



PUBLIC MEETING NOTICE
WISCONSIN RAPIDS COMMON COUNCIL
TUESDAY, JANUARY 17, 2023
6:00 P.M.
CITY HALL COUNCIL CHAMBERS

Notice is hereby given of a meeting of the Wisconsin Rapids Common Council to be held in the Council Chambers at City Hall, 444 West Grand Avenue, Wisconsin Rapids, on Tuesday, January 17, 2023 at 6:00 p.m. The meeting will be streamed live on the City of Wisconsin Rapids Facebook page and will also be broadcast live on Charter Cable Channel 985 and Solarus HD Cable Channel 3. If a member of the public wishes to access this meeting live via Zoom audio conferencing, you must contact the City Clerk at least 24 hours prior to the start of the meeting to coordinate your access. This meeting is also available after its conclusion on the City's Facebook page and Community Media's YouTube page, which can be accessed at www.wr-cm.org. It is possible that members of the Council may appear remotely via video or audioconferencing for this meeting.

Agenda

1. Call to Order
2. Roll Call
3. Pledge of Allegiance and Silent Prayer in Lieu of Invocation
4. Reading of the Minutes of the Previous Meeting held on December 20, 2022 (See Attachment #1)
5. Second Reading of an Ordinance Amending Chapter 11 – Zoning Ordinance of the revised Municipal Code, specifically related to surfacing of off-street parking and the use of gravel for certain land uses, including parkland and other natural resource type uses (See Attachment #2)
6. Consider for approval Mayor Blaser's appointments to the Historic Preservation Commission (See Attachment #3)
7. Consider a Resolution Declaring World Migratory Bird Day in the City of Wisconsin Rapids (See Attachment #4)
8. Consider for Adoption the Actions of the Planning Commission at its meeting held on January 9, 2023:
 1. Approval of the report from the December 5, 2022, Plan Commission meeting
 2. Theresa Cashman – 22-001285: request for a special exception from architectural standards for trash enclosures in commercial districts at 3820 8th Street South (Parcel ID 3413806)
 3. N&N Auto Outlet – 22-001286: request for site plan review to perform site improvements at 641 Dale Street (Parcel ID 3408020, 3408029, and 3408021)
 4. 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 3, 2023:
 1. Call to Order
 2. Consider for approval a Temporary Retail Class "B" Fermented Malt Beverages License for Central Wisconsin Cultural Center, Inc., 2651 Eighth Street South, for an Exhibit Opening event to be held from 5:30 p.m. to 7:30 p.m. on Friday, January 20, 2023
 3. Consider a request from GameStop, Inc. d/b/a GameStop #3254, Diana Saaheh-Jajeh, agent, located at 930 Kuhn Avenue for a renewal of a Secondhand Article Dealer license
 4. Consider for approval 2022 Budget Amendment Resolution No. 4
 5. Audit of the bills
 6. Set next meeting date
 7. Adjourn
 - B. Public Works Committee meeting held on January 5, 2023:
 1. Call to order
 2. Review Engineering & Street Department Monthly Activity Report.

3. Review and consider setting new degradation fee rates for the 2023 calendar year.
4. Review and consider proposals for the Grand Ave Bridge Rehabilitation Report.
5. Review referral list
6. Set Next Meeting Date
7. Adjourn

C. Human Resources Committee meeting held on January 12, 2023:

1. Call to order
2. The Committee 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 may discuss negotiations and strategy regarding possible amendments to provisions in the City's Labor Agreement with WRPPA involving new police department hires

3. The Committee will return to open session.
4. Discuss and consider for approval an amendment to the Labor Agreement with IAFF Local 425 regarding a Field Training Instructor program and revisions to on-duty and off-duty training.
5. Consider a request from Alderperson Delaney to decrease pay for alderpersons from \$490 per month to \$0 per month.
6. Wage Study Update
7. Adjournment

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

1. Wisconsin Rapids Housing Authority held September 28 and October 26, 2022
2. Police and Fire Commission held November 9 and December 21, 2022
3. Wastewater Treatment Commission held November 9 and December 14, 2022, January 11, 2023
4. South Wood County Airport Commission held December 1, 2022
5. Water Works and Lighting Commission held December 14 and Special Meeting held December 19, 2022
6. Zoning Board of Appeals held December 20, 2022
7. Park and Recreation Commission held January 9, 2023

B. Department Reports:

1. Engineering Department Report for December 2022
2. Public Works Department Report for December 2022
3. South Wood County Airport Report for December 2022
4. Wastewater Treatment Plant Report for December 2022
5. Wisconsin Rapids Fire Department Report for December 2022
6. Wisconsin Rapids Police Department Report for December 2022

11. Referrals to Committees

12. Adjournment.

Jennifer M. Gossick, City Clerk

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



Attachment #1

MINUTES

MEETING OF THE WISCONSIN RAPIDS COMMON COUNCIL

TUESDAY, DECEMBER 20, 2022

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 20, 2022, at 6:08 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 6:08 p.m.

2. Roll Call

Roll call indicated that all alderpersons were present; Alderperson Veneman attended via teleconference:

<u>Alderperson</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"/>
Sheri Evanson	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. Presentation of the Colors by the Wisconsin Rapids Police Department Honor Guard

The Wisconsin Rapids Police Department Honor Guard presented the Colors

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

All present stood for the Pledge of Allegiance and a moment of silent prayer.

5. Administration of Police Department Ceremonial Oaths of Office and Badge Pinning for new Police Officers:

- a. Allister B. Greening
- b. Justin F. Mortel

Clerk Gossick administered Oaths of Office for new Police Officers Allister B. Greening and Justin F. Mortel; Badge Pinning was done by family members of the new officers.

6. Reading of the Minutes of the Previous Meeting held on November 15, 2022

It was moved by Veneman, seconded by Austin to dispense with a reading and accept the minutes of the previous meeting. 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	Second	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dean Veneman	2	Motion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Matt Zacher	3		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tom Rayome	4		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sheri Evanson	5		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dennis Polach	6		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patrick J. Delaney	7		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jay Bemke	8		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

7. Consider for Adoption the Actions of the Planning Commission at its meeting held on December 5, 2022:

Date of Meeting: December 5, 2022

Reported to Council: December 20, 2022

The Planning Commission met at 4:00 p.m. on December 5, 2022 in the Council Chambers at City Hall and via remote audioconferencing. Members present included Chairperson Shane Blaser, Lee Thao, Ryan Austin, and Eric Daven; Susan Feith and Ben Goodreau attended via Zoom. Thaddeus Kubisiak was absent. Also present were Community Development Director Kyle Kearns, Associate Planner Carrie Edmondson and Alderperson Dennis Polach.

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

1. Approval of the report from the November 7, 2022 Plan Commission meeting

Motion by Daven to approve the report from the November 7, 2022 Plan Commission meeting; second by 2. Austin. Motion carried (6 – 0)

2. Vandewalle & Associates – Wisconsin Rapids Recovery & Redevelopment Plan Update and progress report

Kyle Kearns indicated that the economic recovery portion of the Plan was in its draft form. A joint meeting between Plan Commission, Council and the public may occur in early 2023.

3. City of Wisconsin Rapids – 22-001275: public hearing and action on a request from the City of Wisconsin Rapids to amend Chapter 11 – Zoning Ordinance of the revised Municipal Code, specifically related to surfacing of off-street parking and the use of gravel for certain land uses, including parkland and other natural resource type uses.

Mr. Kearns provided a summary of the proposed code amendment, recommending approval with the standards set forth in the staff report.

Public hearing opened at 4:06 p.m.

Speaking in favor: none

Speaking against: none

Public hearing closed at 4:07 p.m.

Chairperson Blaser asked about current non-conforming properties to which Kyle Kearns responded.

Chairperson Blaser also stated that he was hopeful that discussions take place in the future regarding gravel surfacing on residential and industrial properties. Ryan Austin expressed his concerns regarding potential added costs that may be incurred for gravel containment barriers should standard (b) be included as a requirement in the code amendment, to which Chairperson Blaser concurred.

Motion by Austin to approve the request from the City of Wisconsin Rapids to amend Chapter 11 – Zoning Ordinance of the revised Municipal Code, specifically related to surfacing of off-street parking and the use of gravel for certain land uses, including parkland and other natural resource type uses, as proposed except for standard b.

- a. Gravel/Granite shall be permitted on a lot and not within the setbacks as described below. Areas within the right-of-way and required setback shall be surfaced with asphalt bituminous, concrete, or dustless material approved by the Zoning Administrator.

1. Front yard: 10 feet

2. Side yard: 5 feet

3. Rear yard: 5 feet

- ~~b. A containment barrier or edging made of masonry, wood, or synthetic material shall be installed along the edges of the gravel surface.~~

- d. A minimum gravel layer 4 inches thick shall exist.

Second by Blaser. Motion carried (6 – 0) **Ordinance No. MC 1333**

4. Adjourn

Motion by Thao; second by Daven. Motion carried (6 – 0). Meeting adjourned at 4:23 p.m.

It was moved by Bemke, seconded by Zacher to approve and adopt the actions of the Commission. Motion carried, 7 ayes and 1 nay. Since this was a first reading of Ordinance No. MC 1333, and the vote was not unanimous, the ordinance will be presented for a second reading at the January 2023 Common Council meeting:

<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	Second	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tom Rayome	4		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sheri Evanson	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	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion

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

A. REPORT OF THE FINANCE AND PROPERTY COMMITTEE MEETING HELD ON DECEMBER 6, 2022:

Matt Zacher, Chairperson

Dean Veneman, Vice-Chairperson

Jay Bemke

Date of Meeting: December 6, 2022

Reported to Council: December 20, 2022

The Finance and Property Committee met at 4:02 p.m. on Tuesday, December 6, 2022, 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; Alderperson Veneman attended via videoconference.

1. Call to Order

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

2. Consider a request from Square Bar LLC d/b/a Square Bar, Amy Friday, agent, for a Class "B" Beer and "Class B" liquor license for the premises located at 210 Johnson Street

It was moved by Bemke, seconded by Zacher to approve a request from Square Bar LLC d/b/a Square Bar, Amy Friday, agent, for a Class "B" Beer and "Class B" liquor license for the premises located at 210 Johnson Street. Motion carried, 3-0.

3. Consider a request from the Fire Department to release the ARPA funds to complete the Station II project that was removed from the renovation Scope due to the rise in costs from COVID

The Committee discussed that the appropriation of ARPA funds will be discussed at a later time and this project will be considered at that time. No action was taken.

4. Consider a request from the Park and Recreation Commission to approve the funding of up to \$130,000 from the Park Outlay for the creation of a dog park on City property. Parcel numbers: 34-10669, 34-10668, 07-00279, 07-00279B, 07-00279A, 07-00278

It was moved by Veneman, seconded by Bemke to approve a request from the Park and Recreation Commission to approve the funding of up to \$130,000 from the Park Outlay for the creation of a dog park on City property. Parcel numbers: 34-10669, 34-10668, 07-00279, 07-00279B, 07-00279A, 07-00278. Motion carried, 3-0.

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 Zacher 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 ecoATM, LLC, Sean Flaherty, agent, located at 4331 8th Street South for renewal of a Secondhand Article Dealer License

It was moved by Zacher, seconded by Bemke to approve a request from ecoATM, LLC, Sean Flaherty, agent, located at 4331 8th Street South for renewal of a Secondhand Article Dealer License. Motion carried, 3-0.

7. Consider for approval the Shared Ride Taxi Operating Contract between the City of Wisconsin Rapids and Wheels of Independence, Inc.

It was moved by Bemke, seconded by Zacher to approve the Shared Ride Taxi Operating Contract between the City of Wisconsin Rapids and Wheels of Independence, Inc. for \$1,084,731, with the City's share being \$106,196. Motion carried, 3-0.

8. Audit of the bills

It was moved by Bemke, seconded by Zacher to approve check numbers 14516 to 15254. Motion carried, 3-0.

9. Set next meeting date

The next regular Committee meeting is set for Tuesday, January 3, 2023 at 4:00 p.m.

10. Discussion and possible action on amending policy guidelines for the Rapids Rediscovered grant program

Attachment #1

A discussion was held. No action was taken on this item.

11. Consider a request from the Community Development Department to apply for a Community Development Investment Grant through the Wisconsin Economic Development Corporation in an amount not to exceed \$250,000 for the construction of loading dock improvements at 1100 East Riverview Expressway (Parcel ID 3411796). No community match is required.

It was moved by Veneman, seconded by Zacher to approve a request from the Community Development Department to apply for a Community Development Investment Grant through the Wisconsin Economic Development Corporation in an amount not to exceed \$250,000 for the construction of loading dock improvements at 1100 East Riverview Expressway (Parcel ID 3411796), and direct that a resolution to apply for the Grant be presented to the Common Council. Motion carried, 3-0. **Resolution No. 36 (2022)**

12. 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.

- a. In closed session, the Committee may discuss a request from Wood County to enter into an agreement to allow Wood County temporary exclusive use of the City parcels known as the "Triangle Development" for jail construction parking and possible staging, and to install temporary fencing around the property. The Parcels IDs are 3408170, 3408171, 3408172, 3408174, 3408176, and 3408177.

In closed session, it was moved by Zacher, seconded by Bemke to direct staff to negotiate an agreement with Wood County based upon parameters given, to be presented for consideration to the Common Council, to allow Wood County temporary exclusive use of the City parcels known as the "Triangle Development" for jail construction parking and possible staging, and to install temporary fencing around the property. Motion carried, 3-0.

13. The Committee will return to open session.

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

14. The Committee may take action on the agreement with Wood County as discussed in Item 12.

No action was taken on this item.

15. 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"; and Section 19.85(1)(g), Wis. Stats., which reads "Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved."

It was moved by Zacher, 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.

- a. In closed session, the Committee may discuss litigation strategy regarding tax assessment litigation the City is involved in; may consider retaining outside litigation counsel for the tax assessment litigation; and may consider retaining a consultant for valuation consulting regarding a scope of work plan for an appraisal for the tax assessment litigation.

In closed session, the Committee discussed litigation strategy regarding tax assessment litigation the City is involved in; considered retaining outside litigation counsel for the tax assessment litigation; and considered retaining a consultant for valuation consulting regarding a scope of work plan for an appraisal for the tax assessment litigation. No action taken.

It was moved by Zacher, seconded by Bemke to adjourn in closed session. Motion carried, 3-0. The meeting adjourned at 6:35 p.m.

As the Committee adjourned in closed session, items 16-18 were not taken up by the Committee.

It was moved by Zacher, seconded by Bemke to approve and adopt the actions of the Committee. Delaney requested that item #12 be held out. Mayor Blaser asked for unanimous consent to amend the motion to hold item #12 out for separate vote. No objection was made, and the motion was so amended.

