



PUBLIC MEETING NOTICE
WISCONSIN RAPIDS COMMON COUNCIL
TUESDAY, JANUARY 16, 2024
6:00 P.M.
CITY HALL COUNCIL CHAMBERS

Notice is hereby given of a meeting of the Wisconsin Rapids Common Council to be held in the Council Chambers at City Hall, 444 West Grand Avenue, Wisconsin Rapids, on Tuesday, January 16, 2024 at 6:00 p.m. The meeting will be streamed live on the City of Wisconsin Rapids Facebook page and will also be broadcast live on Charter Cable Channel 985 and Solarus HD Cable Channel 3. If a member of the public wishes to access this meeting live via Zoom audio conferencing, you must contact the City Clerk at least 24 hours prior to the start of the meeting to coordinate your access. This meeting is also available after its conclusion on the City's Facebook page and Community Media's YouTube page, which can be accessed at www.wr-cm.org. 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. Pledge of Allegiance and Silent Prayer in Lieu of Invocation
4. Administration of Ceremonial Oaths of Office and Badge Pinning for New Police Officers
5. Reading of the Minutes of the Previous Meeting held on December 19, 2023 (See Attachment #1)
6. Consider a Resolution Declaring World Migratory Bird Day in the City of Wisconsin Rapids (See Attachment #2)
7. Consider a Resolution Vacating Easements regarding real estate owned by Cranberry Land, LLC and located in the West Side Industrial Park (See Attachment #3)
8. Consider for Adoption the Actions of the Planning Commission at its meeting held on January 8, 2024:
 1. Approval of the report from December 4, 2023, Planning Commission meeting.
 2. Request from the Engineering Department to dedicate parkland property from Witter Park, addressed as 681 Chestnut Street (Parcel ID 3407850), for the purpose of right-of-way, totaling approximately 1,411.04 square feet and as depicted on the attached Lincoln Street Transportation Project Plat 2022-14; and recommend to the Council a resolution dedicating said property. (See attached Resolution)
 3. 23-001248; Engineering Department - request for Site Plan Review to perform site improvements at 40 North Fourth Avenue (Parcel ID 3402593 and Parcel ID 3402594).
 4. 23-001206; City of Wisconsin Rapids – public hearing and action on a request to amend Chapter 11 - Zoning Ordinance, Appendix A and Appendix B, specifically relating to personal storage facilities, to modify the land use definition and allow the use with a conditional use permit in the General Commercial (B-2) District.
 5. 23-001207; City of Wisconsin Rapids – public hearing and action on a request to amend Chapter 11 – Zoning Ordinance; Appendix B, to amend the land use description of mobile vending and permit an exception within residential zoning districts.
 6. Adjourn
9. Consider for Adoption the Actions of the Standing Committees of the Common Council, as follows:
 - A. Finance and Property Committee meeting held on January 2, 2024:
 1. Call to Order
 2. Consider a request from the Fire Department to apply to the Assistance to Firefighters grant (AFG) to replace all of the monitors in the ambulances for approximately \$130,000 total for the grant. This would be a 95/5 split: FEMA pays 95%; the City would pay 5%.
 3. Consider a recommendation from Statewide Services to deny a claim from Kian Carter for alleged

vehicle damage resulting from an open manhole on the Expressway on October 11, 2023.

4. Consider a request from the Community Development Department to release a request for proposals for the downtown master plan project.
5. Audit of the bills.
6. Set next meeting date.
7. In open session, the committee may vote to go into closed session under Section 19.85(1)(e) of the Wisconsin Statutes, which reads: "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session".
In closed session, the committee may discuss negotiations and strategy involving offers to purchase property for right-of-way acquisition and temporary limited easements, as prescribed by the Lincoln Street Transportation Project Plat 2022-14, and may give staff direction regarding said acquisitions.
8. The Committee will return to open session and may take action regarding said offers and acquisitions.
9. Consider for approval the dedication of City property for the right-of-way prescribed by the Lincoln Street Transportation Project Plat 2022-14. (This item will also be considered by the Planning Commission per state law and City ordinance).
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 will discuss negotiations and strategy regarding an agreement with the Heart of Wisconsin Chamber of Commerce for economic development and other services.

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

B. Finance and Property Committee meeting held on January 16, 2024:

1. Call to Order
2. Consider for approval an Agreement with the Heart of Wisconsin Chamber of Commerce for economic development and other services.
3. Adjournment.

C. Public Works Committee meeting held on January 4, 2024:

1. Call to order
2. Review Engineering & Street Department Monthly Activity Report
3. Review Referral List
4. Set Next Meeting Date
5. Adjourn

D. Human Resources Committee meeting held on January 11, 2024:

1. Call to order
2. Discuss and consider for approval a revision to the FLSA classification for the Parks and Building Superintendent position.
3. Discuss providing mental health check-ins for fire department employees, and consideration of an agreement for the provision of these services with Hafermann Counseling Collaborative.
4. Set next meeting date.
5. Adjournment

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

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

- H. Wastewater Treatment Plant
- I. Wisconsin Rapids Fire Department
- J. Wisconsin Rapids Police Department

11. Referrals to Committees

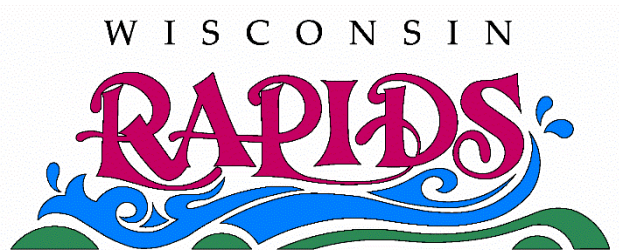
12. In open session, the Council may vote to go into closed session under Section 19.85(1)(e) of the Wisconsin Statutes, which reads: "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session"; and Section 19.85(1)(g), Wis. Stats., which reads "Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved."

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

13. The Council will adjourn in closed session.

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, DECEMBER 19, 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, December 19, 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 Cattnach	5	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dennis Polach	6	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Patrick J. Delaney	7	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jay Bemke	8	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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

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

4. Reading of the Minutes of the Previous Meeting held on November 14, 2023

It was moved by Veneman, seconded by Bemke 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	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 Cattnach	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"/>

5. Common Council appointment of Election Inspectors for the 2024-2025 term:

A. Democratic Party Nominees

It was moved by Cattnach, seconded by Zacher to appoint the Election Inspectors for the 2024-2025 term from the Democratic Party as presented. 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 Cattnach	5	Motion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dennis Polach	6		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patrick J. Delaney	7		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jay Bemke	8		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

B. Republican Party Nominees

It was moved by Cattnach, seconded by Veneman to appoint the Election Inspectors for the 2024-2025 term from the Republican Party 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	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 type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jake Cattnach	5	Motion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dennis Polach	6		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patrick J. Delaney	7		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jay Bemke	8		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

C. Unaffiliated Nominees

It was moved by Rayome, seconded by Zacher to appoint the unaffiliated Election Inspectors for the 2024-2025 term as presented. 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	Motion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jake Cattnach	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"/>

6. Consider for confirmation Mayor Blaser's Appointments to various Committees, Commissions and Boards

Mayor Blaser made the following appointments:Park and Recreation Commission

Rick Wellnitz, 2440 Lincoln Street, is appointed as a regular member to the Park and Recreation Commission to replaceCarolynn Martin for a term expiring 05/01/2027.

Zoning Board of Appeals

Jerry Feith, 550 3rd Street, is reappointed as a regular member to the Zoning Board of Appeals for a term expiring 11/01/2026.

It was moved by Bemke, seconded by Austin to approve Mayor Blaser's appointments to the Park and Recreation Commission and Zoning Board of Appeals as presented. 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	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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jake Cattnach	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"/>

7. Second Reading of an Ordinance amending portions of Section 8, Sewage Regulations, regarding limitations on mercury discharge

It was moved by Austin, seconded by Bemke to approve an Ordinance amending portions of Section 8, Sewage Regulations, regarding limitations on mercury discharge as presented. Motion carried, 7 ayes and 1 nay.

Ordinance No. MC 1359:

<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 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	Second	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

8. REPORT OF THE PLANNING COMMISSION MEETING HELD ON DECEMBER 4, 2023:

Date of Meeting: December 4, 2023

Reported to Council: December 19, 2023

The Planning Commission met at 4:00 p.m. on December 4, 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 Chairperson Shane Blaser, Ryan Austin, Jeff Marutz, Lee Thao, Ben Goodreau and Eric Daven. Thad Kubisiak was absent. Also present in the Chambers were Community Development Director Kyle Kearns, Associate Planner Carrie Edmondson, Alderspersons Dennis Polach and Tom Rayome as well as others indicated on the meeting sign-in sheet. Kelly Wendorf and John Kastner attended via Zoom.

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

1. Approval of the report from the November 6, 2023, Planning Commission meeting

Motion by Marutz to approve the report from the November 6, 2023, Planning Commission meeting; second by Goodreau. Motion carried (6 – 0)

2. 23-001108; Badger Land Survey, LLC. – request for a Certified Survey Map to create one lot from two lots addressed at 1212 Snyder Street (Parcel ID 3409102) and 1220 Snyder Street (Parcel ID 3409100)
Kyle Kearns provided a brief synopsis of the request, recommending approval for the request, including the street dedications on Snyder Street and Daly Avenue.

Motion by Daven to approve the request for a Certified Survey Map to create one lot from two lots addressed at 1212 Snyder Street (Parcel ID 3409102) and 1220 Snyder Street (Parcel ID 3409100), including the street dedication on Snyder Street and Daly Avenue; second by Austin. Motion carried (6 – 0)

3. 23-001067; John Kastner – public hearing and action on a request for an amendment to the City's Comprehensive Plan, specifically map 7-2 Future Land Use Map, to reclassify a portion of 1501 24th Street South (Parcel ID 3409200) from a Commercial land use classification to an Industrial land use classification.

Mr. Kearns provided background information and a review of agenda item 3 in conjunction with item 4. Denial was recommended, as the proposals are not consistent with the City's Comprehensive Plan or the City's Zoning Ordinance.

Public hearing opened at 4:09 p.m.

Speaking against: none

Speaking in favor: Brandon Locke, Kelly Wendorf and John Kastner

Public hearing closed at 4:15 p.m.

Chairperson Blaser expressed his concerns regarding potential future uses of the identified property and Mr. Daven asked about the zoning classifications for other storage unit locations in the City, to which Kyle Kearns responded. Mr. Kearns also discussed alternatives to the proposal including a use variance through the ZBA, Planned Unit Development or the possibility of an ordinance amendment. Mr. Blaser

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stated that it might make more sense if within the Zoning Code storage units were allowed in other districts besides Industrial, to which Carrie Edmondson and Kyle Kearns replied. Ryan Austin, Eric Daven and Ben Goodreau agreed with Shane Blaser's comments. It was suggested that Community Development draft an amendment to the zoning ordinance that would address personal storage based on the feedback received, which would be brought to the January 2024 Planning Commission meeting. Motion by Blaser to approve the request for an amendment to the City's Comprehensive Plan, specifically map 7-2 Future Land Use Map, to reclassify a portion of 1501 24th Street South (Parcel ID 3409200) from a Commercial land use classification to an Industrial land use classification; second by Daven. Motion failed (0 – 6)

4. 23-001067; John Kastner – public hearing and action on a request for a zoning map amendment, specifically to rezone a portion of 1501 24th Street South (Parcel ID 3409200) from a R-2 Mixed Residential District to an M-1 General Industrial District (approx. 9.897 acres)
Public hearing opened at 4:36 p.m.

Speaking against: none

Speaking in favor: none

Public hearing at 4:37 p.m.

Motion by Blaser to approve the request for a zoning map amendment, specifically to rezone a portion of 1501 24th Street South (Parcel ID 3409200) from a R-2 Mixed Residential District to an M-1 General Industrial District (approx. 9.897 acres); second by Austin. Motion failed (0 – 6)

5. 23-001092; Howald, LLC. – Tweet Garot Mechanical, Inc. - request for Site Plan Review to perform site improvements at 2810 Jefferson Street (Parcel ID 3400696)

Carrie Edmondson provided a review of the request. Approval was recommended with the conditions outlined in the staff report.

Motion by Austin to approve the request for Site Plan Review to perform site improvements at 2810 Jefferson Street (Parcel ID 3400696) with the recommended conditions in the staff report:

1. A revised landscape plan must be submitted to Community Development Department staff for review and approval.
2. Light from the parking area shall not exceed 0.2 foot-candles at neighboring property lines.
3. The drainage swale located above the storm sewer within the public right-of-way along Jefferson Street shall be maintained.
4. All applicable right-of-way and stormwater permits must be obtained through the Engineering Department.
5. All applicable permits through the City shall be obtained.
6. Community Development Department staff shall have the authority to approve minor modifications to the plans.

Second by Daven. Motion carried (6 – 0)

6. Discussion on Zoning Ordinance changes to simplify the review process for certain requests, developments, and uses – no action.

Discussion occurred amongst staff and the Commission regarding this item. No action was taken.

7. Discussion on Zoning Ordinance change for mobile vendors to operate in residential zoning districts – no action.

Discussion occurred amongst staff and the Commission regarding this item. No action was taken.

8. Discussion on downtown planning initiatives – no action

Discussion occurred amongst staff and the Commission regarding this item. No action was taken.

9. Adjourn

Motion by Austin to adjourn the meeting; second by Thao. Motion carried (6 – 0). Meeting adjourned at 4:57 p.m.

It was moved by Cattanach, seconded by Delaney to approve and adopt the actions of the Commission.

Motion carried, 8 ayes and 0 nays:

<u>Alderperson</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	Motion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Dennis Polach	6		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patrick J. Delaney	7	Second	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jay Bemke	8		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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

A. REPORT OF THE FINANCE AND PROPERTY COMMITTEE MEETING HELD ON DECEMBER 5, 2023:

Matt Zacher, Chairperson

Dean Veneman, Vice-Chairperson

Jay Bemke

Date of Meeting: December 5, 2023

Report to Council: December 19, 2023

The Finance and Property Committee met at 4:00 p.m. on Tuesday, December 5, 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 4:00 p.m.

2. Review and consider for approval a Shared Ride Taxi Operating Contract and Public Transit Lease Agreement between the City of Wisconsin Rapids and Running, Inc.

It was moved by Veneman, seconded by Zacher to approve a Shared Ride Taxi Operating Contract and Public Transit Lease Agreement between the City of Wisconsin Rapids and Running, Inc. Motion carried, 2-1, with Bemke voting in the negative.

3. Consider a request from the Community Development Department to utilize \$50,000 in Tax Increment District 7 for the creation of a Downtown Development Master Plan

It was moved by Veneman, seconded by Bemke to approve a request from the Community Development Department to utilize \$50,000 in Tax Increment District 7 for the creation of a Downtown Development Master Plan. Motion carried, 3-0.

4. Consider a request to amend the Community Development Department Fee Schedule

It was moved by Bemke, seconded by Veneman to approve a request to amend the Community Development Department Fee Schedule. Motion carried, 3-0. **Resolution No. 24 (2023)**

5. Consider a request from E-Ways Sales LLC, d/b/a E-Ways Sales, Jonathan Ruder, agent, located at 2660 8th Street South #105 for renewal of Pawnbroker, Secondhand Article Dealer and Secondhand Jewelry Dealer licenses

It was moved by Bemke, seconded by Veneman to approve a request from E-Ways Sales LLC, d/b/a E-Ways Sales, Jonathan Ruder, agent, located at 2660 8th Street South #105 for renewal of Pawnbroker, Secondhand Article Dealer and Secondhand Jewelry Dealer Licenses. Motion carried, 3-0.

6. Consider a request from GameStop, Inc. d/b/a GameStop #3254, Mark Haymond Robinson, agent, located at 930 Kuhn Avenue for renewal of a Secondhand Article Dealer license

It was moved by Veneman, seconded by Bemke to approve a request from GameStop, Inc. d/b/a GameStop #3254, Mark Haymond Robinson, agent, located at 930 Kuhn Avenue for renewal of a Secondhand Article Dealer license. Motion carried, 3-0.

7. Audit of the bills

This item will be considered at the January 2024 Finance and Property Committee meeting. No action was taken.

8. Set next meeting date

The next meeting of the Finance and Property Committee is scheduled for Tuesday, January 2, 2024, at 4:00 p.m.

9. In open session, the Committee may vote to go into closed session under Section 19.85(1)(e) of the Wisconsin Statutes, which reads: "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session".

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

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

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

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

It was moved by Veneman, seconded by Zacher to adjourn in closed session. Motion carried, 3-0, and the meeting adjourned at 6:15 p.m.

It was moved by Cattanach, seconded by Veneman 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	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	Motion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dennis Polach	6		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patrick J. Delaney	7		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jay Bemke	8		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

B. REPORT OF THE PUBLIC WORKS COMMITTEE MEETING HELD ON DECEMBER 7, 2023:

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

Date of Meeting: December 7, 2023

Reported to Council: December 19, 2023

The Public Works Committee met on Thursday, December 7th, 2023 in the Council Chambers at City Hall. All members were present. Others attending are listed on file in the Clerk's office.

