



Common Council Chambers – City Hall Room 100
7325 W Forest Home Ave, Greenfield, Wisconsin

COMMON COUNCIL MEETING AGENDA MEETING AGENDA

Tuesday, September 21, 2021 - 7:00 PM

- A. Call to Order & Roll Call
- B. Opening Prayer
- C. Pledge of Allegiance
- D. Approval of the August 17, 2021 Common Council minutes
- E. Mayor's Report
- F. Aldermanic Reports
- G. Announcements
- H. Citizen Commentary
- I. Public Hearings
 - 1. Public Hearing on an Ordinance to adopt a Land Use Map amendment to the City of Greenfield Comprehensive Plan for the property located at 10375 and 10401 W. Oklahoma Ave. from Planned Business to Community Facilities. (Tax Key No. 524-8984-009) (PC-7/13/21 Kastner)
 - a. Approve an Ordinance to adopt a Land Use Map amendment to the City of Greenfield Comprehensive Plan for the property located at 10375 and 10401 W. Oklahoma Ave. from Planned Business to Community Facilities. (Tax Key No. 524-8984-009) (PC-7/13/21 Kastner)
- J. Old Business
 - 1. Appointments to various committees and commissions:
 - a. Council appointments:
 - i. One member to the Board of Public Works for a term to expire 5/1/2022 (formerly Richard Kasza)
 - b. Mayor appointments, confirmed by Council:
 - i. One member to the Board of Health for a term to expire 6/1/2022 (formerly Allen Owen)
 - ii. One member to the Tree Commission for a term to expire 5/1/23 (formerly Lew Silva)

K. New Business

1. Appointments to various committees and commissions:
 - a. One alternate member to the Plan Commission for a term to expire 5/31/2025 (formerly Robert Krenz)
2. Applications for an operator license (Goergen)
3. Claim received from Erie Insurance Exchange. (Goergen)
4. Notice of Circumstance of Claim received from Gruber Law Offices LLC on behalf of Amanda Wienzierl. (Goergen)
5. Discussion and decision to adopt an ordinance amending Section 8.04 of the Greenfield Municipal Code regarding a parking zone reserved for persons with disabilities at 4627 South 46th Street. (Katz)
6. Discussion and decision to authorize SEWRPC, on behalf of Greenfield, to submit revised Honey Creek Floodplain mapping to FEMA. (Katz)
7. Discussion and decision to adopt a resolution in support of applying for a grant from the Wisconsin Department of Natural Resources for protection and restoration of the Honey Creek. (Katz)
8. Approve a Certified Survey Map for proposed recombination of 15 parcels located at 4000-4300 W. Layton Ave., 4365 & 4377 W. Loomis Rd., and 4650, 4658, 4666 & 4676 S. 43 St., submitted by Scott Yauck, d/b/a Cobalt Loomis, LLC. (Tax Key Nos. 601-9854-001, 601-9853-001, 600-0081-008, 600-9951-001, 600-9950-000, 600-9949-000, 600-9948-000, 600-9946-000, 600-9945-000, 600-9944-000, 600-9943-003, 600-9943-002, 600-9942-001, 600-9941-001, and 600-9939-001) (PC-9/14/21 Kastner)
9. Approve a Certified Survey Map for proposed recombination of three (3) parcels located at 5403 S. 42 St., 5380 S. 43 St., and 5404 S. 43 St., submitted by James Krukowski. (Tax Key Nos. 646-9948-001, 646-9948-002, and 646-9948-003) (PC-9/14/21 Kastner)
10. Approve Site, Landscaping and Architectural Plans for Church & Chapel Pre-Planning Center, a proposed funeral pre-planning office, to be located at 4200 W. Layton Ave., submitted by Fred Carlson, d/b/a i-design, and Ted Larson and Pam Larson, d/b/a Church and Chapel Real Estate, LLC. (Tax Key No. 600-9946-000) (PC-9/14/21 Kastner)
11. Approve Site and Landscaping Plans for Boot Connection, an existing commercial building located at 4275 W. Layton Ave., submitted by Daniel Meier, d/b/a Lynch and Associates, and Brian Campbell, d/b/a Boot Connection. (Tax Key No. 621-9957-001) (PC-9/14/21 Kastner)
12. Discussion and decision regarding revising the Emergency Service Dispatcher job description (9/8/21 F&HR S. Saryan)
13. Discussion/decision regarding contract allowing for the continuation of the Stockbox program (9/8/21 F&HR S. Saryan)
14. Approval of mileage reimbursements in the amount of \$237.14 (9/8/21 F&HR S. Saryan)
15. Investments and reinvestments for July 2021 (9/8/21 F&HR S. Saryan)
16. Approval of schedules of disbursements in the amount of \$11,021,790.95 (9/8/21 F&HR S. Saryan)

17. Accept July 2021 financial statements (9/8/21 F&HR S. Saryan)
18. Common Council to go into closed session pursuant to Wis. Stat. § 19.85 (1)(b) & (f), considering licensure, social or personal history, or medical information, for purposes of issuing a 2021-2022 operator license to the following:
 - a. Bao Quoc Vo
19. Common Council to remain in closed session pursuant to Wis. Stat. § 19.85 (1)(g), for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved:
 - a. A Resolution Partially Allowing the Claim of Jessica Mendoza Relating to Basement Flooding Damage
 - b. A Resolution Partially Allowing the Claim of Crag and Sonia Moore Relating to Basement Flooding Damage
20. Adjourn closed session and reconvene into open session.
21. Decision re: Operator License for Bao Quoc Vo
22. Decision re: A Resolution Partially Allowing the Claim of Jessica Mendoza Relating the Basement Flooding Damage
23. Decision re: Resolution Partially Allowing the Claim of Craig and Sonia Moore Relating to Basement Flooding Damage

L. Items for future agenda

M. Adjourn

PLEASE NOTE: Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through sign language interpreters or other auxiliary aids. For additional information or to request this service, contact the Department of Human Resources at 329-5208, (FAX) 543-6158, TDD 1-800-947-6644 (Wisconsin Telecommunications Relay System), or by writing to the Director of Human Resources/ADA Coordinator at Greenfield City Hall, 7325 West Forest Home Avenue, Room 101, Greenfield, WI 53220. Greenfield City Hall is wheelchair accessible from the west and south entrances.

ORDINANCE NO. _____

Ordinance to adopt a Land Use Map amendment to the City of Greenfield Comprehensive Plan for the property located at 10375 and 10401 W. Oklahoma Ave. from Planned Business to Community Facilities. (Tax Key No. 524-8984-009)

WHEREAS, the City has prepared the Land Use Map Amendment pursuant to Wis. Stat. § 66.1001; and,

WHEREAS, the planning process for the Land Use Map Amendment was open to the public and numerous efforts were made to assure the broadest participation to establish the goals and elements considered for and contained within the plan in compliance with Sec. 66.1001 of the Wisconsin Statutes; and,

WHEREAS, on July 13, 2021, the City of Greenfield Plan Commission by majority vote recommended that the Common Council approve an ordinance for the subject Land Use Map Amendment to the City of Greenfield Comprehensive Plan in compliance with the requirements of Sec. 66.1001(4)(b) of Wisconsin Statutes; and,

WHEREAS, the Common Council of the City of Greenfield conducted a public on September 21, 2021, upon a proposal to amend the Land Use Map to the City of Greenfield Comprehensive Plan; and,

WHEREAS, Notice of said hearing has been duly published in the official City of Greenfield newspaper and a period of at least thirty (30) days has expired after the last publication before said hearing, as required by State Statutes; and,

WHEREAS, following the Public Hearing and upon consideration of the Plan Commission's recommendation, and all public comment received at the hearing, the Common Council finds that the proposed amendment furthers the coordinated, adjusted and harmonious development of the City which will, in accordance with existing and future needs, best promote public health, safety, morals, order, convenience, prosperity or the general welfare, as well as efficiency and economy in the process of development.

