

W I S C O N S I N



PUBLIC MEETING NOTICE
WISCONSIN RAPIDS COMMON COUNCIL
TUESDAY, JULY 18, 2023
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, July 18, 2023 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. 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 Oath of Office and Badge Pinning for New Wisconsin Rapids Deputy Police Chief
6. Reading of the Minutes of the Previous Meeting held on June 20, 2023 (See Attachment #1)
7. Consider for confirmation Mayor Blaser's Appointments to various Committees, Commissions and Boards (See Attachment #2)
8. Consider for approval an ordinance adding yield control on Avon St at 14th St N, as recommended for approval by the Public Works Committee at its meeting held on June 8, 2023. (See Attachment #3)
9. Consider for approval a new leachate agreement with Advanced Cranberry Creek Landfill, as recommended for approval by the Wastewater Treatment Commission
10. Consider for Adoption the Actions of the Planning Commission at its meeting held on July 6, 2023:
 1. Approval of the report from the June 5, 2023, Plan Commission meeting.
 2. 23-000484; Badger Land Survey, LLC. – request for a Certified Survey Map to combine two lots at 1811 25th Ave. S. (Parcel ID 3404630 & 3404625) and dedicate right-of-way on 25th Avenue.
 3. 23-000500; Keller, Inc. – request for architectural review for a commercial façade improvement to a principal structure and accessory structure at 4200 8th Street South (Parcel ID 3414135).
 4. 23-000465; City of Wisconsin Rapids – request for a planned development district amendment for a minor alteration to expand a patio area, add a walkway extension, and install a shade sail structure at 220 Third Avenue South (Parcel ID 3402596).
 5. 23-000463; City of Wisconsin Rapids – public hearing and action on a request to amend Chapter 11 – Zoning Ordinance, specifically Article 15 - Fencing, including modifications to various sections including general requirements, dimensional requirements, and fence materials.
 6. 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 July 11, 2023:
 1. Call to Order
 2. Presentation by the Wisconsin Rapids Area Convention & Visitors Bureau on the state of tourism in Wisconsin Rapids
 3. Review bid results for the remodel project at Fire Station #2 and consider award to the low, qualified bidders

4. Consider a request from China Palace LLC, D/B/A China Palace, Sem Salazar, agent, for Retail Class "B" Fermented Malt Beverages and Retail "Class B" Intoxicating Liquor licenses for the premise located at 2113 8th Street South
5. Consider a request from SBG Apple North IX, LLC, D/B/A Applebee's Neighborhood Grill & Bar, Casimir Banaszek, agent, for Retail Class "B" Fermented Malt Beverages and Retail "Class B" Intoxicating Liquor licenses for the premise located at 4311 8th Street South
6. Request from the Community Development Department to apply for a 2024 Wood County Economic Development Grant in the amount of \$25,000 to create a Downtown Development Master Plan and to utilize \$50,000 in Tax Increment District 7 for the project.
7. Budget discussion
8. Audit of the bills
9. Set next meeting date
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".
In closed session, the Committee may discuss negotiations and strategy and consider an offer regarding the sale of vacant City-owned land located at an unaddressed parcel southeast of Angle Drive between 6th Street South and 8th Street South, Parcel ID: 34-12985
11. The Committee may adjourn in closed session, or may return to open session
12. If the Committee returns to open session, the Committee may take action regarding the sale of vacant City-owned land located at an unaddressed parcel southeast of Angle Drive between 6th Street South and 8th Street South, Parcel ID: 34-12985.
13. Adjournment.

B. Public Works Committee meeting held on July 6, 2023:

1. Call to order
2. Review Engineering & Street Department Monthly Activity Report.
3. Review and consider adding a 2-hr parking restriction on Saratoga St from E Jackson St to 7th St N and on 5th St N from E Jackson St to Saratoga St.
4. Review and consider adding a 2-hr parking restriction from 7am to 4pm on school days on Engler Dr from 25th Ave S to 27th Ave S.
5. Review bids received for the 2023 Sewer Lining Contract and consider award to the low, qualified bidder.
6. Consider a preliminary resolution for public work and improvements on E Jackson St between Jackson St bridge and E Grand Ave proposed for construction in 2025.
7. Consider a preliminary resolution for public work and improvements on Harrison Street between 7th Ave N and 9th Ave N proposed for construction in 2025.
8. Review referral list
9. Set Next Meeting Date
10. Adjourn

C. Public Works Committee meeting held on July 11, 2023:

1. Call to order
2. Review and consider a change order to the 2023 Asphalt Contract to include asphalt tonnage for the parking lot at the Dog Park.
3. Adjourn

D. Human Resources Committee meeting held on July 11, 2023:

1. Call to order
2. Discuss and consider for approval the creation of an Administrative Lieutenant position within the WRPD. See attachments.
3. Discuss and consider for approval the hiring of temporary Firefighter positions within the WRPD due to longer-term leaves.
4. Adjournment

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

1. South Wood County Airport held May 4 and June 1, 2023

2. McMillan Memorial Library Board of Trustees held May 17, 2023, and Nominating Committee held May 24, 2023.
3. Police and Fire Commission held June 14 and June 21, 2023
4. Wastewater Treatment Commission held June 14, 2023
5. Water Works and Lighting Commission held June 14, 2023
6. Joint Review Board held June 27, 2023
7. Park and Recreation Commission held July 10, 2023

Department Reports for June 2023

8. Engineering Department
9. Public Works Department
10. South Wood County Airport
11. Wastewater Treatment Plant
12. Wisconsin Rapids Fire Department
13. 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 and consider an offer regarding the sale of vacant City-owned land located at an unaddressed parcel southeast of Angle Drive between 6th Street South and 8th Street South, Parcel ID: 34-12985.

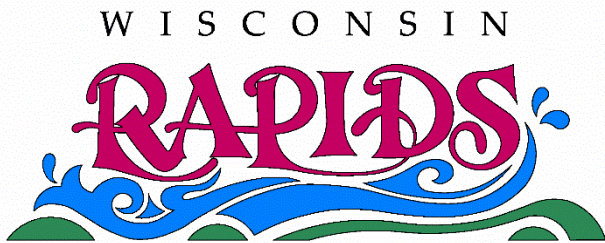
- 15. The Council may adjourn in closed session, or may return to open session**

- 16. If the Council returns to open session, the Council may take action regarding the sale of vacant City-owned land located at an unaddressed parcel southeast of Angle Drive between 6th Street South and 8th Street South, Parcel ID: 34-12985.**

- 17. Adjournment.**

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, JUNE 20, 2023

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, June 20, 2023, at 6:00 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 6:00 p.m.

2. Roll Call

Roll call indicated that all alderpersons were present:

<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 checked="" type="checkbox"/>	<input type="checkbox"/>
Matt Zacher	3	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Tom Rayome	4	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jake Cattanach	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. Reading of the Minutes of the Previous Meeting held on May 16, 2023

It was moved by Bemke, seconded by Veneman to dispense with a reading and accept the minutes of the previous meeting. Motion carried, 8 ayes and 0 nays:

<u>Aldersperson</u>	<u>District</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Ryan Austin	1		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dean Veneman	2	Second	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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"/>

5. Second Reading of an Ordinance Amending Chapter 11 – Zoning Ordinance, specifically Section 11.06.67(c), Parking of a commercial vehicle as an ancillary residential use, to allow for greater flexibility in standards for commercial vehicles

It was moved by Delaney, seconded by Austin to approve an Ordinance Amending Chapter 11 – Zoning Ordinance, specifically Section 11.06.67(c), Parking of a commercial vehicle, but striking the language “pick up trucks” as contained in the proposed amendment, as an ancillary residential use, to allow for greater flexibility in standards for commercial vehicles. Motion carried, 7 ayes and 1 nay. Ordinance No. MC 1342:

<u>Aldersperson</u>	<u>District</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
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Ryan Austin	1	Second	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dean Veneman	2		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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 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	Motion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jay Bemke	8		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

6. Public Hearing on a Zoning Map Amendment to rezone the parcel located at 420 First Avenue South (Parcel ID 3402629) from B-3 Neighborhood Commercial District to R-2 Mixed Residential District.

Public hearing opened at 6:05 p.m.

Speaking against: none

Speaking in favor: none

Public hearing closed at 6:06 p.m.

7. Consider for Adoption the Actions of the Planning Commission at its meetings held on May 11 and June 5, 2023:

A. REPORT OF THE PLANNING COMMISSION MEETING HELD ON MAY 11, 2023:

Date of Meeting: May 11, 2023

Reported to Council: June 20, 2023

The Planning Commission met at 4:00 p.m. on May 11, 2023 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 Lee Thao, Eric Daven, Jeff Marutz and Thaddeus Kubisiak; Ben Goodreau attended via Zoom. Thaddeus Kubisiak served as Chairperson in Shane Blaser’s excused absence, and member Austin was also excused. Others attending were Community Development Director Kyle Kearns, Associate Planner Carrie Edmondson, Alderperson Dennis Polach and Mitch Altmann.

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

1. Approval of the report from the May 1, 2023, Plan Commission meeting.

Motion by Thao to approve the report from the May 1, 2023, Plan Commission meeting; second by Daven. Motion carried (5 – 0)

2. 23-000285; The Dental Suite, LLC. – request for site plan and architectural review for a commercial building addition and site improvements at 2301 Chestnut Street (Parcel ID 3410789).

Carrie Edmondson provided a synopsis of the request. Approval was recommended with the conditions outlined in the staff report. The items regarding parking will be presented and voted upon at the next Zoning Board of Appeals meeting.

Motion by Daven to approve the request for site plan and architectural review for a commercial building addition and site improvements at 2301 Chestnut Street (Parcel ID 3410789), subject to the following conditions:

1. All exterior materials including siding, windows, doors, and lighting shall match the existing structure.
2. The installation of six parking spaces to the south along Chestnut Street are contingent upon a Variance approved by the Zoning Board of Appeals to permit over 35% of onsite parking in front of a principal building. If a variance is not granted or obtained an updated site plan shall be submitted for review and approval by the Community Development Department.
3. Cut-off lighting fixtures or equivalent shall be used for the development.
4. Light from the business shall not exceed 0.1 foot-candles at all neighboring residential property lines and not exceed 0.2 footcandles at all neighboring commercial property lines.
5. Applicable stormwater and building permits through the City shall be obtained as required.
6. Community development staff shall have the authority to approve minor modifications to the plans.

Second by Thao. Motion carried (5 – 0)

3. City of Wisconsin Rapids – conceptual Comprehensive Plan Future Land Use Map Amendment review and Zoning Map Amendment review for the properties located between Clyde Avenue and Grove Avenue and between 12th Street South and 14th Street South.

Kyle Kearns provided a summary and description of the conceptual Comprehensive Plan Future land Use Map Amendment. Conversations between Commission members and staff ensued. There were no items that needed to be called to a vote at this time. Further discussions on this subject will occur at a future Planning Commission meeting.

4. Adjourn

Motion by Thao to adjourn the meeting; second by Daven. Motion carried (5 – 0). Meeting adjourned at 4:28 p.m.

It was moved by Austin, seconded by Polach to approve and adopt the actions of the Commission. Motion carried, 8 ayes and 0 nays:

<u>Aldersperson</u>	<u>District</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Ryan Austin	1	Motion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dean Veneman	2		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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		<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"/>

B. REPORT OF THE PLANNING COMMISSION MEETING HELD ON JUNE 5, 2023:

Date of Meeting: June 5, 2023

Reported to Council: June 20, 2023

The Planning Commission met at 4:00 p.m. on June 5, 2023 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 included Chairperson Shane Blaser, Lee Thao, Jeff Marutz, Ben Goodreau, and Thaddeus Kubisiak; Ryan Austin attended via Zoom. Eric Daven was excused. Others present included Community Development Director Kyle Kearns, Associate Planner Carrie Edmondson, Aldersperson Dennis Polach, Aldersperson Tom Rayome, and Michael Nelson.

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

1. Approval of the report from the May 11, 2023, Plan Commission meeting.

Motion by Goodreau to approve the report from the May 11, 2023 Plan Commission meeting; second by Thao. Motion carried (6 – 0)

2. 23-000359; Michael Jan Nelson – action on a request for an amendment to the City’s Comprehensive Plan, specifically map 7-2 Future Land Use Map, to reclassify the parcel located at 420 First Avenue South (Parcel ID 3402629) from a Commercial land use classification to a Residential land use classification.

Carrie Edmondson provided background on the proposal and a summary of the request. Staff recommended approval of the amendment to the City’s Comprehensive Plan. Ms. Edmondson noted that the public hearing would take place at the Common Council meeting.

Motion by Goodreau to approve the request for an amendment to the City’s Comprehensive Plan, specifically map 7-2 Future Land Use Map, to reclassify the parcel located at 420 First Avenue South (Parcel ID 3402629) from a Commercial land use classification to a Residential land use classification; second by Austin. Motion carried (6 – 0). **Ordinance No. MC 1344**

3. 23-000359; Michael Jan Nelson – public hearing and action on a request for a zoning map amendment to rezone the parcel located at 420 First Avenue South (Parcel ID 3402629) from B-3 Neighborhood Commercial District to R-2 Mixed Residential District.

Carrie Edmondson provided a synopsis of the request. Approval was recommended being that it is consistent with the City’s Comprehensive Plan and other planning documents.

Public hearing opened at 4:09 p.m.

Speaking in favor: none

Speaking against: none

Public hearing closed at 4:10 p.m.

Thad Kubisiak asked if it would be possible to re-zone the parcel back to B-3 in the future if it were to be requested and Kyle Kearns responded.

Motion by Blaser to approve the request for a zoning map amendment to rezone the parcel located at 420 First Avenue South (Parcel ID 3402629) from B-3 Neighborhood Commercial District to R-2 Mixed Residential District; second by Goodreau. Motion carried (6 – 0). **Ordinance No. MC 1345**

4. Adjourn

Motion by Kubisiak to adjourn the meeting; second by Thao. Motion carried (6 – 0). Meeting adjourned at 4:13 p.m.

It was moved by Austin, seconded by Zacher to approve and adopt the actions of the Commission. Motion carried, 8 ayes and 0 nays:

<u>Aldersperson</u>	<u>District</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Ryan Austin	1	Motion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dean Veneman	2		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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"/>

8. 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 JUNE 6, 2023:

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

Date of Meeting: June 6, 2023

Report to Council: June 20, 2023

The Finance and Property Committee met at 4:02 p.m. on Tuesday, June 6, 2023, 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 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 4:02 p.m.

2. Consider a referral from the Fire Department regarding Funding for energy Audit findings

It was moved by Bemke, seconded by Veneman to approve funding up to \$5,500 for energy Audit findings. Motion carried, 3-0.

3. Consider a referral from the Fire Department regarding Discussion on Replacement of Truck 5

Staff was directed to provide a timeline of financial obligations to be considered at a future meeting. No action was taken on this item.

4. Consider a referral from the Public Works Department to review and approve the purchase of a Single Pass Automated Refuse Truck

It was moved by Bemke, seconded by Zacher to approve the purchase of Single Pass Automated Refuse Truck at a price not to exceed \$387,298 plus up to 10% over that amount to allow for any price increases that may occur prior to receiving the truck. Motion carried, 3-0.

5. Consider for approval a Taxicab License Renewal Application from Randy Weyaus for Gotta Go Taxi LLC

It was moved by Veneman, seconded by Bemke to approve a Taxicab License Renewal Application from Randy Weyaus for Gotta Go Taxi LLC, contingent on submission of a vehicle inspection report. Motion carried, 3-0.

6. Consider for approval a special event application, street closure request, and Temporary Retail Class "B" Fermented Malt Beverages license application for Heart of Wisconsin Chamber of Commerce, Inc., 1120 Lincoln Street, for an outdoor Off the Clock event to be held on Wednesday, July 12, 2023 (rain date: July 19, 2023) from 4:00 p.m. to 6:00 p.m. at Shopmaster, located at 850 Rosecrans Street

It was moved by Bemke, seconded by Veneman to approve a special event application, street closure request, and Temporary Retail Class "B" Fermented Malt Beverages license application for Heart of Wisconsin Chamber of Commerce, Inc., 1120 Lincoln Street, for an outdoor Off the Clock event to be held

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on Wednesday, July 12, 2023 (rain date: July 19, 2023) from 4:00 p.m. to 6:00 p.m. at Shopmaster, located at 850 Rosecrans Street. Motion carried, 3-0.

7. Consider for approval Temporary Retail Class "B" Fermented Malt Beverages Licenses for Central Wisconsin Cultural Center, Inc., 2651 Eighth Street South, for the following events:
 - a. Music on the Patio events to be held from 6:00 p.m. to 9:00 p.m. on the following Fridays: June 23, July 28, and August 18, 2023;
 - b. Exhibit Openings to be held from 5:30 p.m. to 7:30 p.m. on Friday, July 14 and Thursday, September 7, 2023;
 - c. Holiday Gifts & Art Fair event to be held from 5:30 p.m. to 7:30 p.m. on Thursday, November 9, 2023;

and a Temporary Retail Class "B" Fermented Malt Beverages License and Temporary Retail "Class B" Wine License for an Art on Tap event to be held from 5:30 p.m. to 8:30 p.m. on Saturday, October 7, 2023

It was moved by Bemke, seconded by Zacher to approve Temporary Retail Class "B" Fermented Malt Beverages Licenses for Central Wisconsin Cultural Center, Inc., 2651 Eighth Street South, for the following events:

- a. Music on the Patio events to be held from 6:00 p.m. to 9:00 p.m. on the following Fridays: June 23, July 28, and August 18, 2023;
- b. Exhibit Openings to be held from 5:30 p.m. to 7:30 p.m. on Friday, July 14 and Thursday, September 7, 2023;
- c. Holiday Gifts & Art Fair event to be held from 5:30 p.m. to 7:30 p.m. on Thursday, November 9, 2023;

and a Temporary Retail Class "B" Fermented Malt Beverages License and Temporary Retail "Class B" Wine License for an Art on Tap event to be held from 5:30 p.m. to 8:30 p.m. on Saturday, October 7, 2023. Motion carried, 3-0.

8. Consider for approval a Temporary Retail Class "B" Fermented Malt Beverages License and a Temporary Retail "Class B" Wine License for Assumption Athletic Association, 445 Chestnut Street, for a Royal Golf Scramble event to be held on Friday, July 21, 2023 from 5:00 p.m. to 9:30 p.m.