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 street light at the southeast corner of 16th Street S and Pepper Avenue. Motion by Austin, second by Rayome to add a street light on 16th St S at Pepper Ave. Motion carried (3-0).

4. Review and consider adding yield signs at the intersection of 10th St S and Peach St.

Motion by Austin, second by Polach to add yield signs on 10th St S at Peach St. Motion carried (3-0).

Ordinance No. MC 1360

5. Review Referral List.

The referral list was reviewed.

6. Set Next Meeting Date

The next regularly scheduled meeting is set for Thursday, January 4th at 5pm.

7. Adjourn

Motion by Rayome, second by Polach to adjourn at 5:28 PM. Motion carried (3-0).

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 DECEMBER 7, 2023:

Jay Bemke, Chairperson Jake Cattanach, Vice-Chairperson Patrick J. Delaney

Date of Meeting: December 7, 2023

Attachment #1

Reported to Council: December 19, 2023

The Human Resources Committee held a meeting on Thursday December 7, 2023, at 4:15 p.m. in the Council Chambers at City Hall, 444 W. Grand Ave. Alderpersons Bemke and Cattanach were present. Also, present were Alderpersons Polach and Rayome, Recreation Supervisor Dawn Desorcy and HR Manager Hartman.

1. Call to order

Chairperson Bemke called the meeting to order at 4:17 p.m.

2. Discuss and consider for approval the creation of two Assistant Swim Coach positions within the Parks and Recreation Department.

Motion by Cattanach seconded by Bemke to approve the Swim Team positions as presented, including a Swim Coach and two Assistant Swim Coaches, at the pay rates and job responsibilities as outlined.

Motion carried 2-0.

3. HR Update

Discussion took place. No action taken.

4. Adjournment

Motion by Bemke, seconded by Cattanach to adjourn. Motion carried 2-0. The meeting adjourned at 4:29 p.m.

It was moved by Bemke, seconded by Austin 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	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 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"/>

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

- A. McMillan Memorial Library Personnel Committee held August 10 and September 14, 2023; Services Committee held September 12, 2023; Board of Trustees held September 20, 2023; Building & Grounds Committee held October 11, 2023; Finance Committee held October 11, 2023
- B. Wisconsin Rapids Housing Authority held August 30, September 27, and October 25, 2023
- C. Police and Fire Commission held October 11, November 15, and November 30, 2023
- D. Water Works and Lighting Commission held November 8, 2023
- E. Park and Recreation Commission held December 11, 2023
- F. Wastewater Treatment Commission held November 8 and December 13, 2023

Department Reports for November 2023

G. Engineering Department

H. Public Works Department

I. Wastewater Treatment Plant for October and November 2023

J. Wisconsin Rapids Fire Department

K. Wisconsin Rapids Police Department for October and November 2023

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

11. Referrals to Committees

No referrals were received.

12. Adjournment.

It was moved by Bemke, seconded by Austin to adjourn. Motion carried, 8 ayes and 0 nays, and the meeting adjourned at 6:31 p.m.:

<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		<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"/>
Gennis 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"/>

Respectfully submitted,
Jennifer M. Gossick, City Clerk

CITY OF WISCONSIN RAPIDS
RESOLUTION NO. 1 (2024)
World Migratory Bird Day Resolution

Whereas, migratory birds are some of the most beautiful and easily observed wildlife that share our communities, *and*

Whereas, many citizens recognize and welcome migratory songbirds as symbolic harbingers of spring, *and*

Whereas, these migrant species also play an important economic role in our community, controlling insect pests and generating millions in recreational dollars statewide, *and*

Whereas, migratory birds and their habitats are declining throughout the Americas, facing a growing number of threats on their migration routes and in both their summer and winter homes, *and*

Whereas, public awareness and concern are crucial components of migratory bird conservation, *and*

Whereas, citizens enthusiastic about birds, informed about the threats they face, and empowered to help address those threats can directly contribute to maintaining healthy bird populations, *and*

Whereas, since 1993 World Migratory Bird Day (formerly International Migratory Bird Day) has become a primary vehicle for focusing public attention on the nearly 350 species that travel between nesting habitats in our communities and throughout North America and their wintering grounds in South and Central America, Mexico, the Caribbean, and the southern U.S., *and*

Whereas, hundreds of thousands of people will observe WMBD, gathering in town squares, community centers, schools, parks, nature centers, and wildlife refuges to learn about birds, take action to conserve them, and simply to have fun, *and*

Whereas, while WMBD officially is held each year on the second Saturday in May, its observance is not limited to a single day, and planners are encouraged to schedule activities on the dates best suited to the presence of both migrants and celebrants, *and*

Whereas, WMBD is not only a day to foster appreciation for wild birds and to celebrate and support migratory bird conservation, but also a call to action,

NOW THEREFORE I, Shane Blaser, as Mayor of the City of Wisconsin Rapids, do hereby declare Bird City Wisconsin Rapids' participation at the Kiwanis Youth Outdoor Day on June 1, 2024 and The Grand Affair on September 8, 2024 in celebration of, World Migratory Bird Day in the City of Wisconsin Rapids, and I urge all citizens to celebrate this observance and to support efforts to protect and conserve migratory birds and their habitats in our community and the world at large.

Dated this 16th day of January in the year 2024

Signed _____

Title *Mayor*

NOW THEREFORE, be it resolved by the Common Council of the City of Wisconsin Rapids to adopt the declaration set forth above.

Adopted:

Shane E. Blaser, Mayor

Jennifer M. Gossick, City Clerk

Ayes: _____

Nays: _____

**RESOLUTION VACATING
EASEMENTS**

Document Number

Document Name

Recording Area

Name and Return Address
Attorney Steven Thompson
Anderson O’Brien Law Firm
1257 Main Street, PO Box 228
Stevens Point, WI 54481

3400749 & 3400918

Parcel Identification Number (PIN)

Resolution # _____ (2024)

Resolution to Vacate Utility and Sewer Easements

WHEREAS, Cranberry Land, LLC, a Wisconsin Limited Liability Company, owns real estate (the "Burdened Property #1") legally described as follows:

LOT ONE (1) OF WOOD COUNTY CERTIFIED SURVEY MAP NO. 9852 RECORDED IN THE OFFICE OF THE REGISTER OF DEEDS FOR WOOD COUNTY, WISCONSIN ON JANUARY 07, 2015, IN VOLUME 35, PAGE 152 AS DOCUMENT NO. 2015R00237, SAID CERTIFIED SURVEY MAP BEING PART OF LOT 1 OF WOOD COUNTY CERTIFIED SURVEY MAP NO. 1134, ALL OF LOT 1 OF WOOD COUNTY CERTIFIED SURVEY MAP NO. 7998, ALL OF LOT 1 AND OUTLOT 1 OF WOOD COUNTY CERTIFIED SURVEY MAP NO. 8451 AND ALL OF LOTS 6, 7 AND 8, BLOCK 2 OF WISCONSIN RAPIDS INDUSTRIAL PARK SUBDIVISION NO. 1, LOCATED IN PART OF THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 12, TOWNSHIP 22 NORTH, RANGE 5 EAST, IN THE CITY OF WISCONSIN RAPIDS, WOOD COUNTY, WISCONSIN.

FOR INFORMATION PURPOSES ONLY: Tax Parcel 3400918.

WHEREAS, Burdened Property #1 is burdened by restrictions, dedications, conditions, reservations, easements and other matters shown on the plat of Wisconsin Rapids Industrial Park Subdivision No. 1, as recorded in Volume 11 of Plats, Page 29 as Document No. 484149 on March 18, 1968 (the "Industrial Park Restrictions").

WHEREAS, Burdened Property #1 is burdened by easements, dedications, reservations, provisions, relinquishments, recitals, certificates, and other matter provided for on Certified Survey Map No. 1134 recorded on December 11, 1974 in Volume 4, Page 234 as Document No. 537524; on Certified Survey Map No. 7998 recorded on July 01, 2004 in Volume 27, Page 198 as Document No. 2004R09321; on Certified Survey Map No. 8451 recorded on May 10, 2006 in Volume 29, Page 51 as Document No. 2006R05456; and on Certified Survey Map No. 9852 recorded on January 07, 2015 in Volume 35, Page 152 as Document No. 2015R00237 (collectively the "CSM Restrictions").

WHEREAS, the Industrial Park Restrictions and the CSM Restrictions each burden Burdened Property #1 with a utility easement that bisects Burdened Property #1 in an east to west manner (the "East-West Run")

WHEREAS, there are currently no utilities, whether in use or abandoned, constructed along the East-West Run.

WHEREAS, the City of Wisconsin Rapids, a Wisconsin municipal corporation, anticipates no future need to construct or install utilities along the East-West Run.

WHEREAS, Burdened Property #1 has improvements built upon it (the "Current Improvements") as shown in the Land Title Survey attached hereto as Exhibit A, which are constructed over and across the East-West Run.

WHEREAS, Resolution #32 (2006) of the Common Council of the City of Wisconsin Rapids adopted July 18, 2006 and recorded with the Wood County Register of Deeds on August 10, 2006 as document No. 2006R09706 vacated a street/alley burdening Burdened Property #1 but such vacation was subject to utility easements (the "Reserved Utility Easement").

WHEREAS, the Engineering Department of the City of Wisconsin Rapids has verified no drainage or sewer systems are in place, whether active or abandoned, under the Current Improvements or placed in a manner which the Current Improvements interfere with.

WHEREAS, the Waterworks and Lighting Commission of the City of Wisconsin Rapids has verified no power lines or waterpipes are in place, whether active or abandoned, under the Current Improvements or placed in a manner which the Current Improvements interfere with.

WHEREAS, Cranberry Land, LLC also owns real estate (the "Burdened Property #2") legally described as follows:

LOT ONE (1) OF WOOD COUNTY CERTIFIED SURVEY MAP NO. 8672 RECORDED IN THE OFFICE OF THE REGISTER OF DEEDS FOR WOOD COUNTY, WISCONSIN ON JUNE 19, 2007, IN VOLUME 29, PAGE 272 AS DOCUMENT NO. 2007R06630, SAID CERTIFIED SURVEY MAP BEING ALL OF WOOD COUNTY CERTIFIED SURVEY MAP NO. 3365, BEING PART OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 12, TOWNSHIP 22 NORTH, RANGE 5 EAST, IN THE CITY OF WISCONSIN RAPIDS, WOOD COUNTY, WISCONSIN.

FOR INFORMATION PURPOSES ONLY: Tax Parcel 3400749.

WHEREAS, there is a Sewer Easement that burdens Burdened Property #2 (the "Easement") which is dated September 21, 1932 and recorded on October 24, 1932 as Document No. 189730 in Wood County Records.

WHEREAS, the Easement states that "...in the event the City of Wisconsin Rapids, grantee herein named, its assigns and successors in office, shall fail to construct said ditch within a period of two (2) years from the date hereof, this easement shall become null and void..."

WHEREAS, said ditch was not constructed within two (2) years of the date of the Easement.

NOW THEREFORE, in consideration of the recitals above, the Common Council for the City of Wisconsin Rapids does hereby resolve as follows:

1. The City of Wisconsin Rapids hereby relinquishes, surrenders and vacates any and all rights contained in the Industrial Park Restrictions and the CSM Restrictions which burden Burdened Property #1 in the East-West Run.
2. The City of Wisconsin Rapids hereby relinquishes, surrenders and vacates any and all rights it has to exercise its Reserved Utility Easement in areas underneath the Current Improvements or in areas in such proximity to the Current Improvements where the Current Improvements would interfere with the utility's construction or proper function.
3. To avoid doubt, the City of Wisconsin Rapids retains all rights not expressly relinquished herein, including but not limited to rights associated with the existing storm drain on Burdened Property #1 which is not under or being interfered with by the Current Improvements.
4. The City of Wisconsin Rapids acknowledges that the Easement, by its terms, became null and void upon the City of Wisconsin Rapids' failure to construct a ditch within the two year period following the date of the Easement.

5. To avoid doubt, Grantor hereby relinquishes, surrenders and vacates any and all rights it has associated with the Easement.
6. The recitals set forth above are incorporated into and made part of this Resolution Vacating Easements.

Adopted this 16th day of January, 2024.

Shane E. Blaser, Mayor

Jennifer M. Gossick, City Clerk

ADOPTED:

APPROVED:

REPORT OF THE PLANNING COMMISSION

Date of Meeting: January 8, 2024

Report #1

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

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

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

Motion by Thao to approve the report from December 4, 2023, Planning Commission meeting; second by Daven.

Motion carried (4 – 0)

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

Motion by Austin to approve the request to dedicate parkland property from Witter Park, addressed as 681 Chestnut Street (Parcel ID 3407850), for the purpose of right-of-way, totaling approximately 1,411.04 square feet and as depicted on the attached Lincoln Street Transportation Project Plat 2022-14; and recommendation to the Council for a resolution dedicating said property; second by Blaser.

Motion carried (4 – 0)

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

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

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

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

Second by Austin

Ben Goodreau joined the meeting.

Motion carried 4 – 0 – 1, Eric Daven abstained)

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

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

Public hearing opened at 4:15 p.m.

Speaking against: none

Speaking in favor: none

Public hearing closed at 4:16 p.m.

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

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

Motion carried (5 – 0)

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

Kyle Kearns provided a summary of the request.

Public hearing opened at 4:19 p.m.

Speaking against: none

Speaking in favor: none

Public hearing closed at 4:20 p.m.

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

Motion by Blaser to approve the request to amend Chapter 11 – Zoning Ordinance; Appendix B, to amend the land use description of mobile vending and permit an exception within residential zoning districts; second by Daven.

Motion carried (5 – 0)

6. Adjourn

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

Motion carried (5 – 0)

Meeting adjourned at 4:21 p.m.

Respectfully Submitted by Erika Esser, Secretary

RESOLUTION No. _____ (2024)

CITY OF WISCONSIN RAPIDS

**A RESOLUTION APPROVING DEDICATION OF CITY-OWNED LANDS
REQUIRED FOR LINCOLN STREET RIGHT-OF-WAY**

WHEREAS, the City of Wisconsin Rapids ("City") is acquiring right-of-way for the Lincoln Street road improvement project; and

WHEREAS, the City currently owns park lands that are affected by said improvement project; and

WHEREAS, the City's official street map provides for the right-of-way width as is being proposed to be acquired; and

WHEREAS, the Lincoln Street Transportation Project Plat 2022-14 ("Plat") is attached hereto and incorporated herein by reference, and said Plat lays out the portions of City property which are proposed to be dedicated as right-of-way, with said property marked as acquisition area "12", which is part of Tax Parcel No. 34-07850; and

WHEREAS, it has been recommended by the Planning Commission to dedicate such lands for the right-of-way for the Lincoln Street improvement project; and

WHEREAS, it is in the best interests of the City to dedicate such lands;

BE IT RESOLVED, by the Wisconsin Rapids Common Council, as follows:

1. That the lands as described above and as depicted in the Lincoln Street Transportation Project Plat 2022-14 required for Lincoln Street be dedicated for public street right-of-way purposes.
2. That the Mayor, City Clerk, and City Attorney are authorized and directed to take such steps and execute any documents as are lawful and necessary in furtherance thereof.

Adopted by the Common Council of the City of Wisconsin Rapids, Wisconsin this 16th day of January, 2024.

APPROVED:

Shane E. Blaser, Mayor

Jennifer M. Gossick, City Clerk

Ayes: _____

Nays: _____

Attachment: Lincoln Street Transportation Project Plat 2022-14

TRANSPORTATION PROJECT PLAT 2022-14

THAT PART OF LOT 23 AND 43 OF EAST SIDE ASSESSOR'S PLAT NO. 42 LOCATED IN THE SOUTHEAST 1/4 OF THE SOUTHWEST 1/4, AND PART OF LOTS 1, 2, 3, 4 OF BLOCK 3, AND LOTS 1, 2, 3, 4 OF BLOCK 4, AND LOTS 1, 2, 3, 4 OF BLOCK 5 OF SUBDIVISION OF SW 1/4 OF SARGENT'S PLAT OF THE CITY OF GRAND RAPIDS WISCONSIN LOCATED IN THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4, AND PART OF LOT 2 OF WCCSM NO. 4814 LOCATED IN THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4, ALL IN SECTION 17 OF TOWNSHIP 22 RANGE 6 EAST, CITY OF WISCONSIN RAPIDS, WOOD COUNTY, WISCONSIN.

