



MINUTES
MEETING OF THE WISCONSIN RAPIDS COMMON COUNCIL
TUESDAY, APRIL 13, 2021
6:30 P.M.
VIA REMOTE VIDEOCONFERENCE

A meeting of the Wisconsin Rapids Common Council was held in the Council Chambers at City Hall and via remote videoconferencing on Tuesday, April 13, 2021, at 6:30 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. Members of the public who wished to submit comments to the Council regarding an agenda item were directed to contact the Mayor. No comments were received by the Mayor.

1. Call to Order

Mayor Blaser called the meeting to order at 6:30 p.m.

2. Roll Call

Roll call indicated that all alderpersons were present; except Dean Veneman, who was excused:

Joe Zurfluh
Scott Kellogg
Tom Rayome (via videoconference)
Steve Koth
Jake Cattanach
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. Mayor Recognitions

Mayor Blaser recognized the following Alderpersons for their service to the City:

- a. Joe Zurfluh, District 1
- b. Scott Kellogg, District 3
- c. Steve Koth, District 5

5. Reading of the Minutes of the Previous Meeting held on March 13, 2021

It was moved by Zurfluh, seconded by Kellogg to dispense with a reading and accept the minutes of the previous meeting. Motion carried, 7 ayes and 0 nays.

6. Consider a Resolution Extending the Emergency Declaration Proclamation Regarding the COVID-19 Pandemic

It was moved by Zurfluh, seconded by Koth to approve a Resolution Extending the Emergency Declaration Proclamation Regarding the COVID-19 Pandemic. Motion carried, 6 ayes and 1 nay, with Bemke voting in the negative. Resolution No. 15 (2021)

7. Consider for approval a proposed siting resolution for the proposed expansion of Advanced Disposal Services Cranberry Creek Landfill, LLC.

It was moved by Koth, seconded by Zurfluh to approve a siting resolution for the proposed expansion of Advanced Disposal Services Cranberry Creek Landfill, LLC. Motion carried, 7 ayes and 0 nays. Resolution No. 16 (2021)

8. Consider for Adoption the Actions of the Planning Commission at its meeting held on April 5, 2021:

Date of Meeting: April 5, 2021

Report #1

Reported to Council: April 13, 2021

The Planning Commission met at 4:00 p.m. on April 5, 2021 within the Council Chambers at City Hall and via remote audioconferencing. Due to the pandemic, social distancing guidelines and masks were required for in-

person participation. Commissioners present were Shane Blaser, Dan Hanson, Lee Thao, Tom Brey, Shane Burkart, and Susan Feith. Excused was Jay Bemke. Others partaking in the meeting included: Dan Drexler, Bill Glendening, Shawn Johnston, Dean Veneman, Jerry Feith, Susan Schill and Kyle Kearns.

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

1. Approval of the report from the March 1, 2021 Plan Commission meeting

Motion by Thao, second by Brey, to approve the reports from the March 1, 2021 Plan Commission meeting.

Motion carried (6 – 0)

2. **WE Energies** – request for an approximate 6-foot by 6-foot easement for utilities in the parking lot at 130 Second Street north (Parcel ID 3408140)

Motion by Brey, second by Blaser, to approve the request by WE Energies for a 6-foot by 6-foot easement for utilities in the parking lot at 130 Second Street north (Parcel ID 3408140).

Motion carried (6 – 0)

3. **PLAN-21-0191; Theresa Cashman**, request for a site plan amendment review to expand parking and outdoor seating at 3820 8th Street South (Parcel ID 3413806)

Motion by Feith, second by Thao, to approve the request for PLAN-21-0191; Theresa Cashman, request for a site plan amendment review to expand parking and outdoor seating at 3820 8th Street South (Parcel ID 3413806), subject to the following conditions:

- a.) An updated site/landscaping plan shall be submitted for review and approval by the Community Development Department, including identified species.
- b.) A lighting plan shall be submitted for review and approval by the Community Development Department.
- c.) The parking lot setback from the north property line shall be at least 5 feet.
- d.) Parking stall and aisle dimensional standards shall be met and identified on an updated site plan submitted for review and approval by the Community Development Department.
- e.) All applicable permits through the City of Wisconsin Rapids and other jurisdictions, such as the Wisconsin Department of Natural Resources, shall be obtained.
- f.) Necessary plans for erosion control and stormwater requirements per the City of Wisconsin Rapids Municipal Code shall be submitted and approved by the Public Works Department.
- g.) Community development staff shall have the authority to approve minor modifications to the plans.