Motion carried, 7 ayes and 1 nay:

<u>Alderperson</u>	<u>District</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
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Ryan Austin	1		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dean Veneman	2		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Matt Zacher	3	Motion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tom Rayome	4		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sheri Evanson	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"/>

Regarding item #12, it was moved by Bemke, seconded by Austin to approve this item as presented. The vote resulted in a tie, 4 ayes and 4 nays. Mayor Blaser voted in the affirmative to break the tie. Motion carried, 5 ayes and 4 nays:

<u>Alderpersion</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 type="checkbox"/>	<input checked="" 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"/>
Sheri Evanson	5		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dennis Polach	6		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patrick J. Delaney	7		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jay Bemke	8	Motion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Shane Blaser		Mayor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

B. REPORT OF THE PUBLIC WORKS COMMITTEE MEETING HELD ON DECEMBER 8, 2022:

Ryan Austin, Chairperson Sheri Evanson, Vice-Chairperson Dennis Polach

Date of Meeting: December 8, 2022

Reported to Council: December 20, 2022

The Public Works Committee met on Thursday, December 8th, 2022 in the Council Chambers at City Hall and via remote videoconference. Ryan Austin, Sheri Evanson, Dennis Polach, Tom Rayome, and Mayor Blaser were in attendance.

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 the bid results for the West Riverview Expressway Traffic Signal Improvement project and consider awarding the contract to the low, qualified bidder.

Pember Companies, Inc. was the sole bidder with a bid of \$417,889.70. Motion by Austin, second by Evanson to award the West Riverview Expressway Traffic Signal Improvement Project to Pember in the amount of \$417,889.70 . Motion carried (3-0).

4. Request from Alderpersion Zacher to consider removing pavers in west boulevard of 2nd Ave S between roundabout and Lyons St and replacing with colored, stamped concrete.

Four alternatives and their associated costs for replacing the existing brick pavers were discussed. Motion by Austin, second by Evanson to approve replacing the existing brick pavers with colored concrete for an estimated cost of \$27,774.56. Motion carried (3-0).

5. Request to remove no parking ordinance on the south side of Clyde Ave from 250 ft to 350 ft west of Lincoln St.

Motion by Evanson, second by Polach to remove no parking signs and ordinance from the south side of Clyde Avenue from 250 feet to 350 feet west of Lincoln Street. Motion carried (3-0). **Ordinance No. MC 1334**

6. Request by Gary Wilhorn, 4281 14th Pl S, to install street lighting at the intersection of 14th Pl and Whitrock Ave.

The amount of light in this general area was discussed along with the presence of a church and assisted living facility and potential for pedestrians in the area. The City's lighting policy and potential cost for new

Attachment #1

street lights was also discussed. Motion by Polach, second by Austin to install street lights at intersections of Whitrock/14th Place as well as intersection of Whitrock/16th Street. Motion carried (3-0).

7. Review the traffic signal outage at 2nd Ave S and Riverview Expressway and consider spare equipment options in the event of future outages.

Typical lead times for new traffic signal equipment were discussed along with approaches other communities have taken to prepare for possible future signal outages. Approximate costs for a spare signal cabinet as well as for a red flasher unit were also discussed. Motion by Austin, second by Polach to approve the purchase of a spare cabinet and red flasher unit for a cost of approximately \$22,700. Motion carried (3-0).

8. Request to solicit proposals for a Bridge Rehabilitation Report for the Grand Avenue Bridge in preparation of applying for the 2024-2026 BIL Local Bridge program.

Motion by Evanson, second by Polach to solicit proposals for a Bridge Rehabilitation Report for the Grand Avenue Bridge. Motion carried (3-0).

9. Request to apply for a Highway Safety Improvement Program grant for pedestrian safety improvements at Wood Avenue and 8th Street South.

Potential pedestrian safety concerns at the intersection were discussed as identified by WisDOT as well as proposed pedestrian crossing improvements and the Engineering Department's recommendation to apply for HSIP funding to finance 90% of the project costs. Motion by Evanson, second by Austin to approve applying for HSIP funding for pedestrian improvements at the intersection of Wood Avenue and 8th Street South. Motion carried (3-0).

10. Review the Pavement Replacement Plan.

An informational summary of City's Pavement Replacement Plan was reviewed.

11. Review referral list.

The referral list was reviewed and updated.

12. Set next meeting date.

Next meeting was set for Thursday, January 5th, 2023 at 5pm.

13. Adjourn

Motion by Evanson, second by Polach to adjourn at 6:03 pm. Motion carried (3-0).

It was moved by Zacher, seconded by Veneman to approve and adopt the actions of the Committee. 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	Motion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tom Rayome	4		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sheri Evanson	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		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

C. REPORT OF THE HUMAN RESOURCES COMMITTEE MEETING HELD ON DECEMBER 13, 2022:

Jay Bemke, Chairperson Patrick J. Delaney, Vice-Chairperson Tom Rayome

Date of Meeting: December 13, 2022

Reported to Council: December 20, 2022

The Human Resources Committee held a meeting in the First Floor Conference Room of City Hall, 444 West Grand Avenue, Wisconsin Rapids, on Tuesday, December 13, 2022, at 2:00 p.m. All Committee members were present. Also present were Paul Vollert, Ryan Hartman, Mayor Blaser, and City Attorney Sue Schill (remotely).

1. Call to order

The meeting was called to order by Chairperson Bemke at 2:03 p.m.

2. HR Update

a. Recruitment

b. End of year reporting.

Updates were given, no action was taken.

3. Discuss and consider for approval proposed changes to the Clothing/ Shoe Allowance policy.

Motion by Delaney, seconded by Rayome to approve the proposed changes to the Clothing/Show Allowance policy as presented. Motion carried 3-0.

4. Adjournment

Motion by Rayome, seconded by Delaney to adjourn. Motion carried 3-0. The meeting adjourned at 2:15 p.m.

It was moved by Evanson, 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"/>
Sheri Evanson	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"/>

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

- A. McMillan Memorial Library Board of Trustees held July 20, August 24, September 8, September 14, September 21, October 19, November 3, and November 16, 2022
- B. Zoning Board of Appeals held October 20 and November 16, 2022
- C. South Wood County Airport Commission held November 3, 2022 and Monthly Summary for November 2022
- D. Water Works and Lighting Commission held November 9, 2022
- E. Engineering Department Monthly Summary for November 2022
- F. Public Works Department Monthly Summary for November 2022
- G. Wastewater Treatment Commission Monthly Summary for November 2022
- H. Wisconsin Rapids Fire Department Monthly Summary for November 2022
- I. Wisconsin Rapids Police Department Monthly Summary for November 2022

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

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

10. Referrals to Committee

Aldersperson Evanson submitted a referral to the Human Resources Committee for an update on the wage study

11. Beverage Operator's License Appeal

- a. In open session, the Council may vote to go into closed session, under Section 19.85(1)(b) of the Wisconsin Statutes, which reads, in part, "Considering dismissal, demotion, licensing or discipline of any public employee or person licensed by a board or commission, and the taking of formal action on any such matter; provided that person licensed is given actual notice of any evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action may be taken. The notice shall contain a statement that the person has the right to demand that the evidentiary hearing or meeting be held in open session. This paragraph and par. (f) do not apply to any such evidentiary hearing or meeting where the employee or person licensed requests that an open session be held."

If the Council goes into closed session, the Council may hold a requested hearing by an applicant for a

Attachment #1

beverage operator license whose license has been denied by the Clerk.

It was moved by Bemke, seconded by Zacher to go into closed session. Roll call vote was taken. All members voted in the affirmative. Motion carried 8 ayes and 0 nays, and the Council went into closed session.

b. If the applicant requests that the hearing take place in open session, the hearing will be held in open session, and the council will take action on the license.

The applicant did not request that the hearing take place in open session.

In closed session the Council held a hearing requested by an applicant for a beverage operator license whose license has been denied by the Clerk.

c. If the hearing is held in closed session, the council will return to open session for possible actions on the license.

It was moved by Evanson, seconded by Zacher to return to open session. Motion carried, 7 ayes and 1 nay, and the Council returned to open session:

<u>Aldersperson</u>	<u>District</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Ryan Austin	1		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dean Veneman	2		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Matt Zacher	3	Second	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tom Rayome	4		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sheri Evanson	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"/>

In open session, it was moved by Evanson, seconded by Zacher to approve a beverage operator license for an applicant whose license has been denied by the Clerk. Motion carried, 5 ayes and 3 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 type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sheri Evanson	5	Motion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dennis Polach	6		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Patrick J. Delaney	7		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jay Bemke	8		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

12. Adjournment

It was moved by Rayome, seconded by Evanson to adjourn. Motion carried, 8 ayes and 0 nays, and the meeting adjourned at 7:28 p.m.:

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

Respectfully submitted,

Jennifer M. Gossick, City Clerk

CITY OF WISCONSIN RAPIDS

ORDINANCE NO. MC 1333

A GENERAL ORDINANCE OF THE CITY OF WISCONSIN RAPIDS AMENDING CHAPTER 11 OF THE ZONING CODE, SPECIFICALLY ARTICLE 17 – PARKING AND LOADING FACILITIES, PERTAINING TO OFF-STREET PARKING SURFACE REQUIREMENTS

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

SECTION I Section 11.17.03(h) of the Wisconsin Rapids Municipal Code is hereby amended to read as follows:

11.17.03 Off-street parking

(h) Surfacing.

An off-street parking area (i.e., spaces and aisles) shall be hard surfaced (e.g., pervious concrete, asphaltic concrete, pavers, or similar product), except for those land uses listed as agriculture or resource-based in Appendix A which may be surfaced with crushed gravel.

The Plan Commission may authorize as a special exception alterations to parking lot and driveway surfacing for the following or similar type of uses and accessory uses: campground, group recreation camp, commercial stable, outdoor entertainment, community garden, park, recreation trail, and composting facility.

The special exception surface alterations shall follow the following standards, where applicable:

a. Gravel/Granite shall be permitted on a lot and not within the setbacks as described below. Areas within the right-of-way and required setback shall be surfaced with asphalt bituminous, concrete, or dustless material approved by the Zoning Administrator.

1. Front yard: 10 feet
2. Side yard: 5 feet
3. Rear yard: 5 feet

b. A minimum gravel layer 4 inches thick shall exist.

If it is not possible to hard surface the parking area between November 1 and April 1, the city building inspector may issue an occupancy permit provided the property owner and zoning administrator enter into a written agreement that requires completion no later than June 1.

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

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

Shane E. Blaser, Mayor

Jennifer M. Gossick, City Clerk

ADOPTED:

APPROVED:

PUBLISHED:



OFFICE
OF THE
MAYOR

January 17, 2023

Dear Alderpersons,

The following appointments are submitted for your approval:

Historic Preservation Commission

Jackie Bredl Dietrich, 850 1st Ave. S, is appointed as a regular member for a term expiring February 1, 2026.

Jeff Penzkover, 1231 17th St. N, is appointed as an alternate member for a term expiring February 1, 2026.

Justin Pluess, 530 3rd St. S, is appointed as a regular member for a term expiring February 1, 2026.

Michael Hittner, 980 1st Ave. S, is appointed as a regular member for a term expiring February 1, 2025.

Ryan Austin, 4387 Condo Dr., is appointed as an alderperson member for a term expiring April 17, 2023.

William Parker, 351 17th St. N, is appointed as a regular member for a term expiring February 1, 2025.

Respectfully submitted,

Shane E. Blaser, Mayor

Shane E. Blaser, Mayor

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

Phone: (715) 421-8202 | Fax: (715) 421-8278 | sblaser@wirapids.org | www.wirapids.org

CITY OF WISCONSIN RAPIDS
RESOLUTION No. 2 (2023)
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 health 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 3, 2023 and The Grand Affair on September 10, 2023 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 ____17____ day of ____January____ in the year ____2023____

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: _____

REPORT OF THE PLANNING COMMISSION

Date of Meeting: January 9, 2023

Report #1

The Planning Commission met at 4:00 p.m. on January 9, 2023 in the Council Chambers at City Hall. Members present included Lee Thao, Ryan Austin, Susan Feith, Ben Goodreau and Thaddeus Kubisiak. Eric Daven and Shane Blaser were absent. Also present were Community Development Director Kyle Kearns, Associate Planner Carrie Edmondson, Alderperson Dennis Polach, Larry Koopman, Jim Lucas, Nathan Flinders and Nathan Morville.

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

1. Approval of the report from the December 5, 2022 Plan Commission meeting

Motion by Goodreau to approve the report from the December 5, 2022 Plan Commission meeting; second by Thao.

Motion carried (4 – 0)

Member Kubisiak entered the meeting

2. **Theresa Cashman – 22-001285:** request for a special exception from architectural standards for trash enclosures in commercial districts at 3820 8th Street South (Parcel ID 3413806)

Carrie Edmondson provided a brief summary of the item. Staff recommended denial of the request due to the applicant's failure to provide completed plans for the enclosure.

Jim Lucas, representing Theresa Cashman, provided information on the applicant's proposed construction and landscape modifications of the trash enclosure.

Motion by Feith do deny the request for a special exception from architectural standards for trash enclosures in commercial districts at 3820 8th Street South (Parcel ID 3413806), due to lacking details on landscaping and the fencing gate; second by Goodreau.

Motion carried (5 – 0)

3. **N&N Auto Outlet – 22-001286:** request for site plan review to perform site improvements at 641 Dale Street (Parcel ID 3408020, 3408029, and 3408021)

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

Mr. Kearns answered member Feith's questions about paving on the site.

Motion by Goodreau to approve the request for site plan review to perform site improvements at 641 Dale Street (Parcel ID 3408020, 3408029, and 3408021), subject to the following conditions:

1. A Certified Survey Map demonstrating lot consolidation of the three parcels must be finalized prior to construction.
2. Proper signage shall be installed identifying vehicle directions.
3. The six parking spaces adjacent to the residential properties to the north shall be marked employee parking only.
4. Light from the parking area shall not exceed 0.2 foot-candles at a neighboring commercial property line and 0.1 foot-candles at the neighboring residential property line once mitigation measures are implemented.

5. All applicable right-of-way and stormwater permits must be obtained through the Engineering Department.
6. Stormwater management must comply with Chapters 32 and Chapter 35 of the Municipal Code during and after construction.
7. Vision triangle requirements shall be met and reflected in an updated site plan to be submitted to and approved by the Community Development Department.
8. All applicable permits through the City shall be obtained.
9. Community Development Department staff shall have the authority to approve minor modifications to the plans.

Second by Feith

Motion carried (5 – 0)

4. Adjourn

Motion by Austin to adjourn; second by Kubisiak

Motion carried (5 – 0)

Meeting adjourned at 4:18 p.m.

Respectfully Submitted by Erika Esser, Secretary



Report of the Finance and Property Committee

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

Date of Meeting: January 3, 2023
Reported to Council: January 17, 2023

The Finance and Property Committee met at 4:05 p.m. on Tuesday, January 3, 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 4:05 p.m.

2. Consider for approval a Temporary Retail Class "B" Fermented Malt Beverages License for Central Wisconsin Cultural Center, Inc., 2651 Eighth Street South, for an Exhibit Opening event to be held from 5:30 p.m. to 7:30 p.m. on Friday, January 20, 2023

It was moved by Veneman, seconded by Bemke to approve a Temporary Retail Class "B" Fermented Malt Beverages License for Central Wisconsin Cultural Center, Inc., 2651 Eighth Street South, for an Exhibit Opening event to be held from 5:30 p.m. to 7:30 p.m. on Friday, January 20, 2023. Motion carried, 3-0.

