



**PUBLIC MEETING NOTICE**  
**WISCONSIN RAPIDS COMMON COUNCIL**  
**TUESDAY, FEBRUARY 20, 2024**  
**6:00 P.M.**  
**CITY HALL COUNCIL CHAMBERS**

Notice is hereby given of a meeting of the Wisconsin Rapids Common Council to be held in the Council Chambers at City Hall, 444 West Grand Avenue, Wisconsin Rapids, on Tuesday, February 20, 2024 at 6:00 p.m. The meeting will be streamed live on the City of Wisconsin Rapids Facebook page and will also be broadcast live on Charter Cable Channel 985 and Solarus HD Cable Channel 3. If a member of the public wishes to access this meeting live via Zoom audio conferencing, you must contact the City Clerk at least 24 hours prior to the start of the meeting to coordinate your access. This meeting is also available after its conclusion on the City's Facebook page and Community Media's YouTube page, which can be accessed at [www.wr-cm.org](http://www.wr-cm.org). It is possible that members of the Council may appear remotely via video or audioconferencing for this meeting.

**Agenda**

1. Call to Order
2. Roll Call
3. Presentation of the Colors by the Wisconsin Rapids Police Department Honor Guard
4. Pledge of Allegiance and Silent Prayer in Lieu of Invocation
5. Administration of Ceremonial Oaths of Office and Badge Pinning for Police Officers
6. Presentation of Police Officer of the Year Award
7. Reading of the Minutes of the Previous Meeting held on January 16, 2024 (See Attachment #1)
8. Consider for confirmation Mayor Blaser's Appointments to various Committees, Commissions and Boards (See Attachment #2)
9. Action Regarding Petition for Direct Legislation
  - a. Consider adoption of the ordinance in the Petition. The ordinance would allow all-terrain vehicles (ATVs) and utility-terrain vehicles (UTVs) to operate on City streets other than state highways (Attachment #3)
  - b. In the event the ordinance in Item #9 is not adopted or the Council takes no action on Item #9 the Council shall submit the ordinance to the electors at the November general election, unless a special election is ordered by a three-fourths vote of the Council.
10. Consider for Adoption the Actions of the Planning Commission at its meeting held on February 5, 2024:
  1. Approval of the report from January 8, 2024, Planning Commission meeting.
  2. 24-000028; Matt Burow – public hearing and action on a request for a Zoning Map Amendment to rezone a portion of the parcel located at 1501 24<sup>th</sup> Street South (Parcel ID 3409200) from Mixed Residential (R-2) District to General Commercial (B-2) District.
  3. 24-000029; Matt Burow – public hearing and action on a request for a Conditional Use Permit to establish a personal storage facility on a portion of the parcel located at 1501 24<sup>th</sup> Street South (Parcel ID 3409200).
  4. Request from Ramsden Construction for a Rapids Rediscovered grant to construct a duplex at 4250 14<sup>th</sup> Place South (Parcel ID 3414482).
  5. Adjourn
11. Consider for Adoption the Actions of the Standing Committees of the Common Council, as follows:
  - A. Finance and Property Committee meeting held on February 6, 2024:
    1. Call to Order

2. Consider a request from Mas Rocks LLC, D/B/A Hollyrocks, Mark A. Sparhawk, agent, for Retail Class "B" Fermented Malt Beverages and Retail "Class B" Intoxicating Liquor licenses for the premise located at 114 2<sup>nd</sup> Street North.
3. Consider a request from the Parks and Recreation Department to apply to the Legacy Foundation of Central Wisconsin for 3 grants to enhance the Wisconsin Rapids Municipal Zoo. These grants would assist with the addition of a new river otter exhibit, insulation of Helen's House to allow for year-round use, and a new inclusive playground. The total grant request will be \$580,000, with the City's match consisting of \$190,000 from the Teske Fund and \$30,000 from Park Outlay.
4. Audit of the bills.
5. Set next meeting date.
6. In open session, the Committee may vote to go into closed session under Section 19.85(1)(e) of the Wisconsin Statutes, which reads: "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".
7. In closed session, the Committee will discuss negotiations and strategy regarding the following items:  
**Clerk's note: These items may be considered by the Common Council in closed session at the end of this meeting**
  - a. The sale of approximately 367 square feet of City-owned Parcel 34-05612 to an adjacent landowner (1030 3<sup>rd</sup> Street North) to address a garage encroachment issue, and also obtain a storm sewer utility easement over land located at 1030 3<sup>rd</sup> Street North.
  - b. The purchase of a 10-foot strip of land from Parcel 34-02592 (340 West Grand Avenue) and the granting of a 20 foot easement for garage and property access for the property located at 340 West Grand Avenue, for purposes of the Dixon Parking Lot redesign and resurfacing.
  - c. The sale, disposition, or development of City-owned property in the downtown area known as the Triangle Property.
  - d. Extensions of lease agreements in the Centralia Center with the Aging & Disability Resource Center of Central Wisconsin and with Park Place Day Services.
8. The Committee will return to open session.
9. Discuss and consider for approval a resolution regarding downtown development in partnership with Wood County.
10. Discuss and consider for approval the sale of approximately 367 square feet of City-owned Parcel 34-05612 to an adjacent landowner (1030 3<sup>rd</sup> Street North) to address a garage encroachment issue, and also obtain a storm sewer utility easement over land located at 1030 3<sup>rd</sup> Street North.
11. Discuss and consider for approval the purchase of a 10 foot strip of land from Parcel 34-02592 (340 West Grand Avenue) and the granting of a 20 foot easement for garage and property access for the property located at 340 West Grand Avenue, as part of the Dixon Parking Lot redesign and resurfacing.
12. Discuss and consider for approval extensions of lease agreements in the Centralia Center with the Aging & Disability Resource Center of Central Wisconsin and with Park Place Day Services.
13. Adjournment.

**B. Public Works Committee meeting held on February 8, 2024:**

1. Call to order
2. Review Engineering & Street Department Monthly Activity Report
3. Review request from Melanie Minervini (1722 3<sup>rd</sup> St N) to review, revise and update Ch 27 Parking regarding parking meters and overnight parking 27.13(4)(e).
4. Review and consider proposals for the sale of raw, unscreened compost.
5. Review and consider setting fees for Contractor and Non-resident compost site passes.
6. Review bid results for the 2024 Asphalt Paving Contract and consider awarding the project to the low, qualified contractor.
7. Review bid results for the 2024 Concrete Contract and consider awarding the project to the low, qualified contractor.
8. Review and consider modifying the westbound traffic control at the intersection of Two Mile Ave and 1<sup>st</sup>

St S to allow right turns without stopping.

9. Review and consider modifying the eastbound traffic control at the intersection of High St and 4<sup>th</sup> Ave N to allow right turns without stopping.
10. Review and consider proposals for hazardous material services related to the 2024 Lincoln Street project.
11. Discuss and consider Flashing Yellow Arrows at Washington St & STH 54 as well as 8th St and E Riverview Expressway.
12. Review Referral List
13. Set Next Meeting Date
14. Adjourn

**12. Reports of Other Committees, Commissions, Boards, and Department Reports:**

- a. McMillan Memorial Library Finance Committee held May 10 and December 13, 2023, and January 10, 2024; Services Committee held June 6, 2023; Board of Trustees held October 18 and December 20, 2023; Personnel Committee held December 14, 2023; Building and Grounds Committee held January 10, 2024
- b. Wisconsin Rapids Housing Authority held November 29, 2023
- c. Police and Fire Commission held December 13, 2023, January 10 and January 16, 2024
- d. South Wood County Airport Commission held January 4, 2024
- e. Wastewater Treatment Commission held January 10, 2024
- f. Water Works and Lighting Commission held January 10, 2024
- g. Ethics Board held February 6, 2024

Department Reports for January 2024

- h. Engineering Department
- i. Public Works Department
- j. South Wood County Airport
- k. Wastewater Treatment Plant
- l. Wisconsin Rapids Fire Department
- m. Wisconsin Rapids Police Department

**13. Referrals to Committees**

**14. In open session, the Council may vote to go into closed session under Section 19.85(1)(e) of the Wisconsin Statutes, which reads: "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".**

**In closed session, the Council may discuss negotiations and strategy regarding the following items:**

- a. The sale of approximately 367 square feet of City-owned Parcel 34-05612 to an adjacent landowner (1030 3<sup>rd</sup> Street North) to address a garage encroachment issue, and also obtain a storm sewer utility easement over land located at 1030 3<sup>rd</sup> Street North.
- b. The purchase of a 10-foot strip of land from Parcel 34-02592 (340 West Grand Avenue) and the granting of a 20 foot easement for garage and property access for the property located at 340 West Grand Avenue, for purposes of the Dixon Parking Lot redesign and resurfacing.
- c. The sale, disposition, or development of City-owned property in the downtown area known as the Triangle Property.
- d. Extensions of lease agreements in the Centralia Center with the Aging & Disability Resource Center of Central Wisconsin and with Park Place Day Services.

**15. The Committee will return to open session.**

**16. Discuss and consider for approval the sale of approximately 367 square feet of City-owned Parcel 34-05612 to an adjacent landowner (1030 3<sup>rd</sup> Street North) to address a garage encroachment issue, and also obtain a storm sewer utility easement over land located at 1030 3<sup>rd</sup> Street North.**

**17. Discuss and consider for approval the purchase of a 10 foot strip of land from Parcel 34-02592 (340 West Grand Avenue) and the granting of a 20 foot easement for garage and property access for the property located at 340 West Grand Avenue, as part of the Dixon Parking Lot redesign and resurfacing.**

**18. Discuss and consider for approval extensions of lease agreements in the Centralia Center with the Aging &**

Disability Resource Center of Central Wisconsin and with Park Place Day Services.

19. In open session, the Council may vote to go into closed session under Section 19.85(1)(e) of the Wisconsin Statutes, which reads: "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"; and Section 19.85(1)(g), Wis. Stats., which reads "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."

In closed session, the Council will discuss negotiations and litigation strategy regarding litigation involving a new wastewater services agreement with the Village of Biron.

20. The Council will adjourn in closed session.

Jennifer M. Gossick, City Clerk

The City of Wisconsin Rapids encourages participation from all its citizens. If participation at this meeting via audioconference is not possible due to a disability or other reasons, notification to the city clerk's office at least 24 hours prior to the scheduled meeting is encouraged to make the necessary accommodations. Call the clerk at (715) 421-8200 to request accommodations.



Attachment #1

MINUTES

MEETING OF THE WISCONSIN RAPIDS COMMON COUNCIL

TUESDAY, JANUARY 16, 2024

6:00 P.M.

A meeting of the Wisconsin Rapids Common Council was held in the Council Chambers at City Hall, 444 West Grand Avenue, on Tuesday, January 16, 2024, at 6:02 p.m. The public was invited to listen to the audio of the meeting. The meeting was also streamed LIVE on the City’s Facebook page.

1. Call to Order

Mayor Blaser called the meeting to order at 6:02 p.m.

2. Roll Call

Roll call indicated that all alderpersons were present except Alderperson Veneman, who was excused:

<u>Aldersperson</u>	<u>District</u>	<u>Present</u>	<u>Absent</u>
Ryan Austin	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dean Veneman	2	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Matt Zacher	3	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Tom Rayome	4	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jake Cattnach	5	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dennis Polach	6	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Patrick J. Delaney	7	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jay Bemke	8	<input checked="" type="checkbox"/>	<input type="checkbox"/>

3. Pledge of Allegiance and Silent Prayer in Lieu of Invocation

Mayor Blaser invited all present to stand for the Pledge of Allegiance and a moment of silent prayer in lieu of an invocation.

4. Administration of Ceremonial Oaths of Office and Badge Pinning for New Police Officers

City Clerk Gossick administered ceremonial oaths of office for the following new Police Officers:

1. Jordan Leher
2. Barron Taylor

5. Reading of the Minutes of the Previous Meeting held on December 19, 2023

It was moved by Bemke, seconded by Cattnach to dispense with a reading and accept the minutes of the previous meeting. Motion carried, 7 ayes and 0 nays:

<u>Aldersperson</u>	<u>District</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Ryan Austin	1		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dean Veneman	2		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Matt Zacher	3		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tom Rayome	4		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jake Cattnach	5	Second	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dennis Polach	6		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patrick J. Delaney	7		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jay Bemke	8	Motion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

6. Consider a Resolution Declaring World Migratory Bird Day in the City of Wisconsin Rapids

It was moved by Austin, seconded by Zacher to approve a Resolution Declaring World Migratory Bird Day in the City of Wisconsin Rapids. Motion carried, 7 ayes and 0 nays. Resolution No. 1 (2024):

<u>Aldersperson</u>	<u>District</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Ryan Austin	1	Motion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dean Veneman	2		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Matt Zacher	3	Second	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tom Rayome	4		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jake Cattanaach	5		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dennis Polach	6		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patrick J. Delaney	7		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jay Bemke	8		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

7. Consider a Resolution Vacating Easements regarding real estate owned by Cranberry Land, LLC and located in the West Side Industrial Park

It was moved by Cattanaach, seconded by Austin to approve a Resolution Vacating Easements regarding real estate owned by Cranberry Land, LLC and located in the West Side Industrial Park. Motion carried, 7 ayes and 0 nays. Resolution No. 2 (2024):

<u>Aldersperson</u>	<u>District</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Ryan Austin	1	Second	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dean Veneman	2		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Matt Zacher	3		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tom Rayome	4		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jake Cattanaach	5	Motion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dennis Polach	6		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patrick J. Delaney	7		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jay Bemke	8		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

8. REPORT OF THE PLANNING COMMISSION MEETING HELD ON JANUARY 8, 2024:

Date of Meeting: January 8, 2024

Reported to Council: January 16, 2024

The Planning Commission met at 4:00 p.m. on January 8, 2024 in the Council Chambers at City Hall. It was also streamed live on the City of Wisconsin Rapids Facebook page and broadcast live on Charter Cable Channel 985 and Solarus HD Cable Channel 3. Members present in the Chambers included Chairperson Shane Blaser, Ryan Austin, Lee Thao and Eric Daven; Jeff Marutz and Thad Kubisiak were excused. Ben Goodreau attended virtually. Also present in the Chambers were Community Development Director Kyle Kearns, Associate Planner Carrie Edmondson, Aldersperson Dennis Polach, Joe Eichsteadt and Jason Seymour. The meeting was called to order at 4:00 p.m.

1. Approval of the report from December 4, 2023, Planning Commission meeting.

Motion by Thao to approve the report from December 4, 2023, Planning Commission meeting; second by Daven. Motion carried (4 – 0)

2. Request from the Engineering Department to dedicate parkland property from Witter Park, addressed as 681 Chestnut Street (Parcel ID 3407850), for the purpose of right-of-way, totaling approximately 1,411.04 square feet and as depicted on the attached Lincoln Street Transportation Project Plat 2022-14; and recommend to the Council a resolution dedicating said property.

Motion by Austin to approve the request to dedicate parkland property from Witter Park, addressed as 681 Chestnut Street (Parcel ID 3407850), for the purpose of right-of-way, totaling approximately 1,411.04 square feet and as depicted on the attached Lincoln Street Transportation Project Plat 2022-14; and recommendation to the Council for a resolution dedicating said property; second by Blaser. Motion carried (4 – 0). **Resolution No. 3 (2024)**

3. 23-001248; Engineering Department - request for Site Plan Review to perform site improvements at 40 North Fourth Avenue (Parcel ID 3402593 and Parcel ID 3402594).

Carrie Edmondson provided background information and a synopsis of the proposal. Approval was recommended with the conditions outlined in the staff report.

Motion by Blaser to approve the request for Site Plan Review to perform site improvements at 40 North Fourth Avenue (Parcel ID 3402593 and Parcel ID 3402594), subject to the following conditions:

1. A revised landscape plan must be submitted for review and approval by the Community Development Department.
2. All applicable right-of-way and stormwater permits must be obtained through the Engineering Department.
3. All applicable permits through the City shall be obtained.
4. Community Development Department staff shall have the authority to approve minor modifications to the plans.

Second by Austin. Ben Goodreau joined the meeting. Motion carried 4 – 0 – 1, Eric Daven abstained)

4. 23-001206; City of Wisconsin Rapids – public hearing and action on a request to amend Chapter 11 - Zoning Ordinance, Appendix A and Appendix B, specifically relating to personal storage facilities, to modify the land use definition and allow the use with a conditional use permit in the General Commercial (B-2) District.

Carrie Edmondson provided a review of the request and recommended approval.

Public hearing opened at 4:15 p.m.

Speaking against: none

Speaking in favor: none

Public hearing closed at 4:16 p.m.

Ryan Austin had a question about the minimum lot area required for storage facilities to which Mrs. Edmondson replied.

Motion by Daven to approve the request to amend Chapter 11 - Zoning Ordinance, Appendix A and Appendix B, specifically relating to personal storage facilities, to modify the land use definition and allow the use with a conditional use permit in the General Commercial (B-2) District.; second by Austin. Motion carried (5 – 0).

**Ordinance No. MC 1361**

5. 23-001207; City of Wisconsin Rapids – public hearing and action on a request to amend Chapter 11 - Zoning Ordinance; Appendix B, to amend the land use description of mobile vending and permit an exception within residential zoning districts.

Kyle Kearns provided a summary of the request.

Public hearing opened at 4:19 p.m.

Speaking against: none

Speaking in favor: none

Public hearing closed at 4:20 p.m.

Jason Seymour asked for clarification about the requirements for refrigeration and freezers for ice cream vendors, to which Mr. Kearns replied.

Motion by Blaser to approve the request to amend Chapter 11 – Zoning Ordinance; Appendix B, to amend the land use description of mobile vending and permit an exception within residential zoning districts; second by Daven. Motion carried (5 – 0). **Ordinance No. MC 1362**

6. Adjourn

Motion by Austin to adjourn the meeting; second by Daven. Motion carried (5 – 0). Meeting adjourned at 4:21 p.m.

**Rayome requested that item #4 be held out. It was moved by Bemke, seconded by Cattanach to approve and adopt the balance of the report, holding item #4 out for separate vote. Motion carried, 7 ayes and 0 nays**

<u>Aldersperson</u>	<u>District</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Ryan Austin	1		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dean Veneman	2		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Matt Zacher	3		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tom Rayome	4		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jake Cattanach	5	Second	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dennis Polach	6		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patrick J. Delaney	7		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jay Bemke	8	Motion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Regarding item #4, it was moved by Austin, seconded by Cattnach to approve this item as presented. Motion carried, 6 ayes and 1 nay:

<u>Aldersperson</u>	<u>District</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Ryan Austin	1	Motion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dean Veneman	2		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Matt Zacher	3		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tom Rayome	4		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jake Cattnach	5	Second	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dennis Polach	6		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patrick J. Delaney	7		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jay Bemke	8		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

9. Consider for Adoption the Actions of the Standing Committees of the Common Council, as follows:

A. REPORT OF THE FINANCE AND PROPERTY COMMITTEE MEETING HELD ON JANUARY 2, 2024:

Matt Zacher, Chairperson

Dean Veneman, Vice-Chairperson

Jay Bemke

Date of Meeting: January 2, 2024

Report to Council: January 16, 2024

The Finance and Property Committee met at 4:00 p.m. on Tuesday, January 2, 2024, in the Council Chambers at City Hall. The meeting was LIVE on Wisconsin Rapids Community Media (WRCM) Spectrum Channel 985 and Solarus Channel 3, online at [www.wr-cm.org](http://www.wr-cm.org) or via WRCM's Roku app and was streamed LIVE on the City of Wisconsin Rapids Facebook page.

All members of the Finance and Property Committee were present.

1. Call to Order

Chairperson Zacher called the meeting to order at 4:00 p.m.

2. Consider a request from the Fire Department to apply to the Assistance to Firefighters grant (AFG) to replace all of the monitors in the ambulances for approximately \$130,000 total for the grant. This would be a 95/5 split: FEMA pays 95%; the City would pay 5%.

It was moved by Veneman, seconded by Bemke to approve a request from the Fire Department to apply to the Assistance to Firefighters grant (AFG) to replace all of the monitors in the ambulances for approximately \$130,000 total for the grant. This would be a 95/5 split: FEMA pays 95%; the City would pay 5%. Motion carried, 3-0.

3. Consider a recommendation from Statewide Services to deny a claim from Kian Carter for alleged vehicle damage resulting from an open manhole on the Expressway on October 11, 2023.

It was moved by Bemke, seconded by Veneman to deny a claim from Kian Carter for alleged vehicle damage resulting from an open manhole on the Expressway on October 11, 2023. Motion carried, 3-0.

4. Consider a request from the Community Development Department to release a request for proposals for the downtown master plan project.

It was moved by Bemke, seconded by Veneman to approve a request from the Community Development Department to release a request for proposals for the downtown master plan project. Motion carried, 3-0.

5. Audit of the bills

It was moved by Bemke, seconded by Veneman to approve check numbers 19376-19883. Motion carried, 3-0.

6. Set next meeting date

The next regular meeting of the Finance and Property Committee is scheduled for Tuesday, February 6, 2024, at 4:00 p.m.

7. In open session, the committee may vote to go into closed session under Section 19.85(1)(e) of the Wisconsin Statutes, which reads: "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".

It was moved by Veneman, seconded by Bemke to go into closed session. Roll call vote was taken. All members voted in the affirmative. Motion carried, 3-0, and the Committee went into closed session.

In closed session, the committee may discuss negotiations and strategy involving offers to purchase property for right-of-way acquisition and temporary limited easements, as prescribed by the Lincoln Street



# Attachment #1

Transportation Project Plat 2022-14, and may give staff direction regarding said acquisitions. In closed session, the Committee discussed negotiations and strategy involving offers to purchase property for right-of-way acquisition and temporary limited easements, as prescribed by the Lincoln Street Transportation Project Plat 2022-14.

8. The Committee will return to open session and may take action regarding said offers and acquisitions. It was moved by Zacher, seconded by Veneman to return to open session. Motion carried, 3-0, and the meeting returned to open session.

9. Consider for approval the dedication of City property for the right-of-way prescribed by the Lincoln Street Transportation Project Plat 2022-14. (This item will also be considered by the Planning Commission per state law and City ordinance).

It was moved by Veneman, seconded by Bemke to approve the dedication of City property for the right-of-way prescribed by the Lincoln Street Transportation Project Plat 2022-14. Motion carried, 3-0.

10. In open session, the Committee may vote to go into closed session under Section 19.85(1)(e) of the Wisconsin Statutes, which reads: "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".

It was moved by Bemke, seconded by Veneman to go into closed session. Roll call vote was taken. All members voted in the affirmative. Motion carried, 3-0, and the Committee went into closed session.

In closed session, the Committee will discuss negotiations and strategy regarding an agreement with the Heart of Wisconsin Chamber of Commerce for economic development and other services.

In closed session, the Committee discussed negotiations and strategy regarding an agreement with the Heart of Wisconsin Chamber of Commerce for economic development and other services.

11. Adjournment - The Committee will adjourn in closed session.

It was moved by Bemke, seconded by Veneman to adjourn in closed session. Motion carried, 3-0, and the meeting adjourned at 6:00 p.m.

**It was moved by Zacher, seconded by Bemke to approve and adopt the actions of the Committee. Motion carried, 7 ayes and 0 nays:**

<u>Aldersperson</u>	<u>District</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Ryan Austin	1		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dean Veneman	2		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Matt Zacher	3	Motion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tom Rayome	4		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jake Cattanaach	5		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dennis Polach	6		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patrick J. Delaney	7		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jay Bemke	8	Second	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**B. REPORT OF THE FINANCE AND PROPERTY COMMITTEE MEETING HELD ON JANUARY 16, 2024:**

Matt Zacher, Chairperson

Dean Veneman, Vice-Chairperson

Jay Bemke

Date of Meeting: January 16, 2024

Report to Council: January 16, 2024

The Finance and Property Committee met at 5:30 p.m. on Tuesday, January 16, 2024, in the Council Chambers at City Hall. The meeting was LIVE on Wisconsin Rapids Community Media (WRCM) Spectrum Channel 985 and Solarus Channel 3, online at [www.wr-cm.org](http://www.wr-cm.org) or via WRCM's Roku app and was streamed LIVE on the City of Wisconsin Rapids Facebook page.

All members of the Finance and Property Committee were present except Dean Veneman, who was excused.

1. Call to Order

Chairperson Zacher called the meeting to order at 5:30 p.m.

2. Consider for approval an Agreement with the Heart of Wisconsin Chamber of Commerce for economic development and other services.

It was moved by Bemke, seconded by Zacher to approve an Agreement with the Heart of Wisconsin Chamber of Commerce for economic development and other services to include the changes as presented, using funding from the Room Tax Fund. Motion carried, 2-0.

3. Adjournment.

It was moved by Zacher, seconded by Bemke to adjourn. Motion carried, 2-0, and the meeting adjourned at 5:35 p.m.

**It was moved by Zacher seconded by Cattanach to approve and adopt the actions of the Committee. Motion carried, 7 ayes and 0 nays:**

<u>Aldersperson</u>	<u>District</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Ryan Austin	1		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dean Veneman	2		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Matt Zacher	3	Motion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tom Rayome	4		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jake Cattanach	5	Second	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dennis Polach	6		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patrick J. Delaney	7		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jay Bemke	8		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**C. REPORT OF THE PUBLIC WORKS COMMITTEE MEETING HELD ON JANUARY 4, 2024:**

Tom Rayome, Chairperson                      Ryan Austin, Vice-Chairperson                      Dennis Polach  
 Date of Meeting: January 4, 2024  
 Reported to Council: January 16, 2024

The Public Works Committee met on Thursday, January 4<sup>th</sup>, 2024 in the Council Chambers at City Hall. All members were present.

1. Call to order

The meeting was called to order at 5:00 PM

2. Review Engineering & Street Department Monthly Activity Report.

The reports were reviewed.

3. Review Referral List.

The referral list was reviewed with requests to add flashing yellow arrows at the intersections of Washington St & STH 54 as well as 8<sup>th</sup> St and E Riverview Expressway.

4. Set Next Meeting Date

The next regularly scheduled meeting is set for Thursday, February 8<sup>th</sup>, 2024 at 5pm.

5. Adjourn

Motion by Austin, second by Rayome to adjourn at 5:16 PM. Motion carried (3-0).

**It was moved by Rayome, seconded by Polach to approve and adopt the actions of the Committee. Motion carried, 7 ayes and 0 nays:**

<u>Aldersperson</u>	<u>District</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Ryan Austin	1		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dean Veneman	2		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Matt Zacher	3		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tom Rayome	4	Motion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jake Cattanach	5		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dennis Polach	6	Second	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patrick J. Delaney	7		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jay Bemke	8		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**D. REPORT OF THE HUMAN RESOURCES COMMITTEE MEETING HELD ON JANUARY 11, 2024:**

Jay Bemke, Chairperson                      Jake Cattanach, Vice-Chairperson                      Patrick J. Delaney  
 Date of Meeting: January 11, 2024  
 Reported to Council: January 16, 2024

The Human Resources Committee held a meeting on Thursday January 11, 2024, at 4:15 p.m. in the First Floor Conference room at City Hall, 444 W. Grand Ave. Alderspersons Bemke, Delaney, and Cattanach were present. Also, present were Mayor Blaser, City Attorney Schill, Aldersperson Polach, Battalion Chief Goodreau, Fire Chief Eckes, and HR Manager Hartman.

1. Call to order

Chairperson Bemke called the meeting to order at 4:16 p.m.

# Attachment #1

2. Discuss and consider for approval a revision to the FLSA classification for the Parks and Building Superintendent position.

Motion by Cattanach seconded by Delaney to approve a revision to the FLSA classification for the Parks and Building Superintendent position. Motion carried 3-0.

3. Discuss providing mental health check-ins for fire department employees, and consideration of an agreement for the provision of these services with Hafermann Counseling Collaborative.

Motion by Cattanach seconded by Bemke to approve an agreement for mental health check in services for fire department employees with Hafermann Counseling Collaborative, to be funded through donations from the Wisconsin Rapids Fire Fighters Charitable Foundation and Crossview Church, and the remaining costs being covered through FAP funds. Motion carried 2-0, with Delaney abstaining.

4. Set next meeting date.

The next meeting date was set for Tuesday, February 6 at 5:00.

5. Adjournment

Motion by Cattanach seconded by Delaney to adjourn. Motion carried 3-0. The meeting adjourned at 4:48 p.m.

**Bemke requested that item #3 be held out. It was moved by Bemke, seconded by Austin to approve the balance of the report, holding item #3 out for separate vote. Motion carried, 7 ayes and 0 nays:**

<u>Aldersperson</u>	<u>District</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Ryan Austin	1	Second	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dean Veneman	2		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Matt Zacher	3		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tom Rayome	4		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jake Cattanach	5		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dennis Polach	6		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patrick J. Delaney	7		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jay Bemke	8	Motion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Regarding item #3, it was moved by Cattanach, seconded by Bemke to approve this item as presented. Motion carried, 7 ayes and 0 nays:**

<u>Aldersperson</u>	<u>District</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Ryan Austin	1		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dean Veneman	2		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Matt Zacher	3		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tom Rayome	4		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jake Cattanach	5	Motion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dennis Polach	6		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patrick J. Delaney	7		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jay Bemke	8	Second	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## 10. Reports of Other Committees, Commissions, Boards, and Department Reports:

- A. McMillan Memorial Library Personnel Committee held October 30, 2023; Building and Grounds Committee held November 8 and December 13, 2023; Finance Committee held November 8, 2023; Services Committee held November 14, 2023
- B. South Wood County Airport Commission held December 7, 2023
- C. Water Works and Lighting Commission held December 13 and December 18, 2023
- D. Park and Recreation Commission held January 8, 2024

Department Reports for December 2023

- E. Engineering Department
- F. Public Works Department
- G. South Wood County Airport
- H. Wastewater Treatment Plant
- I. Wisconsin Rapids Fire Department
- J. Wisconsin Rapids Police Department

No action was taken on this item. The reports will be placed on file.

11. Referrals to Committees

No referrals were received.

12. In open session, the Council may vote to go into closed session under Section 19.85(1)(e) of the Wisconsin Statutes, which reads: "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"; and Section 19.85(1)(g), Wis. Stats., which reads "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."

It was moved by Austin, seconded by Polach to go into closed session. Roll call vote was taken. All members voted in the affirmative. Motion carried, 7 ayes and 0 nays, and the Council went into closed session:

<u>Aldersperson</u>	<u>District</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Ryan Austin	1	Motion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dean Veneman	2		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Matt Zacher	3		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tom Rayome	4		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jake Cattanach	5		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dennis Polach	6	Second	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patrick J. Delaney	7		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jay Bemke	8		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

In closed session, the Council will discuss negotiations and litigation strategy regarding litigation involving a new wastewater services agreement with the Village of Biron.

In closed session, the Council discussed negotiations and litigation strategy regarding litigation involving a new wastewater services agreement with the Village of Biron.

13. The Council will adjourn in closed session.

It was moved by Bemke, seconded by Delaney to adjourn in closed session. Motion carried, 7 ayes and 0 nays, and the meeting adjourned at 8:06 p.m.:

<u>Aldersperson</u>	<u>District</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Ryan Austin	1		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dean Veneman	2		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Matt Zacher	3		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tom Rayome	4		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jake Cattanach	5		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dennis Polach	6		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patrick J. Delaney	7	Second	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jay Bemke	8	Motion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Respectfully submitted,

Jennifer M. Gossick, City Clerk



OFFICE  
OF THE  
MAYOR

February 20, 2024

Dear Alderpersons,

The following appointment is submitted for your approval:

Zoning Board of Appeals

Michael Timm, 410 Grove Ave., is appointed as a regular member, to replace Lee Gossick, for a term expiring 11/1/2026.

Respectfully submitted,

A handwritten signature in black ink that reads "Shane E. Blaser". The signature is written in a cursive style.

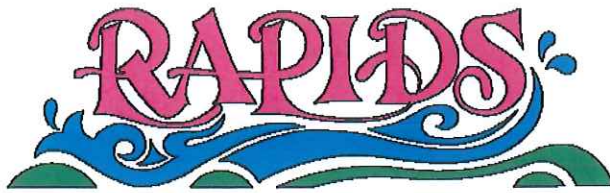
Shane E. Blaser, Mayor

**Shane E. Blaser, Mayor**

444 West Grand Avenue, Wisconsin Rapids, WI 54495-2780

Phone: (715) 421-8202 | Fax: (715) 421-8278 | [sblaser@wirapids.org](mailto:sblaser@wirapids.org) | [www.wirapids.org](http://www.wirapids.org)

W I S C O N S I N



Attachment #3  
City Clerk's Office

444 West Grand Avenue  
Wisconsin Rapids, WI 54495-2780  
Phone: (715) 421-8200  
Fax: (715) 421-8280

CERTIFICATE

February 7, 2024

Madalyn Palmquist  
1231 Cook Avenue  
Wisconsin Rapids, WI 54494

Re: Petition All-Terrain and Utility-Terrain Vehicle Routes and Regulations

Dear Ms. Palmquist,

This letter is to certify that I have carefully examined the petition regarding All-Terrain and Utility-Terrain Vehicle Routes and Regulations received in my office on January 29, 2024, and have determined the petition is sufficient and the proposed ordinance is in proper form.

The proposed ordinance will be considered for adoption at the February 20, 2024 Common Council meeting.

If you have any questions, please feel free to contact me.

Sincerely,

Jennifer M. Gossick  
Wisconsin Rapids City Clerk

Cc: Shane E. Blaser, Mayor  
Susan C. Schill, City Attorney  
Dean Veneman, Common Council President  
Trent Miner, Wood County Clerk



ORDINANCE NO. MC \_\_\_\_\_

A GENERAL ORDINANCE OF THE CITY OF WISCONSIN RAPIDS CREATING SECTION 340.021  
OF THE MUNICIPAL CODE. SAID SECTION ESTABLISHES ATV/UTV ROUTES  
AND REGULATES THE OPERATION OF ATV/UTVs

NOW, THEREFORE, THE COMMON COUNCIL OF THE CITY OF WISCONSIN RAPIDS DOES ORDAIN AS  
FOLLOWS:

**SECTION I** Section 340.021 of the Wisconsin Rapids Municipal Code is hereby created to read  
as follows:

**340.021 All-Terrain and Utility-Terrain Vehicle Routes and Regulations**

**1. Purpose**

The purpose of this ordinance is to establish all-terrain vehicle and utility-terrain vehicle (ATV/UTV) routes in the City of Wisconsin Rapids and to regulate the operation of ATVs/UTVs in the City.

**2. Statutory Authority**

The Common Council of the City of Wisconsin Rapids has the specific authority to adopt this ordinance under § 23.33(8)(b), §23.33(11), and §9.20(4) of the Wisconsin Statutes.

When the word "chapter" is used anywhere in §340.021, it shall mean §340.021.

**3. State Laws Adopted**

Except as otherwise provided in this chapter, the statutory provisions in Wis. Stats. chs. 23, 340 to 348, and 350 establishing definitions and regulations with respect to ATVs and UTVs, and Wis. Admin. Code ch. NR 64, All-Terrain Vehicles, exclusive of any provisions therein relating to penalties to be imposed and exclusive of any regulations for which the statutory penalty is a fine or term of imprisonment, are hereby adopted and by reference made a part of this chapter as if fully set forth herein. Unless otherwise provided in this chapter, any act required to be performed or prohibited by any statute incorporated herein by reference is required or prohibited by this chapter. Any future amendments, revisions or modifications of the statutes or administrative codes incorporated herein are made a part of this chapter in order to secure uniform statewide regulation of ATVs and UTVs, except to the extent that the provisions of this chapter are more restrictive.

**4. ATV/UTV Routes**

**A. Designation of ATV/UTV routes.**

1. No person may operate an ATV or UTV on any street or highway in the City of Wisconsin Rapids, except on those streets that are designated as ATV/UTV routes in this chapter.
2. Pursuant to § 23.33(8), Wis. Stats., all city streets are designated ATV/UTV routes as defined in NR 64.12 Routes, Wis. Admin. Code, except the following:
  - a. State Highway 13
  - b. State Highway 54
  - c. State Highway 73
  - d. The operation of ATV/UTVs will not be permitted on State highways except as may be necessary to cross the same and then in strict compliance with the law.
  - e. ATV/UTVs are not allowed in City-owned parks or on any other public property except for those properties with designated parking areas where motorized vehicles normally park.
3. No one shall operate an ATV/UTV on a street designated as an ATV/UTV route if the street is closed for any reason.

**5. Rules of Operation**

**A. Operators shall abide by all requirements contained in § 23.33, Wis. Stats., and Wis. Admin. Code ch. NR 64, including the items below unless further restricted by this chapter.**

1. Registration requirements and registration decals.
  - a. Registration details shall be permanently affixed on both sides of the ATV/UTV.
  - b. All ATVs and UTVs shall be registered for public use in accordance with WDNR regulations, and proof of registration shall be displayed during operation.
2. Rules of operation outlining general rules, seating, and headgear.
  - a. No person may operate at a rate of speed that is unreasonable or improper under the circumstances.
  - b. No person may operate in any careless way so as to endanger the person or property of another.
  - c. Operators shall yield the right-of-way to all other vehicular traffic, including non-motorized vehicles, bicycles, and pedestrians.
  - d. An ATV or UTV may not be modified so that its maximum width exceeds the width allowed for an all-terrain vehicle.
  - e. ATVs and UTVs must meet all applicable federal noise and air pollution standards.



- f. Operators or passengers under shall wear protective headgear of the type required under § 347.485 (1)(a), Wis. Stats.
  - g. UTV operators and passengers shall have their seat belts fastened, as defined in Sec. 347.48, Wis. Stats.
  - h. All occupants must be seated on a seat that is original to the utility terrain vehicle as manufactured while in operation; riding on any part of an ATV or UTV that his not designed or intended for use by passengers is prohibited.
- 3. Operation on or near highways, detailing freeways, operation on the roadway, and adjacent roadways.
  - 4. Intoxicated operation, providing operation restrictions for intoxicants, controlled substances and testing requirements.
    - a. No person may operate an all-terrain vehicle or utility terrain vehicle while under the influence of an intoxicant or controlled substance to a degree which renders them incapable of safe operation.
  - 5. Age restrictions and safety requirements
    - a. Operators born after January 1, 1988, shall hold a valid safety certificate, carry proof of the valid safety certificate and shall display that proof to a law enforcement officer upon request.
- B. Operators shall abide by all traffic laws including applicable speed limits.

**6. Conditions and Restrictions on Operation**

- 1. *Insurance.* Every person who operates an ATV or UTV on a City street, and every ATV/UTV operated on a City street, shall carry liability and/or other insurances consistent with Wisconsin State law for the operation of a motorized vehicle.
  - a. Insurance documentation shall be kept with each ATV/UTV that will be operating on City streets.
- 2. No person who is under current operator license suspension, revocation, or cancellation for any reason, may operate an ATV/UTV upon any City street.
- 3. No one shall operate an ATV/UTV on any City street between the hours of 11:00 p.m. and 6:00 a.m.
- 4. No ATV or UTV operator shall have a passenger riding in or on any part of an ATV/UTV that is not designated or intended to be used by passengers.
- 5. No operator or passenger of any ATV or UTV may possess any bottle or receptacle containing alcohol beverages if the bottle or receptacle has been opened, the seal has been broken or the contents of the bottle or receptacle have been partially removed or released.
- 6. No ATV or UTV may be operated on any designated City route without fully functional headlights, taillights, and brake lights. Headlights and taillights shall be on at all times during operation.
- 7. All ATV or UTV operators shall ride in single file on the extreme right-hand side of the paved portion of the highway.

8. Operation on the bike lane, shoulders, grassy in-slope, ditches, or other street right-of-way is prohibited, unless yielding the right of way. Left turns may be made from any part of the highway when it is safe given prevailing conditions.
9. No person shall leave or allow an ATV or UTV owned or operated by him or her to remain unattended on any public highway or public property while the motor is running or with the starting key left in the ignition.
10. ATV/UTV operators shall not operate an ATV/UTV equipped with metal studded tires and/or tire chains on or alongside any City street.
11. No person, under 18 years of age, may operate or be a passenger on an all-terrain vehicle or utility terrain vehicle without wearing protective headgear of the type required under s. 347.485 (1) (a) and with the chin strap properly fastened.

**7. Maintenance of Routes**

- A. Designation of segments of the City street system as ATV/UTV routes does not impose upon the City a greater duty of care or responsibility for maintenance of those segments than for any other segment of City street.
- B. Operators of ATV/UTVs on City streets assume all the usual and normal risks of ATV/UTV operation.
- C. The City accepts no liability for the operation of ATVs/UTVs on any City streets under the provisions of this chapter.
- D. The City shall retain the right to close any City street to ATV/UTV operation for special events, street construction/repair, hazards, or other reasons without notice.
- E. The City reserves the right to close or modify ATV/UTV routes at any time.

**8. Nuisance Activity**

1. *Cruising is prohibited.* No person shall, while operating an ATV or UTV, engage in the practice of cruising on any City street. Cruising is defined as running all or part of the length of roadway multiple times, per day, back and forth, for any purpose other than departing or arriving at their residence, place of lodging, or destination.
2. *Exhaust system/muffler modifications prohibited.* No person shall operate on a City route any ATV/UTV unless such ATV/UTV is equipped with an adequate muffler in constant operation and properly maintained to prevent any excessive or unusual noise or annoying smoke.
3. *Radios or electric sound amplification devices.* No person may operate or park, stop or leave standing an ATV/UTV while using a radio or other electric sound amplification device emitting sound from the vehicle that is audible under normal conditions from 75 feet or more, unless the electric sound amplification device is being used to request assistance or warn against an unsafe condition.

**9. Signage**

1. Signs shall be erected at each highway that crosses the City's territorial boundary alerting motorists that all streets under the jurisdiction of the City have been designated as ATV/UTV routes unless otherwise indicated. Any street which is not designated as an ATV/UTV route shall have signs erected at such locations as appropriate to indicate the street is not designated as an ATV/UTV route. The City or its designee shall maintain all route signs within the City.
2. The City shall assist all-terrain vehicle clubs in creating and circulating a map or maps illustrating the City's ATV/UTV routes.

