

**CITY OF GLENDALE COMMON COUNCIL**

Meeting Minutes  
September 26, 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, Phillip Bailey, Steve Schmelzling, and JoAnn Shaw. Absent: None.

Other Officials Present: Karl Warwick, City Administrator; Nathan Bayer, 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.

City Administrator Warwick advised that in accordance with the Open Meeting Law, the local news media was advised on Thursday, September 22, 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.

CONSENT AGENDA.

I. File No.

Adoption of Minutes from Meetings held on September 12, 2022, Approval of Monthly Reports, Approval of Payment 2 to Mid-City Corporation for work completed on the 2021 Hampton Avenue Off Ramp – Hydrant & Sanitary Manhole Relocation, and Payment 3 to Visu Sewer, Inc. for work completed on the 2022 Glendale Sewer Lining & Manhole Rehabilitation Project.

Motion by Ald. Daugherty, seconded by Ald. Vukovic, to Adopt Minutes from the Meeting held on September 12, 2022, Approval of Monthly Reports, Payment 2 to Mid-City Corporation for work completed on the 2021 Hampton Avenue Off Ramp – Hydrant & Sanitary Manhole Relocation, and Payment 3 to Visu Sewer, Inc. for work completed on the 2022 Glendale Sewer Lining & Manhole Rehabilitation Project was approved. Ayes: Ald. Vukovic, Daugherty, Gelhard, Bailey, Schmelzling, and Shaw. Noes: None. Absent: None. Abstain: None. Motion carried.

NEW BUSINESS.

II. File No.

Review and Approval of the 2022-2023 SRO Shared Services Agreement.

Mayor Kennedy stated the Police Department and Nicolet School District have a Shared Services Agreement where the Nicolet School Board pays 66% of wages and benefits for the School Resource Officer. Payments are based on a monthly amount when school is in session. Council was provided with an SRO Shared Services Agreement for the 2022-2023 school year. Under the Agreement. the City will receive funding from the Nicolet School District for an officer assigned to Nicolet High School from September 1, 2022 – June 15, 2023.

These funds offset the SRO salary and go into the General Fund revenue under account 47341. Nicolet School District has already approved the agreement.

Motion by Ald. Gelhard, seconded by Ald. Daugherty, to approve the SRO Shared Services Agreement for September 1, 2022 – June 15, 2023. Ayes: Ald. Vukovic, Daugherty, Gelhard, Bailey, Schmelzling, and Shaw. Noes: None. Absent: None. Abstain: None. Motion carried.

III. File No. \_\_\_\_\_  
Resolution for Wisconsin School Board Week.

Mayor Kennedy stated a resolution is being recommended to recognize the importance of public education in our community and express gratitude and appreciation to members of the school board by proclaiming October 2-8, 2022 as Wisconsin School Board Week.

Motion by Ald. Vukovic, seconded by Ald. Schmelzling, to approve the Resolution for Wisconsin School Board Week. Ayes: Ald. Vukovic, Daugherty, Gelhard, Bailey, Schmelzling, and Shaw. Noes: None. Absent: None. Abstain: None. Motion carried.

IV. File No. \_\_\_\_\_  
Resolution for a Dementia & Alzheimer’s Education and Training Program.

City Administrator Warwick stated a resolution is being recommended to establish a Dementia/Alzheimer’s Committee and acknowledge a collaboration effort in the private sector and its North Shore neighbors to form a North Shore Dementia/Alzheimer’s Education and Training Program for health and safety officials.

Motion by Ald. Bailey, seconded by Ald. Shaw, approve the Resolution for a Dementia & Alzheimer’s Education and Training Program. Ayes: Ald. Vukovic, Daugherty, Gelhard, Bailey, Schmelzling, and Shaw. Noes: None. Absent: None. Abstain: None. Motion carried.

V. File No. \_\_\_\_\_  
Out-of-State Travel Request – Mayor Kennedy.

City Administrator Warwick stated out-of-state travel for staff and Alderpersons on City time or with City funding is approved by the Council. Mayor Kennedy is requesting to attend the National League of City Convention in Kansas City, MO. There is sufficient funding in the Mayor/Council Allowances budget for 2022.

