

CITY OF GLENDALE COMMON COUNCIL

Meeting Minutes

June 28, 2021

Regular meeting of the Common Council of the City of Glendale held in City Hall, 5909 North Milwaukee River Parkway, Glendale, Wisconsin.

The meeting was called to order by Ald. Vukovic at 6:00 p.m.

Roll Call: Present: Ald. Tomika Vukovic, Jim Daugherty, John Gelhard, Richard Wiese, Steve Schmelzling, and JoAnn Shaw. Absent: Mayor Bryan Kennedy.

Other Officials Present: Rachel Safstrom, City Administrator; John Fuchs, City Attorney; Mark Ferguson, Police Chief; 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.

Administrator Safstrom advised that in accordance with the Open Meeting Law, the local news media was advised on Thursday, June 24, 2021, 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.

CLOSED SESSION.

Motion by Ald. Wiese, seconded by Ald. Shaw, to convene in Closed Session per Wis. Stats. §19.85(1)(e) for Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (North Shore Library Agreement). Ayes: Ald. Vukovic, Daugherty, Gelhard, Wiese, Schmelzling and Shaw. Noes: None. Absent: None. Motion carried.

A closed session of approximately 33 minutes was held. The Council discussed the North Shore Library Agreement.

Motion by Ald. Schmelzling, seconded by Ald. Shaw, 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

CONSENT AGENDA.

I. File No.

Adoption of Minutes of Meeting held on June 10, 2021, Approval of Monthly Reports, Approval of 2021 Used Vehicle Dealer's and Secondhand/Pawnbroker's License Applications, Payment 2 to Mid City Corporation for work completed on the 2021 Watermain Replacement Project, and Payment 1 to Stark Pavement Corporation for work completed on the 2021 Roadway Resurfacing Project.

Motion by Ald. Daugherty, seconded by Ald. Wiese, to adopt the minutes of the meeting held on June 10, 2021, approve Monthly Reports, Approve 2021 Used Vehicle Dealer's and Secondhand/Pawnbroker's License Applications, approve Payment 2 to Mid City Corporation for work completed on the 2021 Watermain Replacement Project, and approve Payment 1 to Stark Pavement Corporation for work completed on the 2021 Roadway Resurfacing Project. Ayes: Ald. Vukovic, Daugherty, Gelhard, Wiese, Schmelzling, and Shaw. Noes: None. Absent: None. Abstain: None. Motion carried.

NEW BUSINESS.

II. File No.

Recommendation from the Legislative, Judiciary, and Finance Committee – Renewal Alcohol Beverage License Applications for the period July 1, 2021 through June 30, 2022.

Administrator Safstrom stated the State of Wisconsin requires all Alcohol Beverage Licenses be renewed every year on July 1. All licenses before the Council have been approved for location, and all background checks have been concluded by the City of Glendale Police Department. There are five applicants that currently have unabated issues with the NSFD. If the issues are not corrected by midnight on June 30, 2021, the businesses will not be allowed to sell alcohol and the Glendale Police Department will enforce this restriction.

Ald. Schmelzling inquired as to the nature of the unabated issues and if they are related to the sale of alcohol or general compliance. Administrator Safstrom clarified they are life-safety issues, typically related to hood cleaning, sprinkler systems, etc.

Ald. Wiese raised the question if the five applicants with unabated issues have not completed their inspection process. Administrator Safstrom stated as of the time of the meeting, none of the five listed business were in compliance with the NSFD and the City Clerk was in regular contact with NSFD to ensure this process was being followed.

Ald. Vukovic requested clarification regarding the license type explanation supplement. Administrator Safstrom clarified this supplemental page in the packet was requested four years ago by the Council and is for reference only, not approval. There was a typo from a previous City Clerk, which was copied over into this year's packet and will be clarified in future packets.

Motion by Ald. Wiese, seconded by Ald. Shaw, to approve the 2021 Renewal Alcohol Beverage Licenses applications, contingent on all outstanding NSFD issues being abated by June 30, 2021. Ayes: Ald. Vukovic, Daugherty, Gelhard, Wiese, Schmelzling, and Shaw. Noes: None. Absent: None. Abstain: None. Motion carried.

III. File No.

Ordinance to Rezone 555 West Estabrook Boulevard from PD-Planned Unit Development District – Forrer Business Interiors Office and Warehouse to PD-Planned Unit Development District – Maglio Food Processing Juice.

Administrator Safstrom stated the Plan Commission and Common Council held a public hearing to review the rezoning request for 555 West Estabrook Boulevard. There was no public comment at either of the Public hearings. The Plan Commission voted unanimously to recommend the Common Council approve the rezoning. After the public hearing, the Council did not consider approval of an ordinance to rezone the property. Mr. Maglio had requested a delay in the approval for the sale of the property to be complete, which has now been completed and the Council is requested to approve the zoning ordinance. The development agreement will be presented after the Plan Commission reviews the specific implementation plan.

Ald. Vukovic extended her appreciation to Mr. Maglio for his company's great work and contributions to the community.