**10. Enforcement**

1. This chapter may be enforced by any law enforcement officer authorized to enforce the ordinances of the City of Wisconsin Rapids and the laws of the State of Wisconsin.
2. Adoption of this chapter shall not prohibit any law enforcement officer or DNR warden from proceeding under any other ordinance, regulation, statute, law or order that pertains to the subject matter under this chapter.
3. As a substitute for or in addition to forfeiture actions, the City Attorney may, on behalf of the City, seek enforcement of any and all parts of this chapter by court actions seeking injunction orders or restraining orders and/or pursuing nuisance actions against the violator.

**11. Penalties**

Any person who violates any section of this chapter or statutes adopted by reference shall pay a forfeiture of not less than \$50 nor more than \$500 for each offense.

**12. Severability**

Should any portion of this chapter be declared unconstitutional, or invalid by a court of competent jurisdiction, the remainder of this chapter shall not be affected.

**SECTION II** All ordinances, or parts of ordinances, in conflict herewith are hereby repealed.

**SECTION III** This ordinance shall take effect following its passage and publication as required by law.

---

Shane E. Blaser, Mayor

---

Jennifer M. Gossick, City Clerk

PASSED:  
APPROVED:  
PUBLISHED:

## REPORT OF THE PLANNING COMMISSION

Date of Meeting: February 5, 2024

### Report #1

The Planning Commission met at 4:00 p.m. on February 5, 2024 in the Council Chambers at City Hall. It was also streamed live on the City of Wisconsin Rapids Facebook page and broadcast live on Charter Cable Channel 985 and Solarus HD Cable Channel 3. Members present in the Chambers included Chairperson Shane Blaser, Eric Daven and Thaddeus Kubisiak. Ben Goodreau, Ryan Austin and Lee Thao attended via Zoom. Jeff Marutz was excused. Also present were Community Development Director Kyle Kearns and others noted on the meeting sign-in sheet.

The meeting was called to order at 4:00 p.m.

1. Approval of the report from January 8, 2024, Planning Commission meeting.

Motion by Kubisiak to approve the report from the January 8, 2024 Planning Commission meeting; second by Daven.

Motion carried (6 – 0)

2. **24-00028; Matt Burow** – public hearing and action on a request for a Zoning Map Amendment to rezone a portion of the parcel located at 1501 24<sup>th</sup> Street South (Parcel ID 3409200) from Mixed Residential (R-2) District to General Commercial (B-2) District.

Kyle Kearns provided a synopsis of the request, recommending approval of the rezoning.

Public hearing opened at 4:09 p.m.

Speaking in favor: none

Speaking against: none

Public hearing closed at 4:10 p.m.

Thaddeus Kubisiak asked about the process for the subdivision of a property to which Kyle Kearns responded.

Motion by Daven to approve the request for a Zoning Map Amendment to rezone a portion of the parcel located at 1501 24<sup>th</sup> Street South (Parcel ID 3409200) from Mixed Residential (R-2) District to General Commercial (B-2) District; second by Blaser.

Motion carried (6 – 0)

3. **24-00029; Matt Burow** – public hearing and action on a request for a Conditional Use Permit to establish a personal storage facility on a portion of the parcel located at 1501 24<sup>th</sup> Street South (Parcel ID 3409200).

Mr. Kearns provided details about the request, recommending approval with the conditions outlined in the staff report.

Public hearing opened at 4:16 p.m.

Speaking in favor: none

Speaking against: none

Public hearing closed at 4:16 p.m.

Motion by Blaser to approve the request for a Conditional Use Permit to establish a personal storage facility on a portion of the parcel located at 1501 24<sup>th</sup> Street South (Parcel ID 3409200), subject to the following conditions:

1. A natural vegetation buffer shall remain on the north side of the site meeting the B-Type Bufferyard requirement.
2. All required stormwater requirements and permits shall be met and obtained by the applicant.
3. Conditional Use Permit approval is contingent upon Certified Survey Map (CSM) approval identifying the newly proposed lot.
4. Conditional Use Permit approval is contingent upon the concurrent Zoning Map Amendment to B-2 Commercial District.
5. This Conditional Use Permit does not constitute Site Plan Review, which shall occur separately.

second by Thao.

Motion carried (6 – 0)

4. Request from Ramsden Construction for a Rapids Rediscovered grant to construct a duplex at 4250 14<sup>th</sup> Place South (Parcel ID 3414482).

Kyle Kearns provided background information for the Rapids Rediscovered Grant and a review of the request from the applicant. Denial was recommended since the construction of the new duplex does not coincide with the intentions of this grant program.

Mr. Kubisiak requested more information regarding the requirements for the Rapids Rediscovered Grant and about sewer lateral connections in new versus older neighborhoods, to which Kyle Kearns responded. Mr. Kearns also answered Shane Blaser's question about remaining funds in the grant program.

Motion by Kubisiak to approve the request for a Rapids Rediscovered Grant to construct a duplex at 4250 14<sup>th</sup> Place South (Parcel ID 3414482); second by Blaser.

Motion failed (0 – 6: Daven, Thao, Goodreau and Austin voted against)

5. Adjourn

Motion by Kubisiak to adjourn the meeting; second by Daven.

Motion carried (6 – 0)

Meeting adjourned at 4:29 p.m.

Respectfully Submitted by Erika Esser, Secretary

ORDINANCE NO. MC \_\_\_\_\_  
CITY OF WISCONSIN RAPIDS

A GENERAL ORDINANCE OF THE CITY OF WISCONSIN RAPIDS AMENDING THE OFFICIAL ZONING MAP - CHAPTER 11 OF THE ZONING CODE - FROM R-2 MIXED RESIDENTIAL DISTRICT TO B-2 GENERAL COMMERCIAL DISTRICT FOR LOT 4 ON THE ATTACHED CERTIFIED SURVEY MAP AND ADDRESSED AS 1501 24<sup>TH</sup> STREET SOUTH (PART OF PARCEL #3409200), TOTALING 9.9 ACRES.

NOW, THEREFORE, THE COMMON COUNCIL OF THE CITY OF WISCONSIN RAPIDS DOES ORDAIN AS FOLLOWS:

SECTION I     The Official Zoning Map of the City of Wisconsin Rapids is hereby amended to reflect a change of zoning from R-2 Mixed Residential District to B-2 General Commercial District for Lot 4 on the attached Certified Survey Map and addressed as 1501 24<sup>th</sup> Street South (Part of Parcel # 3409200), totaling 9.9 acres.



SECTION II    The Community Development Director is hereby directed to change the Official Zoning Map of the City of Wisconsin Rapids to conform to the provisions of this Ordinance, and said Map is declared amended accordingly.

SECTION III   This ordinance shall take effect upon passage and publication.

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Shane E. Blaser, Mayor

---

Jennifer M. Gossick, City Clerk

ADOPTED: February 20, 2024

APPROVED: February 20, 2024

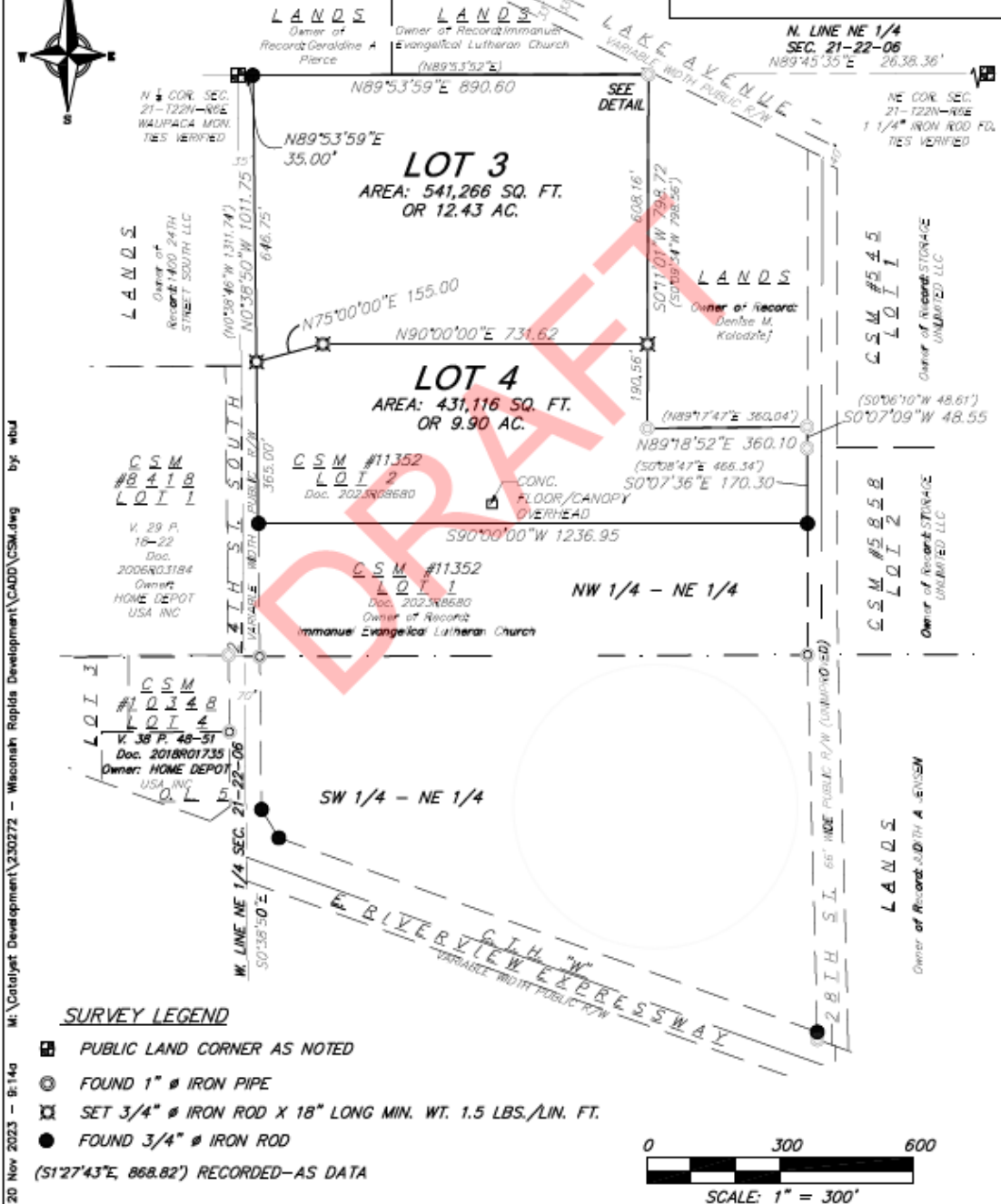
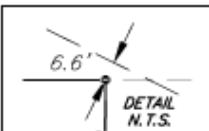
PUBLISHED:



**WOOD COUNTY CERTIFIED SURVEY MAP No.**

PART OF LOT 2, WOOD COUNTY CERTIFIED SURVEY MAP NO. 11352, RECORDED, AS DOCUMENT NO. 2023R08680, IN THE NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 21, TOWNSHIP 22 NORTH, RANGE 6 EAST, IN THE CITY OF WISCONSIN RAPIDS, WOOD COUNTY, WISCONSIN

BEARINGS ARE BASED UPON THE WISCONSIN COUNTY COORDINATE SYSTEM, WOOD COUNTY; THE WEST LINE OF THE NE 1/4 OF SECTION 21-22-06 MEASURED AS BEARING 50°38'50"E



M:\Catalyst Development\230272 - Wisconsin Rapids Development\CADD\CSM.dwg by wbul  
20 Nov 2023 - 9:14a

<b>vierbicher</b> planners   engineers   advisors Phone: (800) 261-3898		FN: 230272 DATE: 11/20/2023 REV:	SURVEYED FOR: IMMANUEL EVANGELICAL LUTHERAN CHURCH 111 11th STREET N WISCONSIN RAPIDS, WI 54494	C.S.M. No. _____ Doc. No. _____ Vol. _____ Page _____	SHEET 1 OF 3
		Drafted By: WBL Checked By: SDIS			

# WOOD COUNTY CERTIFIED SURVEY MAP No. \_\_\_\_\_

PART OF LOT 2, WOOD COUNTY CERTIFIED SURVEY MAP NO. 11352, RECORDED, AS DOCUMENT NO. 2023R08680, IN THE NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 21, TOWNSHIP 22 NORTH, RANGE 6 EAST, IN THE CITY OF WISCONSIN RAPIDS, WOOD COUNTY, WISCONSIN

## SURVEYOR'S CERTIFICATE

I, Scott Dischler, a professional land surveyor, certify that I have surveyed, divided, and mapped, all of Lot 2, Wood County Certified Survey Map No. 11352, recorded, as Document No. 2023R08680, in the Northwest 1/4 of the Northeast 1/4 of Section 21, Township 22 North, Range 6 East, in the City of Wisconsin Rapids, Wood County, Wisconsin, which is bounded and described as follows:

Commencing at the North 1/4 corner of said Section 21; thence N89°53'59"E, 35.00 feet to the east line of 24th Street South, and the northwest corner of said Lot 2 and to the Point of Beginning of this description; continue thence N89°53'59"E, along the north line of said Lot 2, 890.60 feet to the northeast corner of said Lot 2; thence S0°11'01"W, along the east line of said Lot 2, 798.72 feet; thence N89°18'52"E, along the easterly line of said Lot 2, 360.10 feet to the west line of 28th Street, and the easterly line of said Lot 2; thence S0°07'09"W, 48.55 feet along said west line of 28th Street, and the easterly line of said Lot 2; thence S0°07'36"E, 170.30 feet continuing along said west line of 28th Street, and the easterly line of said Lot 2, to the southeast corner of said Lot 2; thence S90°00'00"W, along the south line of said Lot 2, 1236.95 feet to the east line of aforesaid 24th Street South, and the southwest corner of said Lot 2; thence N0°38'50"W, along said east line 24th Street South, and the west line of said Lot 2, 1011.75 feet to the Point of Beginning. Said parcel contains 972,382 square feet or 22.33 acres of land, more or less.

That I have made the survey, land division, and map by the direction of IMMANUEL EVANGELICAL LUTHERAN CHURCH. That the map is a correct representation of all the exterior boundaries of the land surveyed and the land division thereof made. That I have complied with Chapter 236 of the Wisconsin Statutes and Chapter 12 of the City of Wisconsin Code of Ordinances in surveying, dividing and mapping the same.



Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Scott Dischler, PLS #2605  
 Vierbicher Associates, Inc.  
 201 E. Main St., Suite 100  
 Reedsburg, WI 53959

M:\Catalyst Development\230272 - Wisconsin Rapids Development\CADD\CSDM.dwg  
 by: wbd  
 20 Nov 2023 - 9:12a

DRAFT

 planners   engineers   advisors Phone: (800) 261-3898		FN: 230272 DATE: 11/20/2023	SURVEYED FOR: IMMANUEL EVANGELICAL LUTHERAN CHURCH 111 11th STREET N WISCONSIN RAPIDS, WI 54494	C.S.M. No. _____  Doc. No. _____  Vol. _____ Page _____	SHEET 2 OF 3
		REV: Drafted By: WBDL Checked By: SDIS			

# WOOD COUNTY CERTIFIED SURVEY MAP No.

PART OF LOT 2, WOOD COUNTY CERTIFIED SURVEY MAP NO. 11352, RECORDED, AS DOCUMENT NO. 2023R08680, IN THE NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 21, TOWNSHIP 22 NORTH, RANGE 6 EAST, IN THE CITY OF WISCONSIN RAPIDS, WOOD COUNTY, WISCONSIN

## OWNER'S CERTIFICATE

IMMANUEL EVANGELICAL LUTHERAN CHURCH, as owner, certifies that said IMMANUEL EVANGELICAL LUTHERAN CHURCH caused the land described on this map to be surveyed, divided, and mapped as represented on this certified survey map. IMMANUEL EVANGELICAL LUTHERAN CHURCH does further certify that this map is required by s. 236.10 or s. 236.12 to be submitted to the following for approval or objection:  
COMMON COUNCIL, CITY OF WISCONSIN RAPIDS

In witness whereof, the said IMMANUEL EVANGELICAL LUTHERAN CHURCH has caused these presents to be signed by

Tim Sullivan, its President and countersigned by Caitlin Shuda, its Secretary, at Wisconsin Rapids, Wisconsin and its seal to be hereunto affixed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

In the presence of:  
IMMANUEL EVANGELICAL LUTHERAN CHURCH

\_\_\_\_\_  
Tim Sullivan, President

\_\_\_\_\_  
Caitlin Shuda, Secretary

State of Wisconsin )  
County of \_\_\_\_\_ )ss.

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, Tim Sullivan, the President and Caitlin Shuda, Secretary, of the above named IMMANUEL EVANGELICAL LUTHERAN CHURCH, to me known to be the persons who executed the foregoing instrument, and acknowledged that they executed the foregoing instrument as such President and Secretary of IMMANUEL EVANGELICAL LUTHERAN CHURCH, by its authority.

\_\_\_\_\_  
Notary Public, State of Wisconsin

\_\_\_\_\_  
Print Notary Name

My Commission expires: \_\_\_\_\_

## CITY OF WISCONSIN RAPIDS COMMON COUNCIL RESOLUTION

### COMMON COUNCIL RESOLUTION

Resolved that this certified survey map, located in the City of Wisconsin Rapids, is hereby approved by the Common Council of the City of Wisconsin Rapids, Wood County, Wisconsin.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_



Signed: \_\_\_\_\_  
Shane E. Blaser, Mayor of the City Wisconsin Rapids

I hereby certify that the foregoing resolution was adopted by the Common Council of the City of Wisconsin Rapids, Wood County, Wisconsin.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

Signed: \_\_\_\_\_  
Jennifer M. Gossick, Clerk of the City Wisconsin Rapids

M:\Catalog\Development\230272 - Wisconsin Rapids Development\CADD\CSM.dwg by: wbul 20 Nov 2023 - 9:25a

 <p>planners   engineers   advisors</p> <p>Phone: (800) 261-3898</p>		FN: 230272 DATE: 11/20/2023 REV:	SURVEYED FOR: IMMANUEL EVANGELICAL LUTHERAN CHURCH 111 11th STREET N WISCONSIN RAPIDS, WI 54494	C.S.M. No. _____ Doc. No. _____ Vol. _____ Page _____	SHEET 3 OF 3
		Drafted By: WEUL Checked By: SDIS			

Resolution # \_\_\_\_\_  
CITY OF WISCONSIN RAPIDS

**[CONDITIONAL USE PERMIT – 1501 24<sup>TH</sup> STREET SOUTH (PART OF PARCEL ID 3409200) – PERSONAL STORAGE FACILITY]**

**BE IT RESOLVED** by the Common Council of the City of Wisconsin Rapids, Wood County, Wisconsin, that based upon the application and after reviewing the Planning Commission record and hearing the testimony of interested parties, the Common Council determines that all conditions required have been met, for Lot 4 on the attached Certified Survey Map and addressed as 1501 24th Street South (Part of Parcel # 3409200), totaling 9.9 acres, City of Wisconsin Rapids, Wood County, Wisconsin, and is hereby granted a Conditional Use Permit to operate a personal storage facility, subject to the attached plans and the following conditions:

1. A natural vegetation buffer shall remain on the north side of the site meeting the B-Type Bufferyard requirement.
2. All required stormwater requirements and permits shall be met and obtained by the applicant.
3. Conditional Use Permit approval is contingent upon Certified Survey Map (CSM) approval identifying the newly proposed lot.
4. Conditional Use Permit approval is contingent upon the concurrent Zoning Map Amendment to B-2 Commercial District.
5. This Conditional Use Permit does not constitute Site Plan Review, which shall occur separately.

Such approval constitutes a Conditional Use under the City’s ordinances.

\_\_\_\_\_  
Shane E. Blaser, Mayor

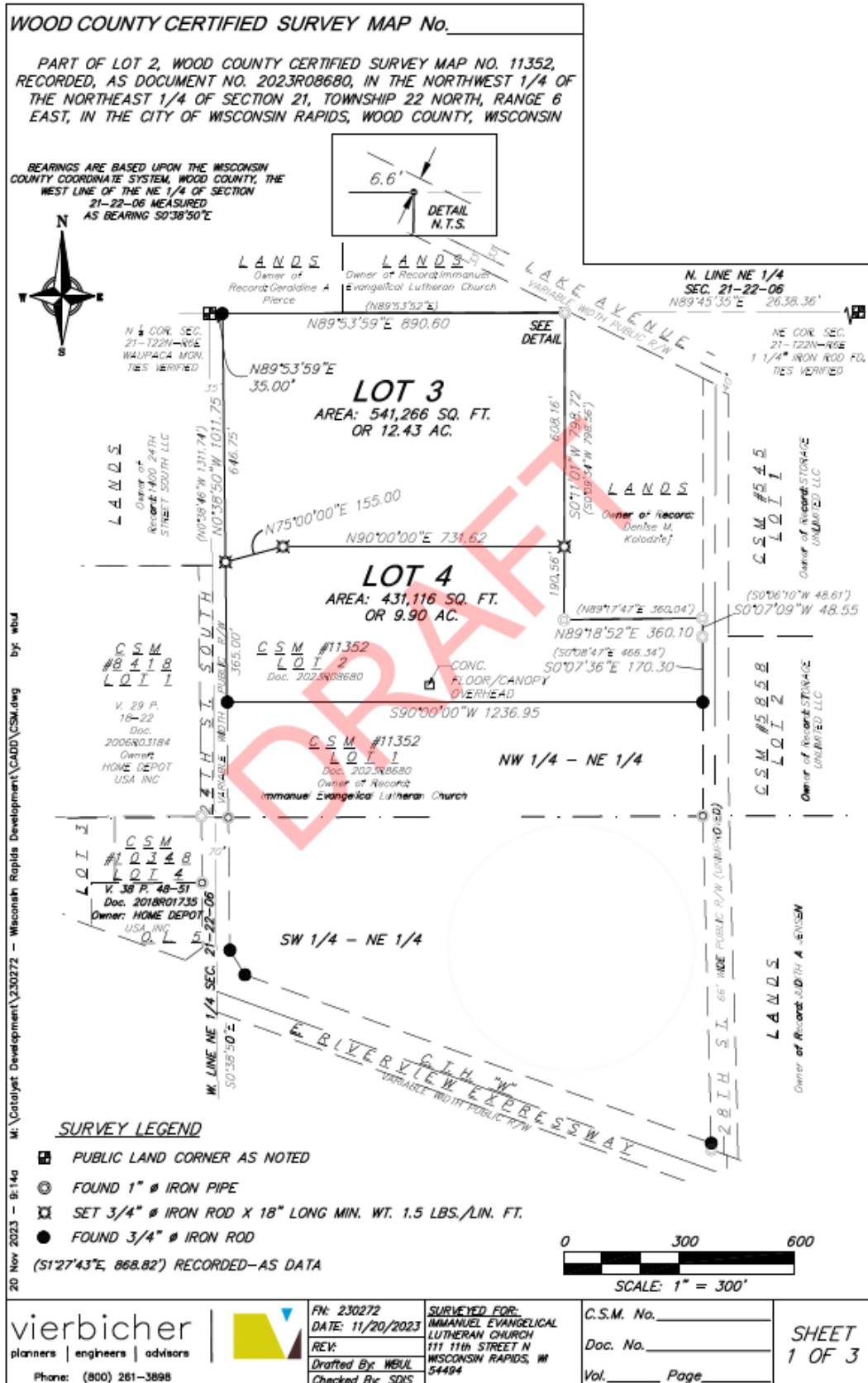
\_\_\_\_\_  
Jennifer M. Gossick, City Clerk

ADOPTED: February 20, 2024  
APPROVED: February 20, 2024  
PUBLISHED:

Attachment 1: Plans



Attachment 1: Draft Survey



# WOOD COUNTY CERTIFIED SURVEY MAP No.

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## SURVEYOR'S CERTIFICATE

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That I have made the survey, land division, and map by the direction of IMMANUEL EVANGELICAL LUTHERAN CHURCH. That the map is a correct representation of all the exterior boundaries of the land surveyed and the land division thereof made. That I have complied with Chapter 236 of the Wisconsin Statutes and Chapter 12 of the City of Wisconsin Code of Ordinances in surveying, dividing and mapping the same.



Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Scott Dischler, PLS #2605  
 Vierbicher Associates, Inc.  
 201 E. Main St., Suite 100  
 Reedsburg, WI 53959

20 Nov 2023 - 9:12a M:\Catalyst Development\230272 - Wisconsin Rapids Development\CADD\CSDM.dwg by: wbul

DRAFT

 planners   engineers   advisors Phone: (800) 261-3898		FN: 230272 DATE: 11/20/2023	SURVEYED FOR: IMMANUEL EVANGELICAL LUTHERAN CHURCH 111 11th STREET N WISCONSIN RAPIDS, WI 54494	C.S.M. No. _____	SHEET 2 OF 3
		REV: _____ Drafted By: WBUL Checked By: SDIS		Doc. No. _____ Val. _____ Page _____	

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## OWNER'S CERTIFICATE

IMMANUEL EVANGELICAL LUTHERAN CHURCH, as owner, certifies that said IMMANUEL EVANGELICAL LUTHERAN CHURCH caused the land described on this map to be surveyed, divided, and mapped as represented on this certified survey map. IMMANUEL EVANGELICAL LUTHERAN CHURCH does further certify that this map is required by s. 236.10 or s. 236.12 to be submitted to the following for approval or objection:  
COMMON COUNCIL, CITY OF WISCONSIN RAPIDS

In witness whereof, the said IMMANUEL EVANGELICAL LUTHERAN CHURCH has caused these presents to be signed by

Tim Sullivan, its President and countersigned by Caitlin Shuda, its Secretary, at Wisconsin Rapids, Wisconsin and its

seal to be hereunto affixed this \_\_\_\_\_ day of \_\_\_\_\_  
\_\_\_\_\_, 20\_\_\_\_.

In the presence of:  
IMMANUEL EVANGELICAL LUTHERAN CHURCH

\_\_\_\_\_  
Tim Sullivan, President

\_\_\_\_\_  
Caitlin Shuda, Secretary

State of Wisconsin )  
County of \_\_\_\_\_ )ss.

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, Tim Sullivan, the President

and Caitlin Shuda, Secretary, of the above named IMMANUEL EVANGELICAL LUTHERAN CHURCH, to me known to be the persons who executed the foregoing instrument, and acknowledged that they executed the foregoing instrument as such President and Secretary of IMMANUEL EVANGELICAL LUTHERAN CHURCH, by its authority.

\_\_\_\_\_  
Notary Public, State of Wisconsin

\_\_\_\_\_  
Print Notary Name

My Commission expires: \_\_\_\_\_

## CITY OF WISCONSIN RAPIDS COMMON COUNCIL RESOLUTION

### COMMON COUNCIL RESOLUTION

Resolved that this certified survey map, located in the City of Wisconsin Rapids, is hereby approved by the Common Council of the City of Wisconsin Rapids, Wood County, Wisconsin.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.



Signed: \_\_\_\_\_  
Shane E. Blaser, Mayor of the City Wisconsin Rapids

I hereby certify that the foregoing resolution was adopted by the Common Council of the City of Wisconsin Rapids, Wood County, Wisconsin.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Signed: \_\_\_\_\_  
Jennifer M. Gossick, Clerk of the City Wisconsin Rapids

20 Nov 2023 - 8:25a M:\Catalyst Development\230272 - Wisconsin Rapids Development\CADD\CSM.dwg by: wbul

 <p>planners   engineers   advisors</p> <p>Phone: (800) 261-3898</p>		FN: 230272 DATE: 11/20/2023 REV:	SURVEYED FOR: IMMANUEL EVANGELICAL LUTHERAN CHURCH 111 11th STREET N WISCONSIN RAPIDS, WI 54494	C.S.M. No. _____ Doc. No. _____ Vol. _____ Page _____	SHEET 3 OF 3
		Drafted By: WBL Checked By: SDS			





**Report of the Finance and Property Committee**

Matt Zacher, Chairperson  
Dean Veneman, Vice-Chairperson  
Jay Bemke

Date of Meeting: February 6, 2024  
Reported to Council: February 20, 2024

The Finance and Property Committee met at 4:04 p.m. on Tuesday, February 6, 2024, in the Council Chambers at City Hall. The meeting was LIVE on Wisconsin Rapids Community Media (WRCM) Spectrum Channel 985 and Solarus Channel 3, online at [www.wr-cm.org](http://www.wr-cm.org) or via WRCM's Roku app and was streamed LIVE on the City of Wisconsin Rapids Facebook page.

All members of the Finance and Property Committee were present.

1. Call to Order

**Chairperson Zacher called the meeting to order at 4:04 p.m.**

2. Consider a request from Mas Rocks LLC, D/B/A Hollyrocks, Mark A. Sparhawk, agent, for Retail Class "B" Fermented Malt Beverages and Retail "Class B" Intoxicating Liquor licenses for the premise located at 114 2<sup>nd</sup> Street North.

**It was moved by Bemke, seconded by Veneman to approve a request from Mas Rocks LLC, D/B/A Hollyrocks, Mark A. Sparhawk, agent, for Retail Class "B" Fermented Malt Beverages and Retail "Class B" Intoxicating Liquor licenses for the premise located at 114 2<sup>nd</sup> Street North. Motion carried, 3-0.**

3. Consider a request from the Parks and Recreation Department to apply to the Legacy Foundation of Central Wisconsin for 3 grants to enhance the Wisconsin Rapids Municipal Zoo. These grants would assist with the addition of a new river otter exhibit, insulation of Helen's House to allow for year-round use, and a new inclusive playground. The total grant request will be \$580,000, with the City's match consisting of \$190,000 from the Teske Fund and \$30,000 from Park Outlay.

**It was moved by Veneman, seconded by Bemke to approve a request from the Parks and Recreation Department to apply to the Legacy Foundation of Central Wisconsin for 3 grants to enhance the Wisconsin Rapids Municipal Zoo. The total grant request will be \$580,000, with the City's match consisting of \$190,000 coming from the Teske Fund and \$30,000 from Park Outlay. Motion carried, 3-0.**

4. Audit of the bills.

**It was moved by Bemke, seconded by Zacher to approve check numbers 19884-20468. Motion carried, 3-0.**

5. Set next meeting date

**The next regular meeting of the Finance and Property Committee is scheduled for Tuesday, March 5, 2024, at 4:00 p.m.**

6. In open session, the Committee may vote to go into closed session under Section 19.85(1)(e) of the Wisconsin Statutes, which reads: "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".

**It was moved by Veneman, seconded by Bemke to go into closed session. Roll call vote was taken. All members voted in the affirmative. Motion carried, 3-0, and the Committee went into closed session.**

7. In closed session, the Committee will discuss negotiations and strategy regarding the following items:

- a. The sale of approximately 367 square feet of City-owned Parcel 34-05612 to an adjacent landowner (1030 3<sup>rd</sup> Street North) to address a garage encroachment issue, and also obtain a storm sewer utility easement over land located at 1030 3<sup>rd</sup> Street North.
- b. The purchase of a 10-foot strip of land from Parcel 34-02592 (340 West Grand Avenue) and the granting of a 20 foot easement for garage and property access for the property located at 340 West Grand Avenue, for purposes of the Dixon Parking Lot redesign and resurfacing.
- c. The sale, disposition, or development of City-owned property in the downtown area known as the Triangle Property.

- d. Extensions of lease agreements in the Centralia Center with the Aging & Disability Resource Center of Central Wisconsin and with Park Place Day Services.

**In closed session, the Committee discussed negotiations and strategy regarding the items listed above.**

8. The Committee will return to open session.

**It was moved by Bemke, seconded by Veneman to return to open session. Motion carried, 3-0, and the Committee returned to open session.**

9. Discuss and consider for approval a resolution regarding downtown development in partnership with Wood County.

**It was moved by Bemke, seconded by Veneman to approve a resolution regarding downtown development in partnership with Wood County. Motion carried, 3-0.**

10. Discuss and consider for approval the sale of approximately 367 square feet of City-owned Parcel 34-05612 to an adjacent landowner (1030 3<sup>rd</sup> Street North) to address a garage encroachment issue, and also obtain a storm sewer utility easement over land located at 1030 3<sup>rd</sup> Street North.

**It was moved by Veneman, seconded by Bemke to approve the sale of approximately 367 square feet of City-owned Parcel 34-05612 to an adjacent landowner (1030 3<sup>rd</sup> Street North) to address a garage encroachment issue, and also obtain a storm sewer utility easement over land located at 1030 3<sup>rd</sup> Street North. Motion carried, 3-0.**

11. Discuss and consider for approval the purchase of a 10 foot strip of land from Parcel 34-02592 (340 West Grand Avenue) and the granting of a 20 foot easement for garage and property access for the property located at 340 West Grand Avenue, as part of the Dixon Parking Lot redesign and resurfacing.

**It was moved by Bemke, seconded by Veneman to approve the purchase of a 10 foot strip of land from Parcel 34-02592 (340 West Grand Avenue) and the granting of a 20 foot easement for garage and property access for the property located at 340 West Grand Avenue, as part of the Dixon Parking Lot redesign and resurfacing. Motion carried, 3-0.**

12. Discuss and consider for approval extensions of lease agreements in the Centralia Center with the Aging & Disability Resource Center of Central Wisconsin and with Park Place Day Services.

**It was moved by Veneman, seconded by Bemke to approve extensions of lease agreements in the Centralia Center with the Aging & Disability Resource Center of Central Wisconsin and with Park Place Day Services as presented. Motion carried, 3-0.**

13. Adjournment.

**It was moved by Bemke, seconded by Veneman to adjourn. Motion carried, 3-0, and the meeting adjourned at 5:11 p.m.**

Form  
**AT-106**

## Original Alcohol Beverage License Application

FOR CLERKS ONLY	
Municipality	
License Period	

**License(s) Requested**

- |   |   |
|---|---|
| <input type="checkbox"/> Class "A" Beer ..... \$ _____            | <input type="checkbox"/> "Class A" Liquor ..... \$ _____            |
| <input checked="" type="checkbox"/> Class "B" Beer ..... \$ _____ | <input checked="" type="checkbox"/> "Class B" Liquor ..... \$ _____ |
| <input type="checkbox"/> "Class C" Wine ..... \$ _____            | <input type="checkbox"/> "Class A" Liquor (Cider Only) \$ _____     |
| <input type="checkbox"/> Reserve "Class B" Liquor \$ _____        | <input type="checkbox"/> "Class B" (Wine Only) Winery \$ _____      |

License Fees	\$
Publication Fee	\$
Background Check	\$
<b>Total Fees</b>	<b>\$</b>

Part A: Premises/Business Information		
1. Legal Business Name (registered entity name or individual's name if sole proprietorship) <i>MAS ROCKS LLC</i>		
2. Trade Name or DBA <del>MAS ROCKS</del> <i>HollyRocks</i>		
3. Premises Address <i>114 2<sup>nd</sup> St North Wisconsin Rapids, WI 54494</i>		
4. County <i>wood</i>	5. Municipality <i>Wisconsin Rapids</i>	6. Aldermanic District
7. Mailing Address (if different from premises address) <i>PO 9211 Tower Road Wisconsin Rapids, WI 54494</i>		
8. FEIN <i>93-4955470</i>	9. Wisconsin Seller's Permit Number <i>456-631557545-04</i>	
10. Premises Phone <i>(715) 423-2619</i>	11. Premises Email <i>hollyrockslc@gmail.com</i>	
12. Entity Type (check one) <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation <input type="checkbox"/> Nonprofit Organization		
13. Premises Description - Describe the building or buildings where alcohol beverages are to be sold and stored. Describe all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. Alcohol beverages may be sold and stored ONLY on the premises described in this application. Attach additional sheets if necessary. <i>- Main Bar Area - 2 sides - Entire first floor</i> <i>- 2 Basements Areas on separate sides of the building</i> <i>- Outdoor Patio / Beer Garden</i>		

Part B: Questions
1. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit a copy of Responsible Beverage Server Training Course Certificate ..... <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
2. Does the applicant business or its partners, officers, directors, managing members, or agent hold a direct or indirect interest in any alcohol beverage wholesaler or producer (e.g., brewer, brewpub, winery, distillery)? ..... <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please explain using the space below. Attach additional sheets if necessary.

Part C: For Corporate/LLC Applicants Only		
1. State of Registration Wisconsin	2. Date of Registration 12/20/23	
3. Is the applicant business owned by another corporation or LLC? If yes, please provide the name and FEIN of the parent company below, include parent company members in Part D, and attach Form AT-103 for all of the parent company's principal members, managers, officers, or directors ..... <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No <span style="float: right;">MS</span>		
Name of Parent Company <del>MSA</del> MASROCKS LLC <span style="float: right;">MS</span>	FEIN of Parent Company 93-4955470 <span style="float: right;">MS</span>	
4. Does the parent company or any of its officers, directors, managing members, or agent hold any direct or indirect interest in any other alcohol beverage wholesaler or producer (e.g., brewer, brewpub, winery, distillery)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please explain using the space below. Attach additional sheets if necessary.		
5. Agent's Last Name <del>WETLAND</del> SPARHAWK <span style="float: right;">MS</span>	Agent's First Name <del>LOVE</del> MARK <span style="float: right;">MS</span>	Phone 715-451-0551 715-422-6308 <span style="float: right;">MS</span>

**Part D: Individual Information**

A Supplemental Questionnaire, Form AT-103, must be completed and attached to this application for each person involved in the applicant business and any parent company as indicated in Part C. Persons in the applicant business include: sole proprietor, all officers, directors, and agent of a corporation or nonprofit organization, all partners of a partnership, and all managing members and agent of a limited liability company.

List the full name, title, and phone number for each person below. Attach additional sheets if necessary.

Last Name	First Name	Title	Phone
Sparhawk	Mark	Member	715-451-0551

Part E: Attestation		
Who must sign this application? <ul style="list-style-type: none"> <li>• sole proprietor</li> <li>• one general partner of a partnership</li> <li>• one corporate officer</li> <li>• one managing member of an LLC</li> </ul>		
<p><b>READ CAREFULLY BEFORE SIGNING:</b> Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.</p>		
Signature Mark Sparhawk	Date 1/19/2024	
Name (Last, First, M.I.) SPARHAWK MARK A.		
Title Sole member	Email mark@SparhawkTruckage.com	Phone 715-451-0551

Part F: For Clerk Use Only		
Date application was filed with clerk 1/24/2024	Date reported to governing body	Date provisional license issued (if applicable)
Date license granted	License number	Date license issued
Signature of Clerk/Deputy Clerk		

# Schedule for Appointment of Agent by Corporation / Nonprofit Organization or Limited Liability Company

Submit to municipal clerk.

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent. The following questions must be answered by the agent. The appointment must be signed by an officer of the corporation/organization or one member/manager of a limited liability company and the recommendation made by the proper local official.

To the governing body of:  Town  Village of WISCONSIN RAPIDS County of WOOD  
 City

The undersigned duly authorized officer/member/manager of MAS ROCKS LLC  
(Registered Name of Corporation / Organization or Limited Liability Company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as HOLLY ROCKS  
(Trade Name)

located at 114 2nd Street North Wisconsin Rapids, WI 54494

appoints Mark Sparhawk  
(Name of Appointed Agent)

9211 Tower Road, Wisconsin Rapids, WI 54494  
(Home Address of Appointed Agent)

to act for the corporation/organization/limited liability company with full authority and control of the premises and of all business relative to alcohol beverages conducted therein. Is applicant agent presently acting in that capacity or requesting approval for any corporation/organization/limited liability company having or applying for a beer and/or liquor license for any other location in Wisconsin?

Yes  No If so, indicate the corporate name(s)/limited liability company(ies) and municipality(ies).

Is applicant agent subject to completion of the responsible beverage server training course?  Yes  No

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? 47 yrs. 9 months

Place of residence last year 9211 Tower Road Wisconsin Rapids, WI 54494

For: MAS ROCKS LLC  
(Name of Corporation / Organization / Limited Liability Company)

By: Mark Sparhawk  
(Signature of Officer / Member / Manager)

Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

### ACCEPTANCE BY AGENT

I, MARK SPARHAWK, hereby accept this appointment as agent for the  
(Print / Type Agent's Name)

corporation/organization/limited liability company and assume full responsibility for the conduct of all business relative to alcohol beverages conducted on the premises for the corporation/organization/limited liability company.

Mark Sparhawk 1/24/24 Agent's age 47  
(Signature of Agent) (Date)

9211 Tower Road Wisconsin Rapids, WI 54494 Date of birth 4/24/76  
(Home Address of Agent)

### APPROVAL OF AGENT BY MUNICIPAL AUTHORITY (Clerk cannot sign on behalf of Municipal Official)

I hereby certify that I have checked municipal and state criminal records. To the best of my knowledge, with the available information, the character, record and reputation are satisfactory and I have no objection to the agent appointed.

Approved on \_\_\_\_\_ by \_\_\_\_\_ Title \_\_\_\_\_  
(Date) (Signature of Proper Local Official) (Town Chair, Village President, Police Chief)

# Legacy Foundation of Central Wisconsin

## FYE 06/30/25 Grant Application - Preliminary Letter of Interest (Phase I)

Legal Name of Organization:  Employer ID # (EIN):  Type of Organization:  501(c)3  Government

### PRIMARY CONTACT INFORMATION

Name of Primary Contact:  Title:

Address:

City:  State:  ZIP Code:

Email:  Phone:

### PROPOSAL INFORMATION

Please give a summary of your request - include convincing rationale, SMART goals, number of people served, geography served, targeted priority areas, collaborators, etc.