NOW, THEREFORE, the Common Council of the City of Greenfield do ordain as follows:

PART I. The Greenfield Common Council, does by enactment of this ordinance, pursuant to Sec. 66.1001(4) of the Wisconsin Statutes, formally adopt the subject Land Use Map Amendment to the City of Greenfield Comprehensive Plan to redesignate the Future Land Use Map within the City's Comprehensive Plan (Chapter Three: Land Use) from Planned Business to Community Facilities (Tax Key No. 524-8984-009), Greenfield, Milwaukee County, Wisconsin,

(map attached as Exhibit A hereto and incorporated herein by reference) more particularly described as follows:

Parcel 1 of Certified Survey Map No. 4208 and the Westerly 77.91 feet of the North half of a vacated alley, all being a part of the Northwest ¼ of Section 17, Township 6 North, Range 21 East, in the City of Greenfield, Milwaukee County, State of Wisconsin.

Tax Key No. 524-8984-009

PART II. The terms and provisions of this ordinance are severable. Should any term or provision of this ordinance be found to be invalid by a court of competent jurisdiction, the remaining terms and provisions shall remain in full force and effect.

PART III. All ordinances or parts of ordinances contravening the provisions of this ordinance are hereby repealed.

PART IV. This ordinance shall take effect and be in force from and after its passage and publication.

PASSED AND ADOPTED by the Common Council of the City of Greenfield on the _____ day of _____, 2021.

APPROVED:

Michael J. Neitzke, Mayor

ATTEST:

Jennifer Goergen, City Clerk

Cc: Engineering Division

Exhibit A: Parcel to be amended

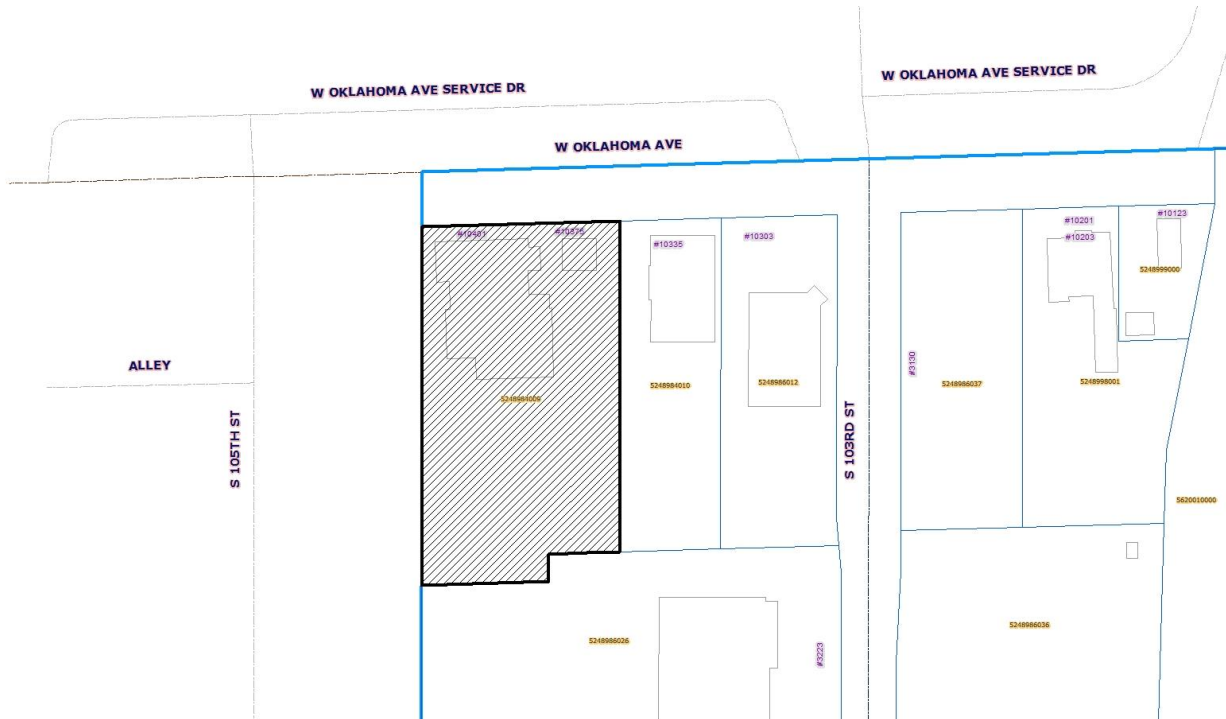
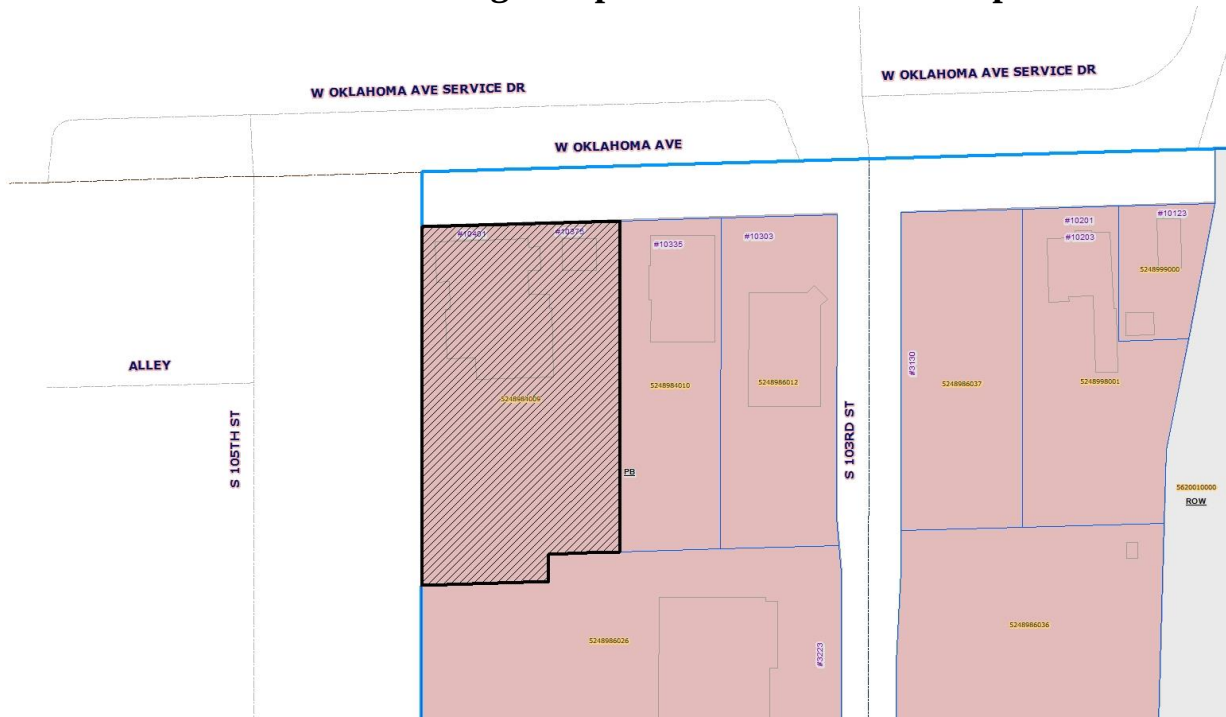


Exhibit B: Existing Comprehensive Land Use Map



CITY OF GREENFIELD
OPERATOR LICENSE APPLICANTS

09/17/2021

OPERATOR'S REGULAR

<u>NAME</u>	<u>ADDRESS</u>	<u>CITY, STATE, ZIP</u>
Allyson G Roquemoire	2929 E Cudahy AVE	St Francis, WI 53235
Alysia LaVerne Moga	5885 Tower RD Apt 1	Greendale, WI 53129
Erin Joanah Clark	3132 N Buffam ST	Milwaukee, WI 53212
Jason Diong	2460 W Michigan ST	Milwaukee, WI 53233
Mark Wesley Taczala	7314 S 51st ST	Franklin, WI 53132
Patricia Arredondo	2376 S 76th ST	Milwaukee, WI 53219
Rhiannon Marie Patz	3640 S 19th ST	Milwaukee, 53221
Victoria Naamfon Kommaliane	7100 W Forest Home AVE Apt 63	Milwaukee, WI 53220



Common Board of Public Works Meeting

Introduced By: Department of Neighborhood Services (Katz)

Date Introduced: August 24, 2021

RELATING TO:

Discussion and decision to adopt an ordinance amending Section 8.04 of the Greenfield Municipal Code regarding a parking zone reserved for persons with disabilities at 4627 South 46th Street.

