

**WISCONSIN RAPIDS COMMON COUNCIL MEETING MINUTES
CITY HALL COUNCIL CHAMBERS
WISCONSIN RAPIDS, WISCONSIN**

Tuesday, May 15, 2018

1. Call to order.

The meeting was called to order by Mayor Zachary J. Vruwink at 6:08 p.m.

2. Roll call.

Roll call indicated that all alderpersons were present:

Joseph Zurfluh
Lee Graf
Scott Kellogg
Tom Rayome
Steven Koth
Jake Cattanach
Thaddeus Kubisiak
Shane Blaser

3. Pledge of Allegiance and silent prayer in lieu of invocation.

4. Administration of an Oath of Office for new Firefighter Jarod Miller, and newly promoted Motor Pump Operator Justin Pluess.

5. Reading of the minutes of the previous regular council meeting held on April 17, 2018, and reading of the minutes of a previous special council meeting held on May 1, 2018.

It was moved by Zurfluh, and seconded by Koth to dispense with the reading and approve the minutes of the April 17, 2018 regular meeting and the minutes of the May 1, 2018 special meeting and place them on file. Motion carried. 8 ayes, 0 nays.

6. Explanation of visitor speaking procedure.

7. Mayor Vruwink's report.

Mayor Vruwink delivered his monthly report.

8. Mayor Vruwink's appointments to various committees, commissions, and boards.

Mayor Vruwink presented the following appointments:

Parks and Recreation Commission

Lee Graf is appointed to a term expiring April 21, 2020.

It was moved by Kubisiak, and seconded by Koth to approve Mayor Vruwink's appointment of Lee Graf to the Parks and Recreation Commission. Motion carried. 8 ayes, 0 nays.

9. New business:

- a. Consider a resolution providing for the sale of approximately \$2,135,000.00 general obligation promissory notes, series 2018A.

It was moved by Zurfluh, and seconded by Kellogg to approve Resolution number 15 (2018) providing for the sale of approximately \$2,135,000.00 general obligation promissory notes, series 2018A. Motion carried. 8 ayes, 0 nays.

- b. First reading of an ordinance amending Section 25.17(4) of the Municipal Code changing the fine amount for possession of drug paraphernalia from \$500.00 to \$1,500.00.

It was moved by Zurfluh, and seconded by Kellogg to refer the ordinance amending Section 25.17(4) of the Municipal Code changing the fine amount for possession of drug paraphernalia from \$500.00

to \$1,500.00 to the Committee of the Whole for further discussion. Motion carried. 7 ayes, 1 nay, with Rayome voting in the negative.

- c. First reading of an ordinance amending certain sections of Chapter 8, Sewage Regulations, regarding high strength waste, grease trap waste, and portable waste and amending rates thereon.

It was moved by Koth, and seconded by Kellogg to approve of an ordinance amending certain sections of Chapter 8, Sewage Regulations, regarding high strength waste, grease trap waste, and portable waste and amending rates thereon. Motion carried. 8 ayes, 0 nays. Because of a unanimous vote, the ordinance will not require a second reading.

- d. Consider approval of a revised industrial service agreement with Mariani Packing Company to address an oversight.

It was moved by Zurfluh, and seconded by Rayome to approve a revised industrial service agreement with Mariani Packing Company to address an oversight. Motion carried. 8 ayes, 0 nays.

10. Report of the Planning Commission held on May 7, concerning:

REPORT OF THE PLANNING COMMISSION

Date of Meeting: May 7, 2018

Report #1

Reported to Council: May 15, 2018

The Planning Commission met at 4:00 p.m. on May 7, 2018 in the first-floor conference room of City Hall. Members present included Mayor Vruwink, Alderperson Thad Kubisiak, Lee Thao, Joe Terry, and Sue Wesley. Absent was Shane Burkhart. Others present were Adam Tegen, Alderpersons Joe Zurfluh, Scott Kellogg, Lee Graf, Charlie Handy of Civitec, and others listed on file in the Clerk's office.

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

1. Approval of the report from the April 2, 2018 Planning Commission meeting.

Motion Thao by second by Wesley to approve the April 2, 2018 minutes. Motion passed (5-0).

2. Maps and plats received.

- a. Other Maps and Plats

No other maps and plats received

3. Public Hearing on PLAN-18-0235; Love INC. The applicant is requesting a Conditional Use to allow for a Charitable Institution within the R-2, One-family and Two-family Residential District. The subject property is located at 710 20th Avenue South (Parcel 34-03987).

Public hearing called to order at 4:02 p.m.

Speaking in favor:

Rick Merdan, president of Love Inc

Speaking against:

None

Objection Letter from Kathleen Joling Attached

Public hearing closed at 4:04 p.m.

