



MINUTES
MEETING OF THE WISCONSIN RAPIDS COMMON COUNCIL
TUESDAY, JANUARY 19, 2020
6:00 P.M.
VIA REMOTE VIDEOCONFERENCE

A meeting of the Wisconsin Rapids Common Council was held via remote videoconferencing on Tuesday, January 19, 2021, at 6:00 p.m. Because of the pandemic, the public was unable to attend this meeting in person; however, the public was invited to listen to the audio of the meeting. The meeting was also streamed LIVE on the City's Facebook page. Members of the public who wished to submit comments to the Council regarding an agenda item were directed to contact the Mayor.

Present in the Council Chambers at City Hall were Mayor Blaser and Alderpersons Veneman, Kellogg, Kubisiak, and Bemke. Alderpersons Zurfluh, Koth, and Rayome appeared via videoconference. Also present in the Council Chambers were Sue Schill, Tyler Mickelson, and Jennifer Gossick. Kyle Kearns joined the meeting at 6:12 p.m. Joe Terry, Chief Blevins, Ryan Hartman, Tim Desorcy, Lee Thao, Tom Brey, Shane Burkart, Susan Feith, Craig Broeren, Mary Dahm, and Elizabeth Whelan appeared via videoconference.

1. Call to Order

Mayor Blaser called the meeting to order at 6:04 p.m.

2. Roll Call

Roll call indicated that all alderpersons were present, except Jake Cattanaach:

Joe Zurfluh (via videoconference)

Dean Veneman

Scott Kellogg

Tom Rayome joined the meeting (via videoconference) at 6:14 p.m. due to technical difficulties

Steve Koth (via videoconference)

Thaddeus Kubisiak

Jay Bemke

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

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

4. Reading of the Minutes of the Previous Meeting held on December 15, 2020

It was moved by Kellogg, seconded by Kubisiak to dispense with a reading and accept the minutes of the previous meeting. Motion carried, 6 ayes and 0 nays.

5. Consider a Resolution recognizing the Town of Saratoga for allocating their Routes to Recovery Grant funds of \$51,000 to the City of Wisconsin Rapids

It was moved by Kubisiak, seconded by Veneman to approve a Resolution recognizing the Town of Saratoga for allocating their Routes to Recovery Grant funds of \$51,000 to the City of Wisconsin Rapids. Motion carried, 6 ayes and 0 nays. Resolution No. 1 (2021)

6. Consider a Resolution Declaring September 12, 2021 as World Migratory Bird Day for the City of Wisconsin Rapids

Alderperson Rayome joined the meeting at this point

It was moved by Veneman, seconded by Kellogg to approve a Resolution Declaring September 12, 2021 as World Migratory Bird Day for the City of Wisconsin Rapids. Motion carried, 7 ayes and 0 nays. Resolution No. 2 (2021)

7. Request from Council President Kubisiak to consider for approval a Council rule which would require that alderpersons who are not in physical attendance at a standing committee or Common Council meeting may appear via videoconference for the meeting, provided their video feed is enabled so that their attendance and presence at the meeting, as well as their voting, can be seen and confirmed.

It was moved by Veneman, seconded by Kellogg to adopt a Council rule which would require that alderpersons who are not in physical attendance at a standing committee or Common Council meeting may appear via videoconference for the meeting, provided their video feed is enabled so that their attendance and presence at the meeting, as well as their voting, can be seen and confirmed. Motion carried, 5 ayes and 2 nays with Rayome and Koth voting in the negative.

8. Consider a Resolution Extending the Emergency Declaration Proclamation Regarding the COVID-19 Pandemic
It was moved by Zurfluh, seconded by Veneman to approve a Resolution Extending the Emergency Declaration Proclamation Regarding the COVID-19 Pandemic. Motion carried, 6 ayes and 1 nay with Rayome voting in the negative. Resolution No. 3 (2021)

9. Public Hearings (jointly held with Planning Commission)

1. Public hearing on a request from Michelle Sweeney & Virginia Schuelke for a Conditional Use Permit to operate a dog training use at 1020-1022 West Grand Avenue (Parcel ID 3401969)

The Public Hearing was called to order at 6:45 p.m.