*(Use 800 characters or less - be direct and concise - do not attach or send any separate documents)*

**The Wisconsin Rapids Municipal Zoo is in need of a new community playground that will serve as a valuable recreational asset for local residents who visit the zoo or attend events at Helen's House. This project is aimed at creating a safe, inclusive, and engaging space for children and families to enjoy. The playground will feature age-appropriate ADA compliant equipment, and eco-friendly elements, fostering a sense of community and promoting outdoor activities. This initiative aligns with our commitment, and our zoo master plan to enhance the overall well-being being of the community by providing a space for active play and social interaction. We believe that this playground will not only contribute to the physical and social development of children but also strengthen community bonds.**

### PROJECT BUDGET - SUMMARY

<b>Cash Inflows</b>	2025	2026	2027	2028	2029	Later	Total
Legacy Foundation	130,000						130,000
Other Donors	30,000						30,000
Other Income	3,000						3,000
<b>Total Cash Inflows</b>	<b>163,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>163,000</b>
<b>Cash Outflows</b>	2025	2026	2027	2028	2029	Later	Total
Staffing Expenses	3,500	500	500	500	500	500	6,000
Other Operating Expenses							0
Capital Expenditures							0
<b>Total Cash Outflows</b>	<b>3,500</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>6,000</b>

Note: Total Cash Inflows should greater than or equal to Total Cash Outflows for the Project.

# Legacy Foundation of Central Wisconsin

## FYE 06/30/25 Grant Application - Preliminary Letter of Interest (Phase I)

Legal Name of Organization	Employer ID # (EIN)	Type of Organization
<input type="text" value="City of Wisconsin Rapids"/>	<input type="text" value="39-600-5663"/>	<input type="radio"/> 501(c)3 <input checked="" type="radio"/> Government

### PRIMARY CONTACT INFORMATION

Name of Primary Contact	Title	
<input type="text" value="Jacob Klingforth"/>	<input type="text" value="Parks &amp; Building Superintendent"/>	
Address		
<input type="text" value="220 3rd Ave South, Suite 3"/>		
City	State	ZIP Code
<input type="text" value="Wisconsin Rapids"/>	<input type="text" value="WI"/>	<input type="text" value="54495"/>
Email	Phone	
<input type="text" value="jklingforth@wirapids.org"/>	<input type="text" value="715-697-6169"/>	

### PROPOSAL INFORMATION

**Please give a summary of your request - include convincing rationale, SMART goals, number of people served, geography served, targeted priority areas, collaborators, etc.**  
*(Use 800 characters or less - be direct and concise - do not attach or send any separate documents)*

**The Wisconsin Rapids Municipal City Zoo offers free interactive educational opportunities for 18,000 visitors in the 4 months annually during which it is open to the public. We are seeking funding to build an engaging and educational river otter exhibit to enhance visitors' understanding of Wisconsin's wildlife, biodiversity, and conservation. Our project will feature interactive displays, immersive habitats, and educational programs designed to captivate visitors of all ages. A river otter exhibit was a request that was echoed multiple times throughout the public feedback in our Zoo Master Plan.**

### PROJECT BUDGET - SUMMARY

<b>Cash Inflows</b>	2025	2026	2027	2028	2029	Later	Total
Legacy Foundation	200,000						200,000
Other Donors	180,000						180,000
Other Income							0
<b>Total Cash Inflows</b>	<b>380,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>380,000</b>
<b>Cash Outflows</b>							
Staffing Expenses							0
Other Operating Expenses							0
Capital Expenditures							0
<b>Total Cash Outflows</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Note: Total Cash Inflows should greater than or equal to Total Cash Outflows for the Project.

# Legacy Foundation of Central Wisconsin

## FYE 06/30/25 Grant Application - Preliminary Letter of Interest (Phase I)

Legal Name of Organization:  Employer ID # (EIN):  Type of Organization:  501(c)3  Government

### PRIMARY CONTACT INFORMATION

Name of Primary Contact:  Title:

Address:

City:  State:  ZIP Code:

Email:  Phone:

### PROPOSAL INFORMATION

Please give a summary of your request - include convincing rationale, SMART goals, number of people served, geography served, targeted priority areas, collaborators, etc.  
 (Use 800 characters or less - be direct and concise - do not attach or send any separate documents)

The City of Wisconsin Rapids is seeking funding for a project aimed at enabling year-round use of Helen's House at the Wisconsin Rapids Municipal Zoo. By offering energy-efficient, year-round use of this facility, the City will promote sustainability within the community as well as the Parks & Recreation Department. Having Helen's House insulated for winter months will directly benefit residents and non-residents alike who utilize the space for community activities and educational programs, such as Zoozort, Traveling Zoo and Animal Quest. The project would include installing insulation and a gas furnace, creating an energy-efficient facility. This project aligns with our Municipal Zoo's Master Plan to promote sustainable practices while fostering community development.

### PROJECT BUDGET - SUMMARY

Cash Inflows	2025	2026	2027	2028	2029	Later	Total
Legacy Foundation	30,000						30,000
Other Donors	10,000						10,000
Other Income							0
<b>Total Cash Inflows</b>	<b>40,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>40,000</b>
Cash Outflows							Total
Staffing Expenses							0
Other Operating Expenses							0
Capital Expenditures							0
<b>Total Cash Outflows</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Note: Total Cash Inflows should be greater than or equal to Total Cash Outflows for the Project.



## LEASE EXTENSION

**THIS LEASE EXTENSION** is made and entered into this \_\_\_\_\_ day of February, 2024, by and between **CITY OF WISCONSIN RAPIDS**, of Wisconsin Rapids, Wisconsin, (hereinafter called Lessor), and **AGING & DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN**, of Wisconsin Rapids, Wisconsin (hereinafter called Lessee).

**WHEREAS**, the parties have previously entered into a Lease dated November 14, 2003, (hereinafter called Lease) for the premises consisting of 4,600 square feet of space located in the Centralia Center, 220 Third Avenue South, Wisconsin Rapids, Wood County, Wisconsin; and

**WHEREAS**, the parties mutually desire to extend said Lease and make some amendments to the terms as contained in said Lease;

**NOW THEREFORE, IT IS HEREBY AGREED** by and between the parties that the Lease between the parties dated November 14, 2003, shall be extended and amended as follows:

1. Section 5 of said Lease shall be amended to read as follows:

5. TERM

- The term of this lease shall be from January 1, 2024, through December 31, 2028.

2. Section 6 of said Lease shall be amended to read as follows:

6. RENT

- During the first twelve (12) months of this Lease Extension, Lessee shall pay to Lessor rent of Thirty-Six Thousand Three Hundred Eighty-Four Dollars (\$36,384). This annual rent shall be paid in equal monthly installments of \$3,032 payable in advance, on or before the first day of each month, commencing January 1, 2024. All rent is exclusive of electricity, water, sewer, natural gas, heating, and air conditioning costs, which shall be computed in accordance with Section 7 of the Lease.

3. Section 8 of said Lease shall be amended to read as follows:

8. RENTAL ADJUSTMENTS

- At the end of the first 12 months, rental payments for each succeeding year shall be increased by the All Items Consumer Price Index for All Urban Consumers (CPI-U) for the U.S. City Average, 1982-84=100, with a maximum cap of 4% for each year.

4. Section 8A of said Lease shall be amended to read as follows:

8A. OPTION TO EXTEND LEASE

Lessee shall have the option to extend the term of this Lease for two additional and consecutive five (5) year periods, the first option period commencing on January 1, 2029. Each such option shall be exercised only by Lessee timely giving Lessor the written notice thereof as described in Section 8A (a) below; provided, however, Lessee shall be entitled to exercise the options granted herein and the term of this Lease shall, in fact, be extended by reason of such exercise, only if this Lease is in full force and effect and Lessee shall have performed all of the terms, conditions, and provisions hereof on its part to be performed. Lessee's failure to exercise any option granted herein in accordance with this paragraph shall extinguish all subsequent options. In the event that the term of this Lease is, in fact, extended pursuant to the foregoing, then any such extension shall be upon all of the same terms and provisions contained in this Lease, except as expressly set forth in this Section 8A.

- (a) Each option shall be exercised by delivery by Lessee to Lessor a notice of Lessee's intent to exercise the option to extend the lease, at least ninety days prior to the termination of the lease.
- (b) Rent during said option period shall be computed as outlined in Section 8. Lessee's cost of utilities shall be computed as outlined in Section 7.

5. Section 11 of the Lease shall be amended to read as follows:

11. BUILDING REPAIRS AND MAINTENANCE

Lessor shall make necessary and routine structural repairs to the exterior and the public areas of the building. Lessor shall also maintain in good condition and make (i) all repairs to the exterior of the building, the building and premise, structural parts, including foundations and the building roof; and (ii) all repairs to all electric wiring, plumbing, heating, and air conditioning facilities serving the premises other than any of the above installed by Lessee.

6. Section 14 of the Lease shall be amended to read as follows:

14. JANITORIAL AND HOUSEKEEPING SERVICES

The janitorial, housekeeping, and garbage pickup services for Lessee's premises and any common and public areas shall be the obligation of Lessor and done at Lessor's expense.

7. All other terms of said Lease shall remain in full force and effect except as specifically amended herein.

Dated at Wisconsin Rapids, Wisconsin, this \_\_\_ day of February, 2024.

WITNESSES:

LESSOR:  
CITY OF WISCONSIN RAPIDS

\_\_\_\_\_

By: \_\_\_\_\_  
Shane E. Blaser, Mayor

LESSEE:  
AGING & DISABILITY RESOURCE CENTER OF  
CENTRAL WISCONSIN

\_\_\_\_\_

By: \_\_\_\_\_

## LEASE EXTENSION

**THIS LEASE EXTENSION** is made and entered into this \_\_\_\_ day of February, 2024, by and between **CITY OF WISCONSIN RAPIDS**, of Wisconsin Rapids, Wisconsin, (hereinafter called Lessor), and **PARK PLACE, ADULT DAY SERVICES, INC.**, of Wisconsin Rapids, Wisconsin (hereinafter called Lessee).

**WHEREAS**, the parties have previously entered into a Lease dated February 23, 2004, (hereinafter called Lease) for the premises consisting of 2,800 square feet of space located in the Wisconsin Rapids Senior Resource Center, 220 Third Avenue South, Wisconsin Rapids, Wood County, Wisconsin; and

**WHEREAS**, the parties mutually desire to extend said Lease and make some amendments to the terms as contained in said Lease;

**NOW THEREFORE, IT IS HEREBY AGREED** by and between the parties that the Lease between the parties dated February 23, 2004, shall be extended and amended as follows:

1. Section 5 of said Lease shall be amended to read as follows:

5. TERM

- The term of this lease shall be from January 1, 2024, through December 31, 2028.

2. Section 6 of said Lease shall be amended to read as follows:

6. RENT

- During the first twelve (12) months of this Lease Extension, Lessee shall pay to Lessor rent of Twenty-Two Thousand One Hundred Twenty-Four Dollars and Seventy-Six Cents (\$22,124.76). This annual rent shall be paid in equal monthly installments of \$1,843.73 payable in advance, on or before the first day of each month, commencing January 1, 2024. All rent is exclusive of electricity, water, sewer, natural gas, heating, and air conditioning costs, which shall be computed in accordance with Section 7 of the Lease.

3. Section 8 of said Lease shall be amended to read as follows:

8. RENTAL ADJUSTMENTS

- At the end of the first 12 months, rental payments for each succeeding year shall be increased by the All Items Consumer Price Index for All Urban Consumers (CPI-U) for the U.S. City Average, 1982-84=100, with a maximum cap of 4% for each year.

4. Section 8A of said Lease shall be amended to read as follows:

8A. OPTION TO EXTEND LEASE

Lessee shall have the option to extend the term of this Lease for fifteen (15) additional one (1) year periods, the first option period commencing on January 1, 2029. Each such option shall be exercised only by Lessee timely giving Lessor the written notice thereof as described in Section 8A (a) below; provided, however, Lessee shall be entitled to exercise the options granted herein and the term of this Lease shall, in fact, be extended by reason of such exercise, only if this Lease is in full force and effect and Lessee shall have performed all of the terms, conditions, and provisions hereof on its part to be performed. Lessee's failure to exercise any option granted herein in accordance with this paragraph shall extinguish all subsequent options. In the event that the term of this Lease is, in fact, extended pursuant to the foregoing, then any such extension shall be upon all of the same terms and provisions contained in this Lease, except as expressly set forth in this Section 8A.

- (a) Each option shall be exercised by delivery by Lessee to Lessor a notice of Lessee's intent to exercise the option to extend the lease, at least ninety days prior to the termination of the lease.
- (b) Rent during said option period shall be computed as outlined in Section 8. Lessee's cost of utilities shall be computed as outlined in Section 7.

5. Section 11 of the Lease shall be amended to read as follows:

11. BUILDING REPAIRS AND MAINTENANCE

Lessor shall make necessary and routine structural repairs to the exterior and the public areas of the building. Lessor shall also maintain in good condition and make (i) all repairs to the exterior of the building, the building and premise, structural parts, including foundations and the building roof; and (ii) all repairs to all electric wiring, plumbing, heating, and air conditioning facilities serving the premises other than any of the above installed by Lessee.

Lessor waives any claim, past or present, for Lessee to contribute to any capital repairs, capital improvements, capital expenditures, or any remodeling or renovation of the leased premises or the entire Centralia Center property.

When this Lease comes to an end and the Lessee vacates the premises, Lessor and Lessee agree that any improvements made by Lessee, capital or cosmetic, during the original lease terms or the extension of the lease, either in the 5 year extension period or in the periods in which Lessee exercises an option, said improvements shall revert to the ownership of Lessor, and Lessee shall not be required to returned the leased premises to its original condition it was in when Lessee initially inhabited the premises under the February 23, 2004,

Lease. Any future improvements after January 1, 2024, capital or cosmetic, shall be subject to the prior approval of Lessor, whose approval shall not be unreasonably withheld.

6. Section 14 of the Lease shall be amended to read as follows:

14. JANITORIAL AND HOUSEKEEPING SERVICES

The janitorial, housekeeping, and garbage pickup services for Lessee's premises and any common and public areas shall be the obligation of Lessor and done at Lessor's expense.

7. All other terms of said Lease shall remain in full force and effect except as specifically amended herein.

8. The original Lease and this Lease Extension were drafted by the Lessor.

Dated at Wisconsin Rapids, Wisconsin, this \_\_\_ day of February, 2024.

WITNESSES:

LESSOR:  
CITY OF WISCONSIN RAPIDS

\_\_\_\_\_

By:

\_\_\_\_\_  
Shane E. Blaser, Mayor

LESSEE:  
PARK PLACE, ADULT DAY SERVICES, INC.

\_\_\_\_\_

By:

\_\_\_\_\_

Resolution # \_\_\_\_\_(2024)  
CITY OF WISCONSIN RAPIDS

**WISCONSIN RAPIDS & WOOD COUNTY DOWNTOWN DEVELOPMENT**

A RESOLUTION supporting future initiatives to redevelop underutilized City property and right-of-way to address parking needs for the Wood County campus and the downtown area.

WHEREAS, the City of Wisconsin Rapids has determined it is in the public interest to plan for and redevelop the downtown area, including park space, riverfront, private property and right-of-way to enhance transportation, pedestrian connectivity, “walkability”, diversity, visual appeal, and other elements that will enable the city to retain and attract business, and promote tourism and permanent residences; and

WHEREAS, the City of Wisconsin Rapids has a Comprehensive Plan to guide future development and reuse; and

WHEREAS, the City of Wisconsin Rapids has a downtown waterfront plan to guide short-term and long-term improvements to the downtown area, which strengthen the downtown vibrancy and vitality; and

WHEREAS, the City of Wisconsin Rapids, in partnership with a qualified consultant, will be pursuing a new downtown master plan to analyze the past and present downtown environment to identify goals and objectives for the future; and

WHEREAS, the City of Wisconsin Rapids values partnerships with businesses, nonprofits, institutional and civic organizations within the downtown and wishes to improve the downtown environment with which these entities operate; and

WHEREAS, the City of Wisconsin Rapids and Wood County have a genuine working relationship where they collectively strive to collaborate, partner, and cost-share, when necessary, on initiatives related to the above.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF WISCONSIN RAPIDS:

Section 1: That the City of Wisconsin Rapids will entertain interest from Wood County for City property, including City Parking and the Annex Building.

Section 2: That the City of Wisconsin Rapids will analyze and may improve, if necessary, rights-of-way in and around the County Campus, including 1<sup>st</sup> Street North, 2<sup>nd</sup> Street North and Market Street, to enhance public access to the Courthouse, and may discuss the costs of those improvements with Wood County

Section 3. The City of Wisconsin Rapids will collaborate, consider, and plan with Wood County to address County Campus and other property owner parking needs within and around the downtown.

Section 4: The City of Wisconsin Rapids will improve underutilized vacant parcels to improve cohesion within the downtown environment and improve development attractiveness.

Passed, approved and adopted this 20<sup>th</sup> day of February, 2024

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Shane E. Blaser, Mayor

---

Jennifer M. Gossick, City Clerk

ADOPTED:

APPROVED:





## Finance & Property Committee

**Date of Request:** 2/1/24

**Requestor:** Joe Eichsteadt, City Engineer

**Request/Referral:** Consider the sale of approximately 367 square feet of City-owned Parcel 34-05612 to an adjacent landowner (1030 3rd Street North) to address a garage encroachment issue, and also obtain a storm sewer utility easement over land located at 1030 3rd Street North.

**Background information:**

See attached exhibit showing parcel to sell and portion for storm sewer easement.

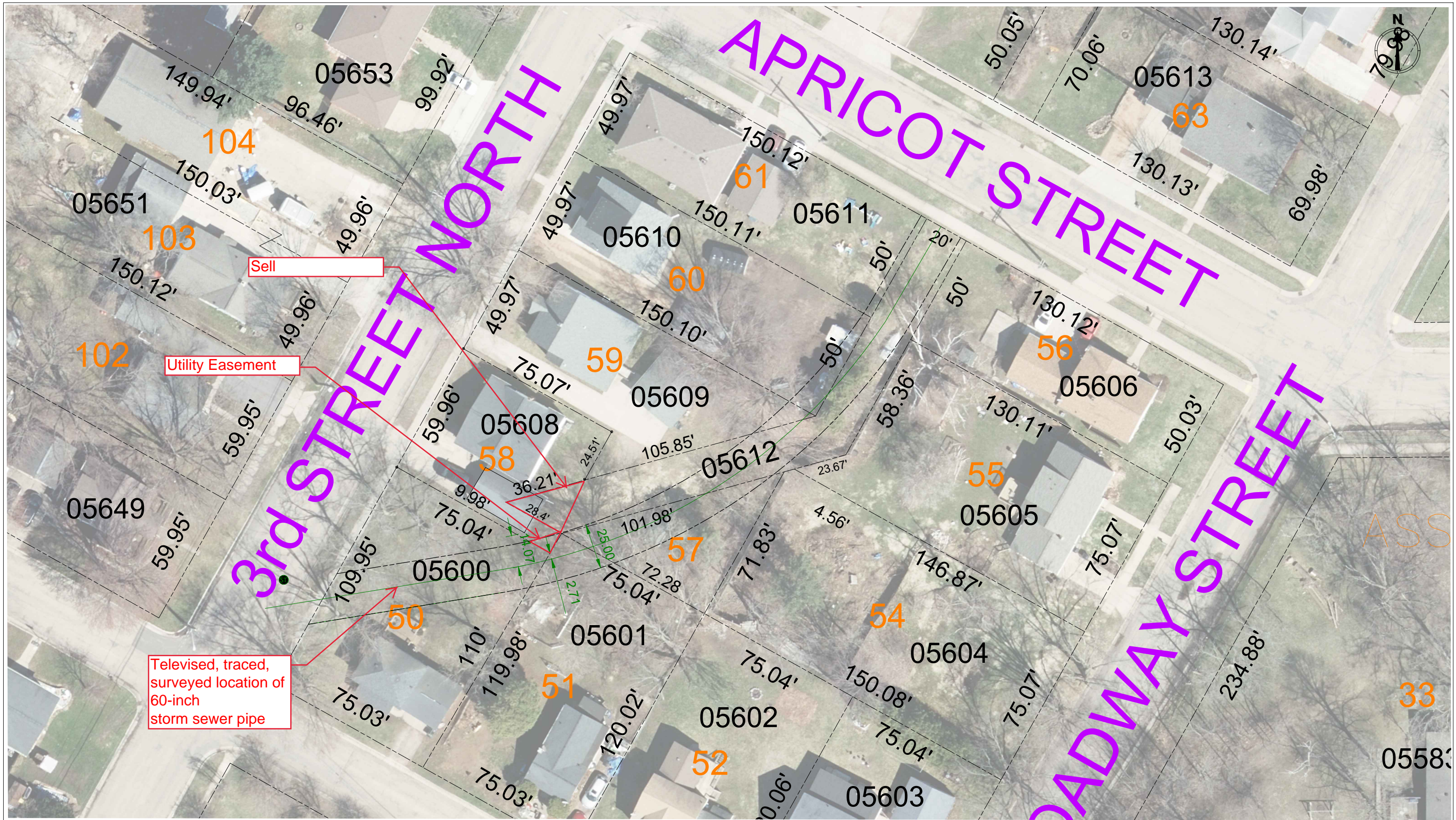
Assessor's Office values 367 sf of property at \$400 (\$1.09/SF)

The buyer's attorney would draft the deed and take care of recording and are in agreement with the storm sewer easement; however, they requested that the City provide the necessary terms of the utility easement.

**Options available:**

**Action you are requesting the committee take:** Sell the requested city-owned property and obtain the necessary utility easement.

**How will the item be financed?** N/A



PROJECT: Storm Sewer Easement

LOCATION: 1030 3rd St N

ENGINEERING DEPARTMENT 444 WEST GRAND AVENUE WISCONSIN RAPIDS, WI 54495 PHONE 715-421-8205 / FAX 715-421-8291				
DRAWN BY: KA	PLOT DATE: 1/9/24			PROJ. NO. 2024-24



## Finance & Property Committee

**Date of Request:** 2/1/24

**Requestor:** Joe Eichsteadt, City Engineer

**Request/Referral:** Consider the purchase of a 10-foot strip of land from Parcel 34-02592 (340 West Grand Avenue) and the granting of a 20 foot easement for garage and property access for the property located at 340 West Grand Avenue, for purposed of the Dixon Parking Lot redesign and resurfacing.

**Background information:**

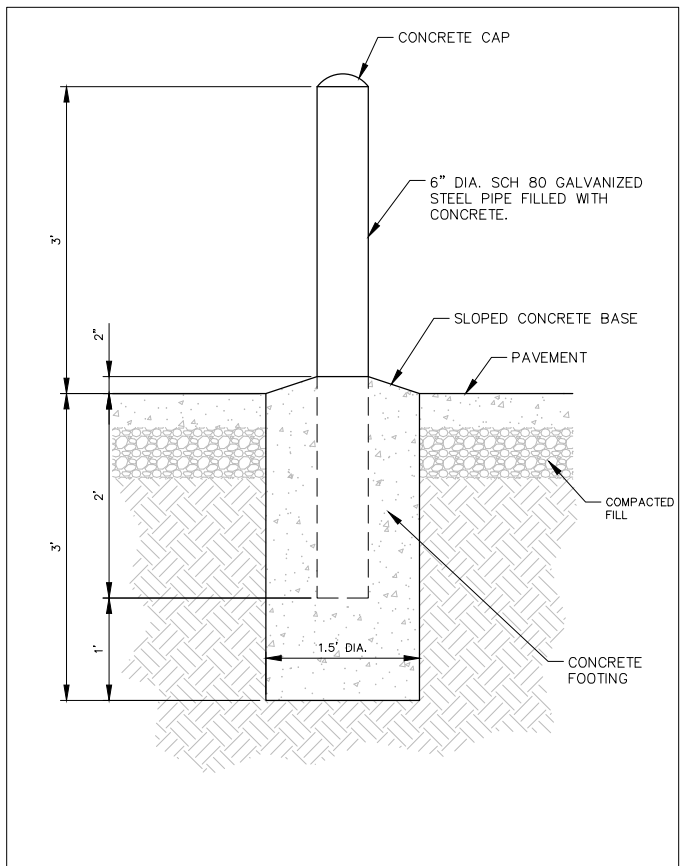
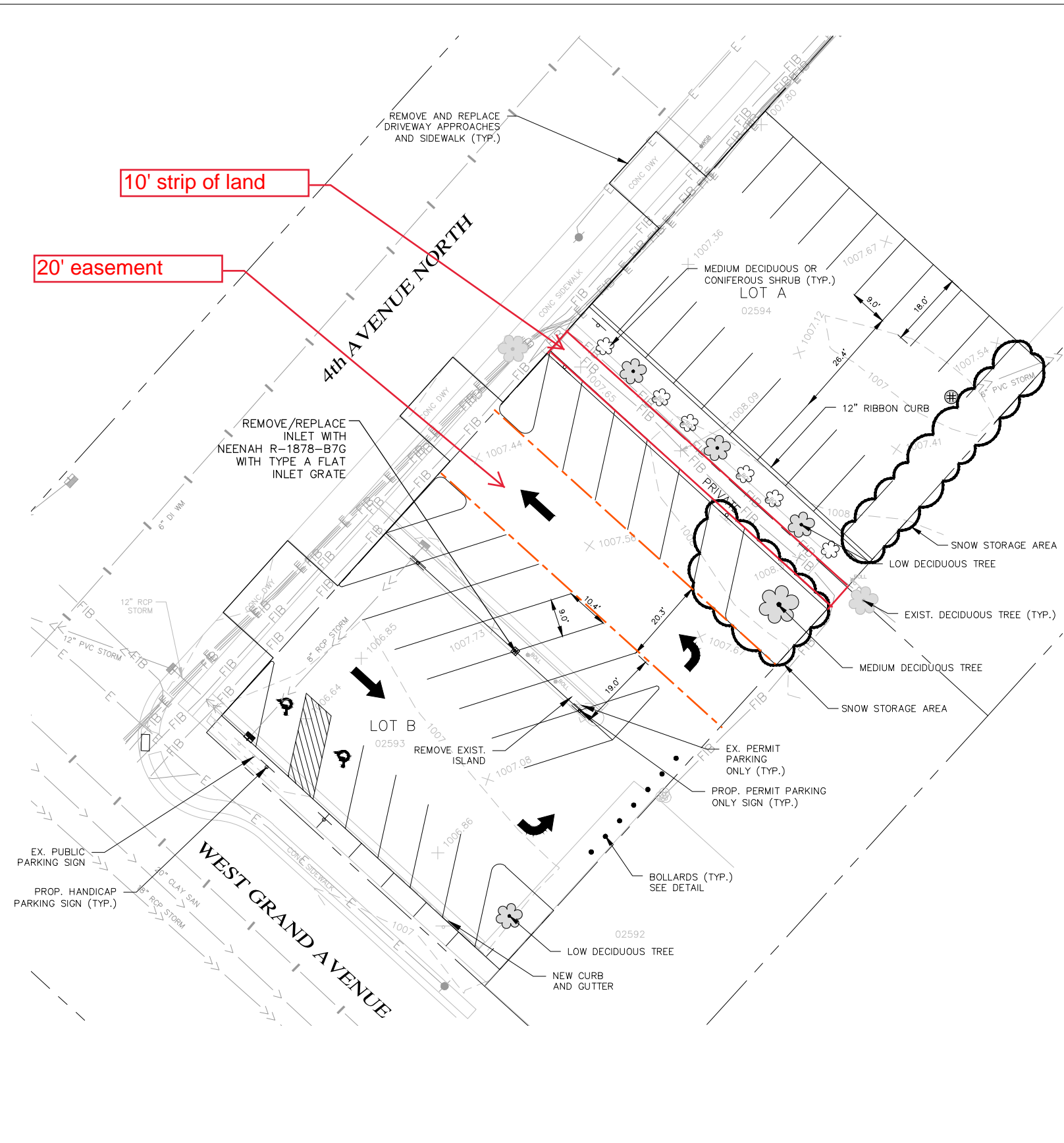
See attached exhibit.

The City and property owner of 340 West Grand Ave discussed the Dixon parking lot improvements and discussed ways to coordinate any improvements of the concrete driveway within the 10-foot strip of land. Through those discussions it became apparent that the 10-foot is not used and that a 20-foot easement across the parking lot would be beneficial. Through discussions the property owner of 340 W Grand is willing to swap the 10-foot strip of land in exchange for the 20-foot easement. The value for the City is that the 10-foot strip of land can be incorporated into the parking lot(s).

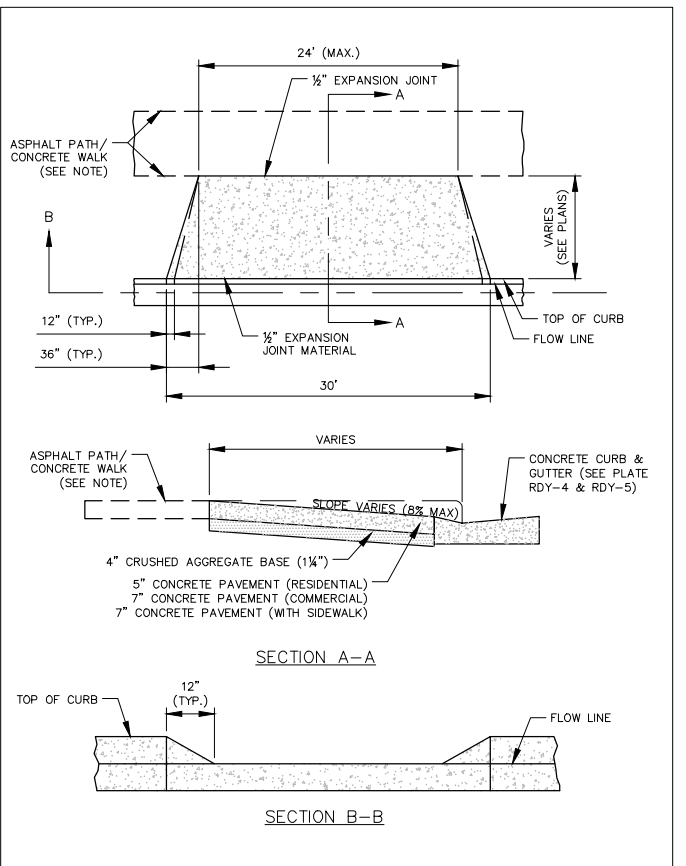
**Options available:**

**Action you are requesting the committee take:** Exchange a 20 foot access easement for the 10-foot strip of property.

**How will the item be financed?**



WISCONSIN RAPIDS BOLLARD STANDARD DETAIL LAST REVISED JAN. 2024



WISCONSIN RAPIDS TYPICAL CONCRETE DRIVEWAY APPROACH & SECTION STANDARD DETAIL LAST REVISED JAN. 2024

Exhibit 14-2. Classification of plants

Type and point value	Botanical name	Common name
Tall deciduous trees (30 points) (40-100 feet)	Acer spp.	maple: red [1], silver [1], sugar [1]
	Castilleja occidentalis	hackberry [1]
	Fragaria spp.	ash [2]
	Ginkgo biloba	Ginkgo (female only)
	Gleditsia triacanthos	honey locust [1]
	Gymnocladus dioica	espresso Kentucky coffeetree
	Quercus spp.	oak: red [1], white [1], pin, bur [1]
	Tilia spp.	linden: basswood [1], redmond, shagbark
	Ulmus spp.	American, ocellate, cothledrat, new holtan (hybrids only)
	Medium deciduous trees (15 points) (20-40 feet)	Aesculus glabra
Betula spp.		birch: river [1], paper [1]
Phellodendron amurense 'Machor'		Machor amur corktree
Prunus spp.		cherry: choke [1], pin [1]
Prunus Maackii		amur chokecherry
Low deciduous trees (10 points) (15-20 feet)	Amelanchier spp.	serviceberry
	Crotaegus spp.	hawthorn: cockspur [1], dotted [1], downy [1], Washington crabapple spp.
	Morus spp.	mulberry
	Sorbus spp.	mountain ash; European, showy [1]
	Prunus americana	American plum
	Ostrya virginiana	torwood
Tall evergreen trees (40 points)	Abies concolor	white fir
	Picea spp.	Spruce: Norway, white
	Pinus spp.	pine: red [1], white [1], Scots
Medium evergreen trees (20 points)	Taxus canadensis	Canada hemlock
	Thuja occidentalis	American arborvitae
Low evergreen trees (12 points)	Juniperus spp.	Juniper: mauribuffen, redcedar [1]
	Thuja spp.	arborvitae: pyramidal, techry
Tall deciduous shrubs (5 points)	Cornus spp.	dogwood: gray [1], pagoda, red [1]
	Rhus spp.	sumac: smooth [1], staghorn [1]
	Syringa spp.	lilac: Chinese, hyacinth
	Viburnum spp.	Viburnum: arrowwood, wayfaringtree, nannyberry [1]
	Corylus americana	American hickory
Medium deciduous shrubs (3 points)	Cotoneaster spp.	cotoneaster
	Forsythia spp.	forsythia: border, early, weeping
	Rosa spp.	rose: Virginia, rugosa
	Berberis thunbergii	Japanese barberry
	Spiraea spp.	spiraea: foetalis, snowmound
Medium evergreen shrubs (5 points)	Juniperus chinensis	Juniper: Pfitzer
	Taxus spp.	yew: Japanese
Low evergreen shrubs (3 points)	Juniperus spp.	Juniper: sargent, creeping, andorra

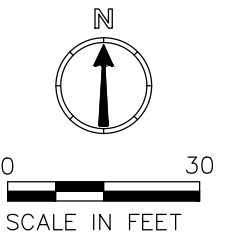
Notes:  
 1. Native to Wisconsin  
 2. Only those species that are not susceptible to the emerald ash borer may be used  
 3. See "A guide to selecting landscape plants for Wisconsin," E.R. Hoeslitz, University of Wisconsin-Extension, Publication A2865 for more plants.  
 4. The above table may include plants that are not suitable for Zones 4a or 4b.

LOT A:  
 6,333.88 SQ.FT. BEFORE RECONSTRUCTION  
 6,349.06 SQ.FT. AFTER RECONSTRUCTION  
 - 16 LANDSCAPE POINTS

LOT B:  
 10,923.87 SQ.FT. BEFORE RECONSTRUCTION  
 10,913.56 SQ.FT. AFTER RECONSTRUCTION  
 - 27 LANDSCAPE POINTS

LANDSCAPE:  
 1 - MEDIUM DECIDUOUS TREE - 15 POINTS  
 4 - LOW DECIDUOUS TREES - 10 POINTS (EA)  
 3 - MEDIUM DECIDUOUS SHRUB - 3 POINTS (EA)  
 3 - MEDIUM CONIFEROUS SHRUB - 5 POINTS (EA)

2 - HANDICAP SIGNS  
 2 - HANDICAP SPACES  
 6 - PARKING PERMIT SIGNS  
 52 - SPACES IN THE PARKING PERMIT AREA  
 22 - ANGLED PARKING SPACES



## REPORT OF THE PUBLIC WORKS COMMITTEE

Tom Rayome

Ryan Austin

Dennis Polach

Date of Meeting: 2/8/2024  
Reported to Council: 2/20/2024

The Public Works Committee met on Thursday, February 8<sup>th</sup>, 2024 in the Council Chambers at City Hall. All members were present. Others attending are listed on the sign-in sheet.

1. Call to order

The meeting was called to order at 5:01 PM

2. Review Engineering & Street Department Monthly Activity Report.

The reports were reviewed.

3. Review request from Melanie Minervini (1722 3<sup>rd</sup> St N) to review, revise and update Ch 27 Parking regarding parking meters and overnight parking 27.13(4)(e).

Melanie Minervini spoke about the concerns with the parking ordinance and is suggesting to add definitions for even and odd, forfeiture amounts for tickets, and removing language about parking meters. Furthermore, Melanie suggested that warnings should be included and overseen by an ordinance officer. Penalty of forfeiture doubling and possibility of vehicle registration should be changed. Lastly, signs should be more than just at corporate limits and have updated language.

Discussion followed regarding overnight parking regulations in the past along with next steps.

The Committee agreed to bring this item back next month along with a draft ordinance with updated and clarified language along with feedback from Chief Hostens.

4. Review and consider proposals for the sale of raw, unscreened compost.

Motion by Austin, second by Polach to accept the proposal from HSU Organics from Wausau, WI for the purchase of 7,133 CY of unscreened compost for \$21,755.65. Motion carried (3-0).

5. Review and consider setting fees for Contractor and Non-resident compost site passes.

Motion by Austin, second by Rayome to set Compost fee rates for Contractors as presented. Motion carried (3-0).

Motion by Tom, second by Polach to set Nonresident compost site passes to \$65.00. Motion carried (3-0).

6. Review bid results for the 2024 Asphalt Paving Contract and consider awarding the project to the low, qualified contractor.

Motion by Austin, second by Rayome to award the project to American Asphalt. Motion carried (3-0).

7. Review bid results for the 2024 Concrete Contract and consider awarding the project to the low, qualified contractor.

Motion by Austin, second by Rayome to award the project to Sommers Construction. Motion carried (3-0).

8. Review and consider modifying the westbound traffic control at the intersection of Two Mile Ave and 1<sup>st</sup> St S to allow right turns without stopping.

Motion by Polach, second by Rayome to install 'Except Right Turn' sign. Motion carried (3-0).

9. Review and consider modifying the eastbound traffic control at the intersection of High St and 4<sup>th</sup> Ave N to allow right turns without stopping.

Motion by Rayome, second by Polach to leave current signage in place. Motion carried (3-0).

10. Review and consider proposals for hazardous material services related to the 2024 Lincoln Street project.

Motion by Austin, second by Rayome to approve Robert E. Lee's proposal to provide hazardous material services for the Lincoln St project. Motion carried (3-0).

11. Discuss and consider Flashing Yellow Arrows at Washington St & STH 54 as well as 8th St and E Riverview Expressway.

Motion by Rayome, second by Polach to apply for a WI DOT SISF Grant. Motion carried (3-0).

12. Review Referral List.

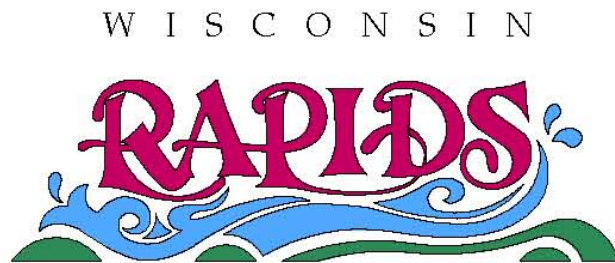
The referral list was reviewed.

13. Set Next Meeting Date

The next regularly scheduled meeting is set for Thursday, March 7<sup>th</sup>, 2024 at 5pm.

14. Adjourn

Motion by Austin, second by Rayome to adjourn at 6:15 PM. Motion carried (3-0).



## **PUBLIC WORKS DEPARTMENT**

1411 CHASE STREET  
WISCONSIN RAPIDS, WI 54495  
(715) 421-8218 FAX (715) 421-8281

### **January 2024**

#### ***Refuse and Recycling***

- Garbage Collection estimate 391.75 tons, 379.51 tons in 2023
- Recycling Collection estimate 88.96 tons, 99.94 tons in 2023

#### ***Construction***

##### **Shorewood Terrace (1<sup>st</sup> Street North – Dead End)**

- Project complete except for finish rake topsoil, seed and mulch

##### **Apricot/ Broadway Street Intersection**

#### Items to complete

- Sidewalk, Curb and Gutter on Apricot, Black dirt Apricot, finish rake topsoil, seed and mulch, Finish Grade and Pave Apricot

##### **Lincoln Street (Peach Street – East Riverview Expressway)**

- Removed trees to prepare for construction

#### ***Streets Maintenance***

- Christmas Tree pickup
- Crushing blacktop at City Pit
- Finished clearing the Right of Way on 48<sup>th</sup> Street North in East Commerce
- Assisted Parks with Tree Care
- Assisted WWLC with water main break
- Preliminary investigation of a Manhole replacement on STH 34
- Took delivery of material's for 2024 Construction prior to price increase
- Hauled scrap metal to metal recycling
- Measured future Chip seal areas
- Cut brush and long grass around storm water pond areas, Two Mile and 16<sup>th</sup> ST, Norton Pond, Zoo Trail Pond
- Plowed a 2" snow event for Training
- Plowed a two-day snow event
- Cleaned up downtown on street parking areas and parking lots
- Winged back snow on highways and areas that drifted in, widened out sidewalks and bike trails
- Sanitary maintenance at 450 Dewey Street
- Maintained rail crossings and switches at East Commerce Center
- Scraped hardpack off streets when temperatures increased

- Reviewed construction plans
- Met with vendor on best trench box use for 21' deep manhole
- Removed snow from Islands on Highways
- Opened uncleared crosswalks around schools and churches
- Cold Patch City Streets
- Open catch basins that were not taking on water
- Swept downtown streets and highways that did not have snow banks
- Assisted with painting at the library
- Cutting brush in right of way on mowing routes
- Reviewed 2024 construction projects
- 

***Paint and Signs***

- Started replacement of the Stop, Yield and regulatory signs that no longer meet the requirements of the MUTCD
- Repaired signs damaged in snow storm
- Provided temporary mailboxes for mailboxes damaged in storm

***Shop and Repairs***

- Routine service work fleet trucks
- Service Police and Fire's fleet
- Finished radiator repair on Construction roller
- Check over snow equipment after use during snow event
- Hard surface excavator buckets
- Replaced Hydraulic pump on garbage truck
- Inspected electric water pumps
- Inspected and repairing small engine tools
- Replaced turbo on 480 Volvo Excavator

**Overtime that occurred in January 2024:**

Snow and Ice Control:	\$18,567.31 for labor to plow and \$1,342.08 to maintain fleet during storm. Budgeted amount for 2024 season is \$121,815.00
Plowing Snow at Airport:	\$235.20 for labor to plow Airport. Non budgeted item, get reimbursed by the Airport
Garbage Collection:	\$436.95 for labor on Holidays and coverage on days off. Budgeted amount for 2024 season \$2242.00
Recycling Collection:	\$626.85 for labor on Holidays and coverage on days off. Budgeted amount for 2024 season \$1121.00
WWLC watermain breaks:	\$231.13 for labor to Assist WWLC with water breaks after hours. Non budgeted item, get reimbursed by WWLC





**ENGINEERING DEPARTMENT**  
**444 West Grand Avenue**  
**Wisconsin Rapids, WI 54495-2780**  
 Engineering (715) 421-8205 FAX (715) 421-8291

## ENGINEERING DEPARTMENT Monthly Activity Report

January 2024

### Permits & Degradation

- 26 Permits/Licenses (25 last month) for asphalt paving (0), driveway grades/concrete pour inspections (0), storm water (0), excavating (9), Street Privilege (0), storm connection (0), permit parking (1), banner (0), environmental testing well (0), contractor licenses (16)
  - 2024 – 26 permits & licenses
  - 2023 – 278 permits & licenses
- 74 Diggers Locates for Storm Sewer & Sanitary Sewer (211 last month)
  - 11 Emergency locates (4 outside of normal business hours)
- Degradation fees this month = \$9,078.57
  - This year = \$9,078.57

### Traffic

- Stop Sign / Yield Sign Requests
- Traffic Study
  - Study is complete for allowing right turn no stop for westbound traffic on Two Mile Ave at 1<sup>st</sup> St S.
  - Study is complete for allowing right turn no stop for eastbound traffic on High St at 4<sup>th</sup> Ave N.
- Vision Issues – N/A
- ITS Standalone Signal Grant
  - 2023 Project @ Expy and W Grand Ave started on September 25<sup>th</sup>. Some punch list items are expected to occur the week of February 5<sup>th</sup> when the new controller will be installed. The green left turn arrow detection will be looked at then.
  - 2024 Project @ Expy and High St and Expy and Chase St – grant was approved and consultant will be updating plans and rebidding in preparation for 2024 construction.
- Signal complaints
  - Flashing Yellow Arrows requested at Expressway and Plover Rd and Plover Rd and Washington St. (January 2024)
- Signal Equipment
  - Spare cabinet is ordered and is expected to arrive week of February 5<sup>th</sup>.