SUMMARY:

A parking zone reserved for persons with disabilities will be created in front 4627 South 46th Street, Tax Key 601-0310-001

RECOMMENDATION:

Per City ordinance, a fee shall be assessed for the cost of materials, equipment and labor. The fee is \$255.

ATTACHMENTS: KEY ISSUES ___ BACKGROUND ___ RESOLUTION
_ FISCAL NOTE ___
MOTION ___ OTHER ___

ORDINANCE NO.

AN ORDINANCE AMENDING SECTION 8.04 OF THE
MUNICIPAL CODE OF THE CITY OF GREENFIELD

The Common Council of the City of Greenfield do ordain as follows:

PART I. Section 8.04 of the Greenfield Municipal Code is hereby amended to read as follows:

A parking zone reserved for persons with disabilities is hereby created in front of 4627
South 46th Street, Tax Key 601-0310-001.

PART II. The terms and provisions of this ordinance are severable. Should any term or
provision of this ordinance be found to be invalid by a court of competent jurisdiction, the remaining
terms and provisions shall remain in full force and effect.

PART III. All ordinances or parts of ordinances contravening the provisions of this ordinance are
hereby repealed.

PART IV. This ordinance shall take effect and be in force from and after its passage and
publication.

PASSED AND ADOPTED by the Common Council of the City of Greenfield on the 21st day of
September, 2021.

APPROVED:

Michael J. Neitzke, Mayor

ATTEST:

Jennifer Goergen, City Clerk



Common Council Meeting

Introduced By: Department of Neighborhood Services (Katz)

Date Introduced: September 21, 2021

RELATING TO:

Discussion and decision to **authorize SEWRPC, on behalf of Greenfield, to submit revised Honey Creek Floodplain mapping to FEMA.**

SUMMARY:

The Honey Creek begins in Greenfield, near Creekwood Park, at 43rd Street just north of Edgerton Avenue. It flows northerly through Greenfield, Milwaukee, West Allis and Wauwatosa, and eventually into the Menominee River.

The existing official floodplain maps for the creek are outdated and inaccurate. The inaccurate maps have caused issues for some residents that live along the creek because they incorrectly show some houses as being located within the floodplain which actually are not. The opposite issue also exists along the creek where, according to the new maps, some structures are in fact currently located in the floodplain. The creek is subject to flooding during heavy rains, especially at 43rd Street near Creekwood Park.

Over the last year or so, the Southeastern Wisconsin Regional Planning Commission (SEWRPC) has been working on a project to update the floodplain maps for the Honey Creek. Having accurate floodplain maps, along with Federal, State, and local floodplain regulations, is important to Greenfield and the other communities. The purpose of floodplain regulations are to: protect life, health and property; minimize rescue and relief efforts; minimize business interruptions; minimize damage to public facilities; minimize the occurrence of future flood blight areas; inform home buyers; and prevent increases in the regional flood from occurring.

The Wisconsin Department of Natural Resources (WDNR) has reviewed and approved the new draft floodplain maps developed by SEWRPC. The next step is for SEWRPC to submit the maps to the Federal Emergency Management Agency (FEMA), on behalf of Greenfield, Milwaukee, West Allis and Wauwatosa. After their review, FEMA will issue a Letter of Map Revision (LOMAR), making the maps official. At that time, each community will need to adopt the approved maps and inform residents that are affected.

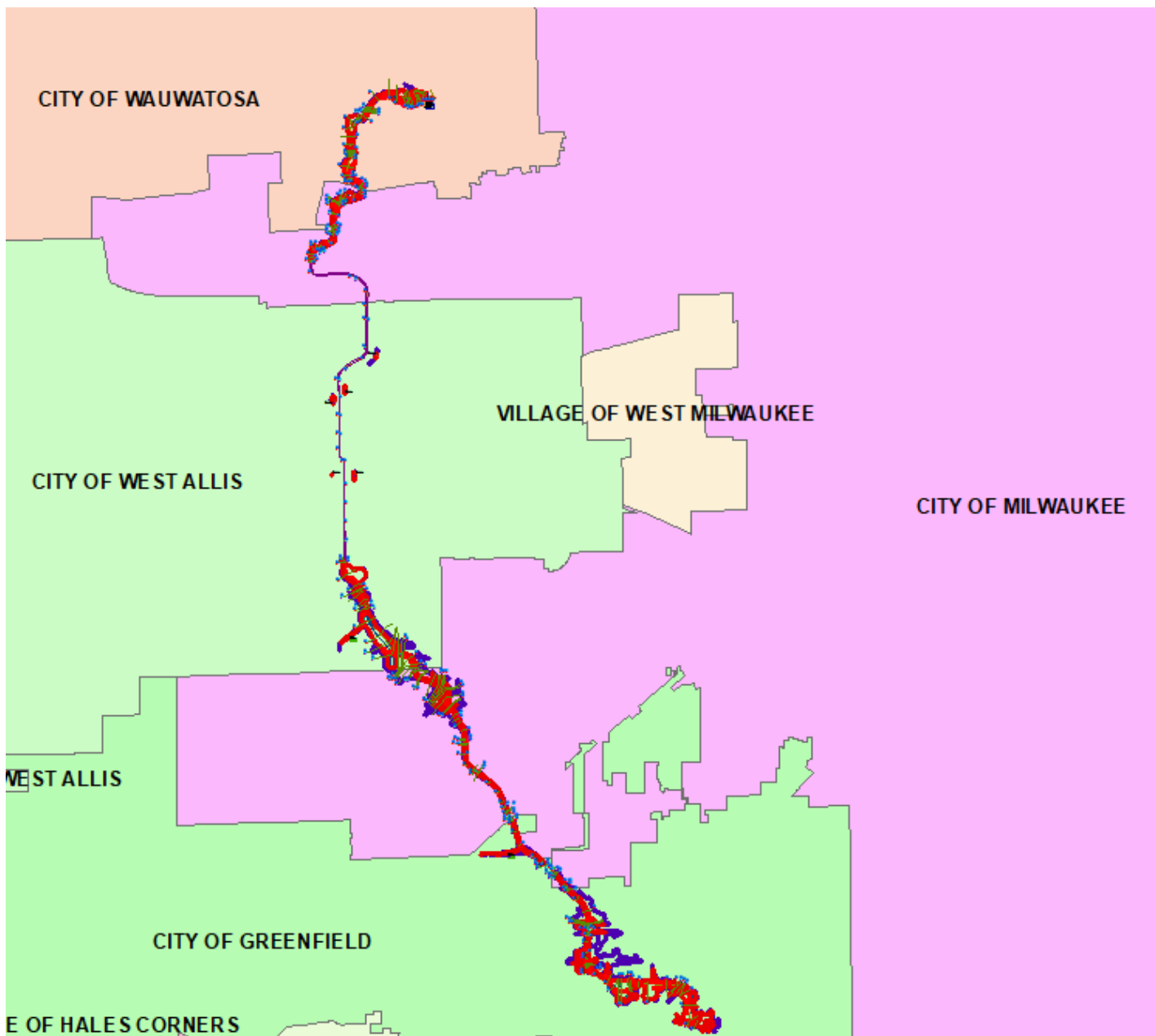
FINANCIAL:

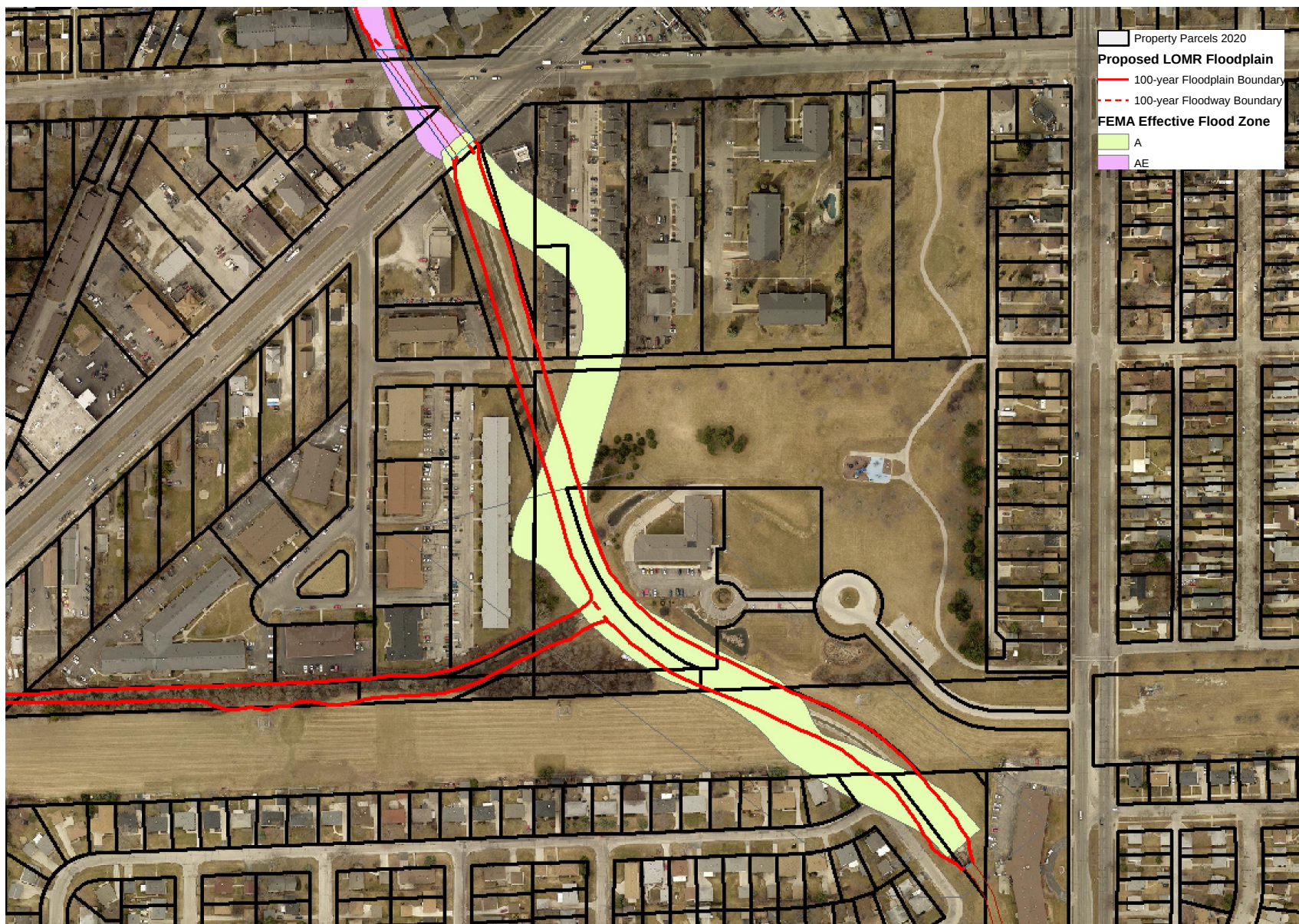
RECOMMENDATION:

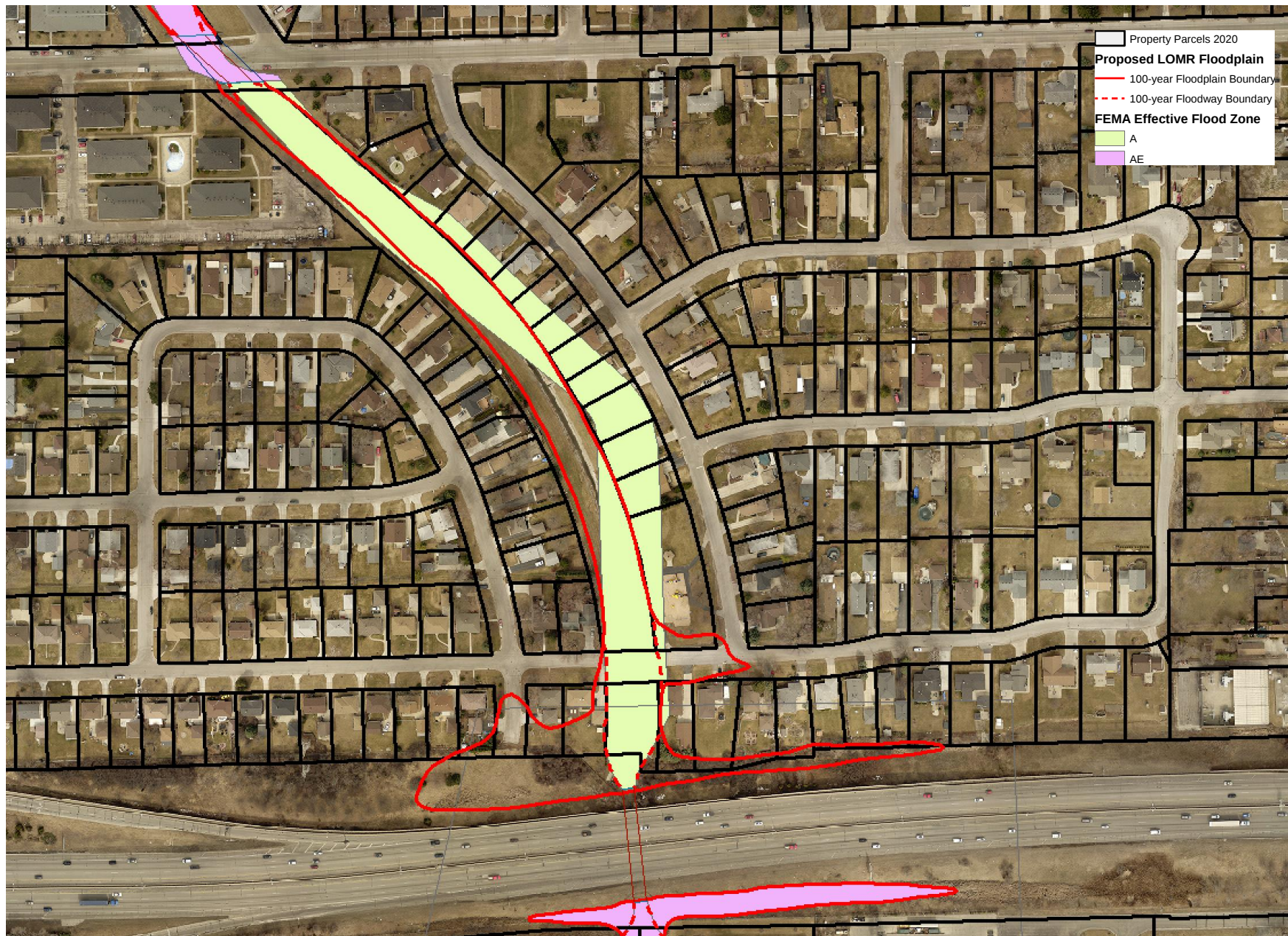
Authorize SEWRPC, on behalf of Greenfield, to submit revised Honey Creek Floodplain mapping to FEMA.