3. Consider a request from GameStop, Inc. d/b/a GameStop #3254, Diana Saaheh-Jajeh, agent, located at 930 Kuhn Avenue for renewal of a Secondhand Article Dealer license

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

4. Consider for approval 2022 Budget Amendment Resolution No. 4

It was moved by Veneman, seconded by Bemke to approve 2022 Budget Amendment Resolution No. 4. Motion carried, 3-0. Resolution No. 1 (2023)

5. Audit of the bills

It was moved by Bemke, seconded by Veneman to approve check numbers 15255 to 15625. Motion carried, 3-0.

6. Set next meeting date

The next regular Committee meeting is set for Tuesday, February 7, 2023 at 4:00 p.m.

7. Adjourn

It was moved by Veneman, seconded by Zacher to adjourn. Motion carried, 3-0, and the meeting adjourned at 4:13 p.m.

Respectfully submitted,

Jennifer M. Gossick, City Clerk

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 5.00

Application Date: 12/20/22

☐ Town ☐ Village ☒ City of Wisconsin Rapids County of Wood

The named organization applies for: (check appropriate box(es).)

☒ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.

☐ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 1/20/23 and ending 1/20/23 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

☐ Bona fide Club

☐ Church

☐ Lodge/Society

☐ Veteran's Organization

☐ Fair Association

☒ Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Central WI Cultural Center - 501(c)(3) non-profit org

(b) Address 2651 8th St S
(Street) ☐ Town ☐ Village ☒ City

(c) Date organized 12/16/1996

(d) If corporation, give date of incorporation 12/16/1996

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☒

(f) Names and addresses of all officers:

President Jim Lucas, 1930 1st St N, Wisconsin Rapids, WI 54494

Vice President Alison Bruener, 3385 George Rd, Wisconsin Rapids WI 54494

Secretary Jack Watkins, 2420 Crystal Ln, Wisconsin Rapids, WI 54494

Treasurer Scott Kellogg, 511 Elm St Wisconsin Rapids, WI 54494

(g) Name and address of manager or person in charge of affair: Stephany Hartman
3130 45th Ct Wisconsin Rapids WI 54494

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number 2651 8th St S

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? All

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: _____

3. Name of Event

(a) List name of the event Exhibit Opening

(b) Dates of event January 20, 2023 5:30 - 7:30 pm

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer: Stephany Hartman
(Signature / Date)

Central Wisconsin Cultural Center
(Name of Organization)

Date Filed with Clerk 12/20/2022

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____

LICENSE APPLICATION

for

**PAWNBROKER
SECONDHAND JEWELRY DEALER
SECONDHAND ARTICLE DEALER
SECONDHAND ARTICLE DEALER MALL or FLEA MARKET**

CHECK ALL THAT APPLY:

☐ Original application

☐ Renewal

TYPE:

☐ Pawnbroker (\$210)

☐ Secondhand Jewelry Dealer (\$27.50)

☒ Secondhand Article Dealer (\$30)

☐ Mall or Flea Market

INSTRUCTIONS:

NATURAL PERSON (INDIVIDUAL) LICENSE – Complete Sections 1, 2, 3 and 6

PARTNERSHIP LICENSE – Complete Sections 1, 2, 3, 4 and 6

CORPORATE LICENSE – Complete Sections 1, 2, 3, 5, and 6

(SECTION 1) APPLICANT INFORMATION

Applicant Name (Last, First, MI) Saadeh-Jayeh, Diana H.		Sex F	Race W	Date of Birth 7-10-69	Place of Birth (City, State, Country) Libya
Street Address 12690 Condit Ranch Rd.	City Frisco	State Tx	ZIP 75035	Home Telephone Number 817-424-2000	
List all states applicant previously resided: CA					
Is applicant a: <input type="checkbox"/> Natural Person (Individual) <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Limited Liability Company <input type="checkbox"/> Partnership					

(SECTION 2) CONVICTION RECORD

Has the applicant, been convicted or adjudicated of any of the following within the last 10 years where the circumstances of the offense substantially relate to the circumstances of the licensed activity :

a felony?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
a misdemeanor?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
a statutory violation punishable by forfeiture?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
a county or municipal ordinance violation?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO

For each "YES" response provide the date of arrest, the nature of the offense and conviction or penalty information:
Attach additional sheets if necessary.

(SECTION 3) BUSINESS INFORMATION

Business Name GameStop #3254	Street Address 930 Kuhn Ave	City Wisconsin Rapids	State WI	ZIP 54494	Telephone Number 715-421-5001
Owner's Name GameStop Inc.	Street Address 625 Westport Pkwy	City Grapevine	State Tx	ZIP 76051	Telephone Number 817-424-2000
Business Manager's Name Alyson Gildenzopf	Street Address 1191 Weeping Willow Dr	City Wisconsin Rapids	State WI	ZIP 54494	Telephone Number 715-323-2045
Building Owner's Name Triton Center LLC	Street Address 3412 Millington Drive	City St. Charles	State MO	ZIP 63301	Telephone Number 314-452-8289

(Over)

(SECTION 4) LIMITED LIABILITY COMPANY INFORMATION

Limited Liability Company Name: _____

List name, address, and date of birth (DOB) of all members. *Attach additional sheets if necessary.*

Name (Last, First, MI)	DOB	Street Address	City	State	ZIP

(SECTION 5) PARTNERSHIP INFORMATION

Partnership Name: _____

List name, address, and date of birth (DOB) of all partners. *Attach additional sheets if necessary.*

Name (Last, First, MI)	DOB	Street Address	City	State	ZIP

(SECTION 6) CORPORATE INFORMATION

Corporation Name: _____

State of
Incorporation: _____List name, address, and date of birth (DOB) of all corporation officers and directors. *Attach additional sheets if necessary.*

Name (Last, First, MI)	DOB	Street Address	City	State	Zip
See attached list					

(SECTION 7) PENALTY NOTICE

I understand that this license may be denied or revoked for fraud, misrepresentation or false statement contained in the application or for any violation of Wis. Stat. §§ 134.71, 943.34, 948.62 or 948.63.

Under penalty of law, I swear that the information provided in this application is true and correct to the best of my knowledge. I agree to inform the clerk within ten (10) days of any change in the information supplied in this application.

Signature of Applicant: _____

Print Name of Applicant: _____

Diana Jajeh

FOR ADMINISTRATIVE USE ONLY

Licensing Authority	License Number Assigned	Date Effective	Clerk
FEES RECEIVED:	Pawnbroker Bond \$ _____	Secondhand Article License \$ _____	
	Pawnbroker License \$ _____	Secondhand Dealer Mall/Flea Market License \$ _____	
	Secondhand Jewelry License \$ _____	TOTAL FEE: \$ _____	

FOR LAW ENFORCEMENT USE ONLY☐ Recommend Approval☐ Recommend Denial (Attach explanation.)

Investigating Office Signature _____

Date: _____

Print Name of Investigating Officer: _____



WHEREAS, in 2022 the City received non-budgeted revenues from a variety of sources including, but not limited to, grants, donations, General Obligation bond proceeds; and the non-budgeted revenues are designated for a specified purpose or a reimbursement for an existing expenditure and in order to recognize and transfer the revenue to the budget accounts where they will be expended, the non-budgeted revenues need to be appropriated to the specified expenditures accounts; and

THEREFORE, BE IT RESOLVED, by a majority vote of the entire City of Wisconsin Rapids Common Council government body that the 2022 budget be amended as follows:

BE IT FURTHER RESOLVED that the City Clerk is hereby directed to publish a class 1 notice of this resolution in the City's official newspaper within 10 days of the Common Council.

EMS Fund

Revenue Account Name	Account No.	Amount	Expenditure Account Name	Account No.	Amount
State Aid - EMS	20345-41534	\$ 8,563	EMS FLEX Grant	52606-53226	\$ 8,563
Total		\$ 8,563	Total		\$ 8,563

Grants and Donations Fund

Revenue Account Name	Account No.	Amount	Expenditure Account Name	Account No.	Amount
K9 Donations	20647-41559	\$ 7,650	Police Department - K-9 Program	52102-55126	\$ 7,650
Zoo Donations	20647-41560	3,855	City Zoo - Donations	55802-55118	3,855
EDA Grant - CFDA #11.301	20645-51550	89,788	EDA Grant	56212-53501	89,788
Total		\$ 101,293	Total		\$ 101,293

Centralia Center Fund

Revenue Account Name	Account No.	Amount	Expenditure Account Name	Account No.	Amount
Miscellaneous Revenue	20147-41711	\$ 17,736	Memorial Donations	76000-55118	\$ 24,864
Fund Balance Applied	20150-49300	7,128			-
Total		\$ 24,864	Total		\$ 24,864

ARPA Grant Fund

Revenue	Account No.	Amount	Expenditure	Account No.	Amount
ARPA Grant Funds	21245-41550	\$ 494,062	Water Main construction	63225-56101	\$ 494,062
Total		\$ 494,062	Total		\$ 494,062

Adopted the 17th day of January, 2023

Shane Blaser, Mayor

Jennifer Gossick, City Clerk

REPORT OF THE PUBLIC WORKS COMMITTEE

Ryan Austin

Sheri Evanson

Dennis Polach

Date of Meeting: 1/5/2023
Reported to Council: 1/17/2023

The Public Works Committee met on Thursday, January 5th, 2023 in the Council Chambers at City Hall and via remote videoconference. Ryan Austin, Sheri Evanson, Dennis Polach were in attendance. Others attending are listed below.

1. Call to order

The meeting was called to order at 5:01 PM.

2. Review Engineering & Street Department Monthly Activity Report.

The reports were reviewed.

3. Review and consider setting new degradation fee rates for the 2023 calendar year.

Motion by Austin, second by Evanson to set the 2023 Degradation Fees as presented. Motion carried (3-0).

4. Review and consider proposals for the Grand Ave Bridge Rehabilitation Report.

Motion by Evanson, second by Polach to select the proposal from Jewell Associates for \$14,000 to prepare the Bridge Rehabilitation Report. Motion carried (3-0).

5. Review referral list.

The referral list was reviewed (Items 10,11,15,16 were removed)

6. Set next meeting date.

Next meeting was set for Monday, February 6th, 2022 after the Planning Commission at either 5:00pm or 5:30pm.

7. Adjourn

Motion by Evanson, second by Austin to adjourn at 5:21 pm. Motion carried (3-0).

Others in attendance:

See sign-in sheet.



PUBLIC WORKS DEPARTMENT

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

December 2022

Refuse and Recycling

- Garbage Collection estimate 406.91 tons (2021 406.73 tons)
- Recycling Collection estimate 92.16 tons (2021 98.76 tons)

Construction

Cherry Street (Riverview Drive – 1st St North, Smith St (Railroad St – Riverview Drive)

- Project completed

Rosecrans Street (9th Ave – Dead End)

- Project completed

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

- Installed 300' of Metal railing

Items to complete in spring:

- Asphalt trail tie in at river wall (North and South)
- Finish rake and seed earth berm and disturbed areas
- Asphalt trail tie in at Woodbine and 2nd Ave
- Asphalt patch between wall and back of curb

18th Ave South (Russel Street – West Grand Ave)

- Project completed

West Jackson Street (West Riverview Expressway – Wisconsin River)

- City portion of project completed

Freemont Street (14th Street – 13th Street)

- Project completed

9th Ave North (West Grand Ave – Freemont Street)

- Backfilled curb and gutter

Items to complete in spring:

- Restoration of green spaces from West Grand Ave – High Street
- Entire construction of High Street – Freemont Street
- Some Concrete Carriage Walks

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

- Project complete till spring

Items to complete:

- Concrete sidewalks and curb ramps
- Asphalt patch driveways
- Backfill of curb and site restoration

17th Ave North (Rosecrans Ave – Jefferson Street)

- Project completed

Streets Maintenance

- Swept streets to pick up leaves and seal coating chips that were loose
- Busted stumps at Compost site to prepare for grinding
- Patched city streets with cold patch
- Catch basin repairs
- Building and yard organization
- Parts inventory control
- Riverbank, bike trail, and dead end tree and brush trimming
- Site restoration on curb and gutter repairs
- Check sand barrels
- Equipment training for employees who may fill in
- Plowed multiple snow events
- Removed snow in downtown area's and schools and churches
- Winged back snow from blowing snow over Christmas weekend
- Loaded out snow from parking lots

Paint and Signs

- Poured sign bases for Pedestrian crossing on Baker Street
- Replaced damaged signs from car damage and storm damage
- Inspected Light Pole Christmas Decorations that were not working and fix

Shop and Repairs

- Routine service work fleet trucks
- Annual Vehicle Inspections
- Service Police and Fire's fleet
- Pulled damage motor in grader, send head away for repair, order parts to rebuild bottom end of motor
- Repair broken steel during multiple snow events. Broken steel coming from steel fatigue or bad welds



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 2022

Permits & Degradation

- 6 Permits/Applications (16 last month) for asphalt paving (0), driveway grades/concrete pour inspections (0), storm water (0), excavating (6), Street Privilege (0), storm connection (0), permit parking (0), banner (0), environmental testing well (0), contractor licenses (0)
 - This year – 319 permits & licenses
- 63 Diggers Locates for Storm Sewer & Sanitary Sewer (125 last month)
 - 4 Emergency locates (3 after hours)
- Degradation fees - this year = \$96,581.70
 - This month = \$3,178.13 (\$3,178.13 last month)

Traffic

- Vision Triangle Complaints
 - 4th Ave N and W Grand Ave – Southbound left – review is complete. The westerly most parking stall on the north side of W Grand Ave closest to 4th Ave will be removed to allow better visibility and increase the safety of motorists attempting to see traffic coming from the east. Work order will be sent out for painting in spring.
- Stop Sign / Yield Sign Requests
 - 2nd St S and Davis Ave – 4/28/22 – counter placed 11/22/22.
 - 13th St N & Prospect St – 10/6/22
 - 13th St N at Saratoga St, Avon and Wisconsin Prospect St – counter placed 11/29/22 at Saratoga, 12/8/22 at Prospect
 - 14th St N at Prospect St, Avon St and Wisconsin – counter placed 12/14/22 at 14th.
 - 15th St N at Prospect St, Avon St and Wisconsin – counter placed 12/23/22 at 15th St and at Saratoga on 12/30/22
- ITS Standalone Signal Grant
 - Bid awarded to Pember Companies.
 - Bid opening was Dec. 8th at 10am.
- Signal complaints
 - Request to make 3rd St / Market St / Jackson St intersection an all-way stop.
 - Chase St & Expressway – red light running, pedestrian safety, queueing. – verified equipment and performed visual observations in October.