Speaking against: none

Speaking in favor: none

The Public Hearing closed at 6:49 p.m.

2. Public hearing on a request from the Wisconsin Rapids Public School District for a Conditional Use Permit to expand the outdoor recreational facilities at 1801 16th Street South (Parcel ID 3414751)

The Public Hearing was called to order at 6:53 p.m.

Speaking against: none

Speaking in favor: Craig Broeren

The Public Hearing closed at 7:01 p.m.

3. Public hearing on a request from Bulk Storage Inc. for a Conditional Use Permit to construct a storage building for biosolids on City property located at an unaddressed parcel along 21st Avenue North (Parcel ID 3400279)

The Public Hearing was called to order at 7:16 p.m.

Speaking against: none

Speaking in favor: none

The Public Hearing closed at 7:17 p.m.

10. Consider for Adoption the Actions of the Planning Commission at its meetings held on January 4, 2021 and January 19, 2021:

A. REPORT OF THE PLANNING COMMISSION MEETING HELD ON JANUARY 4, 2021:

Date of Meeting: January 4, 2021

Reported to Council: January 19, 2021

The Planning Commission met at 4:00 p.m. on January 4, 2021 in the Council Chambers at City Hall and via remote audioconferencing. In-person participation required the use of masks and social distancing guidelines. Members present included Chairperson Shane Blaser, Tom Brey, Jay Bemke, Susan Feith, Shane Burkart, Daniel Hansen and Lee Thao. 0 attending were Alderperson Tom Rayome, Michelle Sweeney, Virginia Schuelke, Susan Hirschberg, Joel Ehrfurth, David Hopfer, and Eric Daven.

The meeting was called to order at 4:01 p.m.

1. Approval of the reports from the December 7, 2020 Plan Commission meeting
Motion by Bemke, second by Feith to approve the reports from the December 7, 2020 Plan Commission meeting. Motion carried (7-0)

2. **PLAN-20-1018; Michelle Sweeney & Virginia Schuelke** – Conditional Use Permit to operate a dog training use at 1020-1022 West Grand Avenue (Parcel ID 3401969).

Speaking against PLAN-20-1018 was Mr. David Hopfer, McKinley Street, who expressed concerns over noise and animal waste on the premises.

Motion by Bemke, second by Burkart to **approve PLAN-20-1018; Michelle Sweeney & Virginia Schuelke;** – Conditional Use Permit to operate a dog training use at 1020-1022 West Grand Avenue (Parcel ID 3401969) subject to the following conditions:

- a. The conditional use permit is solely for a dog training use on the property.
- b. The outdoor animal bathroom area shall be completely screened from surrounding property with a minimum of a 3-foot-high fence.
- c. Outdoor dog training shall occur within a fully fenced area which does not interfere with parking and circulation onsite.

- d. The premise shall be kept clean and orderly, including the disposal of animal waste daily.
- e. No boarding of animals shall occur on the property.

Motion carried (7-0)

- 3. **PLAN-20-1020; Wisconsin Rapids Public School District** – Conditional Use Permit to expand the outdoor recreational facilities at 1801 16th Street South (Parcel ID 3414751)
Mr. Eric Daven of 21st Place South expressed concerns about the future use of the area and the intersection of 21st Street and Grove Street.

Motion by Bemke, second by Feith to approve **PLAN-20-1020; Wisconsin Rapids Public School District** – Conditional Use Permit to expand the outdoor recreational facilities at 1801 16th Street South (Parcel ID 3414751) subject to the following conditions:

- a. The conditional use permit shall only apply to those lands within the City of Wisconsin Rapids. However, if annexation of adjacent property occurs prior to the construction of improvements, this permit shall extend to such annexed lands as shown.
- b. Site plan review by the Plan Commission shall occur prior to construction.



Motion carried (7 – 0)

- 4. **PLAN-20-1034; Bulk Storage Inc.** – Conditional Use Permit to construct a storage building for biosolids on City property located at an unaddressed parcel along 21st Avenue North (Parcel ID 3400279).

