

CITY OF VERONA

MINUTES

COMMON

COUNCIL

August 26, 2019

Verona City Hall

1. Mayor Diaz called the meeting to order at 7:00 p.m.
2. Pledge of Allegiance
3. Roll call: Alderpersons Kate Cronin, Sarah Gaskell, Charlotte Jerney, Chad Kemp, Katie Kohl, Christine Posey, Heather Reekie and Evan Touchett were present. Also present: Interim City Administrator Adam Sayre, Finance Director Brian Lamers, Human Resources Coordinator Mitchell Weckerly, City Engineer Carla Fischer, and City Clerk Ellen Clark.
4. Public Comment:
5. Approval of minutes from the August 12, 2019 Common Council meeting. Motion by Reekie, seconded by Kemp, to approve the minutes of the August 12, 2019 Common Council meeting. Motion carried 8-0.
6. Mayor's Business: None
7. Announcements: None
8. Administrator's Report:
 - The Plan Commission will meet on September 3rd at 6:30 p.m.
 - The Police and Fire Commission will meet on August 29th at 6:00 p.m.
 - The Community Development Authority (CDA) met on August 22nd to discuss concepts for the Sugar Creek Elementary School property, and held an open house to gain feedback from the public regarding the concepts. Revisions will be made to the concepts, and they will be brought back to a future CDA meeting. The public may continue to provide comments to Planning Staff.
 - On August 20th, a contractor ruptured a gas line in the 1100 block of Prairie Way Circle. Apartment buildings and an assisted living and memory care facility were evacuated. Madison Gas and Electric has declared the area safe.
 - Kohl thanked everyone that came out to give feedback at the CDA meeting on August 22nd.
9. Engineer's Report:
 - Well 6 Pumping Station Construction: The contractor has completed the test pumping.
 - Verona Area High School: Embankment fill for the widening of West Verona Avenue has begun. Work has started on Phase 1 of West End Circle.
 - CTH PD – Woods Road to CTH M: Work is anticipated to begin in full after Labor Day.

10. Committee Reports

A. Finance Committee

- (1) Discussion and Possible Action Re: Payment of bills. Motion by Kemp, seconded by Posey, to pay the bills in the amount of \$704,505.87. Motion carried 8-0.
- (2) Discussion and Possible Action Re: R-19-037 Resolution - Approving Redemption of 2013 State Trust Fund Loan and Utilization of TID 6 Funds. Motion by Kemp, seconded by Cronin, to approve Resolution No. R-19-037 approving redemption of 2013 State Trust Fund Loan and utilization of TID 6 funds. Following this resolution, the City will be redeeming \$256,693.44 from TID 6 to pay off City debt. These funds cannot be redeemed until January 2, 2020. Motion carried 8-0.
- (3) Discussion and Possible Action Re: R-19-038 Resolution - Approving Redemption of 2015 State Trust Fund Loan and Utilization of TID 6 Funds. Motion by Kemp, seconded by Posey, to approve Resolution No. R-19-038 approving redemption of 2015 State Trust Fund Loan and utilization of TID 6 funds. Following this resolution, the City will be redeeming \$440,000 from TID 6 to pay toward the principal balance of City debt. These funds cannot be redeemed until January 2, 2020. Motion carried 8-0.

B. Public Safety & Welfare Committee

- (1) Discussion and Possible Action Re: A Special Event Permit application from Simeon Alder for the Madison 56ers Soccer Club Fall Invitational on Friday, September 6, 2019 - Sunday, September 8, 2019 from 7 a.m. – 10 p.m. Motion by Reekie, seconded by Kohl, to approve a Special Event Permit from Simeon Alder for the Madison 56ers Soccer Club Fall Invitational on Friday, September 6, 2019 - Sunday, September 8, 2019 from 7 a.m. – 10 p.m. Reekie explained that the Madison 56ers Soccer Club will be holding its 31st annual Fall Invitational at Reddan Soccer Park. Tents for merchandise sales and beer, as well as four food carts, will be on the grounds. One police officer is scheduled to be stationed on Cross Country Road from 9:30 a.m. – 3:30 p.m. Motion carried 8-0.
- (2) Discussion and Possible Action Re: An Application for a Temporary Class “B” Beer License from Madison 56ers Soccer Club for the Fall Invitational on Friday, September 6, 2019 - Sunday, September 8, 2019 at Reddan Soccer Park, 6874 Cross Country Road, from 4 p.m. – 9 p.m., Simeon Alder, Agent. Motion by Reekie, seconded by Kohl, to approve a Temporary Class “B” Beer License for the Madison 56ers Soccer Club for the Fall Invitational on Saturday, September 7, 2019 at Reddan Soccer Park, 6874 Cross Country Road, from 4 p.m. – 9 p.m., Simeon Alder, Agent, contingent upon background checks being completed by the Verona Police Department. The club will be getting the beer from the Grumpy Troll Brewery, which has a wholesaler’s license. The beer tent area will be fenced, with one in/out point. IDs will be checked by 56ers Club volunteers, and an officer will be on site from 4:00 p.m. – 9:00 p.m. Motion carried 8-0.

