation Letter](#)



5909 North Milwaukee River Parkway
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SUBJECT: Review and Appointment of Peter Sorensen from Davey Resource Group as the City Forester for 2022

FROM: Charlie Imig, Director of Public Works

MEETING DATE: January 10, 2022

FISCAL SUMMARY:

Budget Summary:	General Fund
Budgeted Expenditure:	N/A
Budgeted Revenue:	N/A

STATUTORY REFERENCE:

Wisconsin Statutes:	Chapter 27
Municipal Code:	6.4.3(a)

BACKGROUND/ANALYSIS:

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). The previous request for the contract, of up to \$20,000, was to cover any extra charges incurred due to the emerald ash borer (EAB) infestation or any other unforeseen forestry issues that the Forester will be asked for an expert opinion.

It is the policy of the City to regulate and establish policy for the control of planting, removal, maintenance and protection of trees and shrubs in or upon all areas of the City to eliminate and guard against dangerous conditions which may result in injury to persons using the streets, alleys, sidewalks or any public or private areas; to promote and enhance the beauty and general welfare of the City; to prohibit the undesirable and unsafe planting, removal, treatment and maintenance of trees and shrubs located in the City; and to guard all trees and shrubs both public and private within the City against the spread of disease, insects or pests.

At the end of 2023, Staff will again solicit bids for general forestry services. The request will again be for a three-year period.

RECOMMENDATION:

Recommend appoint Peter Sorensen from Davey Resource Group as the City Forester for 2022.

ACTION REQUESTED:

Motion to appoint Peter Sorensen from Davey Resource Group as the City Forester for 2022.

ATTACHMENTS:

None.



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

FROM: Charlie Imig, Director of Public Works

MEETING DATE: January 10, 2021

FISCAL SUMMARY:

Budget Summary:	Capital Improvement
Budgeted Expenditure:	\$580,000
Budgeted Revenue:	N/A

STATUTORY REFERENCE:

Wisconsin Statutes:	N/A
Municipal Code:	N/A

BACKGROUND/ANALYSIS:

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 patrol 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.

RECOMMENDATION:

Staff is recommending Review and Approval of Change of Equipment Purchase in the 2022-2026 Five-Year Capital Improvement Program – Two Plow Truck Cab and Chassis for a not to exceed price of \$205,000, replacing the previously approved Plow Truck with Wing in 2022 and moving it to 2023.



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ACTION REQUESTED:

Motion to approval of 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.

ATTACHMENTS:

1. [Proposal for the two cab and chassis](#)



SUBJECT: 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.

FROM: Shawn Lanser, Deputy City Administrator

MEETING DATE: January 10, 2022

FISCAL SUMMARY:

Budget Summary:	N/A
Budgeted Expenditure:	N/A
Budgeted Revenue:	N/A

STATUTORY REFERENCE:

Wisconsin Statutes:	§34.05
Municipal Code:	3.1.7

BACKGROUND/ANALYSIS:

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.

RECOMMENDATION:

Attached is a resolution updating the banking information for the City as well as the authorized signatories.

ACTION REQUESTED:

Motion 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.

ATTACHMENTS:

1. [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.](#)