Motion by Blaser, second by Bemke to approve **PLAN-20-1034; Bulk Storage Inc.** – Conditional Use Permit to construct a storage building for biosolids on City property located at an unaddressed parcel along 21st Avenue North (Parcel ID 3400279), subject to the following conditions:

- a. Applicable building and stormwater permits shall be obtained.
- b. Community Development staff shall have the authority to approve minor modifications to the plan.

Motion carried (7 – 0)

- 5. **PLAN-20-1033; Alliance Development** – Site Plan review to construct a Starbucks building at 1810-1833 8th Street South (Parcel ID 3411723 & 3411724).

Questions were asked regarding building design and traffic flow, with which the applicants responded with further detail.

Motion by Burkart, second by Thao to approve **PLAN-20-1033; Alliance Development** – Site Plan review to construct a Starbucks building at 1810-1833 8th Street South (Parcel ID 3411723 & 3411724), subject to the following conditions:

- a. Parcels 3411723 and 3411724 shall be combined prior to the development construction.
- b. Applicable right-of-way permits shall be obtained, to be reviewed and approved by the Department of Public Works.
- c. An exterior lighting plan shall be submitted for review and approval by the Community Development Department
- d. All applicable building and stormwater permits through the City of Wisconsin Rapids and other jurisdictions, such as the Wisconsin Department of Natural Resources, shall be obtained.
- e. The Community development department shall have the authority to approve minor modifications to the plans.

Motion carried (7 – 0)

- 6. **PLAN-20-0720 – Community Development Department** – Action on a request to amend the Zoning Code (Chapter 11 of the Municipal Code), to modify the secondary review requirements for uses.

Motion by Blaser to approve **PLAN-20-0720 – Community Development Department** – Action on a request to amend the Zoning Code (Chapter 11 of the Municipal Code), to modify the secondary review requirements for uses. Second by Bemke. Motion failed (1-6)

7. **Adjourn**

Motion by Bemke, second by Thao to adjourn. Motion carried (7 – 0). Meeting adjourned at 5:04 p.m.

This report was considered with the report from January 19, 2021.

B. REPORT OF THE PLANNING COMMISSION MEETING HELD ON JANUARY 19, 2021:

Date of Meeting: January 19, 2021

Reported to Council: January 19, 2021

The Planning Commission met at 6:00 p.m. on January 19, 2021 in the Council Chambers at City Hall and via remote audioconferencing. In-person participation required the use of masks and social distancing guidelines. Members present included Chairperson Shane Blaser, Tom Brey, Jay Bemke, Susan Feith, Shane Burkart, and Lee Thao. Others attending were members of the Common Council.

The meeting was called to order at 6:04 p.m. to conduct three Public Hearings jointly with the Common Council.

1. **Public Hearing and possible action on PLAN-20-1018; Michelle Sweeney & Virginia Schuelke** – Conditional Use Permit to operate a dog training use at 1020-1022 West Grand Avenue (Parcel ID 3401969)

Public Hearing was OPENED: 6:45 p.m.

Speaking in favor: 0-none

Speaking against: 0-none

Public Hearing was CLOSED: 6:49 p.m.

Motion by Blaser, second by Burkart to **approve PLAN-20-1018; Michelle Sweeney & Virginia Schuelke** – Conditional Use Permit to operate a dog training use at 1020-1022 West Grand Avenue (Parcel ID 3401969) subject to the following conditions:

- a. The conditional use permit is solely for a dog training use on the property.
- b. The outdoor animal bathroom area shall be completely screened from surrounding property with a minimum of a 3-foot-high fence.
- c. Outdoor dog training shall occur within a fully fenced area which does not interfere with parking and circulation onsite.
- d. The premise shall be kept clean and orderly, including the disposal of animal waste daily.
- e. No boarding of animals shall occur on the property.

Motion carried; 6 – 0

2. **Public Hearing and possible action on PLAN-20-1020; Wisconsin Rapids Public School District** – Conditional Use Permit to expand the outdoor recreational facilities at 1801 16th Street South (Parcel ID 3414751)

Public Hearing was OPENED: 6:53 p.m.

Speaking in favor: Craig Broeren, School District Superintendent, spoke in favor of the request.

Speaking against: Alder Rayome spoke with concern over the information available and presented for the request.

Public Hearing was CLOSED: 7:01 p.m.