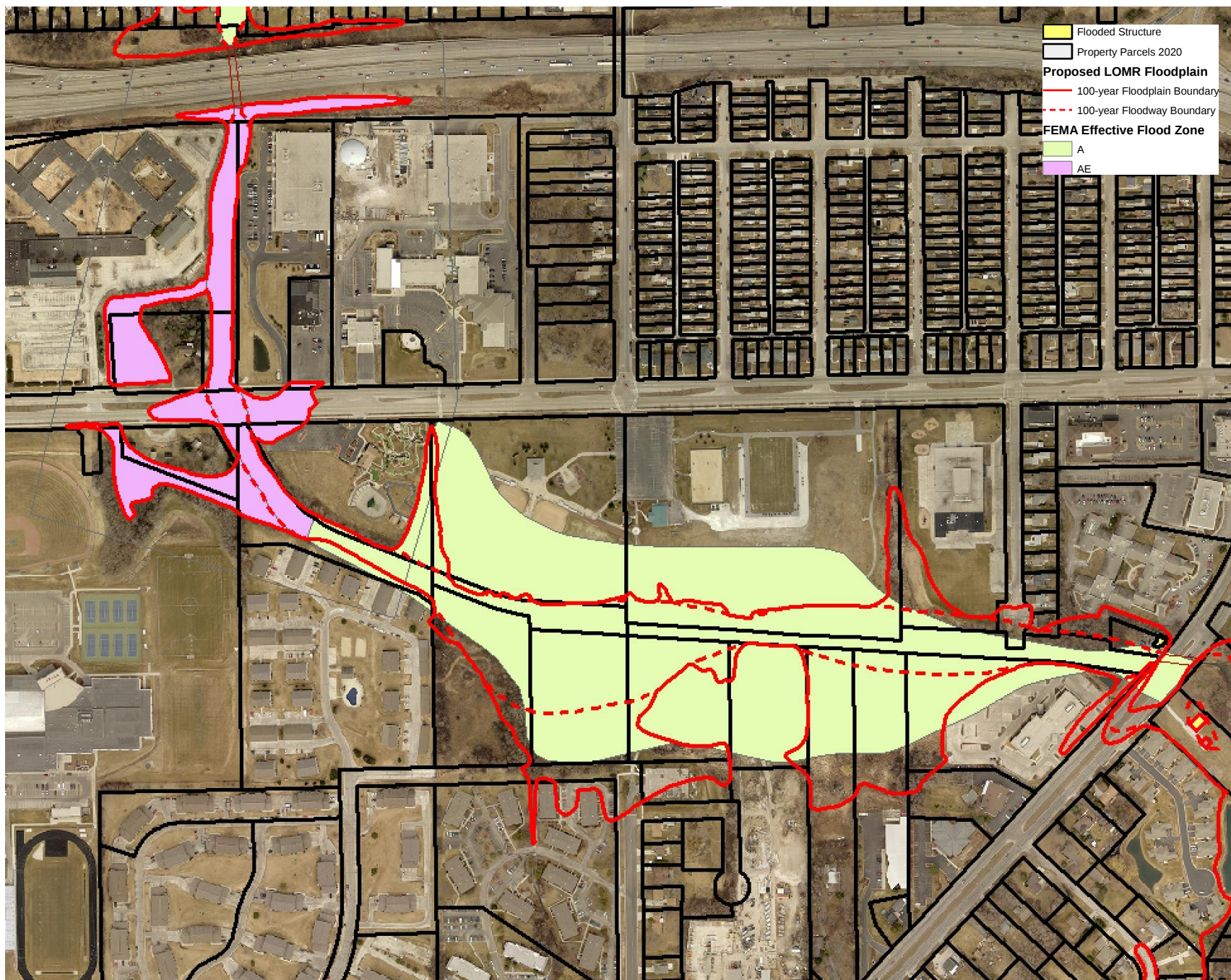
ATTACHMENTS: KEY ISSUES ___ BACKGROUND ___ RESOLUTION ___ FISCAL NOTE ___
MOTION ___ OTHER ___

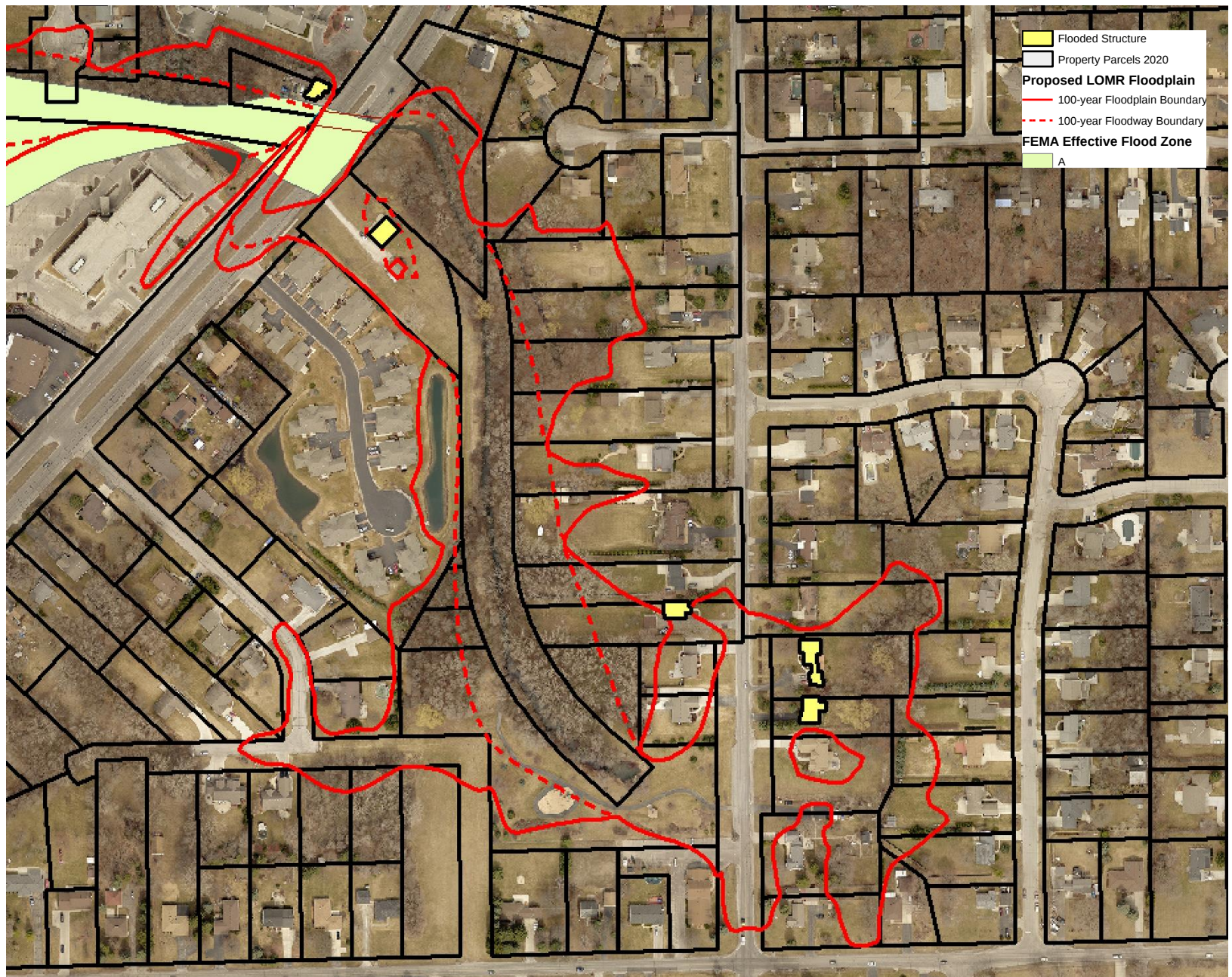
Honey Creek 2021 LOMR Floodplain











U.S. DEPARTMENT OF HOMELAND SECURITY
FEDERAL EMERGENCY MANAGEMENT AGENCY
OVERVIEW & CONCURRENCE FORM

O.M.B No. 1660-0016
Expires February 28, 2014

PAPERWORK BURDEN DISCLOSURE NOTICE

Public reporting burden for this form is estimated to average 1 hours per response. The burden estimate includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the needed data, and completing, reviewing, and submitting the form. You are not required to respond to this collection of information unless it displays a valid OMB control number. Send comments regarding the accuracy of the burden estimate and any suggestions for reducing this burden to: Information Collections Management, Department of Homeland Security, Federal Emergency Management Agency, 1800 South Bell Street, Arlington, VA 20958-3005, Paperwork Reduction Project (1660-0016). Submission of the form is required to obtain or retain benefits under the National Flood Insurance Program. **Please do not send your completed survey to the above address.**

PRIVACY ACT STATEMENT

AUTHORITY: The National Flood Insurance Act of 1968, Public Law 90-448, as amended by the Flood Disaster Protection Act of 1973, Public Law 93-234.

PRINCIPAL PURPOSE(S): This information is being collected for the purpose of determining an applicant's eligibility to request changes to National Flood Insurance Program (NFIP) Flood Insurance Rate Maps (FIRM).