ENGINEERING DEPARTMENT

444 West Grand Avenue

Wisconsin Rapids, WI 54495-2780

Engineering (715) 421-8205

FAX (715) 421-8291

- STH 54 & CTH W – too few cars can get through (9/20/2022)
- Chestnut & 8th St – too few cars can get through (9/20/2022)
- W Grand & Expressway – left turn coming on when it shouldn't (9/30/2022)

Project Designs/Construction underway:

Maintenance Projects

- Sidewalk and Curb & Gutter Maintenance

2023 Reconstruction Projects

- Preliminary Survey for 2023 Projects are complete.
- Design for 2023 Projects
 - Oak St (E Jackson St to 16th St) – 90%
 - Shorewood Terrace (1st St N to Termini) – 90%
 - Apricot St and Broadway St – 95%
- 2023 Contracts
 - Sewer Lining Contract – 0%
 - Crushing Contract – 0%
 - Asphalt Contract – 30%
 - Concrete Contract – 30%

2024 Reconstruction Projects

- Preliminary Survey for 2024 Projects
 - Lincoln St (Expressway to Peach St) – 100%
 - Wylie St (8th St N to 10th St N) – 100%
 - 14th Ave N (W Grand Ave to Fremont St) – 0%
 - 15th Ave N (W Grand Ave to High St) – 0%
- Design for 2024 Projects
 - 9th St S (Peach St to Chestnut St) – 40%
 - Lincoln St (Expressway to Peach St) – 10%
 - Wylie St (8th St N to 10th St N) – 15%
 - 14th Ave N (W Grand Ave to Fremont St) – 0%
 - 15th Ave N (W Grand Ave to High St) – 0%

Storm Water Utility

- Storm Utility Billing Update/Audit – Several meetings occurred this month with the consultant to review utility bill changes



ENGINEERING DEPARTMENT

444 West Grand Avenue

Wisconsin Rapids, WI 54495-2780

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

- One Mile Cr. – We met with the DNR on dam permitting on December 14th. We also completed the sediment sampling needed for the dredging permit. Communications will be mailed out to property owners in early January with an update on the project.

Transportation Utility

- Utility account changes from July to November were sent back to WWLC on 12/6/22. 28 accounts were updated.
- Monthly updates will begin in December moving forward.

Capital Improvement Planning

- No new updates at this time.

Other Highlights

- Rail Study Kick-off meeting was held on 9/29/2022. Data collection began on October 12th.
 - Preliminary rail data is attached
 - Public Survey – 955+ responses as December. Survey will run until Dec. 30th.
 - Completing data collection and starting work on the final report the week of Dec. 5th
 - LinqThingz moved data collection equipment to 17th Ave N and Bonow Ave on 11/28/22.
- Baker St ped crossing. Preparation and coordination is complete. Bases are installed. Remaining equipment has arrived and is being installed the first week of January.
- W Jackson St Update
 - Half of the street lights have arrived and the remaining are expected to ship January 3rd, 2023. Work is being scheduled for the week of January 3rd, 2023 to start preparing for street light installation which may begin Friday, January 6th, 2023.
- Downtown Riverwall project scoping
 - No new updates
- Dog Park
 - Preliminary survey was complete 11/29/22. Survey data is being sent to MSTC for the Highway Tech students to design.
 - A WI DNR Construction Permit was applied for 11/30/22
- Centralia Center Roof bids will be compiled and advertised in January of 2023 on behalf of the Parks Dpt.
- Met with DOT on Dec. 20th, 2022 regarding Connecting Highway projects and discussed the pending agreement for the next project on 8th St S.



Public Works Committee

Date of Request: December 21, 2022

Requestor: Joe Eichsteadt, City Engineer

Request/Referral: Consider setting new degradation fee rates for the 2023 calendar year.

Background information: The City previously set rates for the 2021 & 2022 degradation fee schedule for impacts and deterioration that occur due to utility excavations and patching that occur within the City's ROW. More specifically, the degradation fees are applied to asphalt, concrete pavement, sidewalk and curb & gutter.

Ch. 6.24(10) identifies that the fee shall be established in an amount sufficient to recover the costs incurred by the city to maintain the infrastructure that has been patched.

The table below shows the current and past fees and the proposed fee for 2023. The proposed rates were updated based on actual costs in 2022 derived from unit bid pricing from American Asphalt, SD Ellenbecker and Joslin Concrete along with updated costs for chip sealing, joint sealing, etc.

Degradation Fee Schedule				
	Fee For 2023		Fee In 2022	Fee in 2021
Asphalt	\$ 12.88	per sf	\$ 11.30	\$ 12.22
Concrete Pavement	\$ 21.69	per sf	\$ 18.17	\$ 15.62
Concrete Sidewalk	\$ 6.05	per sf	\$ 6.05	\$ 5.50
Curb & Gutter	\$ 24.54	per lf	\$ 22.11	\$ 25.20

Options available: Fees can be approved, modified, or left as is.

Action you are requesting the committee take: To approve the proposed degradation fees for 2023 as presented.

How will the item be financed? N/A



Public Works Committee

Date of Request: January 3rd, 2023

Requestor: Joe Eichsteadt, City Engineer

Request/Referral: Consider proposals for the Bridge Rehab Report

Background information:

A list of approved firms from the DOT was reviewed and request for proposals were sent to: RaSmith, MSA, AECOM, Jewell, Strand, EMCs. Many firms that we contacted deferred submitting a proposal on the bridge rehab report since it would exclude them from working on a funded bridge project.

Proposals are due January 3rd and will be provided at the meeting.

The 2024-2026 BIL Local Bridge Program application is due March 24th, 2023 and requires that a Bridge Rehabilitation Report be completed, approved by the Bureau of Structures and submitted with the application. A Bridge Rehab Report is expected to be around \$15,000 to \$20,000.

The local bridge program is 80% state funded and 20% locally funded including design costs.

The Grand Ave Bridge rehabilitation work is included in the Public Works CIP for 2025.

Options available: Consider proposals received.

Action you are requesting the committee take: Approve an acceptable proposal.

How will the item be financed? Public Works Construction Fund - reserves

PUBLIC WORKS COMMITTEE REFERRAL LIST:

2023

1. Request from Alderperson Tom Rayome to discuss the future of 8th St S. (2016)
2. ~~Request by Alderperson Cattanaach to reconsider the City's overnight parking ordinance (2021)~~
3. ~~Request by Alderperson Austin to consider developing a Responsible Bidder Ordinance~~
4. ~~Request by Alderperson Kellogg to study traffic speed along Chestnut from 8th Street to Hill Street and make recommendations (2020)—study was done when there were no school-related activities. Will continue study when school is in session and will report back to committee.~~
5. ~~Request by Alderperson Evanson to review parking ordinance for any inconsistencies between ordinance language and signage throughout the City (2021)~~
6. ~~Request by Alderperson Bemke to perform an intersection analysis and determine sign warrants, if any, for 12th St S and Chestnut St.~~
7. Request by Alderperson Austin to consider a feasibility study for reducing noise and vehicle delays due to railroad tracks along the west side of the City at and between crossing from Gaynor Ave to High St.
8. ~~Request by residents along Smith St and Cherry St to not reinstall sidewalk along these road projects.~~
9. ~~Review and approve the conditions for a street privilege permit for Mead Witter Foundation, Inc.~~
10. Review the bid results for the West Riverview Expressway Traffic Signal Improvement project and consider awarding the contract to the low, qualified bidder.
11. Request from Zacher to consider removing pavers in west boulevard of 2nd Ave S between roundabout and Lyons St and replacing with colored, stamped concrete.
12. Request from Austin to discuss the Biron wastewater agreement at a special PW meeting.
13. Request from Rayome for Quiet Zones for trains on the east side of city. (Referral Attached)
14. ~~Request from Polach to change traffic control at the intersection of Peach St and 13th St S from uncontrolled to either yield or stop control.~~
15. Request by Gary Wilhorn, 4281 14th Pl S, to install street lighting at the intersection of 14th Pl and Whitrock Ave.
16. Update Degradation Fees for 2023.
17. Consider Highway Safety Improvement Grant for pedestrian crossing at 8th St S at Wood Ave.
18. Consider possible solutions to possible lack of sufficient overnight and extended parking for semi-trucks within the City.



Human Resources Committee Meeting Minutes January 12, 2023

Human Resources Committee

Jay Bemke, Chairperson

Patrick Delaney, Vice Chairperson

Tom Rayome

The Human Resources Committee held a meeting in the Council Chambers of City Hall, 444 West Grand Avenue, Wisconsin Rapids, on Thursday January 12, 2023, at 4:30 p.m. All Committee members were present. Also present were Mayor Blaser, City Attorney Sue Schill, Alderperson Polach, Alderperson Veneman, Police Chief Mike Potocki, Fire Chief Todd Eckes, and HR Manager Ryan Hartman.

Agenda

1. Call to order

Chairperson Bemke called the meeting to order at 4:32 p.m.

2. The Committee 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 may discuss negotiations and strategy regarding possible amendments to provisions in the City's Labor Agreement with WRPPA involving new police department hires

Motion by Rayome, seconded by Delaney to move to closed session pursuant to the above statute. Roll call vote taken. All members voted in the affirmative. Motion carried 3-0.

In closed session discussion occurred regarding new police department hires and hiring requirements.

3. The Committee will return to open session.

Motion by Rayome, seconded by Delaney to return to open session. Motion carried 3-0.

4. Discuss and consider for approval an amendment to the Labor Agreement with IAFF Local 425 regarding a Field Training Instructor program and revisions to on-duty and off-duty training.

Motion by Bemke, seconded by Delaney to approve an amendment to the Labor Agreement with IAFF Local 425 regarding a Field Training Instructor program and revisions to on-duty and off-duty training. Motion carried 3-0.

5. Consider a request from Alderperson Delaney to decrease pay for alderpersons from \$490 per month to \$0 per month.

Motion by Delaney to approve a decrease in pay for alderpersons from \$490.00 per month to \$0 per month. Motion died for lack of a second.

6. Wage Study Update

Discussion took place, no action taken.

7. Adjournment

Motion by Rayome, seconded by Delaney to adjourn. Motion carried 3-0. Meeting adjourned at 5:50 p.m.

**Amendment to
Labor Agreement Between
City of Wisconsin Rapids
and
IAFF Local 425**

1/1/22 to 12/31/24

The following amendments to the Labor Agreement between the City of Wisconsin Rapids and Wisconsin Rapids Firefighters Local 425 – I.A.F.F. are hereby agreed to between the parties and the same shall be incorporated into the Labor Agreement:

1. ARTICLE 5 HOURS

In Article 5 Hours (Workdays), the paragraph OFF-DUTY TRAINING shall be retitled EVENING/FULL DAY TRAINING and shall be amended to read as follows:

EVENING/FULL DAY TRAINING

Each crew/platoon member shall annually participate in a minimum of one four (4)-hour evening drill after daylight hours (between the hours of 1800 and 2300), as scheduled by the Fire Chief. These evening drills may be scheduled on 2 different evenings (4 hours each evening) to allow members more options to participate, but shall not be scheduled on a Sunday or holiday. A crew that that is scheduled to work on the evening the drill is scheduled shall participate in the drill. Members shall sign up to participate in these evening drills on their off-duty day in the event an evening training is not scheduled on a workday.

Each crew/platoon member shall annually participate in a minimum of one eight (8)-hour full day training drill, or two four (4)-hour day drills, as scheduled by the Fire Chief. These drills shall not be scheduled on a Sunday or holiday. A crew that that is scheduled to work on the day the drills are scheduled shall participate in the drill. That crew shall be granted “standby time” during the afternoon hours of that day. Members shall sign up to participate in these day drills on their off-duty day in the event the drill is not scheduled on a workday.

2. Appendix A

The following paragraph shall be added after the Lateral Hire Pay paragraph:

Field Training Instructor:

The Fire Chief shall in his/her discretion implement a Field Training Instructor Program to facilitate training for probationary firefighters. The Chief shall implement Standard Operational Guidelines for this program. The Battalion Chief shall be responsible for assigning firefighters as Field Training Instructors (FTI). Firefighters who are assigned to the duty of FTI shall be paid 1 hour at the overtime rate of pay for each day that they are tasked with FTI duties. Each day the Battalion Chief shall determine if an FTI should be assigned FTI duties for that day. Only one firefighter per day can be assigned FTI duties, even if there are multiple firefighters on probationary status.

FOR THE UNION:

President, Local 425

Secretary, Local 425

FOR THE CITY:

Shane E. Blaser, Mayor

Jennifer M. Gossick, City Clerk

Susan C. Schill, City Attorney

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

The Housing Authority of the City of Wisconsin Rapids held its regular monthly meeting at 1:30 p.m. on Wednesday, September 28, 2022 in the community room of the Huntington House Apartments, 2521 10th Street South, Wisconsin Rapids, WI 54494. Commissioner Grode called the meeting to order at 1:37 p.m.

1. ROLL CALL:

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

Excused: Evan Smith

Also present: Jolina Janus, Carol Voss and Linda Lucht

2. MINUTES REVIEWED:

- A. Commissioners reviewed minutes from the August 24, 2022 meeting. Commissioner Reith-Kincaid moved to approve the minutes of the August 24, 2022 meeting, seconded by Commissioner Helmer. All aye votes.

3. COMMUNICATIONS

- A. Social Committee update on activities: The next planned event will be on October 12th to the Fox River Mall.
- B. Stock box update: Mary reported that there was a total of 25 food boxes distributed among tenants at Parkview, Tenth Avenue and Huntington House apartments.
- C. Huntington House and Parkview elevator power unit update: Mary reported that the elevator upgrades at Huntington House and Parkview apartments are completed. Elevators are up and running with no issues.

4. CONSIDERATION OF BILLS

- A. Approve July 2022 fee financial statements from accountants: Commissioners reviewed the July 2022 financial statements. Commissioner Helmer moved to approve the July 2022 financial statements, seconded by Commissioner Reith-Kincaid. Commissioner Grode asked if the Capital Funds for 2022 would be showing in future statements. Mary said they would be in the next months financial statements. All aye votes.

- B. Approve August 2022 bills (QuickBooks register and purchasing card transaction detail): Commissioners reviewed the August 2022 bills. Commissioner Reith-Kincaid moved to approve the August 2022 bills, seconded by Commissioner Henke. All aye votes.

5. EXECUTIVE DIRECTOR'S REPORT

- A. Public Housing Occupancy: Mary reported that there are four vacancies at Parkview. Two for reasonable accommodation transfers to first floor, one moving to be closer to family, and one who is deceased. Two vacancies have been filled with move-in dates scheduled for September 27 & 28, 2022 and one transfer scheduled for October 1, 2022. The remaining vacancy will be filled off the waiting list with tentative move-in date of October 31, 2022. There are no vacancies at Tenth Avenue. There are three vacancies at the scattered sites. One family is purchasing a home, one is moving out of area and the other due to program violations. The vacancies will be filled off the waiting list with tentative dates scheduled for September 28 & 30, 2022. There will be an upcoming scattered site vacancy due to multiple lease violations.
- B. Huntington House Redevelopment, LLC Occupancy: There are three vacancies at the Huntington House RAD PBV project: one deceased and two moving to a skilled living facility. Two vacancies are scheduled for October 1, 2022. The remaining vacancy will be filled off the waiting list with a tentative date of November 1, 2022.
- C. Section 8 program status: Mary reported that as of September 26, 2022 there are 171 families under contract with the current waiting list running approximately around 9 months. There are currently 247 families on the waiting list. The Section 8 voucher activity for the month consisted of the following: four VASH voucher holders, zero new admissions, vouchers, and portability move-outs/move-ins, and two end of participations due to moving out of area and one reached 180 days of zero HAP.
- D. Capital Funds Program grant status: Mary reported that the 2018 grant has a zero balance in operations & RAD activities and \$26,523.29 in general capital activities for parking lot sealing/restriping, tree services, appliances and Parkview and Tenth Avenue HVAC. The 2019 grant has a zero balance in operations and RAD activities and \$15,825.64 in general capital activity for appliances. The 2020 grant has a \$98,694.28 balance in operations for insurances and miscellaneous expenses, \$24,546 in general capital activities for appliances, and zero in RAD activities. The 2021 grant has a \$160,943.98 balance in operations for insurances, PILOT, and miscellaneous expenses, and \$23,085 in general capital activities for appliances, concrete repairs, in unit floor repairs/replacement, and automatic door opener repairs/replacement. The 2022 grant has a \$252,024.06 balance in operations for insurances, PILOT, maintenance snowblower and lawnmower, and miscellaneous expenses; \$48,000 in general capital activities for appliances, tree services, unit turnover/modernization, Parkview windows, and HVAC

repairs at all projects, and zero in RAD activities. A disbursement from the 2020 grant operations of \$2,250 was made for unit turnover painting of two scattered site houses. The following disbursements were made from the 2022 operations: \$13,4999 for new maintenance ride on lawnmower and \$752 for annual crime bond insurance.