Motion by Bemke, second by Brey to **approve PLAN-20-1020; Wisconsin Rapids Public School District** – Conditional Use Permit to expand the outdoor recreational facilities at 1801 16th Street South (Parcel ID 3414751) subject to the following conditions:

- a. The conditional use permit shall only apply to those lands within the City of Wisconsin Rapids. However, if annexation of adjacent property occurs prior to the construction of improvements, this permit shall extend to such annexed lands as shown.
- b. Site plan review by the Plan Commission shall occur prior to construction.

Motion carried; 6 – 0

3. **Public Hearing and possible action on PLAN-20-1034; Bulk Storage Inc.** –

Conditional Use Permit to construct a storage building for biosolids on City property located at an unaddressed parcel along 21st Avenue North (Parcel ID 3400279)

Public Hearing was OPENED: 7:16 p.m.

Speaking in favor: Alder Rayome spoke in favor of the request

Speaking against: 0-none

Public Hearing was CLOSED: 7:17 p.m.

Motion by Feith, second by Burkart to **approve PLAN-20-1034; Bulk Storage Inc.** – Conditional Use Permit to construct a storage building for biosolids on City property located at an unaddressed parcel along 21st Avenue North (Parcel ID 3400279), subject to the following conditions:

- a. Applicable building and stormwater permits shall be obtained
- b. Community Development staff shall have the authority to approve minor modifications to the plan

Motion carried; 6 – 0

4. **Adjournment**

Motion by Blaser, second by Bemke to adjourn. Motion carried 6 – 0

Meeting adjourned at 7:19 p.m.

It was moved by Kubisiak, seconded by Veneman to approve and adopt the actions of the Commission on January 4 and January 19, 2021.

It was moved by Kubisiak, seconded by Bemke to cease debate. A voice vote was taken and the motion carried, 5 ayes and 2 nays with Zurfluh and Rayome voting in the negative.



Motion to approve and adopt the actions of the Commission on January 4 and January 19, 2021 carried, 6 ayes and 1 nay with Rayome voting in the negative.

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

A. REPORT OF THE FINANCE AND PROPERTY COMMITTEE MEETING HELD ON JANUARY 12, 2021:

Steve Koth, Chairperson

Scott Kellogg, Secretary

Thad Kubisiak

Date of Meeting: January 12, 2021

Reported to Council: January 19, 2021

The Finance and Property Committee meeting was held via remote videoconferencing, originating from the City Hall Council Chambers, on Tuesday, January 12, 2021 at 4:30 p.m.

All members of the Finance and Property Committee were present. Also in attendance were Alderperson Veneman, Alderperson Rayome, Mayor Blaser, Tim Desorcy, Paul Vollert, Sue Schill, Joe Terry, Kyle Kearns and Chief Young. A list of others in attendance is on file in the Clerk's office.

1. Call to order

Alderperson Kellogg called the meeting to order at 4:35 p.m.

2. Consider for approval the appointment of Lianna S. Johnson as successor agent for the Class "A" Beer license and "Class A" Intoxicating Liquor license for Kwik Trip, Inc. d/b/a Kwik Trip 128, located at 1111 Lincoln Street

It was moved by Koth, seconded by Kellogg to approve the appointment of Lianna S. Johnson as successor agent for the Class "A" Beer license and "Class A" Intoxicating Liquor license for Kwik Trip, Inc. d/b/a Kwik Trip 128, located at 1111 Lincoln Street. Motion carried.

3. Consider a request from the Wisconsin Rapids Rafters for approval for them to make improvements to Witter Field, including installing more Home Plate Club seating, expanding the Point Craft River area, and expanding the accessible seating area.

It was moved by Kellogg, seconded by Kubisiak to approve the Wisconsin Rapids Rafters request to make improvements to Witter Field, including installing more Home Plate Club seating, expanding the Point Craft River area, and expanding the accessible seating area. Motion carried.

4. Consider Quad Plex referral cost estimates for extending sewer and water for the proposed quad-plex project.

It was moved by Kellogg, seconded by Kubisiak to approve installing a 8-inch sanitary sewer main and 4-inch water main from 21st Place S to a point 500 feet west at an estimated cost of \$125,000 and install a sanitary lateral and water service from the right-of-way to the proposed concession building location at an estimated cost of \$35,000. Motion carried.