4. Action on PLAN-18-0235; Love INC. Conditional Use to allow a Charitable Institution within the R-2 District.

Motion by Terry, second by Wesley to approve action plan 18-0235; Love Inc. Conditional Use to allow a Charitable Institution within the R-2 District subject to the conditions proposed by staff and attached. Motion passed (5-0).

5. Public Hearing on PLAN-18-0241; Wood County. The applicant is requesting a rezoning from the A-1, Agricultural District to the R-3, Multiple-family Residential District. The subject property is located at the southeast corner of 17th Avenue North and Rosecrans Street (Parcel 34-01585).

Public Hearing called to order at 4:05 p.m.

Speaking in favor:

Jason Gruenberg, Wood County Planning and Zoning
Chris Slater, Developer

Speaking against:

Joe Zurfluh, District 1 alderperson
Laura Eardachiwski
Wayne Graf
Priscilla Kite
Mildred Hoffman
Helen Streckstra
Kimberly Stimac
Joe Wiggins
James Wissbroecker
Lee Graff, District 2 alderperson
Egor Artachuski
Charles Kite

Letters of Objection from Residents Attached

Public hearing closed at 4:33 p.m.

6. Action on PLAN-18-0241; Wood County. Rezoning from the A-1 District to the R-3 District.

Motion by Vruwink, second by Thao to approve PLAN-18-0241; Wood County. Rezoning from the A-1 District to the R-3 District. Motion failed (2-3).

7. PLAN-18-0287; Altmann Construction. The applicant is requesting site plan approval to allow a 10,000 square foot addition onto an existing warehouse. The subject property is located at 2621 Jefferson Street (Parcel 34-00932).

Motion by Vruwink, second Thao by to approve PLAN-18-0287; Altman construction to allow a 10,000 square foot addition onto an existing warehouse subject to the conditions of approval recommended by staff (attached) located at 2621 Jefferson St. (Parcel 34-00932). Motion passed (5-0).

8. Referral from City Council Regarding Sale of Produce within Residential Districts.

The commission discussed the vetting of the sale of produce ordinance through three Planning Commission meetings and three Common Council meetings and did not recommend staff research the matter further.

Mayor Vruwink left at this time.

9. Review of the final working draft of the Zoning Ordinance with the consultant CiviTek and setting of the public hearing date.

The zoning public hearing will be set for Tuesday, June 19, 2018 at 5:00 p.m. Common Council action on the zoning ordinance will tentatively be scheduled for Tuesday, July 17, 2018.

10. Adjourn.

Motion by Thao, second by Wesley to adjourn. Motion passed (4-0).
Meeting adjourned at 5:43 p.m.

END OF PLANNING COMMISSION REPORT

It was moved by Kellogg, and seconded by Zurfluh to accept the May 7 report of the Planning Commission and place it on file, holding out item 6 of the report for a separate vote. Motion carried. 8 ayes, 0 nays.

It was moved by Zurfluh, and seconded by Kellogg to approve item 6 of the May 7 report of the Planning Commission. Motion failed. 2 ayes, 6 nays, with Zurfluh, Graf, Rayome, Koth, Kubisiak, and Blaser voting in the negative.

11. Standing council committee reports:

REPORT OF THE FINANCE AND PROPERTY COMMITTEE

Joseph Zurfluh

Shane Blaser

Jacob Cattanach

Date of Meeting: 05/01/2018
Reported to Council: 05/15/2018

The Finance and Property Committee met at 5:15 p.m. on Tuesday, May 1, 2018, in the first-floor conference room at the City Hall. Committee members Joe Zurfluh, and Shane Blaser were present, Alderperson Jacob Cattanach was excused. With unanimous consent, Alderperson Kubisiak voted in place of Alderperson Cattanach. Also present were Ryan Giefer, Mayor Vruwink, Bill Clendenning – McMillan Memorial Library Board of Trustees, Andrew Barnett, Sue Schill, Tim Desorcy, Joe Terry, Paul Przybelski, Alderperson Kellogg, and Alderperson Graf.

1. Call to order.

The meeting was called to order by Chairperson Joseph Zurfluh at 5:16 p.m.

2. Consider for approval a proposal from Arc Central for architectural services for the McMillan Memorial Library restroom renovation project.

It was moved by Kubisiak, and seconded by Zurfluh to approve a proposal from Arc Central Inc. for architectural services for the McMillan Memorial Library restroom renovation project. Motion carried unanimously.