It was moved by Veneman, seconded by Zacher to approve a Temporary Retail Class "B" Fermented Malt Beverages License and a Temporary Retail "Class B" Wine License for Assumption Athletic Association, 445 Chestnut Street, for a Royal Golf Scramble event to be held on Friday, July 21, 2023 from 5:00 p.m. to 9:30 p.m. Motion carried, 3-0.

9. Consider a request from Rapids LLC, D/B/A Westside Express Mart, Damodar Pandey, agent, for Retail Class "A" Fermented Malt Beverages and Retail "Class A" Intoxicating Liquor licenses for the premises located at 1040 West Grand Avenue

It was moved by Bemke, seconded by Veneman to approve a request from Rapids LLC, D/B/A Westside Express Mart, Damodar Pandey, agent, for Retail Class "A" Fermented Malt Beverages and Retail "Class A" Intoxicating Liquor licenses for the premises located at 1040 West Grand Avenue. Motion carried, 3-0.

10. Consider a request from BNK Mart LLC, Hari Raj Khanal, agent, for Retail Class "A" Fermented Malt Beverages and Retail "Class A" Intoxicating Liquor licenses for the premises located at 1711 Baker Drive

It was moved by Zacher, seconded by Veneman to approve a request from BNK Mart LLC, Hari Raj Khanal, agent, for Retail Class "A" Fermented Malt Beverages and Retail "Class A" Intoxicating Liquor licenses for the premises located at 1711 Baker Drive. Motion carried, 3-0.

11. Consider a request from Out of the Box Coffee House Inc., D/B/A Out of the Box Coffee House, Theresa Cashman, agent, for Retail Class "B" Fermented Malt Beverages and Retail "Class B" Intoxicating Liquor licenses for the premises located at 3820 8th Street South

It was moved by Veneman, seconded by Bemke to approve a request from Out of the Box Coffee House Inc., D/B/A Out of the Box Coffee House, Theresa Cashman, agent, for Retail Class "B" Fermented Malt Beverages and Retail "Class B" Intoxicating Liquor licenses for the premises located at 3820 8th Street South. Motion carried, 3-0.

12. Consider approval of the 2023-2024 Retail "Class A" Intoxicating Liquor, Class "A" Fermented Malt Beverages, "Class B" Intoxicating Liquor, Class "B" Fermented Malt Beverages, and "Class C" wine licenses; consider sending notices of nonrenewal or denial for those licensees who are not qualified to hold a license because of delinquencies or other disqualifications and other reasons for non-renewal.

It was moved by Bemke, seconded by Zacher to approve the 2023-2024 "Class A" liquor, Class "A" beer,

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“Class B” liquor, Class “B” beer, and “Class C” wine alcohol licenses, and send notices of nonrenewal or denial for those licensees who are not qualified to hold a license because of delinquencies or other disqualifications and other reasons for non-renewal. Motion carried, 3-0.

13. Consider closing the following streets and suspending the open container ordinance for these streets and adjoining sidewalks, for the City’s 2023 4th of July Event from 3:00 p.m. to 11:59 p.m. on Tuesday, July 4, 2023 or the July 4th Fireworks rain date:

- 2nd Street from East Jackson Street to Mead Street,
- Mead, Locust, Witter, Pine, Walnut, Maple, and Birch Streets from 2nd Street South to 3rd Street South,
- Oak Street from 2nd Street North to 3rd Street North,
- 1st Street North from East Jackson Street to 2nd Street North,
- Grand Avenue from 3rd Street to 3rd Avenue,
- 1st Avenue South from West Grand Avenue to Chase Street,
- Johnson and Goggin Streets from 1st Avenue South to 3rd Avenue South,
- 2nd Avenue South from West Grand Avenue to Johnson Street

It was moved by Veneman, seconded by Zacher to approve the street closings and suspension of the open container ordinance for the streets and adjoining sidewalks for the City’s 2023 4th of July Event from 3:00 p.m. to 11:59 p.m. on Tuesday, July 4, 202 or the July 4th Fireworks rain date as presented. Motion carried, 3-0.

14. Consider a recommendation from Statewide Services to deny a claim from Dan Roder for vehicle damage allegedly caused by a loose chunk of concrete in the roadway on 8th Street on April 27, 2023.

It was moved by Bemke, seconded by Veneman to deny a claim from Dan Roder for vehicle damage allegedly caused by a loose chunk of concrete in the roadway on 8th Street on April 27, 2023. Motion carried, 3-0.

15. 2023 Budget Amendment No. 2

It was moved by Zacher, seconded by Bemke to approve 2023 Budget Amendment No. 2. Motion carried, 3-0. **Resolution No. 12 (2023)**

16. Budget discussion

The budget was discussed. No action was taken on this item.

17. Audit of the bills

It was moved by Bemke, seconded by Zacher to approved check numbers 16968 to 17333. Motion carried, 3-0.

18. Set next meeting date

The next regular Committee meeting will be on Tuesday, July 11, 2023 at 4:00 p.m.

19. Adjournment.

It was moved by Zacher, seconded by Bemke to adjourn. Motion carried, 3-0, and the meeting adjourned at 5:33 p.m.

It was moved by Zacher, seconded by Cattanaach to approve and adopt the actions of the Committee. Motion carried, 8 ayes and 0 nays:

<u>Aldersperson</u>	<u>District</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Ryan Austin	1		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dean Veneman	2		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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	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"/>

B. REPORT OF THE PUBLIC WORKS COMMITTEE MEETING HELD ON JUNE 8, 2023:

Tom Rayome, Chairperson Ryan Austin, Vice-Chairperson Dennis Polach

Date of Meeting: June 8, 2023

Reported to Council: June 20, 2023

Attachment #1

The Public Works Committee met on Thursday, June 8th, 2023 in the Council Chambers at City Hall and via remote videoconference. Tom Rayome and Dennis Polach were in attendance. Ryan Austin was absent.

1. Call to order

The meeting was called to order at 5:02 PM.

2. Review Engineering & Street Department Monthly Activity Report.

The reports were reviewed.

3. Review and consider adding yield control on Avon St at 14th St N.

Motion by Polach, second by Rayome to approve adding yield control on Avon St at 14th St N including addressing vegetation in the vision triangle. Motion carried (2-0). _

4. Review and consider approval of the State / Municipal Agreement for the Highway Safety

Improvement Project for a pedestrian crossing at the 8th Street South & Wood Ave intersection.

Motion by Rayome, second by Polach to approve the State / Municipal Agreement as presented. Motion carried (2-0).

5. Review the 2023-2027 Capital Improvement Plan in preparation for the 2024-2028 Capital Improvement Plan.

The draft Capital Improvement Plan was reviewed. A final version will be brought back for approval in July or August.

6. Review referral list.

The referral list was reviewed and updated.

7. Set next meeting date.

July 6th at 5pm.

8. Adjourn

Motion by Rayome, second by Polach to adjourn at 5:40 PM. Motion carried (2-0).

It was moved by Rayome, seconded by Polach to approve and adopt the actions of the Committee. Motion carried, 8 ayes and 0 nays:

<u>Aldersperson</u>	<u>District</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Ryan Austin	1		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dean Veneman	2		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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"/>

C. REPORT OF THE HUMAN RESOURCES COMMITTEE MEETING HELD ON JUNE 13, 2023:

Jay Bemke, Chairperson

Jake Cattanach, Vice-Chairperson

Patrick J. Delaney

Date of Meeting: June 13, 2023

Reported to Council: June 20, 2023

The Human Resources Committee held a meeting in the Council Chambers of City Hall on Tuesday, June 13, 2023, at 2:15 p.m. All Committee members were present. Also present were Mayor Blaser, City Attorney Sue Schill, HR Manager Ryan Hartman, Police Chief Hostens, Recreation Supervisor Dawn Desorcy, Mike Potocki and Alderspersons Polach and Rayome.

1. Call to order

Chairperson Bemke called the meeting to order at 2:17 p.m.

2. Discuss and consider for approval a pay increase for the Head Lifeguard Position at the Aquatics Facility ranging from \$13.00 to \$16.00 per hour.

Motion by Cattanach, seconded by Bemke to approve a pay increase for the Head Lifeguard Position at the Aquatics Facility ranging from \$13.00 to \$16.00 per hour. Motion carried 3-0.

3. Discuss and consider for approval the proposed changes to the Deputy Chief of Police, Police Lieutenant and Police Sergeant job descriptions within the Police Department. See attached.

Motion by Delaney, seconded by Bemke to approve the proposed changes to the Deputy Police Chief, Police Lieutenant and Police Sergeant job descriptions. Motion carried 2-1.

Attachment #1

4. Discuss and consider for approval the proposed job description for the Code Enforcement Officer position as a sworn officer within the Police Department.

Motion Cattanach, seconded by Bemke to approve the job description as proposed for the Code Enforcement Officer position as a sworn officer within the Police Department, as a special duty appointment of the Police Chief. Motion carried 2-1.

5. Consider for approval a Memorandum of Understanding with the Wisconsin Rapids Professional Police Association regarding Recruit Officers. MOU Attached.

Motion by Cattanach, seconded by Delaney to approve a Memorandum of Understanding with the Wisconsin Rapids Professional Police Association regarding Recruit Officers. Motion carried 3-0.

6. Adjournment

Motion by Delaney, seconded by Bemke to adjourn. Motion carried 3-0. The meeting was adjourned at 3:55 p.m.

It was moved by Bemke, seconded by Zacher to approve and adopt the actions of the Committee. Cattanach requested that item #3 be held out; Rayome requested that item #4 be held out. Mayor Blaser asked for unanimous consent to amend the motion to hold out items #3 and #4 for separate vote. No objection was made, and the motion was so amended. Motion carried, 8 ayes and 0 nays:

<u>Aldersperson</u>	<u>District</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Ryan Austin	1		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dean Veneman	2		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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 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 Delaney to approve the item with an amendment that would allow any current detective in the Police Department to apply for the position of lieutenant detective. Motion failed, 0 ayes, 7 nays, and 1 abstention:

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

It was moved by Bemke, seconded by Polach to approve the item as presented. Motion carried, 7 ayes and 1 nay:

<u>Aldersperson</u>	<u>District</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Ryan Austin	1		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dean Veneman	2		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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 type="checkbox"/>	<input checked="" 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	Motion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Regarding item #4, it was moved by Bemke, seconded by Zacher to approve the item as presented. Motion carried, 7 ayes and 1 nay:

<u>Aldersperson</u>	<u>District</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
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Ryan Austin	1		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dean Veneman	2		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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 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 type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jay Bemke	8	Motion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

D. REPORT OF THE COMMITTEE OF THE WHOLE MEETING HELD ON JUNE 19, 2023:

Date of Meeting: June 19, 2023

Reported to Council: June 20, 2023

A meeting of the Committee of the Whole of the Wisconsin Rapids Common Council was held in the Council Chambers at City Hall, 444 West Grand Avenue on Monday, June 19, 2023, at 6:00 p.m. All Alderpersons were present. Also present were Joe Eichsteadt, Mayor Shane Blaser, Sue Schill, and Jennifer Gossick.

1. Call to Order

Council President Veneman called the meeting to order at 6:00 p.m.

2. Review and discuss the Wisconsin Rapids Rail Feasibility Study

It was moved by Cattanach, seconded by Austin to direct staff to pursue Alternate Solution 2-3, which is the Value-Based City-wide Solution with Active Signage. Motion carried, 8 ayes and 0 nays.

3. Consider eliminating standing committees, and having 2 Council meetings per month

It was moved by Cattanach, seconded by Delaney to direct City staff to prepare for Council a report with all ordinances which would need to be modified if standing committees were eliminated and there were 2 scheduled regular council meetings each month. A roll call vote was taken, which resulted in a tie, 4 ayes and 4 nays. Motion failed:

Voting in favor:	Voting against:
Austin	Veneman
Zacher	Rayome
Cattanach	Polach
Delaney	Bemke

4. Adjourn.

It was moved by Delaney, seconded by Bemke to adjourn. Motion carried, 8 ayes and 0 nays, and the meeting adjourned at 7:54 p.m.

It was moved by Veneman, seconded by Polach to approve and adopt the actions of the Committee. Cattanach requested that item #3 be held out. Mayor Blaser asked for unanimous consent to amend the motion to hold out item #3 for separate vote. No objection was made, and the motion was so amended. Motion carried, 8 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	Motion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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"/>

Regarding item #3, it was moved by Delaney, seconded by Bemke to adopt the minutes for this item as presented, with no motion or referral to Council on the matter. Motion carried, 7 ayes and 1 nay:

<u>Aldersperson</u>	<u>District</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Ryan Austin	1		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dean Veneman	2		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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 type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dennis Polach	6		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patrick J. Delaney	7	Motion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jay Bemke	8	Second	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

9. Reports of Other Committees, Commissions, Boards, and Department Reports:

1. McMillan Memorial Library Services Committee held March 8, 2022 and May 9, 2023; Finance Committee held April 13, 2022 and April 12, 2023; Building and Grounds Committee held April 20, 2022 and April 12, 2023; Board of Trustees held March 15 and April 19, 2023;
2. Police and Fire Commission held May 10, 2023
3. Wastewater Treatment Commission held May 10, 2023
4. Water Works and Lighting Commission held May 10, 2023
5. Board of Review held May 25 and May 31, 2023
6. Zoning Board of Appeals held May 31, 2023
7. Park and Recreation Commission held June 12, 2023

Department Reports for May 2023:

8. Engineering Department
9. Public Works Department
10. Wastewater Treatment Plant
11. Wisconsin Rapids Fire Department
12. Wisconsin Rapids Police Department

It was moved by Zacher, seconded by Delaney to place the reports on file. Motion carried, 8 ayes and 0 nays:

<u>Aldersperson</u>	<u>District</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Ryan Austin	1		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dean Veneman	2		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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		<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		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

10. Referrals to Committee

No referrals were received.

11. 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 will discuss an update on the sale and development of property in the downtown Triangle area; and will discuss negotiation and strategy regarding the selling of property and the terms of a development agreement for a downtown development.

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, 8 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>Abstain</u>
Ryan Austin	1		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dean Veneman	2	Motion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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	Second	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

In closed session, the Council discussed an update on the sale and development of property in the downtown Triangle area; and discussed negotiation and strategy regarding the selling of property and the terms of a development agreement for a downtown development.

12. The Council will return to open session.

It was moved by Rayome, seconded by Zacher to return to open session. Motion carried, 8 ayes and 0 nays, and the Council returned to open session.

<u>Aldersperson</u>	<u>District</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Ryan Austin	1		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dean Veneman	2		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Matt Zacher	3	Second	<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 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"/>

13. 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, and an update on a mediation session, regarding litigation involving a new wastewater services agreement with the Village of Biron.

It was moved by Veneman, seconded by Austin to go into closed session. Roll call vote was taken. All members voted in the affirmative. Motion carried, 8 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>Abstain</u>
Ryan Austin	1	Second	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dean Veneman	2	Motion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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		<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"/>

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

14. The Council will adjourn in closed session.

It was moved by Rayome, seconded by Cattanaach to adjourn in closed session. Motion carried, 8 ayes and 0 nays, and the meeting adjourned at 9:18 p.m.:

<u>Aldersperson</u>	<u>District</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Ryan Austin	1		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dean Veneman	2		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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 Cattanaach	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"/>

Respectfully submitted,

Jennifer M. Gossick, City Clerk



OFFICE
OF THE
MAYOR

July 18, 2023

Dear Alderpersons,

The following appointments are submitted for your approval:

Library Board

Emily Kent, 231 5th St. N, is appointed as a regular member, to replace Eric Montag, for a term expiring 7/1/2026.

Evan O'Day, 1110 16th St. S, is appointed as a regular member, to replace Doug Machon, for a term expiring 7/1/2026.

Park and Recreation Commission

Elizabeth Whelan, 211 15th Ave. N, is appointed as a regular member, to replace Patrick Gatterman, for a term expiring 5/1/2026.

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 | www.wirapids.org

ORDINANCE NO. MC_____

A GENERAL ORDINANCE OF THE CITY OF WISCONSIN RAPIDS CREATING SECTION 340.004(3)(a)(24a) OF THE MUNICIPAL CODE. SAID ORDINANCE ADDS YIELD SIGNS ON AVON STREET AT ITS INTERSECTION WITH 14TH STREET NORTH.

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

SECTION I Section 340.004(3)(a)(24a) of the Wisconsin Rapids Municipal Code is hereby created to read as follows:

340.004 THROUGH STREETS AND CONTROLLED INTERSECTIONS

(3) Yield Signs to be Erected. The city traffic engineer is authorized to erect yield right-of-way signs conforming to the Wisconsin Official traffic Control Device Manual at the following intersections on highways in the exclusive jurisdiction of the city. The provisions of Section 349.07(7)(a), Wisconsin State Statutes, shall apply.

(a) Yield Right of Way. In the interest of public safety, and with approval of the Wisconsin Rapids Common Council, yield right-of-way signs shall be erected so that traffic on the first-named streets shall yield right-of-way to traffic approaching on the streets being entered at the following locations.

(24a) Avon Street at its intersection with 14th Street North

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

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

Shane E. Blaser, Mayor

Jennifer M. Gossick, City Clerk

PASSED:
APPROVED:
PUBLISHED:



**Community Development
Department**
City of Wisconsin Rapids
444 West Grand Avenue
Wisconsin Rapids, WI 54495
Ph: (715) 421-8228

REPORT OF THE PLANNING COMMISSION

Date of Meeting: July 6, 2023

Report #1

The Planning Commission met at 4:00 p.m. on July 6, 2023, 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 included Chairperson Shane Blaser, Lee Thao, Eric Daven, Jeff Marutz; and Thad Kubisiak; Ryan Austin attended via Zoom. Ben Goodreau was absent. Also present were Community Development Director Kyle Kearns, Alderpersons Tom Rayome, Dean Veneman and Dennis Polach. Jake Klingforth attended via Zoom.

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

1. Approval of the report from the June 5, 2023, Plan Commission meeting.

Motion by Thao to approve the report from the June 5, 2023, Plan Commission meeting; second by Kubisiak.

Motion carried (6 – 0)

2. **23-000484; Badger Land Survey, LLC.** – request for a Certified Survey Map to combine two lots at 1811 25th Ave. S. (Parcel ID 3404630 & 3404625) and dedicate right-of-way on 25th Avenue.

Kyle Kearns summarized the request, recommending approval.

Motion by Daven to approve the request for a Certified Survey Map to combine two lots at 1811 25th Ave. S. (Parcel ID 3404630 & 3404625) and dedicate right-of-way on 25th Avenue; second by Kubisiak.

Motion carried (6 – 0)

3. **23-000500; Keller, Inc.** – request for architectural review for a commercial façade improvement to a principal structure and accessory structure at 4200 8th Street South (Parcel ID 3414135).