Project Designs/Construction underway:



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**444 West Grand Avenue**  
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Engineering (715) 421-8205 FAX (715) 421-8291

### 2024 Projects

- Contracts
  - Concrete Contract (bid opening 2/8/24)
  - Asphalt Paving Contract (bid opening 2/8/24)
- Design
  - 9<sup>th</sup> St S (Peach St to Chestnut St) – 99%
    - Sewer and Water Permit Applications have been submitted
  - Lincoln St (Expressway to Peach St) – 85%
    - Construction notification letters went out this week
    - A project walk-thru is scheduled for March 26<sup>th</sup>
    - Offer letters are being finalized.
  - Wylie St (8<sup>th</sup> St N to 12<sup>th</sup> St N) – 90%
  - Sewer Manhole Connecting to Rudolph's Force Main – 99%
  - Dixon Parking Lot – 90%
- Bidding Projects
  - Bridge Lighting – data gathering
  - Library alternative ADA entrance – data gathering
- 2025 Projects
  - Preliminary Survey for 2024 and 2025 Projects
    - 14<sup>th</sup> Ave N (W Grand Ave to Fremont St) – 100%
    - McKinley St (8<sup>th</sup> Ave to 14<sup>th</sup> Ave) – 100%
    - E Jackson St (Jackson St Bridge to E Grand Ave) – 100%
    - Mead Field Pickle Ball Courts – 100%
  - Design for future Projects
    - 14<sup>th</sup> Ave N (W Grand Ave to Fremont St) – 50%
    - McKinley St (8<sup>th</sup> Ave N to 14<sup>th</sup> Ave N) – 50%
    - E Jackson St – 0%
    - Mead Field Pickle Ball Courts – pending

### Projects Involving Grants

- 8<sup>th</sup> St S and Wood Ave - Highway safety Improvement Grant (HSIP).
  - Strand was awarded the project 12/20/23 and is pending a successful contract negotiation with the DOT.
  - Request for Qualifications were sent out on 11/17/23 with a due date of 12/8/23.
  - Design will commence in 2024 with construction proposed in 2025
- 8th St S – Lakewood Ln to Whitrock Ave – DOT is working on selecting a design consultant to begin designing this project.



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- Rail Notification – Predictive Mobility Project
  - Project is on hold until the federal government and state government authorize additional funding.

Transportation Utility – 32 account updates in January 2024.

Storm Water Utility – 8 utility updates in January 2024.

- One Mile Cr.
  - Project Update letters will be sent out soon to adjacent property owners notifying them of the status of the project.
  - All easements for the project are now secured.
  - Dredging Permit – Hazardous material discharge permit is ready for approval. The Ch. 30 Permit is continuing to move forward; however, two comments were provided back which appear to be permit conditions once approved:
    - To avoid greatest impacts to amphibians/reptiles, a slow drawdown is required starting in late summer (mid-August) and ending in mid-September. Late summer to early fall drawdowns are preferred.
    - Fisheries also has a window of time from *mid-March to mid-May* where work needs to be avoided.
  - Dam Permit – DNR is reassigning the review of this permit to another staff member as of 12/2/23. The new reviewer has reached out (as of 1/12/24) with some initial questions and responses are being provided.

### Other Highlights

- Reviewed and provided comments for the Road Facility and Sewer Utility for the WI DOT's plans to repave STH 73 from Industrial St toward the west. Project is scheduled for fall of 2024 or spring of 2025.



## Public Works Committee

**Date of Request:** 1/30/2024

**Requestor:** Joe Eichsteadt, City Engineer

**Request/Referral:** Review request from Melanie Minervini (1722 3<sup>rd</sup> St N) to review, revise and update Ch 27 Parking regarding parking meters and overnight parking 27.13(4)(e).

**Background information:**

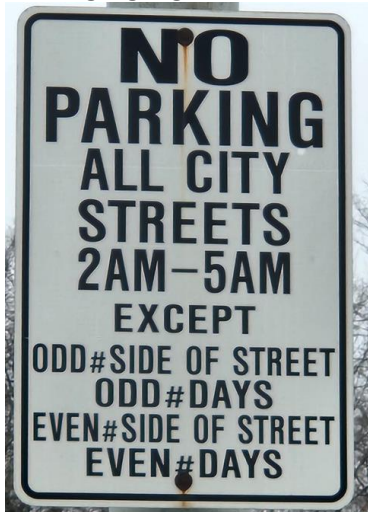
A copy of the ordinance is included with this referral.

- Sections highlighted in yellow pertain to parking meters.
- Sections highlighted in orange pertain to overnight parking.

The current overnight parking ordinance was approved by Council in 2008.

*“Night parking restrictions. When signs have been erected at, or reasonably near, the corporate limits, alternate side parking will be allowed from 2:00 a.m. until 5:00 a.m. on all streets in the City of Wisconsin Rapids unless otherwise posted or exempted by this ordinance. On even-numbered calendar days, all vehicles shall be parked on the even-numbered side of the street. On odd-numbered calendar days, all vehicles will be parking on the odd-numbered side of the street. No person shall park, stop, or leave standing any vehicle in violation of this subsection. In the even of an emergency police order or snow emergency designated by the public works director, chief of police, or their designee(s), alternate side parking shall be suspended. (MC#1074)”*

**Existing Signage**





There are currently 12 signs installed at/near the corporate limits.

Street Ahead	Street Behind	Comments	Street
High St	Wilson St		STH 34
Wilson St	5th Ave N		STH 34
HURLEY ST	SENECA RD	OVERNIGHT PARKING RESTRICTI...	2ND AVE S
1ST ST S	RIVER BIRCH LN	OVERNIGHT PARKING RESTRICTI...	PEPPER AVE
INDUSTRIAL ST	CONDO DR	OVERNIGHT PARKING RESTRICTI...	STH 13 N
TWO MILE AVE	WHITROCK AVE		8TH ST S
KINGSTON RD	26TH ST N		STH 54 E
Snyder St	STH 54 E		CHESTNUT ST
26TH AVE S	GEORGE RD		W GRAND AVE
Shorewood Terrace	Strawberry Ln		1st St N
Woodland Dr	Two Mile Ave		Sampson St
17th Ave N	Brickyard Rd		County Highway F

It is estimated that there are a total of 36 streets entering the corporate limits. This would require adding 24 more signs.

Sign costs - 24x36 sign would cost \$100.00, 24x48 sign would cost \$115.00. Installation would cost \$50.00 - \$150.00 depending on if we needed to install a post or not. Signs could be added at all streets entering the city limits for under \$10,000 (under \$5,000 for materials).

**Options available:**

- 1) Regarding parking meters and general ordinance updates – This is not time sensitive but proposed language can be developed and brought back to committee.
- 2) Regarding overnight parking we can add an example in the ordinance and add additional signage at the corporate limits.

**Action you are requesting the committee take:** TBD

**How will the item be financed?** TBD

- 27.01 Definitions
- 27.02 Coins to be Deposited
- 27.03 Hours of Operation of Meters
- 27.04 Presumptive Violation
- 27.05 Violations
- 27.06 Duty of Police Department
- 27.07 Displaying Violation Tickets
- 27.08 Public Works Department to Install Meters
- 27.09 Collection of Parking Meter Revenue
- 27.10 Use of Parking Meter Revenue
- 27.11 Downtown Limited Time Parking
- 27.12 Parking by Permit
- 27.13 Parking Regulations
- 27.14 Handicapped and Physically Disabled Parking Regulations
- 27.15 Unlawful Removal of Parking Citations
- 27.16 Removal of Illegally Parked Vehicles
- 27.17 Penalties for Meter Violations
- 27.18 Penalties for Parking Violations
- 27.19 Parking Citations

27.01 DEFINITIONS (AS USED IN THIS SECTION)

- (1) **Parking Meter:** means any mechanical device or meter placed or erected for regulation of parking and designed to accept coins of the United States Mint in payment for parking privileges, equipped with a timing device which registers on a visible face or dial the amount of time purchased.
- (2) **Parking Meter Space:** means a space officially designated for vehicular parking indicated by painted lines or other markings or dividers, adjacent to which a parking meter is installed.
- (3) **East Side Downtown Area:** means that portion of the city on the east side of the Wisconsin River bounded by and including Maple Street extended from the river to 3rd Street South; 3rd Street South and North from Maple Street to Jackson and Market Streets; Market Street from Jackson Street to Baker Street; and Baker Street extended from Market Street to the river.
- (4) **West Side Downtown Area:** means that portion of the city on the west side of the Wisconsin River bounded by Goggins Street extended from the river to 3rd Avenue South; 3rd Avenue South from Goggins Street to Johnson Street; Johnson Street from 3rd Avenue South to 4th Avenue South; 4th Avenue South from Johnson Street to West Grand Avenue; West Grand Avenue from 4th Avenue to West Jackson Street and 6th Avenue North; 6th Avenue North from West Grand Avenue to McKinley Street; McKinley Street from 6th Avenue North to 4th Avenue North; 4th Avenue North from McKinley Street to West Jackson Street; and West Jackson Street to the river.

27.02 COINS TO BE DEPOSITED IN METERS.

No person shall stop, stand, or park any vehicle in a parking meter space unless the timing mechanism on the adjacent parking meter has been activated by the deposit of proper coins in accordance with directions appearing on the meter. Failure to deposit the proper coin to set the timing mechanism in operation when so required is a violation of this code.

27.03 HOURS OF OPERATION OF METERS

- (1) The hours of operation of the parking meters are the following except for legal holidays:
  - (a) 9:00 a.m. to 5:00 p.m., Monday through Friday

- (2) The hours of operation are made exempt when authorized by the Common Council except as stated below.
  - (a) Funerals
  - (b) Construction projects.
  - (c) On adjacent property when pre-payment for metered spaces has been received at the rate of \$2.50 per meter stall per day.
  - (d) On- and off-street parking meter stalls at a rate of \$1.00 per week per bag to cover the meters.
  - (e) Official municipal/county/state business, with an official city business card signed by the chief of police and displayed on the vehicle.
  - (f) Conventions and other official business with an official courtesy parking permit displayed on the vehicle.
  - (g) Temporary parking permits issued with a prepayment for metered spaces has been received at the rate of \$2.50 per meter stall per day. Temporary parking permits are not valid in one-hour time limit zones.

#### 27.04 PRESUMPTIVE VIOLATION

The fact that the timing device on any parking meter is not in operation and the mechanical indicator registered "EXPIRED" or "VIOLATION" shall be presumptive evidence that the owner or driver of the vehicle then parked in the space regulated by such parking meter failed to deposit or cause to be deposited the required coin or coins.

#### 27.05 VIOLATIONS

- It shall be unlawful, and a violation of this ordinance, for any person to:
- (1) Cause, allow, permit, or suffer any vehicle registered in the name of, or operated by such person, to be parked overtime, or beyond the period of legal parking time established for any parking space or any parking meter as shown on the meter or to deposit in any parking meter any coin for the purpose of parking beyond the maximum legal parking time for the particular parking meter zone. The parking time that any car shall occupy a parking meter zone cannot be further extended by an operator by further deposits of coins or by allowing a parking ticket to remain on the car and parked vehicles shall be removed promptly by the operator on the expiration of the parking period as provided for by this ordinance of the City of Wisconsin Rapids regulating parking.
  - (2) Permit any vehicle to remain or be placed in any parking space adjacent to any parking meter while said meter is displaying a signal indicating that the vehicle occupying such parking space has already been parking beyond the period prescribed for such parking space.
  - (3) To park any vehicle across any line or marking of a parking space or in such position that the vehicle shall not be entirely within the area designated by such lines or markings. When a parking space in any parking meter zone is parallel with adjacent curb and sidewalk, any vehicle parking in such parking space shall be parked so that the foremost part of such vehicle shall be along side of and next to the parking meter. When a parking space in any parking meter zone is diagonal or perpendicular to the curb or sidewalk, any vehicle parked in such parking space shall be parked with the foremost part of such vehicle directed at the next such meter.

There shall be no diagonal or perpendicular parking of trucks, the overall length is more than 18 feet on streets in the City of Wisconsin Rapids.
  - (4) To deface, injure, tamper with, open, or willfully break, destroy, or impair the usefulness of any parking meter installed under the provisions of this section.
  - (5) To deposit or cause to be deposited in any parking meter, any slug, device, or thing whatsoever other than the coin or coins of the United States of America.

#### 27.06 DUTY OF POLICE DEPARTMENT

- (1) It shall be the duty of the department of police, under the direction of the City Council, to keep account of all violations of this chapter.
- (2) It shall keep an account of an report the number of each parking meter which indicates that the vehicle occupying the parking space adjacent to such parking meter is or has been parked in violation of any of the provisions of this chapter, the date and hour of such violation, to make and to state license number of such vehicle, and any other facts which are necessary to a thorough understanding of the circumstances attending such violation.
- (3) The officer or meter attendant shall attach to such vehicle a notice stating that it has been parked in violation of this chapter, and instructing the owner or operator to report to the department of police in regard to such violation.

27.07 DISPLAYING VIOLATION TICKETS

It shall be unlawful for any person to remove a motor vehicle, upon which a parking meter violation has been placed, from one parking space to another parking space without first removing the parking violation ticket thereon, or to display on a motor vehicle parking with a parking space a parking meter violation ticket from a previous period, or to remove a parking meter violation ticket from one vehicle and place it upon another, different vehicle.

27.08 PUBLIC WORKS DEPARTMENT TO INSTALL METERS

The public works department shall procure, install, and maintain parking meters and mark off individual parking spaces in the parking zones designated in Section 27.01 and 27.02 and in such other zones as may be hereafter established by the Common Council.

27.09 COLLECTION OF PARKING METER REVENUE

It shall be the duty of the department of police to designate some person(s) to make regular collections of the money deposited in said parking meters, and deliver the money to the city treasurer, and it shall be the duty of the city treasurer to count the money and place it in a special fund to be known as the "parking meter fund", which fund shall be used exclusively for the purposes specified in Section 27.13. Such person(s) making such collections shall be bonded in the sum of \$1,000.00 to insure the faithful performance of his/her/their duties.

27.10 USE OF PARKING METER REVENUE

Parking meter revenues will be used as determined by the Common Council in its yearly budget.

27.11 DOWNTOWN LIMITED TIME PARKING

No person shall park, stop, or leave standing any vehicle, whether attended or unattended, for more than two hours from 9 a.m. to 5 p.m., Monday through Friday, in the East Side Downtown Area or West Side Downtown Area, except in areas designated for permit parking where vehicles displaying proper permits may park for periods of longer than two hours and except as may otherwise be designated in this chapter.

27.12 PARKING BY PERMIT

Parking by Permit. Persons whose vehicles display an appropriate permit issued by the city engineer or his designee shall be entitled to park beyond the usual two-hour limit, subject to the restrictions provided herein, in the following designated places in the East Side Downtown Area and West Side Downtown Area.

- (1) Areas where permit parking is allowed are:
  - (a) the city-owned parking area lying between 3rd Avenue and 4th Avenue and north of West Grand Avenue (Dixon Lot, Lot W-2), however the seven parking spaces facing West Grand Avenue shall be two-hour parking and not permit parking.
  - (b) the city-owned parking lot at the southwest corner of 3rd Street North and East Jackson Street from. (Lot E-2)
  - (c) in the city-owned lot located on the south side of East Jackson Street adjacent to the north/south alley between Oak Street and East Jackson Street, the 5 spaces in the southern-most row.
  - (d) the first five (5) spaces south of West Grand Avenue on the west side of 1st Avenue South between West Grand Avenue and Johnson Street.
  - (e) the west side of 1st Street North between East Jackson Street and Baker Street.
- (2) The permit will be a yearly permit, issued on an annual basis; however, the City may decide at any time to cease permit parking at any location, and permittees will be refunded fees on a prorated basis. The fee shall be \$156.00, for space rental, plus a \$4.00 charge for the decal, per year. Subject to earlier termination by the City, the permit will be in effect for one year, beginning September 1 of each year.
- (3) Permit parking as designated above shall be from 7:00 a.m. to 5:00 p.m.
- (4) The Department of Public Works shall maintain policies and application materials consistent with this ordinance which address how spaces are allocated as well as other administrative matters.

27.13 PARKING REGULATIONS



- (1) No Parking.
- (a) Parking Prohibited at all Times
- (1) Streets beginning with the letter "A":
- (a) Airport Avenue, both sides, from 100 feet east of 8th Street South to 100 feet west of 8th Street South (MC#565)
  - (b) Alton Street, the north side, from 16<sup>th</sup> Avenue South to 17<sup>th</sup> Avenue South (MC#1035)
  - (c) Apple Street, both sides, from 8th Street South to 100 feet west of 8th Street South (MC#488)
  - (d) Apple Street, the south side, from the west line of 6th Street South to 100 feet east of 6th Street South
  - (e) Avon Street, the north side, from 34 feet west of 5th Street North to 126 feet east of 5th Street North
  - (f) Avon Street, the north side, from 120 feet east of Market Street to 184 feet east of Market Street
  - (g) Avon Street, the south side, from Market Street to 5th Street North
- (2) Streets beginning with the letter "B":
- (a) Badger Avenue, both sides, west end, west of Lincoln Street
  - (b) Baker Street, both sides, from 75' west of 8<sup>th</sup> Street North to 17<sup>th</sup> Street North (MC#1181) (MC1355)
  - (d) (MC#1181) REPEALED (MC#1304)
  - (f) Birch Street, the north side, from 140 feet east of Garfield Street to Lincoln Street
  - (g) Birch Street, the south side, from Garfield Street to Lincoln Street
  - (h) Birch Street, both sides, from 2nd Street South to Garfield Street
  - (i) Broadway Street, the west side, from Plover Street to 350 feet north (MC#373)
  - (j) Brown Street, the south side, from 1140 feet west of 17th Avenue to 1260 feet west of 17th Avenue (MC#940)
  - (k) Burt Street, from 6<sup>th</sup> Street South to 120 feet east of 6<sup>th</sup> Street South (MC#959)
- (3) Streets beginning with the letter "C":
- (a) Chase Street, the north side, from 10th Avenue South to 50 feet west of 12th Avenue South
  - (b) Chase Street, the north side, from 3rd Avenue South to 7th Avenue South
  - (c) Chase Street, the south side, from 155 feet west of West Riverview Expressway to 50 feet west of 12th Avenue South
  - (d) Chestnut Street, both side, from 50 feet east of 12th Street South to 50 feet west of 12th Street South (MC#611)
  - (e) Chestnut Street, both sides, from 50 feet east of Hill Street to 50 feet west of Hill Street (MC#998) (MC#1304)
  - (f) Chestnut Street, the north side, from 3rd Street South to Garfield Street
  - (g) Chestnut Street, the south side, from 8th Street South to 9th Street South
  - (h) Chestnut Street, the south side, from 180 feet west of 8th Street South to 8th Street South
  - (i) Chestnut Street, the south side, from 276 feet west of Hill Street south to 345 feet west of Hill Street, which is 20' either side of the driveway into 440 Chestnut Street (MC#1060)
  - (j) (MC#1099) (MC#1304)
  - (k) Clyde Avenue, both sides, from 16th Street South to 50 feet west of 16th Street South (MC#532)
- (4) Streets beginning with the letter "D":
- (a) D Street, the cul-de-sac (MC#390)
  - (b) Dale Street, the north end, in the cul-de-sac (MC#1108)
  - (c) Daly Avenue, the north side, from 9th Street South to 10th Street South (MC#1304)
  - (d) Daly Avenue, the south side, from 9th Street South to 10th Street South
  - (e) Dewey Street, both sides, from 8th Street South to 50 feet west of 8th Street South (MC#970) (MC#1304)
  - (f)

- (g) Dewey Street, the south side, from 3rd Street to 430' east of 4th Street (~~MC#757~~) (MC#1160)
  - (h) Dewey Street, the south side, from 40' west of Garfield Street to 25' east of Garfield Street (MC#802)
  - (i) Dewey Street, the south side, from 8th Street South to 9th Street South
  - (j) REPEALED (MC#1304)
  - (k) (MC#1060) REPEALED (MC#1304)
  - (l) REPEALED (MC31302)
- (5) Streets beginning with the letter "E":
- (a) 8th Street North, both sides, from Wisconsin Street to Baker Street
  - (b) 8th Street North, the east side, from Oak Street to Saratoga Street
  - (c) 8th Street North, the west side, from Baker Street to 20 feet north of Baker Street (MC#465)
  - (d) (MC#944) REPEALED (MC#1304)
  - (e) East G Street, the south side, between 8th Street South and 350 feet west of 8th Street South, including the cul-de-sac at the end of the street (MC#956)  
Engler Drive, both sides, from 25<sup>th</sup> Avenue South to 27<sup>th</sup> Avenue South from 7 a.m. to 4 p.m. on school days.
  - (f) East Grand Avenue, both sides, from 50 feet east of 3rd Street to the Grand Avenue Bridge
  - (g) (MC#1263) REPEALED (MC#1304)
  - (h) East Grand Avenue, the north side, from 6th Street South to 9th Street South (MC#1263)
  - (i) East Grand Avenue, the south side, from 3<sup>rd</sup> Street to 4<sup>th</sup> Street, between 8:00 am and 9:00 p.m. (MC#1263) REPEALED (MC#1304)
  - (j) Elm Street, the east side, from Birch Street to Maple Street
  - (k) REPEALED (MC#1304)
- (6) Streets beginning with the letter "F":
- (a) 1st Avenue South, the east side, from Johnson Street to 3rd Avenue South
  - (b) 1st Avenue South, from 2nd Avenue South to 3rd Avenue South (MC#893)
  - (c) REPEALED (MC#1304)
  - (d) (MC#897) (MC#1304)
  - (e) 1st Street North, the east side, from 25 feet south of Plover Street to Plover Street (MC#741)
  - (f) 1st Street North, both sides, between Baker Street and Drake Street (MC#1225)
  - (g) 1st Street North, the east side, from LaVigne Street to Spring Street
  - (h) 1st Street North, the east side, from East Jackson to Market Street (MC#419)
  - (i) 1st Street South, both sides, from East Riverview Expressway to 50 feet south of Daly Avenue
  - (j) 1st Street South, the west side, from Pepper Avenue to 300 feet south of Clyde Avenue (MC#938)
  - (k) REPEALED (MC#1304)
  - (l) 4th Avenue North, the east side, from West Grand Avenue to 271 feet north of West Grand Avenue
  - (m) 4th Avenue South, the west side, from Johnson Street to 87 feet north of Johnson Street
  - (n) 4<sup>th</sup> Street, the east side, from 50 feet south of Birch Street to East Grand Avenue (MC#1184)
  - (o) 4th Street South, the west side, from Birch Street to Dewey Street (MC#1066)
  - (p) (MC#510) (MC#1304)
  - (q) 5th Street North, the west sides, from Avon to Baker Street (MC#398)
  - (r) 5th Street North, the west side, from 140 feet north of Avon Street to Avon Street
  - (s) 5th Street South, the east side, from Dewey Street to Chestnut Street
  - (t) 5th Street North, the cul-de-sac adjacent to East Jackson Street, south of Saratoga

- Street (MC#850)
- (u) REPEALED (MC#1304)
- (v) REPEALED (MC#1304)
- (w) (MC#850) (MC#1304)
- (x) 1st Street North, east side, between Spring Street and north corporate limits (MC#1225)
- (y) 1st Street North, west side, between Riverview Drive and north corporate limits (MC#1225)
- (7) Streets beginning with the letter "G":
  - (a) Gardner Street, both sides, from 3rd Avenue South to 8th Avenue South
  - (b) Garfield Street, the east side, from East Grand Avenue to Witter Street (MC#1096) (MC#1206)
  - (c) Gaynor Avenue, the south side, from 17th Avenue South to 25th Avenue South, except from the former railroad right-of-way to 400 feet west of 17<sup>th</sup> Avenue South. (MC#1181) (MC#1187) (MC#1206)
  - (d) Goggins Street, the south side, from 8th to 10th Avenue South (MC#326)
  - (e) Grape Street, the north side, from 8th Street South to 9th Street South
  - (f) Grove Avenue, both sides, from Lincoln Street to 65 feet west of Lincoln Street (MC#771)
  - (g) (MC1206) REPEALED (MC#1304)
- (8) Streets beginning with the letter "H":
  - (a) Hale Street, the north side, from West Riverview Expressway to 175 feet east of West Riverview Expressway
  - (b) Hale Street, the south side, from West Riverview Expressway to 100 feet east of West Riverview Expressway
  - (c) High Street, both sides, from 4th Avenue North to 7th Avenue North (MC#673)
  - (d) Hill Street, both sides, from 50 feet east of Chestnut Street to 50 feet west of Chestnut Street (MC#998)
  - (e) Huntington Avenue, both sides, from 16th Street South to 50 feet west of 16th Street South (MC#490)
  - (f) Huntington Avenue, the south side, from 10th Street South to 50 feet east of 10th Street South (MC#632)
  - (g) Huntington Avenue, the north side, from 66 feet west of 12th Street South to 257 feet west of 12th Street South (MC#1066)
  - (h) Hill Street, the east side, from Spruce Street to Dewey Street (MC#650)
  - (i) REPEALED (MC#1304)
- (9) Streets beginning with the letter "I":
- (10) Streets beginning with the letter "J":
  - (a) Johnson Street, the north side, from 3rd Avenue South to 4th Avenue South
  - (b) (MC#1109) (MC#1304)
  - (c) Johnson Street, the south side, from 3rd Avenue South to 53 feet west of 3rd Avenue South
- (11) Streets beginning with the letter "K":
  - (a) Kuhn Avenue, both sides, from 8th Street South to 420 feet east of 8th Street South (MC#902)
- (12) Streets beginning with the letter "L":
  - (a) REPEALED (MC#1304)
  - (b) REPLEALED (MC#1317)
  - (c) Lincoln Street, the east side, from Chestnut Street to 150 feet north of Witter Street
  - (d) Lincoln Street, the west side, from D Street to Chestnut Street
  - (e) Lincoln Street, both sides, from Dewey Street to 200 feet south of Daly Avenue
  - (f) Lincoln Street, the west side, from four feet north of the driveway at 1960 Lincoln Street to 115 feet south
  - (g) Lincoln Street, both sides, from East Grand Avenue to the Peach Street-Birch Street

- intersection
- (h) REPEALED (MC#1304)
  - (i) Lincoln Street, the west side, from 72 feet south of Witter Street to 200 feet north of Witter Street (MC#606)
  - (j) Lincoln Street, both sides, from Grove Avenue to 65 feet north of Grove Avenue (MC#771)
  - (k) Locust Street, both sides, from 2nd Street South to 3rd Street South
  - (l) Locust Street, the south side, from 3rd Street South to 4th Street South
  - (m) Love Street, north sides, from 1<sup>st</sup> Street North to 2<sup>nd</sup> Street North.(MC#1304)
- (13) Streets beginning with the letter "M":
- (a) Maple Manor Drive, the south side, from Lincoln Street to 100 feet west of 8th Street South (MC#438)
  - (b) Maple Street, the north side, from 2nd Street South to 3rd Street South
  - (c) Maple Street, the south side, from 2nd Street South to Garfield Street
  - (d) Market Street, the west side, from Jackson Street to Baker Street
  - (e) McKinley Street, the south side, from 4th Avenue North to 50 feet west of 4th Avenue North
  - (f) Mead Circle, the east side (MC#601)
  - (g) REPEALED (MC#1304)
  - (h) Miller Avenue, the south side, from Lincoln Street to 5th Street South (MC#598)
- (14) Streets beginning with the letter "N":
- (a) (MC#348) (MC#1304)
  - (b) 9th Street South, the east side, from Grove Avenue to 190 feet north of Sweet Avenue (MC#896)
  - (c) North Strawberry Lane cul-de-sac
- (15) Streets beginning with the letter "O":
- (a) Oak Street, the north side, from Jackson Street to 6th Street
  - (b) Oak Street, the south side, from Jackson Street to 7th Street
  - (c) Oak Street, the south side, from 2nd Street to 3rd Street
  - (d) Oak Street, the north side, from 3<sup>rd</sup> Street to 4<sup>th</sup> Street (MC#1184)
- (16) Streets beginning with the letter "P":
- (a) Peach Street, both sides, from 6th Street South to 7th Street South
  - (b) Peach Street, the south side, from Lincoln Street to 66 feet east of Lincoln Street (MC#419)
  - (c) Pepper Avenue, both sides, from 8th Street South to 200 feet east of 8th Street South (MC#705)
  - (d) Pepper Avenue, the south side, from 8th Street South to 110 feet west of 8th Street South
  - (e) (MC#398) (MC#1304)
  - (f) Pepper Avenue, the north side, from 7th Street South to 8th Street South
  - (g) Pepper Avenue, the south side, from 50 feet west of 14th Street South to 50 feet east of 14th Street South (MC#771)
  - (h) Pine Street, both sides, from 2<sup>nd</sup> Street South to 3<sup>rd</sup> Street South (MC#1066)
  - (i) REPEALED (MC#1304)
  - (j) Prospect Street, the south side, from 8th Street North to ~~150~~ 50 feet east of 8th Street North (MC#1111)
  - (k) Prospect Street, the north side, from 39 feet west of 11th Street North to 53 feet west of 11th Street North (MC#938)
- (17) Streets beginning with the letter "Q":
- (18) Streets beginning with the letter "R":
- (a) (MC#589) (MC#1304)
- (19) Streets beginning with the letter "S":
- (a) 2nd Avenue South, both sides, from 1st Avenue South to 10th Avenue South
  - (b) 2nd Avenue South, both sides, from May Street to Moyer Street (MC#326)

- (c) 2nd Avenue South, both sides, from 1,000 feet south of Park Street to 200 feet north of West Riverview Expressway (MC#870)
- (d) 2nd Avenue South, the east side, from 200 feet north of Gaynor Avenue to 350 feet south of Gaynor Avenue
- (e) 2nd Avenue South, the west side, from 200 feet north of Gaynor Avenue to 1,000 feet south of Gaynor Avenue
- (f) 2nd Street North, the west side, from LaVigne Street to the Green Bay and Western Railroad property
- (g) 2nd Street North, the west side, from Oak Street to 227 feet north of Jackson Street
- (h) 2nd Street South, the east side, from East Grand Avenue to 50 feet south of East Grand Avenue(MC#1263)
- (i) 6th Avenue North, both sides, from West Grand Avenue to 130 feet north of West Grand Avenue (MC#551)
- (j) 6th Street cul-de-sac off of Oak Street (MC#479)
- (k) 6th Street South, the east side, from East Grand Avenue to Apple Street (MC#1263)
- (l) 6th Street South, the east side, from Dewey Street to 40 feet north of Dewey Street
- (m) 7th Avenue South, the east side, from Goggins Street to Hale Street (MC#436)
- (n) 7th Street North, the west side, from Saratoga Street 200 feet north of Baker Street (MC#479)
- 7th Street South, the east side, from East Grand Avenue to Peach Street (MC#1304)
- (o) 7th Street South, the east side, from East Grand Avenue to Oak Street (MC#342)
- (p) 7th Street South, the east side from Pepper Avenue to 100 feet south of Pepper Avenue (MC#1140)
- (q) 7th Street South, the east side, from Daly Avenue to Pepper Avenue-(MC#1137)
- (s) 16th Avenue North, from West Grand Avenue to 50 feet north of West Grand Avenue (MC#419)
- (t) 16th Street South, both sides, from 100 feet north of Chestnut Street to 100 feet south of Chestnut Street
- (u) 16th Street South, both sides, from 350 feet north of East Riverview Expressway to 300 feet south of East Riverview Expressway
- (v) 16th Street South, east side, from 300 feet south of East Riverview Expressway to 230 feet south of Pepper Avenue
- (w) 16th Street South, both sides, from Wisconsin Street to Baker Street
- (x) 16th Street South, the east side, from 140 feet north of Peach Street to 340 feet north of Peach Street
- (y) 16th Street South, the west side, from 50 feet north of Huntington Avenue to 50 feet south of Huntington Avenue (MC#490)
- (z) 16th Street South, the west side, from 50 feet north of Clyde Avenue to Clyde Avenue (MC#1013)
- (aa) REPEALED (MC#1304)
- (ab) REPEALED (MC#1304)
- (ac) Sherman Street, the south side, from 4<sup>th</sup> Street to Garfield Street (MC#953)
- (ad) Spencer Street, the north side, between 17th Avenue South and 100 feet west of 17th Avenue South (MC#817) (MC#953)
- (ae) Strawberry Lane, the north end and the south end, in the cul-de-sac (MC#1108)
- (pa) (MC#1263) (MC#1304)
- (20) Streets beginning with the letter "T":
  - (a) 3rd Avenue North, the west side, from 100 feet south of West Jackson Street to 375 feet north of West Jackson Street
  - (b) 3rd Avenue South, both sides, from south-bound 8th Avenue South to 1st Avenue South
  - (c) 3rd Avenue South, both sides, from 100 feet north of Johnson Street to 150 north of Chase Street (MC#436)
  - (d) 3rd Avenue South, the east side, from Johnson Street to 77 feet north of Johnson

Street

- (e) 3rd Avenue South, the west side, from 240 feet south of May Street to 310 feet south of May Street (MC#844)
- (f) REPEALED (MC#1304)
- (g) 3rd Street South, both sides, from East Grand Avenue to East Riverview Expressway (MC1338)
- (h) (MC#344) (MC#1304)
- (i) 10th Avenue, the east side, from West Grand Avenue to 50 feet north of West Grand Avenue (MC#861)
- (j) 12th Avenue North, both sides, north end of the street to the cul-de-sac
- (k) 12<sup>th</sup> Street South, the west side, from East Grand Avenue to 100 feet south of East Grand Avenue (MC#998)
- (l) 12th Street South, the east side, from 50 feet north of Chestnut Street to 50 feet south of Chestnut Street (MC#1276)
- (m) 12th Street South, the west side, from 21 feet south of Chestnut Street to 71 feet north of Chestnut Street (MC#930)
- (n) 12th Street South, the east side, from 64 feet north of East Riverview Expressway to 240 feet south of East Riverview Expressway
- (o) 12th Street South, the west side, from 150 feet north of the East Riverview Expressway to 240 feet south of East Riverview Expressway
- (p) (MC#347) (MC#1304)
- (q) 23rd Avenue South, the west side, from 43 feet south of Wickham Avenue to 83 feet south of Wickham Avenue (MC#921)
- (r) 24th Street South, the west side, from 140' south of Oak Street to 160' south of Oak Street (MC#932)
- (s) 25th Avenue North, both sides, from West Grand Avenue to the CN railroad tracks (MC#937)
- (t) 26th Street North, the west side, from STH 54 (Plover Road) to 100 feet south of STH 54 (Plover Road) (MC#961)
- (u) 26<sup>th</sup> Street North, the east side, from STH 54 (Plover Road) to 250 feet south of STH 54 (Plover Road) (MC#961)
- (v) 29th Avenue South, both sides, from 100 feet north to 100 feet south of Pioneer Road (MC#773) (MC#1304)
- (w) 29th Street North right-of-way, between Norton Street and Amundson Street (MC#457)
- (x) Two Mile Avenue, the north side, from 8th Street South, 9<sup>th</sup> Street South (MC#584) (MC#1304)
- (y) Two Mile Avenue, both sides from Cliff Street to Murwin Circle (MC#855)  
Two Mile Avenue, the south side, from 7<sup>th</sup> Street South to Lincoln Street (MC#1304)
- (z) Two Mile Avenue, the south side, from 100 feet east of 8th Street South, Weeping Willow Drive (MC#565) (MC1304)  
Two Mile Avenue, the south side, from 300 feet west of 14<sup>th</sup> Street South to 16<sup>th</sup> Street South. (MC#1304)
- (aa) Two Mile Avenue, the north side, from 720 feet west of 8<sup>th</sup> Street South to 630 feet west of 8<sup>th</sup> Street South. (MC#1209)
- (21) Streets beginning with the letter "U":
- (22) Streets beginning with the letter "V":
- (23) Streets beginning with the letter "W":
  - (a) Walnut Street, the north side, from 3rd Street South to Elm Street  
Walnut Street, the south side, from 2<sup>nd</sup> Street South to 3<sup>rd</sup> Street South (MC#1304)
  - (b) Washington Street, the south side, from 334 feet west of 32nd Street North to 386 feet west of 32nd Street North (MC#599)
  - (c) Washington Street, the south side, from 559 feet west of 32nd Street North to 644 feet west of 32nd Street North (MC#601)
  - (d) Washington Street, the south side, from 1008 feet west of 32nd Street to 1075 feet

- west of 32nd Street North (MC#601)
- (e) Webb Avenue, the cul-de-sac (MC#450)
- (f) West Grand Avenue, the north side, from 2nd Avenue to the Grand Avenue Bridge
- (g) (MC#916) (MC#1304)
- (h) Wisconsin Street, both sides, from 5th Street North to 100 feet east of 5th Street North
- (i) Witter Street, the north side, from Lincoln Street to 50 feet west of Lincoln Street (MC#1064)
- (j) (MC#1066) (MC#1304)
- (k) Witter Street, the south side, from 2nd Street South to 3rd Street South
- (l) Witter Street, the north side, from 3<sup>rd</sup> Street South to 50' west (MC#1068)
- (m) Wood Avenue, the north side, between Sampson Street and Cliff Street (MC#995)
- (24) Streets beginning with the letter "X":
- (25) Streets beginning with the letter "Y":
- (26) Streets beginning with the letter "Z":
- (27) All Alleys.
- (b) Parking, Stopping, or Standing Prohibited. No person shall park, stop, or leave standing, any vehicle for any purpose upon the following streets, or parts of street at any time:
  - (1) 2nd Avenue South, both sides, from Hurley Street to Seneca Road (MC#349)
  - (2) 4th Avenue North (State Highway 34), both sides, from Bonow Avenue to the north city limits
  - (3) 4th Avenue North, both sides, from West Jackson Street to Fremont Street
  - (4) 4th Avenue South, the east side, from Johnson Street to West Grand Avenue
  - (5) 6<sup>th</sup> Street South, the east side, from Peach Street to Apple Street, between 6:00 a.m. and 6:00 p.m. on school days. "School days" is defined as September 1 to June 15. (MC #1142)
  - (6) 7th Street North west side, from 200 feet north of Baker Street to Drake Street (MC#547)
  - (7) 8th Street South, both sides, from Oak Street to the south city limits
  - (8) 11th Street North, the east side, from Oak Street to Prospect Street (MC#764)
  - (9) (MC#796) REPEALED (MC#1306)
  - (10) (MC#1053) REPEALED (MC#1306)
  - (11) (MC#1053) REPEALED (MC#1306)
  - (12) (MC#1053) REPEALED (MC#1306)
  - (13) (MC #1053) REPEALED (MC#1306)
  - (14) Baker Drive, both sides, from 17th Street North to Washington Street
  - (15) East Grand Avenue, the south side, from Lincoln Street to 160 feet east of 6th Street South (MC#1263)
    - (a) East Grand Avenue, the south side, from 7<sup>th</sup> Street South to 9<sup>th</sup> Street South (MC#1263)
  - (16) East Jackson Street, both sides, from the Jackson Street Bridge to East Grand Avenue
  - (17) Grand Avenue Bridge, both sides, entire length of the bridge
  - (18) Oak Street, the south side, the 700 block (MC#364)
  - (19) Oak Street, both sides, from 50 feet east of 11th Street to 50' west of 11th Street (MC#913)
  - (20) Peach Street, from S.T.H. 54 (East Riverview Expressway) to 32nd Street South (MC#852)
  - (21) Riverview Expressway, both sides, and including the entire length of the bridge
  - (22) West Grand Avenue, both sides, from 4th Avenue to the west city limits
  - (23) (MC#1306)
  - (24) West Jackson Street, both sides, from West Grand Avenue through the entire length of the Jackson Street Bridge (MC#1306)
    - Two Mile Avenue, the north side, from 7<sup>th</sup> Street South to 8<sup>th</sup> Street South (MC#1306)
- (c) Parking Prohibited During Certain Periods. No person shall park or leave standing, any vehicle upon any of the following streets or parts of streets at the time indicated, except temporarily for the purpose of and while actually engaging in receiving or discharging passengers:
  - (1) (MC#1307)
  - (2) 6<sup>th</sup> Street South, the east side, from Dewey Street to Dale Street, from 3:00 a.m. to 8:00 a.m.