RELOCATION ORDER LINCOLN STREET (EAST RIVERVIEW EXPRESSWAY TO D STREET)

TO PROPERLY ESTABLISH, LAYOUT, WIDEN, ENLARGE, EXTEND, CONSTRUCT, RECONSTRUCT, IMPROVE OR MAINTAIN A PORTION OF THE HIGHWAY DESIGNATED ABOVE, THE CITY OF WISCONSIN RAPIDS DEEMS IT NECESSARY TO RELOCATE OR CHANGE SAID HIGHWAY AND ACQUIRE CERTAIN LANDS AND INTERESTS OR RIGHTS IN LANDS FOR THE ABOVE PROJECT

TO EFFECT THIS CHANGE, PURSUANT TO AUTHORITY GRANTED UNDER SECTION 84.02 (3), 84.09 AND 84.30, WISCONSIN STATUTES, THE CITY OF WISCONSIN RAPIDS HEREBY ORDERS THAT:

- 1. THAT PORTION OF SAID HIGHWAY AS SHOWN ON THIS PLAT IS LAID OUT AND ESTABLISHED TO THE LINE AND WIDTHS AS SO SHOWN FOR THE ABOVE PROJECT
- 2. THE LANDS OF INTERESTS OR RIGHTS IN LANDS AS SHOWN ON THIS PLAT ARE REQUIRED BY THE DEPARTMENT FOR THE ABOVE PROJECT AND SHALL BE ACQUIRED IN THE NAME OF THE CITY OF WISCONSIN RAPIDS, PURSUANT TO THE PROVISIONS OF SECTION 84.09 (1) OR (2), WISCONSIN STATUTES.

THIS PLAT AND RELOCATION ORDER ARE APPROVED FOR THE
CITY OF WISCONSIN RAPIDS.
COUNCIL DATE: 11/14/2023
CRY ENGINEER SIGNATURE: *[Signature]* DATE: 11/27/2023

2023R08973

TRIFANY R. RINGER

WOOD COUNTY

REGISTER OF DEEDS

RECORDED ON 11/27/2023 02:24 PM

EXEMPT # 25.00

PAGES: 1

WISCONSIN

STATE OF WISCONSIN

NOTARY PUBLIC

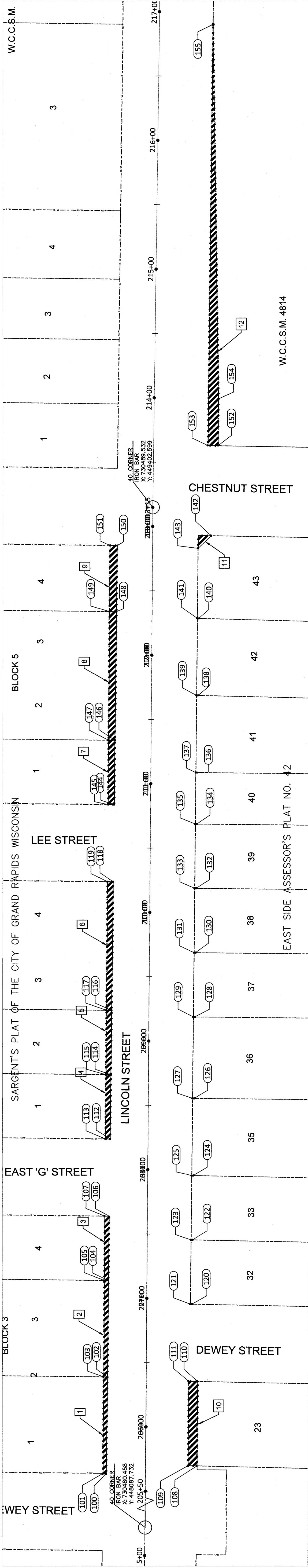
COMMISSION EXPIRES 12/31/2024

[Signature]

RESERVED FOR REGISTER OF DEEDS

PROJECT NUMBER 2022-14

SHEET 1 OF 1



LEGEND

EXISTING R/W

NEW R/W

FEE ACQUISITION AREA

SCHEDULE OF LANDS & INTERESTS				OWNERS NAMES ARE SHOWN FOR REFERENCE PURPOSES ONLY, AND ARE SUBJECT TO CHANGE PRIOR TO TRANSFER OF LAND INTERESTS TO THE DEPARTMENT				
PARCEL #	ID	OWNERS	INTERESTS REQUIRED	R/W SF REQUIRED			FEE SF REQUIRED	
				NEW	EXISTING	TOTAL		
1	3408351	JOSEPH B & GAYLE A PELLETT	FEE	205.66			205.66	
2	3408352	BRADEN B MUELLER	FEE	228.01			228.01	
3	3408353	JAMES R RINKER JR & JUDITH L RINKER	FEE	164.42			164.42	
4	3408343	KATHY M LAMB	FEE	186.28			186.28	
5	3408344	STEVE P HEATH & S M SKIBA	FEE	196.21			196.21	
6	3408346	KATHRYN KULIK	FEE	422.23			422.23	
7	3408335	CHRISTOPHER J BALL	FEE	242.90			242.90	
8	8408337	KELLY JOSSART & SHERYL FORS	FEE	515.60			515.60	
9	3408338	JOHN L & ELIZABETH G TURNER	FEE	280.24			280.24	
10	3407923	ALEXANDER J JESSICA S WODLARSKI	FEE	459.35			459.35	
11	3407943	BARBARA A KUBAT	FEE	49.99			49.99	
12	3407850	CITY OF WISCONSIN RAPIDS	FEE	1411.04			1411.04	

R/W COURSE TABLE				STATION & OFFSET TABLE			
COURSE	BEARING	DISTANCE		POINT	STATION	OFFSET	STATION
100-101	N89° 20' 31.65"W	2.69		100	205+43.63	-30.50'	117
101-103	N07° 23' 43.35"E	75.00		101	205+43.64	-33.10'	118
103-105	N07° 23' 43.35"E	75.00		102	206+38.63	-30.19'	119
105-107	N07° 23' 43.35"E	50.00		103	206+38.64	-33.08'	142
107-106	S89° 20' 31.65"E	3.39		104	207+13.63	-29.88'	143
106-110	N07° 23' 43.35"E	7.00		105	207+13.64	-33.07'	144
110-111	N89° 52' 17.81"W	7.00		106	207+43.63	-29.68'	145
111-113	N89° 52' 17.81"W	3.63		107	207+43.64	-33.07'	146
113-115	N07° 23' 43.35"E	50.00		108	205+46.93	39.91'	147
115-117	N07° 23' 43.35"E	50.00		109	205+70.04	32.91'	148
117-119	N07° 23' 43.35"E	100.00		110	206+35.57	39.92'	149
119-118	S89° 20' 31.65"E	4.42		111	206+35.66	32.92'	150
121-120	S89° 52' 17.81"E	1.00		112	208+23.63	-29.43'	151
143-142	N45° 47' 37.54"E	14.07		113	208+23.64	-33.06'	152
144-145	N89° 20' 31.65"W	4.76		114	208+73.63	-29.27'	153
145-147	N07° 23' 43.35"E	50.00		115	208+73.65	-33.05'	154
147-149	N07° 23' 43.35"E	100.00		116	205+23.63	-29.02'	155
149-151	N07° 23' 43.35"E	51.36					
151-150	S89° 16' 36.41"E	5.56					
152-154	N07° 46' 28.27"E	36.46					
154-155	N07° 50' 54.34"W	290.87					

R/W COURSE TABLE				STATION & OFFSET TABLE			
COURSE	BEARING	DISTANCE		POINT	STATION	OFFSET	STATION
100-101	N89° 20' 31.65"W	2.69		100	205+43.63	-30.50'	117
101-103	N07° 23' 43.35"E	75.00		101	205+43.64	-33.10'	118
103-105	N07° 23' 43.35"E	75.00		102	206+38.63	-30.19'	119
105-107	N07° 23' 43.35"E	50.00		103	206+38.64	-33.08'	142
107-106	S89° 20' 31.65"E	3.39		104	207+13.63	-29.88'	143
106-110	N07° 23' 43.35"E	7.00		105	207+13.64	-33.07'	144
110-111	N89° 52' 17.81"W	7.00		106	207+43.63	-29.68'	145
111-113	N89° 52' 17.81"W	3.63		107	207+43.64	-33.07'	146
113-115	N07° 23' 43.35"E	50.00		108	205+46.93	39.91'	147
115-117	N07° 23' 43.35"E	50.00		109	205+70.04	32.91'	148
117-119	N07° 23' 43.35"E	100.00		110	206+35.57	39.92'	149
119-118	S89° 20' 31.65"E	4.42		111	206+35.66	32.92'	150
121-120	S89° 52' 17.81"E	1.00		112	208+23.63	-29.43'	151
143-142	N45° 47' 37.54"E	14.07		113	208+23.64	-33.06'	152
144-145	N89° 20' 31.65"W	4.76		114	208+73.63	-29.27'	153
145-147	N07° 23' 43.35"E	50.00		115	208+73.65	-33.05'	154
147-149	N07° 23' 43.35"E	100.00		116	205+23.63	-29.02'	155
149-151	N07° 23' 43.35"E	51.36					
151-150	S89° 16' 36.41"E	5.56					
152-154	N07° 46' 28.27"E	36.46					
154-155	N07° 50' 54.34"W	290.87					

NOTES:

POSITIONS SHOWN ON THIS PLAT ARE WISCONSIN COORDINATE REFERENCE SYSTEM COORDINATES (WISCRS), WOOD COUNTY, NAD83 (2011), IN US SURVEY FEET. VALUES SHOWN ARE GRID COORDINATES, GRID BEARINGS, AND GRID DISTANCES. GRID DISTANCES MAY BE USED AS GROUND DISTANCES.

ALL NEW RIGHT-OF-WAY MONUMENTS WILL BE TYPE 2 (TYPICALLY 3/4" X 24" IRON REBARS), UNLESS OTHERWISE NOTED, AND WILL BE REPLACED PRIOR TO THE COMPLETION OF THE PROJECT.

EXISTING HIGHWAY RIGHT-OF-WAY SHOWN HEREIN IS BASED ON THE FOLLOWING POINTS OF REFERENCE:

EAST SIDE ASSESSOR'S PLAT NO. 42

SARGENT'S PLAT

A FEE SIMPLE MEANS AN ABSOLUTE ESTATE OR OWNERSHIP IN PROPERTY INCLUDING UNLIMITED POWER OF ALIENATION, EXCEPT AS TO ANY AND ALL LANDS ACQUIRED OR TAKEN FOR HIGHWAY, ROAD, OR STREET PURPOSES.

A TEMPORARY LIMITED EASEMENT (TLE) IS A RIGHT FOR CONSTRUCTION PURPOSES, AS DEFINED HEREIN, INCLUDING THE RIGHT TO OPERATE NECESSARY EQUIPMENT THEREON, THE RIGHT OF INGRESS AND EGRESS, AS LONG AS REQUIRED FOR SUCH PUBLIC PURPOSE, INCLUDING THE RIGHT TO PRESERVE, PROTECT, REMOVE, OR PLANT THEREON ANY VEGETATION THAT THE HIGHWAY AUTHORITIES MAY DEEM DESIRABLE. ALL (TLEs) ON THIS PLAT EXPIRE AT THE COMPLETION OF THE CONSTRUCTION PROJECT FOR WHICH THIS INSTRUMENT IS GIVEN.

A PERMANENT LIMITED EASEMENT (PLE) IS A RIGHT FOR CONSTRUCTION AND MAINTENANCE PURPOSES, AS DEFINED HEREIN, INCLUDING THE RIGHT TO OPERATE NECESSARY EQUIPMENT THEREON AND THE RIGHT OF INGRESS AND EGRESS, AS LONG AS REQUIRED FOR SUCH PUBLIC PURPOSE, INCLUDING THE RIGHT TO PRESERVE, PROTECT, REMOVE, OR PLANT THEREON ANY VEGETATION THAT THE HIGHWAY AUTHORITIES MAY DEEM DESIRABLE, BUT WITHOUT PREJUDICE TO THE OWNER'S RIGHTS TO MAKE OR CONSTRUCT IMPROVEMENTS ON SAID LANDS OR TO FLATTEN THE SLOPES, PROVIDING SAID ACTIVITIES WILL NOT IMPAIR OR OTHERWISE ADVERSELY AFFECT THE HIGHWAY FACILITIES.

DIMENSIONING FOR THE NEW RIGHT-OF-WAY IS MEASURED ALONG AND PERPENDICULAR TO THE NEW REFERENCE LINES.

ALL RIGHT-OF-WAY LINES DEPICTED IN THE NON-ACQUISITION AREAS ARE INTENDED TO RE-ESTABLISH EXISTING RIGHT-OF-WAY LINES AS DETERMINED FROM PREVIOUS PROJECTS, OTHER RECORDED DOCUMENTS, CENTERLINE OF EXISTING PAVEMENTS AND/OR EXISTING OCCUPATIONAL LINES.

PROJECT NO: 2022-14

HWY:

COUNTY: WOOD

LINCOLN STREET

SHEET

E

FILE NAME : S:\ENGINEERING\PROJECTS\2022-14 LINCOLN ST - EAST GRAND AVE TO EXPRESSWAY\CAD\DRAWINGS\TRANSPORTATION PLAT.DWG PLOT DATE : 11/27/2023 2:30 PM PLOT BY : KIEFER, ANDREW PLOT NAME : WSDOT/CADDs SHEET 41

Vol 13 of PLATS, Page 190

ORDINANCE NO. MC

CITY OF WISCONSIN RAPIDS

A GENERAL ORDINANCE OF THE CITY OF WISCONSIN RAPIDS AMENDING PORTIONS OF CHAPTER 11, APPENDIX A – LAND-USE MATRIX, AND APPENDIX B – LAND USES OF THE ZONING CODE, RELATING TO PERSONAL STORAGE FACILITIES.

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

SECTION I Chapter 11, Appendix A – Land-Use Matrix, 14.04 Personal storage facility - shall hereby be amended to read as follows:

Series / Land Use	Secondary Review	RR	R-1	R-2	R-3	R-4	R-8	B-1	B-2	B-3	B-5	I-1	P-1	M-1	M-2	C-1
14.04 Personal storage facility	AR,SP,PO,ZP	-	-	-	-	-	-	-	C	-	-	-	-	P	C	-

SECTION II Chapter 11, Appendix B – Land Uses, 14.04 Personal storage facility - shall hereby be amended to read as follows:

14.04 Personal storage facility

Description: A place where individual storage units are offered for rent, lease, sale, or other arrangement. The term includes a tract of land used to store motor vehicles and watercraft.

Vehicle Parking: 1 space for each 50 rental units when an office is provided; plus 1 space for each employee on the largest work shift

Supplemental Standards:

(a) Minimum lot area. ~~The minimum lot area for a personal storage facility is 2 acres.~~ The minimum lot area is 2 acres in industrial districts and 5 acres in commercial zoning districts.

(b) Access. Access to a cubicle shall not open directly onto a public road right-of-way.

(c) Internal access drives. An internal access drive providing access to a storage unit must be hard surfaced.

(d) Storage of prohibited substances. No cubicle shall be used to store explosives, toxic substances, hazardous materials, or radioactive materials.

(e) Uses. Only uses that are accessory to storage shall occur. Human habitation, fabrication, repair, sales of any type including garage sales, and any similar use are prohibited.

(f) Fencing of outdoor storage area. An area used for outdoor storage of operational vehicles, watercraft, and the like shall be enclosed by a security fence as approved by the Planning Commission through the site review process.

(g) Setback of outdoor storage area. Outdoor storage areas shall comply with the setback standards for the zoning district in which the use is located.

(h) Vehicle storage. When outdoor motor vehicle and watercraft storage is located in a commercial zoning district, the storage must be accessory to the principal building and use. Storage of motor vehicles and watercraft must be located behind the rear plane of the principal building and must be screened appropriately. There is no limitation on the number of motor vehicles that can be stored overnight. Storage of unlicensed vehicles is strictly prohibited.

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

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

Shane E. Blaser, Mayor

Jennifer M. Gossick, City Clerk

ADOPTED: JANUARY 16, 2024

APPROVED:

PUBLISHED:

ORDINANCE NO. MC

CITY OF WISCONSIN RAPIDS

A GENERAL ORDINANCE OF THE CITY OF WISCONSIN RAPIDS AMENDING PORTIONS OF CHAPTER 11, APPENDIX B – LAND USES, AND APPENDIX E – GENERAL DEFINITIONS, OF THE ZONING CODE, TO IDENTIFY ICE CREAM VENDING VEHICLES

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

SECTION I Chapter 11, Appendix B – Land Uses, 6.03 – Mobile vendor, shall hereby be amended to read as follows:

- 6.03 Mobile vendor **Description:** Mobile Vendor/Vending Unit: Mobile vendor means a person who peddles, vends, sells, serves, displays, offers to sell or give away food, beverages, and related items from a mobile vending unit. Mobile Vending Unit means any motorized or non-motorized vehicle, trailer, kiosk, push, or pedal cart, stand, display, carried container, blanket, ground covering, or other devices, designed to be portable and not permanently attached to the ground from which food, beverages, or related items are being peddled, vended, sold, serviced, displayed, offered for sale or given away. Mobile vending does not include a mobile wholesale delivery unit, a vehicle which is used solely to transport or deliver food, or a common carrier regulated by the state or federal government. **Vehicle Parking:** Exempt. If a permanent or regular location has been identified a site plan shall accompany a Zoning permit application. **Supplemental Standards:**
- (a) Local permit. A local permit is required to operate, in addition to Zoning review procedures as identified in Appendix A.
 - (b) Health Department Permit. A local health department permit may be required, dependent upon the use.
 - (c) Liquor license: Not permitted
 - (d) Location. See the land use matrix table (Appendix A). An 'Ice Cream Vending Vehicle' shall be exempt from location requirements.
- [1] Commentary: See ch. DHS 196, Wis. Admin. Code

SECTION II Chapter 11, Appendix E – General Definitions, Section (156) shall be created to read as follows:

(156) 'Ice cream vending vehicle' shall mean every motor vehicle from which ice cream, ice milk, frozen dairy products, ice flavored with syrup, or other confections are sold at retail, and that does not typically stop in a fixed location to wait for customers if customers are not present. Ice cream vending vehicle shall not include refrigerated, retail trucks which deliver pre-ordered ice cream or other frozen dairy products to a customer's residence.