Mr. Kearns provided a review of the architectural review request. Approval was recommended with the conditions outlined in the staff report.

Motion by Kubisiak to approve the request for architectural review for a commercial façade improvement to a principal structure and accessory structure at 4200 8th Street South (Parcel ID 3414135), subject to the following conditions:

1. Cut-off lighting fixtures shall be used for the west and south elevation façades.
2. Light from the business shall not exceed 0.2 foot-candles at a neighboring commercial property lines.
3. Any landscaping destroyed as a result of project construction shall be replaced with comparable materials.
4. Applicable permits through the City shall be obtained.
5. Community development staff shall have the authority to approve minor modifications to the plans.

Second by Blaser

Motion carried (6 – 0)

4. **23-000465; City of Wisconsin Rapids** – request for a planned development district amendment for a



**Community Development
Department**
City of Wisconsin Rapids
444 West Grand Avenue
Wisconsin Rapids, WI 54495
Ph: (715) 421-8228

minor alteration to expand a patio area, add a walkway extension, and install a shade sail structure at 220 Third Avenue South (Parcel ID 3402596).

Mr. Kearns provided a summary of the request, recommending approval.

Motion by Austin to approve the request for a planned development district amendment for a minor alteration to expand a patio area, add a walkway extension, and install a shade sail structure at 220 Third Avenue South (Parcel ID 3402596), subject to the following conditions:

1. Minor or major alterations to the Planned Development District shall be pursuant to Section 11.05.36 of the Zoning Ordinance.
2. This proposal has been determined to be a minor alteration and can be approved by the Common Council at a regular meeting.

Second by Thao.

Motion carried (6 – 0)

23-000463; City of Wisconsin Rapids – public hearing and action on a request to amend Chapter 11 – Zoning Ordinance, specifically Article 15 - Fencing, including modifications to various sections including general requirements, dimensional requirements, and fence materials.

Kyle Kearns provided reasonings for the suggested modifications to the fencing section in Chapter 11 – Zoning Ordinance.

Public hearing opened at 4:16 p.m.

Speaking against: none

Speaking in favor: none

Public hearing closed at 4:17 p.m.

Mr. Kubisiak asked for clarification regarding the placement of fences in side yards. Kyle Kearns replied, expanding on how the proposed changes would affect future fence installations. Mr. Kearns also responded to Eric Daven's questions about fence height, Jeff Marutz' inquiry about through-lots and Tom Rayome's concerns regarding barbed/chicken wire and enforcement of the code.

Motion by Blaser to approve the request to amend Chapter 11 – Zoning Ordinance, specifically Article 15 - Fencing, including modifications to various sections including general requirements, dimensional requirements, and fence materials; second by Daven.

Motion carried (6 – 0)

5. Adjourn

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

Motion carried (6 – 0)

Meeting adjourned at 4:31 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 PORTIONS OF CHAPTER 11, ARTICLE 15 OF THE ZONING CODE, ENTITLED FENCES

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

SECTION I Sections 11.15.02(3) and 11.15.02(5) of the Wisconsin Rapids Municipal Code shall hereby be amended to read as follows:

- (3) No fence may be constructed or maintained (including those with sharp points or pickets) which is detrimental to human life or safety, or causes a traffic hazard.
- (5) Fences shall be installed with the finished side facing the adjacent property or public right-of-way, and the fence posts must be located on the inside of the fence facing the property on which the fence is located, ~~except when the style of fence commonly described as a "Good Neighbor Fence" is installed.~~

SECTION II Section 11.15.04 of the Wisconsin Rapids Municipal Code shall hereby be amended to read as follows:

11.15.04 Measurement of height

Fence height is measured from the surface of the ground immediately below the fence to the top rail of the fence.

(a) Height exceptions:

Exception: Decorative posts at a minimum spacing of 24 inches may extend 6 inches above the maximum height.

Exception: To accommodate slopes and/or lawn maintenance up to 6 inches of ground clearance shall be allowed which will not contribute to the measurement of the maximum fence height.

Exception: Berms with slopes less than or equal to a minimum of 3 feet of horizontal to a maximum of every 1 foot of vertical (i.e. 3:1) shall not contribute to the measurement of maximum fence height.

The zoning administrator has the authority to grant height exceptions in cases where properties possess natural features (such as steep slopes and elevation changes) that create inconsistency with measurement of fence height.

~~In the case of grade separation, such as the separation of properties by a retaining wall, the fence height is based on the measurement from the average point between highest and lowest grade. If the fence is set back from the retaining wall by a distance of at least 2 feet, the fence height is measured from the base of the fence.~~

~~For fences that have a uniform deviation (i.e., where the fence post height is higher than the fence wall, or where the fence wall is higher than the fence posts) the highest portion of the fence shall be used to measure the height of the fence.~~

SECTION III Section 11.15.06(a) of the Wisconsin Rapids Municipal Code shall hereby be amended to read as follows:

11.15.06 Fences in commercial and industrial zoning districts

- (a) Front yard. In commercially or industrially zoned areas on interior lots with one frontage, fences, not exceeding 4 feet in height, shall be allowed within the front yard setback area. The front yard setback consists of any side lot line between the front property line and the front setback line or building line, whichever is closest to the front property line.

Exception: When establishments are required to provide screening, screening standards shall supersede this standard.

Exception: Front yard or corner side yard fences may be increased to a maximum height of 6 feet if open, decorative, ornamental fencing materials that are less than or equal to ~~20~~ 50 percent opaque are used. Chain link or similar type fences are not considered decorative, ornamental fences.

Exception: Where adjacent properties are allowed to have a fence of 6 feet in height along a property line, because the property line is the side or rear property line for their lot, the owner of the other lot may erect a fence not to exceed 6 feet in height along the same area that the adjacent owner may erect a 6-foot high fence. However, the fence must meet all other requirements outlined in this chapter, including not interfering with vision triangles.

SECTION IV Section 11.15.07 of the Wisconsin Rapids Municipal Code shall hereby be amended to read as follows:

11.15.07 **Fences in residential zoning districts**

- (a) **Front yard** In residentially zoned areas on interior lots with one frontage, fences, not exceeding 4 feet in height, shall be allowed within a residentially required front yard setback area. The front yard setback consists of any side lot line between the front property line and the front setback line or building line, whichever is closest to the front property line. If the fence is setback at or beyond the minimum required setback, fences may exceed the 4-foot height requirement, but shall not be higher than 6 feet.

Exception: Front yard or corner side yard fences may be increased to a maximum height of 6 feet if open, decorative, ornamental fencing materials that are less than or equal to ~~20~~ 50 percent opaque are used. Chain link or similar type fences are not considered decorative, ornamental fences.

Exception: Where adjacent properties are allowed to have a fence of 6 feet in height along a property line, because the property line is the side or rear property line for their lot, the owner of the other lot may erect a fence not to exceed 6 feet in height along the same area that the adjacent owner may erect a 6-foot high fence. However, the fence must meet all other requirements outlined in this article, including not interfering with vision triangles.

- (b) **Side and rear yards.** In residentially zoned areas on interior lots with one frontage, no solid fence or wall shall exceed 6 feet in height in any side or rear yard.

Exception: A fence of up to 8 feet in height may be constructed between a residential district and a commercial or industrial district.

~~A wall or solid fence not more than 6 feet in height, as measured from the highest adjacent grade, may be maintained along the interior side or rear lot lines provided such a wall or solid fence does not extend into a required front yard.~~

- (c) **Corner lots.** In residentially zoned areas, the maximum height of a solid fence or wall within a required front or corner side yard setback shall not exceed 4 feet, except that a fence or wall of up to 6 feet may be located within a corner side yard setback behind the rear plane of the principal building. ~~If the fence is setback at or beyond the minimum required setback, fences may exceed the 4 foot height requirement, but shall not be higher than 6 feet.~~

- (d) **Double frontage lots.** In residentially zoned areas, fences may not exceed a height of 6 feet within the required rear setback.

SECTION V Section 11.15.08(a) of the Wisconsin Rapids Municipal Code shall hereby be amended to read as follows:

11.15.07 Minimum setbacks

- (a) From public right-of-ways. Fences must be a minimum of 2 feet from the public right-of-way property line or when abutting an alley.

SECTION VI Section 11.15.08(c) of the Wisconsin Rapids Municipal Code shall hereby be deleted:

- ~~(c) From alleys. Fences must be a minimum of 5 feet from the alley property line. If the alley does not support traffic, the fence may be located up to, but not over the property line.~~

SECTION VII Section 11.15.08(d) of the Wisconsin Rapids Municipal Code shall hereby be amended to read as follows:

- (d) Vision clearance areas. No fence or wall greater than 2 1/2 feet above the street grade shall be placed within the vision clearance area (shall meet the requirements of Section 11.06.119 - Vision triangle).

SECTION VIII Section 11.15.09(a) of the Wisconsin Rapids Municipal Code shall hereby be amended to read as follows:

Fence materials

- (a) **Generally.** A fence located in a side and/or rear yard shall be constructed of the following materials suitable for residential-style fencing, including:

- (1) Brick or masonry
- (2) Natural stone or fieldstone,
- (3) wrought iron or steel
- (4) vinyl, or similar synthetic material
- (5) chain link (with a minimum thickness of nine (9) gauge and a required top rail support)
wood-or wood composite
- (6) stockade, or board-on-board wood or wood composite

No fence shall be constructed of used or discarded materials in disrepair, including pallets, tree trunks, trash, junk, or other similar items. Materials not specifically manufactured for fencing, such as railroad ties, wooden doors, landscape timbers or utility poles shall not be used for, or in the construction of a fence.

SECTION IX Section 11.15.10 of the Wisconsin Rapids Municipal Code is hereby amended in its entirety to read as follows:

Barbed Wire

No person shall construct, use or maintain any barbed wire fence on residential ~~business, or institutionally~~ zoned property. Barbed wire fences may be installed in manufacturing zoning districts under circumstances whereby no more than 3 strands of barbed wire are horizontally situated above a fence of boards or woven wire not less than 72 inches in height, excluding the barbed wire. In all other zoning districts, pursuant to the procedures and requirements in Article 5, the Planning Commission may approve a special exception to permit barbed wire on fences not less than 72 inches

~~in height, when they determine the use to be in the best interest in the health, safety, and welfare of the public. Barbed wire may be used on top of a 6 foot fence surrounding a public utility, public use, or on a site storage area as approved under a Conditional Use Permit or Site Plan Review.~~ Notwithstanding the above, barbed wire shall not be used along a property line abutting a residentially zoned area.

SECTION X Sections 11.15.12(3), (4), (5) and (6) of the Wisconsin Rapids Municipal Code are hereby amended to read as follows:

~~(3) Agricultural/farm fences are limited to agriculturally zoned or used districts.~~

(3) Decorative fences not exceeding 2 2.5 feet in height shall be permitted in all districts. Such fences shall not be placed in any manner that presents a hazard to pedestrians on any public or private sidewalk.

(4) Underground electrical fences are permitted in all districts.

(5) Garden fencing shall be allowed without a permit, but it shall not exceed a height of 6 feet, shall not be located closer than 3 feet to any property line, and shall not be more than 10 percent opaque. Fencing shall be limited to the gardening area.

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

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

Shane E. Blaser, Mayor

Jennifer M. Gossick, City Clerk

ADOPTED: July 18, 2023

APPROVED:

PUBLISHED:



Report of the Finance and Property Committee

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

Date of Meeting: July 11, 2023
Reported to Council: July 18, 2023

The Finance and Property Committee met at 4:02 p.m. on Tuesday, July 11, 2023, in the First Floor Conference Room 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 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 4:02 p.m.

2. Presentation by the Wisconsin Rapids Area Convention & Visitors Bureau on the state of tourism in Wisconsin Rapids

Meredith Kleker from the Wisconsin Rapids Area Convention & Visitors Bureau gave a presentation on the state of tourism in Wisconsin Rapids

3. Review bid results for the remodel project at Fire Station #2 and consider award to the low, qualified bidders. **It was moved by Bemke, seconded by Veneman to approve the following low, qualified bids as presented totaling \$85,000, which also includes asbestos abatement:**

- Electrical: Current Technologies for \$5,276**
- HVAC: Eagle Construction for \$9,350**
- Plumbing: Williams Plumbing & Heating for \$26,200**
- General Trade: Eagle Construction for \$28,890**
- Flooring/Wall Tile: Resch's Tile for \$7,600**
- Painting: AJ's Painting & Coatings for \$1,745**

and an additional \$10,000 in contingency funds as needed, requiring mayoral approval, for the remodel project at Fires Station #2. Motion carried, 3-0.

4. Consider a request from China Palace LLC, D/B/A China Palace, Sem Salazar, agent, for Retail Class "B" Fermented Malt Beverages and Retail "Class B" Intoxicating Liquor licenses for the premise located at 2113 8th Street South

It was moved by Zacher, seconded by Veneman to approve a request from China Palace LLC, D/B/A China Palace, Sem Salazar, agent, for Retail Class "B" Fermented Malt Beverages and Retail "Class B" Intoxicating Liquor licenses for the premise located at 2113 8th Street South. Motion carried, 3-0.

5. Consider a request from SBG Apple North IX, LLC, D/B/A Applebee's Neighborhood Grill & Bar, Casimir Banaszek, agent, for Retail Class "B" Fermented Malt Beverages and Retail "Class B" Intoxicating Liquor licenses for the premise located at 4311 8th Street South

It was moved by Zacher, seconded by Veneman to approve a request from SBG Apple North IX, LLC, D/B/A Applebee's Neighborhood Grill & Bar, Casimir Banaszek, agent, for Retail Class "B" Fermented Malt Beverages and Retail "Class B" Intoxicating Liquor licenses for the premise located at 4311 8th Street South. Motion carried, 3-0.

6. Request from the Community Development Department to apply for a 2024 Wood County Economic Development Grant in the amount of \$25,000 to create a Downtown Development Master Plan and to utilize \$50,000 in Tax Increment District 7 for the project.

It was moved by Veneman, seconded by Zacher to approve a request from the Community Development Department to apply for a 2024 Wood County Economic Development Grant in the amount of \$25,000 to create a Downtown Development Master Plan and to utilize \$50,000 in Tax Increment District 7 for the project. Motion carried, 3-0.

7. Budget discussion

The budget was discussed. No action was taken on this item.

8. Audit of the bills

It was moved by Bemke, seconded by Zacher to approved check numbers 17334 to 17811. Motion carried, 3-0.

9. Set next meeting date

The next regular Committee meeting will be on Tuesday, August 8, 2023 at 4:00 p.m.

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 may discuss negotiations and strategy and consider an offer regarding the sale of vacant City-owned land located at an unaddressed parcel southeast of Angle Drive between 6th Street South and 8th Street South, Parcel ID: 34-12985.

In closed session the Committee discussed negotiations and strategy and considered an offer regarding the sale of vacant City-owned land located at an unaddressed parcel southeast of Angle Drive between 6th Street South and 8th Street South, Parcel ID: 34-12985.

11. The Committee may adjourn in closed session, or may return to open session

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

12. If the Committee returns to open session, the Committee may take action regarding the sale of vacant City-owned land located at an unaddressed parcel southeast of Angle Drive between 6th Street South and 8th Street South, Parcel ID: 34-12985.

It was moved by Veneman, seconded by Bemke to accept an offer from Accredited Home Services, LLC for \$2,500 for the sale of vacant City-owned land located at an unaddressed parcel southeast of Angle Drive between 6th Street South and 8th Street South, Parcel ID: 34-12985. 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 5:47 p.m.

Respectfully submitted,

Jennifer M. Gossick, City Clerk



Finance & Property Committee

Date of Request: 6/29/23

Requestor: Joe Eichsteadt on behalf of the Fire Department

Request/Referral: Review bid results for the remodel project at Fire Station #2 and consider award to the low, qualified bidders.

Background information:

The bid opening is scheduled for July 11th and results will be provided at the committee meeting.

Each trade is submitting their own bid and bids will be awarded for each trade.

Electrical Bid	LS	1
HVAC Bid	LS	1
Plumbing Bid	LS	1
General Trade Bid (Framing/Drywall/Ceiling Tile)	LS	1
Flooring/Wall Tile Bid	LS	1
Painting Bid	LS	1

Options available:

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

How will the item be financed? This will be financed through Fire Department accounts.

6095 6/16/2023 \$520

Original Alcohol Beverage Retail License Application

(Submit to municipal clerk.)

For the license period beginning: _____ ending: _____
(mm dd yyyy) (mm dd yyyy)

To the Governing Body of the: Town of
 Village of } WISCONSIN RAPIDS
 City of

County of WOOD Aldermanic Dist. No. _____
 (if required by ordinance)

Check one: Individual Limited Liability Company
 Partnership Corporation/Nonprofit Organization

Applicant's Wisconsin Seller's Permit Number <u>456-1031185924-04</u>	
FEIN Number <u>30-1326767</u>	
TYPE OF LICENSE REQUESTED	FEE
<input type="checkbox"/> Class A beer	\$
<input checked="" type="checkbox"/> Class B beer	\$ <u>100</u>
<input type="checkbox"/> Class C wine	\$
<input type="checkbox"/> Class A liquor	\$
<input type="checkbox"/> Class A liquor (cider only)	\$ N/A
<input checked="" type="checkbox"/> Class B liquor	\$ <u>400</u>
<input type="checkbox"/> Reserve Class B liquor	\$
<input type="checkbox"/> Class B (wine only) winery	\$
Publication fee	\$ <u>20</u>
TOTAL FEE	\$ <u>520</u>

Name (individual / partners give last name, first, middle; corporations / limited liability companies give registered name)
Salazar, Sem - China Palace LLC

An "Auxiliary Questionnaire," Form AT-103, must be completed and attached to this application by each individual applicant, by each member of a partnership, and by each officer, director and agent of a corporation or nonprofit organization, and by each member/manager and agent of a limited liability company. List the full name and place of residence of each person.

President / Member Last Name <u>Salazar</u>	(First) <u>Sem</u>	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code) <u>90 Cherry St. WI Rapids, WI 54494</u>
Vice President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Secretary / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Treasurer / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Agent Last Name <u>Salazar</u>	(First) <u>Sem</u>	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code) <u>90 Cherry St WI Rapids, WI 54494</u>
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

1. Trade Name China Palace Business Phone Number 715 423-7939
 2. Address of Premises 213 B St. South Post Office & Zip Code 54494

3. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include 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.)
alcohol would be stored in the Bar and served throughout restaurant for consumption.
only stored in front of building in the bar, and bar closet cooler. Records stored in office.