- (MC#1024)
- (3) 6<sup>th</sup> Street South, the west side, from Peach Street to Apple Street, between 6:40 a.m. and 7:30 a.m. and 2:15 p.m. to 3:00 p.m. on school days, with 5 minutes for loading and unloading. "School days" is defined at September 1 to June 15 (MC#1142)
  - (4) 7<sup>th</sup> Street South, the west side, from Peach Street to Apple Street, from 6:00 a.m. to 6:00 p.m.
  - (5) 8<sup>th</sup> Street North, the west side, from 200 feet north of Oak Street to Saratoga Street, from 7:30 a.m. to 4:30 p.m. on school days.
  - (6) 10<sup>th</sup> Avenue North, the east side, Fremont Street north to the railroad tracks, Monday through Friday, 7:00 a.m. to 5:00 p.m.
  - (7) 10<sup>th</sup> Avenue North, the west side, Butler Street north to the railroad tracks, Monday through Friday, 7:00 a.m. to 5:00 p.m.
  - (8) 12<sup>th</sup> Street South, the west side, from Chestnut Street to East G Street, from 7:30 a.m. to 4:30 p.m., on school days (MC#730)
  - (9) REPEALED(MC#1317)
  - (10) 16<sup>th</sup> Street South, the west side, from 300 feet south of East Riverview Expressway to Clyde Avenue, between 7:30 a.m. and 4:30 p.m., on school days (MC#844)
  - (11) 17<sup>th</sup> Avenue, the west side, from Alton Street to Essex Street, from 7:30 a.m. to 4:30 p.m., on school days (MC#677)
  - (12) Alton Street, the south side, from 17<sup>th</sup> Avenue South to 50 feet east of 16<sup>th</sup> Avenue South, from 7:30 a.m. to 4:30 p.m. on school days.
  - (13) REPEALED (MC#1334)
  - (14) Cindy Court, Michael Court to the cul-de-sac, between 7:30 a.m. and 4:30 p.m. on school days (MC#878)
  - (15) East G Street, the south side, from 9<sup>th</sup> Street South to 135 feet west, between 8:00 a.m. and 5:00 p.m., Monday through Friday (MC#352)
  - (16) Essex Street, the north side, from 17<sup>th</sup> Avenue South to 75 feet west of 17<sup>th</sup> Avenue South, between 7:30 a.m. and 4:30 p.m., on school days (MC#937)
  - (17) (MC#1307)  
Fremont Street, the north side, from 9<sup>th</sup> Avenue North to 10<sup>th</sup> Avenue North, except Saturday, Sundays, and holiday. (MC#1307)
  - (18) James Court, both sides, from the south cul-de-sac to the north cul-de-sac, between 7:30 a.m. and 4:30 p.m., on school days (MC#881)
  - (19) Lincoln Street, the west side, from Birch Street to 135 feet South of Birch Street, 7:30 a.m. to 4:30 p.m., on school days (MC#354)
  - (20) (MC#1307)
  - (21) Maple Street, the north side, from 3<sup>rd</sup> Street South to 4<sup>th</sup> Street South, from 7:00 a.m. to 5:00 p.m. (MC#432)
  - (22) Michael Drive, from 16<sup>th</sup> Street South to Michael Drive, from 7:30 a.m. to 4:30 p.m., on school days (MC#878)
  - (23) Oak Street, the north sides, from 8<sup>th</sup> Street to 80 feet east of 8<sup>th</sup> Street, between 7:00 a.m. and 4:30 p.m. (MC#382)
  - (24) Oak Street, the south side, from 8<sup>th</sup> Street to 145 feet east of 8<sup>th</sup> Street, between 7:00 a.m. and 4:30 p.m. (MC#382)
  - (25) Pepper Avenue, the north side, from 15<sup>th</sup> Street South to 16<sup>th</sup> Street South, between 7:30 a.m. and 4:30 p.m., on school days (MC#398)  
Hill Street, the west side, from Mead Street to Garfield Street (MC#1307)  
Mead Street, the north side, from Hill Street to Garfield Street, between 7:30 a.m. and 4:30 p.m. on school days (MC#1307)  
Pepper Avenue, the south side, from 16<sup>th</sup> Street South to 100 feet west of 16<sup>th</sup> Street South, on school days (MC#1307)
- (d) No Parking Except Authorized Vehicles. Except as herein permitted, no person shall park, stop, or leave standing, any vehicle, in the following places unless authorized by permit issued by the City of Wisconsin Rapids or by any official traffic control sign.
- (1) 1<sup>st</sup> Street North, both sides, the first spaces south of East Jackson Street, except for



- handicapped parking (MC#782)
- (2) (MC#782) (MC#1308)
  - (3) 1st Street North, the west side, the first two spaces north of Oak Street, except for handicapped parking (MC#782)
  - (4) 2nd Avenue North, west side, the first space north of West Grand Avenue, except for handicapped parking for a time limit of 25 minutes (MC#975)
  - (5) 2nd Street North, the east side, the first space north of Oak Street, except for handicapped parking (MC#782)
  - (6) 2nd Street South, the west side, the first space north of Birch Street, except for handicapped parking (MC#687)
  - (7) 2nd Street South, both sides, the first space north of East Grand Avenue, except for handicapped parking (MC#782)
  - (8) 2nd Street South, both sides, the first space south of Oak Street, except for handicapped parking (MC#782)
  - (9) 2<sup>nd</sup> Street South, the west side, the first two spaces south of Maple Street, except for emergency vehicles. (MC#1122)
  - (10) 4th Avenue North, the west side, the 14th and 15th spaces north of West Grand Avenue, except for handicapped parking. (MC#614)
  - (11) 4<sup>th</sup> Street South, the west side, the first parking space south of East Grand Avenue, except for handicapped parking. (MC#1098)
  - (12) (MC#531) (MC#1308)
  - (13) 10th Avenue North, the east side, the first two spaces south of Fremont Street, except handicapped parking (MC#434)
  - (14) (MC#601) (MC#1308)
  - (15) 11th Street North, the west side, from 103 feet north of Oak Street to 117 feet north of Oak Street, except for handicapped parking (MC#377)
  - (16) Avon Street, the north side, the first parking space east of Market Street, except handicapped parking for "jurors only". (MC#1131)
  - (17) (MC#373) (MC#1308)
  - (18) Chestnut Street, the north side, from 365 feet east of Hill Street to 405 feet east of Hill Street, except handicapped parking (MC#731)
  - (19) City hall parking lot adjacent to the west side of city hall, bounded by West Jackson Street and West Grand Avenue. On the east side, the first four southern-most spaces are assigned to city police department employees' vehicles. The next three spaces shall be assigned as follows: police administrator, police administrator, and chief of police. The remaining spaces shall be for official police vehicles. The west side, the three southern-most spaces assigned to city police department employees' vehicles; the next space is motorcycle parking; the next five spaces are official police vehicles; the next space is motorcycle parking; and the next two are assigned to city police department employees' vehicles. All private vehicles must have tan-colored "City Employee Parking Permit" tags. (MC#556)
  - (20) City hall parking lot adjacent to the north side of the city hall, bounded by West Jackson Street, except the 6<sup>th</sup> and 7<sup>th</sup> spaces from the east end for loading zone for city proposes between 7:00 a.m. and 5:00 p.m., Monday through Friday, except holidays. The remaining spaces for the police department employees' vehicles All private vehicles must have "City Employee Parking Permit" tags. (MC#765) (MC#1308)
  - (21) (MC#649) REPEALED (MC#1308)
  - (22) Fremont Street, the south side, the first two spaces east of 10th Avenue North, except handicapped parking (MC#434)
  - (23) Garfield Street, the west side, from 15 feet south of Chestnut Street to 40 feet south of Chestnut Street, except for handicapped parking (MC#743)
  - (24) Johnson Street, the south side, from 41 feet east of 4<sup>th</sup> Avenue South to 61 feet east of 4<sup>th</sup> Avenue South, except for handicapped parking. (MC#1109)
  - (25) Market Street, the east side, the 1<sup>st</sup> and 2<sup>nd</sup> spaces south of Baker Street, except handicapped parking, (MC#980) (MC#1308)

- (26) Market Street, the east side, the 3rd space south of Baker Street, except for taxicab pickup and delivery only for a time limit of 25 minutes (MC#980)
  - (27) Peach Street, the south side, from 66 feet east of Lincoln Street to 90 feet east of Lincoln Street, except handicapped parking (MC#419)
  - (28) West Grand Avenue, the north side, the first space west of 1st Avenue S, except for taxicab pickup and delivery only (MC#1239)
- (e) Parking Prohibited During Certain Periods Except for Authorized Vehicles. No person shall park or leave standing, any vehicle upon any of the following streets or parts of street at times indicated, except authorized vehicles, or by authorized permit issued by the City of Wisconsin Rapids, or by an official traffic control sign.
- (1) REPEALED (MC#1309)
  - (2) (MC#442) REPEALED (MC#1309)
  - (4) (MC#636) REPEALED (MC#1309)
  - (5) 10th Avenue South, the west side, from 300 feet north of 2nd Avenue South to 600 feet north of 2nd Avenue South, between 7:30 a.m. and 4:30 p.m., on school days, except school bus loading
  - (6) 11th Street North, the west side, from 185 feet north of Oak Street to Prospect Street, between 7:00 a.m. and 4:00 p.m., on school days, except school bus loading
  - (7) 12th Street South, the west side, from Huntington Avenue to 140 feet north of Huntington Avenue, from 8:00 a.m. to 5:00 p.m., except used as a loading zone (MC#650)
  - (8) 12th Street South, the east side, from 120 feet south of Chestnut Street to 350 feet south of Chestnut Street, between 7:30 a.m. and 4:30 p.m., on school days, except school bus loading
  - (9) 13th Avenue South, the west side, from 420 feet south of Alton Street to 625 feet south of Alton Street, between 7:30 a.m. and 4:30 p.m., on school days, except school bus loading (MC#747)
  - (10) Alton Street, the south side, from 50 feet east of 16<sup>th</sup> Avenue South to 100 feet east of 16<sup>th</sup> Avenue South, between 7:30 a.m. and 4:30 p.m., on school days, except for taxicab pickup and delivery only. (MC#953)
  - (11) Chestnut Street, the north side, from Hill Street to 255 feet east of Hill Street, between 7:30 a.m. and 4:30 p.m., on school days, except for school bus loading. (MC#934)
  - (12) (MC#387) (MC#1309)
  - (13) City hall parking lot adjacent to the west side of city hall bounded by West Jackson Street and 4th Avenue North, except authorized city employee vehicles, between 7:00 a.m. and 5:00 p.m., Monday through Friday, except holidays. (MC#914) (MC#923)
  - (14) City-owned parking lot north of city-owned Dixon Parking Lot, adjacent to 4th Avenue, the second row north of the Dixon Lot from the 1st space east of 4th Avenue to 9 spaces east of 4th Avenue. This is designated reserved parking for authorized city employees parking, between 7:00 a.m. and 10:00 p.m., Monday through Friday, except holidays. (C#923)
  - (15) City-owned parking lot north of city-owned Dixon Parking Lot, east of 4th Avenue, South of West Jackson Street, not including the first 9 spaces east of 4th Avenue in the second row north of the Dixon Lot, except authorized city employee's vehicles, persons transacting business at city hall, or at businesses located at 320 West Grand Avenue, between 7:00 a.m. and 10:00 p.m., Monday through Friday, except holidays. (MC#765)
  - (16) Hill Street, the east side, from Chestnut Street to Mead Street, between 7:30 a.m. and 4:30 p.m., on school days, except school bus loading. (MC#1309)
  - (17) Lincoln Street, the east side, from 150 feet north of Witter Street to 100 feet south of Peach Street, from 7:00 a.m. to 7:45 a.m. and 2:15 p.m. to 2:45 p.m., on school days, except school bus loading (MC#953)
  - (18) REPEALED (MC#1309)
  - (19) (MC#675) REPEALED (MC#1309)
  - (20) Prospect Street, the south side, from 11th Street North to 160 feet west of 11th Street North, from 7:00 a.m. to 4:00 a.m., on school days, except school bus loading (MC#621)
  - (21) 17th Avenue South, the east side, from Essex Street to Alton Street, between 7:30 a.m. and 4:30 p.m. on school days, except school bus loading (MC#930)

- (22) 28<sup>th</sup> Street North, both sides, from 485 feet north of Washington Street to 980 feet north of Washington Street, between 7:30 a.m. and 4:30 p.m. on school days, except for school bus loading (MC#1081)
- (f) No parking in City Park Areas. No person shall operate, park, or leave standing any motor vehicle in city park areas or city-owned property zoned conservancy, except where operation or parking a motor vehicle is specifically allowed. The restriction of this ordinance shall also apply to snowmobiles.
- (1) Except vehicles carrying persons unable to walk within Robinson Park (because of age, infirmity, or physical handicap) may be permitted to enter the park at the Apricot Street entrance and park.
- (2) Except vehicles carrying food, beverage, or equipment may be permitted to use the service road between the Apricot Street parking area and the shelter house for the purpose of unloading and loading such materials, but shall not be permitted to park at the shelter house for a greater period of time than that required for such operations.
- (g) No parking in city park areas during certain periods except for authorized vehicles. No motor vehicle may be parked in a city park between the hours of 11:00 p.m. and 6:00 a.m. (MC#557)
- (1) Except the police department may grant permission for parking a vehicle in a city park between 11:00 p.m. and 6:00 a.m. for special events previously approved by the Park and Recreation Commission.
- (2) Except fishermen may park their vehicles between 11:00 p.m. and 6:00 a.m. in the south parking lot of Ben Hanson Park for use of the Ben Hanson Park boat landing.
- (h) Parking, Stopping, or Standing Prohibited During Certain Periods Except for Authorized Vehicles. No person shall park, stop, or leave standing, any vehicle for any purpose upon the following streets or parts of streets at the times indicated, except the noted authorized vehicles, or by authorized permit issued by the City of Wisconsin Rapids, or by an official traffic control sign. (MC #1097)
- (1) 8<sup>th</sup> Street North, the west side, from 50 feet north of Prospect Street to the vision triangle 30 feet north of Oak Street, between 8:00 a.m. and 8:40 a.m., and between 3:20 p.m. and 3:50 p.m., on school days, except for the following authorized vehicles who may load and unload passengers during those times: school buses, vehicles for persons with disabilities, taxicabs, Boys and Girls Club vans, and other School District-approved vehicles.
- (2) Oak Street, the north side, between 7<sup>th</sup> St North and 8<sup>th</sup> St North between 8:00 a.m. and 4:00 p.m., on school days, except for the following authorized vehicles authorized vehicles who may load and unload passengers during those times: school buses, vehicles for persons with disabilities, taxicabs, Boys and Girls Club vans, and other School District-approved vehicles.(MC#1295)
- (2) Limited Time Parking. When official traffic control devices are erected in any block, giving notice thereof, no person shall park, stop, or leave standing, any vehicle, whether attended or unattended, for more than the following time periods between the specified hours of days, on all days except specified days, on any of the following streets or parts thereof:
- (a) 5-minute parking
- (1) (MC#1053) REPEALED (MC#1310)
- (2) (MC #1053) REPEALED (MC#1310)
- (b) 10-minute parking:
- (1) REPEALED (MC#1310)
- (2) Chestnut Street, the south side, from 140 feet east of 12<sup>th</sup> Street to 170 feet east of 12<sup>th</sup> Street (MC#731)
- (3) (MC#950) REPEALED (MC#1310)
- (c) 15-minute Parking:
- (1) 4<sup>th</sup> Street South, the west side, from East Grand Avenue to Birch Street, between 8:00 a.m. and 6:00 p.m., Monday through Friday (MC#1066)
- (3) 8<sup>th</sup> Street North, the west side, from 50 feet north of Prospect Street to Saratoga Street, from 7:30 a.m. to 4:30 p.m., on school days, for student pickup (MC#495)
- (4) (MC#373) REPEALED (MC#1310)
- (5) Chestnut Street, the north side, from 255' east of Hill Street to 325' east of Hill Street, during school hours ↯ (MC#1066)

- (6) (MC#373) REPEALED (MC#1310)
- (7) Mead Street, the south side, from Hill Street to 80 feet east of Hill Street (MC#934)
- (8) Oak Street, the north side, from 7th Street to 8th Street, from 7:30 a.m. to 4:30 p.m., on school days, for student pickup (MC#373)
- (9) Saratoga Street, the south side, from 7th Street South to 8th Street South, from 7:30 a.m. to 4:30 p.m., on school days, for student pickup (MC#373)
- (10) 16th Street South, the east side, from 650 feet south of East Riverview Expressway to 995 feet south of East Riverview Expressway (MC#930)
- (ca) 30-Minute Parking  
East Grand Avenue, the north side, from 150 feet east of East Jackson Street to 6<sup>th</sup> Street South, from 8:00 a.m. to 10:00 a.m. (MC#1263)
- (d) One-hour parking:  
Birch Street, the north side, from Garfield Street to 140 feet east of Garfield Street, between 8:00 a.m. and 6:00 p.m., except Sundays and holidays. (MC#1310)
  - (1) East Grand Avenue, the north side, from 3rd Street to 4th Street (MC#519)
  - (2) Harrison Street, both sides, from 4th Avenue North to 5th Avenue (MC#520)
- (e) 90-minute Parking:
  - (1) 10th Avenue, the east side, from West Grand Avenue to McKinley Street, between 8:00 a.m. and 6:00 p.m., except Sundays and holidays
  - (2) 17th Avenue, the east side, from 50 feet north of West Grand Avenue to 150 feet north of West Grand Avenue, between 8:00 a.m. and 6:00 p.m., except Sundays and holidays
- (f) Two-hour Parking
  - (1) Streets beginning with the letter "A":
    - (b) (MC#975) REPEALED (MC#1310)
    - (c) Avon Street, the north side, from 184 feet east of 5th Street North of 8th Street North, 9:00 a.m. to 5:00 p.m., Monday through Friday (MC#860)
    - (d) Avon Street, the north side, from Market Street to 5th Street, from 9:00 a.m. to 5:00 p.m., Monday through Friday (MC#848)
    - (e) Avon Street, the south side, from 5th Street North to 8th Street North, 9:00 a.m. to 5:00 p.m., Monday through Friday (MC#860)
  - (2) Streets beginning with the letter "B":
    - (a) REPEALED (MC#1310)
  - (3) Streets beginning with the letter "C":
    - (a) Chase Street, both sides, from 1st Avenue South to 3rd Avenue South, 9:00 a.m. to 5:00 p.m., Monday through Friday (MC#860)
    - (b) Clyde Avenue, both sides, from 14th Street south to 16th Street South, between 7:30 a.m. and 4:30 p.m., on school days (MC#812)
  - (4) Streets beginning with the letter "D":
    - (a) Dewey Street, the north side, from 50 feet east of 3rd Street to 4th Street (MC#970)
    - (b) Dewey Street, the north side, from 3<sup>rd</sup> Street South to 50 feet east of 3<sup>rd</sup> Street South, and from 4<sup>th</sup> Street to Hill Street. (MC#1310)
    - (c) REPEALED (MC#1310)
    - (d) REPEALED (MC#1310)
  - (5) Streets beginning with the letter "E":
    - (a) (MC#373) REPEALED (MC#1310)
    - (b) East Grand Avenue, the south side, from 4th Street South to Lincoln Street from 9:00 a.m. to 5:00 p.m. Monday through Friday (MC#1263)
    - (ba) East Grand Avenue, the south side, from 160 feet east of 6<sup>th</sup> Street South to 7<sup>th</sup> Street South, from 9:00 a.m. to 5:00 p.m. Monday through Friday.(MC#1263)
    - (bb) East Grand Avenue, the north side, from 4<sup>th</sup> Street South to 50 feet west of Garfield Street, from 9:00 a.m. to 5:00 p.m. Monday through Friday.(MC#1263)
    - (bc) East Grand Avenue, the north side, from 75 feet east of Garfield Street to (c) (MC#970) REPEALED (MC#1310)
    - (d) ElmStreet, the west side, between Maple and Birch Street from 7:00 a.m. to 7:00

- p.m.(MC#370) (MC#1310)
- (e) Engler Drive, both sides, from 25<sup>th</sup> Avenue South to 27<sup>th</sup> Avenue South from 7am to 4pm on school days. (MC#1349)  
East Jackson Street.(MC#1263)
- (6) Streets beginning with the letter "F":
- (a) 1st Avenue South, the west side, from West Grand Avenue to Goggins Street, except the first 5 parking spaces south of West Grand Avenue, from 9:00 a.m. to 5:00 p.m., Monday through Friday (MC #1317)  
1<sup>st</sup> Avenue South, the west side, from Goggins Street to 3<sup>rd</sup> Avenue South (MC#1310)
  - (b) 1st Street North, both sides, from Oak Street to East Jackson Street, between 9:00 a.m. to 5:00 p.m., Monday through Friday (MC#789)
  - (c) 4th Avenue North, the west side, from West Grand Avenue to the 25 spaces north of West Grand Avenue, except the 14<sup>th</sup>,15<sup>th</sup>, and 24<sup>th</sup> spaces north of West Grand Avenue, between 8:00 a.m. and 6:00 p.m., except Sundays and holidays (MC#765)
  - (d) 4th Avenue South, west side, West Grand Avenue to Johnson Street, from 9:00 a.m. to 5:00 p.m., Monday through Friday (MC#848) (MC#1310)
  - (e) 4th Street South, the east side, from Birch Street to Maple Street, 9:00 a.m. to 5:00 p.m., Monday through Friday (MC#860)
  - (f) 4th Street South, the east side, from Dewey Street to Sherman Street (MC#970)
  - (g) 4th Street South, the west side, from East Grand Avenue to Oak Street between 9:00 a.m. and 5:00 p.m., 4<sup>th</sup> Street South, the east side, from East Grand Avenue to Oak Street, between 9:00 a.m. and 5:00 p.m. (MC#1317) (MC#419)
  - (h) 5th Street North, both sides, Saratoga Street to Avon Street, 9:00 a.m. to 5:00 p.m., Monday through Friday (MC#860)
    - (1) 5<sup>th</sup> Street North, both sides, from East Jackson Street to Saratoga Street, 9:00 a.m. to 5:00 p.m., Monday through Friday. This parking restriction shall expire June 30, 2025.(MC#1348)
  - (i) 14th Street South, both sides, from Pepper Avenue to James Court, between 7:30 a.m. and 4:00 p.m., on school days (MC#742) (MC#1310)
  - (j) 14th Street South, both sides, from Pepper Avenue to Huntington Avenue, from 7:00 a.m. to 4:30 p.m.,on school days. (MC#785) (MC#1310)
  - (k) 14th Street South, both sides, from Huntington Avenue to Grove Avenue, from 7:30 a.m. to 4:30 p.m., on school days (MC#799) (MC#1310)
  - (l) Fremont Street, the south side from 8th Avenue North to 10th Avenue North (MC#1310)
- (7) Streets beginning with the letter "G":
- (a) (MC#909) REPEALED (MC#1310)
  - (b) Goggins Street, both sides, from 7th Avenue South to 8th Avenue South, 9:00 a.m. to 5:00 p.m., Monday through Friday (MC#860)
  - (c) (MC#909) REPEALED (MC#1310)
- (8) Streets beginning with the letter "H":
- (a) Huntington Avenue, the north side, from 14th Street South to 50 feet west of 16th Street South, from 7:00 a.m. to 4:30 p.m., on school days (MC1310)
  - (b) Huntington Avenue, the north side, from 12th Street South to 14th Street South, from 7:30 a.m. to 4:30 p.m., on school days (MC#1310)
  - (c) Huntington Avenue, the south side, from 14th Street South to 50 feet west of 16th Street South, from 7:00 a.m. and 4:30 p.m., (MC#432) (MC#1310)
  - (e) Huntington Avenue, the south side, from 12th Street South to 14th Street South, from 7:00 a.m. to 4:30 p.m., on school days (MC#714) (MC#1310)
- (9) Streets beginning with the letter "I":
- (10) Streets beginning with the letter "J":
- (a) Johnson Street, the north side, from 1st Avenue to 3rd Avenue, from 9:00 a.m. to 5:00 p.m., Monday through Friday (MC#848)

- (b) Johnson Street, the south side, from 1st Avenue to 3rd Avenue, from 9:00 a.m. to 5:00 p.m., Monday through Friday (MC#848)
- (c) Johnson Street, the south side, from 3rd Avenue to 4th Avenue, from 9:00 a.m. to 5:00 p.m., Monday through Friday (MC#848)
- (11) Streets beginning with the letter "K":
- (12) Streets beginning with the letter "L":
  - (a) (MC#950) REPEALED (MC#1310)
  - (b) (MC#950) REPEALED (MC#1310)
  - (c) Lily Lane, from 16th Street South to 400 feet west of 16th Street South, between 7:30 a.m. and 4:00 p.m., on school days (MC#488)
  - (d) Lincoln Street, the east side, from 150 feet north of Witter Street to Peach Street, between 7:45 a.m. and 2:15 p.m. on school days. (MC#953)
  - (e) Lincoln Street, the west side, from 200 feet north of Witter Street to 135 feet south of Birch Street, on school days (MC#970)
  - (f) REPEALED (MC#1310)
- (13) Streets beginning with the letter "M":
  - (a) Maple Street, the north side, between Elm Street and 4th Street South, 9:00 a.m. and 5:00 p.m. (MC#950)
- (14) Streets beginning with the letter "N":
  - (a) REPEALED (MC#1310)
  - (b) 9th Avenue South, both sides, from Chase Street to Goggins Street, except Saturdays, Sundays, and holidays
- (15) Streets beginning with the letter "O":
  - (a) Oak Street, the north side, from 70 feet east of 2nd Street to 3rd Street, from 9:00 a.m. to 5:00 p.m., Monday through Friday (MC#623) (MC#1310)
  - (a) Oak Street, the south side, from 3<sup>rd</sup> Street to 4<sup>th</sup> Street, from 9:00 a.m. to 5:00 p.m., Monday through Friday (MC#1310)
- (16) Streets beginning with the letter "P":
  - (a) Peach Street, the south side, from 65 feet west of 6<sup>th</sup> Street South to 6th Street South
  - (b) Pepper Avenue, the south side, from 50' east of 14th Street South, to 100' west of 16th Street South, from 7:00 a.m. to 4:30 p.m. on school days (MC#785) (MC#1310)
  - (c) Pepper Avenue, the north side, from 14th Street South to 15th Street South (MC#785)
  - (d) Pepper Avenue, both sides, from 10th Street South to 14th Street South, from 7:00 a.m. to 4:30 p.m., on school days (MC#805) (MC#1310)
- (17) Streets beginning with the letter "Q":
- (18) Streets beginning with the letter "R":
- (19) Streets beginning with the letter "S":
  - (a) (MC#950) REPEALED (MC#1310)
    - (1) Saratoga Street, both sides, from East Jackson Street to 7<sup>th</sup> Street North, 9:00 a.m. to 5:00 p.m., Monday through Friday. This parking restriction shall expire on June 30, 2025. (MC#1348)
  - (b) (MC#822) REPEALED (MC#1310)
  - (c) 2nd Street South, the east side, from Walnut Street to Witter Street, between 9:00 a.m. and 5:00 p.m., except Sundays and holidays (MC#950)
  - (d) 2nd Street North, the east side, from Oak Street to East Jackson Street, from 9:00 a.m. to 5:00 p.m., Monday through Friday (MC#848)
  - (e) 2nd Street North, the east side, from East Jackson Street to Market Street, from 9:00 a.m. to 5:00 p.m., Monday through Friday (MC#848)
  - (f) 2nd Street South, the east side, from Oak Street to East Grand Avenue (MC#623)
  - (g) 2nd Street South, the east side, from Birch Street to Maple Street (MC#716)
  - (h) 2nd Street South, the west side, from Birch Street to ten parking spaces south of Birch Street, from 9:00 a.m. to 5:00 p.m., Monday through Friday (MC#808)

- (MC#1310)
- (i) 2nd Street South, the west side, from East Grand Avenue to Oak Street, between 9:00 a.m. and 5:00 p.m., Monday through Friday (MC#789)
- (j) 2nd Street South, the west side, from East Grand Avenue to Birch Street, from 9:00 a.m. to 5:00 p.m., Monday through Friday (MC#848)
- (k) 2nd Avenue North, the west side, from one parking space north of West Grand Avenue to Jackson Street, from 9:00 a.m. to 5:00 p.m., Monday through Friday (MC#888) (MC#1310)
- (l) 2nd Avenue South, the west side, from Johnson Street to West Grand Avenue, from 9:00 a.m. to 5:00 p.m., Monday through Friday (MC#848)
- (m) 2nd Avenue south, the east side, from Johnson Street to West Grand Avenue, from 9:00 a.m. to 5:00 p.m., Monday through Friday (MC#848)
- (n) (MC#1310)
- (o) 6th Street South, the west side, from East Grand Avenue to Peach Street, between 6:00 a.m. and 6:00 p.m., except Sundays and holidays
- (q) 16th Street South, both sides, from 350 feet north of East Riverview Expressway to Daly Avenue, between 7:00 a.m. and 4:30 p.m. on school days. (MC#899) (MC#1310)
- (r) 7th Avenue South, both sides, from Chase Street to Hale Street, except east side between Goggins and Hale Streets, 9:00 a.m. to 5:00 p.m., Monday through Friday (MC#860)
- (# s) 7th Street South, the east side, from Peach Street to Apple Street, between 9:00 a.m. and 5:00 p.m., except Sundays and holidays (MC#950)
- (t) 7<sup>th</sup> Street South, the west side, from Pepper Avenue to 100' south of Pepper Avenue (MC#1140)
- (u) 16th Street South, the west side, from 50 feet south of Huntington Avenue to 50 feet north of Clyde Avenue, from 7:00 a.m. to 4:30 p.m., on schooldays.(MC#732) (MC#1310)
- (v) (MC#812) REPEALED ( MC#1310)
- (20) Streets beginning with the letter "T":
  - (a) 3rd Avenue South, both sides, from Chase Street to 150 feet north of Chase Street, 9:00 a.m. to 5:00 p.m., Monday through Friday (MC#860)
  - (b) 3rd Avenue North, both sides, West Grand Avenue to Jackson Street, from 9:00 a.m. to 5:00 p.m., Monday through Friday (MC#848)
  - (c) 3rd Avenue South, both sides, West Grand Avenue to Johnson Street, from 9:00 a.m. to 5:00 p.m., Monday through Friday
  - (d) REPEALED (MC#1310)
  - (e) 3rd Street North, both sides, from Oak Street to East Jackson, from 9:00 a.m. to 5:00 p.m., Monday through Friday (MC#848) (MC#1310)
  - (f) 10th Avenue North, the west side, from Fremont Street to Butler Street, between 8:00 a.m. and 6:00 p.m. except Sundays and holidays
  - (h) 12th Street South, the east side, from Pepper Avenue to Clyde Avenue (MC#714)
  - (i) 12th Street South, the west side, from Pepper Avenue to 140 feet north of Huntington Avenue (MC#714)
- (21) Streets beginning with the letter "U":
- (22) Streets beginning with the letter "V":
- (23) Streets beginning with the letter "W":
  - (a) Wisconsin Street, both sides, from 100 feet east of 5th Street North to 7th Street North, 9:00 a.m. to 5:00 p.m., Monday through Friday (MC#860)  
Wisconsin Street the south side, from 7<sup>th</sup> street North to 8<sup>th</sup> Street North, 9:00 a.m. to 5:00 p.m., Monday through Friday. (MC#860) (MC#1310)
  - (b) REPEALED (MC#1310)
  - (c) West Grand Avenue, the south side, from 1st Avenue to 2nd Avenue, from 9:00 a.m. to 5:00 p.m., Monday through Friday (MC#848)
  - (c) West Grand Avenue, the north side, the first three spots east of 2<sup>nd</sup> Avenue,

from 9:00 a.m. to 5:00 p.m. Monday through Friday. (MC#1310)

- (24) Streets beginning with the letter "X":
- (25) Streets beginning with the letter "Y":
- (26) Streets beginning with the letter "Z":
- (g) 25 minute parking.
  - (1) Market Street, the east side, from Baker Street to Avon Street, from 9:00 a.m. to 5:00 p.m., Monday through Friday (MC#980)
- (h) 30 minute parking
  - (1) 7<sup>th</sup> Street South, the west side, from Daly Avenue to Pepper Avenue (MC#1137)
- (3) Angle Parking. No person shall park, stop, or leave standing, any vehicle not parallel to the curb line or edge of any city street except in the properly marked spaces designated as follows below:
  - (a) REPEALED (MC#1310)
  - (b) 1st Street North, both sides, from Oak Street to East Jackson Street
  - (c) 1st Avenue South, the west side, from West Grand Avenue to Johnson Street
  - (d) 2nd Avenue South, both sides, from West Grand Avenue to West Jackson Street
  - (e) 2nd Avenue South, the west side, from Johnson Street to West Grand Avenue
  - (f) 2nd Street North, the east side, from Oak Street to the city-owned parking lot bounded by Market Street and 1st Street North
  - (g) 2<sup>nd</sup> Street North, the east side, from a point 208 feet south of the extension of the south curb line of Love Street to the Green Bay and Western Railroad property line
  - (h) 2<sup>nd</sup> Street South, the west side, from Birch Street to 129 feet north of Walnut Street. except from 15' south of Maple Street to 33' south of Maple Street (MC#1122)
  - (i) 2nd Street South, both sides, from West Grand Avenue to Oak Street
  - (j) 4th Avenue North, the west side, from West Grand Avenue to the city hall parking lot bounded by West Jackson Street
  - (k) 4th Avenue South, the west side, from Johnson Street to West Grand Avenue
  - (l) 5th Street North, the west side, from 140 feet north of Avon Street to Baker Street (TEMPORARILY REPEALED) (MC#398)
  - (m) 10th Avenue North, the east side, from Fremont Street to 177 feet south of Fremont Street
  - (n) 10th Avenue North, the west side, from Fremont Street to 139 feet south of Fremont Street
  - (o) 10th Avenue South, the west side, from 325 feet south of Gardner Street to 2nd Avenue South
  - (p) 10th Street South, the east side, from 105 feet south of Wood Avenue to 318 feet south of Wood Avenue
  - (q) 11th Street North, the west side, from 15 feet north of Oak Street to 93 feet north of Oak Street
  - (r) 14th Street South, the west side, from Clyde Avenue to 263 feet south of Clyde Avenue
  - (s) 16th Street South, the east side, from Peach Street to 135 feet north of Peach Street
  - (t) Apple Street, the south side, from 100 feet east of 6th Street South to 150 feet west of 8th Street South
  - (u) Clyde Avenue, the south side, from 138 feet west of 14th Street South to 14th Street South
  - (v) Dewey Street, the south side, from 3rd Street South to 4th Street South
  - (w) Johnson Street, the north side, from 4th Avenue South to 109 feet east of 4th Avenue South
  - (x) Johnson Street, the south side, from 1st Avenue South to 2nd Avenue South
  - (y) Oak Street, the north side, from 25 feet east of 10th Street to 25 feet west of 11th Street (MC#779)
  - (z) Pine Street, the north side, from Garfield Street to Elm Street
  - (aa) West Grand Avenue, the north side, from 2nd Avenue to 3rd Avenue
- (4) Miscellaneous Parking Restrictions.
  - (a) Street maintenance. Whenever it is necessary to clear or repair a city street, or any part thereof, the city traffic department shall post such highways, or parts thereof, with signs bearing the words "NO PARKING-STREET MAINTENANCE WORK". Such signs shall be erected at least two hours prior to the time that street maintenance work is to be commenced. No person shall park a motor vehicle in violation of such signs.
    - (1) The city-leased parking area lying between 2nd Avenue North and 3rd Avenue North and south of West Jackson Street (Mead-Witter lot), no parking between 11:00 p.m. and 7:00 a.m., for maintenance (MC#793)



- (b) Parking in driveways. No person shall park or leave standing any motor vehicle in any private driveway without the permission of the owner or lessee of the property upon which such driveway is located, whether or not such driveway is posted to limit or restrict parking.
- (c) Parking heavy vehicles in residential districts. No operator or owner of a motor truck, truck tractor, trailer, or semi-trailer, or any other vehicle or combination of vehicles, other than motor busses weighing more than five tons shall park such vehicle on any highway other than a routes state trunk highway, county trunk highway, or designated truck route, in any residential district except for such time as is reasonably necessary to facilitate the loading or unloading of the vehicle.
- (d) Snow emergency parking restrictions.
  - (1) When the mayor, or his designated representative, shall by reason of heavy snow storm or blizzard, proclaim a snow emergency pursuant to Section 66.325, Wisconsin State Statutes, no person shall park, stop, or leave standing any vehicle upon the streets or any portions of the streets during the hours set forth in such proclamation.
  - (2) The common council hereby declares that an emergency exists in the city whenever a snowfall, during any period of 24 hours or less, reaches a depth of four inches or more. Such emergency is declared to be a serious public hazard impairing transportation and public health, safety, and welfare for a period of 48 hours or until such earlier time as snow removal operations have been declared completed by the public works superintendent.
  - (3) Whenever an emergency exists and the mayor, or his designated representative, shall have caused an announcement thereof to be made by not less than two radio stations, whose normal operating range covers the City of Wisconsin Rapids, no person shall park, or allow to be parked, any vehicle of any kind or description upon the streets of the City of Wisconsin Rapids during said emergency. Vehicles may be parked for a period of time not longer than three minutes for actually loading or unloading of passengers, or 30 minutes for actually loading or unloading of property and provided further that no other regulation restricting parking as to place, time, or manner is violated thereby.
  - (4) Authorization of erection of no parking signs. Pursuant to the provisions of Section 66.325, Wisconsin State Statutes, the chief of police, or his designated representative is authorized to erect temporary "NO PARKING" signs during the existence of an emergency created by a snowstorm or excessive snowfall which impairs or prevents the full use of any highway, street, or roadway for transportation.
  - (5) Snow tow-away zones. The chief of police, or his designated representative, is hereby authorized to cause the towing away of vehicles parking in violation of this ordinance.
- (e) Night parking restrictions. When signs have been erected at, or reasonably near, the corporate limits, alternate side parking will be allowed from 2:00 a.m. until 5:00 a.m. on all streets in the City of Wisconsin Rapids unless otherwise posted or exempted by this ordinance. On even-numbered calendar days, all vehicles shall be parked on the even-numbered side of the street. On odd-numbered calendar days, all vehicles will be parking on the odd-numbered side of the street. No person shall park, stop, or leave standing any vehicle in violation of this subsection. In the even of an emergency police order or snow emergency designated by the public works director, chief of police, or their designee(s), alternate side parking shall be suspended. (MC#1074)
- (f) Overnight Truck Parking. No trucks or trailers in excess of five tons capacity shall be parked within 175 feet of a residential zone between the hours of 10:00 p.m. and 6:00 a.m., except as follows:
  - (1) One semi-tractor, stake truck, or van, excluding semi-trailers, may be parked at the residence of the operator. On-street parking is prohibited. (MC#823)
  - (2) No motors are left idling, including those necessary for air-conditioning and refrigeration units.
  - (3) Trucks and trailers are parked in authorized areas and are not actively engaged in hook-up or loading activities during the hours of 10:00 p.m. and 6:00 a.m.
  - (4) Operators of commercial trucks in excess of five tons capacity who must keep refrigeration units or other motors in operation will be directed to take the truck to the industrial park. (MC#389)
- (g) There shall be no parking on the streets in the Woodlands Business Park (MC#723)
- (h) There shall be no parking from 3:01 a.m. on July 4 until 6:00 a.m. on July 5, except for permitted vendors and authorized personnel, on both sides of the following streets: (MC#1051)

- (1) 2<sup>nd</sup> Street South, between East Grand Avenue and Mead Street.
  - (2) The Grand Avenue Bridge.
  - (3) West Grand Avenue, between the Grand Avenue Bridge and 3<sup>rd</sup> Avenue.
  - (4) East Grand Avenue, between the Grand Avenue Bridge and 3<sup>rd</sup> Street.
  - (5) 2<sup>nd</sup> Street, between East Grand Avenue and East Jackson Street.
  - (6) 1<sup>st</sup> Street North, between Oak Street and East Jackson Street.
  - (7) All other east-west streets from Oak Street to Mead Street, between 2<sup>nd</sup> Street and 3<sup>rd</sup> Street.
  - (8) 2<sup>nd</sup> Avenue, between one-half block north of West Grand Avenue and Johnson Street.
  - (9) Johnson Street, between 2<sup>nd</sup> Avenue South and 1<sup>st</sup> Avenue South.
  - (10) 1<sup>st</sup> Avenue South, between West Grand Avenue and 100 feet south of Goggins Street.
  - (11) Goggins Street, between 1<sup>st</sup> Avenue South and a point 150 feet west of 1<sup>st</sup> Avenue South.
- Additionally, there shall be no parking as indicated above on any day that the city's 4<sup>th</sup> of July fireworks event has been rescheduled to, due to inclement weather or other circumstances. The no parking shall be from 3:01 a.m. that day until 6:00 a.m. the following day.

#### 27.14 HANDICAPPED AND PHYSICALLY DISABLED PARKING REGULATIONS (MC#946)

- (1) Parking in places reserved for the handicapped. When official traffic signs, indicating such restrictions have been erected in accordance with this ordinance, no person shall park, stop, or leave standing any vehicle upon any portion of a street, highway, or public or private parking facility reserved for vehicles displaying special registration plates or identification cards or emblems issued by the Wisconsin Department of Transportation, or for vehicles registered in another jurisdiction, by such other jurisdiction designating the vehicle as one used by a physically handicapped or physically disabled person.
- (2) Display of cards designating handicap. When in use for a parked vehicle, the card designated by Wisconsin Statutes as indicating special parking privileges for handicapped persons shall be displayed so the information on the card is clearly visible outside of the vehicle. If the card is manufactured so as to be suspended, the card shall be hung from the rear view mirror.

#### 27.15 UNLAWFUL REMOVAL OF PARKING CITATIONS

No person other than the owner or operator thereof shall remove a "City Wisconsin Rapids Parking Violation" ticket from a motor vehicle.