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

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

Shane E. Blaser, Mayor

Jennifer M. Gossick, City Clerk

ADOPTED: JANUARY 16, 2024

APPROVED:

PUBLISHED:



Report of the Finance and Property Committee

Matt Zacher, Chairperson

Dean Veneman, Vice-Chairperson

Jay Bemke

Date of Meeting: January 2, 2024

Reported to Council: January 16, 2024

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

All members of the Finance and Property Committee were present.

1. Call to Order

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

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

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

Motion carried, 3-0.

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

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

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

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

5. Audit of the bills

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

6. Set next meeting date

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

7. In open session, the committee may vote to go into closed session under Section 19.85(1)(e) of the Wisconsin Statutes, which reads: "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session".

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

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

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

8. The Committee will return to open session and may take action regarding said offers and acquisitions.

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

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

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

10. In open session, the Committee may vote to go into closed session under Section 19.85(1)(e) of the Wisconsin Statutes, which reads: "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session".

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

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

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

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

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

Statewide Services, Inc.

Claim Division

1241 John Q. Hammons Dr.
P.O. Box 5555
Madison, WI 53705-0555
877-204-9712

December 19, 2023

City of Wisconsin Rapids
Attn: Karen Timm
444 W. Grand Ave.
Wisconsin Rapids, WI 54495

Program: League of Wisconsin Municipalities Mutual Insurance
Our Insured: City of Wisconsin Rapids
Date of loss: 10/11/2023
Our Claim # WM000712910342
Claimant: Kian Carter
171 5th St. North
Wisconsin Rapids, WI 54494

Dear Karen,

Statewide Services, Inc. administers the claims for the League of Wisconsin Municipalities Mutual Insurance, which insures the City of Wisconsin Rapids. We are in receipt of the claim submitted by Steve Nieman and Kian Carter, for alleged vehicle damage resulting from an open manhole on the Expressway.

We have reviewed the matter and recommend that the City of Wisconsin Rapids deny this claim pursuant to the Wisconsin statute for disallowance of claim 893.80(lg). The disallowance will shorten the statute of limitations period to six (6) months.

Our denial is based on the fact that our investigation revealed no liability on behalf of the City. The City maintains it had no knowledge or notice of the open manhole condition, prior to the claimant's incident on 10/11/23.

Please submit the disallowance directly to the claimant at the above address. The disallowance should be sent certified or registered mail and must be received by the claimant within 120 days after you receive Notice of Claim. Please send a copy of the disallowance to Statewide Services Inc. Claims, for our records.

Thank you,

Sarah Bourgeois, AIC, AINS
Claims Rep. II
Statewide Services Inc.
PO Box 5555
Madison, WI 53705-0555
608-828-5439 Phone
800-854-1537 Fax
sbourgeois@statewidesvcs.com

CC: Spectrum Insurance Group



Finance & Property Committee

Date of Request: December 20th, 2023

Requestor: Joe Eichsteadt, City Engineer

Request/Referrals:

1. In closed session, consider offer amounts for real estate purchases prescribed by the Lincoln Street Transportation Project Plat 2022-14.
2. Consider for approval the dedication of property currently owned by the City for the right-of-way prescribed by that project.

Background information:

Steve Shepro, Assessor, provided an average unit cost per square foot of frontage property based upon recent land sales which can be reviewed at the meeting.

Included with this referral document is the information sent to property owners which includes cover letter, rights of property owners and Transportation Project Plat.

You will note that some of the proposed right-of-way is owned by the City as part of Witter Field. Approval of this item will also be considered by the Planning Commission per state law and City ordinance.

Action you are requesting the committee take:

1. Setting an initial offer for each parcel along with negotiation authority for City Staff to work within.
2. Approving the dedication of the City park property for the right-of-way necessary for the project.

How will the item be financed? Public Works Construction Fund



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

December 12, 2023

CITY OF WISCONSIN RAPIDS
444 WEST GRAND AVE
WISCONSIN RAPIDS, WI 54495

Re: Lincoln Street, between East Riverview Expressway and Peach St
Parcel 12, Project No. 2022-14

Dear Property Owner,

The City of Wisconsin Rapids Engineering Department is beginning the process of acquiring right-of-way for a road improvement project on Lincoln Street. New right-of-way and a Temporary Limited Easement (TLE) are needed from your property for the construction of this project. Surveyors have already been to your property and established the boundaries of this area with project staking. The proposed purchase is marked with flags and lath.

The brochure "Rights of Landowners Under Wisconsin Eminent Domain Law" is enclosed to provide you with information about the acquisition process for public projects. I have also enclosed the right-of-way plat. The right-of-way plat shows the acquisition areas required for this project and lists the names of other property owners who are affected. The right-of-way plat, rights of landowners, preliminary plan sheets and project summary can also be found at <https://www.wirapids.org/construction-projects.html>.

Wisconsin Law provides property owners impacted by public projects with the right to a written appraisal. However, for certain non-complicated parcels, the acquiring agency may make an offer through an expedited process that does not involve an appraisal. Should you choose to have a written appraisal, I will make the necessary arrangements to prepare one and provide it to you.

Please call me at (715) 421-8251 or email jeichsteadt@wirapids.org with a phone number where you can be reached. I will need to discuss the project with you and the effect the project will have on your property. If you prefer that I meet with your representative, please provide me their name and telephone number. I look forward to working with you on the improvement of Lincoln Street.

Sincerely,

Joe Eichsteadt, P.E.
City Engineer

c/enc: Lincoln Street Right-of-Way Plat
Rights of Landowners Under Wisconsin Eminent Domain Law

The Rights of Landowners Under Wisconsin Eminent Domain Law



This pamphlet is published by the Wisconsin Department of Administration in cooperation with the Attorney General pursuant to Wis. Stat. § 32.26(6). It is not to be construed as legal advice. A displacing agency must make this pamphlet available to a displaced person before initiation of negotiations for acquisition of property for a public project.

Procedures Under Wis. Stat. § 32.05: Highways, Streets, Storm & Sanitary Sewers, Watercourses, Alleys, Airports and Mass Transit

This brochure provides information on how the condemnation process works in Wisconsin, including the rights of property owners impacted by the process. More detailed information is available in Wis. Stat. Ch. 32.

Relocation Assistance
Division of Legal Services
Department of Administration
101 E. Wilson Street
Madison, WI 53703
Phone: (608) 266-2887
Email: TracyM.Smith@wisconsin.gov
<http://www.doa.state.wi.us/>

Last Updated May 2018

INTRODUCTION

The Wisconsin Constitution, Article. 1, section 13 establishes eminent domain authority, which is the power to take private property for a public purpose with payment of just compensation. The Eminent Domain Statute, Wis. Stat. Ch. 32, vests several public and private entities with eminent domain power. Condemnation is the legal process by which the acquiring authority exercises its eminent domain power.

The following are jurisdictional requirements that the acquiring authority must obey in order to condemn property. An acquiring authority must respect these stipulations regardless of whether it intends to exercise its eminent domain power to condemn property.

RELOCATION ORDER

The Eminent Domain Statute requires specific entities to make a relocation order that provides for the laying out, relocation and improvement of a transportation-related facility prior to initiating negotiations. The order must include a map or plat showing the old and new facility locations, as well as the land and interests required for the project. Within 20 days of its issue, a copy of the order must be filed with the county clerk where the lands are located.

APPRAISAL

The acquiring authority must obtain at least one appraisal for each property it will acquire prior to initiating negotiations. When obtaining and drafting the appraisal, the appraiser must consult with the property owner. Once completed, the appraiser must provide the property owner with a full narrative appraisal. Also, the acquiring authority must notify the property owner that he may obtain his own appraisal at the (reasonable) expense of the acquiring authority, which must be submitted to the acquiring authority within 60 days of obtaining the acquiring authority's appraisal.

The appeal must be tried by a jury unless waived by both parties. The jurisdictional offer or basic award amounts may not be disclosed during trial. No other party of interest can file a separate appeal, but may join the existing appeal by providing notice to the condemnor and the appellant by certified mail or personal service within 10 days of receipt of notice of the appeal.

LITIGATION EXPENSES/COSTS

"Litigation expenses" is defined as "the sum of the costs, disbursements and expenses, including reasonable attorney, appraisal and engineering fees necessary to prepare for or participate in actual or anticipated proceeds before the condemnation commissioners, board of assessment or any court under [Chapter 32]." Wis. Stat. § 32.28(1)(b). There are several conditions under which litigation expenses may be awarded to a complainant in a just compensation matter. These conditions include but are not limited to: (1) the acquiring authority abandons the proceeding; (2) the court determines the condemnor does not have the right to condemn the property or there is no necessity for its taking; (3) the judgment is for the plaintiff in an action under Wis. Stat. § 32.10; etc. For a complete listing, please review Wis. Stat. § 32.28(3)(a)-(i).

JURISDICTIONAL OFFER

If negotiations fail, the acquiring authority must provide the property owner with a jurisdictional offer. The offer must be delivered either by certified mail or personal service and include: (1) a description of the nature of the project; (2) a description of the property to be acquired; (3) the proposed date of occupancy; (4) the compensation offer; (5) notice that any additional items payable may be claimed for relocation assistance; (6) a statement that the appraisal on which the offer is based is available for viewing; and (6) notice that the owner has 2 years from the date the acquiring authority takes the property by award to appeal for greater compensation, even if the owner has already accepted and used the award.

A lis pendens gives notice to interested parties that the property may be acquired for public use. One must be filed with the register of deeds for the county in which the property is located within 14 days of when the offer is personally served or mailed. An owner must accept or reject the offer within 20 days of the offer's service or mailing date. If accepted, title transfers to the acquiring authority and the owner must be paid within 60 days. If rejected in writing by all owners of record, the acquiring authority may make an award of compensation.

CONTESTING THE RIGHT OF CONDEMNATION

Within 40 days from the date of service or the mailing date of the jurisdictional offer, an owner who wants to contest the right of condemnation for any reason other than the inadequacy of the amount of compensation, must commence an action in the circuit court of the county where the property is located, naming the condemnor as the defendant. However, if the owner has already accepted and retained any of the compensation, such an appeal may not be filed.

AWARD OF COMPENSATION

If the owner fails to accept the jurisdictional offer within 20 days of personal service or the mailing date, or if all owners of record reject the offer in writing, the acquiring authority may deliver a written award of damages by certified mail or personal service. This is called the award of compensation and must include: (1) a property description; (2) a description of the interest to be acquired; (3) the date of occupancy; (4) the amount of compensation (at least equal to the jurisdictional offer); and (5) a statement that the acquiring authority has complied with all jurisdictional requirements.

After the acquiring authority has served the award and provided payment, it shall record the award with the register of deeds for the county in which the property is located. At the time of recording, title vests in the acquiring authority. This date is called the date of evaluation.

OCCUPANCY & WRIT OF ASSISTANCE

The acquiring authority must provide at least 90 days written notice to the property owner of the required move date. If title vests with the acquiring authority before that 90-day period ends, the occupant will be able to live in the property rent-free for the first 30 days, beginning on the 1st or 15th day of the month after title vests with the acquiring authority. If the occupant denies the condemnor the right of possession of the property at the end of the 90-day period, the acquiring authority may apply to the court for the county in which the property is located for a writ of assistance to be put in possession of the property upon 48-hour notice to the occupant. The court shall grant the writ of assistance if all jurisdictional requirements to condemn have been complied with, the award has been paid and comparable property has been made available.

CONTESTING THE COMPENSATION AWARD

Any party having ownership interest in the acquired property has 2 years from the date of evaluation to challenge the compensation award. To challenge the award, any party of interest must appeal to the judge for the circuit court holding the property for assignment to the condemnation commission. When one party of interest appeals the award, no other party may file a separate appeal, but instead must join the existing appeal by serving notice on the condemnation commission and appellant within 10 days of receiving notice of the appeal. The jurisdictional offer or basic award may not be disclosed to the condemnation commission. Whether the commission decides that the fair market value is greater or less than the compensation award, payments should be made within 70 days after the date of the filing of the award unless it is appealed to the circuit court.

Any party to the condemnation commission proceeding may appeal the award to the circuit court of the county holding the property. The sole issues to be tried are the question of title, if any, and the amount of just compensation the condemnor must pay. A jury must try this appeal unless waived by both parties. The jurisdictional offer, the basic award, or the condemnations commission's award may not be disclosed during the trial. Awarded money must be paid within 60 days of the judgement entry.

Parties with ownership interest in the acquired property may waive the appeal to the condemnation commission, appealing directly to the circuit court of the county holding the property within 2 years of the evaluation date. This appeal takes priority over all other actions not then on trial. The sole issues to be examined are the question of title, if any, and the compensation amount the condemnor must pay.

NEGOTIATIONS

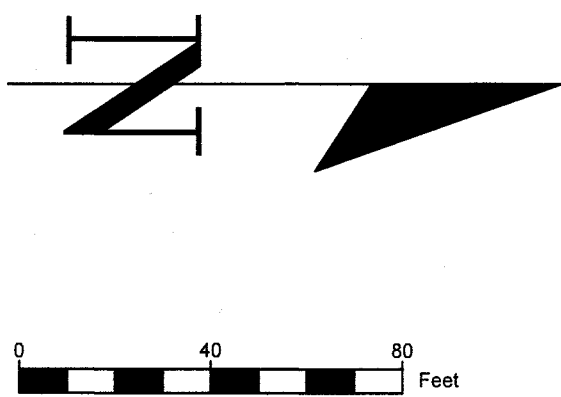
The acquiring authority must negotiate with the property owner for the property purchase and must consider the full narrative appraisal to establish the property's fair market value during negotiations. It must provide a map showing all property the project impacts and the names of at least 10 neighbors who are receiving offers. If the project affects fewer than 10 owners, the acquiring authority must give the names of all offerees. Property owners may inspect and make copies of any maps the acquiring authority holds. The acquiring authority may consider relocation benefits during negotiations.

In partial acquisitions, fair market value is the greater of either the fair market value of the part acquired or the difference between the entire property value before acquisition and its value after. If only part of the property is acquired and an uneconomic remnant remains, the acquiring authority must also offer to acquire the uneconomic remnant. An uneconomic remnant is the property remaining after a partial taking, if the property remaining is of such size, shape or condition to be of little value or of substantially impaired economic viability.

Compensation for an easement is either the difference between the property value immediately before and immediately after the date of evaluation. The date of evaluation is the date the conveyance is recorded in the register of deeds in the county holding the property.

If the property owner agrees to a negotiated sale, the acquiring authority must record the conveyance with the county register of deeds. After recording, the acquiring authority must provide notice of the conveyance to all owners of record, by certified mail or personal service, as well as of their right to appeal the compensation award within 6 months of the recording date.

TRANSPORTATION PROJECT PLAT 2022-14

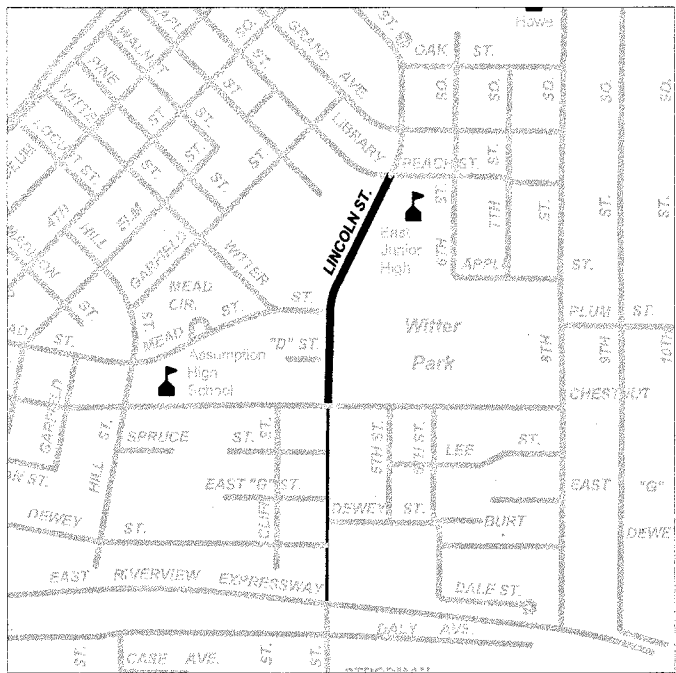


THAT PART OF LOT 23 AND 43 OF EAST SIDE ASSESSOR'S PLAT NO. 42 LOCATED IN THE SOUTHEAST 1/4 OF THE SOUTHWEST 1/4, AND PART OF LOTS 1, 2, 3, 4 OF BLOCK 3, AND LOTS 1, 2, 3, 4 OF BLOCK 4, AND LOTS 1, 2, 3, 4 OF BLOCK 5 OF SUBDIVISION OF SW SW OF SARGENT'S PLAT OF THE CITY OF GRAND RAPIDS WISCONSIN LOCATED IN THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4, AND PART OF LOT 2 OF WCCSM NO. 4814 LOCATED IN THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4; ALL IN SECTION 17 OF TOWNSHIP 22 RANGE 6 EAST, CITY OF WISCONSIN RAPIDS, WOOD COUNTY, WISCONSIN.