4. Legal description (omit if street address is given above): _____
 5. (a) Was this premises licensed for the sale of liquor or beer during the past license year? Yes No
 (b) If yes, under what name was license issued? China Palace
Peter Huang

5. Legal description (omit if street address is given on previous page): _____
6. a. Since filing of the last application, has the named licensee, any member of a partnership licensee, or any member, officer, director, manager or agent for either a limited liability company licensee, or nonprofit organization licensee been **convicted of any offenses** (excluding traffic offenses not related to alcohol) for violation of any federal laws, any Wisconsin laws, any laws of other states, or ordinances of any county or municipality? **If yes, complete page 3** Yes No
- b. Are **charges for any offenses** presently **pending** (excluding traffic offenses not related to alcohol) against the named licensee or any other persons affiliated with this license? **If yes, explain fully on page 3.** Yes No
7. Except for questions 6a and 6b, have there been any changes in the answers to the questions as submitted by you on your last application for this license? **If yes, explain** Yes No
- _____
- _____
- _____
8. Was the profit or loss from the sale of alcohol beverages for the previous year reported on the Wisconsin Income or Franchise Tax return of the licensee? **If not, explain** Yes No
- _____
- _____
- _____
9. Does the applicant understand they must hold a Wisconsin Seller's Permit? Yes No
[phone (608) 266-2776]
10. Does the applicant understand that alcohol beverage invoices must be kept at the licensed premises for 2 years from the date of invoice and made available for inspection by law enforcement? Yes No
11. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? Yes No
12. Does the applicant owe municipal property taxes, assessments, or other fees? Yes No
(Note: Renewal of licenses may be denied pursuant to a local ordinance, if the licensee owes municipal taxes, assessments or other fees).

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the undersigned states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. The signer agrees that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000.

Contact Person's Name (Last, First, M.I.) <i>Sam Salazar</i>	Title / Member owner <i>Member</i>	Date <i>4/27/2023</i>
Signature <i>Sam Salazar</i>	Phone Number <i>715 315 4271</i>	Email Address <i>samsalazar@me.com</i>

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk	Date reported to council / board	Date license granted
License number issued	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 China Palace 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 China Palace Restaurant & Lounge
(Trade Name)

located at 2113 8 Street South - WIS. RAPIDS

appoints Sam Salazar
(Name of Appointed Agent)

90 CHERRY STREET WIS. RAPIDS
(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? 12 years

Place of residence last year 90 CHERRY STREET WIS. RAPIDS

For: China Palace
(Name of Corporation / Organization / Limited Liability Company)

By: Sam Salazar
(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, Sam Salazar, 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.

Sam Salazar 4/27/23 Agent's age 38
(Signature of Agent) (Date)

90 CHERRY STREET WIS. RAPIDS Date of birth 4/2/85
(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 05/17/23 by [Signature] Title Police Chief
(Date) (Signature of Proper Local Official) (Town Chair, Village President, Police Chief)

6090 6/14/2023 \$20
 6/09 6/22/2023 \$500

Original Alcohol Beverage Retail License Application

(Submit to municipal clerk.)

For the license period beginning: _____ ending: 6/30/2024
(mm dd yyyy) (mm dd yyyy)

To the Governing Body of the: Town of }
 Village of } WISCONSIN RAPIDS
 City of }

County of WOOD Aldermanic Dist. No. _____
 (if required by ordinance)

Check one: Individual Limited Liability Company
 Partnership Corporation/Nonprofit Organization

Applicant's Wisconsin Seller's Permit Number 456103095721702	
FEIN Number 88-1024695	
TYPE OF LICENSE REQUESTED	FEE
<input type="checkbox"/> Class A beer	\$
<input checked="" type="checkbox"/> Class B beer	\$ <u>100</u>
<input type="checkbox"/> Class C wine	\$
<input type="checkbox"/> Class A liquor	\$
<input type="checkbox"/> Class A liquor (cider only)	\$ N/A
<input checked="" type="checkbox"/> Class B liquor	\$ <u>4.00</u>
<input type="checkbox"/> Reserve Class B liquor	\$ <u>10</u>
<input type="checkbox"/> Class B (wine only) winery	\$
Publication fee	\$ 20
TOTAL FEE	\$ <u>520</u>

Name (individual / partners give last name, first, middle; corporations / limited liability companies give registered name)
SBG APPLE NORTH IX, LLC

An "Auxiliary Questionnaire," Form AT-103, must be completed and attached to this application by each individual applicant, by each member of a partnership, and by each officer, director and agent of a corporation or nonprofit organization, and by each member/manager and agent of a limited liability company. List the full name and place of residence of each person.

President / Member Last Name <u>LEVY</u>	(First) <u>ANDREW</u>	(Middle Name) <u>MARDER</u>	Home Address (Street, City or Post Office, & Zip Code) <u>437 S. HARBOR DRIVE, KEY LARGO, FL 33037</u>
Vice President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Secretary / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Treasurer / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Agent Last Name <u>BANASZEK</u>	(First) <u>CASIMIR</u>	(Middle Name) <u>JOSEPH</u>	Home Address (Street, City or Post Office, & Zip Code) <u>829 E SYLVAN AVE., WHITEFISH BAY, WI 53217</u>
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

1. Trade Name APPLEBEE'S NEIGHBORHOOD GRILL + BAR Business Phone Number 715-421-3290
 2. Address of Premises 4311 8TH STREET SOUTH Post Office & Zip Code WI RAPIDS, WI 54494

3. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include 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.)

RESTAURANT AND FREE STANDING BAR

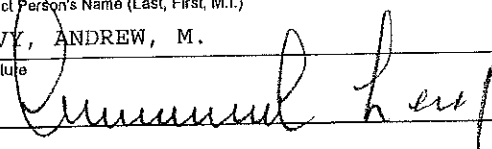
4. Legal description (omit if street address is given above): _____

5. (a) Was this premises licensed for the sale of liquor or beer during the past license year? Yes No

(b) If yes, under what name was license issued? WISCONSIN APPLE, LLC

6. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? If yes, explain Yes No
7. Is the applicant an employe or agent of, or acting on behalf of anyone except the named applicant? Yes No
If yes, explain.
8. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? If yes, explain Yes No
9. (a) Corporate/limited liability company applicants only: Insert state FLORIDA and date 02/21/22 of registration.
- (b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? If yes, explain Yes No
SBG APPLE NORTH IX, LLC IS A WHOLLY OWNED SUBSIDIARY OF SBG APPLE OPCO, LLC
- (c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? Yes No
If yes, explain.
CASIMIR BANASZEK IS AN AGENT FOR, AND ANDREW LEVY IS AN OFFICER OF, MULTIPLE OTHER APPLEBEE'S LOCATIONS AND ONE FUZZY'S TACO SHOP LOCATION IN WISCONSIN THAT HAVE OR ARE APPLYING FOR ALCOHOL BEVERAGE LICENSES.
10. Does the applicant understand they must register as a Retail Beverage Alcohol Dealer with the federal government, Alcohol and Tobacco Tax and Trade Bureau (TTB) by filing (TTB form 5630.5d) before beginning business? [phone 1-877-882-3277] Yes No
11. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776] Yes No
12. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? Yes No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000. Signer agrees to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants, or one member of a partnership applicant must sign; one corporate officer, one member/manager of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

Contact Person's Name (Last, First, M.I.) <u>LEVY, ANDREW, M.</u>	Title/Member <u>MANAGER</u>	Date <u>06/08/2023</u>
Signature 	Phone Number <u>952-255-2266 x102</u>	Email Address <u>alevy@starboardgroup.com</u>

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk	Date reported to council / board	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	

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 SBG APPLE NORTH IX, 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 APPLEBEE'S NEIGHBORHOOD GRILL & BAR

(Trade Name)

located at 4311 8TH STREET SOUTH, WISCONSIN RAPIDS, WI 54494

appoints CASIMIR BANASZEK
(Name of Appointed Agent)

829 E SYLVAN AVE., WHITEFISH BAY, WI 53217
(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?

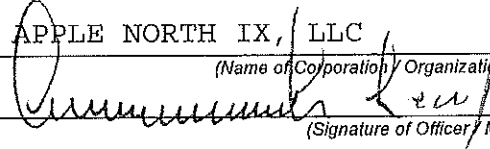
Yes No If so, indicate the corporate name(s)/limited liability company(ies) and municipality(ies).
SEE ATTACHED LIST.

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? 9 MONTHS

Place of residence last year 2705 W 140TH STREET, LEAWOOD, KS 66224

For: SBG APPLE NORTH IX, LLC
(Name of Corporation / Organization / Limited Liability Company)

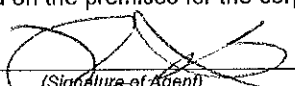
By: 
(Signature of Officer / Member / Manager)

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

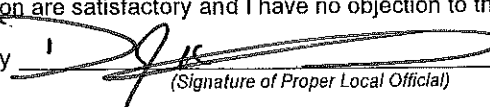
I, CASIMIR BANASZEK, hereby accept this appointment as agent for the
(Print / Type Agent's Name)

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.

 6/1/23 Agent's age 51
(Signature of Agent) (Date)
829 E SYLVAN AVE., WHITEFISH BAY, WI 53217 Date of birth 08/04/1971
(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 06/13/23 by  Title Police Chief
(Date) (Signature of Proper Local Official) (Town Chair, Village President, Police Chief)



2023 City of Wisconsin Rapids Grant Request Form

Upon the Department completing the grant application assessment as outlined in the Grant Management Policy, the Department will prepare the grant application according to the grantor's guidelines and requirements and complete this Grant Request Form. The completed documents will be delivered to the Finance Director and the appropriate approval process will be determined. No grant applications shall be submitted to the funding agency or organization without the prior approvals defined in the Grant Management Policy.

Date	July 7, 2023
Department	Community Development
Department Grant Project Manager	Kyle Kearns

Grant Program Name	Wood County Economic Development Grant	Application Deadline	July 7, 2023
Granting Agency Name	Wood County	Grant Amount	\$25,000.00
Agency Contact	Kyle Kearns	Agency Phone No.	(715) 421-8228

Source of Funds					
Federal	State (Federal Pass-thru)	State	Other	Local Match	Total Grant Project Budget
			\$25,000.00	\$50,000.00	\$75,000.00
If source of funds is either Federal or State (Federal Pass-thru), please provide the appropriate Federal Grant Catalog of Federal Domestic Assistance (CFDA) number					CFDA#
If local match is required, are funds available in the department budget?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, identify budget line item	Name TIF 7 Project Account No. TIF 7

Please provide a concise description of the grant and potential sources of local match if funds are not available in department budget

See attached memo describing the project.

Grant Accounting (Completed by Finance Department)			
Grant Revenue Account No.		Grant Expenditure Account No.	
Budget Resolution Required?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If a budget resolution is required please attach Date Approved

Grant Request Approvals (Level of approval governed by the Grant Management Policy)			
Department Head - * reference signature guarantee below	Name Kyle Kearns	Signature 	Date 07-06-23
Finance Director	Name Timothy J. Desorcy	Signature 	Date 7/6/23
Mayor	Name Shane Blaser	Signature 	Date 7-6-23
Finance Committee Approval (Attach minutes)	Date	Common Council Approval	Date

* **Department Head Signature Guarantee** - By signing the City of Wisconsin Rapids Grant Request Form you guarantee to abide by all elements of the attached City's Grant Management Policy dated 01/16/2018 and the terms and conditions of the grant identified above.



**Community Development
Department**

City of Wisconsin Rapids
444 West Grand Avenue
Wisconsin Rapids, WI 54495
Ph: (715) 421-8228

Memo

To: Property and Finance Committee
From: Kyle Kearns
Date: 07/06/2023
Subject: Request from the Community Development Department to apply for a 2024 Wood County Economic Development Grant in the amount of \$25,000 to create a Downtown Development Master Plan and to utilize \$50,000 in Tax Increment District 7 for the project.

The City's current downtown waterfront plan is from 2009, nearly 15 years old. Prior to that the City had a 1994 Downtown Revitalization Plan. Great change has occurred in the downtown under this plan over the last decade, including the mall redevelopment, courthouse expansion, riverfront redevelopment, wayfinding, major street reconstruction, city acquisitions and building demolitions. These changes warrant an updated plan that incorporates them and identifies realistic growth objectives and opportunities for redevelopment. Areas of focus include vacant or underutilized parcels, such as the Triangle Site, East Town Plaza, Northern Steel Castings Foundry, and Tribune Property. Additionally, street function, classification, and streetscape improvement are important aspects of the downtown which assist to define our sense of place. Enhancements to streetscape, event space, aesthetics, and connectivity can be identified and noted in the Plan as well.

Recently the City hosted a developer tour that brought nearly a dozen developers through the Community to showcase redevelopment opportunities. Many questioned the City's vision and guiding planning documents, specifically as it relates to development opportunities, but also any ongoing City investment in the downtown. While the 2009 Waterfront Plan can be referenced, it is aged and doesn't accurately reflect many recent improvements. A new master plan can couple the placemaking of the downtown area as a whole with individual development sites to create a visual guide to entice future private capital, but also City reinvestment. Developers can more accurately witness the capabilities of a site and see how it connects with the downtown fabric, as well as, see the future growth opportunities, thereby increasing the potential for private equity investment.

The City's downtown Tax Increment Finance District (TIF) 7 was amended in 2017 and includes new projects within the district. Neighborhood planning was identified and budgeted for \$50,000. A new downtown development master plan is estimated at \$75,000. This estimate is on the high end, due to the higher level of detail anticipated for redevelopment sites. The expenditure period for TIF 7 ends in 2027 and the TIF closes in 2033. Overall, the TIF is very healthy and is anticipated to close with a few million dollars increment. A gap exists for the project, which has prompted the request for Wood County Economic Development Grant dollars in the amount of \$25,000. If awarded funding, the project would likely begin this fall through the RFP process to hire a consultant. Therefore, the project would then start in early 2024 and would be anticipated to end before the end of the year.

REPORT OF THE PUBLIC WORKS COMMITTEE

Tom Rayome

Ryan Austin

Dennis Polach

Date of Meeting: 7/6/2023
Reported to Council: 7/18/2023

The Public Works Committee met on Thursday, July 6th, 2023 in the Council Chambers at City Hall and via remote videoconference. All members were present. Others attending are listed below.

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 and consider adding a 2-hr parking restriction on Saratoga St from E Jackson St to 7th St N and on 5th St N from E Jackson St to Saratoga St.

Motion by Rayome, second by Austin to approve a 2-hr parking restriction on Monday thru Friday from 9am to 5pm which would expire in June of 2025 at the completion of the jail project with the condition that Wood County and / or their general contractor pay the out-of-pocket costs for the signs. Polach raised concerns about the potential of moving the parking problem to another area rather than remedying the problem. Motion carried (3-0).

4. Review and consider adding a 2-hr parking restriction from 7am to 4pm on school days on Engler Dr from 25th Ave S to 27th Ave S.

Mr. Michael McLarnan, resident at 2620 Engler Dr spoke about the parking situation which includes blocking driveways & mailboxes along with safety issues for the students. Alderperson Veneman confirmed the parking issues. Allison Graf, resident at 2520 Engler Dr also spoke in favor of approving the parking restriction. Mayor Blaser offered to reach out to WRPS and the Police Department.

Motion by Austin, second by Rayome to approve the 2-hr parking restriction as presented. Motion carried (3-0).

5. Review bids received for the 2023 Sewer Lining Contract and consider award to the low, qualified bidder.

Motion by Austin, second by Rayome to award the project to Insituform Technologies USA, LLC in the amount of \$276,066.96. Motion carried (3-0).

6. Consider a preliminary resolution for public work and improvements on E Jackson St between Jackson St bridge and E Grand Ave proposed for construction in 2025.

Motion by Rayome, second by Polach to approve the preliminary resolution. Motion carried (3-0).

7. Consider a preliminary resolution for public work and improvements on Harrison Street between 7th Ave N and 9th Ave N proposed for construction in 2025.

Motion by Austin, second by Polach to approve the preliminary resolution. Motion carried (3-0).

8. Review referral list.

The referral list was reviewed and updated.

9. Set next meeting date.

A special meeting to consider an asphalt change order is set for July 11th at 3:30pm. The next monthly meeting date will be August 3rd, 2023 at 5pm. Another meeting is being coordinated for a tour of the Capital Improvement Projects.

10. Adjourn

Motion by Rayome, second by Polach to adjourn at 6:01 PM. Motion carried (3-0).

Others in attendance:

See sign-in sheet.



PUBLIC WORKS DEPARTMENT

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

JUNE 2023

Refuse and Recycling

- Garbage Collection estimate 408 tons
- Recycling Collection estimate 89 tons

Construction

Lyons Park Flood Levee (1681 2nd Ave to Lyon Park)

- Installed fence along railing that was previously installed.

Freemont Street (7th Ave N – 10th Ave N)

- Asphalt patched residential driveways

Oak Street (East Jackson Street – 16th ST N)

- Removed existing pavement, curb and gutter, sidewalk and black dirt from 4 city blocks
- Installed 735' of 12" Sanitary
- 3 – Sanitary manholes
- 16 – 4" or 6" services
- 5 Storm manhole
- 15 – catch basins and leads
- Installed 1115' of 12" Watermain
- Finished graded and set manhole rings to grade for paving
- Paved from Jackson Street – 8th Street

Streets Maintenance

- Patched city streets with cold patch
- Added gravel shoulders to alleys and shaped driveways
- Monthly brush pickup
- Mowed road right of way
- Catch basin repairs in multiple locations within the city
- Assisted with shaping of asphalt patches for WWLC
- Backfilled curb and gutter from Jackson Street – 9th Street
- Shaped for driveways in new curb and gutter area
- Placed black dirt in green areas Jackson Street – 9th Street seeded and mulched
- Started hand spraying areas in chip seal area's
- Participated in the Cranberry Blossom Festival parade
- Rebuilt catch multiple catch basins that had ring failures or complete failures
- String trimmed weeds around light poles or street signs in Road Right of Way
- Poured curb for WWLC on Hydrant repairs or watermain breaks

- Track Maintenance on East Commerce rail spur
- Formed and poured driveway section for Dog Park
- Sanitary manhole repairs

Paint and Signs

- Replace seasonal banners
- Removed Cranberry Blossom Fest Banners and installed Farmers Market Banners
- Continue to replace Speed limit Signs, 25 mph – 40 mph, waiting on more Stock to replace 30” Stop signs
- Removed brackets from new Light poles that aren’t needed
- Installed new signs from Jackson Street – 8th on Oak Street
- Removed existing signs located within the construction limits

Shop and Repairs

- Routine service work fleet trucks
- Service Police and Fire’s fleet
- Installed new big truck drive on hoist
- Repairs on Enloader seat, Thermostat in Garbage truck, Fixed Hydraulic Cylinder on Garbage Truck, Fixed Air leak on Garbage truck
- Replaced bushings and roads on Single Axle underbody snow plow



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

ENGINEERING DEPARTMENT Monthly Activity Report

June 2023

Permits & Degradation

- 30 Permits/Licenses (18 last month) for asphalt paving (0), driveway grades/concrete pour inspections (11), storm water (0), excavating (15), Street Privilege (0), storm connection (0), permit parking (0), banner (1), environmental testing well (0), contractor licenses (3)
 - This year – 120 permits & licenses
- 162 Diggers Locates for Storm Sewer & Sanitary Sewer (234 last month)
 - 2 Emergency locates
- Degradation fees - this year = \$33,812.28
 - This month = 5,060.19 (\$6,868.26 last month)
- 3 driveways were installed without permits – Engineering sent letters to property owners this month.