5. Consider a request from the Town of Grand Rapids for use of City of Wisconsin Rapids property for a walk/bike trail extension from the City of Wisconsin Rapids along County Highway W to Lake Wazeecha; using city-owned railroad right-of-way from 32nd Street to 48th Street, and then connect to North Beach Road from 48th Street to Lake Wazeecha.

It was moved by Kubisiak, seconded by Kellogg to direct staff to work with the Town of Grand Rapids to develop an agreement addressing the Town of Grand Rapids' request and refer that agreement back to the Finance and Property Committee for consideration. Motion carried.

6. Consider for approval a grant application for an Assistance to Firefighters Grant (AFG) in the amount of \$62,525.00.

It was moved by Koth, seconded by Kubisiak to approve a grant application for an Assistance to Firefighters Grant (AFG) in the amount of \$62,525.00. Motion carried.

7. Consider approving a proposal for architectural design for an addition and renovation of the fire stations.

It was moved by Kellogg, seconded by Kubisiak to approve an agreement with Wendel Architecture, P. C. for professional design services for the proposed additions and remodels to both fire stations. Motion carried.

8. Review and approve proposals to provide uniform and entry rug services to City of Wisconsin Rapids buildings.

It was move by Koth, seconded by Kellogg to approve the proposal from Unifirst in the amount of \$16,220.36 and enter into a one-year contract with Unifirst with authority granted to the Public Works Superintendent to extend it a two-year contract if service is satisfactory from the vendor or terminate the contract after one-year if service is not satisfactory. Motion carried.

9. Review and approve purchase of one 16' mower.

It was moved by Koth, seconded by Kubisiak to approve the purchase of a Jacobsen HR800 4wd mower from Horst Distributing, Inc. for \$87,890. Motion carried.

10. Review and approve proposal to purchase tag equipment trailer.

It was moved by Kubisiak, seconded by Kellogg to approve the purchase a Midsota TB-22 trailer from LK Trailers, LLC for \$9,080. Motion carried.

11. Audit of the bills

It was moved by Koth, seconded by Kellogg to approve check no. 6523 to 6865. Motion carried.

12. Set next meeting date

The next regularly scheduled Finance and Property Committee will be Tuesday, February 2, 2021 at 4:30 p.m.

13. Adjourn

Motion by Kubisiak, seconded by Kellogg to adjourn. Motion carried with the meeting adjourning at 5:57 p.m.

Rayome requested that item #4 be held out for separate vote. Koth requested that item #8 be held out for separate vote. Kellogg requested that item #9 be held out for separate vote. It was moved by Koth, seconded by Kellogg to approve and adopt the actions of the Committee holding out items #4, #8, and #9 for separate vote. Motion carried, 7 ayes and 0 nays.

Regarding item #4, it was moved by Bemke, seconded by Veneman to approve the item as presented. Motion carried, 6 ayes and 1 nay with Rayome voting in the negative.

Regarding item #8, it was moved by Koth, seconded by Kubisiak to approve a five-year contract with Unifirst for uniforms and entry rugs: Years 1-3 shall be in the amount of \$16,220.36 with a 3% increase in year four and in year five. Public Works Superintendent to include a contract cancellation clause if the vendor is not meeting the requirements of the contract. The City will give written notification of contract termination within 90 days. Motion carried, 7 ayes and 0 nays.

Regarding item #9, it was moved by Veneman, seconded by Kubisiak to approve the item as presented. Motion carried, 7 ayes and 0 nays.

B. REPORT OF THE PUBLIC WORKS COMMITTEE MEETING HELD ON JANUARY 5, 2021:

Tom Rayome

Jake Cattnach

Dean Veneman

Date of Meeting: January 5, 2021

Reported to Council: January 19, 2021

The Public Works Committee met on Tuesday, January 5, 2021 via remote videoconference, originating from the City Hall Council Chambers. Tom Rayome, Jay Bemke substituting for Jake Cattnach, and Dean Veneman were present. Others attending are on file in the Clerk's office.