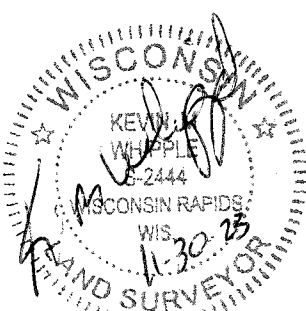
RELOCATION ORDER LINCOLN STREET (EAST RIVERVIEW EXPRESSWAY TO D STREET)

TO PROPERLY ESTABLISH, LAYOUT, WIDEN, ENLARGE, EXTEND, CONSTRUCT, RECONSTRUCT, IMPROVE OR MAINTAIN A PORTION OF THE HIGHWAY DESIGNATED ABOVE, THE CITY OF WISCONSIN RAPIDS DEEMS IT NECESSARY TO RELOCATE OR CHANGE SAID HIGHWAY AND ACQUIRE CERTAIN LANDS AND INTERESTS OR RIGHTS IN LANDS FOR THE ABOVE PROJECT

- TO EFFECT THIS CHANGE, PURSUANT TO AUTHORITY GRANTED UNDER SECTION 84.02 (3), 84.09 AND 84.30, WISCONSIN STATUTES, THE CITY OF WISCONSIN RAPIDS HEREBY ORDERS THAT:
- THAT PORTION OF SAID HIGHWAY AS SHOWN ON THIS PLAT IS LAID OUT AND ESTABLISHED TO THE LINE AND WIDTHS AS SO SHOWN FOR THE ABOVE PROJECT.
 - THE LANDS OF INTERESTS OR RIGHTS IN LANDS AS SHOWN ON THIS PLAT ARE REQUIRED BY THE DEPARTMENT FOR THE ABOVE PROJECT AND SHALL BE ACQUIRED IN THE NAME OF THE CITY OF WISCONSIN RAPIDS, PURSUANT TO THE PROVISIONS OF SECTION 84.09 (1) OR (2), WISCONSIN STATUTES.

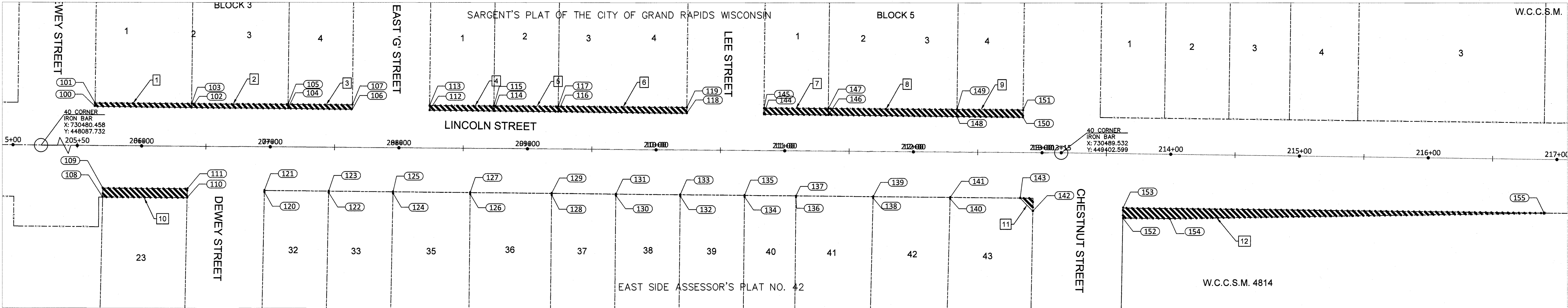


THIS PLAT AND RELOCATION ORDER ARE APPROVED FOR THE CITY OF WISCONSIN RAPIDS.
COUNCIL DATE: 11/14/2023
CITY ENGINEER SIGNATURE: *Joe Schaefer* DATE 11/27/2023



2023R08973
TIFFANY R. RINGER
WOOD COUNTY
REGISTER OF DEEDS
RECORDED ON
11/28/2023 02:24 PM
PLAT FEE \$25.00
EXEMPT #: 1
PAGES: 1

RESERVED FOR REGISTER OF DEEDS
PROJECT NUMBER 2022-14
SHEET 1 OF 1



LEGEND

EXISTING R/W

NEW R/W

FEE ACQUISITION AREA

NOTES:

POSITIONS SHOWN ON THIS PLAT ARE WISCONSIN COORDINATE REFERENCE SYSTEM COORDINATES (WISCRS), WOOD COUNTY, NAD83 (2011), IN US SURVEY FEET. VALUES SHOWN ARE GRID COORDINATES, GRID BEARINGS, AND GRID DISTANCES. GRID DISTANCES MAY BE USED AS GROUND DISTANCES.

ALL NEW RIGHT-OF WAY MONUMENTS WILL BE TYPE 2 (TYPICALLY 3/4" X 24" IRON REBARS), UNLESS OTHERWISE NOTED, AND WILL BE REPLACED PRIOR TO THE COMPLETION OF THE PROJECT.

EXISTING HIGHWAY RIGHT-OF-WAY SHOWN HEREIN IS BASED ON THE FOLLOWING POINTS OF REFERENCE:

EAST SIDE ASSESSOR'S PLAT NO. 42

SARGENT'S PLAT

A FEE SIMPLE MEANS AN ABSOLUTE ESTATE OR OWNERSHIP IN PROPERTY INCLUDING UNLIMITED POWER OF ALIENATION, EXCEPT AS TO ANY AND ALL LANDS ACQUIRED OR TAKEN FOR HIGHWAY, ROAD, OR STREET PURPOSES.

A TEMPORARY LIMITED EASEMENT (TLE) IS A RIGHT FOR CONSTRUCTION PURPOSES, AS DEFINED HEREIN, INCLUDING THE RIGHT TO OPERATE NECESSARY EQUIPMENT THEREON, THE RIGHT OF INGRESS AND EGRESS, AS LONG AS REQUIRED FOR SUCH PUBLIC PURPOSE, INCLUDING THE RIGHT TO PRESERVE, PROTECT, REMOVE, OR PLANT THEREON ANY VEGETATION THAT THE HIGHWAY AUTHORITIES MAY DEEM DESIRABLE. ALL (TLEs) ON THIS PLAT EXPIRE AT THE COMPLETION OF THE CONSTRUCTION PROJECT FOR WHICH THIS INSTRUMENT IS GIVEN.

A PERMANENT LIMITED EASEMENT (PLE) IS A RIGHT FOR CONSTRUCTION AND MAINTENANCE PURPOSES, AS DEFINED HEREIN, INCLUDING THE RIGHT TO OPERATE NECESSARY EQUIPMENT THEREON AND THE RIGHT OF INGRESS AND EGRESS, AS LONG AS REQUIRED FOR SUCH PUBLIC PURPOSE, INCLUDING THE RIGHT TO PRESERVE, PROTECT, REMOVE, OR PLANT THEREON ANY VEGETATION THAT THE HIGHWAY AUTHORITIES MAY DEEM DESIRABLE, BUT WITHOUT PREJUDICE TO THE OWNER'S RIGHTS TO MAKE OR CONSTRUCT IMPROVEMENTS ON SAID LANDS OR TO FLATTEN THE SLOPES, PROVIDING SAID ACTIVITIES WILL NOT IMPAIR OR OTHERWISE ADVERSELY AFFECT THE HIGHWAY FACILITIES.

DIMENSIONING FOR THE NEW RIGHT-OF-WAY IS MEASURED ALONG AND PERPENDICULAR TO THE NEW REFERENCE LINES.

ALL RIGHT-OF-WAY LINES DEPICTED IN THE NON-ACQUISITION AREAS ARE INTENDED TO RE-ESTABLISH EXISTING RIGHT-OF-WAY LINES AS DETERMINED FROM PREVIOUS PROJECTS, OTHER RECORDED DOCUMENTS, CENTERLINE OF EXISTING PAVEMENTS AND/OR EXISTING OCCUPATIONAL LINES.

SCHEDULE OF LANDS & INTERESTS				OWNERS NAMES ARE SHOWN FOR REFERENCE PURPOSES ONLY, AND ARE SUBJECT TO CHANGE PRIOR TO TRANSFER OF LAND INTERESTS TO THE DEPARTMENT			
PARCEL #	ID	OWNERS	INTERESTS REQUIRED	R/W SF REQUIRED			FEE SF REQUIRED
				NEW	EXISTING	TOTAL	
1	3408351	JOSEPH B & GAYLE A PELLETT	FEE	205.66			205.66
2	3408352	BRADEN B MUELLER	FEE	228.01			228.01
3	3408353	JAMES R RINKER JR & JUDITH L RINKER	FEE	164.42			164.42
4	3408343	KATHY M LAMB	FEE	186.28			186.28
5	3408344	STEVE P HEATH & S M SKIBA	FEE	196.21			196.21
6	3408346	KATHRYN KULIK	FEE	422.23			422.23
7	3408335	CHRISTOPHER J BALL	FEE	242.90			242.90
8	8408337	KELLY JOSSART & SHERYL FORS	FEE	515.60			515.60
9	3408338	JOHN L & ELIZABETH G TURNER	FEE	280.24			280.24
10	3407923	ALEXANDER J JESSICA S WODLARSKI	FEE	459.35			459.35
11	3407943	BARBARA A KUBAT	FEE	49.99			49.99
12	3407850	CITY OF WISCONSIN RAPIDS	FEE	1411.04			1411.04

R/W COURSE TABLE		
COURSE	BEARING	DISTANCE
100-101	N89° 20' 31.65"W	2.59
101-103	N0° 23' 43.35"E	75.00
103-105	N0° 23' 43.35"E	75.00
105-107	N0° 23' 43.35"E	50.00
107-108	S89° 20' 31.65"E	3.39
108-108	S88° 41' 26.39"E	7.00
108-110	N0° 23' 43.35"E	65.63
110-111	N88° 52' 17.81"W	7.00
112-113	N89° 20' 31.65"W	3.63
113-115	N0° 23' 43.35"E	50.00
115-117	N0° 23' 43.35"E	50.00
117-119	N0° 23' 43.35"E	100.00
119-118	S89° 20' 31.65"E	4.42
121-120	S88° 52' 17.81"E	1.00
143-142	N45° 47' 37.54"E	14.07
144-145	N89° 20' 31.65"W	4.76
145-147	N0° 23' 43.35"E	50.00
147-149	N0° 23' 43.35"E	100.00
149-151	N0° 23' 43.35"E	51.36
151-150	S89° 16' 36.41"E	5.56
152-154	N0° 46' 28.27"E	36.46
154-155	N0° 50' 54.34"W	290.87

STATION & OFFSET TABLE					
POINT	STATION	OFFSET	POINT	STATION	OFFSET
100	205+63.63	-30.50'	117	209+23.65	-33.04'
101	205+63.64	-33.10'	118	210+23.63	-28.60'
102	206+38.63	-30.19'	119	210+23.65	-33.03'
103	206+38.64	-33.08'	142	212+93.06	45.39'
104	207+13.63	-29.88'	143	212+83.18	35.37'
105	207+13.64	-33.07'	144	210+83.63	-28.26'
106	207+63.63	-29.68'	145	210+83.65	-33.02'
107	207+63.64	-33.07'	146	211+33.62	-28.05'
108	205+69.93	39.91'	147	211+33.65	-33.01'
109	205+70.04	32.91'	148	212+33.62	-27.64'
110	206+35.57	39.92'	149	212+33.65	-32.99'
111	206+35.66	32.92'	150	212+84.98	-27.43'
112	208+23.63	-29.43'	151	212+85.01	-32.99'
113	208+23.64	-33.06'	152	213+63.37	49.89'
114	208+73.63	-29.22'	153	213+63.40	42.19'
115	208+73.65	-33.05'	154	213+99.84	49.89'
116	209+23.63	-29.02'	155	216+90.59	41.66'

PROJECT NO: 2022-14

HWY:

COUNTY: WOOD

LINCOLN STREET

SHEET

E

FILE NAME : S:\ENGINEERING\PROJECTS\2022-14 LINCOLN ST - EAST GRAND AVE TO EXPRESSWAY\CAD\DRAWINGS\TRANSPORTATION PLAT.DWG
LAYOUT NAME --

PLOT DATE : 11/27/2023 2:30 PM

PLOT BY : KIEFER, ANDREW

PLOT NAME :

WSDOT/CADDs SHEET 41

Vol 13 of plats, page 190

The report of the Finance and Property Committee meeting held on January 16, 2024 will be distributed at the Common Council meeting on January 16, 2024.

REPORT OF THE PUBLIC WORKS COMMITTEE

Tom Rayome

Ryan Austin

Dennis Polach

Date of Meeting: 1/4/2024
Reported to Council: 1/16/2024

The Public Works Committee met on Thursday, January 4th, 2024 in the Council Chambers at City Hall. All members were present. Others attending are listed on the sign-in sheet.

1. Call to order

The meeting was called to order at 5:00 PM

2. Review Engineering & Street Department Monthly Activity Report.

The reports were reviewed.

3. Review Referral List.

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

4. Set Next Meeting Date

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

5. Adjourn

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



PUBLIC WORKS DEPARTMENT

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

December 2023

Refuse and Recycling

- Garbage Collection estimate 383.48 tons, 396.19 tons in 2022
- Recycling Collection estimate 87.88 tons, 91.24 tons in 2022

Construction

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

- Project complete except for restoration and removal of two stumps on one property

9th Ave (High Street – Fremont)

- Project complete

Shorewood Terrace (1st Street North – Dead End)

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

Apricot/ Broadway Street Intersection

- Completed retaining wall, subgrade sidewalk and gravel Apricot Street from Broadway – 11th

Items to complete

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

Streets Maintenance

- Monthly brush pickup
- Crushing blacktop at City Pit
- Broke Concrete and removed steel from rejected concrete from the recycling pile
- Screening Compost at Westside
- Screened Black Dirt at the City Pit
- Clearing the Right of Way on 48th Street North in East Commerce
- Assisted Parks with Tree Care
- Assisted WWLC with water main break
- Trimmed brush for the Airport Commission
- Constructed Cul De Sac on dead end of Oak Street west of HWY 54
- Preliminary investigation of a Manhole replacement on STH 34
- Took delivery of material's for 2024 Construction prior to price increase
- Assisted Parks with project at the ZOO
- Took delivery and made salt sand
- Sweep leaves
- Hauled scrap metal to metal recycling

- Cut Brush on West river bank
- Worked on minor snow and ice events
- Maintained manholes in various locations

Paint and Signs

- Moved advanced warning signs to proper spacing on Railroad Crossing
- Installed at Grade Banner sleeves at approved locations
- Completed the necessary advance warning signs for Railroad Crossing
- Started replacement of the Stop, Yield and regulatory signs that no longer meet the requirements of the MUTCD

Shop and Repairs

- Routine service work fleet trucks
- Service Police and Fire's fleet
- Reviewed two Quad Axle trucks pre delivery
- Calibrated Vbox salt spreaders
- Repaired engine leaks and radiator repair on Construction roller
- Prepared Compost turner for travel
- Prepared topsoil screener for winter maintenance
- Check over snow equipment after use during snow event



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

ENGINEERING DEPARTMENT Monthly Activity Report

December 2023

Permits & Degradation

- 25 Permits/Licenses (19 last month) for asphalt paving (1), driveway grades/concrete pour inspections (2), storm water (0), excavating (6), Street Privilege (0), storm connection (0), permit parking (1), banner (0), environmental testing well (0), contractor licenses (15)
 - This year – 278 permits & licenses
- 211 Diggers Locates for Storm Sewer & Sanitary Sewer (178 last month)
 - 7 Emergency locates (1 outside of normal business hours)
- Degradation fees - this year = \$64,136.18
 - This month = \$90,797.78 (\$846.78 last month)

Traffic

- Stop Sign / Yield Sign Requests
 - Stop or Yield Control review at 7th Ave S and Hale St. Traffic counts were completed in December.
- 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 – N/A
- ITS Standalone Signal Grant
 - 2023 Project @ Expy and W Grand Ave started on September 25th. Temporary equipment was taken down on 11/29/23 so the new signals are now operational.
 - 2024 Project @ Expy and High St and Expy and Chase St – grant was approved and consultant will be updating plans and rebidding in preparation for 2024 construction.
- Signal complaints
 - Riverview Expressway having to stop at every intersection. Travel time tests were completed the last week of October and results are being analyzed.
 - 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.