Traffic

- Stop Sign / Yield Sign Requests
 - Traffic studies for the following intersections will be completed in February.
 - 5th St and Strodman Ave – Concerns about uncontrolled intersection. Study requested on May 24th, 2023. Traffic counters were set out June 15th and moved on June 21st.
- Traffic Study
 - Request to allow right turn no stop for westbound traffic on Two Mile Ave at 1st St S. Some preliminary research has been done to gather guidance documents. A traffic study has been completed.
- Vision Issues
 - 14th St N and Avon St – letters sent
 - Mead and 3rd St – letter sent
 - Sampson St and Taylor Ave – letter sent
 - Expressway & Lincoln St – WB LT. Vision distances and Stopping Sight Distances are being verified.
- ITS Standalone Signal Grant
 - ITS Standalone Signal Grant – Chase St and High St was awarded to the City.
 - 2023 Project
 - Material/equipment supplies are creating some challenges and schedule creation is pending. However, we heard from Tapco that equipment should be in at the end of June. Scheduling for the project should be forthcoming.



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

- Signal complaints
 - Riverview Expressway having to stop at every intersection. Travel time tests were conducted twice
 - FYA request for WB left traffic on Expressway at Plover Road
 - Signal adjustments requested at 8th St and Expressway for NB lefts
 - A request for traffic signals at 16th St S and Expressway to switch quicker for vehicles heading north and south on 16th St S AND for the green to stay on longer.
 - Request to make 3rd St / Market St / Jackson St intersection an all-way stop.
 - STH 54 & CTH W – too few cars can get through (9/20/2022)
- Signal Equipment
 - Spare cabinet is ordered and is expected to arrive in September or October.

Project Designs/Construction underway:

Maintenance Projects

- Sidewalk and Curb & Gutter Maintenance – A contract is award to Potrykus Construction. All contract paperwork is ready to go. A schedule is being provided on 6/30/23.
- Sidewalk Cutting with Safestep. The cutting work is complete.

2023 Reconstruction Projects

- 2023 Contracts
 - Crushing Contract – Contractor completed work on June 22nd, 2023. Contractor started on May 30th. Bid date was 3/2/2023.
 - Sewer Lining Contract – Bid date is set for June 29th, 2023 at 1pm.

2024 Reconstruction Projects

- Preliminary Survey for 2024 and 2025 Projects
 - Lincoln St (Expressway to Peach St) – 100%
 - Wylie St (8th St N to 10th St N) – 100%
 - **14th Ave N (W Grand Ave to Fremont St) – 100%**
 - 15th Ave N (W Grand Ave to High St) – 10%
 - **McKinley St (8th Ave to 14th Ave) – 25%**
- Design for 2024 Projects
 - 9th St S (Peach St to Chestnut St) – 70%
 - Lincoln St (Expressway to Peach St) – 30%
 - Turning movement counts performed at Chestnut and Dewey 4/3 and 4/4



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

- Design Meeting held April 6th
- Preliminary scoping has been underway along with traffic counts and initial feedback from Public Works and Community Development.
- Preliminary concepts were reviewed at the March meeting.
- Information will be posted on the Engineering website.
- Wylie St (8th St N to 10th St N) – 70%
- 14th Ave N (W Grand Ave to Fremont St) – 15%
- 15th Ave N (W Grand Ave to High St) – 0%

Projects Involving Grants

- 8th St S and Wood Ave - Highway safety Improvement Grant (HSIP).
 - Grant application was submitted in March and has been approved. State / Municipal Agreement was approved at the June Public Works meeting.
- Grand Ave Bridge Rehabilitation
 - Bridge Rehabilitation Report is complete and submitted to Bureau of Structures.
 - A meeting was held on April 18th with the DOT bridge inspector to review the Grand Ave bridge.
 - The DOT performed further visual inspection of the deck in June and rated the deck at a 6 (previously a 7). They will be further evaluating the deck with an infrared drone and perhaps chaining it. Next steps will be discussed with the DOT after those tasks are complete.

Storm Water Utility

- One Mile Cr. – All easements for the project are now secured.
 - Dredging Permit – The DNR’s pre-application process is complete. A low hazardous waste exemption from DNR on dredged materials has been applied for. We are now scheduling a hearing **on July 17th**. After which, work will continue on the dredging permit application.
 - An update was provided to the property owners in May.
 - Dam Permit – DNR Review staff have been unable to get to the review, but are continuing to update us on the latest review schedule. Their review is expected any day.

Transportation Utility

- June: 4 account updates
- 39 account updates this year.

Capital Improvement Planning – Draft CIP can be viewed here. <https://tinyurl.com/2dvmhdtv>

Other Highlights



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

- Fire Station #2 – Remodel – 100% complete and project is out for bid.
- Rail Feasibility Study –
 - CN – Discussions with CN occurred on 6/28/23. CN is open to considering all the options. They did mention that speed limits and operations can be reviewed, but that they are set for a reason and that modifying things to make a significant difference will likely cost significant dollars. FHWA mandates that CN pays 5% of the conversion of lights & gates to a grade separation.
 - Met with DOT on 6/22/23 to discuss the CRP grant project and scenarios and timelines for accomplishing this project.
 - Met with LinqThingz on 6/20 to further discuss next steps.
 - DOT – conversation with Jordan Kelbley on March 29th to discuss the rail study. He will get back to me once he discusses with other DOT staff.
 - Alternative route signage related to the Rail Study – BIL Carbon Reduction Grant. A grant application was prepared in March for submission on April 7th.
 - A follow-up meeting was held with Patrick Engineering on February 21st to further discuss the report and answer some preliminary questions.
 - A final report was delivered Feb. 6th. The document has been posted on the City's website and provided for those interested in reviewing the report.
 - Rail Study Kick-off meeting was held on 9/29/2022. Data collection began on October 12th.



Public Works Committee

Date of Request: June 28th, 2023

Requestor: Wood County

Request/Referral: Review and consider adding a 2-hr parking restriction on Saratoga St from E Jackson St to 7th St N and on 5th St N from E Jackson St to Saratoga St.

Background information:

Please see the attached in reference to a request for additional signage along streets adjacent to the Wood County Courthouse & Jail campus to limit on-street parking during business hours.

As you will see, some streets in the vicinity of the campus were previously posted to limit parking; with the expansion of the campus, and the current traffic/equipment in the area, there has been moderate congestion on Saratoga Street. I have received a couple reports of our neighbors having trouble with trash pickup and visibility when entering/exiting their driveways.

My intent with this request is to limit the congestion on the streets adjacent to the Jail project and keep better access for our neighbors. I do not expect additional patrol will be needed from the City PD; any observed parking violations could simply be reported if they occur.

I am glad to answer any questions you may have about this request.

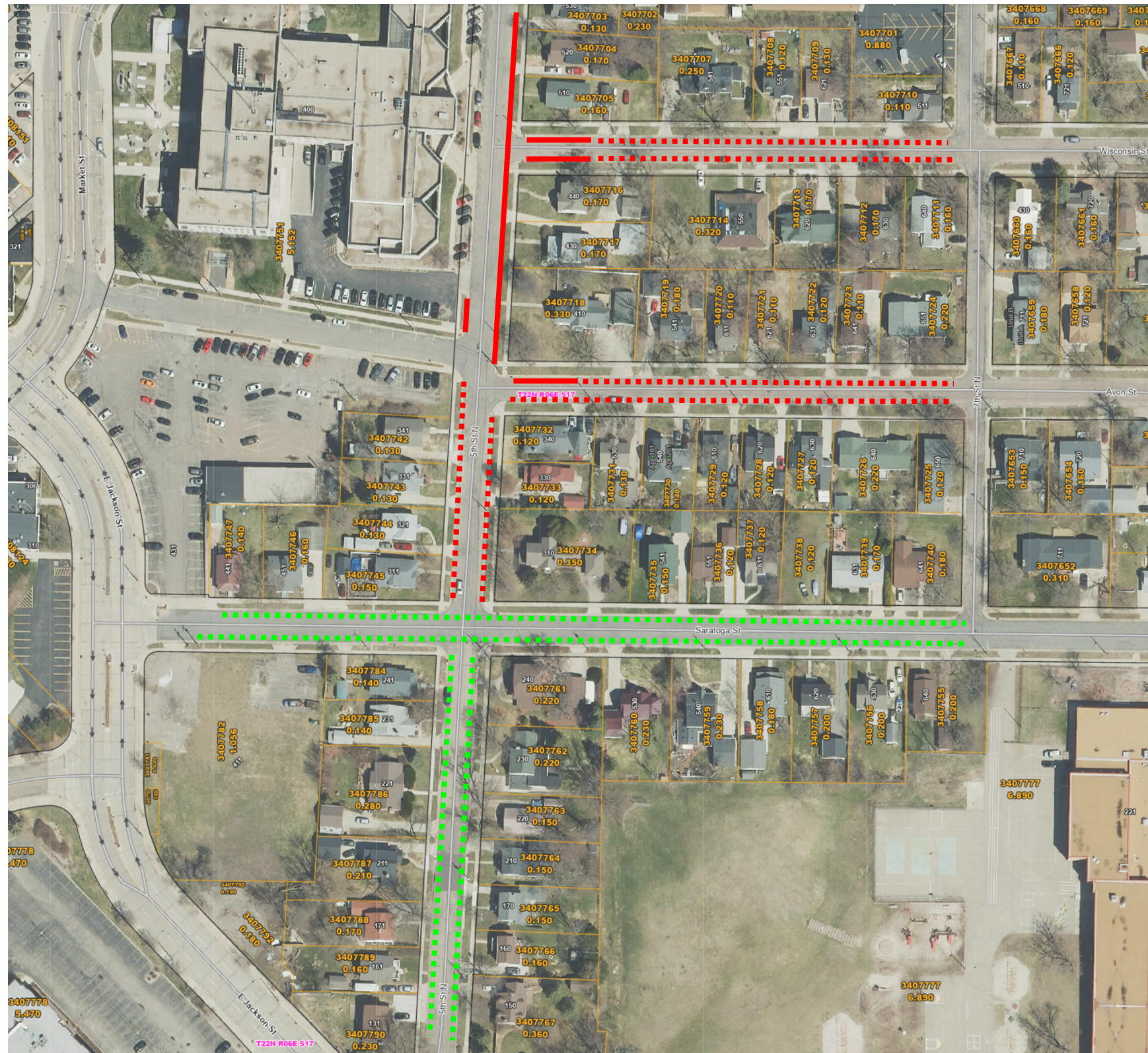
Thank you!

Reuben Van Tassel, Facilities Manager

Options available:

Action you are requesting the committee take: consider approval

How will the item be financed?



CURRENTLY POSTED
"NO PARKING"



CURRENTLY POSTED
"2-HR PARKING"



CURRENTLY UNRESTRICTED.
REQUESTING "2-HR PARKING"



Public Works Committee

Date of Request: June 28th, 2023

Requestor: Joe Eichsteadt, City Engineer

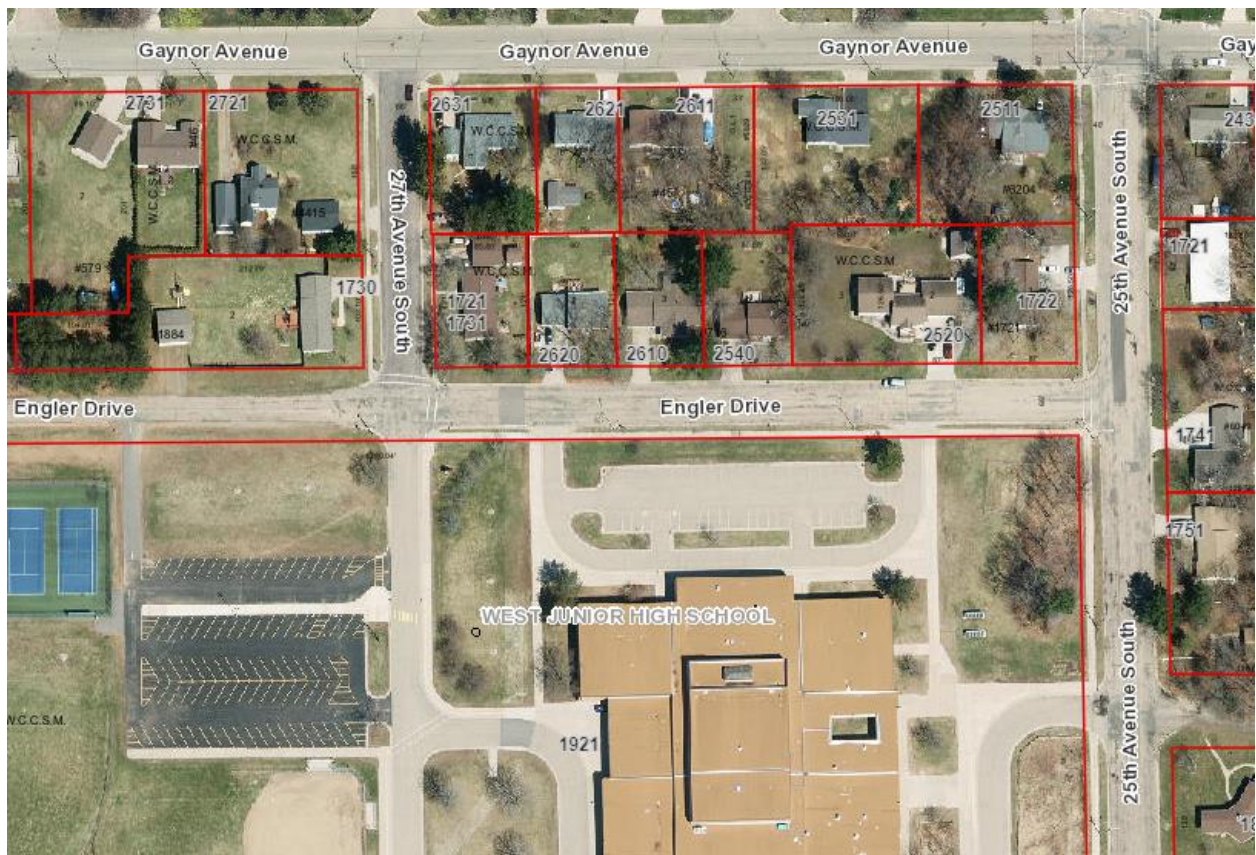
Request/Referral: Review and consider adding a 2-hr parking restriction from 7am to 4pm on school days on Engler Dr from 25th Ave S to 27th Ave S.

Background information:

A longtime resident along Engler Dr. has seen a parking problem develop more recently on school days on Engler Dr. which is now impacting their ability to access their driveway and mailboxes. Parents picking up and dropping off children, as well as teachers, are utilizing Engler Dr. for parking throughout the day. Additionally, there is a noted safety concern with children running between cars during pick-up and drop-off.

This issue has been confirmed by more than one resident.

Officer Pelot also confirmed that the parking restriction should help correct the situation.





Options available:

Action you are requesting the committee take: consider approval

How will the item be financed?



Public Works Committee

Date of Request: June 28th, 2023

Requestor: Joe Eichsteadt, City Engineer

Request/Referral: Review bids received for the 2023 Sewer Lining Contract and consider award to the low, qualified bidder.

Background information:

2023 Sewer Lining consists of lining 2,700 LF of clay sewers on 17th Ave S.

Estimated costs are around \$215,000.

The bid opening is scheduled for Thursday, June 29th at 1:00pm. Bid results will be provided at the meeting.

Options available:

Action you are requesting the committee take: consider approval of the low, qualified bidder.

How will the item be financed? PWCF / Wastewater Fund



Public Works Committee

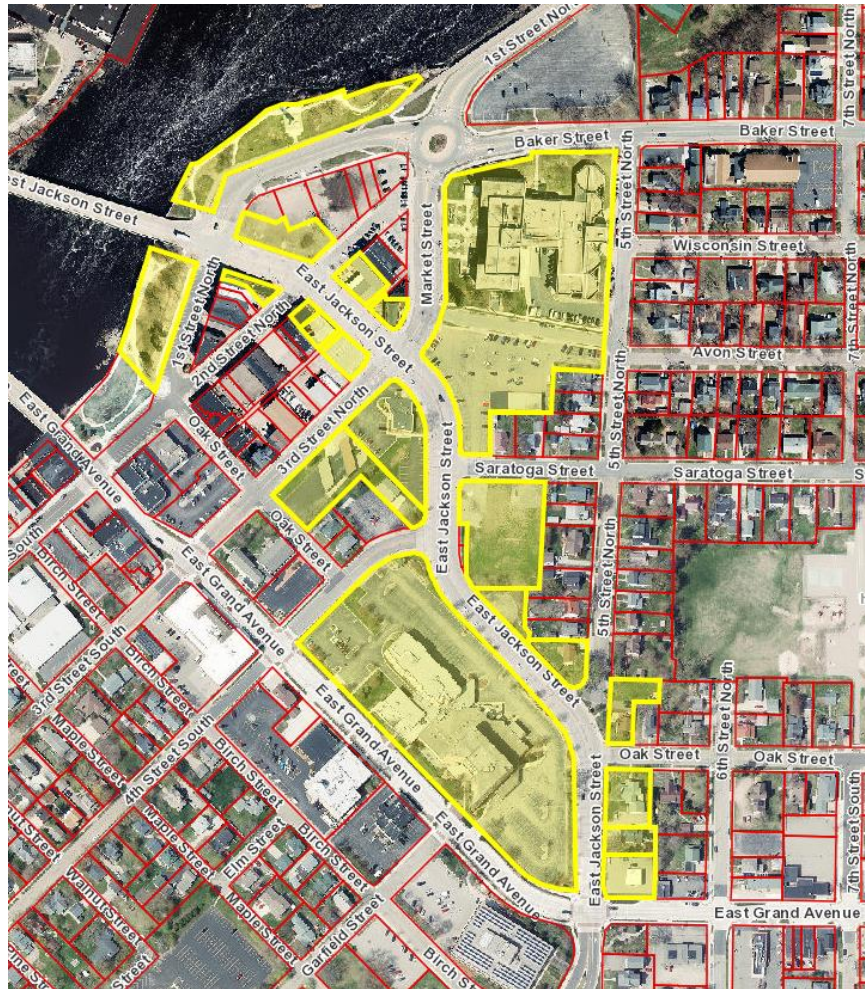
Date of Request: 6/28/23

Requestor: Joe Eichsteadt, City Engineer

Request/Referral: Consider a preliminary resolution for public work and improvements on E Jackson St between Jackson St bridge and E Grand Ave proposed for construction in 2025.