#### 27.16 REMOVAL OF ILLEGALLY PARKED VEHICLES

- (1) Hazard to Public Safety. Any vehicle parking, stopped, or standing upon a highway in violation of any of the provisions of this ordinance, is declared to be a hazard to traffic and public safety.
- (2) Removal by Operator. Such vehicle shall be removed by the operator in charge, upon request of any traffic officer, to a position where parking is permitted or to a private or public parking or storage premises.
- (3) Removal by Traffic Officer. Any traffic officer, after issuing a citation for illegal parking, stopping, or standing by an unattended vehicle, in violation of this ordinance, is authorized to remove such vehicle to a position where parking is permitted.
- (4) Removal by Private Service. The officer may order a motor carrier holding a permit to perform vehicle towing services, a licensed dealer, who performs vehicle towing services, to remove and store such vehicle in any public storage garage or rental parking grounds of any facility of the person providing the towing service.
- (5) Towing and Storage Charge. In addition to other penalties provided by ordinance, the owner or operator of a vehicle so removed shall pay reasonable cost of moving, towing, and storage. If the vehicle is towed or stored by a private motor carrier, motor vehicle salvage dealer, or licensed motor vehicle dealer, actual charges regularly paid for such services shall be paid. If the vehicle is stored in a public storage garage or rental facility, customary charges for such storage shall be issued to the owner of the vehicle for the towing or storage charge.
- (6) Registration Record of Vehicle as Evidence. When any vehicle is found upon a street or highway in violation of any provision of this ordinance regulating the stopping or standing, or parking of vehicles and the identity of the operator cannot be determined, the owner, as shown by the ownership registration of the vehicle supplied by the Wisconsin Department of Transportation, or a comparable authority of any other State, shall be deemed to have committed a violation for purposes of enforcement of this ordinance and shall be subject to the applicable forfeiture penalty; provided the defenses defined and described in Wisconsin Statutes 346.485(5)(b) shall be a defense for an owner charged with such violation.

27.17 PENALTIES FOR METER VIOLATIONS

- (1) Any person who shall violate Section 27.05(2) of this ordinance and who shall cause, allow, permit, or suffer any vehicle to be parked overtime, shall pay a forfeiture of \$10.00.
- (2) Any person who shall violate Section 27.05(1) or 27.05(3) of this ordinance shall pay a forfeiture of \$15.00 if paid within 48 hours and \$30.00 if paid thereafter in addition to the forfeiture provided in Section 27.08(1) of this ordinance.
- (3) Any person who shall violate or assist in violation of Section 27.05(4) or 27.05(5) of this ordinance, upon conviction, shall be punished by a forfeiture of not more than \$100.00 or less than \$10.00 and costs of collection, and in default or payment of the forfeiture and costs of collection shall be imprisoned in the county jail for a term not exceeding 10 days.

27.18 PENALTIES FOR PARKING VIOLATIONS (MC#856)

- (1) Forfeitures for uniform state-wide parking, stopping, and standing offenses. Minimum and maximum forfeitures for violation of non-moving traffic violations adopted by reference in Section One of this Ordinance described in Wisconsin Statutes, Chapter 340 to 348, shall be as provided in comparable state non-moving traffic violations.
- (2) Penalty for parking violations. The penalty for parking violations shall be a forfeiture of \$15.00 if paid within 48 hours and \$30.00 if paid after 48 hours.
- (3) Handicapped Parking. The forfeiture for violating Section 27.14(1), entitled "Parking In Places Reserved for the Handicapped," is the amount set by Wisconsin State Statutes. The forfeiture for violating Section 27.14(2), entitled "Display of Cards Designating Handicap," shall be \$30. (MC#946)

27.19 PARKING CITATIONS

The chief of police shall provide a citation for use in enforcing parking offenses.



**PUBLIC WORKS  
DEPARTMENT**  
1411 CHASE STREET  
WISCONSIN RAPIDS, WI 54495  
(715) 421-8218 FAX (715) 421-8281

**Requestors Name:**

Paul Vollert, Public Works Superintendent

**Referral Language:**

Review and consider proposals for the sale of raw, unscreened compost.

**Background Information:**

At an earlier Public Works Committee meeting the committee approved selling portion of the compost that is generated on an annual basis. Request for proposals were sent out to various contractors that have inquired about the material previously and proposals will be opened on February 2, 2024 at 12:00 noon.

**Recommendation:**

At this time there is no recommendation, additional information will follow once proposals are opened.

W I S C O N S I N



**PUBLIC WORKS DEPARTMENT**

1411 CHASE STREET  
WISCONSIN RAPIDS, WI 54495  
(715) 421-8218 FAX (715) 421-8281

REQUEST FOR PROPOSALS

THIS IS NOT AN ORDER

DATE: JANUARY 15, 2024

Proposals must be returned on enclosed forms no later than 12:00 noon, Friday February 2, 2024. Proposals may be mailed to 1411 Chase Street, Wisconsin Rapids, WI 54495 attention Paul Vollert or emailed to [pvollert@wirapids.org](mailto:pvollert@wirapids.org) . Proposals that are mailed shall be in a sealed envelope that is marked "RAW UNSCREENED COMPOST PROPOSAL". Proposals that are emailed shall have the same in the subject line of the email.

Proposals received after 2:00pm will not be considered.

SEE ATTACHED SHEETS

REMARKS: \_\_\_\_\_

DATE: \_\_\_\_\_ SIGNED \_\_\_\_\_

TITLE: \_\_\_\_\_

The City of Wisconsin Rapids, Wisconsin reserves the right to reject any or all proposals, and to accept the proposal or portion of that they deem most advantageous to the City.

Paul Vollert  
Public Works Superintendent  
City of Wisconsin Rapids



**PUBLIC WORKS DEPARTMENT**

1411 CHASE STREET  
WISCONSIN RAPIDS, WI 54495  
(715) 421-8218 FAX (715) 421-8281

**NOTICE OF PROPOSAL**

The City of Wisconsin Rapids, Wisconsin will accept sealed proposals for the sale of raw unscreened Compost. All proposals must be in the office of the Public Works Superintendent, City Garage, 1411 Chase Street Wisconsin Rapids, Wisconsin 54495 by 12:00 noon, Friday February 2, 2024, or emailed to [pvollert@wirapids.org](mailto:pvollert@wirapids.org). Proposals that are mailed shall be in a sealed envelope that is marked "RAW UNSCREENED COMPOST PROPOSAL". Proposals that are emailed shall have the same in the subject line of the email.

Proposals received after 2:00pm will not be considered.

**SALE OF RAW UNSCREENED COMPOST**

**THE PROPOSALS SHALL BE PER CUBIC YARD OF MATERIAL**

All proposals submitted shall be in accordance with the Minimum Specifications listed on the following sheets, dated the same as this sheet. Additional descriptive literature shall accompany any quotes.

All proposals shall be submitted on the Proposal Form furnished by this City.

The City of Wisconsin Rapids, Wisconsin reserves the right to reject any or all proposals, and to accept the proposal or portion of that they deem most advantageous to the City.

If you have any questions concerning proposals, please contact Paul Vollert, Public Works Superintendent at 421-8218, or email [pvollert@wirapids.org](mailto:pvollert@wirapids.org)

Paul Vollert  
Public Works Superintendent  
City of Wisconsin Rapids



**PUBLIC WORKS DEPARTMENT**  
1411 CHASE STREET  
WISCONSIN RAPIDS, WI 54495  
(715) 421-8218 FAX (715) 421-8281

## GENERAL PROCEDURE

To comply with the Notice of Proposals dated January 15, 2024, the following General Procedure and Specifications are to govern.

All proposals must be in the office of the Public Works Superintendent, City Garage, 1411 Chase Street Wisconsin Rapids, Wisconsin 54495 by 12:00 noon, Friday February 2, 2024, or emailed to [pvollert@wirapids.org](mailto:pvollert@wirapids.org). Proposals that are mailed shall be in a sealed envelope that is marked "RAW UNSCREENED COMPOST PROPOSAL". Proposals that are emailed shall have the same in the subject line of the email.

**All Proposals received after 12:00pm will not be accepted.**

Proposals must be properly identified by giving the name and address of the person or Vendor. Each proposal must be in a separate sealed container or envelope and marked "RAW UNSCREENED COMPOST" on the outside envelope or subject line if emailed to [pvollert@wirapids.org](mailto:pvollert@wirapids.org).

All proposals must be entered and submitted on the **PROPOSAL FORM(s)** furnished by the city. Only proposals submitted on these forms will be considered for award purposes. Vendors shall attach additional information to their proposal, as they deem advisable and necessary for the benefit of the Committee in assembling comparative specifications.

The successful person or vendor will be required to sign a purchase agreement for the amount and unit price as specified on their proposal. The agreement shall also include a copy of the specifications and proposal form,

No quotes will be accepted unless the above items are included.

The city reserves the right to accept or reject all or portions of the proposal if agreed upon by both parties.



**PUBLIC WORKS DEPARTMENT**  
1411 CHASE STREET  
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(715) 421-8218 FAX (715) 421-8281

## SPECIFICATIONS

The City of Wisconsin Rapids operates two compost sites within the city. The West Side is located at the intersection of 17<sup>th</sup> Ave North and Engel Road and the East Site is located at the intersection of STH 54 and CTH W. Compost is generated at city compost sites from residents, nonresidents and contractors from within the general Wisconsin Rapids area. Compost can be, grass clippings, garden waste, leaves, pine needles or a mixture of any of the above items that was collected at our sites from April – November of 2023.

West side site has two piles:



55' x 55' x 12'  
1344 cy



90' x 35' x 12'  
1400 cy

Piles consist of a mixture of material specified above. Pile may also contain paper leaf bags that would have been collected in November of 2023 that should be significantly broken down.



East side site also has two piles:



260' x 30' x 12'  
3467 cy



69' x 30' x 12'  
916 cy

Larger pile is a small mixture of grass and leaves, but majority of the pile is leaves. Smaller pile is grass and leaves from spring and early summer that needed to be separated from the other pile due to this portion of the pile generating enough heat to start on fire multiple times.

Proposals shall include the cost to haul material off of the sites. Material needs to be removed from the sites by Monday April 8, 2024. Extensions may be granted if conditions are not warranted to open the sites by April 15, 2024.

Measurements above are estimates for rough calculations. Material is to be billed by truck load measurement, city and vendor to come up with an agreed upon volume per truck load, and truck counts to be turned in at the end of each day of trucking. City to load from 7:30am – 2:30pm, Monday – Friday on days that that there is no snow predicted. Hours may be adjusted if city can accommodate. Minimum bid is figured for material to be hauled out at a minimum of 120 cy per hour. Vendor has the option to submit a credit request to allow vendor to load themselves.

If Vendor chooses to load themselves, they will need to maintain general liability coverage in the amount of \$1,000,000 - general aggregate, \$500,000 - personal injury, \$500,000 - each occurrence limit; and shall file a “Certificate of Insurance” with the City Public Works Superintendent as evidence of having the required insurance coverage. The City shall be listed as an additional insured. The proposer shall require subcontractors, if any, not protected under the contractor’s insurance policies, to take out and maintain insurance as stated above.

The proposer must agree to indemnify, defend, and hold harmless the City of Wisconsin Rapids its officers, elected officials, employees, and agents from and against any and all liability, loss, damage expenses, costs, including attorney fees arising out of the activities performed as described herein, caused in whole or in part by any negligent act or omission of the

applicant/organization, anyone directly or indirectly employed by any of them or anyone whose acts may be liable, except where caused by the sole negligence or willful misconduct of the City.

Proposal to include the amount of each material that is desired. Minimum bid shall be \$3.00 which includes loading by city staff.

Sale of Material will be invoiced monthly, with payment to be made within 30 days of invoice. Material will be subject to Wisconsin and Wood County sales tax of 5.5% unless a 2024 Wisconsin sellers permit is submitted and on file.

Proposals to be reviewed and approved at the February 8<sup>th</sup> Wisconsin Rapids Public Works meeting, with final approval by the Wisconsin Rapids Common Council on February 20<sup>nd</sup>. Material removal could begin as soon as February 22, 2024 assuming all necessary information is turned in and approved.



**OPTION: CREDIT PER CUBIC YARD SELF LOAD**

\$ \_\_\_\_\_

**PER CUBIC YARD  
(TRUCK LOAD MEASURE)**

Material purchased will be subject to Wisconsin and Wood County Sales Tax 5.5% unless a Wisconsin Sellers permit is submitted and on file with the City.

Date of proposal: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

\_\_\_\_\_  
Name of Firm

\_\_\_\_\_  
Signed by and Title of Signer

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip Code



**PUBLIC WORKS  
DEPARTMENT**  
1411 CHASE STREET  
WISCONSIN RAPIDS, WI 54495  
(715) 421-8218 FAX (715) 421-8281

PROPOSAL RESULTS RAW UNSCREENED COMPOST

DATE MAILED: 1/15/2024

DATE DUE: 2/2/2024 12:00 NOON

	KAFKA TRUCKING MOSINEE, WI	HSU ORGANICS WAUSAU, WI	WOLOSEK LANDSCAPING WISCONSIN RAPIDS, WI	BUSY BEE COMPOST KNOWLTON, WI
<b>WESTSIDE</b>				
2750 CUBIC YARDS PRICE PER CY				
QUANTITY DESIRED				
CREDIT FOR SELF LOAD				
<b>EASTSIDE</b>				
3467 CUBIC YARDS PRICE PER CY				
QUANTITY DESIRED				
CREDIT FOR SELF LOAD				
916 CUBIC YARDS PRICE PER CY				
QUANTITY DESIRED				
CREDIT FOR SELF LOAD				

Opened 2/2/2024 BY PAUL VOLLERT

PUBLIC WORKS  
RECOMMENDATION: \_\_\_\_\_  
\_\_\_\_\_

COMMITTEE  
RECOMMENDATION: \_\_\_\_\_  
\_\_\_\_\_

TOTAL BID:



**PUBLIC WORKS  
DEPARTMENT**  
1411 CHASE STREET  
WISCONSIN RAPIDS, WI 54495  
(715) 421-8218 FAX (715) 421-8281

**Requestors Name:**

Paul Vollert, Public Works Superintendent

**Referral Language:**

Review and consider setting rates for Contractor and Non-Resident compost site passes.

**Background Information:**

Contractor Compost pass rates were last adjusted in 2022 to the current rate structure of \$300.00 for City of Wisconsin Rapids based businesses and \$400.00 for non-City of Wisconsin bases business. Each rate included two passes and additional pass is \$25.00 per pass. Prior to 2022 it was \$150.00 for a Contractor pass. Based off of gate keeper records, Contractors represent 5%-6% of the usage of the sites combined over the last three years over the days that they are working.

Non-Resident compost site rates were last adjusted in 2022 to the current rate of \$55.00 per pass. Prior to that the rate had been set to \$50.00 per pass since at least 2018. Based off of records kept by the gate keepers, non-residents represent 24% - 27% of the usage of the sites combined over the last three years.

**Recommendation:**

Set the Contractor Compost site pass rates as follows:

City of Wisconsin Rapids based Landscape Contractor	\$325.00 for two passes \$25.00 for each additional
Non City of Wisconsin Rapids based Landscape Contractor	\$450.00 for two passes \$25.00 for each additional
City of Wisconsin Rapids based Tree Care Contractor	\$500.00 for two passes \$25.00 for each additional
Non City of Wisconsin Rapids based Tree Care Contractor	\$550.00 for two passes \$25.00 for each additional

Set the Non Resident Compost site passes to \$65.00



## Public Works Committee

**Date of Request: 1/19/2024**

**Requestor: Joe Eichsteadt, City Engineer**

**Request/Referral:** Review bid results for the 2024 Asphalt Paving Contract and consider awarding the project to the low, qualified contractor.

**Background information:**

The Bid Opening is set for Thursday, February 8<sup>th</sup> at noon. Bid results will be provided at the meeting.

2024 Project List

Lincoln St (E Riverview Expressway to E Grand Ave)

9th St S (Chestnut St to Peach St)

Wylie St (8th St N to 12th St N)

Dixon Parking Lot

Oak St cul-de-sac (east of 20th St)

Pavement Replacement

- a. Birch St (3rd St S to 4th St S)
- b. Birch St (Garfield St to Lincoln St)
- c. 20th St S (Griffith Ave to Two Mile Ave)

Overlay

- a. Birch St (4th St S to Garfield St)
- b. 13th St S (Chestnut St to Daly Ave)
- c. East G St (13th St S to 16th St S)

**Options available:**

**Action you are requesting the committee take:** Award the project to the low, qualified bidder.

**How will the item be financed?** Public Works Construction Fund.



## Public Works Committee

**Date of Request:** 1/19/2024

**Requestor:** Joe Eichstadt, City Engineer

**Request/Referral:** Review bid results for the 2024 Concrete Contract and consider awarding the project to the low, qualified contractor.

**Background information:**

The Bid Opening is set for Thursday, February 8<sup>th</sup> at 11am. Bid results will be provided at the meeting.

2024 Project List

Lincoln St - E Riverview Expressway to E Grand Ave  
9th St S - Chestnut St to Peach St  
Wylie St - 8th St N to 12th St N  
Oak St Cul-de-sac  
Dixon (4th Ave) Parking Lot  
20th St S (Griffith Ave to Two Mile Ave) Curb Maintenance  
Birch St (3rd St S to Lincoln St) Curb Maintenance  
Concrete Maintenance (Curb & Sidewalk)  
Concrete Pavement Patching

**Options available:**

**Action you are requesting the committee take:** Award the project to the low, qualified bidder.

**How will the item be financed?** Public Works Construction Fund.





## Public Works Committee

**Date of Request:** 1/31/2024

**Requestor:** Joe Eichsteadt, City Engineer

**Request/Referral:** Review and consider modifying the westbound traffic control at the intersection of Two Mile Ave and 1st St S to allow right turns without stopping.

**Background information:**

See attached traffic study.

**Options available:** 1.) Update signage to include Right Turn, No Stop. 2) Leave intersection as is

**Action you are requesting the committee take:** Approve allowing right turns without stopping for westbound traffic on Two Mile Ave at 1<sup>st</sup> St S.

**How will the item be financed?**

# Two Mile Avenue and 1<sup>st</sup> Street South Intersection Study

## Background

### Location

Two Mile Ave and 1<sup>st</sup> St S are both classified as minor arterial roads. The speed limit on 1<sup>st</sup> St S is 30 mph and the speed limit on Two Mile Ave is 25 mph. The two roads intersect forming a 90° turn, with 1<sup>st</sup> St S extending north and Two Mile Ave extending east. There are driveways to the South Wood County Airport at the south and west sides of the intersection. Currently, there are stop signs on every street except 1<sup>st</sup> St S.

### Accidents

There have been no accidents recorded at the intersection in the past ten years.

## Study

### Method

The traffic data for this study was collected using both an automatic traffic counting device and in-person observation. A traffic counting device was installed at the intersection and collected data on both streets over a period of two weeks.

### Observation

The intersection was examined for line-of-sight obstructions within the vision triangle. Vision triangles are areas in the corners of intersections where objects could obstruct a driver's view of cross traffic. These areas should be kept clear of plants or objects between 2 ½ to 10 feet tall. Because Two Mile Ave and 1<sup>st</sup> St S are both minor arterial roads the legs of the vision triangle extend 40 feet out from the intersection of the right-of-way. No vision obstructions were observed at this intersection.

Most vehicles travelling through the intersection were observed turning onto 1<sup>st</sup> St N or Two Mile Ave. At the time of in-person observation the south driveway entrance was closed, and the airport parking lot had only 3 parked vehicles.



Figure 1 Intersection of Two Mile Ave and 1<sup>st</sup> St S

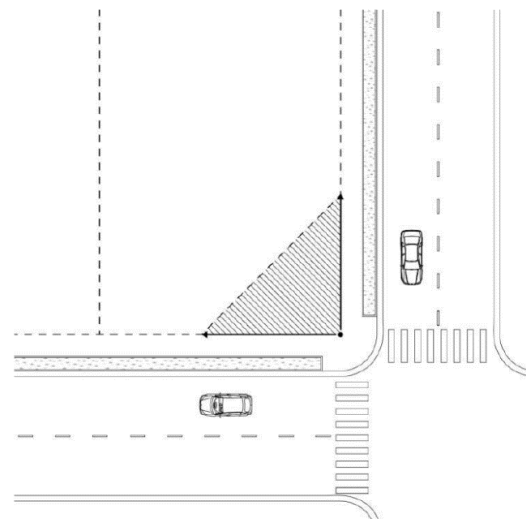




Figure 2 Two Mile Ave Westbound



Figure 3 Airport Driveway Eastbound



Figure 4 Airport Hanger Dr Northbound



Figure 5 1<sup>st</sup> St Southbound

## Results

An automatic traffic monitoring device collected data on both vehicle volumes and vehicle speeds. Traffic counts are reported as the number of vehicles per hour averaged over the eight-hour interval with the highest traffic volume for the day. Vehicle speeds are reported as the 85<sup>th</sup> percentile speed which is the speed the fastest 15% of vehicles exceeded.

*Table 1 Traffic Data*

Two Mile Ave	
85 <sup>th</sup> Percentile Speed (mph)	30
Average Annual Daily Traffic	1739

## Recommendation

An “Except Right Turn” sign should be added on Two Mile Ave., to better match the current traffic pattern. Most of the vehicles at the intersection were turning left onto Two Mile Ave or right onto 1<sup>st</sup> St. The number of vehicles traveling in and out of the airport driveways was much lower. An “Except Right Turn” sign would allow vehicles to more efficiently travel through the intersection.



*Figure 6 Recommended sign configuration.*



## Public Works Committee

**Date of Request:** 1/31/2024

**Requestor:** Joe Eichstadt, City Engineer

**Request/Referral:** Review and consider modifying the eastbound traffic control at the intersection of High St and 4th Ave N to allow right turns without stopping.

**Background information:**

See attached traffic study.

**Options available:** 1.) Update signage to include Right Turn, No Stop. 2) Leave intersection as is

**Action you are requesting the committee take:** Approve allowing right turns without stopping for eastbound traffic on High St at 4<sup>th</sup> Ave N.

**How will the item be financed?**

# DRAFT: 2/2/2024 High Street and 4<sup>th</sup> Avenue North Intersection Study

## Background

### Location

The roads meet a T-intersection with stop signs on High St and the north leg of 4<sup>th</sup> Ave. High St is classified as a standard arterial and 4<sup>th</sup> Ave is a standard arterial to the south and a local road north.

The intersection, situated near the mill and the West Riverview Expressway, was previously utilized by vehicles heading to mill employee parking lot and trucks destined for the loading docks. However, with the closure of the mill, its current primary function is serving as an alternative route for traffic crossing the expressway.

### Accidents

There has been 1 right angle accident recorded at the intersection in the past ten years.

## Study

### Method

The traffic data for this study was collected using both an automatic traffic counting device and in-person observation. The traffic counting device was first installed facing west on High Street. Based on visual observations it was assumed the traffic volume on High Street is roughly equivalent to the traffic volume on the south leg of 4<sup>th</sup> Avenue. A second recording was taken on 4<sup>th</sup> Avenue north of the intersection, facing north.

### Observation

The intersection was examined for line-of-sight obstructions within the vision triangle. Vision triangles are areas in the corners of intersections where objects could obstruct a driver's view of cross traffic. These areas should be kept clear of plants or objects between 2 ½ to 10 feet tall. Because High St is a standard arterial road, the legs of the vision triangle extend 40 feet out from the intersection of the right-of-way. There are no significant vision obstructions at this intersection.



Figure 1 Intersection of High St and 4<sup>th</sup> Ave N

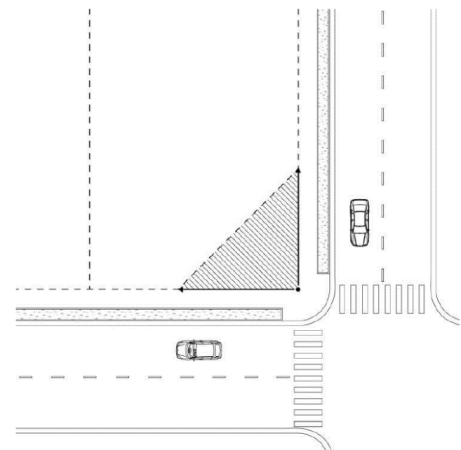




Figure 2 4<sup>th</sup> Avenue Southbound, Control: stop sign and “oncoming traffic does not stop” sign



Figure 3 4<sup>th</sup> Avenue Northbound, Control: none

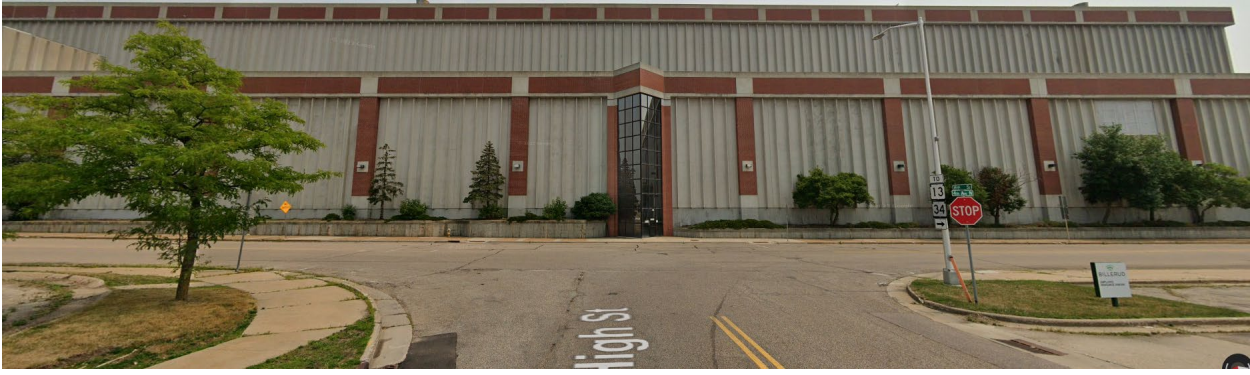


Figure 4 High Street Eastbound, Control: stop sign

## Results

An automatic traffic monitoring device collected data on both vehicle volumes and vehicle speeds. Traffic counts are reported as the number of vehicles per hour averaged over the eight-hour interval with the highest traffic volume for the day. Vehicle speeds are reported as the 85<sup>th</sup> percentile speed which is the speed the fastest 15% of vehicles exceeded.

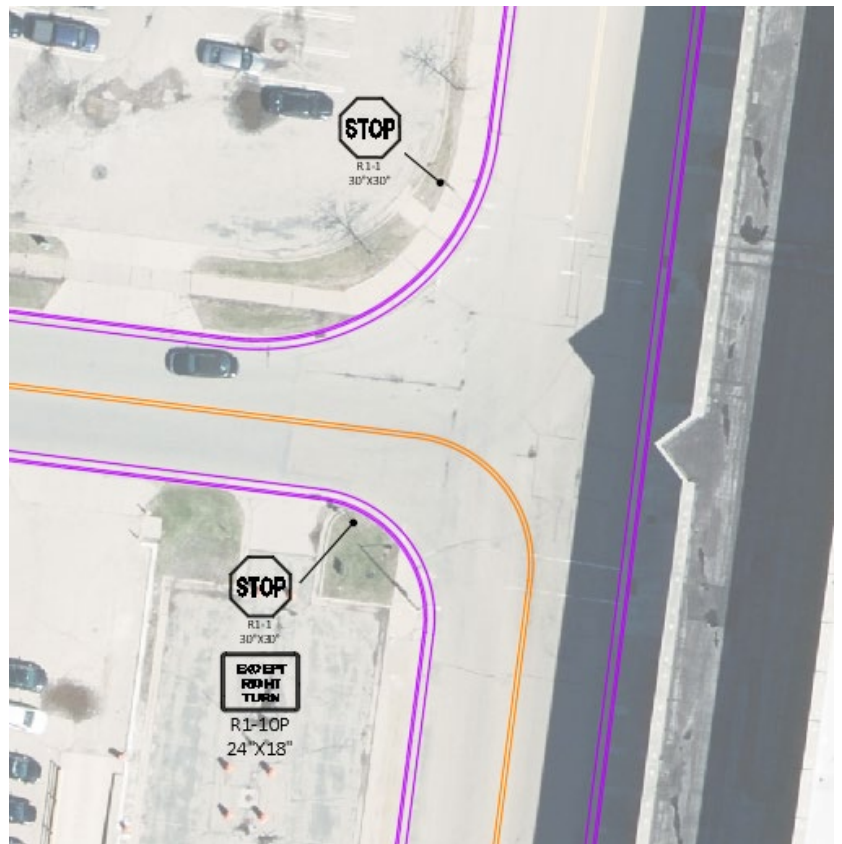
Table 1 Traffic Data

Volume (ADT)	
High St	1528
4 <sup>th</sup> Ave (North Side)	Pending

85 <sup>th</sup> Percentile Speed (MPH)	
High St	27
4 <sup>th</sup> Ave (North Side)	Pending

## Recommendation

To better match the observed traffic pattern the stop sign on High Street could be modified with an “EXCEPT RIGHT TURN” sign. This change would move vehicles more efficiently through the intersection. Optionally, a centerline turn could be painted through the intersection to supplement the sign.







### Public Works Committee

Date of Request 1/31/2024

Requestor: Joe Eichsteadt, City Engineer

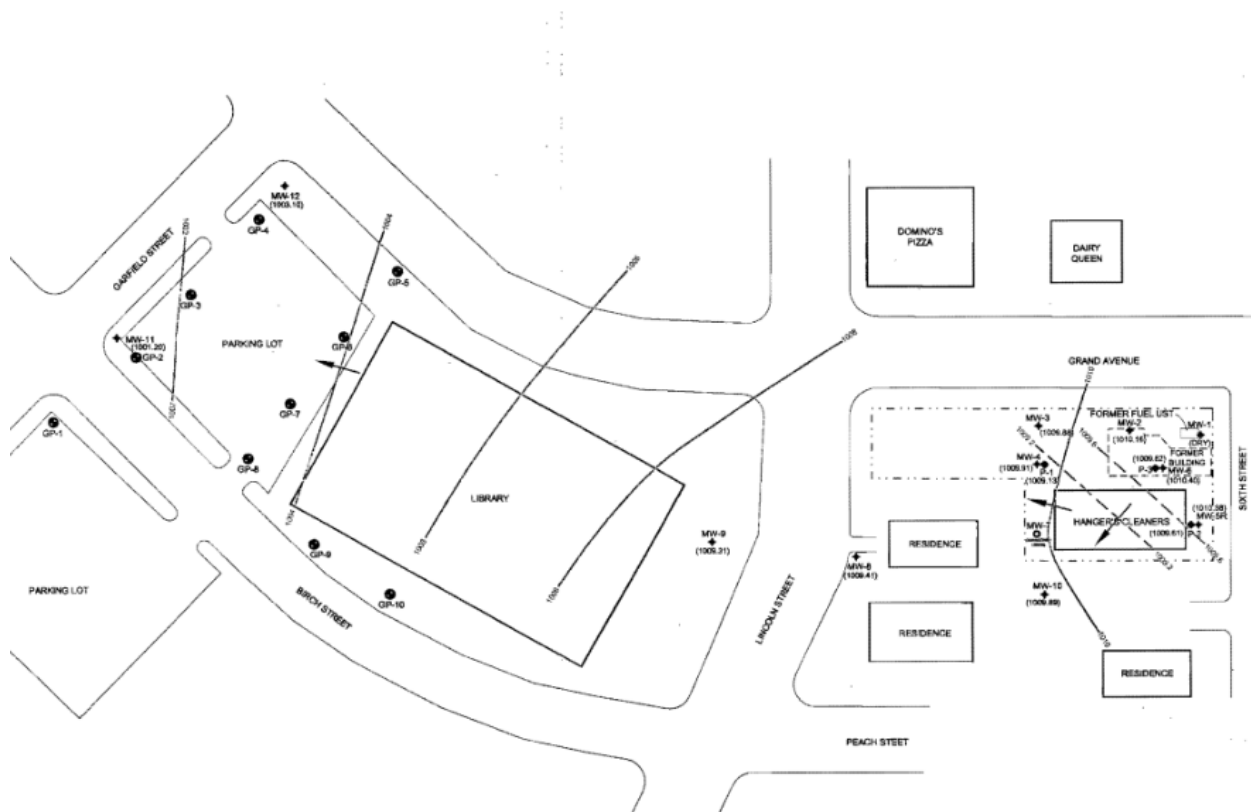
Request/Referral: Review and consider proposals for hazardous material services related to the 2024 Lincoln Street project.

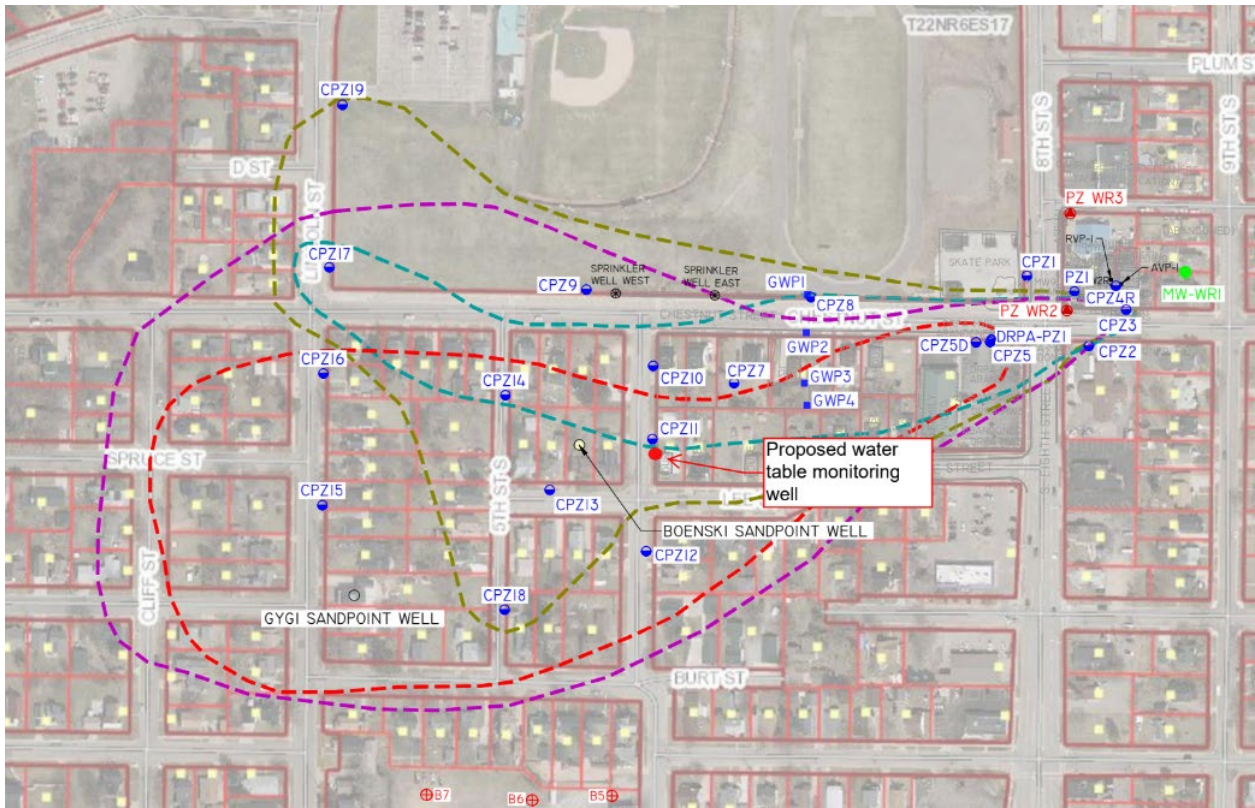
**Background information:**

Two areas were flagged in our permitting of the Lincoln St project that involve groundwater contamination from two sources: dry cleaner on E Grand Ave and dry cleaner / gas station at 8<sup>th</sup> St and Chestnut St.

And since our utility replacement may involve working within the proximity of the groundwater table there would be onsite testing and evaluation required at the time of construction to make sure the handling, processing and disposal of the material is handled properly.

A request for proposal (RFP) was sent out to firms we have worked with in the past. Proposals are expected on Wednesday, February 7<sup>th</sup> and those numbers will be provided at the meeting.





See attached RFP.

**Options available:**

**Action you are requesting the committee take:** Consider selecting a consultant based on proposals received.

**How will the item be financed?** Public Works Construction Fund



ENGINEERING DEPARTMENT  
444 West Grand Avenue  
Wisconsin Rapids, WI 54495-2780  
PHONE - 715.421.8205

## **REQUEST FOR PROPOSALS**

**City of Wisconsin Rapids, WI**

**Environmental Services  
For**

**Lincoln Street Project**

**Due: February 7th, 2024**

Submit Proposals to:  
Joe Eichsteadt, PE  
City of Wisconsin Rapids  
444 W Grand Ave  
Wisconsin Rapids, WI 54495  
[jeichsteadt@wirapids.org](mailto:jeichsteadt@wirapids.org)  
Phone: 715-421-8251



ENGINEERING DEPARTMENT  
444 West Grand Avenue  
Wisconsin Rapids, WI 54495-2780  
PHONE - 715.421.8205

The City of Wisconsin Rapids is seeking proposals for environmental consulting services necessary for proper handling, management, and disposal of hazardous materials (contaminated soils and/or groundwater) potentially encountered during the Lincoln Street (Riverview Expressway - Grand Avenue) reconstruction project. The City is interested in 'turn-key' consulting services for the aforementioned work.

The City of Wisconsin Rapids is proposing to reconstruct Lincoln Street (Riverview Expressway - Grand Avenue) during the 2024 construction season as a municipal project. Work on the Lincoln Street corridor could start as early as mid-March 2024 and will likely continue through a majority of the 2024 construction season.

Underground utilities (storm sewer, water main, and sanitary sewer) will be replaced as part of the Lincoln Street project. It is anticipated that contaminated soils and/or groundwater may be uncovered during the installation of the proposed underground utilities. The City's Street Dept. will need the aforementioned consulting services to ensure proper handling and disposal of any hazardous materials encountered. The City has completed some initial research into the aforementioned hazardous materials along Lincoln Street and has included supporting documentation for consultant's review/download at the following link:

**Lincoln Street** - <https://drive.google.com/drive/folders/11z5tTYVPaC7XEnpFYsI0tLKCDdcx9XZx?usp=sharing>

Also found in the link above are preliminary construction plans for the Lincoln Street project available for download and review.

As previously mentioned, the City is requesting proposals for environmental consulting services necessary for the proper handling, management, and disposal of contaminated soils and/or groundwater potentially encountered during the installation of underground utilities along the Lincoln Street corridor during the 2024 construction season. Proposal shall be a typed document and shall include a scope of services to be provided by consultant necessary to comply with all applicable state and federal requirements. Proposals shall also include estimated time and costs for any meetings or deliverables the consultant deems necessary. Each proposal shall also include the consultant's statement of qualifications. The statement of qualifications shall include any of the consultant's similar project experience.

Consultant's proposal shall also include a statement of understanding of the City's overall approach and information included in this email. A summary shall also be included in the proposal providing the Consultant's overall approach to the project and shall list any assumptions used in completing the proposal. **Each proposal shall include a time/materials hourly rate as well as an estimated per incident cost (and any assumptions used) necessary to properly manage the required and safe handling and disposal of any encountered hazardous materials along the Lincoln Street corridor.**

We are requesting completed proposals by **Wednesday, February 7th, 2024**.

Selection of consultant is anticipated to be by February 21<sup>st</sup>, 2024.

Proposals should be submitted to Joe Eichsteadt, P.E. (City Engineer) at 444 W. Grand Avenue, Wisconsin Rapids, WI 54495-2780 or [jeichsteadt@wirapids.org](mailto:jeichsteadt@wirapids.org)

For questions about this RFP, please contact Joe Eichsteadt at 715.421.8251 or email at [jeichsteadt@wirapids.org](mailto:jeichsteadt@wirapids.org)



## Public Works Committee

**Date of Request:** 1/19/2024

**Requestor:** Joe Eichsteadt, City Engineer

**Request/Referral:** Discuss and consider Flashing Yellow Arrows at Washington St & STH 54 as well as 8th St and E Riverview Expressway.

### Background information:

Flashing Yellow Arrows (FYA)


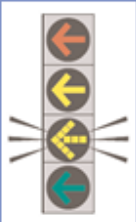


### A Better Left-Turn Signal

**Safer**  
A national study demonstrated drivers had fewer crashes with the flashing yellow left-turn arrow than with the traditional yielding left-turn indication.

**Less Delay**  
You have more opportunities to make a left turn with the flashing yellow left-turn arrow than with the traditional yielding left-turn indication, which keeps you moving.

**More Flexible**  
The new display provides traffic engineers with more options to handle variable traffic volumes.

### Signal Display Changes

Traditional	New
	
	

Copied from a City of Madison brochure.

The approximate cost at each location would be \$100,000 per intersection.

Funding could possibly be obtained through the DOT's SISP program, similar to the W Grand, Chase and High St intersections. Recent grants may not prove favorable in receiving more funds. However, applications are relatively easy to submit.

Installation costs are expected to cost approximately \$100,000 per intersection.



Estimate 2020 (values).