ENGINEERING DEPARTMENT

444 West Grand Avenue

Wisconsin Rapids, WI 54495-2780

Engineering (715) 421-8205 FAX (715) 421-8291

- 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 ~~November~~ January (?).

Project Designs/Construction underway:

Maintenance Projects

2023 Reconstruction Projects

- 2023 Contracts
 - Sewer Lining Contract – Lining activities are complete and contract is being closed out. Cleaning and televising is complete. Contract was awarded to Insituform Technologies. Engineering Dept. is working with Contractor to get contract documents signed and ensure proper insurance and bonding is in place prior to commencing work.

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%
 - Extension 10th St N to 12th St N – 100%
 - 14th Ave N (W Grand Ave to Fremont St) – 100%
 - McKinley St (8th Ave to 14th Ave) – 100%
 - E Jackson St (Jackson St Bridge to E Grand Ave) – 99% - survey work started 9/18/23
 - Rudolph Forcemain Discharge Manhole – 100%
 - Dixon Parking Lots – 100%
 - Mead Field Pickle Ball Courts – 100%
- Design for future Projects
 - 9th St S (Peach St to Chestnut St) – 99%
 - Lincoln St (Expressway to Peach St) – 65%
 - ROW Plat is 100%
 - Wylie St (8th St N to 12th St N) – 80%
 - 14th Ave N (W Grand Ave to Fremont St) – 50%
 - McKinley St (8th Ave N to 14th Ave N) – 50%
 - E Jackson St – 0%
 - Rudolph Forcemain Discharge Manhole – 75%



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

- Dixon Parking Lot – 90%
- Mead Field Pickle Ball Courts – pending

Projects Involving Grants

- 8th St S and Wood Ave - Highway safety Improvement Grant (HSIP).
 - Strand was awarded the project 12/20/23 and is pending a successful contract negotiation with the DOT.
 - Request for Qualifications were sent out on 11/17/23 with a due date of 12/8/23.
 - Design will commence in 2024 with construction proposed in 2025
- 8th St S – Lakewood Ln to Whitrock Ave – DOT is working on selecting a design consultant to begin designing this project.
- Rail Notification – Predictive Mobility Project
 - Jordan Kelbley, DOT Planning Supervisor. “Unfortunately, some Carbon Reduction Program (CRP) projects were unable to meet federal funding authorization timelines to obligate federal fiscal year (FFY) 2023 funding. Purchases needed to be completed prior to November 2023. This was very difficult for most of the CRP funded projects. The department hopes to fund all remaining awarded CRP projects in FFY 2024 which we are currently in. The Wisconsin 2023-2025 Biennial Budget passed by the Legislature did not allocate enough federal funding to the local transportation facility improvement appropriation to fully fund the remaining CRP projects. The department expects additional federal funds once Congress (federal government level) passes an appropriations bill, which should allow the department to fully fund the remaining CRP projects. The department will submit a federal spending plan to the Wisconsin Legislature’s Joint Committee on Finance later this fiscal year outlining how it will allocate the additional federal funding. Until Congress passes legislation fully funding the Bi-partisan Infrastructure Law (BIL) we are on hold. It is likely the earliest we would see funding available would be in the late February to early March time frame. It could take much longer depending on when Congress takes action.”

Storm Water Utility

- One Mile Cr. – All easements for the project are now secured.
 - Dredging Permit – Hazardous material discharge permit is ready for approval. The Ch. 30 Permit is continuing to move forward; however, two comments were provided back which appear to be permit conditions once approved:
 - To avoid greatest impacts to amphibians/reptiles, a slow drawdown is required starting in late summer (mid-August) and ending in mid-September. Late summer to early fall drawdowns are preferred.



ENGINEERING DEPARTMENT

444 West Grand Avenue

Wisconsin Rapids, WI 54495-2780

Engineering (715) 421-8205 FAX (715) 421-8291

- Fisheries also has a window of time from *mid-March to mid-May* where work needs to be avoided.
- Dam Permit – DNR is reassigning the review of this permit to another staff member as of 12/2/23. No communications have occurred since that notification.
- Illicit discharge testing is complete for the year.

Other Highlights

PUBLIC WORKS COMMITTEE REFERRAL LIST:

2024 (1/2/2024)

1. Request from Alderperson Tom Rayome to discuss the future of 8th St S. (2016)
2. Request from Rayome for Quiet Zones for trains on the east side of city. (2023)
3. Review the Change Order policy and consider updates. (2023)
4. Consider a request to allow residential properties additional garbage bins for an additional fee. (2023)
5. Request from Melanie Minervini (1722 3rd St N) to review, revise and update Ch 27 Parking regarding parking meters and overnight parking 27.13(4)(e).



Human Resources Committee Meeting Minutes January 11, 2024

Human Resources Committee

Jay Bemke, Chairperson

Jake Cattanach, Vice Chairperson

Patrick Delaney

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

Agenda

1. Call to order

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

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

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

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

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

4. Set next meeting date.

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

5. Adjournment

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



Personnel Committee

Meeting Minutes for
October 30, 2023

1. Call to Order: Chairperson St. Myers called the meeting of the McMillian Personnel Committee to order at 4:00 p.m.

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

3. Roll Call:

Committee Members:

Andrea Galvan
Craig Broeren

Scott Kellogg
Karen Schill

Elizabeth St.Myers
Evan O'Day

Other Board Members:

~~Emily Kent~~
~~William Clendenning~~

Susan Feith
Kim Heniadis

~~Ryan Austin~~

4. Approval of Minutes: Motion by C. Broeren, seconded by K. Schill to approve the Personnel Committee minutes of September 14, 2023. Motion carried by unanimous vote.

5. Closed Session requirements read by E. St.Myers. Motion by C. Broeren, seconded by S. Kellogg to take a roll call vote and go into closed session to discuss K. Elchert's director's evaluation. Motion carried by unanimous Yeses.

6. November Meeting Date: There will not be a November meeting and the next meeting will be on December 14th at 4pm.

7. Items for Next Agenda:

City of Wisconsin Rapids Policies

The First Section of the Inclusive Diversity Guide

An update on how K.Elchert does the staff evaluations; the form used and how often.

8. Adjournment: Motion made by S. Kellogg, seconded by E. St.Myers to adjourn at 4:53 p.m.

Respectfully submitted by Kim Heniadis, Secretary



Building and Grounds Committee

Meeting Minutes for

November 8, 2023

1. Call to Order: In Chair Austin's absence, Kellogg called the meeting of the McMillan Library Building and Grounds Committee to order at 5:01p.m.

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

3. Roll Call:

Committee Members:

Andrea Galván
Kim Heniadis

Karen Schill
~~Ryan Austin~~—excused

Scott Kellogg
Susan Feith

Other Board Members:

~~Evan O'Day~~
~~Elizabeth St. Myers~~

~~Craig Broeren~~
~~William Clendenning~~

~~Emily Kent~~

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

Others in Attendance: Tom Diedrick, Finishing Touch Signs

4. Approval of Minutes: A motion was made by K. Heniadis, second by S. Kellogg, to approve the minutes of the October 11, 2023 Buildings and Grounds Committee meeting. Motion carried by unanimous vote.

5. Discussion of 2024 Facility Updates : *Tabled*

- Elevator Public Bid Process
- Grand Ave Entrance Public Bid Process

6. Donor Signage Update: Members of committee walked around the library space with Diedrick from Finishing Touch Signs to determine placement of donor signage.

- Donor signage wall: outer gray wall of the Makerspace
- Skylight donor: hanging from white trim around bottom of opening; or a pillar
- Study spaces: the walls next to the meeting/training room
- Makerspace: on teal trim about main doors
- Ideas Lounge: above white board
- Upper lobby: above bubbler (possibly wait until elevator project done)
- Theater seats: wall to the right of the doors

Diedrick will put together some designs to share with the Board based on discussion. He recommends continuing the brushed aluminum characters for space signage recognition. For the donor wall, he plans to use painted, routed acrylic for the donor plates, which will be mounted to an aluminum backer.

Elchert will print the donor spreadsheet for Feith to compare to her spreadsheet.

7. Closed Session: *Tabled*

The Board may vote to go into closed session under Section 19.85(1)(e), Wis. Stats., which reads: "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session." In closed session, the Committee will discuss negotiations and strategy regarding an agreement for the solar panel array located on the McMillan Memorial Library roof. The Committee will return to open session and may take action regarding the aforementioned solar panel agreement.

8. Building Tour to Identity Future Projects: *Tabled*

9. Items for Next Agenda

- Tabled items

10. Adjournment: K. Heniadis moved to adjourn, S. Feith seconds. Motion carried unanimously.

S. Kellogg adjourned the meeting at 6:09 p.m.



Building and Grounds Committee

Meeting Minutes for

December 13, 2023

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

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

3. Roll Call:

Committee Members:

Andrea Galván
Kim Heniadis

Karen Schill
Ryan Austin

Scott Kellogg
Susan Feith

Other Board Members:

~~Evan O'Day~~
~~Elizabeth St. Myers~~

~~Craig Broeren~~
~~William Clendenning~~

~~Emily Kent~~

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

Others in Attendance:

4. Approval of Minutes: A motion was made by K. Heniadis, second by S. Feith, to approve the minutes of the November 8, 2023 Buildings and Grounds Committee meeting. Motion carried by unanimous vote.

5. Discussion of 2024 Facility Updates

- **Elevator Public Bid Process:** meeting on Monday, December 18th with Eichsteadt to discuss the project, then Austin will make contact with elevator companies.

- **Grand Ave Entrance Public Bid Process:** identify scope of project, may not have to pursue architect or engineer depending on scope.

6. Donor Signage Update: locations identified, materials selected; hoping to get finalized design for Board meeting; Board will review spreadsheet at next meeting.

7. Security System: Committee needs information on pricing and when this change would happen; invite Mickelson to future meeting.

K. Schill arrived at 5:37pm.

8. Building Tour to Identity Future Projects: toured entrance and discussed possible adaptations to make the entrance accessible, including expanding concrete and potentially widening a parking spot on Grand Ave.

9. Items for Next Agenda

- bathrooms
- coffee shop area into teen space

10. Adjournment: R. Austin made a motion to adjourn, K. Heniadis seconds. Motion carried unanimously.

Austin adjourned the meeting at 6:10 p.m.

Respectfully Submitted: Claire Parrish, Assistant Director



Finance Committee

Meeting Minutes for

November 8, 2023

1. Call to Order: Chair Feith called the meeting of the McMillan Library Finance Committee to order at 4:02p.m.

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

3. Roll Call:

Committee Members:

Andrea Galván

Susan Feith

Emily Kent

~~Ryan Austin~~ – excused

Craig Broeren

William Clendenning

Other Board Members:

~~Elizabeth St. Myers~~

~~Karen Schill~~

~~Evan O'Day~~

~~Scott Kellogg~~

~~Kim Heniadis~~

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

Others in Attendance:

4. Approval of Minutes: A motion was made by W. Clendenning, second by S. Feith to approve the minutes of the October 11, 2023 Finance Committee meeting with an amendment to number 5 discussion to correct payments and number of months. Motion to approve carried by unanimous vote.

5. Update – Legacy Grant, Entrance Project: Feith reported on meeting with Mike Boveey from the Legacy Foundation. Conditions for grant include: elements of funding in place, contracts in place, project materials ordered.

6. Update – Solar Array Contracts / Costs: Galván has a letter of engagement to employ Stafford Rosenbaum.

Motion by C. Broeren, second by S. Feith to recommend approval of letter of engagement for Stafford Rosenbaum on November Board Meeting agenda. Motion carried by unanimous vote.

7. Update – Donor Recognition – Learning Futures: Finance committee needs to verify donor names/spaces/levels. K Elchert will provide the existing library Learning Future Donation spreadsheet.

4:38pm Kellogg arrived

8. Endowment Request – Parrish Rotary Membership:

Motion by C. Broeren to recommend to the full Board that Parrish be the representative from the Library in the Rotary Club, with dues and meals to be paid for through Endowment line 3203, meetings, schools, and seminars. S. Feith seconds. All in favor, motion carried by unanimous vote.



Finance Committee

9. Items for Next Agenda: N/A

10. Adjourn: Motion by C .Broeren, second by W. Clendenning. Motion carried by unanimous vote.

Chair Feith adjourned the meeting at 4:44p.m.



Services Committee

Meeting Minutes for

November 14, 2023

1. Call to Order: Chair Heniadis called the meeting of the McMillan Library Services Committee to order at 4:30pm.

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

3. Roll Call:

Committee Members:

Andrea Galván

Evan O'Day

Kim Heniadis

~~Elizabeth St. Myers~~—excused

Emily Kent

William Clendenning

Other Board Members:

Susan Feith

Ryan Austin

~~Scott Kellogg~~

~~Craig Broeren~~

~~Karen Schill~~

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

Others in Attendance:

4. Approval of Minutes: A motion was made by K. Heniadis, second by E. O'Day to approve the minutes of the September 12, 2023 Services Committee meeting. Motion to approve carried by unanimous vote.

5. Emergency Closures Policy: Elchert reviewed the policy and Committee discussed.

Motion by K. Heniadis, second E. Kent, to send the Emergency Closures policy to the full board for approval. Motion carried by unanimous vote.

6. Displays and Exhibits Policy: Elchert reviewed the policy and the Committee discussed.

Motion by K. Heniadis, second by E. O'Day, to send the Displays and Exhibits policy, with the Library Director timeline added, to the full board for approval, with it then being sent on to the City Attorney. Motion to approve carried by unanimous vote.

7. The Inclusive Services Statement and Guide: *Tabled*

8. Items for Next Agenda: January 9th meeting

- Section 4 of Inclusive Services Statement and Guide discussion
- Programming
- Mission Statement

9. Adjournment: Chair Heniadis adjourned the meeting at 5:22p.m.

Respectfully Submitted: Claire Parrish, Assistant Director

ALEXANDER FIELD
SOUTH WOOD COUNTY AIRPORT
MUNICIPALLY OWNED

MEETING MINUTES

AIRPORT COMMISSIONERS:

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

MUNICIPALITIES:

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

12/7/23

The South Wood County Airport Commission met on Thursday December 7, 2023 at 8:00 AM at the South Wood County Airport, Alexander Field. Members present were Shane Blaser, Brad Hamilton, Jason Warren, and Joe Zurfluh. Also in attendance were Randy Gustafson, Bill Menzel, Cary T. Smith, Dennis Polach, Paul Tranal, Stephen Brown, Jeremy Roberts, Hunter Geishart, and Jeremy Sickler.

1. Call to order: Chairman Blaser called the meeting to order at 8:02 AM.

2. Approval of previous month's minutes (10-5-23):

Motion by Commissioner Hamilton, 2nd by Commissioner 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. Jeremy Roberts from MSA provided a brief update on the obstruction removal project including speculation that the BOA is pursuing eminent domain on some of the parcels.

Sickler reported that the fuel sales and activity in November were a little below historical monthly performances but annually 2023 has been a successful year.

Sickler updated the Commission on other projects which had take place including the new soffit and fascia.

Sickler also updated the Commission on the status of all of the annual inspections, permits, applications, and insurance on the fuel system and truck.

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

4. Old Business

a. Discuss and consider action regarding a temporary rental agreement: Sickler presented a draft which was marked up to illustrate the comments received from legal counsel. Motion by Commissioner Hamilton, 2nd by Commissioner Zurfluh to approve the agreement as presented to include recommendations from legal counsel. Motion carried.

5. Future agenda items:

Sealcoating and striping the parking lot

6. Public Comment

Comments were received regarding consideration of construction of a viewing pavilion/sitting area, the hangar numbering initiative, and current approach concerns and future options.

7. Correspondence received: None

8. Set next meeting date:

Thursday January 4, 2023 at 8:00 AM.

9. Adjourn:

Motion made by Commissioner Blaser, 2nd by Commissioner Hamilton to adjourn at 8:41 AM. Motion carried.

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

Regular Meeting of the Water Works and Lighting Commission
Wednesday, December 13, 2023

There were present:

Commissioner Jay Bemke
Commissioner John Bergin
Commissioner John Harper

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

1. Call to Order

Chairman John Bergin called the meeting to order at 2:00 PM. Commissioner Rick Merdan and Commissioner Jeff Penzkover were excused from today's meeting.

2. Approval, additions or corrections to the minutes of the following meeting

2.1 Regular Commission Meeting held November 8, 2023

There was a motion made by Jay Bemke, seconded by John Harper, and carried to approve the minutes of the Regular Commission Meeting held on November 8, 2023, and to place them on file. There were no nay votes recorded.