Background information:

The draft 5-year Capital Improvement Plan (for consideration in 2023) proposes E Jackson St in 2025.



Preliminary resolutions are an authorization to notice the public of an upcoming improvement as well as a milestone to begin survey work on upcoming projects.



Options available: Consider approving the preliminary resolution for public improvements

Action you are requesting the committee take: approve the preliminary resolution for public improvements on E Jackson St between Jackson St bridge and E Grand Ave proposed for construction in 2025.

How will the item be financed? Future budget

Resolution #_____(2023)

Initial Resolution Regarding the Common Council's Intent to Perform Public Work and Improvements

IT IS HEREBY RESOLVED by the Wisconsin Rapids Common Council:

1. The Common Council declares its intention to perform public work and improvements as described below:

Reconstruction of East Jackson Street, between Jackson Street Bridge and East Grand Avenue; including permanent street surfacing, sidewalk, concrete driveway approach, curb & gutter, storm sewer, sanitary sewer, water main and associated service lines.

The property to be impacted is within the following project area:

Property bordering the following roadways with the following parcel numbers: East Jackson Street, between Jackson Street Bridge and East Grand Avenue;

3408181, 3408180, 3408170, 3408167, 3408160, 3408158, 3408149, 3408147, 3408145, 3408125, 3408124, 3407823, 3407822, 3407821, 3407792, 3407790, 3407782, 3407778, 3407769, 3407751.

2. The Common Council determines that the above improvements are for the health, safety, and general welfare of the City and its citizens.
3. The Common Council does approve of the scope of the project and authorizes the City to proceed with these improvements upon passage of this Resolution.
4. The City Engineer shall cause notice of this Resolution to be given stating the nature of the proposed improvements and the general boundary lines of the proposed project area.
5. This Resolution shall take effect immediately upon passage.

Adopted this_____day of July, 2023.

Shane E. Blaser, Mayor

Jennifer M. Gossick, City Clerk



Public Works Committee

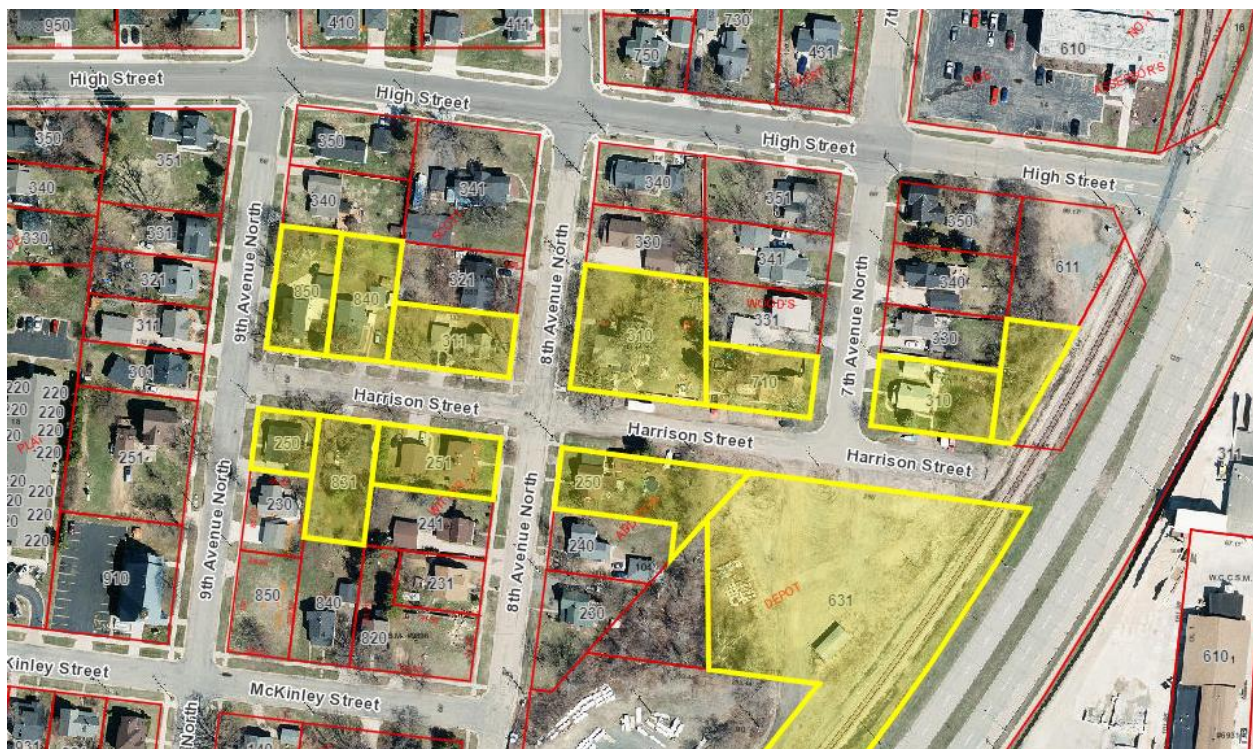
Date of Request: 6/28/23

Requestor: Joe Eichsteadt, City Engineer

Request/Referral: Consider a preliminary resolution for public work and improvements on Harrison Street between 7th Ave N and 9th Ave N proposed for construction in 2025.

Background information:

The draft 5-year Capital Improvement Plan (for consideration in 2023) proposes Harrison St in 2025.



Preliminary resolutions are an authorization to notice the public of an upcoming improvement as well as a milestone to begin survey work on upcoming projects.

Options available: Consider approving the preliminary resolution for public improvements

Action you are requesting the committee take: approve the preliminary resolution for public improvements on Harrison Street between 7th Ave N and 9th Ave N proposed for construction in 2025.

How will the item be financed? Future budget

Resolution #_____(2023)

Initial Resolution Regarding the Common Council's Intent to Perform Public Work and Improvements

IT IS HEREBY RESOLVED by the Wisconsin Rapids Common Council:

1. The Common Council declares its intention to perform public work and improvements as described below:

Reconstruction of Harrison Street between 7th Avenue North and 9th Avenue North; including permanent street surfacing, sidewalk, concrete driveway approach, curb & gutter, storm sewer, sanitary sewer, water main and associated service lines.

The property to be impacted is within the following project area:

Property bordering the following roadways with the following parcel numbers: Harrison Street between 7th Avenue North and 9th Avenue North; 3401923, 3401919, 3401918, 3401917, 3401914, 3401913, 3401903, 3401902, 3401875, 3401871, 3401863, 3401834.

2. The Common Council determines that the above improvements are for the health, safety, and general welfare of the City and its citizens.
3. The Common Council does approve of the scope of the project and authorizes the City to proceed with these improvements upon passage of this Resolution.
4. The City Engineer shall cause notice of this Resolution to be given stating the nature of the proposed improvements and the general boundary lines of the proposed project area.
5. This Resolution shall take effect immediately upon passage.

Adopted this _____ day of July, 2023.

Shane E. Blaser, Mayor

Jennifer M. Gossick, City Clerk

PUBLIC WORKS COMMITTEE REFERRAL LIST:

2023 (4/26/2023)

1. Request from Alderperson Tom Rayome to discuss the future of 8th St S. (2016)
2. Request by Alderperson Austin to consider a feasibility study for reducing noise and vehicle delays due to railroad tracks along the west side of the City at and between crossing from Gaynor Ave to High St.
3. Request from Rayome for Quiet Zones for trains on the east side of city. (Referral Attached)
4. Consider possible solutions to possible lack of sufficient overnight and extended parking for semi-trucks within the City.
5. ~~Referral by Alderperson Bemke to consider sidewalk installation on the east side of 16th St S from E Riverview Expressway to existing sidewalk 1075' south.~~
6. Review the Change Order policy and consider updates.
7. Reconsider parking on Baker St between 5th St N and 8th St N.

ORDINANCE NO. MC_____

A GENERAL ORDINANCE OF THE CITY OF WISCONSIN RAPIDS CREATING NEW SECTIONS IN 27.13(2)(f) OF THE MUNICIPAL CODE. SAID ORDINANCE REVISES PARKING REGULATIONS ON 5TH STREET NORTH AND SARATOGA STREET.

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

SECTION I Sections 27.13(2)(f)(6)(h1) and 27.13(2)(f)(6)(19) of the Wisconsin Rapids Municipal Code shall hereby be created to read as follows:

27.13 PARKING REGULATIONS

(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:

(f) Two-Hour Parking

(6) Streets beginning with the letter "F"

(h1) 5th Street North, both sides, from East Jackson St to Saratoga Street, 9:00 a.m. to 5:00 p.m., Monday through Friday. This parking restriction shall expire June 30, 2025.

(19) Streets beginning with the letter "S"

(a1) Saratoga Street, both sides, from East Jackson Street to 7th Street North, 9:00 a.m. to 5:00 p.m., Monday through Friday. This parking restriction shall expire on June 30, 2025.

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

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

Shane E. Blaser, Mayor

Jennifer M. Gossick, City Clerk

PASSED:
APPROVED:
PUBLISHED:

ORDINANCE NO. MC_____

A GENERAL ORDINANCE OF THE CITY OF WISCONSIN RAPIDS AMENDING SECTION 27.13(2)(f)(5)(e) OF THE MUNICIPAL CODE. SAID ORDINANCE CREATES PARKING REGULATIONS ON ENGLER DRIVE.

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

SECTION I Section 27.13(2)(f)(5)(e) of the Wisconsin Rapids Municipal Code shall hereby be created to read as follows:

27.13 PARKING REGULATIONS

(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:

(f) Two-Hour Parking

(5) Streets beginning with the letter "E"

(e) Engler Drive, both sides, from 25th Avenue South to 27th Avenue South from 7am to 4pm on school days.

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

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

Shane E. Blaser, Mayor

Jennifer M. Gossick, City Clerk

PASSED:
APPROVED:
PUBLISHED:

REPORT OF THE PUBLIC WORKS COMMITTEE

Tom Rayome

Ryan Austin

Dennis Polach

Date of Meeting: 7/11/2023
Reported to Council: 7/18/2023

The Public Works Committee met on Tuesday, July 11th, 2023 in the 1st Floor Conference Room at City Hall and via remote videoconference. All members were present. Others attending are listed below.

1. Call to order

The meeting was called to order at 3:48 PM.

2. Review and consider a change order to the 2023 Asphalt Contract to include asphalt tonnage for the parking lot at the Dog Park.

Motion by Polach, second by Rayome to approve the asphalt change order in the amount of \$13,526.10. Motion carried (3-0).

3. Adjourn

Motion by Austin, second by Polach to adjourn at 3:53 PM. Motion carried (3-0).

Others in attendance:

See sign-in sheet.



Human Resources Committee Meeting Minutes July 11, 2023

Human Resources Committee

Jay Bemke, Chairperson
Jake Cattanach, Vice Chairperson
Patrick Delaney

The Human Resources Committee held a meeting in the Council Chambers of City Hall on Tuesday, July 11, 2023, at 2:15 p.m. All Committee members were present. Also present were Mayor Blaser, HR Manager Ryan Hartman, Police Chief Hostens, Fire Chief Eckes, and Alderpersons Veneman, Polach and Rayome.

Agenda

1. Call to order

Chairperson Bemke called the meeting to order at 2:19 p.m.

2. Discuss and consider for approval the creation of an Administrative Lieutenant position within the WRPD.

Motion by Bemke to approve the creation of an Administrative Lieutenant position within the WRPD. Motion died on the floor for lack of a second. No other motions regarding the item were made.

3. Discuss and consider for approval the hiring of temporary Firefighter positions within the WRPD due to longer-term leaves.

Motion by Cattanach, seconded by Bemke to approve the hiring of two temporary firefighter positions within the WRPD due to longer-term leaves, with an end date of 12/31/23, or upon return of those currently on leaver, whichever comes first. Motion carried 2-1.

4. Adjournment

Motion by Delaney, seconded by Bemke to adjourn. Motion carried 3-0. The meeting was adjourned at 3:37 p.m.

ALEXANDER FIELD

SOUTH WOOD COUNTY AIRPORT MUNICIPALLY OWNED

MEETING MINUTES

AIRPORT COMMISSIONERS:

Shane Blaser, Mayor
Jeremy Eichorn, Chairman
Joseph Zurfluh, President
Brad Hamilton, Alderman

MUNICIPALITIES:

City of Wisconsin Rapids
Town of Grand Rapids
Village of Port Edwards
City of Nekoosa

5/4/23

The South Wood County Airport Commission met on Thursday May 4, 2023 at 8:00 AM at the South Wood County Airport, Alexander Field. Members present were Shane Blaser, and Joe Zurfluh. Brad Hamilton and Jeremy Eichorn attended via telephone. Also in attendance were Dennis Polach, Bill Clendenning, Paul Tranal, Bill Menzel, Mike Esser, Tom Davis, Ryan Falch, Jeremy Roberts, and Jeremy Sickler.

1. Call to order: Chairman Blaser called the meeting to order at 8:05 AM.

2. Approval of previous month's minutes (4-6-23):

Motion by Commissioner Zurfluh, 2nd by Commissioner Eichorn 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. The ad for bids from interested firms to provide consultant services was published and the selection will take place at the May meeting. The fuel system project will be closed out upon scheduling of the final inspection and completion of punch list items.

Sickler reported that the fuel sales and activity in April was well below average compared with historical performance.

Sickler mentioned a permanent solution to the gate issues on Two Mile Avenue was found.

Sickler also reported on the progress of several other items including: Paved surface sweeping, seasonal equipment maintenance, and status of a few projects to be completed by contractors.

Motion by Chairman Blaser, 2nd by Commissioner Zurfluh to approve the Airport Managers Report.
Motion carried.

4. Old Business

a. Discuss and consider action regarding T-Hangar door repairs. The Commission received a quote from Modern Image Builders for T-Hangar door refurbishment for \$8000 - \$10000 per door. Motion by Commissioner Hamilton, 2nd by Commissioner Eichorn to approve refurbishment of one door not to exceed \$10000. Motion carried.

b. Discuss and consider action regarding offering a lease for Hangar Lot 10 to Michael Bretl. The Commission received a request for a lease from Michael Bretl who recently purchased the hangar on Lot 10. A bill of sale documenting change of ownership was presented. The lease will be

prorated for the rest of 2023 and have an anniversary date of January 1 2024. Motion by Chairman Blaser, 2nd by Commissioner Eichorn to approve the lease as presented. Motion carried.

5. New Business

a. Discuss and consider action regarding selection of a consultant for the Master Plan project.. Three proposals were received by the Commission. Chairman Blaser proposed tabling the discussion until a future meeting after Commissioners were given more time to review the proposals. A closed session will be held at a future meeting. No action taken.

a. Discuss and consider action regarding temporary lease agreements for Commission owned hangars. Chairman Blaser introduced Tim Desorcy of the City Finance Department for explanation of the necessity for such agreements. Sickler was tasked with researching and proposing lease language and possibly policy language for future short term tenancy in Commission owned hangars. No action taken.

6. Review of Financial Statements

Financial statements were presented and reviewed. Motion by Commissioner Zurfluh, 2nd by Commissioner Hamilton to approve the financial statements as presented. Motion carried.

7. Future agenda items:

Consultant selection

8. Public Comment

None

9. Correspondence received: None

10. Set next meeting date:

Thursday June 1 at 8:00 AM.

11. Adjourn:

Motion made by Chairman Blaser, 2nd by Commissioner Hamilton to adjourn at 0848. Motion carried.

Minutes prepared by Jeremy Sickler; Respectfully reviewed and submitted, Chairman Blaser

ALEXANDER FIELD

SOUTH WOOD COUNTY AIRPORT

MUNICIPALLY OWNED

MEETING MINUTES

AIRPORT COMMISSIONERS:

Shane Blaser, Mayor
Jason Warren, Supervisor
Joseph Zurfluh
Brad Hamilton, President

MUNICIPALITIES:

City of Wisconsin Rapids
Town of Grand Rapids
Village of Port Edwards
City of Nekoosa

6/1/23

The South Wood County Airport Commission met on Thursday June 1, 2023 at 9:00 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 Arne Nystrom, Bill Menzel, Tom Davis, Daniel Minarcik, and Jeremy Sickler.

1. Call to order: Chairman Blaser called the meeting to order at 9:05 AM.

2. Approval of previous month's minutes (5-4-23):

Motion by Commissioner Hamilton, 2nd by Chairman Blaser 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. The ad for bids from interested firms to provide consultant services was published and the selection will take place at the May meeting. The fuel system project will be closed out upon scheduling of the final inspection and completion of punch list items.

Sickler reported that the fuel sales and activity in May was well above average compared with historical May performance.

Sickler mentioned a severe lightning strike damaged several lights which will justify an insurance claim and the electrician is working on a solution and will submit estimates.

Motion by Commissioner Hamilton, 2nd by Commissioner Zurfluh to approve the Airport Managers Report. Motion carried.

4. Old Business

a. Consultant selection: Chairman Blaser recited the Closed Session Statute. Motion by Commissioner Hamilton, Second by Chairman Blaser to go to closed session at 0911. Motion Carried. Motion by Commissioner Zurfluh, Second by Commissioner Hamilton to go to open session at 0931. Motion Carried. Motion by Commissioner Hamilton, Second by Commissioner Zurfluh to select Short, Elliott, and Hendrickson as the consultant for the Master Plan. Motion Carried.

5. Review of Financial Statements

Financial statements were presented and reviewed. Motion by Commissioner Hamilton, 2nd by Commissioner Zurfluh to approve the financial statements as presented. Motion carried.

6. Future agenda items:

Hangar door update

7. Public Comment

EAA Chapter 706 will be hosting a pancake breakfast fundraiser at the airport June 24.

