

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.

Join Zoom Meeting

<https://zoom.us/j/95459913672>

Meeting ID: 954 5991 3672

+1 312 626 6799 US (Chicago)

AGENDA—COMMON COUNCIL MEETING

Monday, November 28, 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. Consent Agenda:
 - a) Adoption of Minutes: Meeting held on November 14th, 2022
 - b) Approval: Monthly Reports
 - c) Approval: December Schedule of Council Meetings
 - d) Approval: Payment 1 and PRE-FINAL to All-Ways Corporation for work completed on the 2022 Crestwood Drainage Program
 - e) Approval: Payment 1 and PRE-FINAL to Primoris Electric, Inc. for work completed on the 2022 Sidewalk Program
 - f) Approval: Payment 1 to UPI, LLC for work completed on the I-43 Segment Watermain Replacement Project
 - g) Approval: Payment 4 to Visu Sewer, Inc. for work completed on the 2022 Glendale Sewer Lining & Manhole Rehabilitation Project
 - h) Approval: Payment 1 to Vinton Construction Company for work completed on the 2022 Good Hope Road Watermain Replacement Project
 - i) Denial of Claim: Diane Ellington
4. Old Business:
 - a) Review: National League of Cities Service Line Program
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) Review: North Shore Library Fund Raising Efforts
 - b) Review: Fire Station 82 Update
 - c) Review and Approval: Professional Services Agreement for Utility Billing Services with City Water
 - d) Review and Approval: Municipal General Obligation Loan for 2022/2023 Capital Improvements Program

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

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. Closed Session: The Common Council will 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).
8. Reconvene to Open Session and Regular Order of Business
9. Possible Action on Closed Session Items
10. Adjournment.

3A-3I

11/28/2022

CONSENT

AGENDA

- a) [Adoption of Minutes: Meeting held on November 14, 2022.](#)
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- i) [Denial of Claim: Diane Ellington](#)



SUBJECT: Review of Possible Service Line Warranty Program

FROM: Karl Warwick, City Administrator

MEETING DATE: November 28, 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: 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 attachments included provide additional information on this program.

The residents purchase the warranty directly from HomeServe and the City of Glendale would have no involvement 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.

At the November 14th, Common Council Meeting, the City Council voted to re-consider this item until additional information was gathered.

RECOMMENDATION: Continue the discussion on the Service Line Warranty program.

ACTION REQUESTED: Make a determination on whether to request to review the contracts for this warranty program.

ATTACHMENTS:

- [Service Line PowerPoint](#)
- [NLC Service Line Warranty Program Overview](#)

SUBJECT: North Shore Fire Station 82 Update

FROM: Charlie Imig, Director of Public Works

MEETING DATE: November 28, 2022

FISCAL SUMMARY:

Budget Summary:	N/A
Budgeted Expenditure:	\$36,000
Budgeted Revenue:	N/A

STATUTORY REFERENCE:

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

BACKGROUND/ANALYSIS: 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, I'm asking the City Council to generally review the proposed borrowing timeline.

RECOMMENDATION: Review the timeline and action items for Fire Station 82

ACTION REQUESTED: Informative.

ATTACHMENTS:

1. [Glendale Fire Station 82 Construction Project Timeline](#)

SUBJECT: Agreement for Professional Water Services

FROM: Charlie Imig, Director of Public Works

MEETING DATE: November 28, 2022

FISCAL SUMMARY:

Budget Summary:	N/A
Budgeted Expenditure:	\$36,000
Budgeted Revenue:	N/A

STATUTORY REFERENCE:

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

BACKGROUND/ANALYSIS: 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.

RECOMMENDATION: Approve the 13-month agreement with City Water for Utility Billing services.

ACTION REQUESTED: Approve the 13-month agreement with City Water for Utility Billing services.

ATTACHMENTS:

1. [Professional Services Agreement with City Water](#)
2. [Addendum to the Agreement](#)

SUBJECT: Municipal General Obligation Loan for 2022/2023 Capital Improvements Program

FROM: Shawn Lanser, Deputy City Administrator

MEETING DATE: November 28, 2022

FISCAL SUMMARY:

Budget Summary:	Debt Service/Utility
Budgeted Expenditure:	N/A
Budgeted Revenue:	N/A

STATUTORY REFERENCE:

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

BACKGROUND/ANALYSIS:

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.

RECOMMENDATION:

I recommend the Common Council approve the resolution for the City of Glendale 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.

ACTION REQUESTED:

Motion to approve the resolution to receive a Wisconsin Board of Commissioners of Public Lands Municipal General Obligation Loan in the amount of \$7,518,880.

ATTACHMENTS:

1. Wisconsin State Trust Fund Loan Resolution