3. Action items

3.1 2024 Water Distribution Material Supply Quotes

Adam Breunig stated that we sent out an RFQ (request for quote) for our 2024 water distribution materials. Three companies responded. Adam stated that he is recommending that we award the quote to Ferguson Waterworks who submitted the lowest quote and is a company the utility used in 2023. After discussion and all questions answered there was a motion made by John Harper, seconded by Jay Bemke, and carried to award the 2024 water distribution material supplies to Ferguson Waterworks in the amount of \$370,937.05. There were no nay votes recorded.

4.0 Department updates

4.1 Safety Committee Report

The commissioners reviewed and discussed the Safety Committee meeting minutes and the safety coordinator's monthly report. Sean Wall highlighted the safety trainings that were done this month.

4.2 Line Superintendent's Report

This report was reviewed and November call-ins and projects were discussed. Line Superintendent Josh Elliott was asked if the number of trouble calls was higher than normal. Josh stated that it is not out of the ordinary for this time of year to see an increase in the number of streetlight calls and unfortunately, we had three structure fires in November and have already had one in December.

4.3 Water Department Operations Report

This report was reviewed and November maintenance water projects were discussed. Adam answered questions regarding the WDNR quarterly sampling that was done in November.

4.4 Customer Support Supervisor's Report

This report was reviewed and Lynn Schroer answered questions regarding our commercial disconnection procedures. Shawn Reimer highlighted an article in Current and Waves regarding the free online home energy assessment that is offered by Focus on Energy which a customer can use to get a customized report tailored to their home.

4.5 Director of Finance's Report

This report was reviewed and November financial statements were discussed.

4.6 Information System's Administrator's Report

This report was reviewed and discussed. Matt Stormoen answered questions regarding the upcoming training for the new Microsoft software.

4.7 Conservation Manager's Report

This report was reviewed and WW&LC conservation efforts were discussed. Shawn Reimer answered questions regarding the electric analytics company CLOCworks and the results of their project with Lincoln High School.

4.8 Electrical Engineer's Report

This report was reviewed and was discussed. John Bergin stated that he appreciated the pictures that were included in Tyler's report showing the recently purchased transformer being moved from the Kraft Mill to the Baker Substation.

4.9 Director of Engineering & Electric Operations

This report was reviewed and discussed. Todd Weiler stated that he and Tyler have been busy working on various projects including 3 major capital projects during November.

4.10 General Manager's Report

This report was reviewed and discussed. Jem Brown answered questions regarding various meetings he attended in November. Jem also stated that the GLU Board scheduled a 2-day meeting in December to begin planning to replace the IOU's power supply contracts that expire in 2029 and 2030.

5. Review of accounts payables

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

6. Adjourn

There was a motion made by John Harper, seconded by Jay Bemke, and carried to adjourn at 2:24 PM. There were no nay votes recorded.

Respectfully submitted,

John Harper, Acting Secretary

Special Meeting of the Water Works and Lighting Commission
Monday, December 18, 2023

There were present:

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

Also present: Jem Brown

1. Call to Order

Chairperson John Bergin called the meeting to order at 9:00 AM. Commissioner Jay Bemke was excused from today's meeting.

2. Consideration of adjournment into closed session pursuant to Wisconsin State Statute 19.85(1)(c) for purposes of considering employment, compensation, and performance evaluation data of a public employee over which the governmental body has jurisdiction. Performance evaluations of employees.

Upon unanimous roll call vote the commission adjourned into closed session to discuss performance evaluations.

3. The commission will return to open session

There was a motion made by Rick Merdan, seconded by John Harper, and carried to return to open session. No nay votes were recorded.

4. Possible action on items discussed in closed session.

After discussion there was a motion made by Rick Merdan, seconded by John Harper, and carried to implement compensation adjustments based upon performance and utility industry compensation surveys. No nay votes were recorded.

5. Adjourn

There was a motion made by Rick Merdan, seconded by Jeff Penzkover, and carried to adjourn at 10:25 AM.

Respectfully submitted,

Secretary, Rick Merdan

CITY OF WISCONSIN RAPIDS
PARKS / RECREATION / BUILDINGS
220 3rd Avenue South, Suite 3, Wisconsin Rapids, WI 54495, (715) 421-8240
Parks & Recreation Commission Minutes
January 8, 2024

The Parks & Recreation Commission met on Monday, January 8, 2024, at 4 p.m. in the first floor conference room at City Hall, 444 West Grand Avenue, Wisconsin Rapids, WI.

1. Call to order.

Commissioner Veneman called the meeting to order at 4 p.m.

Commissioners in attendance were Kris Barteck, Craig Broeren, Tom Rayome, Dean Veneman, and Elizabeth Whelan. Mayor Blaser and Lee Thao joined the meeting at 4:24 p.m. Tom Ekelin and Rick Wellnitz were excused. Staff in attendance were Joe Bachman, Dawn Desorcy, and Jake Klingforth. Alderperson Dennis Polach joined the meeting at 4:25 p.m.

2. Approve December 11, 2023, meeting minutes.

A motion was made by Commissioner Whelan, seconded by Commissioner Broeren, to approve the minutes of December 11, 2023, with a correction to Commissioner Whelan's name. Motion carried.

3. Consider approval of revisions to Ice Skating Pond Guidelines.

A motion was made by Commissioner Broeren, seconded by Commissioner Rayome, to approve the revisions to the Ice Skating Pond Guidelines. Motion carried.

4. Discuss and consider approval of submission of Legacy Grant application for River Otter Exhibit/Helen's House.

We hope to submit applications for the Legacy Grant to assist with completion of a River Otter Exhibit as well as remodeling Helen's House to be utilized in the winter months. It was noted that Teske money be used where appropriate prior to Parks Outlay. It was also noted that these projects should be energy efficient.

A motion was made by Commissioner Barteck, seconded by Commissioner Whelan, to submit two (2) applications for the Legacy Grant. Motion carried.

5. Bills.

A motion was made by Commissioner Veneman, seconded by Commissioner Broeren, to approve the bills. Motion carried.

6. Staff reports.

Jake and Dawn presented reports.

Since we strive to be a bike-friendly community, it was suggested to offer a learn-to-bike program for adults and utilize Ride Share bikes.

7. Adjourn.

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

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

December 2023

Permits & Degradation

- 25 Permits/Licenses (19 last month) for asphalt paving (1), driveway grades/concrete pour inspections (2), storm water (0), excavating (6), Street Privilege (0), storm connection (0), permit parking (1), banner (0), environmental testing well (0), contractor licenses (15)
 - This year – 278 permits & licenses
- 211 Diggers Locates for Storm Sewer & Sanitary Sewer (178 last month)
 - 7 Emergency locates (1 outside of normal business hours)
- Degradation fees - this year = \$64,136.18
 - This month = \$90,797.78 (\$846.78 last month)

Traffic

- Stop Sign / Yield Sign Requests
 - Stop or Yield Control review at 7th Ave S and Hale St. Traffic counts were completed in December.
- 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 – N/A
- ITS Standalone Signal Grant
 - 2023 Project @ Expy and W Grand Ave started on September 25th. Temporary equipment was taken down on 11/29/23 so the new signals are now operational.
 - 2024 Project @ Expy and High St and Expy and Chase St – grant was approved and consultant will be updating plans and rebidding in preparation for 2024 construction.
- Signal complaints
 - Riverview Expressway having to stop at every intersection. Travel time tests were completed the last week of October and results are being analyzed.
 - 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.



ENGINEERING DEPARTMENT

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

- 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 ~~November~~ January (?).

Project Designs/Construction underway:

Maintenance Projects

2023 Reconstruction Projects

- 2023 Contracts
 - Sewer Lining Contract – Lining activities are complete and contract is being closed out. Cleaning and televising is complete. Contract was awarded to Insituform Technologies. Engineering Dept. is working with Contractor to get contract documents signed and ensure proper insurance and bonding is in place prior to commencing work.

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%
 - Extension 10th St N to 12th St N – 100%
 - 14th Ave N (W Grand Ave to Fremont St) – 100%
 - McKinley St (8th Ave to 14th Ave) – 100%
 - E Jackson St (Jackson St Bridge to E Grand Ave) – 99% - survey work started 9/18/23
 - Rudolph Forcemain Discharge Manhole – 100%
 - Dixon Parking Lots – 100%
 - Mead Field Pickle Ball Courts – 100%
- Design for future Projects
 - 9th St S (Peach St to Chestnut St) – 99%
 - Lincoln St (Expressway to Peach St) – 65%
 - ROW Plat is 100%
 - Wylie St (8th St N to 12th St N) – 80%
 - 14th Ave N (W Grand Ave to Fremont St) – 50%
 - McKinley St (8th Ave N to 14th Ave N) – 50%
 - E Jackson St – 0%
 - Rudolph Forcemain Discharge Manhole – 75%



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

- Dixon Parking Lot – 90%
- Mead Field Pickle Ball Courts – pending

Projects Involving Grants

- 8th St S and Wood Ave - Highway safety Improvement Grant (HSIP).
 - Strand was awarded the project 12/20/23 and is pending a successful contract negotiation with the DOT.
 - Request for Qualifications were sent out on 11/17/23 with a due date of 12/8/23.
 - Design will commence in 2024 with construction proposed in 2025
- 8th St S – Lakewood Ln to Whitrock Ave – DOT is working on selecting a design consultant to begin designing this project.
- Rail Notification – Predictive Mobility Project
 - Jordan Kelbley, DOT Planning Supervisor. “Unfortunately, some Carbon Reduction Program (CRP) projects were unable to meet federal funding authorization timelines to obligate federal fiscal year (FFY) 2023 funding. Purchases needed to be completed prior to November 2023. This was very difficult for most of the CRP funded projects. The department hopes to fund all remaining awarded CRP projects in FFY 2024 which we are currently in. The Wisconsin 2023-2025 Biennial Budget passed by the Legislature did not allocate enough federal funding to the local transportation facility improvement appropriation to fully fund the remaining CRP projects. The department expects additional federal funds once Congress (federal government level) passes an appropriations bill, which should allow the department to fully fund the remaining CRP projects. The department will submit a federal spending plan to the Wisconsin Legislature’s Joint Committee on Finance later this fiscal year outlining how it will allocate the additional federal funding. Until Congress passes legislation fully funding the Bi-partisan Infrastructure Law (BIL) we are on hold. It is likely the earliest we would see funding available would be in the late February to early March time frame. It could take much longer depending on when Congress takes action.”

Storm Water Utility

- One Mile Cr. – All easements for the project are now secured.
 - Dredging Permit – Hazardous material discharge permit is ready for approval. The Ch. 30 Permit is continuing to move forward; however, two comments were provided back which appear to be permit conditions once approved:
 - To avoid greatest impacts to amphibians/reptiles, a slow drawdown is required starting in late summer (mid-August) and ending in mid-September. Late summer to early fall drawdowns are preferred.



ENGINEERING DEPARTMENT

444 West Grand Avenue

Wisconsin Rapids, WI 54495-2780

Engineering (715) 421-8205 FAX (715) 421-8291

- Fisheries also has a window of time from *mid-March to mid-May* where work needs to be avoided.
- Dam Permit – DNR is reassigning the review of this permit to another staff member as of 12/2/23. No communications have occurred since that notification.
- Illicit discharge testing is complete for the year.

Other Highlights



PUBLIC WORKS DEPARTMENT

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

December 2023

Refuse and Recycling

- Garbage Collection estimate 383.48 tons, 396.19 tons in 2022
- Recycling Collection estimate 87.88 tons, 91.24 tons in 2022

Construction

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

- Project complete except for restoration and removal of two stumps on one property

9th Ave (High Street – Freemont)

- Project complete

Shorewood Terrace (1st Street North – Dead End)

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

Apricot/ Broadway Street Intersection

- Completed retaining wall, subgrade sidewalk and gravel Apricot Street from Broadway – 11th

Items to complete

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

Streets Maintenance

- Monthly brush pickup
- Crushing blacktop at City Pit
- Broke Concrete and removed steel from rejected concrete from the recycling pile
- Screening Compost at Westside
- Screened Black Dirt at the City Pit
- Clearing the Right of Way on 48th Street North in East Commerce
- Assisted Parks with Tree Care
- Assisted WWLC with water main break
- Trimmed brush for the Airport Commission
- Constructed Cul De Sac on dead end of Oak Street west of HWY 54
- Preliminary investigation of a Manhole replacement on STH 34
- Took delivery of material's for 2024 Construction prior to price increase
- Assisted Parks with project at the ZOO
- Took delivery and made salt sand
- Sweep leaves
- Hauled scrap metal to metal recycling

- Cut Brush on West river bank
- Worked on minor snow and ice events
- Maintained manholes in various locations

Paint and Signs

- Moved advanced warning signs to proper spacing on Railroad Crossing
- Installed at Grade Banner sleeves at approved locations
- Completed the necessary advance warning signs for Railroad Crossing
- Started replacement of the Stop, Yield and regulatory signs that no longer meet the requirements of the MUTCD

Shop and Repairs

- Routine service work fleet trucks
- Service Police and Fire's fleet
- Reviewed two Quad Axle trucks pre delivery
- Calibrated Vbox salt spreaders
- Repaired engine leaks and radiator repair on Construction roller
- Prepared Compost turner for travel
- Prepared topsoil screener for winter maintenance
- Check over snow equipment after use during snow event



SOUTH WOOD COUNTY AIRPORT
Jeremy Sickler, Airport Manager

December 2023

Airport Development:

Master Plan update: SEH to provide update.

Obstruction Removal update: One of the parcel owners has filed a lawsuit against the BOA and is in litigation. This parcel may be held up for a while. An ad is out for consultant selection for the obstruction removal (tree cutting) phase of the project. The Commission will select the consultant at an upcoming meeting.

Fuel Type	Previous month	Current month	This month last year	2023 year to date	2022 year to date	Year over Year
100 LL	1228.93	953.55	449.53	18775.77	12395.27	151%
Jet A	1568.00	1526.00	0.00	78982.43	66926.97	118%
TOTAL	2796.93	2479.55	449.53	97758.20	79322.24	123%

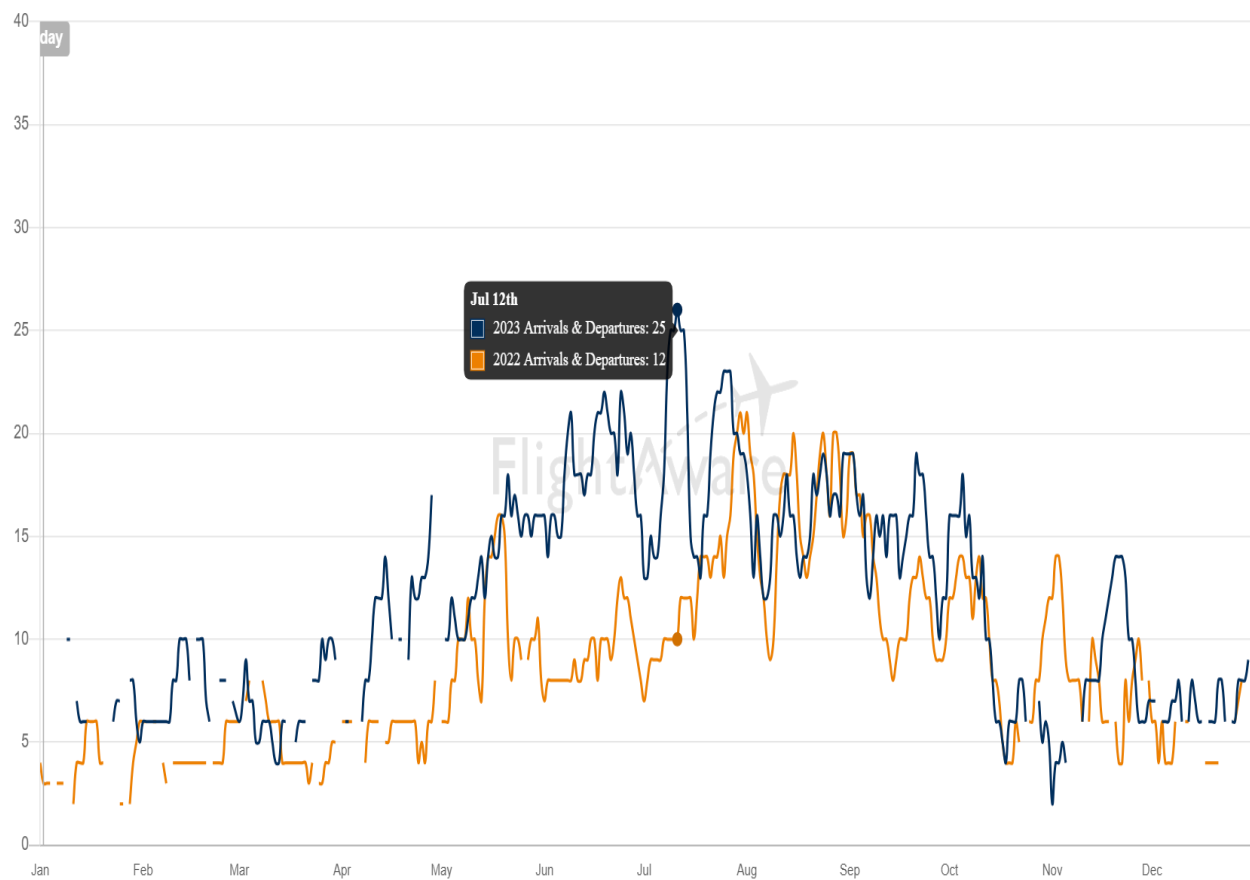
Airport Monthly Revenues:

Sales

Fuel:	\$14305.18
Ramp Fee:	\$600.00
Lav Fee:	\$0.00
GPU:	\$225.00
Call Out Fee:	\$450.00
Transient Hangar:	\$150.00
Catering:	\$30.00
Oil:	\$0.00

Year over year total fuel gallon sales comparison through December:

2021 – 100381.83 gallons
2020 – 52130.90 gallons



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

Report:

Collections

- Televised-1240 ft. of Sanitary
- Sewer calls-3
- Main line cleaned- 41,600ft

Operations/Maintenance

- Overall, plant treatment was excellent, and all parameters were well under the permitted limits.
- There have been many fluctuations in plant loadings due to the holiday season and cleaning schedules with the industries.
- 1st and 2 mile lift station and Westside lift station were cleaned

Plant administration.