- (3) Discussion and Possible Action Re: A Special Event Permit application from Sandy Wolf for the Opportunity 34 Foundation's Ride for Opportunity on Saturday, September 14, 2019 from 7 a.m. – 5 p.m. Motion by Reekie, seconded by Kemp, to approve a Special Event Permit from Sandy Wolf for the Opportunity 34 Foundation's Ride for Opportunity on Saturday, September 14, 2019 from 7 a.m. – 5 p.m. This is a charity bike ride for the Opportunity 34 Foundation. The ride will begin and end at Community Park. Foundation volunteers will be stationed throughout the course, which will be marked with taped arrows. No police assistance is required for this event. Motion carried 8-0.
- (4) Discussion and Possible Action Re: An Application for a Temporary Class "B" Beer License from the Opportunity 34 Foundation for the Ride for Opportunity on Saturday, September 14, 2019 at Community Park, 531 E. Verona Avenue, from 10 a.m. – 3 p.m., Sandy Wolf, Agent. Motion by Reekie, seconded by Kohl, to approve a Temporary Class "B" Beer License for the Opportunity 34 Foundation for the Ride for Opportunity on Saturday, September 14, 2019 at Community Park, 531 E. Verona Avenue, from 10 a.m. – 3 p.m., Sandy Wolf, Agent. The Foundation will be serving beer to event participants at the end of the route at Community Park. The pavilion will be fenced, and alcohol service and consumption will be restricted to that area. One officer will be present from 12 p.m. – 3 p.m. Motion carried 8-0.

Mayor Diaz requested unanimous consent from the Common Council to take up New Business Items 12.A. and 12.B. before taking up Old Business Item 11.A. There were no objections.

12. New Business

- A. Discussion and Possible Action Re: Ordinance No. 19-941 amending Title 2 – Government and Administration and Title 3 – Municipal Officers and Employees, of the Code of Ordinances, City of Verona, Wisconsin. Clerk Clark explained this ordinance amendment changes the term of Municipal Judge from two years to four years to correspond with State Statutes. It also repeals and recreates Section 3-3-7 – Destruction of Records, to adopt the current General Records Schedule for municipal records approved by Wisconsin's Public Records Board in August, 2018, as the City's official record retention schedule. Motion by Kohl, seconded by Reekie, to approve Ordinance No. 19-941 amending Title 2 – Government and Administration and Title 3 – Municipal Officers and Employees, of the Code of Ordinances, City of Verona, Wisconsin. Motion carried 8-0.
- B. Discussion and Possible Action Re: Approval of operator licenses. Motion by Reekie, seconded by Gaskell, to approve the operator licenses as presented by the City Clerk. Motion carried 8-0.

11. Old Business

- A. Discussion and Possible Action Re: Agreement for City Administrator position. *The Common Council may convene in a closed session for discussion and possible action regarding an agreement for the City Administrator position as authorized by Section 19.85(1)(c) of the Wisconsin Statutes to consider employment, promotion, compensation*

or performance evaluation data of any public employee subject to the jurisdiction or authority of the City of Verona. The Common Council may reconvene in open session to discuss and take action on the subject matter discussed in the closed session.

Weckerly explained that since the closing of the initial recruitment process, he has worked at the direction of the Mayor and Council to coordinate the process of considering other potential applicants for the City Administrator position. During that process, another applicant for the position has been identified, and an update regarding the background check for the applicant, as well as a potential employment agreement, is available for presentation to the Council in closed session.

Diaz stated he expects that there will be an announcement tonight relating to any decisions made by the Council in closed session.

Motion by Gaskell, seconded by Kemp, to convene in a closed session for discussion and possible action regarding an agreement for the City Administrator position as authorized by Section 19.85(1)(c) of the Wisconsin Statutes to consider employment, promotion, compensation or performance evaluation data of any public employee subject to the jurisdiction or authority of the City of Verona. The Common Council may reconvene in open session to discuss and take action on the subject matter discussed in the closed session. On roll call: Alder Kohl – Aye; Alder Posey – Aye; Alder Reekie – Aye; Alder Touchett – Aye; Alder Cronin – Aye; Alder Gaskell – Aye; Alder Jerney – Aye; Alder Kemp – Aye. Motion carried 8-0. The Common Council convened in closed session at 7:24 p.m. Weckerly remained for the closed session.

CLOSED SESSION

Motion by Gaskell, seconded by Cronin, to reconvene in open session at 7:50 p.m. Motion carried 8-0. No action was taken by the Common Council in closed session.

Motion by Kemp, seconded by Gaskell, to approve the Employment Agreement between the City of Verona, Wisconsin and Adam C. Sayre.

Kemp thanked all the candidates vying for this position. Staff and committee members have put in a lot of work on finding the right candidate. He also personally thanked Sayre. He is a good person, and easy to work with. The fact that he is in this position shows the kind of person he is and the quality of work that he does. Kemp is looking forward to working with Sayre.

Motion carried 8-0.

Diaz stated Sayre initially applied for the City Administrator position, and had been chosen for an in-person interview. However, he made a decision to withdraw from the process before the finalists were announced. After the Common Council decided to close the first round of the hiring process, the City decided to see if an agreement could be made with Sayre to become the permanent City Administrator. On August 19th, an interview was conducted which included Sayre, Diaz, Weckerly, and Gaskell. City Staff also conducted a background and reference check on Sayre. Based on Sayre's performance as the Interim City Administrator, the interview, and the results of the

background and reference checks, Diaz feels that Sayre has the necessary skills to perform as the City Administrator at a high level. He gets stuff done, which is what the City of Verona needs now.

13. Adjournment:

Motion by Gaskell, seconded by Reekie, to adjourn at 7:55 p.m. Motion carried 8-0.

Ellen Clark
City Clerk