Riverview Expressway & 8th Street Estimate of Quantities				Estimated Unit Price	Extension	TAPCO Unit Price
WisDOT Bid Item No.	Description	Quantity	Unit			
	Mobilization	1	LS	\$ 25,000.00	\$ 25,000.00	
204.0110	Remove Asphaltic Surface - West Median	2.5	SY	\$ 35.00	\$ 87.50	
204.0195	Removing Concrete Bases	1	EACH	\$ 1,425.00	\$ 1,425.00	
465.0105	Asphaltic Surface - West Median	0.5	TON	\$ 200.00	\$ 100.00	
620.0300	Concrete Median Sloped Nose Type 2	6	SF	\$ 100.00	\$ 600.00	
637.2210	Install R10-50L	2	EACH	\$ 35.00	\$ 525.00	
637.2210	Install R10-3ED	2	EACH	\$ 35.00	\$ 65.63	
637.2210	Install R10-3ER	2	EACH	\$ 35.00	\$ 65.63	
637.2210	Install R10-3EL	2	EACH	\$ 35.00	\$ 65.63	
638.2602	Removing Signs Type II	8	EACH	\$ 25.00	\$ 200.00	
646.7405	Marking Crosswalk Paint Transverse Line 6-Inch	100	LF	\$ 10.00	\$ 1,000.00	
646.8205	Marking Island Nose Paint	1	EACH	\$ 200.00	\$ 200.00	
652.0225	Conduit Rigid Nonmetallic Schedule 40-2 Inch	5	LF	\$ 7.00	\$ 35.00	
654.0101	Concrete Base Type 1	1	EACH	\$ 1,000.00	\$ 1,000.00	
655.0210	Cable Traffic Signal 3-14 AWG	114	LF	\$ 1.45	\$ 165.30	
655.0230	Cable Traffic Signal 5-14 AWG	202	LF	\$ 1.55	\$ 313.10	
655.0260	Cable Traffic Signal 12-14 AWG	648	LF	\$ 3.50	\$ 2,268.00	
655.0270	Cable Traffic Signal 15-14 AWG	226	LF	\$ 4.00	\$ 904.00	
655.0280	Cable Traffic Signal 19-14 AWG	264	LF	\$ 4.50	\$ 1,188.00	
657.0100	Pedestal Base Type 1	5	EACH	\$ 325.00	\$ 1,625.00	
657.0425	Traffic Signal Standards Aluminum 15-FT	5	EACH	\$ 750.00	\$ 3,750.00	
658.0174	Traffic Signal Face 4S 12-Inch	8	EACH	\$ 890.00	\$ 7,120.00	
658.0416	Pedestrian Indicator 16-Inch With Countdown Timer	8	EACH	\$ 505.00	\$ 4,040.00	\$ 350.00
658.0500	Pedestrian Push Buttons	2	EACH	\$ 600.00	\$ 1,200.00	\$ 495.00
658.5069	Pedestrian Signal Mounting Hardware	1	LS	\$ 3,000.00	\$ 3,000.00	
658.5069	Signal Mounting Hardware	1	LS	\$ 5,000.00	\$ 5,000.00	
	Pedestrian Push Button Telescoping Extension Bracket - 13-24 Inch - Campbell Company 5030240L	1	EACH	\$ 500.00	\$ 500.00	
	Remove and Salvage Pedestrian Indicator	1	LS	\$ 1,000.00	\$ 1,000.00	
	Remove and Salvage Traffic Signal Assembly	1	LS	\$ 2,000.00	\$ 2,000.00	
	Remove and Reinstall Existing Traffic Signal Equipment	1	LS	\$ 2,500.00	\$ 2,500.00	
	McCain FLeX controller (NEW CONTROLLER)	1	EACH	\$ 9,000.00	\$ 9,000.00	
	Traffic Signal Controller & Timing Implementation	1	LS	\$ 5,000.00	\$ 5,000.00	
				SUBTOTAL	\$ 80,942.78	
				20% Contingency	\$ 16,188.56	
				<b>ESTIMATED TOTAL</b>	<b>\$ 97,131.33</b>	

**Options available:** Consider applying for a SISP grant through the WI DOT with applications due in April. Consider adding projects into future budgets.

**Action you are requesting the committee take:**

**How will the item be financed?** TBD

## PUBLIC WORKS COMMITTEE REFERRAL LIST:

2024 (2/2/2024)

1. Request from Alderperson Tom Rayome to discuss the future of 8<sup>th</sup> St S. (2016)
2. Request from Rayome for Quiet Zones for trains on the east side of city. (2023)
3. Review the Change Order policy and consider updates. (2023)
4. Consider a request to allow residential properties additional garbage bins for an additional fee. (2023)
5. Request from Melanie Minervini (1722 3<sup>rd</sup> St N) to review, revise and update Ch 27 Parking regarding parking meters and overnight parking 27.13(4)(e).
6. Review and consider approving the State / Municipal three-party agreement for the 8th St S and Wood Ave pedestrian crossing project (DOT Project # 6999-11-15/85).



# Finance Committee

Meeting Minutes for

May 10, 2023

**1. Call to Order:** Chairwoman Feith called the meeting of the McMillan Library Finance Committee to order at 5:55 p.m.

**2. Open Meetings Declaration:** Chairwoman Feith established that this was a public meeting with in person and Zoom access and appropriate public notice was given.

**3. Roll Call:**

**Committee Members:**

~~Andrea Galvan~~

Susan Feith

~~Elizabeth St. Myers~~

Kim Heniadis

Craig Broeren

William Clendenning

**Other Board Members:**

~~Ryan Austin~~

~~Karen Schill~~

Doug Machon

~~Eric Montag~~

Scott Kellogg

**Administration:** Katherine Elchert, Library Director

**Others in Attendance:** Nick Flanagan

**4. Approval of Minutes:** A motion was made by W. Clendenning, second by S. Feith to approve the minutes of the April 12, 2023 Finance Committee meeting. Motion to approve carried by unanimous vote.

**5. Financial Report - Solar Array Account**

S. Feith and D. Machon outlined the various options available to the Board, if the decision to purchase the solar array moves forward. S. Feith and N. Flanagan explained the continuing difficulties in locating accurate information on this arrangement. S. Feith stated that the Finance Committee is committed to locating the outstanding information, including invoices going back to 2017 and donations made specifically to fund the solar array.

**6. Report on Monthly Financial Statements Formatting**

S. Feith discussed what financial documentation she would like to see in each Board packet. K. Elchert provided a excerpt of the recent April Board packet, which included March and April invoice submittals, the March invoice entry proof report and YTD. Discussion followed.

S. Feith and the Library Director will meet with COWR Finance Department staff to investigate whether MUNIS can create the reports (cash activity, cash activity pre-paids, budget vs. actual income & expense, profit & loss) S. Feith has requested.





# Finance Committee

## **7. Endowment Fund Gifts Report:**

N. Flanagan shared updates on recent endowment donations and the information required from the Committee to move forward.

**8. Items for Next Agenda:** 2024 budget discussion, update on Financial documents.

**9. Adjournment:** Chairwoman Feith adjourned the meeting at 7:10 p.m.



# Finance Committee

Meeting Minutes for

December 13, 2023

**1. Call to Order:** Chair Feith called the meeting of the McMillan Library Finance Committee to order at 4:00p.m.

**2. Open Meetings Declaration:** Chair Feith established that this was a public meeting with in person and Zoom access and appropriate public notice was given.

### 3. Roll Call:

#### Committee Members:

Andrea Galván  
Ryan Austin

Susan Feith  
~~Craig Broeren~~ - excused

Emily Kent  
William Clendenning

#### Other Board Members:

Elizabeth St. Myers  
Evan O'Day

Karen Schill  
Scott Kellogg

~~Kim Heniadis~~

**Administration:** Katherine Elchert, Library Director; Claire Parrish, Assistant Director

#### Others in Attendance:

**4. Approval of Minutes:** A motion was made by R. Austin, second by W. Clendenning to approve the minutes of the November 8, 2023 Finance Committee meeting with a correction and addition. Motion to approve carried by unanimous vote.

**5. Update – Legacy Grant/Elevator Project:** Legacy grant needs project details by March 2024.

Austin recommended bringing in an elevator contractor to see what really needs to happen, i.e. needing a bigger box or just a car.

**6. Update – Financing & Cost Estimate/Building & Grounds Entrance Project:** Austin will bring a preliminary estimate to Board meeting; thinks entrance will be under \$100k, but committee will defer figuring out how to pay for this project until the Board knows more about the elevator.

**7. Update – Solar Array:** Austin and Feith shared updates with the solar array.

*Kellogg arrived at 4:50pm*

**8. Update – Learning Futures Donor Recognition Data Review:** Elchert has prepared the donor list for Library Board reviewal.

**9. Adjournment:** W. Clendenning made a motion to adjourn, Feith seconds. Motion carried unanimously.

Chair Feith adjourned the meeting at 4:54p.m.

Respectfully Submitted: Claire Parrish, Assistant Director



# Finance Committee

Meeting Minutes for

January 10, 2024

**1. Call to Order:** Chair Feith called the meeting of the McMillan Library Finance Committee to order at 4:30p.m.

**2. Open Meetings Declaration:** Chair Feith established that this was a public meeting with in person and Zoom access and appropriate public notice was given.

### 3. Roll Call:

#### Committee Members:

Andrea Galván  
Ryan Austin

Susan Feith  
~~Craig Broeren~~—excused

Emily Kent  
William Clendenning

#### Other Board Members:

Elizabeth St. Myers  
Evan O’Day

~~Karen Schill~~  
~~Scott Kellogg~~

Kim Heniadis

**Administration:** Katherine Elchert, Library Director; Claire Parrish, Assistant Director

#### Others in Attendance:

Meeting minutes not approved as not included on the agenda.

**5. Elevator Project Discussion & Board Recommendation:** Austin gave an update that Otis Elevator Co. will come to the library on January 24th at 1pm; committee would also like KONE Elevator to give an estimate, as they have been servicing the elevator.

Feith directed Elchert to request the carryover account total from City Finance Director's for next week's board meeting.

**R. Austin made a motion to take a \$50,000 contribution from the library carryover funds for the elevator project and recommend to the full board for action at the January meeting. E. Kent seconded the motion. Motion carried unanimously.**

*Kellogg arrived at 4:44pm.*

Endowment budget will be reviewed in March, after the elevator project gets more details.

**6. Learning Futures Donor Recognition Update:** Feith asked all members present if they saw any additions/corrections/changes to be made to the spreadsheet; committee will give it one more month before submitting a finalized spreadsheet.

### 7. New Business:

- **Audit:** St. Myers inquired on the status of endowment audit with Legacy Accounting; Feith replied it would be for 2023 data, which isn't yet complete.



## Finance Committee

*K. Shill arrived at 4:58pm.*

**8. Adjournment: R. Austin made a motion to adjourn, W. Clendenning seconds. Motion carried unanimously.**

**Chair Feith adjourned the meeting at 5:00p.m.**

**Respectfully Submitted: Claire Parrish, Assistant Director**



# Services Committee

Meeting Minutes for

June 6, 2023

**1. Call to Order:** Chairman Montag called the meeting of the McMillan Library Services Committee to order at 4:30 p.m.

**2. Open Meetings Declaration:** Chairman Montag established that this was a public meeting with in person and Zoom access and appropriate public notice was given.

**3. Roll Call:**

**Committee Members:**

~~Andrea Galvan~~

Eric Montag

Elizabeth St. Myers

Kim Heniadis

~~Karen Schill~~

~~Doug Machon~~

**Other Board Members:**

~~Ryan Austin~~

~~Craig Broeren~~

Susan Feith

William Clendenning

Scott Kellogg

**Administration:** Katherine Elchert, Library Director

**Others in Attendance:** Attorney Nick Flanagan

**4. Approval of Minutes:** A motion was made by K. Heniadis, second by E. St. Myers to approve the minutes of the May 9, 2023 Services Committee meeting. Motion to approve carried by unanimous vote.

**5. Policy Review and Recommendations:** The most recent drafts of the “Materials Selection” and the “Rules of Conduct and Supervision of Minors” policies were reviewed by the committee as well as other attending Board members.

A motion was made by K. Heniadis, second by E. St. Myers to approve the draft of the “McMillan Memorial Library Expectations” with described edits and recommend to full Board for approval. Motion to approve carried by unanimous vote.

A motion was made by E. St. Myers, second by K. Heniadis to approve the draft of the “Materials Selection and Collection Development Policy” with described edits and recommend to full Board for approval. Restricted monetary donations were discussed. Motion to approve carried by unanimous vote.

**6. Items for Next Agenda:** None.

**10. Adjournment:** Chairman Montag adjourned the meeting at 6:13 p.m.



# Board of Trustees

Meeting Minutes for

October 18, 2023

**1. Call to Order:** President Galvan called the meeting of the McMillan Library Board of Trustees to order at 5:00p.m.

**2. Roll Call:**

**Board Members:**

Andrea Galvan

Evan O'Day

Elizabeth St.Myers

Kim Heniadis

Karen Schill

Emily Kent

Ryan Austin

Craig Broeren

Susan Feith

~~William Clendenning~~-excused

Scott Kellogg

**Administration:** Katherine Elchert, Library Director; Claire Parrish, Assistant Director

**Others in Attendance:** Rick Manthe, Stafford Law; Jessica Mederson, Stafford Law; Susan Schill, City Attorney

**3. Open Meetings Declaration:** President Galvan established that this was a public meeting and appropriate public notice with Zoom access was given.

**4. Approval of Previous Minutes: Motion by S. Feith, with correction to 11a, second by C.Broeren. Motion carried unanimously.**

**5. TREASURER'S REPORT**

**5a. Monthly Finance Reports:** Feith noted that Mike Bovey at Legacy Grant knows the Board is working on getting an estimate for the elevator and documentation that the project will be fully funded, funds will be transferred once that occurs;

Endowment report 9/30/23: ending market value of general fund is around \$2.52 million; two smaller funds: Woodward book fund \$26, 270, Von Book Fund \$60,456.49. Donations from Nancy Star's fund of \$200; book sales from presenter at book festival of \$80; \$50 from Garden Club;

**5b. Payment of the Bills:** internal charges from City \$393.86 will appear next month. Broeren questioned the \$421 bill from S. Schill. Year-to-date percentages show there will be an overage for line 59301 WWLC, caused by the sprinkler system.

**Motion by Broeren, second by S. Feith to pay the bills with the exception of the bill from S.Schill until clarification is provided. Total of the bills is \$31,449.51. Motion carried unanimously.**

*S.Schill joined meeting late and explained that billing is music licensing agency, in order to play music or have live performances need licensing; Library was not paying for any licensing fees for a long time, arrangement where half or a quarter is paid by the Library, quarter is paid for by*



# Board of Trustees

*senior center, quarter by Parks and Rec. Billing for August 2022-July 2024, S.Schill said \$421 is total bill that should have been split between the departments, at most would be half, might even be a quarter. **Hold bill until next month to get clarification on the amount of the bill that needs to be paid by the Library.***

## 6. DIRECTOR'S REPORT

**6a. Library Use and Events:** Had very strong applicants for the open associate position and were able to hire two associates, one being an in-house promotion and the other starting later this month. A wider garden gate was installed so emergency exits can be plowed; there have been multiple leaks from the children's shelf check to makerspace during the heavy rains, Elchert will contact Quality Roofing to inquire about warranty and repairs; Elchert worked with Lowell Center staff who are taking the large print that has been weeded from the collection; children's department has done great displays and scavenger hunt, staff are building more drop in activities to encourage families to linger and play, drop-in activities are reported to the state; downstairs staff have been highlighting a board game of the month; team of interested staffers have been working to build a more engaging and relevant social media presence; Heniadis commented that the makerspace programming is amazing, very impressed.

**6b. Statistics:** Elchert shared a new format for statistics including a breakdown of averages per hour, daily visit averages, different types of programs; Elchert happy to add additional data points if interested; increased numbers from last year at this time. This data will help shape what programming we'll keep and what we need to sunset

**6c. Meet the Board:** No Meet the Board this month

**6d. Miscellaneous:**

## 7. COMMITTEE REPORTS

**7a. Services Committee:** No October meeting

**7b. Building and Grounds:**

- Elevator Project: committee would like Joe Eichsteadt to be involved in any capital projects moving forward, starting with the elevator project, covering things like scope of work and pricing.
- Donor Signage Update: rendering presented from Finishing Touches, come to next meeting to do physical walk through including potential location and design; committee all found design concept acceptable
- directed Elchert to find 2017-present Water and Electric bills; Elchert will share folder with board for review

**C. Broeren motioned to have Eichsteadt facilitate all capital improvement projects, second by K. Heniadis. Discussion:** S. Feith noted that the Board still needs to provide approval of architects and contractors. **Motion carried unanimously.**

**7c. Finance Committee:** discussion about solar financing; committee has directed Elchert to provide electric and water bills from 2017 to present.



# Board of Trustees

**7d. Personnel:** Meeting on October 30th for Elchert's evaluation at 4pm; had to be moved due to COWR finance meetings.

## 8. CLOSED SESSION

The Board may vote to go into closed session under Section 19.85(1)(e), Wis. Stats., which reads: "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"; and Section 19.85(1)(g), Wis. Stats., which reads "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."

In closed session, the Board will discuss negotiations and strategy regarding an agreement for the solar panel array located on the McMillan Memorial Library roof. The Board will return to open session and may take action regarding the aforementioned solar panel agreement.

**5:42 p.m. S. Feith makes a motion to enter the closed session, second by K. Heniadis; roll call vote, motion carried unanimously.**

**6:25p.m. C. Broeren makes a motion to return to open session, second by K. Heniadis; motion carried unanimously.**

## 9. OLD BUSINESS

**9a. 2024 Budget:** The Board and Elchert discussed the budget presentation. presented last Compared to last year it went better as no motions for cuts were made, but there were questions about staffing. Broeren commended Elchert for her excellent job presenting.

## 10. NEW BUSINESS

- Feith inquired how billing from Stafford will occur. After discussion, the Board will formally engage with them and agree on a retainer.

## 11. INFORMATION REQUESTS

## 12. ITEMS FOR NEXT AGENDA

- Additional library board member for the Endowment Board
- Finance Committee: Endowment Request process tutorial for any interested board members

## 13. ADJOURNMENT

**S. Kellogg motioned to adjourn, second by R. Austin.  
Meeting adjourned by President Galvan at 7:18pm.**

**Respectfully Submitted: Claire Parrish, Assistant Director**





# Board of Trustees

Meeting Minutes for

December 20, 2023

**1. Call to Order:** President Galván called the meeting of the McMillan Library Board of Trustees to order at 5:00p.m.

## 2. Roll Call:

### Board Members:

Andrea Galván

Kim Heniadis

Ryan Austin

William Clendenning

Evan O'Day

~~Karen Schill~~ - excused

Craig Broeren

Scott Kellogg

Elizabeth St. Myers

Emily Kent

Susan Feith

**Administration:** Katherine Elchert, Library Director; Claire Parrish, Assistant Director

**Others in Attendance:** Eric, Library Staff; Eric Miller, community member; Eric Montag, Endowment Board; Jon Clark, WoodTrust; Chasten Vruwink, WoodTrust; Javan Radtke, WoodTrust;

**3. Open Meetings Declaration:** President Galván established that this was a public meeting and appropriate public notice with Zoom access was given.

**4. Approval of Minutes: Motion by W. Clendenning, second by C. Broeren to approve minutes of the November 15, 2023 full Board meeting. Motion carried unanimously.**

**5. Endowment Accounting Update from Jon Clark, WoodTrust Bank:** WoodTrust representatives presented a financial market review for the Endowment Funds.

- McMillan Library Investment Agency: \$2,569,011
- McMillan Library Investment Agency - Vaughan Book Fund: \$62,154
- McMillan Library Endowment: \$50,047
- McMillan Library Investment Agency - Witter Book Fund

## 6. Treasurer's Report

**a. Monthly Finance Reports:** Feith reviewed monthly bills.

**b. Payment of the Bills:** \$53,956.90

**Motion by C. Broeren, second by S.Kellog to pay the bills. Total of the bills is \$53,956.90.**

**Motion carried unanimously.**

## 7. Director's Report

**a. Library Use and Events:** Two new full time staff; Community puzzle is back; Facility updates: HVAC issues continue, library has one less dumpster; Giving Tree for gathering supplies for ODC care kits; Elchert presented at the community day for a local leadership program, six people signed up for library cards.



# Board of Trustees

**b. Statistics:** Elchert reviewed statistics from November.

**c. Miscellaneous:** N/A

**d. Meet the Board:** N/A

## 8. Committee Reports

**a. Services Committee:** Did not meet

**b. Buildings & Grounds Committee:** Met December 13th, discussion of elevator bid process and Grand Ave project; security system needs to be updated, Elchert will work with the City

- **Donor Signage Update:** review design and discuss at next Building and Grounds meeting; Elchert provided updated donor list for review

**c. Finance Committee:** Feith summarized December 13th meeting

**d. Personnel Committee:** Met on December 14th, three policies to review later in agenda.

**9. Closed session:** No closed session

**10. Old Business:** N/A

## 11. New Business

**a. Attendance and Punctuality Personnel Policy:** Elchert reviewed the policy and board discussed. Modifications were recommended.

**C. Broeren motions to approve the Attendance and Punctuality Personnel Policy with edits, second by S. Kellogg. In favor:** R. Austin, E. Kent, E. O'Day, C. Broeren, E. St. Myers, S. Kellogg. **W. Clendenning and S. Feith abstain. Motion carried.**

**b. Workplace Expectations Personnel Policy:** Elchert reviewed the policy and board discussed.

**Feith motions to table the policy, W. Clendenning seconds. In favor:** Feith and Clendenning. **Opposed:** Austin, Kent, O'Day, Broeren, St. Myers, Kellogg.

**C. Broeren motions to approve the Workplace Expectations Personnel Policy with edits, second by E. St. Myers. All in favor:** R. Austin, E. Kent, E. O'Day, C. Broeren, E. St. Myers, S. Kellogg. **Opposed:** S. Feith. **Abstain:** W. Clendenning. **Motion carried.**

**c. Separation of Employment Personnel Policy:** Elchert reviewed the policy and board discussed.

**C. Broeren motions to approve the Separation of Employment Personnel Policy striking Scope, second by E. St. Myers. All in favor:** R. Austin, E. Kent, E. O'Day, C. Broeren, E. St. Myers, S. Kellogg. **Abstain:** S. Feith and W. Clendenning. **Motion carried.**

**d. 2024 Closure Dates:** Elchert presented City holiday closures and staff development days

**W. Clendenning makes a motion to approve holiday closures and staff development days, C. Broeren seconds. All in favor. Motion carried unanimously.**



# Board of Trustees

e. **2024 Staff COLA:** Elchert looking for Board to approval City-wide 3% COLA for 2024.

**C. Broeren makes a motion to approve a 3% COLA, E. St. Myer seconds. Calculation of increase will be shared with the Board. All in favor. Motion carried unanimously.**

## **12. Information Requests**

- Existing structural or equipment drawings of the elevator

## **13. Items for Next Agenda**

## **14. Adjournment**

**W. Clendenning motions to adjourn, C. Broeren seconds.**

**Meeting adjourned by President Galván at 7:21p.m.**

**Respectfully Submitted: Claire Parrish, Assistant Director**



# Personnel Committee

**DRAFT**  
Subject to  
Approval

Meeting Minutes for  
December 14, 2023

**1. Call to Order:** Chair St. Myers called the meeting of the McMillan Personnel Committee to order at 4:01 p.m.

**2. Open Meeting Declaration:** Chair St. Myers established that this was a public meeting and appropriate public notice with Zoom access was given.

### 3. Roll Call:

#### Committee Members:

Andrea Galván  
Craig Broeren

Scott Kellogg  
Karen Schill

Elizabeth St. Myers  
Evan O'Day

#### Other Board Members:

Emily Kent  
William Clendenning

Susan Feith  
Kim Heniadis

Ryan Austin

**4. Approval of Minutes:** Motion by C. Broeren, seconded by S. Kellogg to approve the Personnel Committee minutes of October 30, 2023. Motion carried by unanimous vote.

### 5. Personnel Policies

- **COWR General Policies:** Attendance and Punctuality, Workplace Expectations, Separation of Employment policies were reviewed.

**C. Broeren motions to send the Attendance and Punctuality to the full board for approval, K. Schill seconds. Motion carried unanimously.**

**C. Broeren motions to send the Workplace Expectations to the full board for approval with discussed edits, E. O'Day seconds. Motion carried unanimously.**

**K. Schill motions to send the Separation of Employment to the full board for approval with discussed edits, E. O'Day seconds. Motion carried unanimously.**

**6. Staff Review Procedure:** Elchert gave an overview of the process of staff reviews.  
*O'Day left at 4:36pm*

**7. Set Next Meeting Date:** February 15, 2023 @ 4pm

### 8. Items for Next Agenda

- Policies
- Updated staff roster

**9. Adjournment:** S. Kellogg, motioned to adjourn, seconded by C. Broeren

Meeting adjourned at 4:46pm

Respectfully submitted by Claire Parrish, Assistant Director



# Building and Grounds Committee

Meeting Minutes for

January 10, 2024

**1. Call to Order:** Chair Austin called the meeting of the McMillan Library Building and Grounds Committee to order at 5:00p.m.

**2. Open Meetings Declaration:** Austin established that this was a public meeting with in person and Zoom access and appropriate public notice was given.

### 3. Roll Call:

**Committee Members:**

Andrea Galván  
Kim Heniadis

Karen Schill  
Ryan Austin

Scott Kellogg  
Susan Feith

**Other Board Members:**

Evan O'Day  
Elizabeth St. Myers

~~Craig Broeren~~  
William Clendenning

Emily Kent

**Administration:** Katherine Elchert, Library Director; Claire Parrish, Assistant Director

**Others in Attendance:** Susan Schill, City Attorney, Jessica Mederson, Attorney

**4. Approval of Minutes:** A motion was made by K. Heniadis, second by S. Kellogg, to approve the minutes of the December 13, 2023 Buildings and Grounds Committee meeting. Motion carried by unanimous vote.

### 5. Closed Session

The Board may vote to go into closed session under Section 19.85(1)(e), Wis. Stats., which reads: "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"; and Section 19.85(1)(g), Wis. Stats., which reads "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." In closed session, the Board will discuss negotiations and strategy regarding an agreement for the solar panel array located on the McMillan Memorial Library roof. The Board will return to open session and may take action regarding the aforementioned solar panel agreement.

**5:02 S. Feith motions to enter closed session, K. Henaidis seconds. Roll call vote. Motion carried unanimously.**

*Kent left meeting at 5:32pm*

*Clendenning left meeting at 5:46pm*

**5:47 S. Feith makes a motion to return to open session. S. Kellogg seconds. Motion carried unanimously.**

**6. 2024 Facility Updates:**

- Elchert shared update from Finishing Touch with design of donor signage;
  - Feith noted there should not be any corporate logos
  - Elchert will send donor info to board

**K. Heniadis made a motion to bring forward the Finishing Touch Sign design, with pricing and company logos removed, to the full board. S. Kellogg seconds. Motion carried unanimously.**

- Austin shared that after meeting with Joe Eichsteadt, the library can get 2-3 parking spots on Lincoln St. Eichsteadt anticipated the parking will be ready in June or July. The cost for the entrance project will be minimal. Project will also include widening the concrete and adding handicap hardware on the doors; Eichsteadt will have bidding documents ready by spring.

**7. Items for Next Agenda**

- balcony damp proofing project

**10. Adjournment: S. Kellogg made a motion to adjourn, K. Heniadis seconds. Motion carried unanimously.**

**Austin adjourned the meeting at 6:21 p.m.**

**Respectfully Submitted: Claire Parrish, Assistant Director**

**MINUTES OF THE MONTHLY MEETING  
HOUSING AUTHORITY OF THE CITY OF WISCONSIN RAPIDS**

The Housing Authority of the City of Wisconsin Rapids held its regular monthly meeting at 1:30 p.m. on Wednesday, November 29, 2023 in the community room of the Huntington House Apartments, 2521 10<sup>th</sup> Street South, Wisconsin Rapids, WI 54494. Commissioner Grode called the meeting to order at 1:33 p.m.

**1. ROLL CALL:**

Present: Jean Helmer, Cheryl Reith-Kincaid, JoAnn Grode and Mary Vang

Excused: Evan Smith and Dave Henke

Also present: Jolina Janus

**2. MINUTES REVIEWED:**

- A. Commissioners reviewed minutes from the October 25, 2023, meeting. Commissioner Grode reported that the 2022 financial audit that was part of the October agenda, item E, should be included in the next board meeting for board approval. Commissioner Helmer moved to approve the minutes of the October 25, 2023, meeting, seconded by Commissioner Reith-Kincaid. All aye votes.

**3. COMMUNICATIONS**

- A. Approval of October 23, 2023, Social Committee meeting minutes and update of activities: Commissioners reviewed minutes from the October 23, 2023, Social Committee meeting. Commissioner Reith-Kincaid moved to approve the minutes of the October 23, 2023, meeting, seconded by Commissioner Helmer. All aye votes. Commissioner Helmer reported that the Thanksgiving dinners went well at each building.
- B. Stock box update: Mary reported that a total of 31 food boxes were distributed among tenants at Parkview, Tenth Avenue and Huntington House apartments. The next distribution date is December 19, 2023.
- C. Staff training update: Mary reported that the Section 8 Program Manager and Office Assistant attended the annual WHEDA conference in Madison on October 6<sup>th</sup> through 7<sup>th</sup>, 2023. The Section 8 Program Manager will be attending a webinar training through Nan McKay which will include the upcoming HOTMA updates for completing rent calculations for the Section 8 program.
- D. Memo from the city regarding street reconstruction on McKinley Street between 8<sup>th</sup> Ave N and 14<sup>th</sup> Ave N.: Commissioners reviewed the memo from the city regarding the reconstruction on McKinley Street between 8<sup>th</sup>

Ave North and 11th Ave North, which will impact the 10<sup>th</sup> Avenue apartments. Mary reported that there are no costs to the housing authority.

#### 4. CONSIDERATION OF BILLS

- A. Approve October 2023 bills (Quickbooks register and purchasing card transaction detail): Commissioners reviewed October 2023 bills. Commissioner Helmer moved to approve October 2023 bills, seconded by Commissioner Reith-Kincaid. All aye votes.

#### 5. EXECUTIVE DIRECTOR'S REPORT

- A. Public Housing Occupancy: Mary reported that there is one vacancy at Parkview due to a voluntary move. This vacancy will be filled off the waiting list with tentative move-in date of December 8, 2023. There are two vacancies at Tenth Avenue apartments: one tenant will be transferring from the public housing program to the project-based voucher program at Huntington House Apartments and the other will be moving into assisted living. These vacancies will be filled off the waiting list with tentative move-in dates of December 22, 2023 and January 16, 2024. There are two scattered site vacancies: one's due to a change in household composition and the others moving out of state. The family with the household composition change will be moving from the two-bedroom unit to the three-bedroom vacancy on December 15, 2023. The two-bedroom vacancy will be filled off the waiting list with a tentative move in date of January 31, 2024.
- B. Huntington House Redevelopment, LLC Occupancy: Mary reported there are two vacancies at Huntington House. One is due to moving into assisted living and the other is deceased. One vacancy will be filled by the tenant in public housing transfer from Tenth Avenue apartments with a scheduled move-in date of December 1, 2023. The other vacancy will be filled off the waiting list with a tentative move-in date of February 1, 2024.
- C. Section 8 program status: Mary reported that as of November 21, 2023, there are 194 families under contract with the current waiting list running approximately 5 months. There are currently 337 families on the waiting list. The Section 8 activity for the month consists of the following: two VASH voucher holders, six new admissions, and six vouchers that expired. There was no activity with portability move-outs & move-ins, new vouchers issued, and end of participations. There are currently six cumulative voucher holders.
- D. Capital Funds Program grant status: Mary reported that the 2020 grant has a \$42,907.86 balance in operations for insurances and miscellaneous operating expenses, \$11,198.05 in general capital activities for appliances, and zero in RAD activities. The 2021 grant has a zero



balance in operations and \$13,318.49 in general capital activities for appliances, concrete repairs, in unit floor repairs/replacement, and automatic door opener repairs/replacement. The 2022 grant has a \$175,155.06 balance in operations for insurances, PILOT, maintenance snowblower, and miscellaneous operating expenses: \$16,861.90 in general capital activities for appliances, tree services, unit turnover/modernization, Parkview windows, and HVAC repairs at all projects. The 2023 grant has \$295,951 balance in operations and \$27,000 in general capital activities for appliances, in unit floor repairs/replacement, unit turnover/modernization, Parkview windows, and HVAC repairs at Parkview & 10th Avenue apartments. Mary also reported that a drawdown was made from the 2020 grant to pay for four refrigerators.

- E. Employee Health Insurance renewal rates effective for 1/1/2024-6/30/2024: Mary reported that due to the IRS increase in the minimum deductible for HSA plans effective for 2024. Insurance rates will be decreasing by 2% for the period of January 1, 2024 through June 30, 2024.
- F. Smoke detector requirement in all Public Housing bedrooms per National Standards for Physical Inspection of Real Estate (NSPIRE): Mary reported that as a result of the new NSPIRE standards, smoke detectors are now required in every bedroom in addition to the smoke detector that is outside each bedroom within 21 feet of each bedroom door. Per HUD's NSPIRE standards, non-compliance with smoke detectors is considered a 24-hour life-threatening deficiency. No points will be deducted, but action on behalf of the PHA is required within 24 hours to rectify the situation. For this reason, an order has been placed for 300 smoke detectors to be installed in all public housing units.
- G. Discuss soda vending machine price increase: Mary reported that soda and water prices will increase in January of 2024. The last soda increase was in August of 2019 and water prices have been the same since 2014. The proposed changes would increase soda from \$2.00 to \$2.25 and water would increase from \$1.00 to \$1.50 effective for January 2024.

## 6. RESOLUTION

- A. 2023\_9 Schedule of Tenant Fees and Maintenance Charges revision 3: Commissioners reviewed Resolution 2023\_9 Schedule of tenant fees and maintenance charges. Commissioner Helmer moved to approve Resolution 2023\_9 Schedule of tenant fees and maintenance charges, seconded by Commissioner Reith-Kincaid . All aye votes.
- B. 2023\_10 2024 S8 Utility Allowance: Commissioners reviewed Resolution 2023\_10 2024 S8 Utility Allowance. Commissioner Helmer moved to approve Resolution 2023\_10 S8 Utility Allowance, seconded by Commissioner Reith-Kincaid. All aye votes.
- C. 2023\_11 Admissions & Continued Occupancy Policy for Public Housing: Commissioners reviewed Resolution 2023\_11 Admissions & Continued

Occupancy Policy for Public Housing. Commissioner Reith-Kincaid moved to approve Resolution 2023\_11 Admissions & Continued Occupancy Policy for Public Housing, seconded by Commissioner Helmer. All aye votes.

7. **PUBLIC INPUT:** Commissioner Reith-Kincaid inquired about changing the pet policy to a one pet minimum. Mary stated that this would be something she would discuss with the Public Housing Program Manager but that a limit would not be possible if a tenant requests for additional pets that would be an emotional, therapeutic, or assistive animal.
10. **NEXT MEETING:** The next monthly meeting is scheduled for 1:30 p.m. on Wednesday, December 20, 2023, in the community room of Huntington House Apartments.
11. **ADJOURNMENT:** Commissioner Reith-Kincaid moved to adjourn the meeting at 2:55 p.m., seconded by Commissioner Helmer. All aye votes.

Submitted for approval by:

Approved by:

\_\_\_\_\_  
Mary Vang  
Executive Director

\_\_\_\_\_  
Jo Ann Grode  
Chair

Date: \_\_\_\_\_

Date: \_\_\_\_\_



1. Call the meeting to order.

Commissioner King called the meeting to order at 7:30 a.m.

2. Roll call.

Present in person at City Hall were Commissioners Albrecht, Grode, King, Timm and Yonkovich; and Police Chief Daniel Hostens, Fire Chief Todd Eckes, Alderperson Dennis Polach, Sue Schill, Emily Kent and Ryan Hartman.

3. Approve the November 15, 2023 meeting minutes.

A motion was made by Commissioner Grode, seconded by Commissioner Timm, to approve the November 15, 2023 meeting minutes. Motion carried.

4. Approve the November 30, 2023 meeting minutes.

A motion was made by Commissioner Yonkovich, seconded by Commissioner Grode, to approve the November 30, 2023 meeting minutes. Motion carried.

5. Discuss the monthly report and activities of the Police Department with the Police Chief.

A motion was made by Commissioner Grode, seconded by Commissioner Timm, to approve the monthly report and activities of the Police Department. Motion carried.

6. Discuss the monthly report and activities of the Fire Department with the Fire Chief.

A motion was made by Commissioner Grode, seconded by Commissioner Timm, to approve the monthly report and activities of the Fire Department. Motion carried.

7. The Commission may discuss and consider changes to the Police and Fire Commission Manual.

A motion was made by Commissioner Albrecht, seconded by Commissioner Timm, to approve version one of the updated Police and Fire Commission Manual. Motion carried.

8. Establish date for next meeting and discuss items for inclusion in next agenda.

The next monthly meeting will be held on January 10, 2024, at 7:30 a.m.



9. Adjourn.

A motion was made by Commissioner Albrecht, seconded by Commissioner Timm, to adjourn. Motion carried.

Respectfully Submitted,

Lee Albrecht, Secretary



1. Call the meeting to order.

Commissioner King called the meeting to order at 7:30 a.m.

2. Roll call.

Present by videoconferencing was Commissioner Albrecht. Present in person at City Hall were Commissioners Grode, King, Timm and Yonkovich; and Police Chief Daniel Hostens and Fire Chief Todd Eckes.

3. Approve the December 13, 2023 meeting minutes.

A motion was made by Commissioner Yonkovich, seconded by Commissioner Grode, to approve the December 13, 2023 meeting minutes. Motion carried.

4. Discuss the monthly report and activities of the Police Department with the Police Chief.

A motion was made by Commissioner Grode, seconded by Commissioner Yonkovich, to approve the monthly report and activities of the Police Department. Motion carried.

5. Discuss the monthly report and activities of the Fire Department with the Fire Chief.

A motion was made by Commissioner Grode, seconded by Commissioner Timm, to approve the monthly report and activities of the Fire Department. Motion carried.

6. Discuss process for selecting Police Officer of the Year.

A motion was made by Commissioner Grode, seconded by Commissioner Yonkovich, to approve the Police Chief's request for the Police and Fire Commission to participate in choosing Police Officer of the Year. Motion carried.

7. Establish date for next meeting and discuss items for inclusion in next agenda.

The next monthly meeting will be held on February 14, 2024, at 7:30 a.m.

8. Adjourn.

A motion was made by Commissioner Grode, seconded by Commissioner Yonkovich, to adjourn. Motion carried.

Respectfully Submitted,  
Michael Timm, Acting Secretary



1. Call the meeting to order.

Commissioner King called the meeting to order at 7:30 a.m.

2. Roll call.

Present in person at City Hall were Commissioners Grode, King, Timm and Yonkovich; and Fire Chief Todd Eckes, Division Chief of EMS Jason Joling and Ryan Hartman.

3. The Commission will vote to go into closed session pursuant to Section 19.85(1)(c) of the Wisconsin Statutes, which reads: "Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility." In closed session, the Commission will:

- a. Discuss probationary status of one (1) Firefighter.
- b. Discuss and consider the Fire Chief's request to approve one (1) promotion to the rank of Division Chief of Fire.
- c. Discuss and consider the Fire Chief's request to approve two (2) promotions to the rank of Motor Pump Operator.

A motion was made by Commissioner Grode, seconded by Commissioner Yonkovich, to go into CLOSED SESSION pursuant to Wisconsin Statutes Sec. 19.85 (1)(c), to consider employment, promotion, compensation or performance evaluation data of any public employee over which the Commission has jurisdiction or exercises responsibility. Roll call vote taken. All members voted in the affirmative. Motion carried.

Present in the closed session were Commissioners Grode, King, Timm and Yonkovich; and Fire Chief Todd Eckes, Division Chief of EMS Jason Joling and Ryan Hartman.

In closed session, the Commission discussed the probationary status of one (1) Firefighter, and the Fire Chief's request to approve one (1) promotion to the rank of Division Chief of Fire and two (2) promotions to the rank of Motor Pump Operator.

4. The Commission will return to OPEN SESSION and may take any necessary action or make any recommendations needed as a result of the discussion in closed session.

A motion was made by Commissioner Timm, seconded by Commissioner Yonkovich, to go into open session. Motion carried.

Re Item 3a: A motion was made by Commissioner Grode, seconded by Commissioner Yonkovich, to extend the probationary period of one (1) Firefighter until April 30, 2024. Motion carried.



Re Item 3b: A motion was made by Commissioner Grode, seconded by Commissioner Yonkovich, to approve the Fire Chief's promotion of Brennan Agen to Division Chief of Fire. Motion carried.

Re Item 3c: A motion was made by Commissioner Yonkovich, seconded by Commissioner Grode, to approve the Fire Chief's promotions of Scott Whitrock and Dustin Lease to Motor Pump Operator. Motion carried.

5. Adjourn.

A motion was made by Commissioner Yonkovich, seconded by Commissioner Grode, to adjourn. Motion carried.

Respectfully Submitted,  
Michael Timm, Acting Secretary

# ALEXANDER FIELD

## SOUTH WOOD COUNTY AIRPORT

MUNICIPALLY OWNED

### MEETING MINUTES

#### **AIRPORT COMMISSIONERS:**

Shane Blaser, Mayor  
Jason Warren, Supervisor  
Joseph Zurfluh, Trustee  
Brad Hamilton, President

#### **MUNICIPALITIES:**

City of Wisconsin Rapids  
Town of Grand Rapids  
Village of Port Edwards  
City of Nekoosa

1/4/24

The South Wood County Airport Commission met on Thursday January 4, 2024, at 8:00 AM at the South Wood County Airport, Alexander Field. Members present were Shane Blaser, Brad Hamilton, Jason Warren, and Joe Zurfluh. Also in attendance were Randy Gustafson, Bill Menzel, Dennis Polach, Paul Tranal, Stephen Brown, Arne Nystrom, Karl Kemper, Bill Clendenning, Mike Guillemot, Jeff Christensen, Ryan Falch, Tom Davis, Hunter Geishart, and Jeremy Sickler.

**1. Call to order:** Chairman Blaser called the meeting to order at 8:03 AM.

**2. Approval of previous month's minutes (12-7-23):**

Motion by Commissioner Hamilton, 2nd by Commissioner Warren to approve the minutes as presented. Motion carried.