- E. State Debt Collection (SDC) : Mary reported that two payments totaling \$337.82 were received in September 2022 from one former public housing tenant and one former Section 8 participant.
- F. Huntington House Red LLC tree removal quotes: Mary reported that two tree removal services were on site at Huntington House to survey trees on the property to be removed. It is anticipated that up to eight trees are to be removed within the courtyard and southeast corner of the building. Beaver Tree Removal Services will be providing a quote. The quote is anticipated to be around \$8,000 and would include tree removal, stump grinding, filling, and leveling. A Cut Above does not anticipate submitting a quote.
- G. Digital signage for Parkview and Huntington House Red LLC: Mary reported that to move forward with digitizing documents and reducing office expenses, she requested a quote from Tech Pros for the purchase and installation of two digital screens for Parkview and Huntington House apartments. The digital screens would allow the Housing Authority to push out notifications and announcements to tenants and reduce paper signage throughout the building and efficiency in getting information out to tenants.
- H. RAD status update: Mary reported that Kaitlin anticipates that WHEDA will be releasing their Qualified Allocation Plan for their Low-Income Housing Tax Credits after their annual conference. Mary stated that she will be virtually participating as a panelist at this year's conference during the Repositioning session on September 29, 2022.

6. Resolution:

- A. 2022-4 2023 Public Housing Utility Allowance: Commissioners reviewed Resolution 2022-4. Mary reported that the allowances have increased due to inflation. Commissioner Helmer moved to approve Resolution 2022-4_2023 Public Housing Utility Allowance, seconded by Commissioner Reith-Kincaid. All aye votes.
- B. 2022-5 2023 Public Housing Flat Rent Minimally at 80% of Fair Market Rent (FMR): Commissioners reviewed Resolution 2022-5. Mary reported that HUD's FMR's have increased due to inflation, and so the adjustments to the flat rents are slightly more than 80% to hopefully provide a cushion for anticipated future FMR increases. Commissioner Reith-Kincaid moved to approve Resolution 2022-5_2023 Public Housing Flat Rent Minimally at 80% of Fair Market, seconded by Commissioner Helmer. All aye votes.

C. 2022-6_2023 Section 8 Utility Allowance: Commissioners reviewed Resolution 2022-6. Mary reported that due to the difficulty and increased administrative burden in obtaining information from utility companies, the Housing Authority will be utilizing WHEDA's utility allowance schedule moving forward. Commissioner Helmer moved to approve Resolution 2022-6_2023 2023 Section 8 Utility Allowance, seconded by Commissioner Henke. All aye votes.

7. **PUBLIC INPUT:** Carol Voss inquired about parking lot signage at Tenth Avenue for tenant only parking in the two lots due to limited parking at the building. Mary stated that there has been an increase in the number of tenants who own vehicles and she would look further into possibly providing a tenant memo to remind tenants to let their guests/visitors know to park on the road, if possible.
8. **NEXT MEETING:** The next monthly meeting is scheduled for 1:30 p.m. on Wednesday, October 26, 2022, in the community room of the Huntington House Apartments.
9. **ADJOURNMENT:** Commissioner Helmer moved to adjourn the meeting at 2:28 p.m., seconded by Commissioner Henke. All aye votes.

Submitted for approval by:

Mary Vang
Executive Director

Date:_____

Approved by:

Jo Ann Grode
Chair

Date:_____

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

The Housing Authority of the City of Wisconsin Rapids held its regular monthly meeting at 1:30 p.m. on Wednesday, October 26, 2022 in the community room of the Huntington House Apartments, 2521 10th Street South, Wisconsin Rapids, WI 54494. Commissioner Grode called the meeting to order at 1:35 p.m.

1. ROLL CALL:

Present: Cheryl Reith-Kincaid, Jean Helmer, Evan Smith, David Henke, JoAnn Grode and Mary Vang

Also present: Jolina Janus, Carol Voss and Linda Lucht

2. MINUTES REVIEWED:

- A. Commissioners reviewed minutes from the September 28, 2022 meeting. Commissioner Henke moved to approve the minutes of the September 28, 2022 meeting, seconded by Commissioner Smith. All aye votes.

3. COMMUNICATIONS

- A. Social Committee meeting minutes from September 6, 2022 meeting and update on activities: Commissioners reviewed minutes from the September 6, 2022 Social Committee Meeting. Commissioner Helmer moved to approve the September 6, 2022 minutes, seconded by Commissioner Smith. All aye votes. Commissioner Reith-Kincaid reported that the Fox River Mall trip went well. Commissioner Helmer reported on the Thanksgiving and Christmas dinners for all three apartment buildings have been scheduled, along with the Marshfield tour of lights.
- B. Stock box update: Mary reported that there was a total of 25 food boxes were distributed among tenants at Parkview, Tenth Avenue and Huntington House apartments.
- C. Mid-State Technical College Diana Schenk Memorial Scholarship Recipient: Mary shared with Commissioners the recipient biography of the Diana Schenk Memorial Scholarship.

4. CONSIDERATION OF BILLS

- A. Approve August 2022 financial statements from fee accountant: Commissioners reviewed the August 2022 financial statements. Commissioner Reith-Kincaid moved to approve the August 2022 financial

statements from the fee accountant, seconded by Commissioner Smith. All aye votes.

- B. Approve September 2022 bills (QuickBooks register and purchasing card transaction detail): Commissioners reviewed the September 2022 bills. Commissioner Helmer inquired about the Rapids Rental & Supply check payment for \$13,499. Mary stated that the check was for the new lawnmower and bagger. Commissioner Helmer moved to approve the September 2022 bills, seconded by Commissioner Henke. All aye votes.

5. EXECUTIVE DIRECTOR'S REPORT

- A. Public Housing Occupancy: Mary reported that there are two vacancies at Parkview. One who is deceased and one who transferred to a first-floor unit. The vacancies will be filled off the waiting list with move-in dates of October 31, 2022 and November 10, 2022. There are no vacancies at Tenth Avenue. There is one upcoming vacancy in the scattered sites due to program violations. Mary reported that an eviction was filed on October 17, 2022 with the upcoming hearing scheduled for November 8, 2022. A move-in date will be determined once the eviction process is completed. Mary reported that the Housing Authority was just notified of the upcoming Public Housing REAC inspection scheduled for November 22nd -23rd.
- B. Huntington House Redevelopment, LLC Occupancy: There are two vacancies at the Huntington House RAD PBV project: one deceased and one moving to a skilled living facility. One vacancy has been filled and moved in on October 14, 2022. The remaining vacancy will be filled off the waiting list with a tentative date of November 1, 2022.
- C. Section 8 program status: Mary reported that as of October 18, 2022 there are 169 families under contract with the current waiting list running approximately around 9 months. There are currently 250 families on the waiting list. The Section 8 voucher activity for the month consisted of the following: four VASH voucher holders, zero new admissions, no vouchers expired, zero portability move-outs/move-ins, 4 new vouchers issued for a cumulative of seven vouchers, and two end of participations due to program violations and one reaching 180 days of zero HAP.
- D. Capital Funds Program grant status: Mary reported that the 2018 grant has a zero balance in operations & RAD activities and \$22,887.26 in general capital activities for parking lot sealing/restriping, tree services, appliances and Parkview and Tenth Avenue HVAC. The 2019 grant has a zero balance in operations and RAD activities and \$15,825.64 in general capital activity for appliances. The 2020 grant has a \$94,288.13 balance in operations for insurances and miscellaneous expenses, \$24,546 in general capital activities for appliances, and zero in RAD activities. The 2021 grant has a \$160,943.98 balance in operations for insurances, PILOT, and miscellaneous expenses, and \$23,085 in general capital activities for appliances, concrete repairs, in unit floor repairs/replacement, and automatic door opener repairs/replacement.

The 2022 grant has a \$245,014.06 balance in operations for insurances, PILOT, maintenance snowblower and lawnmower, and miscellaneous expenses; \$47,300 in general capital activities for appliances, tree services, unit turnover/modernization, Parkview windows, and HVAC repairs at all projects, and zero in RAD activities. A disbursement from the 2018 general capital activities for \$3,636.03 to Kone for an emergency after hour service call at Parkview apartments. The following disbursements were made from the 2019 operations: \$377 to Guezlow's Heating for a furnace repair in the scattered site, \$922.50 to Tech Pros for digital signage screen and installation, \$227.05 to Vivial for digital advertisement and website, \$2,694 to HDS LLC for the annual renewal of housing software program, and \$164.87 to TIAA Bank for the office copier contract. A disbursement of \$2,150 for the annual renewal of the public officials liability insurance and \$4,860 to Tech Pros for the annual IT contract plus backup renewal for 2023 from the 2022 operations grant. Commissioner Grode stated that she did not see payments for the sealcoating and striping of the parking lots. Mary stated that A & A Sealcoating went out of business shortly after finishing work on the Huntington House parking lot, and after Josh spoke with the owner about honoring the original contract. A & A Sealcoating agreed to subcontract out to have the parking lots at Parkview and 10th Avenue completed, but invoicing has not been received. She will follow up with Josh to get an update.

- E. Operating Subsidy HUD reconciliation corrections for years 2016, 2017, 2018, and 2019: Mary reported that the housing authority received underfunded operating subsidies totaling \$634 for years 2016 through 2019, this was a result of HUD calculation errors.
- F. State Debt Collection (SDC) : Mary reported that two payments totaling \$344.47 were received in September 2022 from one former public housing tenant and one former Section 8 participant.
- G. US Bank card rebate: Mary reported that a rebate of \$535.03 was received from US Bank's purchasing card program for quarter 2 of 2022.
- H. Kone Maintenance contract 3.00% increase: Mary reported Kone will be adjusting their rates by 3.00% effective for October 1, 2022.
- I. Tricor crime bond insurance: Mary reported that the annual crime bond insurance has been renewed with the new carrier, Travelers, effective for September 21, 2022.
- J. Auditor RFP Proposals for FYE 2022 and 2023: Mary reported that of the six auditing firms that she sent proposals to, Collins and Associates was the only firm that submitted a bid. The bid was received after the response date of October 6, 2022 but was accepted due to the lack of proposals submitted. Commissioner Grode inquired about the peer review and the deficiencies noted by the reviewing committee. Mary stated that the review was a part of the last bid that Collins and Associates submitted and that the firm corrected the deficiencies as requested by the review committee. She also stated that she is confident that the firm will perform

according with auditing standards, as the firm is a fee accountant for several other housing authorities in Wisconsin.

- K. 2021 audit communication with those charged with governance: Mary reported that there were no significant audit findings, material weaknesses or deficiencies in the housing authority's internal controls in the completion of the 2021 audit.
- L. 2021 audited financial submission: Mary reported that the 2021 audited financials were submitted to HUD's REAC FASS subsystem on September 29, 2022. The financials were also submitted on September 28, 2022 to the Federal Audit Clearinghouse on September 28, 2022.
- M. Housing Choice Voucher new incremental voucher funding: Mary reported that the Housing Choice Voucher (HCV) program was issue new incremental HCV vouchers in HAP awards of \$15,497 and special administrative fees of \$3,000 that are effective for October 1, 2022. These funds should be tracked for reporting purposes.

- 6. **In open session the Board will consider a motion to adjourn into closed session pursuant to Section 19.85 (1) ©, Wisconsin Statutes, for the purpose of considering “employment, promotion, compensation or evaluation of any public employee over which the governmental body has jurisdiction or exercises responsibility.” The purpose of the closed meeting is to discuss wage and benefit proposals for 2023.** Commission Helmer moved to adjourn into closed session, seconded by Commissioner Reith-Kincaid. All aye votes. The closed session was called to order by Commissioner Grode at 2:19 pm. Roll call was taken and those present were Jo Ann Grode, Jean Helmer, David Henke, Cheryl Reith-Kincaid, Evan Smith, Mary Vang and Jolina Janus.
- 7. **Return to open session for possible action based on closed session:** Commissioner Grode requested a motion to move into open session at 2:33 pm. Commissioner Reith-Kincaid moved to go into open session and postpone consideration and approval for the wage and benefits proposals for next month's meeting, after Executive Director, Mary Vang, provides draft budgets incorporating the proposed wages and benefits, seconded by Commissioner Smith. All aye votes.
- 8. **PUBLIC INPUT:** Carol Voss stated that there have been tenant concerns with the limited number of tenant parking spaces at Tenth Avenue with the winter months coming up. Commissioner Grode inquired about available space to the North side of the parking lot if trees were removed to add a couple more parking stalls. Mary stated that she along with Allen and Josh would further look into the parking situation at the building.

9. **NEXT MEETING:** The next monthly meeting is scheduled for 1:30 p.m. on Wednesday, November 30, 2022, in the community room of the Huntington House Apartments.
10. **ADJOURNMENT:** Commissioner Henke moved to adjourn the meeting at 2:50 p.m., seconded by Commissioner Smith. All aye votes.

Submitted for approval by:

Mary Vang
Executive Director

Date: _____

Approved by:

Jo Ann Grode
Chair

Date: _____



CITY OF WISCONSIN RAPIDS POLICE & FIRE COMMISSION
MEETING MINUTES
November 9, 2022
7:30 A.M.

1. Call the meeting to order.

Commissioner King called the meeting to order at 7:30 a.m.

2. Roll call.

Present in person at City Hall were Commissioners Albrecht, Grode, King, Tenpas and Yonkovich; and Mayor Shane Blaser, Interim Police Chief Mike Potocki, Fire Deputy Justin Pluess, Alderperson Dennis Polach, Ryan Hartman and Steve Riffel.

3. Approve the October 12, 2022 meeting minutes.

A motion was made by Commissioner Albrecht, seconded by Commissioner Yonkovich, to approve the October 12, 2022 meeting minutes. Motion carried.

4. Discuss the monthly report and activities of the Police Department with the Interim Police Chief.

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

5. Discuss the monthly report and activities of the Fire Department with the Fire Chief.

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

6. The Commission will vote to go into closed session pursuant to Section 19.85(1)(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 pursuant to Section 19.85(1)(c) of the Wisconsin Statutes, which reads: "Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility." In closed session, the Commission will review applications and discuss process for the recruitment of Police Chief.