- The second reading of the new Mercury ordinance limit was approved by council.
- Worked on end of the year reports.
- Started developing a plan to fix headworks influent channels.
- The new permit comes into effect December 1st. Staff spent time reviewing and making changes to operations as needed.
- Staff spent time reviewing and modifying the right-of-way lateral repair policy.



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, WRFD Fire Chief
Date: January 2, 2024
RE: Monthly Summary for December 2023

WRFD meetings, events, training, and notable calls for the month of December 2023:

- Police and Fire Commission meeting
- Common Council meeting
- Held a department Officer meeting.
- PD/FD Meeting
- Monthly EMR training
- Wisconsin State Fire Chiefs Board Meeting
- Attended North Central Fire Chiefs meeting.
- Attended Insurance Services Office Training
- Attended Citizen Academy Graduation
- Attended Wausau Chief Barteck Retirement ceremony.
- Held Live training at an acquired house all month long.
- 2 members attended the State EMS Board meeting.
- Numerous EMT basic interns through the month of December
- Hired two new Firefighters.
- Girl Scout Tour Station I and First Aid training
- Met with Haferman counseling about Mental Health Checkups.
- Held a Family Christmas Party for Members, Retirees and Families at Station I.
- Car seat Clinic at Station I

December Anniversaries: Rodger Erdman 18 Years

Notable Responses:

Structure Fire: 0 Structure Fires

Motor Vehicle: 4 Motor Vehicle Fires

Carbon Monoxide/Odor Calls: 14 Suspicious odor or C.O. Alarm calls

Motor vehicle Crashes: 3 Motor Vehicle Crashes



Wisconsin Rapids Fire Department

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

"Commitment to Excellence"



WRFD Notes:

As we end the year and reflect, we see a year that mimics 2022. Our call volume, although down from last year, is minimal when compared to the previous year. This was projected using statistical modeling of the past 35 years. These last 8-10 years were a consistent climb in calls with a plateau and minimal decrease as the model completed by Battalion Chief Goodreau had proposed. Even though there was a minimal decrease in calls, we still saw the many periods throughout each day or week where the city was left vulnerable due to the numerous overlapping calls. Many times, the station is left with as few as 1-3 staff for periods of time. The month of November saw 362 calls, with 78 of those being instances that we already had one other apparatus out on a call, 14 of those instances there were three apparatus and 2 instances 4 out at once. That is a one-month snapshot. Each apparatus deployed is a minimal of two personnel, so when three are out that means there are 6 members on a call and only three back at the station.

The 78 overlapping calls compared to the 362 for the month is an average of an overlapping call every 4.6 calls which leaves the city vulnerable. "If it is predictable, it is preventable". We recently had a commercial fire that we started out with only 5 personnel available because the rest of the shift were on call already within the city. We have tried to secure a SAFER grant but were not successful. There were only two departments in the State that were successful with their applications. This cannot be sustained much longer and a path to rectify this problem needs to be identified.

Saturday the 9th a Department Christmas part was attended by members, Retirees and their families. RO/MPO Agen and his lovely wife Ashley headed up the plans for the event and breakfast was cooked on site by Brennan and the Chief. The children in attendance had many Christmas crafts lined up to pique their interest, as well as a visit from Santa Claus and Mrs. Claus. Every Firefighter relies on their Family as the rock they return home to after long shifts. They are the foundation that keeps us grounded and replenishes us to return and concentrate on helping others. This day was meant for them. We need to show them how important they are to this department and the efficiency of how it runs. Our families sacrifice a lot as the Firefighters are gone for 48 hours at a time. That is why we want them to know how much they mean to all of us. Great job Brennan and Ashley!!

Lastly, from all of us at WRFD we wish each and every one of you happy holidays and we hope that 2024 keeps you safe and healthy.



Wisconsin Rapids Fire Department

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

"Commitment to Excellence"



WRFD DECEMBER 2023 MONTHLY RESPONSE REPORT

Type of Emergency	December 2023 Responses	Total # of 2023 Responses	December 2022 Responses	Total # of 2022 Responses
EMS 911	371	4,208	404	4,388
EMS IFT	1	16	2	62
COMMUNITY PARAMEDICINE	0	4	0	12
FIRE	4	53	4	40
EXPLOSION (No Fire)	0	0	0	1
HAZARDOUS CONDITION	4	48	1	35
SERVICE CALLS	7	52	2	53
GOOD INTENT	9	60	9	69
FALSE ALARMS/WEATHER	15	98	9	86
TOTAL CALLS FOR SERVICE	411	4,539	431	4,746

Notes:

- Fire 100 Series: Fire (*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	December 2023	2023 Totals	December 2022	2022 Totals
Wisconsin Rapids	292	3,378	313	3,488
Saratoga	19	245	34	314
Village Port Edwards	11	110	12	137
Village Biron	33	222	15	164
Town of Port Edwards	0	90	6	94
Nekoosa	36	289	29	285
Granmoor	0	9	1	8
Mutual Aid Given	4	60	9	85
Mutual Aid Received	16	136	12	171
TOTALS	411	4,539	431	4,746

Confined Space Stand-by	December 2023	Total # 2023	December 2022	Total # 2022
TOTALS	32	425	46	480



Wisconsin Rapids Fire Department

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

"Commitment to Excellence"



WRFD TRAINING CENTER FOR DECEMBER 2023

Category	Topic
Fire	Search & Rescue
Officer	Incident Command
Motor Pump Operator	Static Pumping
Technical rescue	None
Hazardous Materials	None
EMS	Updated Field Operating Guidelines
EMR	Ambulance Operations
Cadet	Vent Enter Isolate, & Search, Hose line search and victim removal

Total Training Hours for the Month	254.5
Inspections for the month	102



Police Department City of Wisconsin Rapids

444 West Grand Avenue Wisconsin Rapids, Wisconsin 54495

DANIEL HOSTENS, CHIEF
TEL: (715)-423-4444
FAX: (715)-423-4408

Date: January 9, 2024

To: Mayor Shane Blaser

Wisconsin Rapids Police and Fire Commission

Wisconsin Rapids Common Council

From: Daniel Hostens, Chief of Police

RE: Report on the Police Department activity for December 2023

Departmental Activity/Training:

Meeting with Fire Executives

Police and Fire Commission Meeting

Command Staff Meeting

Completed mandated training and monthly range training.

For the month, 2023 vs. 2022:

Calls for Service	2023	1,238	2022	1,296
OWI	2023	3	2022	6
Traffic Crash Inv.	2023	27	2022	60
Traffic/Municipal Citations	2023	160	2022	228
Written Warnings	2023	244	2022	235
Restricted Parking Tickets	2023	89	2022	46

Administration Staff

Ordinance	November Days Worked	Calls for Service	Written Warnings	Citations	Complete without Enforcement Action	Parking Citations	OWI	Arrests	Crash Reports	Totals
Andrys	13	30	0	1	30	0	0	0	0	31

Open Records	Request	Completed	Denials	Redactions
November	45	45	0	1

Notable Incidents

All members of the detective bureau assisted the Marathon County Sheriff's Department by executing a search warrant at a Wisconsin Rapids residence. The target in the warrant was wanted for firing a gun at a Marathon Co. deputy. Detectives assisted by surveilling the residence for two days until the warrant was executed. Detectives also assisted in the search of the residence. While searching, detectives found numerous controlled substances, including cocaine and methamphetamine. There was also drug paraphernalia located throughout the property. A detective also located a box of fraudulent checks in the garage that may be tied to other investigations our agency completed regarding fraudulent checks. Charges will be forwarded to the Wood County DA's office for the possession of controlled substances and paraphernalia.

Detective Wetterau was active in and assisted with an extensive several-month drug investigation as a Central Wisconsin Drug Task Force member. The investigation spanned throughout Wood and Clark Counties. As a result of this investigation, search warrants were executed on December 19. Two adult males were eventually taken into custody, and the following evidence was seized: multiple firearms (handguns, AR-style rifles, shotguns), 57lbs of raw marijuana, 12lbs of THC gummies, 8 pounds of THC wax, 382lbs of psilocybin mushrooms, prescription meds, and U.S. currency. Although the warrants did not occur in our jurisdiction, Detective Wetterau spent much time assisting in the investigation.

On December 4, 2023, Officer Greening noticed a vehicle without having its headlamps illuminated during the hours of darkness. A traffic stop was conducted on the vehicle on State Highway 54 by Saratoga St in the City of Wisconsin Rapids. Officer Greening detected an odor of marijuana coming from the vehicle and asked the driver if he had any marijuana or paraphernalia in the vehicle. The driver admitted to having a vape in the vehicle. The driver admitted the cartridge was THC. Officer Greening tested the cartridge, and it tested positive for THC. The driver was issued a citation for possession of paraphernalia.

One subject was cited for possession of THC paraphernalia.

Ofc. Krier and Sgt. Jazdzewski were dispatched to a parking lot for a welfare check on an unresponsive male subject in a vehicle. Officers located the male subject and were able to contact the male. Officers observed baggies of a powdery substance, later tested and identified as cocaine, in plain view inside the vehicle. Officers also located what appeared to be a homemade explosive device inside the vehicle. The officer seized the 6.1 grams of cocaine and transported him to jail for Possession of Cocaine.

Officers were called to Sandlot Park for a welfare check on a male, his adult daughter, and her boyfriend. Officer Paltz arrived first and determined these individuals had recently been kicked out of residence in town, had no ties to our area, and had no place to stay. This group had spent the night prior sleeping outside at Sandlot Park in freezing conditions with their pets. They were making arrangements for a ride to pick them up, but it was coming from out MN. Officer Paltz provided this group with a gift card, and officers were able to find a couple more gift cards to help them out until their ride arrived. At this point, officers cleared the scene and could have ended our contact with these individuals. Officer Paltz went home, collected his own blankets and snack items, and returned to Sandlot Park. Officer Paltz gifted his personal property and food to this group of individuals in need. Officer Paltz went above and beyond what was required of him to help those in need. Officer Paltz never looked for recognition or was outspoken about his actions, actions which he was not asked to perform, actions which took away goods from his family so he could help others.

12/7 Johnnys- A fight outside the establishment at the bar close was started in the establishment when some intoxicated patrons kept questioning the age of a female patron. Outside, the V allegedly made some comments about

having a gun and wanting to kill someone. Two females started to fight. One male victim attempted to break up the fight and was thrown down, causing injury to his head. Another male pushed and struck the alleged underage female. This female BF started fighting the male. A second male that he had been with, the young-looking female, jumped in. These two males beat the V into unconsciousness. OFC Drew investigated. He ID the first male S and his GF. GF was interviewed and confirmed the ID of her BF. BF would not answer calls and is on probation. P&P has issued a warrant. While investigating the below complaint, OFC Drew found the second male S VIC, which was observed on the bar video. RO was run and fit the description and video image of S #2. Contact has been unsuccessful, but S #2 has a history of battery arrests and is FB friends with a young-looking female. Medical record release of Male V #2 returned enough injury for Substantial Battery. The photo line-up is scheduled with the victim for 1/4/2024.

S was SB on Lincoln St and struck a fire hydrant at Witter St. S fled the scene. SGT Killian and OFC Krummel were able to track the vehicle to a residence at 1641 6th St S, where they found the damaged vehicle. OFCs made contact with S and were able to obtain a confession. OFCs worked together during the investigation, splitting the OWI arrest tasks and the accident report. The city was notified of the damaged fire hydrant, which had been displaced approximately 60 feet by the crash's impact.

12/25 Officers responded to 8 Black Oak Circle for an open line 911 where a female could be heard saying, "Stop hitting me." Officer Drew and Officer Krummel arrived on the scene and were confronted with a locked door. Dispatch still had the female on the line, and officers could hear her yelling for officers to come in. Just prior to forced entry, the female made her way to the door and allowed officers in, who immediately observed that she had been battered. Officers systematically cleared the trailer and found that the male suspect had fled out a bedroom window. Other officers set a perimeter and coordinated with Wood County K9 for a track. The area was thoroughly checked but was unsuccessful due to heavy rainfall. The victim declined to leave the residence, but officers ensured she had a charged phone and that the doors were locked. Dispatch was called back approximately 3 hours later from her phone number, and she told dispatch she made the call by mistake but sounded distraught. Officers created an outer perimeter first and then contacted the residence. The victim gave consent to officers to check the trailer, and the suspect was subsequently taken into custody, hiding, and partially barricaded in a bathroom closet. Rapids officers worked methodically with the Wood County Sheriff's Office to peacefully take the suspect into custody without further incident. Charges referred to the DA's Office for Battery Domestic Repeater, DC Domestic Repeater, and Resist/Obstructing.

12/31 Wood County dispatch received an automated call stating that a Honda vehicle was involved in a collision and provided ping data to the area of 3rd Avenue and Chase Street. Officers responded to the area, and Officer Greening located a Honda CRV in the Centralia Center parking lot with deployed airbags and significant rear passenger side damage. The vehicle was unoccupied and running when found. Officers canvassed the area and attempted contact with the registered owner by phone and at the home address without success. Officer Mortel canvassed the area on foot, found a piece of the vehicle's rim at 3rd Avenue and Johnson Street, and determined the collision site with a curb. The vehicle was ultimately collected and held by Nieman's Tow Service until contact could be made with the registered owner. Investigation to follow.

12/31 Officers responded to Whodini's bar for a report of a vehicle that had crashed into a gas meter, and natural gas was actively being dispersed into the surrounding area and into the bar. Officer Krummel worked with Fire and EMS to ensure evacuation and scene security. The bar needed to be ventilated by Fire personnel, and Officer Krummel determined the crash was due to poor pavement conditions and not impairment. Information was collected for business, and an accident report was completed.

Other Activity

- Sgt. Daven completed a background investigation for new hire candidate Matt McHugh.
- Sgt. Daven completed this year's Citizens Academy, and graduation was held on December 6.
- I received 11 Child Protective Service reports from Wood County Human Services for investigation and review.
- Lt. Lubeck organized and completed the 2023 "Shop with a Cop" event sponsored by Walmart and Pepsi. WRPD shopped for ten local children and delivered gifts to them before Christmas.

- The department's new report face sheet and report tracking process has been implemented and is now being used.
- The new case assignments system for the detective bureau has been implemented and is now being used.
- SRO Pelot arranged for a K9 sniff conducted at WRAMS on December 14. Members of the detective bureau assisted in searching lockers and property.

Possession of Marijuana	4
Possession of Narcotic Drugs	5
Possession of Methamphetamine	1
Possession of Drug Paraphernalia	1
Total:	11

Drugs Taken In:

Drug	Quantity
Marijuana	23.6g
THC Cartridges	1 unit
Methamphetamine	2.88g
Fentanyl	0.19g
Cocaine	13.4g
Other: Vyvanse (ADHD Medication)	10 units

Wisconsin Rapids Police Department Monthly Totals - 2023
K9: Lex Handler: Fleisner

	Narcotic Deployments	Times Narcotics Found	Patrol Deployments	Demonstrations	Training Hours	Agency Assist
January	2	0	2	0	11	3
February	1	0	0	2	12.75	0
March	3	1	0	2	0.5	0
April	3	1	0	0	11	1
May	1	2	0	3	34.75	0
June	5	2	1	1	11.5	2
July	2	2	1	0	13.75	1
August	1	1	0	2	11.75	0
September	2	0	1	0	27.5	2
October	0	0	1	2	11	0
November	4	0	1	0	32.25	1
December	1	0	1	0	8	0
Totals	25	9	8	12	185.75	10