Motion by Ald. Shaw, seconded by Ald. Daugherty, to approve the Ordinance to Rezone 555 West Estabrook Boulevard from PD-Planned Unit Development District – Forrer Business Interiors Office and Warehouse to PD-Planned Unit Development District – Maglio Food Processing Juice. Ayes: Ald. Vukovic, Daugherty, Gelhard, Wiese, Schmelzling, and Shaw. Noes: None. Absent: None. Abstain: None. Motion carried.

IV. File No.

Review and approval of Marketing Firm Contract per the Library Review Committee recommendation for an education campaign.

Administrator Safstrom stated at the last Common Council meeting there was a recommendation from the Library Review Committee for an educational campaign for the City regarding the decision to exit the North Shore Library. The Library Review Committee met on June 22, 2021, and felt the following would be appropriate for a communication consultant to be tasked: attendance at 2-3 City events to distribute and explain information, flyers for the events at distribution, community-wide mailer, information on a website. Administrator Safstrom contacted two groups potentially could assist, Kane Communications Group and Falk Group. The Falk Group was not available to assist with the requested task on our time. Kane Communications Group provided a proposal. The original conversation with Kane Communications Group indicated they may want to conduct a phone survey that could specifically focus on join library versus Glendale stand-alone Library. This proposal narrows the focus to Library users, and the research seems to duplicate the survey already completed by the Committee. Though there is a timing issue, Administrator Safstrom and Committee Chair Katie Wood feel the scope needs to be refined and/or additional vendors sought.

Ald. Vukovic suggested a postcard campaign to put talking points out to the community, and recommended potentially having a special session to share information with residents. Administrator Safstrom will present this idea to Chair Wood at the next committee meeting.

Item was discussed for informational purposes only. No action was taken.

V. File No.

Consideration of cost participation with the City of Milwaukee for the relocation and upgrade of fixtures for the lighting in the median island on West Good Hope Road between the railroad crossing and West Range Line Road.

Administrator Safstrom stated Milwaukee County is preparing plans for the Bridge Replacement at CTH PP (Good Hope Rd) Bridge (B-40-0370) over the Milwaukee River) adjacent to Strattec, 3333 West Good Hope Road). The project is scheduled to be let in February of 2022 with construction to begin in spring of 2022. During the initial plan review in 2019, the impacted area was limited area was limited to the bridge culvert area (two poles). Upon review of the 60% traffic control plans in 2020, the project requires the removal of eight streetlight poles, concrete bases, conduit and cable in the median island. The impacted streetlight poles light both City of Milwaukee and City of Glendale. To avoid the area becoming dark, the City of Milwaukee is proposing to relocate the poles from the median island to the north and south terrace area permanently and run new underground infrastructure prior to the construction in 2022. In addition, the City of Milwaukee is proposing to update all the remaining fixtures (19) from high pressure sodium to LEDs. This will create a consistent lighting on West Good Hope Road from the railroad crossing to North Range Line Road. The permanent light design and construction will be bid out. The City of Milwaukee is asking City of Glendale to participate with half of the design and construction cost. The estimated cost participation from the City of Glendale would be \$130,000 plus \$6,500 for the remaining LEDs fixtures update. In order to start the design process to meet the construction schedule, the City of Milwaukee is asking the City of Glendale to provide a commitment letter as soon as possible. Without cost participation from City of Glendale, the City of Milwaukee has written they may choose to remove the lighting permanently from the median island on West Good Hope Road between the railroad crossing and West Range Line Road. As a result, the remaining streetlights on the south side of West Good Hope Road will remain unlit as the existing underground conduit and cable will be damaged during the construction phase. There are three major Glendale businesses that rely on that lighting for the safety of their employees and patrons. Most recently, as the existing lights are not that reliable and have been out for long durations, staff received several calls from the Aurora Medical Complex expressing concern that the area was dark.

Ald. Wiese raised the question regarding who is responsible for paying for the power, since it is currently on the City of Milwaukee's electrical circuit. He also stated there is a significant amount of pedestrian traffic in the area as well as residents who utilize the bus route, and it would be detrimental to not have the route well-lit at night and likely an accident waiting to happen; therefore this definitely needs to be approved in the budget. Administrator Safstrom stated the City of Glendale is currently not responsible for the electrical costs.

Ald. Schmelzling echoed Ald. Wiese's statements regarding the necessity for the lights for safety reasons. He also requested clarification regarding the exact ownership of the lights, considering the road is a County owned road. Administrator Safstrom stated the lights are not owned by Milwaukee County. The lights on the south are Glendale and the north are Milwaukee, and likewise down the median.

Motion by Ald. Wiese, seconded by Ald. Shaw, to approve the cost participation with the City of Milwaukee for the relocation of light poles and the upgrade of fixtures for the lighting in the median island on West Good Hope Road between the railroad crossing and West Range Line

Road in the amount of \$136,500. Ayes: Ald. Vukovic, Daugherty, Gelhard, Wiese, Schmelzling, and Shaw. Noes: None. Absent: None. Abstain: None. Motion carried.