A motion was made by Commissioner Albrecht, seconded by Commissioner Grode, to go into CLOSED SESSION pursuant to Wisconsin Statutes Sec. 19.85 (1)(c), to consider employment, promotion, compensation or performance evaluation data of any public employee over which the Commission has jurisdiction or exercises responsibility. Roll call vote taken. All members voted in the affirmative. Motion carried.



CITY OF WISCONSIN RAPIDS POLICE & FIRE COMMISSION
MEETING MINUTES
November 9, 2022
7:30 A.M.

Present in the closed session were Commissioners Albrecht, Grode, King, Tenpas and Yonkovich; and Mayor Shane Blaser, City Attorney Sue Schill, Ryan Hartman and Steve Riffel.

In closed session, the Commission reviewed applications and discussed the process for recruitment of Police Chief.

7. The Commission will return to OPEN SESSION and take any necessary action or make any recommendations needed as a result of the discussion of item 6 in closed session.

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

Re Item 6: In closed session, a motion was made by Commissioner Albrecht, seconded by Commissioner Grode, to accept CSS's plan for narrowing down the candidates and facilitating the process.

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

The next monthly meeting will be held on December 14th at 7:30 a.m.

9. Adjourn.

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

Respectfully Submitted,
Lee Albrecht, Secretary



CITY OF WISCONSIN RAPIDS POLICE & FIRE COMMISSION
MEETING MINUTES
December 21, 2022
7:30 A.M.

1. Call the meeting to order.

Commissioner King called the meeting to order at 7:33 a.m.

2. Roll call.

Present in person at City Hall were Commissioners Grode, King and Yonkovich; and Interim Police Chief Mike Potocki, Fire Chief Todd Eckes, Alderperson Dennis Polach, Ryan Hartman.

3. Approve the November 9, 2022 meeting minutes.

A motion was made by Commissioner Grode, seconded by Commissioner Yonkovich, to approve the November 9, 2022 meeting minutes. Motion carried.

4. Discuss the monthly report and activities of the Police Department with the Interim Police Chief.

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

5. Discuss the monthly report and activities of the Fire Department with the Fire Chief.

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

6. Discuss minimum qualifications for Entry-Level Firefighter/Paramedic candidates.

A motion was made by Commissioner Grode, seconded by Commissioner King, to approve changes to the minimum qualifications for Entry-Level Firefighter/Paramedic candidates as presented by Fire Chief Todd Eckes. The requirement for EMT-Paramedic will be changed to EMT-Basic and Firefighter II will be removed from the minimum requirements. The Fire Department will provide an in-house fire academy during the first four weeks of employment, which will serve to replace Firefighter II.

7. The Commission will vote to go into closed session pursuant to 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 pursuant to Section 19.85(1)(c) of the Wisconsin Statutes, which reads: "Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility." In closed session, the Commission will:



- a. Chief Eckes may provide introductory comments regarding the Entry-Level Firefighter/Paramedic candidates.
- b. Interview Entry-Level Firefighter/Paramedic candidates.
- c. Establish Entry-Level Firefighter/Paramedic eligibility list.

A motion was made by Commissioner Grode, seconded by Commissioner Yonkovich, to go into CLOSED SESSION pursuant to Wisconsin Statutes Sec. 19.85 (1)(c), to consider employment, promotion, compensation or performance evaluation data of any public employee over which the Commission has jurisdiction or exercises responsibility. Roll call vote taken. All members voted in the affirmative. Motion carried.

Present in the closed session were Commissioners Grode, King and Yonkovich; and Fire Chief Todd Eckes.

In closed session, the Commission interviewed two (2) Entry-Level Firefighter/Paramedic candidates.

8. The Commission will return to OPEN SESSION and take any necessary action or make any recommendations needed as a result of the discussion of item 7 in closed session.

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

Re Item 7: A motion was made by Commissioner Grode, seconded by Commissioner Yonkovich, to place two (2) candidates who were interviewed on the Entry-Level Firefighter/Paramedic eligibility list. Motion carried.

9. The Commission will vote to go into closed session pursuant to 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 pursuant to Section 19.85(1)(c) of the Wisconsin Statutes, which reads: "Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility." In closed session, the Commission will discuss progress in the recruitment of the Police Chief and may consider candidates to advance in the process.

A motion was made by Commissioner Grode, seconded by Commissioner Yonkovich, to go into CLOSED SESSION pursuant to Wisconsin Statutes Sec. 19.85 (1)(c), to consider employment, promotion, compensation or performance evaluation data of any public employee over which the Commission has jurisdiction or exercises responsibility. Roll call vote taken. All members voted in the affirmative. Motion carried.

Present in the closed session were Commissioners Grode, King and Yonkovich; and Ryan Hartman.



CITY OF WISCONSIN RAPIDS POLICE & FIRE COMMISSION
MEETING MINUTES
December 21, 2022
7:30 A.M.

In closed session, the Commission discussed progress in the recruitment of the Police Chief and considered candidates to advance in the process.

10. The Commission will return to OPEN SESSION and take any necessary action or make any recommendations needed as a result of the discussion of item 9 in closed session.

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

Re Item 9: A motion was made by Commissioner Grode, seconded by Commissioner Yonkovich, to continue the process for hiring a Police Chief, as presented in a memo from Community Security Solutions.

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

The next monthly meeting will be held on January 11th at 7:30 a.m.

12. Adjourn.

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

Respectfully Submitted,
David Yonkovich, Acting Secretary



Wastewater Facility
2540 First Street South
Wisconsin Rapids, WI 54494-5798
Phone (715) 421-8237 Fax (715) 421-8292
Derek Budsberg – Wastewater Superintendent
Email – dbudsberg@wirapids.org

The Wastewater Treatment Commission met at 1:30 p.m. on November 9, 2022 at the Wastewater Treatment Plant, 2540 1st Street South. The following members were present: David Laspa, Tammy Steward, David Yonkavich and Peter Jennings; on Zoom: Joe Eichsteadt. Alderman Dennis Polach and Alderman Tom Rayome were also present.

1. **Minutes of the October 12, 2022 meeting:** A motion was made by Peter Jennings and seconded by David Yonkavich to approve the minutes of the October 12, 2022 Commission meeting. **Motion Carried.**
2. **Supervisory Report:**
 - a. Administrative report: Derek Budsberg provided a report summarizing 5300 feet of sanitary sewer and 2250 feet of storm sewer televised, 1440 feet of sewer flushed, 310 ft of storm sewer and flushed 2 deadends and 2 sewer calls for October, 2022. Crew assisted water department with re-lining water mains by televising and pulling ropes through existing pipes. They televised 8733 ft. of water main. Collection crews have been working on 2024 capital improvement projects, televising for preliminary engineering.
 - b. Monthly Plant Report: All plant operations were within the WDNR Discharge Permit ranges. One of the influent screeners was down for maintenance and has been overhauled and back in operation. Maintenance was able to replace a 12 inch valve and a RAS pump while the North final clarifier was down. Local farmers were able to take and distribute approximately 1,485 tons of Biosolids, clearing the drying pad to make room for entire winter
3. **Review and approve WWTP final budget submission:** A motion was made by Peter Jennings and seconded by David Yonkovich to accept submission. **Motion Carried.**
4. **Biron contract update:** A time line is requested for this. A motion was made by David Yonkovich and seconded by Peter Jennings to accept. **Motion carried**
5. **Review bills and revenues:** A motion was made by David Yonkovich and seconded by Peter Jennings to accept. **Motion Carried.**
6. **Referrals:** Landfill contract and Biron Center update
7. Motion by Dave Yonkovich and seconded by Peter Jennings to adjourn Motion Carried. 2:16 P.M.

Respectfully submitted Kathi McEvers



Wastewater Facility
2540 First Street South
Wisconsin Rapids, WI 54494-5798
Phone (715) 421-8237 Fax (715) 421-8292
Derek Budsberg – Wastewater Superintendent
Email – dbudsberg@wirapids.org

The Wastewater Treatment Commission met at **1:30 p.m. on December 14, 2022** at the Wastewater Treatment Plant, 2540 1st Street South. The following members were present: Tammy Steward, David Yonkovich and Jim Neitzel; on Zoom: Joe Eichsteadt and Dave Laspa. Alderman Dennis Polach was also present.

- 1. Minutes of the November 9, 2022 meeting:** A motion was made David Yonkovich and seconded by Jim Neitzel to approve the minutes of the November 9, 2022 Commission meeting. **Motion Carried.**
- 2. Supervisory Report:**
 - a. Administrative report: Derek Budsberg provided a report summarizing months activities.
 - b. Monthly Plant Report: Al Belke gave an up to date report of plant work.
- 3. Biron contract update:** Contracts were being looked at by attorneys. Waiting to hear about original contract.
- 4. Discuss Westside lift station pump upgrades:** Derek will be looking into quotes for bigger pumps and will bring back information next month to refer to committee.
- 5. Acceptance of bills and revenues:** Jim Neitzel motioned to accept. David Jonkovich seconded.
- 6. Referrals:** Landfill contract
- 7. Motion by Dave Yonkovich and seconded by Jim Neitzel to adjourn. Motion carried. 2:10 P.M.**

Respectfully submitted Kathi McEvers



Wastewater Facility
2540 First Street South
Wisconsin Rapids, WI 54494-5798
Phone (715) 421-8237 Fax (715) 421-8292
Derek Budsberg – Wastewater Superintendent
Email – dbudsberg@wirapids.org

The Wastewater Treatment Commission met at **1:30 p.m. on January 11, 2023** at the Wastewater Treatment Plant, 2540 1st Street South. The following members were present: Tammy Steward, David Yonkovich and Jim Neitzel; on Zoom: Joe Eichsteadt, Dave Laspa, Peter Jennings, and Ryan Austin. Alderman Dennis Polach was also present.

- 1. Minutes of the December 14, 2022 meeting:** A motion was made David Yonkovich and seconded by Jim Neitzel to approve the minutes of the December 14, 2022 Commission meeting. Motion Carried.
- 2. Supervisory Report:**
 - a. Administrative report: Derek Budsberg provided a report summarizing months activities.
 - b. Monthly Plant Report: Al Belke gave an up to date report of plant work.
- 3. Biron contract update:** Contracts were being looked at by attorneys. Waiting to hear about original contract.
- 4. Consider budget amendment and approval for Westside Lift station pump upgrades:** Motion made by Jim Neitzel, seconded by Peter Jennings to up grade system. Money to be used from Dewey St budgeted monies.
- 5. Acceptance of bills and revenues:** A motion was made by Jim Neitzel to accept, seconded by Peter Jennings . Motion carried.
- 6. Referrals**
- 7. Motion by Dave Yonkovich and seconded by Jim Neitzel to adjourn. Motion carried. 2:10 P.M.**

Respectfully submitted Kathi McEvers

ALEXANDER FIELD
SOUTH WOOD COUNTY AIRPORT
MUNICIPALLY OWNED

MEETING MINUTES

AIRPORT COMMISSIONERS:

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

MUNICIPALITIES:

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

12/1/22

The South Wood County Airport Commission met on Thursday December 1, 2022 at 8:00 AM at the South Wood County Airport, Alexander Field. Members present were Shane Blaser, and Joe Zurfluh, Jeremy Eichstad and Brad Hamilton attended via phone. Also in attendance were Dennis Polach, Randy Gustafson, Arne Nystrom, Paul Tranal, Bill Clendenning, Bill Menzel, Mike Esser, and Jeremy Sickler.

1. Call to order: Chairman Blaser called the meeting to order at 8:03 AM.

2. Approval of previous month's minutes (11-3-22):

Motion by Commissioner Zurfluh, 2nd by Commissioner Hamilton to approve the minutes as presented. Motion carried.

3. Airport Manager's Report:

Airport Manager Sickler presented the monthly report and updated the Commission on the progress of the ongoing and future projects. The fuel system project was substantially complete and operable. Training has been ongoing for employees using the new system. Primarily the inventory control system and the leak detection monitor.

There is nothing to report on the progress of the easement acquisition project. Sickler will get an update from MSA regarding this project, hopefully somebody can attend in person at an upcoming meeting. At one point it was believed tree removal may have taken place this winter/spring.

Sickler provided an update on the progress on several of the items which arose from the results of the survey. Several quotes, estimates, and ideas are still being sought on some of the more costly items. Many of the less laborious tasks have been completed.

Sickler reported that the fuel sales and activity in November was well below the month last year. Fuel sales to date are 18% below 2021. Motion by Commissioner Hamilton, 2nd by Commissioner Eichorn to approve the Airport Managers Report. Motion carried.

4. New Business

a. Discuss and consider action regarding T-Hangar door quotes. The Commission reviewed and discussed the door quote presented by Sickler. Sickler will pursue options and estimates for door repairs/replacement and present them when received. No action taken.

5. Review of Financial Statements

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

6. Future agenda items:

Airport satisfaction survey results actionable items.

7. Public Comment

Arne Nystrom commented on having printed copies of the packet available.

EAA 706 commented on the completion of the COnttractor Guidelines.

8. Correspondence received: None

9. Set next meeting date:

Thursday January 5 at 8:00 AM.

10. Adjourn: Motion made by Commissioner Eichorn, 2nd by Commissioner Hamilton to adjourn at 0828. Motion carried.

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

Regular Meeting of the Water Works and Lighting Commission
Wednesday, December 14, 2022

There were present:

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

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

1. Call to Order

Acting Chairman Rick Merdan called the meeting to order at 2:00 PM and turned the meeting over to Acting Secretary John Bergin to call for the reorganization of officers.

1.1 Reorganization of officers

Acting Secretary John Bergin called for nominations for the position of Chairperson.

Jay Bemke nominated John Bergin to serve as Chairperson of the Water Works and Lighting Commission. Nominations were called three times and then closed. There were no other nominations. There was a motion made by Jay Bemke, seconded by Rick Merdan, and carried to cast a unanimous vote to elect John Bergin as Chairperson of the Water Works and Lighting Commission. There were no nay votes recorded.

Chairperson John Bergin continued the meeting and called for nominations for the position of Secretary. John Harper nominated Rick Merdan to serve as secretary of the Water Works and Lighting Commission. Nominations were called three times and then closed. There were no other nominations. There was a motion made by John Harper, seconded by Jay Bemke, and carried to cast a unanimous vote to elect Rick Merdan as Secretary of the Water Works and Lighting Commission. There were no nay votes recorded.

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

2.1 Regular Commission Meeting held November 9, 2022

There was a motion made by John Harper, seconded by Rick Merdan, and carried to approve the minutes of the Regular Commission Meeting held on November 9, 2022, and to place them on file. There were no nay votes recorded.

3. Action items

3.1 There were no action items.

4.0 Department updates

4.1 Safety Committee Report

The commissioners reviewed the November safety committee report and the safety coordinator's monthly report. Sean Wall answered questions regarding the recent emergency action plan training. This training gives employees hands-on fire extinguisher experience along with training on how to remain safe in the event of an emergency event such as a tornado, bomb threat, active shooter.

4.2 Line Superintendent's Report

This report was reviewed and discussed. Josh Elliott answered questions regarding the number of trouble slips, work orders and call-ins for December.

