

WISCONSIN RAPIDS COMMON COUNCIL MEETING MINUTES
CITY HALL COUNCIL CHAMBER
WISCONSIN RAPIDS, WISCONSIN

Tuesday, January 28, 2020

1. Call to Order

Mayor Vruwink called the meeting to order at 6:05 p.m.

2. Roll Call

Roll call indicated that all alderpersons were present except Joe Zurfluh, who was excused.

Vernon Verjinsky

Scott Kellogg

Tom Rayome

Jacob Cattanach

Steve Koth

Shane Blaser

Thaddeus Kubisiak joined the meeting at 6:08 p.m.

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

Mayor Vruwink requested that all present stand for the Pledge of Allegiance and a moment of silent prayer.

4. Explanation of Visitor Speaking Procedure

Mayor Vruwink explained that people in the audience may be able to address the Council, but only regarding items on the agenda and only if recognized by an alderperson.

At this point Alderperson Kubisiak joined the meeting.

5. Reading of the Minutes of the Previous Meeting held on December 17, 2019

It was moved by Koth, seconded by Kellogg to dispense with a reading and accept the minutes of the previous meeting. Motion carried, 6 ayes and 1 nay with Kubisiak voting in the negative.

6. Mayor Vruwink's Report

Mayor Vruwink delivered his monthly report.

7. Consider a Resolution Declaring June 6 and September 13, 2020 as World Migratory Bird Days for the City of Wisconsin Rapids

It was moved by Blaser, seconded by Koth to approve a Resolution Declaring June 6 and September 13, 2020 as World Migratory Bird Days for the City of Wisconsin Rapids. Resolution No. 1 (2020). Motion carried 6 ayes and 1 nay with Verjinsky voting in the negative.

8. Consideration of appointments to the Ethics Board for terms expiring November 1, 2021, as follows:

a. Alderperson member to fill a vacancy

b. Brian Fischer, 341 18th Street North, wishes to be re-appointed as a citizen member

c. Doug Machon, 840 5th Street South, wishes to be re-appointed as a citizen member

Alderperson Kubisiak nominated Alderperson Zurfluh as the regular alderperson member. Alderperson Koth nominated Alderperson Blaser as the alternate alderperson member. Mayor Vruwink closed nominations. It was moved by Koth, seconded by Cattanach to approve Alderperson Zurfluh as the regular alderperson member, and Doug Machon and Brian Fischer as citizen members to the Ethics Board for terms expiring November 1, 2021, and Alderperson Blaser replacing Alderperson Zurfluh as the alternate alderperson member for a term expiring November 1, 2022. Motion carried, 7 ayes and 0 nays.

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

A. REPORT OF THE FINANCE AND PROPERTY COMMITTEE MEETING HELD ON JANUARY 7, 2020:

Steve Koth, Chairperson Jake Cattnach, Secretary Shane Blaser

Date of Meeting: January 7, 2020

Reported to Council: January 28, 2020

The Finance and Property Committee met at 4:45 p.m. on Tuesday, January 7, 2020 in the first-floor conference room at the City Hall. All committee members were present. Also in attendance were, Alderperson Kellogg, Alderperson Rayome and Mayor Vruwink. A list of others in attendance is on file in the Clerk's office.

1. Call to Order
2. Review and consider approval of the 2020 Mass Transit operating / capital grant application and budget request.

It was moved by Cattnach, seconded by Koth to approve to approve the 2020 State of Wisconsin Department of Transportation Mass Transit operating / capital grant application. Motion carried.

3. Consider a request from the Finance Department to purchase a folder / inserter machine.

It was moved by Blaser, seconded by Koth to approve the purchase of a Neopost DS64i inserter with two feed stations at a cost of \$8,427. Motion carried.

4. Consider a temporary Class "B" beer license for the Central Wisconsin Cultural Center, Inc. located at 320 West Grand Avenue, Suite 104 for an Art Exhibit Open to be held on January 16, 2020 from 5:30 p.m. to 7:30 p.m.

It was moved by Koth, seconded by Cattnach to approve a temporary Class "B" beer license for the Central Wisconsin Cultural Center, Inc. located at 320 West Grand Avenue, Suite 104 for an Art Exhibit Open to be held on January 16, 2020 from 5:30 p.m. to 7:30 p.m. Motion carried.

5. Consider a request from Wisconsin Apple LLC d/b/a Applebee's, Kent D. Billingsley, agent, for a Class "B" Beer and "Class B" Liquor license for the premises located at 4311 8th Street South.

It was moved by Koth, seconded by Blaser to approve a Class "B" Beer and "Class B" Liquor license for Wisconsin Apple LLC d/b/a Applebee's, Kent D. Billingsley, agent, for the premises located at 4311 8th Street South. Motion carried.

6. Consider a request from Founders Collection 2, LLC d/b/a The Hotel Mead, Timothy Holsworth, agent, for a Class "B" beer and "Class B" liquor license for the premises located at 451 East Grand Avenue.

Motion by Koth, seconded by Cattnach to approve a Class "B" Beer and "Class B" Liquor license for Founders Collection 2, LLC d/b/a The Hotel Mead, Timothy Holsworth, agent, for the premises located at 451 East Grand Avenue. Motion carried.