3. Consider for approval a special events application submitted by Current - Wisconsin Rapids for an event called "Downtown on Tap" to be held in conjunction with Cranberry Blossomfest from 5:00 - 10:00 p.m. on June 15, 2018.

It was moved by Blaser, and seconded by Zurfluh to approve a special events application submitted by Current - Wisconsin Rapids for an event called "Downtown on Tap" to be held in conjunction with Cranberry Blossomfest from 5:00 - 10:00 p.m. on June 15, 2018, and approval of premises extensions for the following premises: Bottoms Up Bar 126 2nd St N, HollyRocks 114 2nd St N, Whiskey Rapids Saloon 150 2nd St N, Jennings and Co. 210 1st St N, and Karen's Wines and Steins 160 1st St N. Motion carried unanimously.

4. Consider for approval a request from the Wisconsin Rapids Rafters to hold a non-baseball event, the Rushing Rapids Craft Beer Festival, at Witter Field on September 8, 2018.

It was moved by Blaser, and seconded by Kubisiak to approve a request from the Wisconsin Rapids Rafters to hold a non-baseball event, the Rushing Rapids Craft Beer Festival, at Witter Field on September 8, 2018, with a \$250 event fee to be paid to the City. Motion carried unanimously.

5. Consider for approval a resolution amending the 2018 budget.

It was moved by Zurfluh, and seconded by Blaser to approve resolution no. 15 amending the 2018 budget. Motion carried unanimously. See resolution #15 (2018) attached to this report.

6. Review and approve the revised 2018 debt issue.

It was moved by Blaser, and seconded by Kubisiak to approve the revised 2018 debt issue schedule. Motion carried unanimously.

7. Preliminary review and approval of the 2018-2019 liquor/beer/wine license applications.

It was moved by Blaser, and seconded by Kubisiak to approve two 6 month "Class B" Beer applications, Wisconsin Rapids Men's Softball league and Wisconsin Rapids Women's Softball league. Both licenses are effective from May 1, 2018 until October 31, 2018. The remaining licenses will be considered for approval at the June Finance and Property Committee meeting. Motion carried unanimously.

8. Beverage operator license applications.

It was moved by Blaser, and seconded by Zurfluh to approve the following beverage operator licenses:

JEAN AMON, SARAJEAN BROWN, SUZANNE JACKSON, MATTHEW NOELDNER, TIMOTHY O'CONNOR, LYNDSEY PEOTTER, BARBARA SKIBBA, TORI SPENCER, STACI WEINFURTER, GREGORY BATHKE, KALEB CHIPMAN, MICHELLE ESKILDSEN, GARY GRAF, GORDON HARMON, KIMBERLY HOFFMAN, SCOTT HOFFMAN, IVYANN INHOFF, JEFFREY KNOLL, SCOTT KOSOBUCKI, SERENA LUCKETT, BRITTANY RESCHKE, LEO ROGOSKI, STEPHANIE SABATKE, MELISSA STENSBERG, JESSICA WASMUNDT

Motion carried unanimously.

9. Audit of the Bills – March 2018 (Check No. 71841 – 72149 and Manual Check No. 99660 – 99675).

It was moved by Zurfluh, and seconded by Blaser to approve Check No. 71841 – 72149 and Manual Check No. 99660 – 99675. Motion carried unanimously.

10. Set next meeting date.

The next regularly scheduled meeting of the Finance and Property Committee will be on Tuesday, June 5, at 5:00 p.m.

11. Adjourn.

It was moved by Blaser, and seconded by Kubisiak to adjourn. Motion carried unanimously. The meeting adjourned at 6:16 pm.

END OF FINANCE AND PROPERTY COMMITTEE REPORT

It was moved by Zurfluh, and seconded by Blaser to approve and adopt all actions contained in the May 1 report of the Finance and Property Committee. Motion carried. 8 ayes, 0 nays.

- b. Report of the Public Works Committee held on May 1, concerning:

REPORT OF THE PUBLIC WORKS COMMITTEE

Tom Rayome

Thaddeus Kubisiak

Lee Graf

Date of Meeting: May 1, 2018
Reported to Council: May 15, 2018

The Public Works Committee met at 6:00 p.m. on Tuesday, May 2, 2017, in the first-floor conference room at City Hall. All members were present. A list of all others attending is on file in the Clerk's office.

1. Review DPW report

The DPW report was reviewed and is available for viewing on www.wirapids.org.

2. Review status of current public works projects

The status of current public works projects was reviewed.

3. Review of draft capital improvement plan

The draft capital improvement plan was reviewed.

4. Review and consider approval of the low, qualified bidder for the 2018 Concrete Paving and Sidewalk Contract.

It was moved by Rayome, and seconded by Kubisiak to approve a contract with Pember Companies Inc. with the understanding that the Wilson St pavement rehabilitation project will be removed from the contract. Motion carried unanimously.