1. Call to order

The meeting was called to order at 6:01 pm

2. Review DPW Report

The DPW report was reviewed

3. Review One Mile Creek storm water dredging project scope

Motion by Veneman, second by Bemke to expand the One Mile Creek storm water dredging project to include repairing the lower dam, dredging the lower pond, removing the upper dam, and removing the upper pond for an estimated \$307,000 (budget = \$270,000). Motion carried (3-0)

4. Review speed limit on Two Mile Ave east of 16th Street

Motion by Veneman, second by Bemke to update 340.003(5) to include a 35 mph speed limit on Two Mile Ave from 16th St S to the east City limits. Motion carried (3-0) **Ordinance No. MC 1281**

5. Review proposals for consulting services to assist the City in purchasing necessary real-estate for the W Jackson St project.

Motion by Rayome, second by Veneman to accept the proposal by Streetland to provide West Jackson Street real estate services. Motion carried (3-0)

6. Review proposals from consulting services to develop a transportation utility model

Motion by Veneman, second by Rayome to accept proposal by Ehlers/raSmith to provide transportation utility model and economic analysis services. Motion carried (3-0)

7. Review referral list

The referral list was reviewed

8. Adjourn.

Motion by Bemke, second by Rayome to adjourn. Motion carried (3-0). The meeting was adjourned at 6:35 pm

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

C. REPORT OF THE HUMAN RESOURCES COMMITTEE MEETING HELD ON JANUARY 7, 2021:

Thad Kubisiak, Chairperson Joseph Zurfluh, Secretary Jay Bemke
Date of Meeting: January 7, 2021
Reported to Council: January 19, 2021

A meeting of the Human Resources Committee was held on Thursday, January 7, 2021, at 4:30 p.m. via remote videoconferencing, originating from the City Hall Council Chambers. All members were present. (Kubisiak, Bemke, Zurfluh). Also present remotely were Mayor Blaser, Sue Schill and Tom Rayome. Paul Vollert and Ryan Hartman were also present.

1. Call to order.

Chairperson Kubisiak called the meeting to order at 4:30 p.m.

2. Discuss and consider a Requisition Request for an Aquatic/ Building Maintenance Technician position at the Aquatic facility.

Motion by Kubisiak, second by Bemke to approve a Requisition Request for an Aquatic/ Building Maintenance position at the Aquatics Facility. Job description as presented will be modified to reflect that a Class B driver's license for CDL with air brakes may be required or requested. Motion carried 3-0.

3. Discuss and consider for approval the submission of a Request for Proposal for a City employee wage study.

Motion by Kubisiak, second by Bemke to approve to proceed with the seeking of proposals for the performance of an employee compensation/ wage study. Motion carried 3-0.

4. HR Department Update

a. DPW

- o Positions of Sewer Construction Group Lead and Street Supervisor starting 1/11/21.

b. Finance Department

- o New position of Assistant Director of Finance interview phase is completed.

c. COVID-19 Vaccine update

5. Adjournment.

Motion by Bemke, second by Zurfluh to adjourn. Motion carried 3-0. The meeting adjourned at 4:45 p.m.

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

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

A. Mayor's Youth Council held on October 21, 2020

B. McMillan Memorial Library held on May 20, June 10, July 15, July 22, September 10, September 17, September 23, October 8, November 10 and November 11, 2020

C. Housing Authority held on August 26, October 29 and December 2, 2020

D. South Wood County Airport held on September 3, October 1 and November 5, 2020

E. Wisconsin Rapids Fire Department Monthly Summary for December 2020

F. Wisconsin Rapids Police Department Monthly Summary for December 2020

G. Water Works and Lighting Commission held on December 9, 2020

H. Police and Fire Commission held on December 9, 2020

I. Wastewater Treatment Commission held on January 6, 2021

J. Parks and Recreation Commission held on January 11, 2021

It was moved by Kubisiak, seconded by Kellogg to place the reports on file. Motion carried, 7 ayes and 0 nays.

13. Referrals to Committees

No referrals were received.

14. Adjournment

It was moved by Kubisiak, seconded by Bemke to adjourn. Motion carried, 7 ayes and 0 nays.

The meeting adjourned at 8:14 p.m.

Respectfully submitted,

Jennifer M. Gossick, City Clerk