Motion by Ald. Gelhard, seconded by Ald. Daugherty, to authorize Mayor Kennedy to attend the National League of Cities Convention, at a cost not to exceed \$2,000. Ayes: Ald. Vukovic, Daugherty, Gelhard, Bailey, Schmelzling, and Shaw. Noes: None. Absent: None. Abstain: None. Motion carried.

VI. File No. \_\_\_\_\_  
Approval of a Second Agreement for Motion Sign.

City Attorney Bayer stated in, 2019, the City of Glendale approved an agreement with Direct Outdoor, LLC for a motion sign within the City. The agreement permitted this motion sign for a one-time \$300,000 payment to the City. Section 11 of the 2019 agreement states that, *“As additional consideration to enter into this Agreement, the City agrees to grant One the exclusive right to build a second digital signage location under identical terms of this Agreement, if one presents a technically feasible location that meets the City Code requirements for digital displays”*. The Council was provided with an agreement to authorize the second motion signage, consistent with the 2019 Motion Sign Agreement with Direct Outdoor, LLC. Direct agrees to make a single one-time payment in lieu of real property taxes in the total amount of \$300,000.00 due on or before November 15, 2022. Under the terms

of the agreement, another motion sign would not be permitted. For another motion sign to be approved, it would need to simply comply with the City's Sign Code and other Code requirements.

Motion by Ald. Vukovic, seconded by Ald. Shaw, to approve the Motion Signage Agreement between the City and Direct Outdoor, LLC and approve the Sign Permit Application with direction to staff to issue the permit contingent upon the Register of Deeds accepting CSM #9379 for recording, as Ayes: Ald. Vukovic, Daugherty, Gelhard, Bailey, 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 an Administrator update.

#### CLOSED SESSION.

Motion by Ald. Daugherty, seconded by Ald. Bailey, to 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. Ayes: Ald. Vukovic, Daugherty, Gelhard, Bailey, Schmelzling, and Shaw. Noes: None. Absent: None. Motion carried.

A closed session of approximately 38 minutes was held. The Council discussed compensation items.

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

#### ACTION ON CLOSED SESSION ITEMS.

Mayor Kennedy stated that the City has had salary compression issues and misclassification issues within the City Hall staff. This was addressed by Interim Administrator Darrell Hofland, and again by the current City Administrator Karl Warwick, as he has time to understand the positions and job descriptions of City staff and is working to reduce these issues. A comparison to neighboring municipalities and comparable municipalities within the region was also conducted to determine where the City of Glendale fits. Administrator Warwick has brought forth a recommendation for a new classification structure for operations and management and new pay scales for those positions.

Motion by Ald. Vukovic, seconded by Ald. Daugherty, to approve the classification structure, which contains fifteen steps with a low-point, a mid-point, and a high-point for operations and ten steps with a low-point, a mid-point, and a high-point for management positions and direct to the City Administrator to place them in the Employee Handbook. Ayes: Ald. Vukovic, Daugherty, Gelhard, Bailey, and Schmelzling. Noes: None. Absent: Ald. Shaw. Motion carried.

Motion by Ald. Vukovic, seconded by Ald. Schmelzling, to place the Clerk and Court Clerk salaries at the mid-point of their ranges, based on the new classification structure. Ayes: Ald. Vukovic, Daugherty, Gelhard, Bailey, and Schmelzling. Noes: None. Absent: Ald. Shaw. Motion carried.

Motion by Ald. Bailey, seconded by Ald. Vukovic, to promote Kaela Sullivan from Executive Assistant to Deputy Clerk/Treasurer and Nicole Maurer from Deputy Clerk/Treasurer to Treasurer, and to place them at the beginning of their salary ranges. Ayes: Ald. Vukovic, Daugherty, Gelhard, Bailey, and Schmelzling. Noes: None. Absent: Ald. Shaw. Motion carried.

ADJOURNMENT.

There being no further business, motion was made by Ald. Gelhard, seconded by Ald. Vukovic, to adjourn the meeting. Ayes: Ald. Vukovic, Daugherty, Gelhard, Bailey, and Schmelzling. Noes: None. Absent: Ald. Shaw. Abstain: None. Motion carried and adjournment of the Common Council was ordered at 6:59 p.m., until Monday, October 10, 2022, at 6:00 p.m.

Megan Humitz  
City Clerk