7. Review and consider approval of the proposed scope for fundraising development with the city's capital campaign.

It was moved by Cattnach, seconded by Koth for the City to seek proposals to assist with fundraising strategy development for the Aquatic Recreation Center capital campaign, specifically to review and update the outreach plan, revise and prepare fundraising documents, and develop donor recognition within the facility. In addition, the scope will include assistance with outreach, meetings and fundraising. Motion carried.

8. Review and approve proposals to purchase 1-ton pickup trucks.

It was moved by Koth, seconded by Blaser to approve the purchase of one Crew Cab one ton 2wd with stainless dump box and one regular cab one ton 2wd with a stainless dump box from Johnson and Sons at a cost of \$87,276. Motion carried.

9. Review and approve proposals to purchase 1/2-ton pickup trucks.

It was moved by Cattnach, seconded by Koth to approve the purchase of two 4wd Crew Cab 1/2-ton pickups and one 4wd 1/2-ton pickup with extended cab from Wheelers at a cost of \$88,126.50. Motion carried.

10. Audit of the bills.

It was moved by Koth, seconded by Cattnach to approve check no. 1908 to 2269. Motion carried.

11. Beverage Operators' Licenses.

It was moved by Koth, seconded by Blaser to approve the beverage operator's licenses.

Kaylee Derrie	Joan Goehring	Jessica Martinez	Margaret McClure
Dustin Mrozinski	Jill Preinitz	Logan Ruff	BillyJoe St Clair

12. Set next meeting date.

The next Finance and Property Committee meeting is scheduled for February 4, 2020 at 4:45 p.m.

13. Adjournment.

It was moved by Koth, seconded by Cattanach to adjourn. Meeting adjourned at 5:27 p.m.

Aldersperson Koth requested that item #7 be held out. It was moved by Koth, seconded by Cattanach to approve the balance of the report holding out item #7. Motion carried, 7 ayes and 0 nays.

Regarding item #7, it was moved by Koth, seconded by Cattanach to approve the item as presented. Motion carried, 7 ayes and 0 nays.

B. REPORT OF THE PUBLIC WORKS COMMITTEE HELD ON DECEMBER 3, 2019:

Thaddeus Kubisiak, Chairperson	Vernon Verjinsky, Secretary	Tom Rayome
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Date of Meeting: January 7, 2020

Reported to Council: January 28, 2020

The Public Works Committee met on Tuesday, January 7, 2020, in the first floor conference room at City Hall. Thaddeus Kubisiak, Tom Rayome, and Vernon Verjinsky were present. Others attending are on file in the Clerk's office.

1. Call to order

The meeting was called to order at 6:00 pm

2. Review and consider approval of design services for the design of West Jackson Street (DOT project ID 699911-08/78) between West Riverview Expressway and Jackson St Bridge

Motion by Rayome to accept the Strand proposal for design services for West Jackson Street, DOT project ID 6999-11-08/78 between West Riverview Expressway and the Jackson Street Bridge. There was no second.

Motion by Kubisiak to accept the Quest proposal for design services for West Jackson Street, DOT project ID 6999-11-08/78 between West Riverview Expressway and the Jackson Street Bridge. There was no second.

3. Review and consider a referral by Aldersperson Blaser for the approval of an intergovernmental agreement with the Airport Commission to allow city water and sewer services to the new hanger and any future developments owned and operated by the Airport Commission

Motion by Kubisiak, second by Verjinsky to send a referral to the Airport Commission requesting the Commission submit options for obtaining City provided public services desired by the Commission.

Motion carried (3-0)

4. Review and consider a referral by Aldersperson Rayome for the reconsideration of the entire city council meeting held on Tuesday, November 19, 2019 and the Public Works meeting held that evening at 5:30 pm. And that the committee meetings be held on the Thursday before the Tuesday meeting

Aldersperson Rayome requested this item be disposed and no further action was taken.

5. Review and consider a referral by Aldersperson Rayome for the Public Works and Finance Departments to study for different ways to assess residents for the installation of streets, sewers, sidewalks, and curb and gutter, etc.

Motion by Rayome, second by Kubisiak to add to the referral list a referral by Aldersperson Rayome for the Public Works and Finance Departments to study for different ways to assess residents for the installation of streets, sewers, sidewalks, and curb and gutter, etc. Motion carried (3-0)

6. Review and consider a referral by Aldersperson Rayome for a modification to the committee agenda item referral process.

The Chairperson indicated the referral will be added to the referral list

7. Review and consider a referral by Alderperson Verjinsky for reconsideration of yellow turn signals at various intersections in the city

No action taken.

8. DPW report

The DPW report was reviewed.

9. Review referral list

The referral list was reviewed.

10. Adjourn

Motion by Rayome, second by Verjinsky to adjourn. Motion carried (3-0)

The meeting was adjourned at 8:25 pm

It was moved by Kubisiak, seconded by Kellogg to approve and adopt the actions of the Committee. Koth requested that item #2 be held out. Mayor Vruwink asked for unanimous consent to amend the motion to hold item #2 out for separate vote; No objection was made, and the motion was so amended. Motion to approve and adopt the balance of the report carried, 7 ayes and 0 nays.

