

**CITY OF HARTFORD  
COMMON COUNCIL  
January 23, 2018**

The Common Council of the City of Hartford, Washington and Dodge Counties, Wisconsin, met for its regularly scheduled meeting on Tuesday, January 23, 2018, 7:00 p.m., in the Common Council Chambers of Hartford City Hall, 109 North Main Street, Mayor Timothy Michalak presiding.

**PLEDGE OF ALLEGIANCE**

Mayor Michalak and Scout Troop 741 led the Common Council in the Pledge of Allegiance.

**ROLL CALL**

The Mayor and all Alderpersons were present.

**UNANIMOUS CONSENT AGENDA**

MOTION by Alderperson Hegy, and seconded by Alderperson Wintringer that the following items on the unanimous consent agenda are approved by the Common Council:

- 1) The Common Council minutes of January 9, 2018.
- 2) Authorizing appropriate City officials to enter into one-year Farm Land Leases at the Hartford Municipal Airport with Gerald Uebele, James Borlen, Richard Rohde, and Daniel Meier.
- 3) Authorizing the purchase of dual-band portable radios in the amount of \$125,160 and also approving the fund excess amount of \$615 towards programing fees. MOTION CARRIED UNANIMOUSLY.

**COMMUNICATIONS**

There were no communications.

**APPEARANCES / CITIZENS COMMENTS**

There were no appearances / citizens comments.

**ALDERMANIC REQUESTS**

Alderperson Mixon mentioned a recognition the Hartford Police Department Dispatch Center received, and which will be awarded later at a conference in Las Vegas. Alderperson Hegy provided information on the recent Mid-Moraine Legislative Committee meeting. Alderperson Randolph reminded residents that if they have a fire hydrant near their property to adopt it this winter and keep the snow cleared from around it. Alderperson Rusniak

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congratulated Hartford Fire/Rescue on the article in the Wisconsin Firefighters Journal. He welcomed Rytec Corporation to Hartford.

**PUBLIC HEARING "A"  
Amending the Municipal Code  
Relating to Signs**

Mayor Michalak declared the public hearing open at 7:05 p.m. The notice of public hearing as published in the 1/9/2018 and 1/16/2018 Daily News was read by City Clerk Lori Hetzel.

Staff is proposing three changes to the signage portion of the Zoning Code, based on planning staff's experience, input by other City staff, and comparison of the Code to other City's Signage Codes. The first proposed change would allow signs that previously received Plan Commission approval in the B-3 District and the Business Improvement District to be moved to a new location within the Business Improvement District without going back to Plan Commission. They would just be reviewed at the staff level. The second proposed change would allow for larger scoreboards with more advertisements in the Park District. The final proposed change would exempt governmental signs from the sign regulations. City Planner Drew provided information on the proposed changes to the Signage Code, and responded to questions.

There were no appearances for, nor any against the proposed changes. There being no discussion by the Common Council, Mayor Michalak declared the public hearing closed at 7:10 p.m.

Ordinance No. 1378

**AN ORDINANCE AMENDING SECTIONS 13.0607, 13.0611 AND  
13.0614 OF THE MUNICIPAL CODE RELATING TO SIGNS**

MOTION by Alderperson Randolph, and seconded by Alderperson Wintringer to suspend the rules for immediate consideration of proposed Ordinance 1378. MOTION CARRIED UNANIMOUSLY.

MOTION by Alderperson Wintringer, and seconded by Alderperson Mixon for the adoption of proposed Ordinance 1378. MOTION CARRIED. (Alderperson Jewell abstained)

**STANDING COMMITTEES**

**Finance & Personnel Committee**

Licenses

MOTION by Alderperson Jewell, and seconded by Alderperson Kohler approving a bartender license for Aimee Lawrenz. MOTION CARRIED UNANIMOUSLY.

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### Amendments to Employee Handbook

Routinely the City will review the existing Employee Handbook and update any areas that are no longer up to date. With the recent changes made primarily to employee benefits along with changes that have been made since 2015 with the adoption of PTO, department heads were asked to review the handbook and suggest changes. There is no financial impact as all changes were put into place prior to updating the handbook. City Administrator Volkert provided information on the proposed changes, and responded to questions.

MOTION by Alderperson Mixon, and seconded by Alderperson Kohler approving the amendments to the Employee Handbook. MOTION CARRIED UNANIMOUSLY.

## **RESOLUTIONS**

### **Resolution No. 3497**

#### RESOLUTION TO ADOPT THE WASHINGTON COUNTY ALL HAZARD MITIGATION PLAN

The final draft of the Washington County Hazard Mitigation Plan was submitted to Wisconsin Emergency Management (WEM) and the Federal Emergency Management Agency (FEMA) on 8/22/2017. In late September Washington County received word that the plan had been preliminarily approved by both entities. The Washington County Board unanimously approved the plan in December 2017. Local adoption is the final step of the project. Fire/Rescue Chief Stephans provided information on the proposed Hazard Mitigation Plan.

MOTION by Alderperson Hegy, and seconded by Alderperson Turchi for the adoption of proposed Resolution 3497. MOTION CARRIED UNANIMOUSLY.

## **CITY ADMINISTRATOR'S REPORT**

### Broan-Nutone Memorandum of Understanding

Staff has been in discussion with Broan-Nutone over the creation of a new Tax Incremental District (TID) in order to facilitate Broan's short-term expansion and investment plans. TID #11 was created in September 2017. Per the terms of the Memorandum of Understanding the City would disperse 60% of the increment created by the distribution center and other assessable property improvements back to Broan-Nutone on an annual basis for 20 years. This is a pay as you go agreement. In this case, the Memorandum of Understanding is comprehensive for the purposes of the projects undertaken by Broan, the incentive provided by TID #11, and a development agreement is not needed. City Planner Drew provided information on the proposed Memorandum of Understanding, and responded to questions.

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MOTION by Alderperson Randolph, and seconded by Alderperson Turchi approving the Memorandum of Understanding between the City of Hartford and Broan-Nutone, LLC. MOTION CARRIED. (Alderperson Hegy abstained)

**ADJOURNMENT**

MOTION by Alderperson Mixon, and seconded by Alderperson Randolph for adjournment at 7:26 p.m. MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,  
Lori Hetzel, City Clerk

LH:pb  
CCJAN23.18  
Compiled by Pat Borlen, Deputy Clerk