4.3 Water Department Operations Report

This report was reviewed and the November water projects were discussed. Dale Scheunemann took a few minutes to announce that this would be his last commission meeting as he will be retiring at the end of December after 30 years with Water and Light; the last 12 years of which were as Water Superintendent. Dale stated that he has enjoyed his time here and wanted to say thank you to the commission.

4.4 Customer Support Supervisor's Report

This report was reviewed and discussed. Lynn expanded on the meeting with the Wisconsin Rapids Area Property Landlords held on December 12th. This meeting was to discuss water disconnections and give an update on the tax roll for 2022. Lynn stated that she felt the meeting went extremely well and helped with the Utility/landlord relationship.

4.5 Director of Finance's Report

This report was reviewed and there was a lengthy discussion regarding the financial statements. Jeff answered questions regarding the RFP for electric locating services that was recently put out for bids. Jeff stated that we will have a contract in place before the current contract expires so there will be no interruption in service.

4.6 Information System's Administrator's Report

This report was reviewed and Matt Stormoen answered questions regarding Microsoft licensing and the possibility of migrating our e-mail system to the Microsoft cloud platform next year.

4.7 Conservation Manager's Report

This report was reviewed and discussed. Shawn Reimer answered questions regarding an on-site visit with Farmland Management Cranberry Marsh. Shawn stated that we again sponsored the nationally recognized National Theatre for Children. This program delivers energy conservation education to elementary school students, teachers and family members through a live, in-school assembly platform.

4.8 Electrical Engineer's Report

This report was reviewed and discussed. Todd Weiler answered questions regarding the retention tank automation programming and the High School Sub fiber repair.

4.9 Director of Engineering & Electric Operations

This report was reviewed and discussed. Todd Weiler stated that he attended the monthly Great Lakes Utility meeting and answered questions regarding GLU's Lakeswind Project.

4.10 General Manager's Report

This report was reviewed and discussed. Jem Brown answered questions regarding a meeting that was held with McMillan Library's director to discuss their solar project.

5. Review of accounts payables

A listing of all invoices and checks covering November was provided to the

commission for review.

6. Adjourn

The Commission thanked Dale Scheunemann for his years of service to our utility and wished him years of happy retirement. There was a motion made by Rick Merdan, seconded by John Harper, and carried to adjourn at 2:35 PM. No nay votes were recorded.

Respectfully submitted,

Rick Merdan, Secretary

Special Meeting of the Water Works and Lighting Commission
Monday, December 19, 2022

There were present:

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

Also present: Jem Brown

1. Call to Order

Chairperson Tom Nowak called the meeting to order at 9:00 AM.

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 John Harper, seconded by Rick Merdan, 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 Jay Bemke, seconded by Jeff Penzkover, and carried to adjourn at 10:35 AM.

Respectfully submitted,

Secretary, Rick Merdan



**Community Development
Department**

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

REPORT OF THE ZONING BOARD OF APPEALS

December 20, 2022

The Zoning Board of Appeals met at 2:00 p.m. on December 20, 2022 in the Council Chambers at City Hall and via remote audioconferencing. Attending Board members were: Chairperson Dave Laspa, Jerry Feith, Mike Hittner, Bruce Kluver, Lee Gossick and Jake Cattanach (alternate). Others in attendance included Kyle Kearns, Carrie Edmondson, Alderperson Dennis Polach, Irving Larson (applicant representative) and Joseph Zurfluh.

The meeting was called to order at 2:01 p.m.

1. Approval of the report from the November 16, 2022 Zoning Board of Appeals meeting

Motion by Hittner to approve the report from the November 16, 2022 Zoning Board of Appeals meeting; second by Kluver.

Motion carried (5 – 0)

2. VARIANCE-22-001288: Kevin Keith – Public hearing and action on a request from Kevin Keith for a variance from the side yard setback to construct a fence at 331 16th Avenue North (Parcel 3402193).

Carrie Edmondson provided a summary of the request, recommending denial based on the analysis and findings in the staff report.

Public hearing opened at 2:06 p.m.

Speaking in favor:

- Joseph Zurfluh, 11841 64th St, Saratoga

- Irving Larson, 10631 52nd St, Saratoga

Speaking against: none

Public hearing closed at 2:13 p.m.

Discussions ensued between Board members, staff and the applicant's representative regarding the existence of a building permit, the permitting process and repercussions for leaving the fence in place.

Motion by Hittner to deny the request from Kevin Keith for a variance from the side yard setback to construct a fence at 331 16th Avenue North (Parcel 3402193) as no hardship exists or unique property characteristics; second by Kluver.

Motion carried (4 – 0; Gossick abstained)

3. Adjourn

Motion by Hittner to adjourn; second by Feith

Motion carried (5 – 0)

Meeting adjourned at 2:28 p.m.

Respectfully submitted by Erika Esser, Secretary

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 9, 2023

The Parks & Recreation Commission met on Monday, January 9, 2023, at 4 p.m. in the first floor conference room at City Hall, 444 West Grand Avenue, Wisconsin Rapids, WI. The meeting was also streamed LIVE on the City of Wisconsin Rapids Facebook page.

1. Call to order.

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

Mayor Blaser, Craig Broeren, Tom Ekelin, Tom Rayome, and Dean Veneman were in attendance. Lee Thao joined the meeting at 4:20 p.m. (after Planning Commission). Kris Barteck, Patrick Gatterman, and Carolyn Martin were absent. Staff present were Dawn Desorcy and Jake Klingforth (via Zoom).

2. Approve November 14, 2022, meeting minutes.

A motion was made by Commissioner Broeren, seconded by Commissioner Rayome, to approve the minutes of November 14, 2022. Motion carried.

3. Consider approval of Prairie Dog Exhibit plans and expenditures.

Public bid is needed for glass since the cost will be over \$25,000. There will still be money remaining in the Teske Grant after this project is completed.

A motion was made by Commissioner Rayome, seconded by Commissioner Veneman, to approve moving forward on plans and expenditures for the Prairie Dog Exhibit, with total costs not to exceed \$60,000. Motion carried.

4. Consider changes/upgrade to Aquatics Center chemicals.

At this point Commissioner Thao joined the meeting.

A motion was made by Commissioner Veneman, seconded by Commissioner Rayome, to approve the changes/upgrades to Aquatics Center chemicals. Motion carried.

5. Update on dog park progress.

Downed trees are being removed. Progress is going faster than anticipated. The parking lot will be graded next. The crew is working on things as they can.

6. Bills.

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

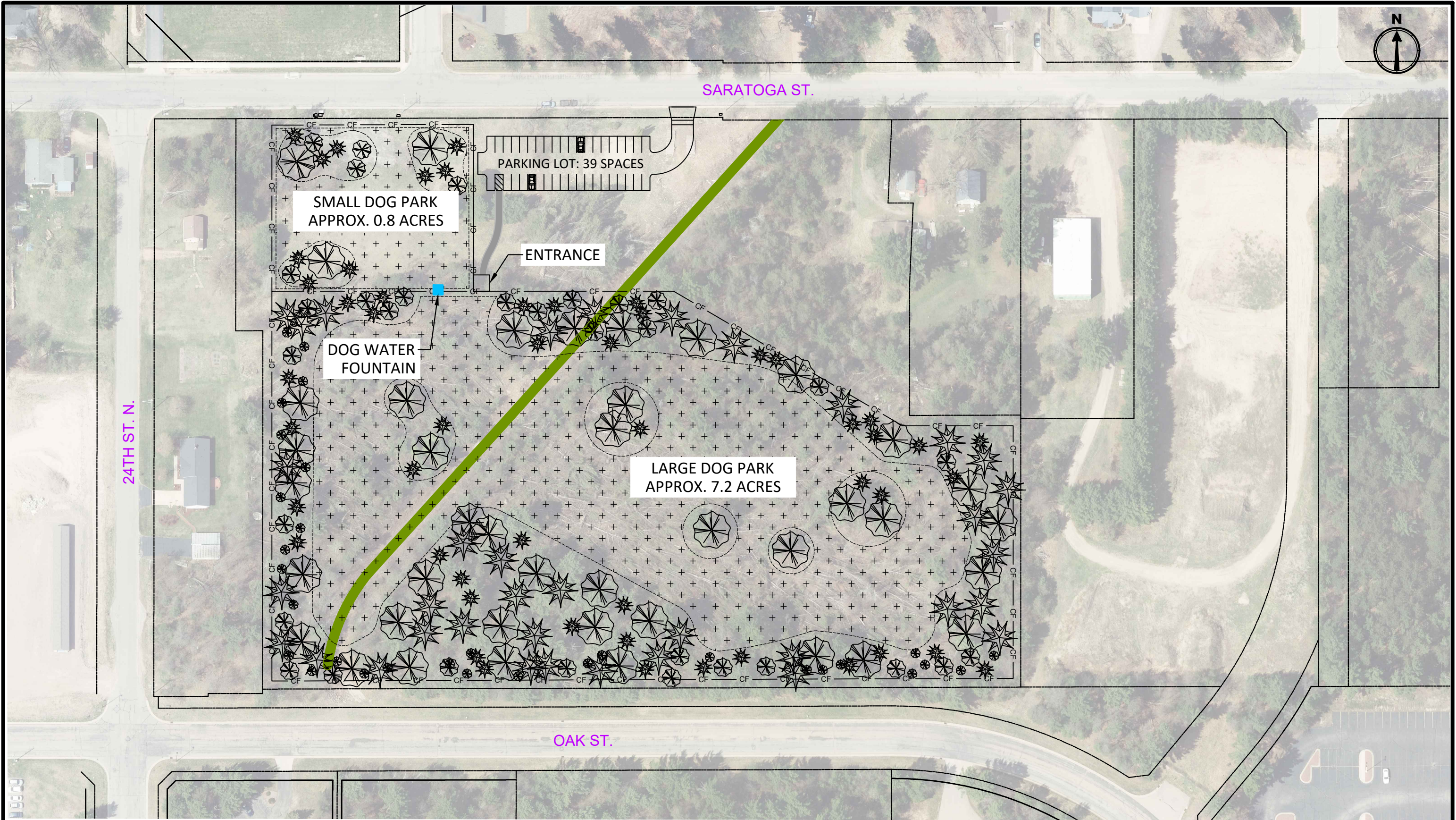
7. Staff reports.

Jake and Dawn presented staff reports. (Jake's report will be emailed as his connection was not working well.)

8. Adjourn.

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

Dawn Desorcy, Recording Secretary



PROJECT: DOG PARK SITE PLAN		ENGINEERING DEPARTMENT 444 WEST GRAND AVENUE WISCONSIN RAPIDS, WI 54495 PHONE 715-421-8205 / FAX 715-421-8291						
LOCATION: BETWEEN SARATOGA ST AND OAK ST, BETWEEN 24TH ST AND 28TH ST								
DRAWING FILE - S:\Engineering\PROJECTS\2022-09 Dog Park\CAD\Drawings\DogPark_2022-09-Design.dwg		DRAWN BY: X.X.X.	PLOT DATE: 1/5/23	PROJ. NO. 2022-09	SCALE: 1" = 100FT.	SHEET 00 OF 00		

December Staff Report 2022

- Continued preventive maintenance on city owned buildings
- Started the maintenance of Christmas decoration throughout the city
- Snow removal/ city parking lots and sidewalks
- Continued tree removal/tree pruning
- Identified over 100 trees at the cemetery that need to be removed
- Ice pond maintenance at Aquatic center and Robinson Park-flooding and cleaning off each day



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 2022

Permits & Degradation

- 6 Permits/Applications (16 last month) for asphalt paving (0), driveway grades/concrete pour inspections (0), storm water (0), excavating (6), Street Privilege (0), storm connection (0), permit parking (0), banner (0), environmental testing well (0), contractor licenses (0)
 - This year – 319 permits & licenses
- 63 Diggers Locates for Storm Sewer & Sanitary Sewer (125 last month)
 - 4 Emergency locates (3 after hours)
- Degradation fees - this year = \$96,581.70
 - This month = \$3,178.13 (\$3,178.13 last month)

Traffic

- Vision Triangle Complaints
 - 4th Ave N and W Grand Ave – Southbound left – review is complete. The westerly most parking stall on the north side of W Grand Ave closest to 4th Ave will be removed to allow better visibility and increase the safety of motorists attempting to see traffic coming from the east. Work order will be sent out for painting in spring.
- Stop Sign / Yield Sign Requests
 - 2nd St S and Davis Ave – 4/28/22 – counter placed 11/22/22.
 - 13th St N & Prospect St – 10/6/22
 - 13th St N at Saratoga St, Avon and Wisconsin Prospect St – counter placed 11/29/22 at Saratoga, 12/8/22 at Prospect
 - 14th St N at Prospect St, Avon St and Wisconsin – counter placed 12/14/22 at 14th.
 - 15th St N at Prospect St, Avon St and Wisconsin – counter placed 12/23/22 at 15th St and at Saratoga on 12/30/22
- ITS Standalone Signal Grant
 - Bid awarded to Pember Companies.
 - Bid opening was Dec. 8th at 10am.
- Signal complaints
 - Request to make 3rd St / Market St / Jackson St intersection an all-way stop.
 - Chase St & Expressway – red light running, pedestrian safety, queueing. – verified equipment and performed visual observations in October.



ENGINEERING DEPARTMENT

444 West Grand Avenue

Wisconsin Rapids, WI 54495-2780

Engineering (715) 421-8205

FAX (715) 421-8291

- STH 54 & CTH W – too few cars can get through (9/20/2022)
- Chestnut & 8th St – too few cars can get through (9/20/2022)
- W Grand & Expressway – left turn coming on when it shouldn't (9/30/2022)

Project Designs/Construction underway:

Maintenance Projects

- Sidewalk and Curb & Gutter Maintenance

2023 Reconstruction Projects

- Preliminary Survey for 2023 Projects are complete.
- Design for 2023 Projects
 - Oak St (E Jackson St to 16th St) – 90%
 - Shorewood Terrace (1st St N to Termini) – 90%
 - Apricot St and Broadway St – 95%
- 2023 Contracts
 - Sewer Lining Contract – 0%
 - Crushing Contract – 0%
 - Asphalt Contract – 30%
 - Concrete Contract – 30%

2024 Reconstruction Projects

- Preliminary Survey for 2024 Projects
 - Lincoln St (Expressway to Peach St) – 100%
 - Wylie St (8th St N to 10th St N) – 100%
 - 14th Ave N (W Grand Ave to Fremont St) – 0%
 - 15th Ave N (W Grand Ave to High St) – 0%
- Design for 2024 Projects
 - 9th St S (Peach St to Chestnut St) – 40%
 - Lincoln St (Expressway to Peach St) – 10%
 - Wylie St (8th St N to 10th St N) – 15%
 - 14th Ave N (W Grand Ave to Fremont St) – 0%
 - 15th Ave N (W Grand Ave to High St) – 0%

Storm Water Utility

- Storm Utility Billing Update/Audit – Several meetings occurred this month with the consultant to review utility bill changes



ENGINEERING DEPARTMENT

444 West Grand Avenue

Wisconsin Rapids, WI 54495-2780

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

- One Mile Cr. – We met with the DNR on dam permitting on December 14th. We also completed the sediment sampling needed for the dredging permit. Communications will be mailed out to property owners in early January with an update on the project.