5. Review and consider approval of the low, qualified bidder for the 2018 Asphalt Paving Contract.

It was moved by Kubisiak, and seconded by Graf to approve of the low, qualified bidder American Asphalt for the 2018 Asphalt Paving Contract in the amount of \$211,494.80. Motion carried unanimously.

6. Request from Pete's Market to install sanitary and water service to 1331 14th St N.

It was moved by Kubisiak, and seconded by Graf to postpone this item until the next regularly scheduled public works meeting.

7. Review Referral List
Items 16 and 17 were removed.

8. Adjourn.

It was moved by Graf, and seconded by Kubisiak to adjourn. Motion carried unanimously. The meeting adjourned at 7:57 p.m.

END OF PUBLIC WORKS COMMITTEE REPORT

It was moved by Rayome, and seconded by Koth to approve and adopt all actions contained in the May 1 report of the Public Works Committee. Motion carried. 8 ayes, 0 nays.

- c. Report of the Public Works Committee held on May 14, concerning:

REPORT OF THE PUBLIC WORKS COMMITTEE

Tom Rayome

Thaddeus Kubisiak

Lee Graf

Date of Meeting: May 14, 2018

Reported to Council: May 15, 2018

The Public Works Committee met at 5:00 p.m. on Monday, May 14, 2018, in the 1st floor conference room at the City Hall, 444 West Grand Avenue, Wisconsin Rapids, WI. All members were present including Mayor Vruwink. A list of others present are on file in the Clerk's Office.

1. Discuss and take action on sewer and water utilities on 14th St N between Norton St and the north dead end.

Motion by Kubisiak, seconded by Graf to administer and install sewer and water services to 1331 14th St N. Motion carried unanimously.

2. Discuss a change order policy for the West side Lift Station and Force Main projects.

Motion by Kubisiak, seconded by Graf to authorize the Mayor to approve and execute change orders on the West Side Lift Station and Force Main projects, in an amount up to the contingency amount already approved and budgeted for the project, in the event it is determined that the Public Works Committee is not able to timely meet to address the change order requests without delaying the project and/or potentially causing additional costs. Motion failed. 0 ayes, 3 nays.

3. Adjourn.

Motion by Kubisiak, seconded by Rayome to adjourn. Motion carried unanimously. The meeting adjourned at 6:36 p.m.

END OF PUBLIC WORKS COMMITTEE REPORT

It was moved by Rayome, and seconded by Koth to approve and adopt all actions contained in the May 14 report of the Public Works Committee, holding out item number 2 for a separate vote. Motion carried. 8 ayes, 0 nays.

It was moved by Kellogg, and seconded by Zurfluh to approve item 2 of the May 14 report of Public Works Committee report authorizing the Mayor to approve and execute change orders on the West Side Lift Station and Force Main projects, in an amount up to the contingency amount already approved and budgeted for the project, in the event it is determined that the Public Works Committee is not able to timely meet to address the change order requests without delaying the project and/or potentially causing additional costs. Motion carried. 5 ayes, 3 nays, with Graf, Rayome, and Kubisiak voting in the negative.

- d. Report of the Human Resources Committee held on May 1, concerning:

REPORT OF THE HUMAN RESOURCES COMMITTEE

Steven Koth

Scott Kellogg

Joseph Zurfluh

Date of Meeting: 05/01/2018
Reported to Council: 05/15/2018

The Human Resources Committee met at 4:00 p.m. on Tuesday, May 1, 2018, in the third floor conference room at City Hall. All members were present. Also present were: Dawn Urban, Paul Vollert, Veronica Klish, Sue Schill, Tim Desorcy, Paul Przybelski, Joe Terry, Mayor Vruwink, Debbie Nash, and Alderperson Kubisiak.

1. Call to order.

The meeting was called to order by Chairperson Steven Koth at 4:00 p.m.

2. Continued discussion around the City's health plan for the July 1 renewal.

The committee discussed options and potential changes around the City's health plan prior to the July 1 renewal.

3. Review and approve the request from Parks and Recreation to increase the pay range for temporary summer employees.

It was moved by Zurfluh, and seconded by Kellogg to approve the request from the Parks and Recreation department to increase the pay range for temporary summer employees to \$10.50 - \$12.00 hourly. Motion carried unanimously.

4. Discuss LTE hourly rates and consideration of changing the current structure to allow flexibility between the two rates of pay.