Regarding item #2, it was moved by Koth, seconded by Rayome to consider this item in closed session at the end of the meeting. Motion carried, 4 ayes and 3 nays with Verjinsky, Kubisiak and Blaser voting in the negative.

C. REPORT OF THE HUMAN RESOURCES COMMITTEE HELD ON DECEMBER 10, 2019

Shane Blaser, Chairperson

Scott Kellogg, Secretary

Joseph Zurfluh

Date of Meeting: January 14, 2020

Reported to Council: January 28, 2020

The Human Resources Committee met at 4:45 p.m. on Tuesday, January 14, 2020, in the First Floor Conference Room at City Hall. Alderpersons Blaser and Zurfluh were present. Alderperson Kellogg was excused. Also present were Alderperson Tom Rayome, Mayor Vruwink, Sue Schill, and Deb Pagel. A list of others present is on file in the clerk's office.

1. Chairperson Blaser called the meeting to order at 4:46 p.m.

2. Review the current Assessment Technician position and consider modifications thereto as a result of an upcoming retirement; consider and approve a position description and compensation for the position if modified.

Motion by Zurfluh, second by Blaser, to approve the Administrative Technician job description as presented, with the change "will assist the permitting process and support other Community Development Department activities." This will be a 40 hour per week position, with compensation at Grade 5. Motion carried, 2-0. (See attached job description)

3. Consider a change to the Sick and Paid Leave policy, removing the requirement that an employee must use one week of sick leave or other paid leave before the City provides paid leave for a second week of family member leave.

Motion by Zurfluh, second by Blaser, to approve the Sick and Paid Leave Policy change as presented. Motion carried, 2-0. (See attached Policy as amended)

4. Update on recruitment

Mayor Vruwink and HR Interim Consultant Deb Pagel presented an update on the recruitment for vacant positions.

5. Motion by Blaser, second by Zurfluh, 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." Roll call vote taken. Both members voted in the affirmative.

Motion carried, 2-0.

- a. In closed session, the Committee discussed compensation and benefits for an employee.

- b. Motion by Zurfluh, second by Blaser, to return to open session. Motion carried, 2-0.

6. Motion by Zurfluh, second by Blaser, to make no changes to the compensation for the employee.

Motion carried, 2-0.

7. Motion by Zurfluh, second by Blaser, 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". Roll call vote taken. Both members voted in the affirmative. Motion carried, 2-0.

- a. In closed session the committee received an update and discussed strategy regarding negotiations and possible interest arbitration with International Association of Firefighters Local 425.

8. Motion by Zurfluh, second by Blaser, to adjourn in closed session. Motion carried, 2-0. Meeting adjourned at 6:03 p.m.

It was moved by Blaser, seconded by Koth to approve and adopt the actions of the Committee. Motion carried, 7 ayes and 0 nays.

10. Reports of Other Committees, Commissions and Boards; Department Reports

- A. Housing Authority held October 30 and November 27
- B. Wisconsin Rapids Fire Department monthly summary for December
- C. Mayor's Youth Council held December 11
- D. Water Works & Lighting Commission held December 11 and December 16
- E. South Wood County Airport Commission held December 12 and January 2
- F. McMillan Memorial Library held December 18
- G. Police & Fire Commission held January 8
- H. Wastewater Treatment Commission held January 8

It was moved by Koth, seconded by Kellogg to place the reports on file. Motion carried, 6 ayes and 1 nay, with Kubisiak voting in the negative.

11. Reading of Written Referrals of Communication to Committees

1. Alderperson Kellogg made a referral to the Finance and Property Committee to develop a method to reduce the cost to the taxpayer of police overtime for special events.
2. Alderperson Kellogg made a referral to the Public Works Committee to place a yellow dash median stripe on Chestnut Street from Hill Street to Lincoln Street in front of Assumption School.

Regarding 9.B. Public Works Committee report item #2, it was moved by Koth, seconded by Cattanach 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". Roll call vote was taken and the motion carried, 5 ayes and 2 nays with Kubisiak and Blaser voting in the negative. Alderperson Kubisiak left the meeting at this point.

- a. In closed session, the Council reviewed and considered approval of design services for the design of West Jackson Street (DOT project ID 699911-08/78) between West Riverview Expressway and Jackson St Bridge.
- b. It was moved by Koth, seconded by Blaser to return to open session. Motion carried, 5 ayes and 1 nay with Verjinsky voting in the negative.

It was moved by Koth, seconded by Kellogg to award the contract for design services to Strand for the design of West Jackson Street (DOT project ID 699911-08/78) between West Riverview Expressway and Jackson St Bridge, however if the contract is materially different than the proposal, Council approval will be required. Motion carried, 4 ayes and 2 nays with Verjinsky and Blaser voting in the negative.

12. Adjournment

It was moved by Koth, seconded by Blaser to adjourn. Motion carried 7 ayes and 0 nays, and the meeting adjourned at 8:00 p.m.

Respectfully submitted,

Jennifer M. Gossick, City Clerk