Transportation Utility

- Utility account changes from July to November were sent back to WWLC on 12/6/22. 28 accounts were updated.
- Monthly updates will begin in December moving forward.

Capital Improvement Planning

- No new updates at this time.

Other Highlights

- Rail Study Kick-off meeting was held on 9/29/2022. Data collection began on October 12th.
 - Preliminary rail data is attached
 - Public Survey – 955+ responses as December. Survey will run until Dec. 30th.
 - Completing data collection and starting work on the final report the week of Dec. 5th
 - LinqThingz moved data collection equipment to 17th Ave N and Bonow Ave on 11/28/22.
- Baker St ped crossing. Preparation and coordination is complete. Bases are installed. Remaining equipment has arrived and is being installed the first week of January.
- W Jackson St Update
 - Half of the street lights have arrived and the remaining are expected to ship January 3rd, 2023. Work is being scheduled for the week of January 3rd, 2023 to start preparing for street light installation which may begin Friday, January 6th, 2023.
- Downtown Riverwall project scoping
 - No new updates
- Dog Park
 - Preliminary survey was complete 11/29/22. Survey data is being sent to MSTC for the Highway Tech students to design.
 - A WI DNR Construction Permit was applied for 11/30/22
- Centralia Center Roof bids will be compiled and advertised in January of 2023 on behalf of the Parks Dpt.
- Met with DOT on Dec. 20th, 2022 regarding Connecting Highway projects and discussed the pending agreement for the next project on 8th St S.



PUBLIC WORKS DEPARTMENT

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

December 2022

Refuse and Recycling

- Garbage Collection estimate 406.91 tons (2021 406.73 tons)
- Recycling Collection estimate 92.16 tons (2021 98.76 tons)

Construction

Cherry Street (Riverview Drive – 1st St North, Smith St (Railroad St – Riverview Drive)

- Project completed

Rosecrans Street (9th Ave – Dead End)

- Project completed

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

- Installed 300' of Metal railing

Items to complete in spring:

- Asphalt trail tie in at river wall (North and South)
- Finish rake and seed earth berm and disturbed areas
- Asphalt trail tie in at Woodbine and 2nd Ave
- Asphalt patch between wall and back of curb

18th Ave South (Russel Street – West Grand Ave)

- Project completed

West Jackson Street (West Riverview Expressway – Wisconsin River)

- City portion of project completed

Freemont Street (14th Street – 13th Street)

- Project completed

9th Ave North (West Grand Ave – Freemont Street)

- Backfilled curb and gutter

Items to complete in spring:

- Restoration of green spaces from West Grand Ave – High Street
- Entire construction of High Street – Freemont Street
- Some Concrete Carriage Walks

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

- Project complete till spring

Items to complete:

- Concrete sidewalks and curb ramps
- Asphalt patch driveways
- Backfill of curb and site restoration

17th Ave North (Rosecrans Ave – Jefferson Street)

- Project completed

Streets Maintenance

- Swept streets to pick up leaves and seal coating chips that were loose
- Busted stumps at Compost site to prepare for grinding
- Patched city streets with cold patch
- Catch basin repairs
- Building and yard organization
- Parts inventory control
- Riverbank, bike trail, and dead end tree and brush trimming
- Site restoration on curb and gutter repairs
- Check sand barrels
- Equipment training for employees who may fill in
- Plowed multiple snow events
- Removed snow in downtown area's and schools and churches
- Winged back snow from blowing snow over Christmas weekend
- Loaded out snow from parking lots

Paint and Signs

- Poured sign bases for Pedestrian crossing on Baker Street
- Replaced damaged signs from car damage and storm damage
- Inspected Light Pole Christmas Decorations that were not working and fix

Shop and Repairs

- Routine service work fleet trucks
- Annual Vehicle Inspections
- Service Police and Fire's fleet
- Pulled damage motor in grader, send head away for repair, order parts to rebuild bottom end of motor
- Repair broken steel during multiple snow events. Broken steel coming from steel fatigue or bad welds



SOUTH WOOD COUNTY AIRPORT
Jeremy Sickler, Airport Manager

December 2022

Airport Development:

Fuel System Construction: The new system has experienced a couple issues since the last meeting. Cold weather may be to blame but a solution for the issues is being explored. Engineers and contractors are planning a final inspection in the coming months.

Obstruction Removal/Easement Acquisition: Nothing new to update. A request has been made to MSA to provide an update - preferably in person. They may attend the February meeting.

Fuel Type	Previous month	Current month	This month last year	2022 year to date	2021 year to date	Year over Year
100 LL	399.85	449.53	727.14	12359.27	16167.52	77%
Jet A	1328.00	0.00	1300.04	66926.97	81727.00	82%
TOTAL	1727.85	449.53	2027.18	78872.71	97894.52	81%

Airport Monthly Revenues:

Sales

Fuel:	\$2697.18
Ramp Fee:	\$150.00
Lav Fee:	\$0.00
GPU:	\$0.00
Call Out Fee:	\$0.00
Transient Hangar:	\$221.56
Catering:	\$0.00
Oil:	\$0.00

Year over year total fuel gallon sales comparison through August:

2020 - 52130.90 gallons

2019 - 881384.77 gallons

Airport Activities:

T-Hangar doors: A quote for replacement of doors has been received. Another has been requested from another provider. Quotes and suggestions have been sought from a couple sources. One suggestion was to refurbish the existing system and replace faulty parts with custom fabricated hardware. They suggested rebuilding one and assessing the cost/feasibility for replication.

2022 Petition: The Petition for Federal funding is in the approval stages at the BOA.

UST Permits and Insurance: Applying for and obtaining permits and insurance was challenging. A lot of confusion existed due to the time when there were four tanks here and all of them needed insurance and permits (or pending permits). Our insurance and permits all come due in November. Significant time was spent working with the State DATCP and tank liability company to correct the errors and alleviate the confusion that resulted from the overlap and changeover between systems.

Airfield Lighting: Van Ert is working on a solution with ADB Airfield Solutions.

Hangar Numbering: Annual bills will be sent to tenants in February. That will be a convenient time to include a letter alerting tenants of the availability of the signs and expectations for installation.

Old Hangar Insurance: A quote from a contractor has been accepted by MPIC. Construction will commence in the spring.

TO: Mayor Shane Blaser
FROM: Derek Budsberg
SUBJECT: Monthly Supervisory Report
DATE: December 2022

Report:

Collections

- The collections crew televised 2009 ft of sanitary sewer and have been continuing to inspect the westside of the city for potential Inflow and Infiltration points.
- The crew cleaned 979 ft of mainline sewer.
- The crew cleaned and televised most of the Westside interceptor all the way to the lift station. They were able to get several VAC truck loads of sediment out of the interceptor to increase capacity
- The crew has switched the focus on flushing dead ends for the winter months.
- Collections had 3 sewer calls that were homeowner issues.
- The crew spent time doing fleet maintenance and snow removal due to the December weather.

Operations/Maintenance

- All effluent discharge concentrations were well under the permitted limits for December.
- Maintenance spent most of the time working on heating and HVAC systems throughout the plant.
- Plant staff spent a lot of time with snow removal at the plant.
- Dec. 19th, The DNR did a two year inspection/audit at the plant. They go through reports like our Compliance Maintenance Annual Report (CMAR), our Capacity Management Operation, and Maintenance (CMOM), and our Mercury Pollutant Minimization Program (PMP). Overall, the inspection went well. There are a few minor adjustments that we will have to make going forward.



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 3, 2023
RE: Monthly Summary for December 2022

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

- Police and Fire Commission meeting
- Conducted three candidate interviews
- Common Council meeting
- Finance & Property Meeting
- Management Meeting
- Labor/Management Meeting
- Fire Vision Meeting
- WRFD/MEDEVAC Meeting
- FD/PPD training
- Two Members attended the State EMS Board meeting
- Chief – Mystery Reader for Kindergarten class at Grove Elementary
- One Cub Scout Tour
- Cold Weather Emergencies program for Cub Scout Troop
- Car seat Clinic at Station I
- Ready Rebound Meeting
- North Central Fire Chiefs meeting
- Participated in the Rekindle the Spirit Parade
- Fire Training – Electrical Hazard Training (Josh Elliot WWLC)
- Held EMR Training
- Cadet training Topic – Communications/Extrication tactics
- Mayors Monthly Touch Base Meeting
- All crews are completing Fire Inspections

December Anniversaries: Rodger Erdman 17 YRS,

Notable Responses:

Motor Vehicle Collisions - 5

Mutual Aid Fires – 2

Cooking Fire contained to container – 1

Vehicle Fire – 1

Gas Leak - 1



Wisconsin Rapids Fire Department

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

"Commitment to Excellence"



WRFD Notes:

As 2022 ends, we reflect back on a few items. I start this off with a special Thank you to the Council, Mayor Blaser, and the Citizens for their investment into the future of WRFD with the Station Addition and remodel. A project very much needed and greatly appreciated by the Members. That Thank you also resonates with the hard work done by Members of the Council, Finance, and the department as we cooperatively worked on the need for additions to staff. It would have been easy to close our eyes and minds to the identified topic, but all parties involved listened to and looked at the Data that proved the need for those additions. This change in staff allows us to safely, and effectively respond to 911-request increase from the last ten years, that we were unable to meet prior. Lastly, another change from the prior year is the additions in EMS response to the areas to our South that we now service. The number of calls for service for those areas have fallen right into line with the projected number identified from data gathered prior to accepting that responsibility. We are proud to serve the citizens of those areas also making the Wisconsin Rapids area more of one large community instead of several different ones.

The month of December was busy with Performance Evaluations for all the Fire Department members. Members are evaluated in three categories to include Administration, Interpersonal Relations, and Individual Performance. Each of those three categories are broken down into 6-7 areas that objectives pertinent to the category are evaluated for performance over the prior year. In some instances, that evaluation is on a performance plan developed from the prior year's evaluation and Performance Improvement Program (PIP). Those categories include but not limited to collaboration, problem solving, self-development, communications both internal and external, effective Team member, Technical competence, quality of EMS report writing, to name a few. Total there are 20 areas for evaluation. From that evaluation, a PIP is developed and identification of paths to accomplish that improvement plan. This program is essential to the continual improvement of the Department. About every 3-5 years a 360 evaluation is completed throughout the entire department including all the Officers. This is an opportunity for everyone to get constructive feedback to develop a PIP to strengthen everyone's weaknesses. As a department, we greatly value these evaluations and continue to grow as an organization strengthening the service that we provide to the Citizens we serve.

Lastly, I wanted to give you a snapshot of the Fire Prevention work accomplished over the last year. Fire prevention, namely fire Inspections, is a vital component to Community Risk Reduction. Identifying fire related violations that have historically been responsible for many serious injuries and deaths across the nation can greatly reduce those same types of tragedies in our community. NFPA data shows that 50% of Businesses that experience a tragic event such as a loss of business due to Fire will never open again, and 50% of those that do reopen usually close with one year of reopening. We are proud to have such an active Fire Prevention Division that last year completed 1,066 Inspections throughout the city. Stay Tuned for a new program the Division is working on for 2023, helping to reduce the number of falls within the city. That reduction will also help with injury to our elderly, and help to reduce the rise in 911 calls in this area.



Wisconsin Rapids Fire Department

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

"Commitment to Excellence"



WRFD December 2022 MONTHLY RESPONSE REPORT

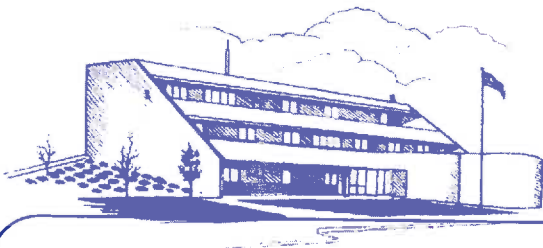
Type of Emergency	December 2022 Responses	Total # of 2022 Responses	December 2021 Responses	Total # of 2021 Responses
EMS 911	404	4,388	366	4135
EMS IFT	2	62	3	165
COMMUNITY PARAMEDICINE	0	12	1	12
FIRE	4	40	4	49
EXPLOSION (No Fire)	0	1	0	0
HAZARDOUS CONDITION	1	35	9	52
SERVICE CALLS	2	53	10	89
GOOD INTENT	9	69	0	0
FALSE ALARMS/WEATHER	9	86	10	98
TOTAL CALLS FOR SERVICE	431	4,746	403	4600

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 2022	2022 Totals	December 2021	2021 Totals
Wisconsin Rapids	313	3,488	305	3640
Saratoga	34	314	37	298
Village Port Edwards	12	137	14	142
Village Biron	15	164	7	111
Town of Port Edwards	6	94	8	8
Nekoosa	29	285	8	8
Cranmoor	1	8	8	8
Mutual Aid Given	9	85	14	91
Mutual Aid Received	12	171	2	294
TOTALS	431	4,746	403	4600

Confined Space Stand-by	December 2022	Total # 2022	December 2021	Total # 2021
TOTALS	46	480	11	343



Police Department City of Wisconsin Rapids

444 West Grand Avenue • Wisconsin Rapids, Wisconsin 54495

(715) 423-4444

Date: January 9, 2023

To: Mayor Shane Blaser
Wisconsin Rapids Police and Fire Commission
Wisconsin Rapids Common Council

From: Mike Potocki, Interim Chief of Police

RE: Report on the Police Department activity for December 2022

Departmental Activity/Training:

WRPD and WRFD management meeting.

North Central Chiefs of Police Association meeting.

Wood County Law Enforcement Executives meeting.

Police Department Staff meeting.

Wood County Traffic and Safety meeting.

Common Counsel meeting.

Department members attended Water and Light safety training.

Mid-State Technical College Police Recruit Academy graduation.

Shop with a Cop. Sponsored by Wisconsin Rapids Walmart and Pepsi. (shop, wrap, deliver)

Santa and Mrs. Claus visit for the community.

Rapids Ford donated gift cards for Officers to hand out.

Police Lights of Christmas donated gift cards and back packs with essential items for Officers to hand out.

Wisconsin Rapids Police Dept., Wood County Sheriff's Dept., and Wood County Dispatch made a Grinch video to share with community on Facebook.

Year to date statistics and previous year comparison:

WRPD responded to **1296** incidents and calls for service in December 2022.

December 2021: **1321**

Total incidents and calls for service to date in 2022: **15,503**

Total for 2021: **16,142**

For month of December 2022 vs 2021:

- OWI - 2022: **6** 2021: **6**
- Traffic Crash Investigations - 2022: **57** 2021: **40**
- Traffic / Municipal Citations – 2022: **267** 2021: **183**
- Written Warnings – 2022: **234** 2021: **239**
- Restricted Parking Tickets – 2022: **47** 2021: **105**

Controlled Substance Arrests

Wisconsin Rapids Police Officers and Detectives made **18 arrests** for Controlled Substance offenses in December 2022. These charges include:

- Possession of Narcotic drugs.
- Possession of Methamphetamine.
- Possession of Drug Paraphernalia.
- Manufacture/Deliver THC
- Possession of illegally obtained prescription