It was moved by Kellogg, and seconded by Zurfluh that the LTE hourly rates structure be changed to allow flexibility between the two rates of pay (\$16 per hour and \$20 per hour). Motion carried unanimously. This is a change in the structure of this program. Employees will now have the flexibility to be paid \$16 per hour for basic laborer tasks and \$20 per hour for skilled tasks.

5. Set next meeting date.

There will be a special meeting of the Human Resources Committee on Friday, May 11, at 3:00 p.m. The next regular Human Resources meeting will be on Friday, June 1, at 3:00 p.m.

6. Adjourn.

It was moved by Kellogg, and seconded by Zurfluh to adjourn. Motion carried. The meeting adjourned at 4:31 p.m.

END OF HUMAN RESOURCES COMMITTEE REPORT

It was moved by Koth, and seconded by Zurfluh to approve and adopt all actions contained in the May 1 report of the Human Resources Committee, holding out item number 3 for a separate vote. Motion carried. 8 ayes, 0 nays.

It was moved by Zurfluh, and seconded by Kellogg to approve the request from Parks and Recreation to increase the pay range for temporary summer employees to \$10.50 - \$12.00 hourly. Motion carried. 6 ayes, 2 nays, with Graf and Blaser voting in the negative.

- e. Report of the Human Resources Committee held on May 11, concerning:

REPORT OF THE HUMAN RESOURCES COMMITTEE

Steven Koth

Scott Kellogg

Joseph Zurfluh

Date of Meeting: 05/11/2018
Reported to Council: 05/15/2018

The Human Resources Committee met at 3:00 p.m. on Friday, May 11, 2018, in the first floor conference room at City Hall. All members were present. A list of all others present is on file in the Clerk's office.

1. Call to order.

The meeting was called to order by Chairperson Steven Koth at 3:00 p.m.

2. Review/approve Aspirus Arise option as City's health plan for the July 1 renewal. Confirm health insurance premiums for 7/1/18 if the move to Aspirus Arise is approved.

It was moved by Zurfluh, and seconded by Kellogg to approve Aspirus Arise as the City's health plan provider for the July 1 renewal, with the premium amounts for a single payer plan being \$756.84, a two person plan being \$1527.21, and a family plan being \$2186.19. Motion carried unanimously.

3. Pursuant to Wis. Stats. 19.85 (1) (c), the Committee will vote to go into closed session: "Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility."

It was moved by Zurfluh, and seconded by Koth to go into closed session pursuant to Section 19.85(1)(c) of the Wisconsin Statutes. A roll call vote was taken and all members voted in the affirmative.

In closed session, the Committee will review and verify the Fire Department Lieutenant Eligibility test results.

In closed session, the Committee reviewed the Fire Department Lieutenant Eligibility test results.

4. The Committee will vote to go into open session and may verify Lieutenant test HR results.

It was moved by Zurfluh, and seconded by Koth to go into open session. Motion carried unanimously. In open session it was moved by Zurfluh, and seconded by Koth to verify the Fire Department Lieutenant Eligibility test results. Motion carried unanimously.

5. Adjourn.

It was moved by Zurfluh, and seconded by Koth to adjourn. Motion carried unanimously. The meeting adjourned at 3:45 p.m.

END OF HUMAN RESOURCES COMMITTEE REPORT

It was moved by Koth, and seconded by Zurfluh to approve and adopt all actions contained in the May 11 report of the Human Resources Committee. Motion carried. 8 ayes, 0 nays.

12. Miscellaneous reports.

1. South Wood County Airport Commission meeting held on April 5.
2. McMillan Library Board of Trustees meeting held on March 21.
3. Police and Fire Commission meeting held on April 11.
4. Park and Recreation Commission meeting held on March 14.
5. Fire Department monthly update for April.
6. Water Works and Lighting Commission meetings held on April 11, and April 24.
7. Wastewater Treatment Commission meetings held on April 4, and May 2.

It was moved by Koth, and seconded by Zurfluh to approve the miscellaneous reports and place them on file. Motion carried. 8 ayes, 0 nays.

13. Referral of communications to committees.

Aldersperson Zurfluh requested that the Finance and Property Committee review the municipal code chapters which address inoperable, abandon, and illegally parked vehicles.

Aldersperson Graf, made a referral to the Public Works Committee to discuss a change order policy.

Mayor Vruwink made a referral to the Finance and Property Committee to consider changing Section 22.04 of the Municipal Code to allow for the sale of Fermented Malt Beverages between the hours of 8 a.m. and 10:00 p.m.

14. Adjourn.

It was moved by Zurfluh, and seconded by Koth to adjourn. Motion carried unanimously. The meeting adjourned 8:15 p.m.

Respectfully submitted,

Paul Przybelski, City Clerk