8. Correspondence received: None

9. Set next meeting date:

Thursday July 13 at 8:00 AM.

10. Adjourn:

Motion made by Commissioner Hamilton, 2nd by Chairman Blaser to adjourn at 0938. Motion carried.

Minutes prepared by Jeremy Sickler, Respectfully reviewed and submitted, Chairman Blaser



Board of Trustees

Meeting Minutes for

May 17, 2023

1. Call to Order: President Galvan called the meeting of the McMillan Library Board of Trustees to order at 5:01 p.m.

2. Roll Call:

Board Members:

Andrea Galvan

Eric Montag

Elizabeth St. Myers

Kim Heniadis

~~Karen Schill~~

Doug Machon

~~Ryan Austin~~

Craig Broeren

Susan Feith

William Clendenning

Scott Kellogg

Administration: Katherine Elchert, Library Director

Others in Attendance:

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 Minutes: Motion by S. Feith, second by D. Machon to approve minutes of the April 19, 2023 full Board meeting. Motion carried by unanimous vote.

5. TREASURER'S REPORT

5a. Monthly Finance Reports: S. Feith stated that we would pull information regarding the solar array output, and she further explained the details behind a solar array invoice to Viking Electric. Viking Electric is paid up to date.

Our payments to Quill.com for the month of April have been reduced by \$524.90.

5b. Payment of the Bills: Motion by W. Clendenning, second by C. Broeren to pay the bills as presented and place a copy on file, as well as approve the amended April invoice total. Total of the approved bills for May is \$27,630.87. **Motion carried by unanimous vote.**

Endowment Expenditures: No invoices were presented against the endowment.

6. DIRECTOR'S REPORT

6a. Library Use and Events: SCLS cutover has been delayed and will not occur at the end of May as previously discussed. K. Elchert recommends remaining open on Saturday 5/27, but stay closed on Tuesday 5/30 for the previously planned Staff Development Day. The new cutover date is tentatively 6/28-7/1.



Board of Trustees

Motion by C. Broeren, second by W. Clendenning to modify previous action regarding cutover closures and to allow the Director to determine best closures during future SCLS cutover. Motion carried by unanimous vote.

6b. Statistics: April program numbers were a little low due to most programs being more time intensive programs with various community groups. (Clean Green, Prairie Chicken Festival, etc.) Checkouts continue to trend upward. Weeding of materials numbers will be up due to continued renewal of certain collections. (K. Elchert shared that the average library material circulates 26 times. Old materials are removed in the weeding process so new materials can be shelved.)

6c. Meet the Board: None.

6d. Miscellaneous:

McMillan has three new part-time Library Associates. K. Elchert to attend upcoming WLA All Director's Meeting. There will be two rounds of interviews during the Assistant Director search. She also shared feedback on the recent schedule changes for staff.

The library is participating in "No Mow May," and is also offering information on the subject to the public. The mural on the children's room wall is now complete.

7. COMMITTEE REPORTS

7a. Personnel Committee: No meeting.

7b. Building and Grounds: D. Machon provided a summary of items covered in the most recent committee meeting. Awaiting report from Scott Prah on state of the solar array. Northwind Solar and Radtke's Clean Energy consulted regarding possible maintenance agreement. Radtke provided some comments and suggestions regarding the array. Radtke will provide a proposal regarding future developments with the solar array. Northwind has not pursued any maintenance agreement proposal. K. Elchert stated that Mr. Prah found 12-14 inverters that were down. He was able to reboot 6 of them, with the remaining inverters still needing repair.

S. Feith shared the details of a May 15, 2017 library board meeting motion regarding items to be resolved that concern the solar array before the array could be placed.

7c. Finance Committee: S. Feith provided a summary of items covered in the most recent committee meeting. The 501(c)(3) paperwork is submitted is in process. More to follow in June. Will work on gift policy which will be associated with endowment. Susan and Katherine to meet with Aaron at the city to improve finance reporting.

7d. Services Committee: E. Montag provided a summary of items covered in the most recent committee meeting. Review of policies continues.

8. OLD BUSINESS

8a. Policies: K. Elchert provided an update on the development of policies. She is requesting that the Board allow her to draft Rules of Conduct and Material Development policies from scratch in consultation with Attorney Flanagan. Consensus of the Board is that she be allowed to do so.

8b. McMillan Memorial Library By-Law Amendment:



Board of Trustees

Motion by C. Broeren, second by D. Machon to accept amendment to the By-Laws that will enable the creation of a Secretary position and enable delegation of secretarial duties to a library staff person. Motion carried by unanimous vote.

9. NEW BUSINESS

9a. 2024 Budget Goals: K. Elchert shared that she will be looking for comments on budget priorities for 2024. She will be starting the 2024 budget soon.

9b. Nominating Committee: W. Clendenning, S. Feith and K. Heniadis to volunteer for the nominating committee. K. Elchert to consult with Mayor regarding replacements for departing Library Board members. S. Feith suggested possibly extending terms for the two departing board members for a few months if new members are not readily available.

9c. Financial Banking Resolution

Motion by D. Machon, second by S. Kellogg to accept generic format of Banking Resolution authorization document, and approve the specific resolution entitled 2023A. Motion carried by unanimous vote.

10. INFORMATION REQUESTS None.

11. ITEMS FOR NEXT AGENDA

Standard committee meeting times to be determined following appointments of committee chairs.

12. ADJOURNMENT

Meeting adjourned by President Galvan at 7:20 p.m.

Respectfully Submitted: Eric Montag, Board Member



Nominating Committee

Meeting Minutes for

May 24, 2023

1. Call to Order: Chairperson Heniadis called the meeting of the McMillan Library Nominating Committee to order at 10:11 a.m.

2. Open Meetings Declaration: Chairperson Heniadis established that this was a public meeting with appropriate public notice was given.

3. Roll Call:

Committee Members:

~~Andrea Galvan~~

Kim Heniadis

Susan Feith

William Clendenning

Other Board Members:

~~Ryan Austin~~

~~Craig Broeren~~

~~Scott Kellogg~~

~~Elizabeth St. Myers~~

~~Karen Schill~~

~~Doug Machon~~

~~Eric Montag~~

Others in Attendance: None

4. Discussion of Nominees: The discussion lasted for a little over an hour, mainly focusing on discussions of the President and Vice President, since more than one person was interested. The Secretary position was talked about since no one had expressed a great interest in the position.

The Committee Chairs were also discussed, even though it is the President who decides upon whom they want to head each committee. R. Austin was called during the meeting to see if he would be willing to chair the Buildings and Ground Committee, which he said he would be willing if called upon to do so.

5. Items for Next Agenda: N/A

6. Adjournment: Chairperson Heniadis adjourned the meeting at 11:16 a.m.



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, Tenpas and Yonkovich; and Police Chief Daniel Hostens, Interim Deputy Police Chief Mike Potocki, Deputy Fire Chief Jason Joling and Alderperson Dennis Polach.

3. Approve the May 10, 2023 meeting minutes.

A motion was made by Commissioner Grode, seconded by Commissioner Albrecht, to approve the May 10, 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 Albrecht, seconded by Commissioner Tenpas, 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 Deputy Fire Chief.

A motion was made by Commissioner Grode, seconded by Commissioner Yonkovich, to approve the monthly report and activities of the Fire Department. Motion carried.

6. 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. Hear introductory comments by Fire Chief Eckes regarding the Entry-Level Firefighter candidates.
- b. Interview four (4) Entry-Level Firefighter candidates.
- c. Establish Entry-Level Firefighter eligibility list.

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 Albrecht, Grode, King, Tenpas and Yonkovich; and Deputy Fire Chief Jason Joling.

In closed session, the Commission interviewed four (4) Entry-Level Firefighter candidates.

7. The Commission will return to OPEN SESSION and take any necessary action regarding the establishment of an Entry-Level Firefighter eligibility list.

A motion was made by Commissioner Albrecht, seconded by Commissioner Grode, to go into open session. Motion carried.

Re Item 6: A motion was made by Commissioner Grode, seconded by Commissioner Yonkovich, to place four (4) candidates on the eligibility list for Entry-Level Firefighters. Motion carried.

8. Establish date for next meeting and discuss items for inclusion in next agenda.

The next monthly meeting will be held on July 12, 2023, at 7:30 a.m.

9. Adjourn.

A motion was made by Commissioner Albrecht, seconded by Commissioner Yonkovich, 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 in person at City Hall were Commissioners Albrecht, Grode, King and Yonkovich; and Police Chief Daniel Hostens.

3. Approve the June 14, 2023 meeting minutes.

A motion was made by Commissioner Albrecht, seconded by Commissioner Grode, to approve the June 14, 2023 meeting minutes. Motion carried.

4. 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 discuss the Police Chief's request to approve the promotion of Lieutenant Scott Dewitt to the rank of Deputy Police Chief.

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 Albrecht, Grode, King and Yonkovich; and Police Chief Daniel Hostens.

In closed session, the Commission discussed the Police Chief's request to approve the promotion of Lieutenant Scott Dewitt to the rank of Deputy Police Chief.

5. The Commission will return to OPEN SESSION and take any necessary action or make recommendations as a result of the discussion of item 4 in closed session.

A motion was made by Commissioner Grode, seconded by Commissioner Yonkovich, to go into open session. Motion carried.

Re Item 4: A motion was made by Commissioner Grode, seconded by Commissioner Yonkovich, to approve the Police Chief's promotion of Lieutenant Scott Dewitt to the rank of Deputy Police Chief. Motion carried.



6. Adjourn.

A motion was made by Commissioner Yonkovich, seconded by Commissioner Grode, to adjourn. Motion carried.

Respectfully Submitted,

Lee Albrecht, Secretary



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 **1:32 p.m. on June 14, 2023** at the Wastewater Treatment Plant, 2540 1st Street South. The following members were present: David Laspa, Tom Rayome, David Yonkovich, Tammy Steward, and Jim Neitzel. Alderman Dennis Polach was also present.

1. **Minutes of the May 10, 2023 meeting:** A motion was made by David Yonkovich and seconded by Jim Neitzel to approve the minutes of the May 10, 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.
 - c. Agenda item #3 corrected from June reports to May reports.
3. **CMAR review and approval:** A motion was made by Jim Neitzel and seconded by Tom Rayome to approve CMAR submittal. **Motion Carried.**
4. **Review and Consider approval for the proposed limits in Waste Management's landfill leachate contract:** A motion was made by Jim Neitzel and seconded by David Yonkovich to accept the new proposed leachate limits for Waste Management. **Motion Carried.**
5. **Biron Sewer contract update:** No progress has been made with the Village of Biron. No action was taken.
6. **Acceptance of bills and revenues:** A motion was made by Jim Neitzel and seconded by Tom Rayome to accept the bills and revenues for May. **Motion Carried.**
7. **Referrals:** Biron Wastewater Contract
8. **Adjourn:** A motion was made by Tom Rayome and seconded by David Yonkovich to adjourn at 2:16 pm. **Motion Carried**

Respectfully submitted Jessica Beaton

Regular Meeting of the Water Works and Lighting Commission
Wednesday, June 14, 2023

There were present:

Commissioner Jay Bemke
Commissioner John Bergin
Commissioner John Harper
Commissioner Rick Merdan
Commissioner Jeff Penzkover

Also in attendance: Jem Brown, Roxanne Gronski, Matt Stormoen, Josh Elliott, Adam Breunig, Todd Weiler, Shawn Reimer, Tyler Sneen, Lynn Schroer, and Sean Wall.

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 May 10, 2023

There was a motion made by Rick Merdan, seconded by John Harper, and carried to approve the minutes of the Regular Commission Meeting held on May 10, 2023, and to place them on file. There were no nay votes recorded.

3. Action items

There were no action items.

4.0 Department updates

4.1 Safety Committee Report

The commissioners reviewed the safety committee report and the safety coordinator's monthly report. Sean Wall stated that WW&LC received two safety awards, one from MEUW and one from APPA.

4.2 Line Superintendent's Report

This report was reviewed and discussed. Josh Elliott answered questions regarding May call-ins.

4.3 Water Department Operations Report

This report was reviewed and maintenance projects were discussed. Adam Breunig answered questions regarding Badger Beacon Metering software.

4.4 Customer Support Supervisor's Report

This report was reviewed and discussed. Lynn Schroer answered questions regarding disconnects.

4.5 Director of Finance's Report

This report was reviewed. The electric rate case was discussed and is moving along as expected with a hearing scheduled for Thursday, July 18th.

4.6 Information System's Administrator's Report

This report was reviewed and Matt Stormoen was available to answer questions regarding May projects and the cyber security training program.

4.7 Conservation Manager's Report

This report was reviewed and discussed. Shawn Reimer recently completed and earned his APPA Key Accounts Certification.

4.8 Electrical Engineer's Report

This report was reviewed and discussed. Tyler Sneen answered questions regarding yearly IR (infrared) thermal scanning that was just completed.

4.9 Director of Engineering & Electric Operations

This report was reviewed and discussed. Todd Weiler stated that the IR (infrared) inspection program continues to help us find potential problems before they cause an outage or damage our equipment.

4.10 General Manager's Report

This report was reviewed and May meetings were discussed.

5. Review of accounts payables

A listing of all invoices and checks covering May was provided to the commission for review.

6. Adjourn

There was a motion made by Jay Bemke, seconded by Rick Merdan, and carried to adjourn at 2:34 PM. There were no nay votes recorded.

Respectfully submitted,

Rick Merdan, Secretary

**Report of the Joint Review Board**

Shane Blaser, City of Wisconsin Rapids
Ed Newton, Wood County
Greg Bruckbauer, Mid-State Technical College
Aaron Nelson, Wisconsin Rapids Public Schools
Gerald Bach, Public Member

Date of Meeting: June 27, 2023
Reported to Council: July 18, 2023

The Joint Review Board met a 1:00 p.m. on Tuesday, June 27, 2023 in the first-floor conference room at City Hall. Members present included Mayor Shane Blaser, Ed Newton, Greg Bruckbauer, Aaron Nelson and Gerald Bach. Others in attendance included Alderperson Polach and Tim Desorcy.

1. Call to Order

Mayor Shane Blaser called the meeting to order at 1:00 p.m.

2. Review the 2022 WI Department of Revenue TID Annual Report (Form PE-300)

- A. Tax Incremental District No. 6
- B. Tax Incremental District No. 7
- C. Tax Incremental District No. 8

Tim Desorcy reviewed the 2022 WI Department of Revenue TID annual reports for Tax Incremental District No. 6, Tax Incremental District No. 7, and Tax Incremental District No. 8 with the Joint Review Board and answered any questions (See attachment No. 1). No action was taken.

3. Consider for approval a "Resolution Acknowledging Filing of Annual Reports and Compliance with Annual Meeting Requirement".

It was moved by Bach, seconded by Nelson to approve the Resolution Acknowledging Filing of Annual Reports and Compliance with Annual Meeting Requirement (See attachment No. 2). Motion carried.

4. Adjourn

It was moved by Bruckbauer, seconded by Blaser to adjourn. Meeting adjourned at 1:15 p.m.

CITY OF WISCONSIN RAPIDS
PARKS / RECREATION / BUILDINGS
220 3rd Avenue South, Suite 3, Wisconsin Rapids, WI 54495, (715) 421-8240

Parks & Recreation Commission Minutes

July 10, 2023

The Parks & Recreation Commission met on Monday, July 10, 2023, at 4 p.m. in the first floor conference room at City Hall, 444 West Grand Avenue, Wisconsin Rapids, WI. The meeting was also streamed LIVE on the City of Wisconsin Rapids Facebook page.

1. Call to order.

Commission Chairperson Veneman called the meeting to order at 4:02 p.m.

Commissioners present in the 1st floor conference room were Kris Barteck, Mayor Blaser, Craig Broeren, Tom Ekelin, Tom Rayome, Lee Thao, and Dean Veneman.Carolynn Martin appeared via videoconference. Staff present were Dawn Desorcy and Jake Klingforth.

2. Approve June 12, 2023, meeting minutes.

A motion was made by Commissioner Broeren, seconded by Thao to approve the meeting minutes of June 12, 2023. Motion carried.

3. Consider approval of Community Swim event sponsored by McCain Foodservice.

A motion was made by Mayor Blaser, seconded by Commissioner Broeren, to approve the Community Swim event sponsored by McCain Foodservice, to be held outside of regular business hours. Motion carried. A second motion was made by Commissioner Veneman, seconded by Commissioner Ekelin, that the same guidelines be followed as the previous motion for future events as long as operating costs are covered. Motion carried.

4. Aquatics Center update.

The new equipment is working well. There have been a few staff issues that are being addressed. To date, there are more daily passes and concessions being sold compared to last season. Season passes and punch passes also appear to be on track to increase from last season.

5. Legacy Grant update for Mead Park.

We were awarded the Legacy Grant for Mead Park, and are looking forward to the next steps in the process. A City contribution will be necessary, so this item will be included on the next Finance & Property Agenda as an action item for the August Parks & Recreation Commission. The project details and layout of the area will be provided to the Commissioner members.

6. Update on Prairie Dog Exhibit.

The tunnel has not arrived yet. Everything else is ready to go once the tunnel arrives. Footings for glass are ordered, and the prairie dogs will be delivered after everything is ready to go.

7. Ideas for remaining Teske fund.

A motion was made by Commissioner Barteck, seconded by Commissioner Rayome, to move forward on gathering information regarding a bird exhibit. Motion carried. Pictures of the bird exhibit from the New Zoo tour last fall will be shared.

Parks & Recreation Commission Minutes

July 10, 2023

Page 2

8. Update on Dog Park and naming of Dog Park.

We are still growing grass but the drought is not helping. We have started treating for buckthorn, which will be a continuous fight. The parking lot will be paved at the end of this month (when 32nd Street is done). To date, the project is under budget, and the remaining money will be used for signage.

9. Bills.

A motion was made by Mayor Blaser, seconded by Commissioner Thao, to approve the bills. Motion carried.

10. Staff reports.

Dawn and Jake presented staff reports.

11. Adjourn.

A motion was made by Mayor Blaser, seconded by Commissioner Rayome, to adjourn. Motion carried.

For future meeting – bring budget items that should be discussed.

Dawn Desorcy, Recording 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

June 2023

Permits & Degradation

- 30 Permits/Licenses (18 last month) for asphalt paving (0), driveway grades/concrete pour inspections (11), storm water (0), excavating (15), Street Privilege (0), storm connection (0), permit parking (0), banner (1), environmental testing well (0), contractor licenses (3)
 - This year – 120 permits & licenses
- 162 Diggers Locates for Storm Sewer & Sanitary Sewer (234 last month)
 - 2 Emergency locates
- Degradation fees - this year = \$33,812.28
 - This month = 5,060.19 (\$6,868.26 last month)
- 3 driveways were installed without permits – Engineering sent letters to property owners this month.