**3. Airport Manager's Report:**

Airport Manager Sickler presented the monthly report and updated the Commission on the progress of the ongoing and future projects. Jeremy Roberts from MSA provided a brief update on the obstruction removal project including speculation that the BOA is pursuing eminent domain on some of the parcels.

Sickler reported that the fuel sales and activity in December were above historical monthly performances and final annual 2023 figures were favorable.

Ryan Falch from SEH provided the Commission with an update on the status of the Master Plan project. Falch highlighted the preferences brought to his attention to this from previous discussions and meetings.

Motion by Commissioner Hamilton, 2nd by Commissioner Zurfluh to approve the Airport Managers Report. Motion carried.

**4. New Business**

a. Discuss and consider action regarding Commission owned hangar security: Sickler proposed security locks and surveillance in the Commission owned hangars to eliminate opportunities for detrimental occurrences in those facilities. Discussion ensued regarding the frequency and severity of observed activities, preferences of renters, and type and level of security, signage, and access. Sickler presented costs for security locks. The Commission requested quotes on electronic access security locks and surveillance. No action taken.

**5. Review of Financial Statements**



Sickler presented the financial statements for the month of December 2023. Discussion ensued. Motion by Commissioner Hamilton, second by Commissioner Blaser to approve the financial statements as presented. Motion carried.

**6. Future agenda items:**

Sealcoating and striping the parking lot, hangar security.

**7. Public Comment**

Comments were received regarding list of contact information for hangar owners to WC Dispatch, viewing areas and shelters, Sand Valley events, hangar numbering signage, and NOTAM notification for local pilots.

**8. Correspondence received:** None

**9. Set next meeting date:**

Thursday February 1, 2023 at 8:00 AM.

**10. Adjourn:**

Motion made by Commissioner Hamilton, 2<sup>nd</sup> by Commissioner Blaser to adjourn at 8:56 AM. Motion carried.

*Minutes prepared by Jeremy Sickler, Respectfully reviewed and submitted, Chairman Blaser*



**Wastewater Facility**  
**2540 First Street South**  
**Wisconsin Rapids, WI 54494-5798**  
Phone (715) 421-8237 Fax (715) 421-8292  
Derek Budsberg – Wastewater Superintendent  
Email – dbudsberg@wirapids.org

The Wastewater Treatment Commission met at **1:30 p.m. on January 10, 2024** at the Wastewater Treatment Plant, 2540 1<sup>st</sup> Street South. The following members were present: David Laspa, Kayla Lumaye(Biron), Peter Jennings, and David Yonkovich; on Zoom: Joe Eichsteadt. Alderman Dennis Polach was also present.

- 1. Minutes of the December 13, 2023 meeting:** A motion was made by Peter Jennings and seconded by David Yonkovich to approve the minutes of the December 13, 2023 Commission meeting. **Motion Carried.**
- 2. Supervisory Report:**
  - a. Administrative report: Derek Budsberg provided a report summarizing the month's activities.
  - b. Monthly Plant Report: Derek gave an up-to-date report on plant work. All plant operations were within the WDNR Discharge Permit ranges.
- 3. Review quotes for new D.O. probes:** A motion was made by Peter Jennings and seconded by Kayla Lumaye to accept the MSW quote for \$8907. **Motion Carried.**
- 4. Discuss plans to replace SCADA computers:** A motion was made by Kayla Lumaye and seconded by Peter Jennings to accept the quote from LW Allen not to exceed the amount of \$63,022. **Motion Carried.**
- 5. Acceptance of bills and revenues:** A motion was made by David Yonkovich and seconded by Peter Jennings to accept the bills and revenues for December. **Motion Carried.**
- 6. Referrals:** Biron Wastewater Contract, Emergency Lateral fund
- 7. Adjourn:** A motion was made by David Yonkovich and seconded by Kayla Lumaye to adjourn at 2:11 pm. **Motion Carried**

*Respectfully submitted Jessica Beaton*

Regular Meeting of the Water Works and Lighting Commission  
Wednesday, January 10, 2024

**There were present:**

Commissioner Jay Bemke  
Commissioner John Bergin  
Commissioner John Harper  
Commissioner Rick Merdan  
Commissioner Jeff Penzkover

Also in attendance: Jem Brown, Jeff Kuhn, Josh Elliott, Matt Stormoen, Adam Breunig, Tyler Sneen, and Lynn Schroer.

**1. Call to Order**

Chairman John Bergin called the meeting to order at 2:00 PM.

**2. Approval, additions or corrections to the minutes of the following meeting**

**2.1 Regular Commission Meeting held December 13, 2023**

There was a motion made by John Harper, seconded by Jeff Penzkover, and carried to approve the minutes of the Regular Commission Meeting held on December 13, 2023, and to place them on file. There were no nay votes recorded.

**2.2 Special Commission Meeting held December 18, 2023**

There was a motion made by John Harper, seconded by Jeff Penzkover, and carried to approve the minutes of the Special Commission Meeting held on December 18, 2023, and to place them on file. There were no nay votes recorded.

**3. Action items**

There were no action items presented.

**4.0 Department updates**

**4.1 Safety Committee Report**

The commissioners reviewed and discussed the Safety Committee meeting minutes and the safety coordinator's monthly report. John Harper commented on the time change to include additional employees in future safety meetings.

## **4.2 Line Superintendent's Report**

This report was reviewed and December call-ins and projects were discussed. Rick Merdan commented on the second Davey crew working on tree trimming and how that has impacted 2023 call ins. Josh Elliott responded to an inquiry from John Bergin regarding the Highway 73 project.

## **4.3 Water Department Operations Report**

This report was reviewed and December maintenance water projects were discussed. John Harper inquired regarding the number of water main breaks. Adam Breunig stated there have been a total of four this winter and the average is approximately 12-13. He also stated there is not any frost at this time, but that most water breaks result from a large swing in temperature rather than frost.

## **4.4 Customer Support Supervisor's Report**

This report was reviewed and Lynn Schroer responded to a question from Rick Merdan regarding payment options. The committee also discussed the increase in customer phone calls.

## **4.5 Director of Finance's Report**

This report was reviewed and Jeff Kuhn answered questions regarding investments and rent of electric property.

## **4.6 Information System's Administrator's Report**

This report was reviewed and discussed. Matt Stormoen answered questions regarding the new firewall.

## **4.7 Conservation Manager's Report**

This report was reviewed and discussed.

## **4.8 Electrical Engineer's Report**

This report was reviewed and was discussed. Rick Merdan inquired regarding the current battery status of the recloser.

## **4.9 Director of Engineering & Electric Operations**

This report was reviewed and discussed. Rick Merdan asked if the new

transformer was in service. Jem Brown responded that it has not yet been energized and discussion followed.

#### **4.10 General Manager's Report**

This report was reviewed and discussed. Jem Brown answered questions regarding the legislation on the transmission construction right of first refusal for construction of new or upgraded transmission lines. Jem also stated this will be discussed at the MEUW board meeting on Friday.

#### **5. Review of accounts payables**

A listing of all invoices and checks covering December was provided to the commission for review.

#### **6. Adjourn**

There was a motion made by John Bergin, seconded by Jay Bemke, and carried to adjourn at 2:21 PM. There were no nay votes recorded.

Respectfully submitted,

Rick Merdan, Secretary

# City of Wisconsin Rapids Ethics Board

## Meeting Minutes

**Date:** Tuesday, February 6, 2024 at 4:30 p.m.

**Location:** First Floor Conference Room at City Hall

**Members Present:** Robert Teeselink, Eric Daven, Renee Fischer, Lee Gossick, Mike Derrie and Fran Bailey-Gokey

**Members Absent:** Alderperson Patrick Delaney and Alternate Alderperson Matt Zacher

1. Meeting called to order at 4:30 p.m. by Chairman Teeselink, Chairman Tesselink welcomed new members Mike Derrie and Fran Bailey-Gokey.
2. No new business
3. The minutes of the last meeting from September 19, 2023 were presented. Motioned by Fischer, seconded by Derrie, to approve the minutes, motion carried.
4. The 2023 Year-End report was reviewed. Motioned by Fischer, seconded by Derrie, to approve the report, motion carried.
5. Elections of Officers  
Motion by Bailey-Gokey, seconded by Fischer to nominate Teeselink as Chairman, motion carried.  
Motion by Daven, seconded by Teeselink to nominate Fischer as Vice Chair, motion carried.  
Motion by Bailey-Gokey, seconded by Fischer to nominate Daven as Secretary, motion carried.
6. Next meeting had previously been set for September 17, 2024 @ 4:30 p.m. in the first-floor conference room of City Hall.
7. Meeting adjourned at 4:36 pm by motion by Teeselink.

Eric Daven  
Ethics Board Secretary



**ENGINEERING DEPARTMENT**  
**444 West Grand Avenue**  
**Wisconsin Rapids, WI 54495-2780**  
Engineering (715) 421-8205 FAX (715) 421-8291

## **ENGINEERING DEPARTMENT Monthly Activity Report**

January 2024

### Permits & Degradation

- 26 Permits/Licenses (25 last month) for asphalt paving (0), driveway grades/concrete pour inspections (0), storm water (0), excavating (9), Street Privilege (0), storm connection (0), permit parking (1), banner (0), environmental testing well (0), contractor licenses (16)
  - 2024 – 26 permits & licenses
  - 2023 – 278 permits & licenses
- 74 Diggers Locates for Storm Sewer & Sanitary Sewer (211 last month)
  - 11 Emergency locates (4 outside of normal business hours)
- Degradation fees this month = \$9,078.57
  - This year = \$9,078.57

### Traffic

- Stop Sign / Yield Sign Requests
- Traffic Study
  - Study is complete for allowing right turn no stop for westbound traffic on Two Mile Ave at 1<sup>st</sup> St S.
  - Study is complete for allowing right turn no stop for eastbound traffic on High St at 4<sup>th</sup> Ave N.
- Vision Issues – N/A
- ITS Standalone Signal Grant
  - 2023 Project @ Expy and W Grand Ave started on September 25<sup>th</sup>. Some punch list items are expected to occur the week of February 5<sup>th</sup> when the new controller will be installed. The green left turn arrow detection will be looked at then.
  - 2024 Project @ Expy and High St and Expy and Chase St – grant was approved and consultant will be updating plans and rebidding in preparation for 2024 construction.
- Signal complaints
  - Flashing Yellow Arrows requested at Expressway and Plover Rd and Plover Rd and Washington St. (January 2024)
- Signal Equipment
  - Spare cabinet is ordered and is expected to arrive week of February 5<sup>th</sup>.

Project Designs/Construction underway:



**ENGINEERING DEPARTMENT**  
**444 West Grand Avenue**  
**Wisconsin Rapids, WI 54495-2780**  
Engineering (715) 421-8205 FAX (715) 421-8291

### 2024 Projects

- Contracts
  - Concrete Contract (bid opening 2/8/24)
  - Asphalt Paving Contract (bid opening 2/8/24)
- Design
  - 9<sup>th</sup> St S (Peach St to Chestnut St) – 99%
    - Sewer and Water Permit Applications have been submitted
  - Lincoln St (Expressway to Peach St) – 85%
    - Construction notification letters went out this week
    - A project walk-thru is scheduled for March 26<sup>th</sup>
    - Offer letters are being finalized.
  - Wylie St (8<sup>th</sup> St N to 12<sup>th</sup> St N) – 90%
  - Sewer Manhole Connecting to Rudolph's Force Main – 99%
  - Dixon Parking Lot – 90%
- Bidding Projects
  - Bridge Lighting – data gathering
  - Library alternative ADA entrance – data gathering
- 2025 Projects
  - Preliminary Survey for 2024 and 2025 Projects
    - 14<sup>th</sup> Ave N (W Grand Ave to Fremont St) – 100%
    - McKinley St (8<sup>th</sup> Ave to 14<sup>th</sup> Ave) – 100%
    - E Jackson St (Jackson St Bridge to E Grand Ave) – 100%
    - Mead Field Pickle Ball Courts – 100%
  - Design for future Projects
    - 14<sup>th</sup> Ave N (W Grand Ave to Fremont St) – 50%
    - McKinley St (8<sup>th</sup> Ave N to 14<sup>th</sup> Ave N) – 50%
    - E Jackson St – 0%
    - Mead Field Pickle Ball Courts – pending

### Projects Involving Grants

- 8<sup>th</sup> St S and Wood Ave - Highway safety Improvement Grant (HSIP).
  - Strand was awarded the project 12/20/23 and is pending a successful contract negotiation with the DOT.
  - Request for Qualifications were sent out on 11/17/23 with a due date of 12/8/23.
  - Design will commence in 2024 with construction proposed in 2025
- 8th St S – Lakewood Ln to Whitrock Ave – DOT is working on selecting a design consultant to begin designing this project.





**ENGINEERING DEPARTMENT**  
**444 West Grand Avenue**  
**Wisconsin Rapids, WI 54495-2780**  
Engineering (715) 421-8205 FAX (715) 421-8291

- Rail Notification – Predictive Mobility Project
  - Project is on hold until the federal government and state government authorize additional funding.

Transportation Utility – 32 account updates in January 2024.

Storm Water Utility – 8 utility updates in January 2024.

- One Mile Cr.
  - Project Update letters will be sent out soon to adjacent property owners notifying them of the status of the project.
  - All easements for the project are now secured.
  - Dredging Permit – Hazardous material discharge permit is ready for approval. The Ch. 30 Permit is continuing to move forward; however, two comments were provided back which appear to be permit conditions once approved:
    - To avoid greatest impacts to amphibians/reptiles, a slow drawdown is required starting in late summer (mid-August) and ending in mid-September. Late summer to early fall drawdowns are preferred.
    - Fisheries also has a window of time from *mid-March to mid-May* where work needs to be avoided.
  - Dam Permit – DNR is reassigning the review of this permit to another staff member as of 12/2/23. The new reviewer has reached out (as of 1/12/24) with some initial questions and responses are being provided.

### Other Highlights

- Reviewed and provided comments for the Road Facility and Sewer Utility for the WI DOT's plans to repave STH 73 from Industrial St toward the west. Project is scheduled for fall of 2024 or spring of 2025.



## **PUBLIC WORKS DEPARTMENT**

1411 CHASE STREET  
WISCONSIN RAPIDS, WI 54495  
(715) 421-8218 FAX (715) 421-8281

### **January 2024**

#### ***Refuse and Recycling***

- Garbage Collection estimate 391.75 tons, 379.51 tons in 2023
- Recycling Collection estimate 88.96 tons, 99.94 tons in 2023

#### ***Construction***

##### **Shorewood Terrace (1<sup>st</sup> Street North – Dead End)**

- Project complete except for finish rake topsoil, seed and mulch

##### **Apricot/ Broadway Street Intersection**

#### Items to complete

- Sidewalk, Curb and Gutter on Apricot, Black dirt Apricot, finish rake topsoil, seed and mulch, Finish Grade and Pave Apricot

##### **Lincoln Street (Peach Street – East Riverview Expressway)**

- Removed trees to prepare for construction

#### ***Streets Maintenance***

- Christmas Tree pickup
- Crushing blacktop at City Pit
- Finished clearing the Right of Way on 48<sup>th</sup> Street North in East Commerce
- Assisted Parks with Tree Care
- Assisted WWLC with water main break
- Preliminary investigation of a Manhole replacement on STH 34
- Took delivery of material's for 2024 Construction prior to price increase
- Hauled scrap metal to metal recycling
- Measured future Chip seal areas
- Cut brush and long grass around storm water pond areas, Two Mile and 16<sup>th</sup> ST, Norton Pond, Zoo Trail Pond
- Plowed a 2" snow event for Training
- Plowed a two-day snow event
- Cleaned up downtown on street parking areas and parking lots
- Winged back snow on highways and areas that drifted in, widened out sidewalks and bike trails
- Sanitary maintenance at 450 Dewey Street
- Maintained rail crossings and switches at East Commerce Center
- Scraped hardpack off streets when temperatures increased

- Reviewed construction plans
- Met with vendor on best trench box use for 21' deep manhole
- Removed snow from Islands on Highways
- Opened uncleared crosswalks around schools and churches
- Cold Patch City Streets
- Open catch basins that were not taking on water
- Swept downtown streets and highways that did not have snow banks
- Assisted with painting at the library
- Cutting brush in right of way on mowing routes
- Reviewed 2024 construction projects
- 

***Paint and Signs***

- Started replacement of the Stop, Yield and regulatory signs that no longer meet the requirements of the MUTCD
- Repaired signs damaged in snow storm
- Provided temporary mailboxes for mailboxes damaged in storm

***Shop and Repairs***

- Routine service work fleet trucks
- Service Police and Fire's fleet
- Finished radiator repair on Construction roller
- Check over snow equipment after use during snow event
- Hard surface excavator buckets
- Replaced Hydraulic pump on garbage truck
- Inspected electric water pumps
- Inspected and repairing small engine tools
- Replaced turbo on 480 Volvo Excavator

**Overtime that occurred in January 2024:**

Snow and Ice Control:	\$18,567.31 for labor to plow and \$1,342.08 to maintain fleet during storm. Budgeted amount for 2024 season is \$121,815.00
Plowing Snow at Airport:	\$235.20 for labor to plow Airport. Non budgeted item, get reimbursed by the Airport
Garbage Collection:	\$436.95 for labor on Holidays and coverage on days off. Budgeted amount for 2024 season \$2242.00
Recycling Collection:	\$626.85 for labor on Holidays and coverage on days off. Budgeted amount for 2024 season \$1121.00
WWLC watermain breaks:	\$231.13 for labor to Assist WWLC with water breaks after hours. Non budgeted item, get reimbursed by WWLC





**SOUTH WOOD COUNTY AIRPORT**  
 Jeremy Sickler, Airport Manager

**January 2024**

**Airport Development:**

Master Plan update: Ryan Falch from SEH will provide an update.

Obstruction Removal update: The BOA has two RFPs out: One is for legal services for litigation for the parcels which have filed suit against them. The other is for tree removal services on the parcels that are ready.

<b>Fuel Type</b>	<b>Previous month</b>	<b>Current month</b>	<b>This month last year</b>	<b>2024 year to date</b>	<b>2023 year to date</b>	<b>Year over Year</b>
<b>100 LL</b>	953.55	477.10	318.70	477.10	318.70	150%
<b>Jet A</b>	1526.00	1148.53	265.61	1148.53	265.61	432%
<b>TOTAL</b>	2479.55	1625.63	584.31	1625.63	584.31	278%

**Airport Monthly Revenues:**

Sales

Fuel:	\$9467.52
Ramp Fee:	\$0.00
Lav Fee:	\$0.00
GPU:	\$150.00
Call Out Fee:	\$225.00
Transient Hangar:	\$300.00
Catering:	\$0.00
Oil:	\$0.00

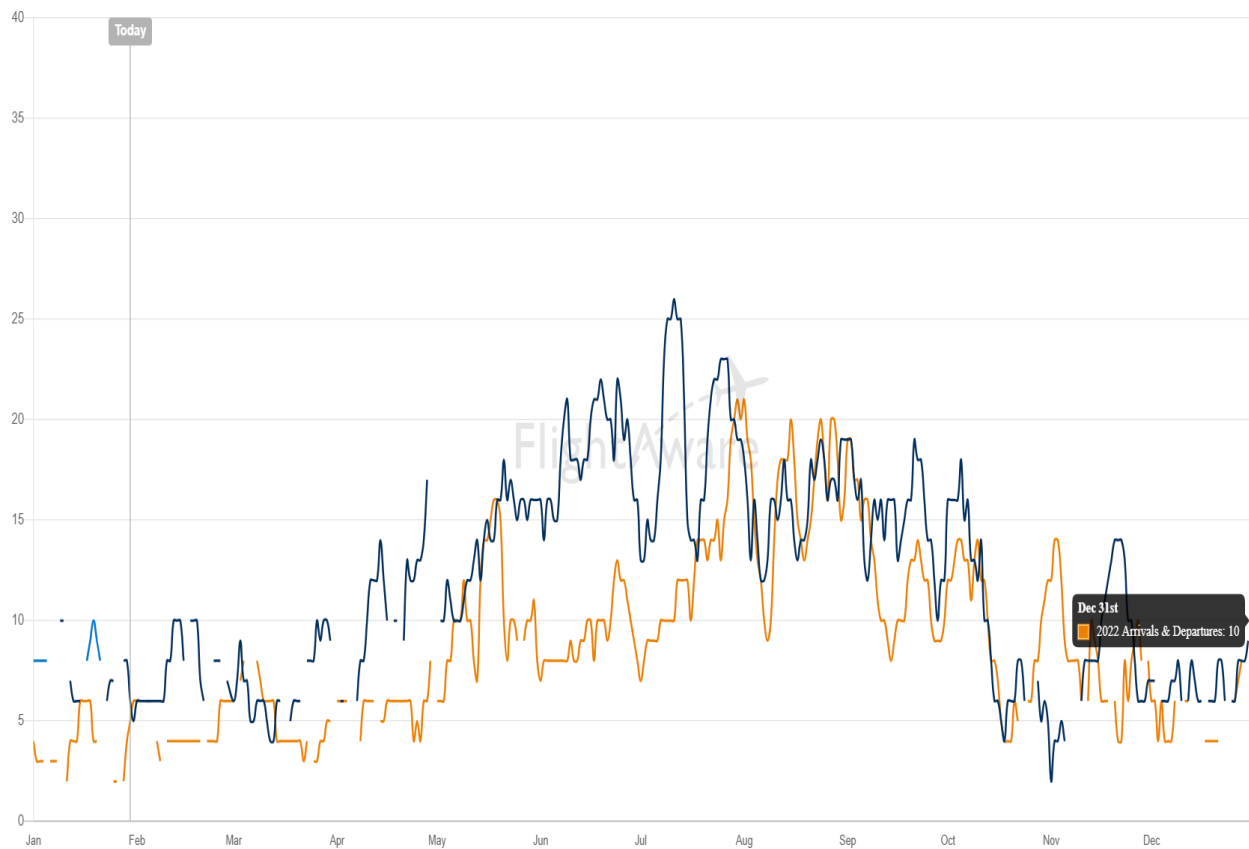
Year over year total fuel gallon sales comparison through January:

2022 – 1905.29 gallons  
 2021 – 852.67 gallons

## Other Airport Items:

**Consultant Selection:** There was only one bid for the legal services for land acquisition and the BOA is negotiating with that firm for the continuation of the process. Since there was only one bidder the Commission didn't have to evaluate consultants. Consultant selection for the tree removal project will most likely be at the March meeting, assuming receipt of all of the Letters of Interest and the BOA evaluation forms.

**Vehicle Purchase:** During the next month or two options for a new Airport vehicle will be examined. If Commissioners would like to be involved in acquisition or have any recommendations, assistance would be welcome.



TO: Mayor Shane Blaser  
FROM: Derek Budsberg  
SUBJECT: Monthly Supervisory Report  
Month of: January 2024

Report:

**Collections**

- Televised-1500 ft. of Sanitary
- Sewer calls-4
- Main line cleaned- 99,000ft
- 32 hours of equipment maintenance

**Operations/Maintenance**

- Overall, plant treatment was excellent, and all parameters were well under the permitted limits.
- Replaced bottom end of a pump at Whitrock lift station.
- Swapped primary clarifiers to repair skimmer arm damaged by ice.
- Started removing old pump at 1<sup>st</sup> and Two mile lift station to prepare for valve and pump replacement.
- Repaired a leaky water line in our chemical building that ran underneath the concrete floor. This took several days to chip the floor out to get to the line.
- Cleaned and organized several buildings throughout the plant during the cold weather.
- Started installing new dissolved oxygen meters in the aeration basin.

**Plant administration.**

- Finishing up end of the year DNR reports.
- Continued Biron contract discussions.
- Started air emission reporting.
- Did extra lab testing to identify where high molybdenum levels are coming from.
- Continued working with contractors to develop plans to repair influent channels.
- Put a plan together to replace valves at the 1<sup>st</sup> and Two mile lift station.
- Started working with contractors to develop a plan to replace Dewey MCC lift station.
- Staff spent time reviewing and modifying the right-of-way lateral repair policy.
- Finalized the plan to replace SCADA computers.



# Wisconsin Rapids Fire Department

Fire - EMS - Haz Mat - Rescue - Education - Prevention

*"Commitment to Excellence"*



To: Mayor Shane Blaser, Wisconsin Rapids Police and Fire Commission, Wisconsin Rapids Common Council  
From: Todd Eckes, WRFDFire Chief  
Date: February 1, 2024  
RE: Monthly Summary for January 2024

WRFDMeetings, events, training, and notable calls for the month of January 2024:

- Police and Fire Commission meeting
- Common Council meeting
- Held a department Officer meeting.
- PD/FD Meeting
- Monthly EMR training
- Wisconsin State Fire Chiefs Board Meeting
- Attended North Central Fire Chiefs meeting.
- Attended Insurance Services Office Training
- Attended Citizen Academy Graduation
- Attended Wausau Chief Barteck Retirement ceremony.
- Held Live training at an acquired house all month long.
- 2 members attended the State EMS Board meeting.
- Numerous EMT basic interns through the month of December
- Hired two new Firefighters.
- Girl Scout Tour Station I and First Aid training
- Met with Haferman counseling about Mental Health Checkups.
- Held a Family Christmas Party for Members, Retirees and Families at Station I.
- Car seat Clinic at Station I

January Anniversaries: Battalion Chief Joe Kubis 28 Years, Deputy Chief Jason Joling 26 Years, Fire Chief Todd Eckes 17 Years, Pastor Daniel DeRoche 10 Years, FF Josh Russell 8 Years, FF Mike Duchrow 8 Years.

Notable Responses:

Structure Fire: 0

Motor Vehicle: 10 Motor Vehicle Crashes

Carbon Monoxide/Odor Calls: 9 Suspicious Odor and CO Calls

Fals Alarms: 17





# Wisconsin Rapids Fire Department

Fire - EMS - Haz Mat - Rescue - Education - Prevention

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## WRFD Notes:

January was another busy month. Starting the month off was three promotions within the department. Sadly, we say goodbye to Division Chief Justin Pluess who accepted a position as the Deputy Chief of department for Wausau Fire Department. We are sad to see him leave but wish him all the best in his new endeavor. Although we will miss him his position will be well maintained with the promotion of Brennan Agen to Division Chief of Fire. Brennan has been working hard behind the scenes on his bachelor's degree, and every day he comes to work always eager to learn more about the fire service. Congratulations Brennan we look forward to the great things you will do in your new position. With a vacancy like that at the top of the organizational structure there are always many moves throughout the crews. There were 8 different crew changes and 2 other promotions before it was done. Congratulations to Dustin Lease and Scott Whitrock who were promoted to the rank of Motor Pump Operator.

Through attrition we hired two new Firefighter Medics. Jodh Mancl who comes to us from Port Edwards Fire Department. Josh started as a part time employee with so many vacancies and eventually was promoted to full time duty as he finishes Paramedic class expected to graduate this spring. Also hired was Catherine (Catie) Jasin. Catie comes to us from the Nekoosa area and Town of Rome. Catie was on Nekoosa ambulance until their closure and was most recently serving as a Police Officer in the Town of Rome where she also served on both the Town of Rome and Nekoosa Volunteer Fire Departments. We welcome them both to the WRFD Family. They spent the month of January in Recruit Academy. This academy covers everything from Fire and EMS Response to payroll, and Standard Operations Guidelines, Rules and Regulations, and Policies. Once completed they will be assigned to their crews where they will spend three shift days not counting to staff as an on-crew orientation. They then will be assigned full status on the crew.

January is usually renewal month. Crews spent the month refreshing and re-certifying CPR and Advanced Cardiac Life Support (ACLS). This is usually a day of lectures on the new research in cardiac arrest care, as well as hands-on practical using the skills we just learned. This certification is required every two years as well as Pediatric Advanced Life Support (PALS).

Lastly, we onboarded two more new Cadets for the Firefighter Cadet program. They will join the current cadets meeting once a month learning Firefighter and EMS skills. Many of these cadets wish to pursue a career in the Fire/EMS services, and it is important to expose them early hopefully teaching them skills to set them up for success as they move on.



# Wisconsin Rapids Fire Department

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## WRFD January 2024 MONTHLY RESPONSE REPORT

Type of Emergency	January 2024 Responses	Total # of 2024 Responses	January 2023 Responses	Total # of 2023 Responses
EMS 911	406	406	338	338
EMS IFT	4	0	0	0
COMMUNITY PARAMEDICINE	0	0	0	0
FIRE	0	0	3	3
EXPLOSION (No Fire)	0	0	0	0
HAZARDOUS CONDITION	2	2	4	4
SERVICE CALLS	6	6	2	2
GOOD INTENT	4	4	3	3
FALSE ALARMS/WEATHER	17	17	4	4
<b>TOTAL CALLS FOR SERVICE</b>	<b>439</b>	<b>439</b>	<b>354</b>	<b>354</b>

### Notes:

- Fire 100 Series: Fire (*s structure, vehicle, wildland*)
- Fire 200 Series: Overpressure, Rupture, Explosion, Overheat (*No Fire*)
- Fire 300 Series: Rescue & Emergency Service Incident (*Motor vehicle accident, EMS Calls*)
- Fire 400 Series: *Hazardous Condition (spills, leaks with no fire)*
- Fire 500 Series: Service Calls (water & smoke problems, burning complaints)
- Fire 600 Series: Good Intent (*Dispatched and cancelled, Citizen needs help*)
- Fire 700/800 Series: (700) False Alarms (800) Severe Weather/Natural Disasters

Runs by District	January 2024	2024 Totals	January 2023	2023 Totals
Wisconsin Rapids	321	321	271	271
Saratoga	30	30	21	21
Village Port Edwards	17	17	9	9
Village Bron	17	17	24	24
Town of Port Edwards	2	2	4	4
Nekoosa	28	28	16	16
Cranmoor	1	1	1	1
Mutual Aid Given	1	1	2	2
Mutual Aid Received	22	22	6	6
<b>TOTALS</b>	<b>439</b>	<b>439</b>	<b>354</b>	<b>354</b>

Confined Space Stand-by	January 2024	Total # 2024	January 2023	Total # 2023
<b>TOTALS</b>	<b>24</b>	<b>24</b>	<b>43</b>	<b>43</b>



# Wisconsin Rapids Fire Department

Fire - EMS - Haz Mat - Rescue - Education - Prevention

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## WRFD TRAINING CENTER FOR January 2024

Category	Topic
Fire	SCBA confidence
Officer	Command & Control
Motor Pump Operator	None
Technical rescue	Squad Operations
Hazardous Materials	Metering
EMS	CPR/ACLS Re-certification
EMR	Basic Trauma Care
Cadet	Orientation with new Cadets

<b>Total Training Hours for the Month</b>	<b>548</b>
<b>Inspections for the month</b>	<b>0</b>



# Wisconsin Rapids Fire Department

Fire - EMS - Haz Mat - Rescue - Education - Prevention

*"Commitment to Excellence"*



## January Overtime Paid Summary

		Overtime Summary in Hours									
Month	Jan	Feb	Mar	Apr	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<b>Category</b>											
Comp Paid Out	2.75										
FMLA	24										
Emergency Call ins	23.5										
Sick	146.3										
Stay-Over	5.5										
Meeting/Committee											
BC VAC											
ODT											
Training	29.75										
<b>Monthly Total Hours</b>	231.5	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

<b>O.T. Rate</b>	<b>\$39</b>
------------------	-------------

<b>Comp Pay Out over 100 hours</b>	<b>\$7,442</b>
------------------------------------	----------------

<b>January Total O.T. Cost</b>	<b>\$9,030.45</b>
--------------------------------	-------------------

<b>Jan. Crew Transfer Pay</b>	<b>\$200</b>
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# Wisconsin Rapids Fire Department

Fire - EMS - Haz Mat - Rescue - Education - Prevention

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# Police Department City of Wisconsin Rapids

444 West Grand Avenue Wisconsin Rapids, Wisconsin 54495

**DANIEL HOSTENS, CHIEF**  
TEL: (715)-423-4444  
FAX: (715)-423-4408

Date: February 9, 2024

To: Mayor Shane Blaser

Wisconsin Rapids Police and Fire Commission

Wisconsin Rapids Common Council

From: Daniel Hostens, Chief of Police

RE: Report on the Police Department activity for January 2023

**Departmental Activity/Training:**

Chief Attended the Wisconsin DOJ New Chief and Sheriff Training in Madison, WI.

Working on the 2023 Police Department Annual Report

Police and Fire Commission Meeting

Command Staff Meeting

Completed mandated training and monthly range training.

SRO Pelot and SRO Olivares attended the 2024 AWSA Associate Principal Conference.

SRO Pelot and SRO Olivares attended Non-Violent Crisis Intervention Training with WRPS staff.

The Detective Bureau worked 88.38 hours of overtime (calculated at time and one half). This does not include drug task force overtime that gets reimbursed throughout the year.

Monthly Special Response Team (SRT) and Crisis Negotiator (CNT) training

**For the month, 2023 vs. 2022:**

Calls for Service	2023	1,238	2022	1,296
OWI	2023	3	2022	6
Traffic Crash Inv.	2023	27	2022	60
Traffic/Municipal Citations	2023	160	2022	228
Written Warnings	2023	244	2022	235
Restricted Parking Tickets	2023	89	2022	46

**Administration Staff**

Ordinance	January Days Worked	Calls for Service	Written Warnings	Citations	Complete without Enforcement Action	Parking Citations	OWI	Arrests	Crash Reports	Totals
Andrys	20	52	0	2	50	0	0	0	0	52

Open Records	Request	Completed	Denials	Redactions	Pending Release
November	51	44	0	3	6

**Notable Incidents**

WRPD # 24-1087: On 01/23/24, members of the Detective Bureau assisted in the execution of a search warrant at a Wisconsin Rapids residence as a result of Detective Richter’s ongoing drug investigation. Seven adults were located inside the home, and six were residing there. Upon searching the residence, detectives observed many signs of illegal drug use. Detectives located and confiscated numerous pieces of drug paraphernalia, 19.65 grams of methamphetamine, 41.13 grams of THC, 0.5 grams of Fentanyl, and two firearms. Five adults were taken into custody, two with active arrest warrants. After this investigation, Detective Richter referred the following charges to the Wood County District Attorney’s Office:

- Two adults were referred for Possession with Intent to Deliver/Manufacture a Controlled Substance on/near Public School
- Three adults were referred for Possession of Methamphetamine
- Two adults were referred for Felony Bail Jumping
- Two adults were referred for Possession of Schedule I Narcotic (Fentanyl)
- Two adults were referred for Possession of THC
- Six adults were referred for Possession of Drug Paraphernalia
- Three adults were referred for Maintain a Drug Trafficking Place
- One adult was referred for Possession with Intent to Distribute Methamphetamine
- One adult was referred for Possession with Intent to Distribute THC

WRPD # 23-16093: In October 2023, Patrol took an initial complaint of a check fraud case at Connexus Credit Union. A male subject entered the credit union with a stolen Illinois ID card and cashed a false check, ultimately receiving \$5,640.00. The subject was also observed leaning over the counter and taking photographs of the teller’s computer screen and the private banking information on the screen. Sgt. Daven was assigned this investigation and learned that numerous other similar instances were reported throughout Central Wisconsin. Sgt. Daven issued a Wisconsin Crime Alert regarding this case. With the assistance of the Marathon County Sheriff’s Department, a suspect was identified and interviewed and admitted to his involvement. He also identified the individual who printed the fraudulent check. Sgt. Daven utilized Flock data captured on Connexus surveillance to determine the suspect's vehicle. Sgt. Daven concluded his investigation on January 18, and the following charges were referred to the Wood County District Attorney’s Office:

- Suspect One: Forgery, three counts of Felony Bail Jumping, Theft.
- Suspect Two: Forgery, Patry to a Crime/Theft

1/4, 9, 19, 28 (5 OWI arrests) (24-00455, 00647, 00933, 01352, 01383)- Crew B saw an uptick in OWI arrests. Four of the junior officers made OWI arrests. A focus on traffic enforcement resulted in the apprehension of intoxicated drivers. A contributing factor to this was crew training regarding DRE training and a review of SFST testing conducted by OFC Krummel. Officers worked together to reduce efforts by a single officer streamlining the process, making it more efficient and allowing the arresting officers to be available for other calls for service. WOSO executed the 5th OWI arrest regarding a welfare check that originated in Saratoga. The vehicle and driver were found at the Huntington House by LT Cornette and handed over to WOSO upon their arrival at the scene.

1/24 (Fentanyl Arrest) (24-01129)- Officers acted upon information received via a concerned citizen about drug activity at 1160 16th St. N. They directed extra patrol activities in the area. While in the area, they received a tip that the subject of interest, 10-99, was en route back to that address. A traffic stop was initiated and resulted in the arrest of the subject. Upon search incident to arrest, fentanyl was located inside the vehicle. Arrest was made. The subject was wanted on several charges related to narcotics by neighboring agencies.

1/17, 25 (Heroin Related Overdoses) (24-00860, 01341) Officers Drew, Paltz, and Krummel responded to two calls for service involving Heroin overdoses. The first was a call for a PNB female by OFC Drew in front of Lucky's Bar. Upon arrival, the female was PNB. Narcan was administered, and the subject was revived. The incident was the second of a similar nature in the recent past involving the subject. The subject told OFC that she was using cocaine, which appears to have contained fentanyl. The second incident occurred at 1150 16th OFC Paltz responded to St. N. The second call, and Krummel, was for a 27-year-old female victim who was found deceased by her fiancée. Subsequent testing by the coroner found a presence of fentanyl. The subject was a known user but thought to be recovering. OFCs provided assistance and resources to the fiancée. Living conditions at the residence were dismal. Garbage was ankle-deep throughout the residence, and insects were present due to the conditions. Children resided at the residence but were not present. Information gained from the incident was passed on to applicable agencies.

1/31 (Meth Arrest) (24-01568) OFC Brockman, working for SGT Killian, made a traffic stop on a vehicle on a vehicle leaving a known drug location, Rapids Inn and Suites. A request was made for a K9. Nekoosa PD responded, and the K9 indicated the presence of drugs in the vehicle. A search was conducted, and meth was found on the only occupant. Intel was gathered from the subject that the meth was purchased from the female maintenance worker for the hotel and her boyfriend, as well, as there was additional meth in the room; they reside in #9. DET LT was alerted that the arrested subject would provide further information and aid WRPD. DET LT advised that the DETs would be in at 0530 and would contact the arrested subject at the jail to ascertain whether there would be enough information to apply for a search warrant for room #9.

2024-1368 – Wisconsin Rapids Officers assisted the Wood County Sheriff's Department with locating a male subject wanted for threatening family members with a shotgun. Officers located the suspect/vehicle on the West side of Kwik Trip. A high-risk traffic stop was conducted on the car, and the suspect was taken into custody safely and turned over to the Wood County Sheriff's Department.

2024-1380 – Officers were called to an address on the East side of the city for a male who pointed a gun at another subject. A perimeter was set up, and officers contacted the suspect. The suspect followed the officer's commands and was safely detained outside his residence. The suspect was taken to jail for endangering safety/use of a dangerous weapon. Trooper Szulczewski from the Wisconsin State Patrol also assisted WRPD.

## **24-540**

1/11/24

Ofc. Jaye conducted a traffic stop on E. Jackson for an equipment violation. During the stop, he determined all subjects in the vehicle had provided false names. A k9 was requested and indicated on the car, leading to a search and the recovery of Methamphetamine and syringes loaded with suspected Fentanyl. 2 of the three subjects went to jail on several warrants, probation holds, and drug-related charges. Charges were later requested for the 3<sup>rd</sup> for drug and obstructing.

## **24-1224**



1/26/24

Officers have been making frequent contact with Jesse Mabe. On 1/26/24, He was arrested by officers following a disturbance at a residence where he had been allowed to stay for a night while homeless. He was eventually transported to jail on battery, Disorderly conduct, and later Stalking Charges related to continuous criminal activity targeting several individuals. WRPD had seven contacts with Mabe in January, and he is currently incarcerated.

**Other Activity**

- Received 13 Child Protective Service reports from Wood County Human Services for investigation and review.
  - Detective Richter completed the agency assist complaint where members of the Detective Bureau assisted the Marathon County Sheriff’s Department in executing a search warrant at a Wisconsin Rapids residence. As a result of the search warrant and the evidence that was collected, the following charges were referred to the Wood County District Attorney’s Office by Detective Richter:
- Suspect 1: Possess Firearm – Convicted of a Felony, Failure to Comply with Officer’s Attempt to Take Person Into Custody, Bail Jumping.
- Suspect 2: Maintaining a Drug Trafficking Place, Possession w/ Intent to Distribute Cocaine, Possession w/ Intent to Deliver Methamphetamine, Possession of Drug Paraphernalia.
  - There were numerous bitcoin scams throughout January where victims lost thousands of dollars. Sgt. Daven was able to track thousands of dollars that ended up in India. Because of the increase in scams, the following measures were taken to create awareness: Caution signs with scam info were placed on all Bitcoin ATMs in the City of Wisconsin Rapids, and a Facebook post was made to spread awareness about Bitcoin scams. Sgt. Daven reached out to local media outlets to publish a warning, and information was passed on to local banks asking to question large cash withdrawals and spread awareness to their customers.
  - Members of the Detective Bureau executed a search warrant at a Wisconsin Rapids residence on 01/10/24 for a Child Pornography investigation Detective Bailey is completing. The investigation is still ongoing.

**K9 Kubo**

	Narcotic Deployments	Times Narcotics Found	Patrol Deployments	Demonstrations	Training Hours	Agency Assist
January	3	1			10.5	2

Possession of Marijuana	<b>200.23 grams 2 THC Cart.</b>
Methamphetamine	<b>34.55 grams</b>
Fentanyl	<b>0.65 grams</b>
Cocaine	<b>4.947 grams</b>
Psilocybin Mushrooms	<b>6 grams</b>
Other: Alprazolam	<b>32 Pills</b>

**Drugs Taken In:**

Drug	Quantity
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Marijuana THC Cartridges	23.6g 1 unit
Methamphetamine	2.88g
Fentanyl	0.19g
Cocaine	13.4g
Other: Vyvanse (ADHD Medication)	10 units