ROUTINE USE(S): The information on this form may be disclosed as generally permitted under 5 U.S.C § 552a(b) of the Privacy Act of 1974, as amended. This includes using this information as necessary and authorized by the routine uses published in DHS/FEMA/NFIP/LOMA-1 National Flood Insurance Program (NFIP); Letter of Map Amendment (LOMA) February 15, 2006, 71 FR 7990.

DISCLOSURE: The disclosure of information on this form is voluntary; however, failure to provide the information requested may delay or prevent FEMA from processing a determination regarding a requested change to a (NFIP) Flood Insurance Rate Maps (FIRM).

A. REQUESTED RESPONSE FROM DHS-FEMA

This request is for a (check one):

- ☐ CLOMR: A letter from DHS-FEMA commenting on whether a proposed project, if built as proposed, would justify a map revision, or proposed hydrology changes (See 44 CFR Ch. 1, Parts 60, 65 & 72).
- ☒ LOMR: A letter from DHS-FEMA officially revising the current NFIP map to show the changes to floodplains, regulatory floodway or flood elevations. (See 44 CFR Ch. 1, Parts 60, 65 & 72)

B. OVERVIEW

1. The NFIP map panel(s) affected for all impacted communities is (are):

Community No.	Community Name	State	Map No.	Panel No.	Effective Date
550278	City of Milwaukee	WI	55079C	multi	09/26/08
550284	City of Wauwatosa	WI	55079C	0067E	09/26/08
550285	City of West Allis	WI	55079C	multi	09/26/08
550277	City of Greenfield	WI	55079C	multi	09/26/08

2. a. Flooding Source: Honey Creek

- b. Types of Flooding: ☒ Riverine ☐ Coastal ☐ Shallow Flooding (e.g., Zones AO and AH)
- ☐ Alluvial fan ☐ Lakes ☐ Other (Attach Description)

3. Project Name/Identifier: Menomonee River Watershed LOMR 2020

4. FEMA zone designations affected: A, AE, X (choices: A, AH, AO, A1-A30, A99, AE, AR, V, V1-V30, VE, B, C, D, X)

5. Basis for Request and Type of Revision:

a. The basis for this revision request is (check all that apply)

- ☒ Physical Change ☒ Improved Methodology/Data ☒ Regulatory Floodway Revision ☐ Base Map Changes
- ☐ Coastal Analysis ☒ Hydraulic Analysis ☒ Hydrologic Analysis ☒ Corrections
- ☐ Weir-Dam Changes ☐ Levee Certification ☐ Alluvial Fan Analysis ☒ Natural Changes
- ☒ New Topographic Data ☐ Other (Attach Description)

Note: A photograph and narrative description of the area of concern is not required, but is very helpful during review.

b. The area of revision encompasses the following structures (check all that apply)

Structures:

☐ Channelization☐ Levee/Floodwall☒ Bridge/Culvert☐ Dam☐ Fill☐ Other (Attach Description)

6. ☐ Documentation of ESA compliance is submitted (required to initiate CLOMR review). Please refer to the instructions for more information.

C. REVIEW FEE

Has the review fee for the appropriate request category been included?

☒ YesFee amount: \$8,000☐ No, Attach Explanation

Please see the DHS-FEMA Web site at http://www.fema.gov/plan/prevent/fhm/fhm_fees.shtm for Fee Amounts and Exemptions.

D. SIGNATURE

All documents submitted in support of this request are correct to the best of my knowledge. I understand that any false statement may be punishable by fine or imprisonment under Title 18 of the United States Code, Section 1001.

Name: Laura K. Herrick

Company: Southeastern Wis. Regional Planning Comm

Mailing Address:

P.O. Box 1607

Waukesha, WI 53187-1607

Daytime Telephone No.: 262-953-3224

Fax No.: 262-547-1103

E-Mail Address: lherrick@sewrpc.org

Signature of Requester (required):

Date:

As the community official responsible for floodplain management, I hereby acknowledge that we have received and reviewed this Letter of Map Revision (LOMR) or conditional LOMR request. Based upon the community's review, we find the completed or proposed project meets or is designed to meet all of the community floodplain management requirements, including the requirements for when fill is placed in the regulatory floodway, and that all necessary Federal, State, and local permits have been, or in the case of a conditional LOMR, will be obtained. For Conditional LOMR requests, the applicant has documented Endangered Species Act (ESA) compliance to FEMA prior to FEMA's review of the Conditional LOMR application. For LOMR requests, I acknowledge that compliance with Sections 9 and 10 of the ESA has been achieved independently of FEMA's process. For actions authorized, funded, or being carried out by Federal or State agencies, documentation from the agency showing its compliance with Section 7(a)(2) of the ESA will be submitted. In addition, we have determined that the land and any existing or proposed structures to be removed from the SFHA are or will be reasonably safe from flooding as defined in 44CFR 65.2(c), and that we have available upon request by FEMA, all analyses and documentation used to make this determination.

Community Official's Name and Title: **Michael Neitzke, Mayor**Community Name: **City of Greenfield**

Mailing Address:

7325 W Forest Home Avenue**Greenfield, WI 53220**Daytime Telephone No.: **414-329-5200**

Fax No.:

E-Mail Address: **MayorNeitzke@greenfieldwi.us****Community Official's Signature** (required):

Date:

CERTIFICATION BY REGISTERED PROFESSIONAL ENGINEER AND/OR LAND SURVEYOR

This certification is to be signed and sealed by a licensed land surveyor, registered professional engineer, or architect authorized by law to certify elevation information data, hydrologic and hydraulic analysis, and any other supporting information as per NFIP regulations paragraph 65.2(b) and as described in the MT-2 Forms Instructions. All documents submitted in support of this request are correct to the best of my knowledge. I understand that any false statement may be punishable by fine or imprisonment under Title 18 of the United States Code, Section 1001.

Certifier's Name: Laura K. Herrick

License No.:

Expiration Date:

Company Name: Southeastern Wis. Regional Planning Comm

Telephone No.: 262-953-3224

Fax No.: 262-547-1103

Signature:

Date:

E-Mail Address: lherrick@sewrpc.org

Ensure the forms that are appropriate to your revision request are included in your submittal.

Form Name and (Number)

Required if ...

- | | |
|---|--|
| ☒ Riverine Hydrology and Hydraulics Form (Form 2) | New or revised discharges or water-surface elevations |
| ☒ Riverine Structures Form (Form 3) | Channel is modified, addition/revision of bridge/culverts,
addition/revision of levee/floodwall, addition/revision of dam |
| ☐ Coastal Analysis Form (Form 4) | New or revised coastal elevations |
| ☐ Coastal Structures Form (Form 5) | Addition/revision of coastal structure |
| ☐ Alluvial Fan Flooding Form (Form 6) | Flood control measures on alluvial fans |

Seal (Optional)

Common Council Meeting

Item Number:

Introduced By: Neighborhood Services (Katz)

Date Introduced: September 21, 2021

RELATING TO:

Discussion and decision to **adopt a resolution in support of applying for a grant from the Wisconsin Department of Natural Resources for protection and restoration of the Honey Creek.**

SUMMARY:

The Department of Neighborhood Services is applying for a grant from the Wisconsin Department of Natural Resources for protection and restoration of the Honey Creek.

This project will reduce flooding, improve water quality, improve wildlife habitat, and enhance recreation along the Honey Creek.

The focus of the project will be between 43rd Street and Layton Avenue.

The grant would fund a portion of eligible project costs. A resolution by the City in support the project and grant is a required condition of the grant application.

The grant application for the Honey Creek restoration will be in the amount of up to \$25,000.

Neighborhood Services is concurrently applying for other grants that could be used in combination to fund all or part of the costs.