VI. File No.

Initial Review or 2022-2026 Five Year Capital Improvement Plan.

Administrator Safstrom stated a copy of the planned Capital Improvement Program for the years 2022 through 2026 was provided. It was requested that the Council review the projects, particularly for the year 2022, in order that the final approval can be made and included in the projections for the 2022 Annual Program Budget. In prior years, the City attempted to keep the borrowing level consistent under \$4 million each year with the General Debt Service staying at around \$2 million each year. This is not always feasible. In 2023, the Police Station renovation project will increase the level of borrowings. Based upon the Council approval, engineering and design specifications will be prepared and various financing options will be reviewed with the City's financial advisor and bond underwriters. The final financing plan will be submitted for review and final approval in the second quarter of 2022.

Similar to last year, the Public Works Department has identified their listing of projects to include regular maintenance. This is to assist in the planning process for this and future years to ensure we are able to fund regular maintenance. The capital equipment request from the Public Works Director includes the replacement of a snowplow truck, and a knuckleboom/log grapple truck. The original request was to purchase two snowplow trucks in 2023; however, to keep the debt service more consistent, the recommendation is to purchase one in 2022 and one in 2023.

In 2015, there was a significant change to the watermain replacement program to be able to replace watermain faster than it is failing. Due to the high amount of annual watermain breaks, we had increased the replacement of watermain. Currently, we fix about 25 breaks per year which has been reduced by approximately 50 percent since the City increased the replacement program. The five-year average spending on watermain is \$1.65 million.

In 2020, the City added ditching projects to the annual maintenance costs. Ditching is funded by the Stormwater Utility. In a draft Stormwater Management Plan, the City Engineer identified Crestwood area as the highest concern for a ditching project due to the many ditches that have been fully filled in by dirt and sediment; therefore, the ditches are no longer functional and are in need of maintenance. The funding for 2022 will be a full analysis of the Crestwood area with a recommendation for a plan to properly maintain the ditches over the next few years as funding allows.

There is a placeholder for the Bicycle and Pedestrian Plan projects. Staff is still working on the best opportunities for this plan. Mr. Imig and Administrator Safstrom recently met with a representative from Traffic Analysis and Design and there may be a potential grant available for a bike/ped path on N. Good Hope Road, and are exploring what this could mean for cost and timing on an intergovernmental cooperation for this path.

The Police equipment program identifies annual replacements of squads. Previously, the program replaced a marked squad every 3 years. This plan extends replacement to every four years.

The requested specific project capital funding for the Water Utility includes the 2022 portion of the North Shore Water Commission Capital Plan. The 2022 budget also includes the agreed amounts for Fire and Dispatch improvements. At this time, staff is unable to make a determination on proper capital funding for library services. There is a placeholder; however, until we have more firm direction we do not have any specific funding identified.

Ald. Vukovic raised the question if changes are needed in an aldermanic district sooner, how does that affect the other district needs. Administrator Safstrom stated the overall needs of each district are considered and how things are progressing, which sometimes requires projects to be completed sooner than anticipated, such as watermains, in order to save on emergency costs. Pushing up projects in one district may require delaying a project in another district to another year.

Ald. Gelhard inquired about the traffic light at Clovernook and Port Washington Road in the Plan. Administrator Safstrom clarified this is part of the I-43 project as a whole.

Ald. Wiese questioned how many miles are typically put on a squad car before it needs to be replaced. Chief Ferguson stated the average is 30,000 per year, and the life expectancy is three years. The standard maximum of a squad car is 120,000 miles.

Ald. Shaw asked if there the City tracks how many miles are on the squad engines. Chief Ferguson clarified that idling miles are not tracked versus driving miles, however the amount of idling has been reduced with the new police department garage.

Ald. Schmelzling raised the question as to where the general number of 10 million dollars for the Police Department was determined. Administrator Safstrom clarified it is 5 million for the new building, 3.9 million for other items, which results in 8.9 million for all projects. There is an allotment of \$40,000 for two years to finish payments for the body cameras.

Item was discussed for informational purposes only. No action was taken.

VII. File No. _____
Initial Review of Stormwater Management Plan.

Administrator Safstrom stated a copy of the draft Stormwater Management Plan was provided. The original document is complete, and there will be slight changes made to some of the appendixes. This is an update to the City's prior plan from the City Engineer. The plan identifies the goals of the prior plan as well as how the City achieved those goals. With additional regulations from the Wisconsin Department of Natural Resources, this plan identifies several new goals in addition to continuance of current practices.

Ald. Schmelzling asked when this plan was last updated. Administrator Safstrom stated the last plan was in 2018.

Item was discussed for informational purposes only. No action was taken.

COMMISSION, COMMITTEE AND BOARD REPORTS.

There were several updates from Council members, on the activities of the various Commissions, Committees and Boards on which they serve.

ADJOURNMENT.

There being no further business, motion was made by Ald. Gelhard, seconded by Ald. Daugherty, 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 7:06 p.m., until Monday, July 12, 2021, at 6:00 p.m.

Megan Humitz
City Clerk

Recorded: June 29, 2021.