Traffic

- Stop Sign / Yield Sign Requests
 - Traffic studies for the following intersections will be completed in February.
 - 5th St and Strodman Ave – Concerns about uncontrolled intersection. Study requested on May 24th, 2023. Traffic counters were set out June 15th and moved on June 21st.
- Traffic Study
 - Request to allow right turn no stop for westbound traffic on Two Mile Ave at 1st St S. Some preliminary research has been done to gather guidance documents. A traffic study has been completed.
- Vision Issues
 - 14th St N and Avon St – letters sent
 - Mead and 3rd St – letter sent
 - Sampson St and Taylor Ave – letter sent
 - Expressway & Lincoln St – WB LT. Vision distances and Stopping Sight Distances are being verified.
- ITS Standalone Signal Grant
 - ITS Standalone Signal Grant – Chase St and High St was awarded to the City.
 - 2023 Project
 - Material/equipment supplies are creating some challenges and schedule creation is pending. However, we heard from Tapco that equipment should be in at the end of June. Scheduling for the project should be forthcoming.



ENGINEERING DEPARTMENT
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Wisconsin Rapids, WI 54495-2780
Engineering (715) 421-8205 FAX (715) 421-8291

- Signal complaints
 - Riverview Expressway having to stop at every intersection. Travel time tests were conducted twice
 - FYA request for WB left traffic on Expressway at Plover Road
 - Signal adjustments requested at 8th St and Expressway for NB lefts
 - A request for traffic signals at 16th St S and Expressway to switch quicker for vehicles heading north and south on 16th St S AND for the green to stay on longer.
 - Request to make 3rd St / Market St / Jackson St intersection an all-way stop.
 - STH 54 & CTH W – too few cars can get through (9/20/2022)
- Signal Equipment
 - Spare cabinet is ordered and is expected to arrive in September or October.

Project Designs/Construction underway:

Maintenance Projects

- Sidewalk and Curb & Gutter Maintenance – A contract is award to Potrykus Construction. All contract paperwork is ready to go. A schedule is being provided on 6/30/23.
- Sidewalk Cutting with Safestep. The cutting work is complete.

2023 Reconstruction Projects

- 2023 Contracts
 - Crushing Contract – Contractor completed work on June 22nd, 2023. Contractor started on May 30th. Bid date was 3/2/2023.
 - Sewer Lining Contract – Bid date is set for June 29th, 2023 at 1pm.

2024 Reconstruction Projects

- Preliminary Survey for 2024 and 2025 Projects
 - Lincoln St (Expressway to Peach St) – 100%
 - Wylie St (8th St N to 10th St N) – 100%
 - **14th Ave N (W Grand Ave to Fremont St) – 100%**
 - 15th Ave N (W Grand Ave to High St) – 10%
 - **McKinley St (8th Ave to 14th Ave) – 25%**
- Design for 2024 Projects
 - 9th St S (Peach St to Chestnut St) – 70%
 - Lincoln St (Expressway to Peach St) – 30%
 - Turning movement counts performed at Chestnut and Dewey 4/3 and 4/4



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- Design Meeting held April 6th
- Preliminary scoping has been underway along with traffic counts and initial feedback from Public Works and Community Development.
- Preliminary concepts were reviewed at the March meeting.
- Information will be posted on the Engineering website.
- Wylie St (8th St N to 10th St N) – 70%
- 14th Ave N (W Grand Ave to Fremont St) – 15%
- 15th Ave N (W Grand Ave to High St) – 0%

Projects Involving Grants

- 8th St S and Wood Ave - Highway safety Improvement Grant (HSIP).
 - Grant application was submitted in March and has been approved. State / Municipal Agreement was approved at the June Public Works meeting.
- Grand Ave Bridge Rehabilitation
 - Bridge Rehabilitation Report is complete and submitted to Bureau of Structures.
 - A meeting was held on April 18th with the DOT bridge inspector to review the Grand Ave bridge.
 - The DOT performed further visual inspection of the deck in June and rated the deck at a 6 (previously a 7). They will be further evaluating the deck with an infrared drone and perhaps chaining it. Next steps will be discussed with the DOT after those tasks are complete.

Storm Water Utility

- One Mile Cr. – All easements for the project are now secured.
 - Dredging Permit – The DNR’s pre-application process is complete. A low hazardous waste exemption from DNR on dredged materials has been applied for. We are now scheduling a hearing **on July 17th**. After which, work will continue on the dredging permit application.
 - An update was provided to the property owners in May.
 - Dam Permit – DNR Review staff have been unable to get to the review, but are continuing to update us on the latest review schedule. Their review is expected any day.

Transportation Utility

- June: 4 account updates
- 39 account updates this year.

Capital Improvement Planning – Draft CIP can be viewed here. <https://tinyurl.com/2dvmhdtv>

Other Highlights



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

- Fire Station #2 – Remodel – 100% complete and project is out for bid.
- Rail Feasibility Study –
 - CN – Discussions with CN occurred on 6/28/23. CN is open to considering all the options. They did mention that speed limits and operations can be reviewed, but that they are set for a reason and that modifying things to make a significant difference will likely cost significant dollars. FHWA mandates that CN pays 5% of the conversion of lights & gates to a grade separation.
 - Met with DOT on 6/22/23 to discuss the CRP grant project and scenarios and timelines for accomplishing this project.
 - Met with LinqThingz on 6/20 to further discuss next steps.
 - DOT – conversation with Jordan Kelbley on March 29th to discuss the rail study. He will get back to me once he discusses with other DOT staff.
 - Alternative route signage related to the Rail Study – BIL Carbon Reduction Grant. A grant application was prepared in March for submission on April 7th.
 - A follow-up meeting was held with Patrick Engineering on February 21st to further discuss the report and answer some preliminary questions.
 - A final report was delivered Feb. 6th. The document has been posted on the City's website and provided for those interested in reviewing the report.
 - Rail Study Kick-off meeting was held on 9/29/2022. Data collection began on October 12th.



PUBLIC WORKS DEPARTMENT

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

JUNE 2023

Refuse and Recycling

- Garbage Collection estimate 408 tons
- Recycling Collection estimate 89 tons

Construction

Lyons Park Flood Levee (1681 2nd Ave to Lyon Park)

- Installed fence along railing that was previously installed.

Freemont Street (7th Ave N – 10th Ave N)

- Asphalt patched residential driveways

Oak Street (East Jackson Street – 16th ST N)

- Removed existing pavement, curb and gutter, sidewalk and black dirt from 4 city blocks
- Installed 735' of 12" Sanitary
- 3 – Sanitary manholes
- 16 – 4" or 6" services
- 5 Storm manhole
- 15 – catch basins and leads
- Installed 1115' of 12" Watermain
- Finished graded and set manhole rings to grade for paving
- Paved from Jackson Street – 8th Street

Streets Maintenance

- Patched city streets with cold patch
- Added gravel shoulders to alleys and shaped driveways
- Monthly brush pickup
- Mowed road right of way
- Catch basin repairs in multiple locations within the city
- Assisted with shaping of asphalt patches for WWLC
- Backfilled curb and gutter from Jackson Street – 9th Street
- Shaped for driveways in new curb and gutter area
- Placed black dirt in green areas Jackson Street – 9th Street seeded and mulched
- Started hand spraying areas in chip seal area's
- Participated in the Cranberry Blossom Festival parade
- Rebuilt catch multiple catch basins that had ring failures or complete failures
- String trimmed weeds around light poles or street signs in Road Right of Way
- Poured curb for WWLC on Hydrant repairs or watermain breaks

- Track Maintenance on East Commerce rail spur
- Formed and poured driveway section for Dog Park
- Sanitary manhole repairs

Paint and Signs

- Replace seasonal banners
- Removed Cranberry Blossom Fest Banners and installed Farmers Market Banners
- Continue to replace Speed limit Signs, 25 mph – 40 mph, waiting on more Stock to replace 30” Stop signs
- Removed brackets from new Light poles that aren’t needed
- Installed new signs from Jackson Street – 8th on Oak Street
- Removed existing signs located within the construction limits

Shop and Repairs

- Routine service work fleet trucks
- Service Police and Fire’s fleet
- Installed new big truck drive on hoist
- Repairs on Enloader seat, Thermostat in Garbage truck, Fixed Hydraulic Cylinder on Garbage Truck, Fixed Air leak on Garbage truck
- Replaced bushings and roads on Single Axle underbody snow plow



SOUTH WOOD COUNTY AIRPORT
Jeremy Sickler, Airport Manager

June 2023

Airport Development:

Future project update: Consultants and BOA representatives will be on site for the scoping meeting for the Master Plan at 0930 Thursday July 13.

Fuel Type	Previous month	Current month	This month last year	2023 year to date	2022 year to date	Year over Year
100 LL	2324.55	2726.71	630.63	7598.26	4330.61	175%
Jet A	9306.29	14949.50	8280.00	27071.80	23197.34	116%
TOTAL	11630.84	17676.21	8910.63	34670.06	27527.95	126%

Airport Monthly Revenues:

Sales

Fuel:	\$103,091.84
Ramp Fee:	\$4663.13
Lav Fee:	\$220.72
GPU:	\$1192.68
Call Out Fee:	\$1275.00
Transient Hangar:	\$2634.60
Catering:	\$135.16
Oil:	\$0.00

Year over year total fuel gallon sales comparison through May:

2021 - 28505.42 gallons
2020 - 18761.18 gallons

TO: Mayor Shane Blaser
FROM: Derek Budsberg
SUBJECT: Monthly Supervisory Report
Month of: June 2023

Report:

Collections

- Televised-2552 ft
- Laterals inspected-2
- Sewer calls-4
- Main line cleaned- 1250ft
- Root cutting- 1240ft
- The collections crew spent time cleaning the digesters with plant staff. They were also in charge of managing the spreading and tilling of the material. The crew also assisted the streets department with catch basin repairs.
- The crew assisted in pulling the water pump out of the Vac truck for repairs.

Operations/Maintenance

- Overall, plant treatment was sufficient, and all parameters were well under the permitted limits.
- Cleaning Digester #2 was the top priority for this month. It took an entire week to vac out the digester with all available staff helping. The gas cannons that are used to mix the digester were found to be plugged. This could explain why the digester was so full of inert material. The digester was filled and put back online the next week. Staff was able to do this project without disrupting the rest of the process and we were still able to keep the biogas generator running.
- Maintenance spent time troubleshooting RAS pump #1 issues. Before being able to isolate the pump, staff had to replace a 12" plug valve.
- Maintenance replaced grit pump #1. This pump has been in operation since 1991.
- Donohue and associates, who are assisting in the facilities plan for the westside collection system, had a kickoff meeting June 15th.
- Ehlers has a draft out for the cash flow analysis study that was started in 2022. The contract with them will be finishing up soon.



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: July 3, 2023
RE: Monthly Summary for June 2023

WRFDMeetings, events, training, and notable calls for the month of December:

- Police and Fire Commission meeting
- Common Council meeting
- Mayors Monthly Touch Base Meeting
- Finance & Property Meeting
- Commission on Accreditation of Ambulance Services (CAAS) Reaccreditation site visit
- Wisconsin State Fire Chiefs Board Meeting
- Wisconsin State Fire Chiefs Conference
- Regional Trauma Advisory Committee meeting
- Coverdell Stroke Meeting
- Trained DPW in CPR
- Fire Department Open House
- ERCO Disaster drill planning meeting
- Fall Reduction meeting with ADRC
- North Central Fire Chiefs meeting
- All members did a tour of Mary's Place
- Car seat Clinic at Station I
- All department ladders annual testing.
- Station, I tour.
- Department Photos of all members for Photo ID's
- Participated in the Cranberry Fest Events

June Anniversaries: Brian St. Myers 17 Years, Steve Koch 17 Years, Trent Aldrich 4 Years, Dylan West 2 Years, Caitlin West 1 Year.

Notable Responses:

Structure Fire: 1 Grass Fire

Motor vehicle Crashes: 3 MVC's



Wisconsin Rapids Fire Department

Fire - EMS - Haz Mat - Rescue - Education - Prevention

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WRFD Notes:

June 19 & 20 we had a site visit from the Commission on Accreditation of Ambulance Services (CAAS). This is an extensive dive from two reviewers from CAAS that look into all of the behind-the-scenes aspects of an ambulance service. Their objective is to ensure that the service is performing at the top level of patient care in their response area. They ensure we operate within our protocols, that proper policies are in place and are followed, and proper licensure and certifications are met and monitored. Other areas they review are both required training and training needs identified through our Quality Assurance (QA) and Continued Quality Improvement (CQI) programs. The QA program identifies areas that we need extra work on, and the CQI outlines how that improvement will be met through training, documentation, and monitoring. They primarily focus on the service, but also review the ancillary organizations that we work with on a day-to-day basis. These include Human Resources, maintenance records of our fleet, Communications (County Dispatch), and of course personnel. Interviews were conducted with members from the department questioning their knowledge of our protocols, where supplies are on the ambulances, the procedures for their use, procedures for documentation, medication use, security of medications, and Patient Care reports. I am happy to say the Firefighter/Medics received High praise from the reviewers stating that they are some of the best they have reviewed. There are 162 categories or standards that we are held to, and I am happy to say that there were zero deficiencies found. During their visit. The visit ended with a wrap-up meeting with the staff and Mayor Blaser. We were given high praise from the reviewers who stated that we are in the top 3-5% of ambulance services in the Nation. This is our fourth Re-accreditation visit, and it may seem like a lot of work and review, but this program has taken WRFD from a great Ambulance Service to one of the best in the nation, and our citizens deserve that type of care.

This level of high-quality care comes from hard work that started back in 2009 and was spearheaded by then Fire Chief Mitch Waite. When we received that first Accreditation, we were the first in the State to do so. To date there are only three in the State with one waiting for a Review making it the fourth. Nationally there are only 183 services with the CAAS declaration. That level has been improved upon every year by the dedicated and committed members of WRFD every time they walk through the doors of the station reporting for duty and riding those ambulances responding to the citizens in their greatest time of need. To say that as a Chief I am proud of these members would be an understatement. I would put the members of WRFD up against any Firefighter/Medics in the State or Nation and their individual performance would shine and prove what CAAS has identified, quality care given at the top 3-5% in the nation. Why do we do this? Because it aligns perfectly with our Mission Statement. Professional at all times, Proficient in all tasks, Polite to everyone we meet, and Compassionate to those in need.



Wisconsin Rapids Fire Department

Fire - EMS - Haz Mat - Rescue - Education - Prevention

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WRFD JUNE 2023 MONTHLY RESPONSE REPORT

Type of Emergency	June 2023 Responses	Total # of 2023 Responses	June 2022 Responses	Total # of 2022 Responses
EMS 911	338	2,117	340	2,107
EMS IFT	2	8	4	33
COMMUNITY PARAMEDICINE	0	0	0	9
FIRE	1	23	7	21
EXPLOSION (No Fire)	0	0	0	0
HAZARDOUS CONDITION	5	20	5	16
SERVICE CALLS	3	25	4	25
GOOD INTENT	6	27	8	42
FALSE ALARMS/WEATHER	7	29	8	37
TOTAL CALLS FOR SERVICE	362	2,249	376	2,290

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	June 2023	2023 Totals	June 2022	2022 Totals
Wisconsin Rapids	290	1,724	280	1,674
Saratoga	21	139	17	155
Village Port Edwards	7	51	12	74
Village Biron	16	110	4	51
Town of Port Edwards	5	45	12	41
Nekoosa	16	115	18	146
Granmoor	3	7	0	6
Mutual Aid Given	2	22	19	54
Mutual Aid Received	2	36	14	89
TOTALS	362	2,249	376	2,290

Confined Space Stand-by	June 2023	Total # 2023	June 2022	Total # 2022
TOTALS	39	216	34	211



Wisconsin Rapids Fire Department

Fire - EMS - Haz Mat - Rescue - Education - Prevention

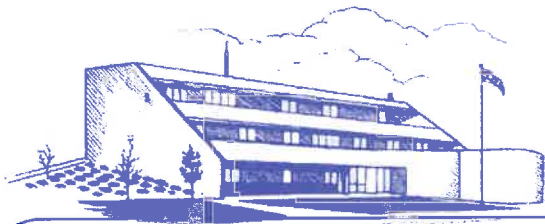
"Commitment to Excellence"



WRFD TRAINING CENTER FOR JUNE 2023

Category	Topic
Fire	Large Area Search
Officer	Decision Making & Problem Solving
Motor Pump Operator	Drafting from Static & Dynamic Water sources
Technical rescue	No Training in May
Hazardous Materials	Metering for Haz Mat
EMS	ADRC Training
EMR	Mass Casualty Incident, TRIAGE, and BLS Skills
Cadet	No training in June and July

Total Training Hours for the Month	417
Inspections for the month	122



Police Department City of Wisconsin Rapids

444 West Grand Avenue • Wisconsin Rapids, Wisconsin 54495

DANIEL HOSTENS, CHIEF
(715) 423-4444

Date: July 7, 2023
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 June 2023

Departmental Activity/Training:

Working on filling the code enforcement officer position. Would like to have it filled after promotion testing.

We are working on promotional testing. We have written testing, an outside panel interview, an interview with the chief and deputy chief, and peer reviews.

Received a retirement letter from Lt. Casey LeBarre indicating that he will retire in January.

Presenting administrative lieutenant to HR committee on Tuesday, 0711/2023.

If that gets passed, we will have a total of four lieutenant positions to fill and only have interest from two sergeants.

Since we have twelve individuals testing for sergeant, I have spoken to the union regarding promoting enough sergeants to cover the lieutenant vacancies so that we can have another promotional testing process in 1 year and have a greater pool of applicants for lieutenant.

Completed mandated training and monthly range training.

For the month of May 2023 vs. 2022:

Calls for Service	2023	1,520	2022	1,467
OWI	2023	6	2022	8
Traffic Crash Inv.	2023	45	2022	38
Traffic/Municipal Citations	2023	247	2022	192
Written Warnings	2023	483	2022	227
Restricted Parking Tickets	2023	117	2022	119

Controlled Substance Arrests

Wisconsin Rapids Police Officers and Detectives made the following arrests for Drug related offenses in June 2023. These charges include:

Possession of Marijuana	7
Possession of Narcotic Drugs	5
Possession of Methamphetamine	2
Possession of Drug Paraphernalia	15
Total:	29