RECOMMENDATION:

ATTACHMENTS: KEY ISSUES ___ BACKGROUND ___ RESOLUTION ___ FISCAL NOTE ___
MOTION ___ OTHER ___

RESOLUTION IN SUPPORT OF
A SURFACE WATER GRANT
FOR THE HONEY CREEK

WHEREAS, The City of Greenfield is interested in obtaining a cost-share grant from the Wisconsin Department of Natural Resources for the purpose of surface water protection and restoration of the Honey Creek (as described in the application and pursuant to ss. 281.65 or 281.66, Wis. Stats., and chs. NR 151, 153 and 155); and

WHEREAS, the City attests to the validity and veracity of the statements and representations contained in the grant application;

WHEREAS, a cost-sharing grant is required to carry out the project:

NOW, THEREFORE, BE IT RESOLVED that the City will meet the financial obligations necessary to fully and satisfactorily complete the project;

BE IT FURTHER RESOLVED that the Director of the Department of Neighborhood Services is hereby authorized to act on behalf of the City of Greenfield to: Sign and submit an application to the State of Wisconsin Department of Natural Resources for any financial aid that may be available; obtain Common Council authorization to enter into a grant agreement between the local government (applicant) and the Department of Natural Resources; Sign and submit reimbursement claims along with necessary supporting documentation; Sign and submit interim and final reports and other documentation as required by the grant agreement; Sign and submit an Environment Hazards Assessment Form, if required; and take necessary action to undertake, direct and complete the approved project.

BE IT FURTHER RESOLVED that the City will comply with all local, state and federal laws, regulations and permit requirements pertaining to implementation of this project and to fulfillment of the grant document provisions.

PASSED AND ADOPTED by the Common Council of the City of Greenfield on the 21th day of September, 2021.

APPROVED:

Michael J. Neitzke, Mayor

ATTEST:

Jennifer Goergen, City Clerk



Emergency Service Dispatcher

Classification

Non-Exempt

Reports to

Police Captain

Summary/Objective

The Emergency Service Dispatcher receives calls from the public related to criminal activity, fire or medical emergencies and organizes the response of police and fire units. This person must be able to function in a sustained stressful environment, with the ability to interpret and prioritize information immediately.

Essential Functions

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed within are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disability to perform essential functions, which include the following. Other duties may be assigned.

- Coordinates all police, fire, ambulance and other emergency requests, relaying instructions to the appropriate unit.
- Interprets and prioritizes incoming and outgoing information by radio, phone, verbal or writing in an accurate manner and uses data entry to enter warrant information into the computer system.
- Transmits and receives messages from police and fire departments and other law enforcement, fire and city agencies.
- Performs duties as needed in searching same sex prisoners.
- Other duties as assigned.

Language Skills

- Ability to understand, organize, direct and process oral and written instruction.
- Ability to communicate effectively, enunciate clearly and be easily understood.
- Ability to spell correctly and use proper grammar.
- Ability to record and generate information and reports accurately.

Mathematical Skills

- Ability to add, subtract, multiply and divide in all units of measure using whole numbers, common fractions and decimals.

Reasoning Ability

- Ability to function calmly in crisis situations.
- Ability to monitor multiple conversations and retain key information.
- Ability to interpret and prioritize incoming and outgoing information accurately.

Position Type and Expected Hours of Work

This is a full-time position. An Emergency Service Dispatcher is assigned to a rotating shift, working a four days on, two days off schedule. The shift may be days, early or late. Must have the ability to work extended hours and/or report to work outside of assigned hours as needed.

Education and Experience

High school diploma and computer keyboarding skills of 25 wpm; one year experience as a police or fire dispatcher desirable.

The City of Greenfield reserves the right to utilize equivalencies where deemed appropriate with regard to education and experience requirements and may consider combinations of education and experience likely to lead to success with essential duties and responsibilities.

Other Qualifications

Excellent interpersonal skills and the ability to remain calm in responding to tense and emergency situations. Ability to read maps and give directions. Knowledge of two-way radio communications. Working knowledge of emergency response systems, i.e. 911, police scanners, and other related computer operations desirable. No felony conviction or conviction of any other offense which if committed in Wisconsin could be punished as a felony unless granted a complete and unconditional pardon.

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is frequently required to sit, talk and hear. The employee is frequently required to use hands to push buttons, operate computer keyboards and mouse as well as touch computer monitors. The employee is occasionally required to stand and walk. The employee must occasionally lift and or move up to 25 pounds. Specific vision abilities required by this job are close vision and distance vision.

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the dispatch center is usually moderate. The employee is subject to considerable mental stress while communicating with police and fire department and the community during emergency situations.

Equipment Used

Calculator, multi-line telephone system, multi-agency two-way radio system, copy machine, computer, jail monitors, TDD device, fax machine, recorders, computer aided dispatch software and computer with multiple monitors.

Pre-Employment Requirements

Applicants may be required to submit to a pre-employment physical, drug screen and psychological screening prior to appointment, consistent with requirements of the position.

All applicants will be fingerprinted and a record check made of local, state or federal authorities. In addition a comprehensive background investigation will be conducted. A conviction is not an automatic bar to employment.

Salary and Benefits

Wages and benefits are determined by the current Non-Represented Employee Resolution in effect.

AAP/EEO Statement

It is the policy of the City of Greenfield not to discriminate unlawfully against any employee or applicant for employment because of age, race, religion, color, handicap, sex, physical condition, disability, national origin, creed, marital status, citizenship status, veteran status, membership in the military or national guard, use of a lawful product while off duty, ancestry, sexual orientation, arrest, or conviction record or any other characteristic protected by state or federal law. This policy shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or other compensation; and selection for training, including apprenticeship. This City further agrees to take affirmative action to ensure equal employment opportunities.

CITY OF GREENFIELD
JOB DESCRIPTION
EMERGENCY SERVICE DISPATCHER

REPORTS TO: Police Sergeant

PURPOSE OF POSITION:

The Emergency Service Dispatcher receives calls from the public related to criminal activity or fire/medical emergencies and broadcasts orders to police and fire units. This person must be able to function in a sustained stressful environment, with the ability to interpret and prioritize information immediately.

ESSENTIAL FUNCTIONS AND RESPONSIBILITIES INCLUDE THE FOLLOWING. OTHER DUTIES MAY BE ASSIGNED.

Coordinates all police, fire, ambulance and other emergency requests, relaying instructions to the appropriate unit.

Interprets and prioritizes incoming and outgoing information by radio, phone, verbal or writing in an accurate manner and enter warrant information into the computer system.

Transmits and receives messages from police and fire departments and other law enforcement, fire and city agencies.

Records calls broadcast and complaints received.

Performs duties as needed in searching same sex prisoners.

Relays instruction or questions from remote units and maintains contact with remote units.

QUALIFICATION REQUIREMENTS TO PERFORM THIS JOB SUCCESSFULLY

To perform the job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and/or Experience

High school diploma and computer keyboarding skills of 25 wpm; one year experience as a police or fire dispatcher desirable.

Language Skills

Ability to: understand, organize, direct and process oral and written instruction; communicate effectively—enunciate clearly and be easily understood; spell correctly and use proper grammar; and record and generate information and reports accurately.

Mathematical Skills

Ability to add, subtract, multiply and divide in all units of measure using whole numbers, common fractions and decimals.

Reasoning Ability

Ability to function calmly in crisis situations. Ability to monitor multiple conversations and retain key information. Ability to interpret and prioritize incoming and outgoing information accurately.

Other Qualifications

Excellent interpersonal skills and the ability to remain calm in responding to tense and emergency situations. Ability to read maps and give directions. Knowledge of two-way radio communications. Working knowledge of emergency response systems, i.e. 911, police scanners, and other related computer operations desirable. No felony convictions.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by the employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee is frequently required to use hands to finger, handle, or feel and reach with hands and arms. The employee is occasionally required to stand and walk. The employee must occasionally lift and or move up to 25 pounds. Specific vision abilities required by this job are close vision and distance vision.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

The noise level in the dispatch center is usually moderate. The employee is subject to considerable mental stress when responding to emergency situations.

EQUIPMENT USED:

Calculator, multi-line telephone system, two-way radio, copy machine, computer, jail monitors, TDD device, microfiche, fax machine and recorders.

COLLECTIVE BARGAINING AGREEMENT:

Non-represented position.

MEDICAL:

Applicants may be required to submit to a medical examination prior to appointment consistent with requirements of the position, at the discretion of the Director of Human Resources.

RESIDENCY:

Residency is determined by the current Non-Represented Employees salary resolution in effect. All non-represented emergency service employees (Emergency Service Dispatchers) must reside within a 15-mile radius of the city borders.

SALARY AND BENEFITS:

Wages and benefits are determined by the current union contract in effect. Such benefits as Wisconsin Retirement Fund, health and life insurance, sick days, holidays, vacations, overtime pay and other fringe benefits generally appear in the contract.

BACKGROUND:

A thorough background investigation to include fingerprinting and a record check will be made prior to an appointment. A conviction is not an automatic bar to employment.

Revised: 7/10/14

LOCAL GOVERNMENT INVESTMENT POOL

July 2021 Statement

June Ending Balance	\$	18,973,554.33
1 Deposit (s) in July		7,967,673.25
2 Withdrawal(s) in July		5,500,000.00
July Interest Earnings @ 0.05%		701.20
TOTAL	\$	21,441,928.78

JULY 2021
INVESTMENTS

Institution	Princ Amt Invested	Investment Date	Maturity Date	Yield	Interest Earned	ID #
Money Mkt/Tri-City Bank	\$1,808,407.57	12/31/2001	variable		\$230.40	21901270
Money Mkt/BMO Harris Bank	\$511,726.97	6/28/2011	variable		\$33.51	46370511
Ehlers Investment Partners X-2055705 GRD GEN INV	\$6,676,590.49	12/9/2014	variable			
Ehlers Investment Partners X- GRD 2021A INV	\$3,762,898.81					
Ehlers Investment Partners X- GRD 2021B	\$6,593,199.10	7/1/2021	variable			
Associated Bank Investments	\$6,525,577.00	12/10/2014	variable			
Totals	\$25,878,399.94				\$263.91	

PACKETS FOR WEDNESDAY, 9 / 8 / 2021 FINANCE MEETING

AP DISBURSEMENT SCHEDULES:

AP CHECKS	8/9/2021	\$	400.00
AP CHECKS	8/13/2021	\$	106,099.35
AP CHECKS	8/20/2021	\$	1,817,760.09
AP CHECKS	8/27/2021	\$	491,019.06
AP CHECKS	9/3/2021	\$	45,198.89
WIRE TRANSFERS - MAY 2021		\$	6,709,459.98
WIRE TRANSFERS - AUG 2021		\$	1,700,071.13
P-CARDS - JULY 2021		\$	151,782.45

TOTAL \$ 11,021,790.95

CC: PAULA

CC; FINANCE FOLDER

09/02/2021 09:40 AM
 User: Paula_S
 DB: Greenfield

BUDGET REPORT FOR GREENFIELD
 Fund: 010 GENERAL
 Calculations as of 07/31/2021

Page: 1/1

ACCOUNT CLASSIFICATION AND FUNCTION	DESCRIPTION	2021 AMENDED BUDGET	2021 ACTIVITY THRU 07/31/21	REMAINING BALANCE
ESTIMATED REVENUES				
TAXES	TAXES	18,945,189	18,944,687	502.00
INTGOV	INTERGOVERNMENTAL	4,144,513	2,868,158	1,276,355.00
L&P	LICENSES AND PERMITS	1,225,740	771,891	453,849.00
FINES	FINES-FORFEITS-PENALTIES	733,000	424,115	308,885.00
CHRG	PUBLIC CHARGE FOR SERVICE	1,508,100	883,193	624,907.00
INT CHRG	INTERGOVERNMENTAL CHARGES	1,269,193	608,127	661,066.00
MISC REV	MISCELLANEOUS REVENUE	346,944	139,709	207,235.00
OTH FIN	OTHER FINANCING SOURCES	949,462		949,462.00
TOTAL ESTIMATED REVENUES		29,122,141	24,639,880	4,482,261.00
APPROPRIATIONS				
GENERAL	GENERAL GOVERNMENT	3,648,889	1,995,234	1,653,655.00
PS	PUBLIC SAFETY	19,348,723	10,020,831	9,327,892.00
PW	PUBLIC WORKS	3,809,459	2,124,503	1,684,956.00
HHS	HEALTH AND HUMAN SERVICES	916,769	459,024	457,745.00
CRE	CULTURE, REC AND EDUCATION	1,157,408	555,470	601,938.00
PD	PLANNING AND DEVELOPMENT	225,893	101,214	124,679.00
OTHER	OTHER FINANCING SOURCES (USES)	15,000	15,000	
TOTAL APPROPRIATIONS		29,122,141	15,271,276	13,850,865.00
NET OF REVENUES/APPROPRIATIONS - FUND 010			9,368,604	9,368,604.00
BEGINNING FUND BALANCE		9,205,459	9,205,459	
ENDING FUND BALANCE		9,205,459	18,574,063	

COMMON COUNCIL
OF THE
CITY OF GREENFIELD

RESOLUTION NO. _____

A RESOLUTION PARTIALLY ALLOWING THE CLAIM OF
JESSICA MENDOZA RELATING TO BASEMENT FLOODING DAMAGE

WHEREAS, Jessica Mendoza submitted a claim to the City on October 29, 2020 in which she alleged certain damage to the basement of her home located at 3605 S. 46th Place in the City of Greenfield resulting from a sewer backup; and

WHEREAS, the City Attorney has reviewed the facts and circumstances relating to the claim and recommended that the Common Council allow the claim; and

WHEREAS, the City Attorney recommends a partial payment of the claim based on the depreciated value of the improvements in the home that were damaged and replaced and because the proposed repairs exceed the typical repair process; and

WHEREAS, Wis. Stat. § 893.80 provides for the process by which the Common Council shall consider and handle claims made against the Council, the City and its officers, agents and employees; and

WHEREAS, after hearing from the claimant and considering the facts and circumstances of the claim, the Common Council desires to pay the amount of the actual loss;

NOW THEREFORE, BE IT RESOLVED by the Common Council of the City of Greenfield that the undated claim of Jessica Mendoza filed with the City on October 29, 2020 relating to alleged damage to her basement at 3605 S. 46th Place is hereby allowed in an amount not to exceed \$10,000.

BE IT FURTHER RESOLVED that the City Finance Director is hereby authorized and directed to pay the claim in an amount not to exceed \$16,100 upon receipt of a signed release of claims from Ms. Mendoza.

Approved:

Michael J. Neitzke, Mayor

Date Approved: September 21, 2021

This is to certify that the foregoing resolution as adopted by the Common Council of the City of Greenfield, Wisconsin, at a meeting held on the 21st day of September, 2021.

Jennifer Goergen, City Clerk

COMMON COUNCIL
OF THE
CITY OF GREENFIELD

RESOLUTION NO. _____

A RESOLUTION PARTIALLY ALLOWING THE CLAIM OF
CRAIG AND SONIA MOORE RELATING TO BASEMENT FLOODING DAMAGE

WHEREAS, Jessica Mendoza submitted a claim to the City on November 17, 2020 in which they alleged certain damage to the basement of their home located at 4640 W. St. Francis Avenue in the City of Greenfield resulting from a sewer backup; and

WHEREAS, the City Attorney has reviewed the facts and circumstances relating to the claim and recommended that the Common Council allow the claim; and

WHEREAS, the City Attorney recommends a partial payment of the claim based on the depreciated value of the improvements in the home that were damaged and replaced and also the lack of support for some of the claimed items; and

WHEREAS, Wis. Stat. § 893.80 provides for the process by which the Common Council shall consider and handle claims made against the Council, the City and its officers, agents and employees; and

WHEREAS, after hearing from the claimant and considering the facts and circumstances of the claim, the Common Council desires to pay the amount of the actual loss;

NOW THEREFORE, BE IT RESOLVED by the Common Council of the City of Greenfield that the undated claim of Craig and Sonia Moore filed with the City on November 17, 2020 relating to alleged damage to their basement at 4640 W. St. Francis Avenue is hereby allowed in an amount not to exceed \$_____.

BE IT FURTHER RESOLVED that the City Finance Director is hereby authorized and directed to pay the claim in an amount not to exceed \$_____ upon receipt of a signed release of claims from Mr. and Ms. Moore.

Approved:

Michael J. Neitzke, Mayor

Date Approved: September 21, 2021

This is to certify that the foregoing resolution as adopted by the Common Council of the City of Greenfield, Wisconsin, at a meeting held on the 21st day of September, 2021.

Jennifer Goergen, City Clerk