Motion carried (6 – 0)

4. **PLAN-21-0165; Stratford Sign Company, LLC**, request for a sign exception to reface an existing nonconforming freestanding sign at 2100 7th Street South (Parcel ID 3412128)

Motion by Blaser, second by Feith, to approve PLAN-21-0165; Stratford Sign Company, LLC, request for a sign exception to reface an existing nonconforming freestanding sign at 2100 7th Street South (Parcel ID 3412128), subject to the following conditions:

- a.) The proposed freestanding sign cabinet or base shall not be altered beyond the face change.
- b.) The applicant shall obtain all necessary sign and building permits through the Community Development Department.
- c.) All applicable building and zoning standards shall be met regarding the proposed signage.

Motion carried (6 – 0)

5. **PLAN-21-0168; Mead Witter Foundation, Inc.** request for a site plan review to construct park-like improvements at 111 West Grand Avenue (Parcel ID 3402490)

Commissioner Feith recused.

Motion by Blaser, second by Hanson, to approve PLAN-21-0168; Mead Witter Foundation, Inc. request for a site plan review to construct park-like improvements at 111 West Grand Avenue (Parcel ID 3402490), subject to the following conditions:

- a.) A lighting site plan showing intensity at the property line shall be submitted, to be reviewed and approved by the Community Development Department.
- b.) Applicable permits through the City shall be obtained.
- c.) Community development staff shall have the authority to approve minor modifications to the plans.

Motion carried (5 – 0)

6. **PLAN-21-0169; Community Development Department** - Public hearing and action on a request to amend Chapter 11, Zoning Code, of the City's Municipal Code, to clarify vision triangle requirements for alleys, driveway, and streets

Public Hearing Opened at 4:17 PM

Speaking in Favor: none

Speaking Against: none

Public Hearing Closed at 4:18 PM

Motion by Thao, second by Feith, to approve PLAN-21-0169; Community Development Department - Public hearing and action on a request to amend Chapter 11, Zoning Code, of the City's Municipal Code, to clarify vision triangle requirements for alleys, driveway, and streets

Motion carried (6 – 0). **Ordinance No. MC 1287**

7. Adjourn

Motion by Blaser to adjourn, second by Thao.

Motion carried (6 – 0)

Meeting adjourned at 4:20 PM

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

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

A. REPORT OF THE FINANCE AND PROPERTY COMMITTEE MEETING HELD ON APRIL 5, 2021:

Steve Koth, Chairperson

Scott Kellogg, Secretary

Thad Kubisiak

Date of Meeting: April 5, 2021

Reported to Council: April 13, 2021

The Finance and Property Committee meeting was held via remote videoconferencing on Monday, April 5, 2021 at 5:00 p.m. The public was invited to listen to the audio of the meeting. 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. A list of others in attendance is on file in the Clerk's office.

1. Call to order

Alderperson Koth called the meeting to order at 5:00 p.m.

2. Review and approval of the City of Wisconsin Rapids Grant Management Policy.

It was moved by Kubisiak, seconded by Kellogg to approve the City of Wisconsin Rapids Grant Management Policy (Attachment No. 1). Motion carried.

3. Consider for approval a resolution amending the 2021 budget

It was moved by Koth, seconded by Kellogg to approve Resolution No. 14 amending the 2021 Budget (Attachment No. 2). Motion carried. Resolution No. 14 (2021)

4. Audit of the Bills

It was moved by Koth, seconded by Kellogg to approve check no. 7584 to 8063. Motion carried.

5. Consider the sale of a vacant City parking lot located near East Jackson Street, Parcel ID: 34-08147, to an adjoining property owner, C&C Steckbauer LLC.

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

In closed session, the committee may discuss negotiations and strategy regarding the sale of the above property.

The committee will return to open session.

In open session, the committee may continue to discuss the sale of a vacant City parking lot, Parcel ID: 34-08147, to C&C Steckbauer LLC., and may take action on the sale of said parcel.

It was moved by Koth, seconded by Kellogg to go into closed session. Roll call vote was in the affirmative. In closed session the committee discussed the sale of the vacant City parking lot and adjourned in closed session.

6. Adjourn

The committee adjourned in closed session.

Koth requested that item #5 be held out for separate vote with discussion in a closed session at the end of the meeting. It was moved by Koth, seconded by Bemke to approve and adopt the balance of the report holding out item #5. Motion carried, 7 ayes and 0 nays.

B. REPORT OF THE PUBLIC WORKS COMMITTEE MEETING HELD ON APRIL 6, 2021:

Tom Rayome

Jake Cattanach

Dean Veneman

Date of Meeting: April 6, 2021

Reported to Council: April 13, 2021

The Public Works Committee met in the Council Chambers, 444 West Grand Ave, Wisconsin Rapids and via remote videoconferencing on April 6, 2021. Tom Rayome, Jake Cattnach, and Dean Veneman were present. Shane Blaser, Joe Terry, and Joe Eichsteadt were also in attendance. Others attending are on file in the Clerk's office.

1. Call to order

The meeting was called to order at 6:07 pm

2. Review DPW Report

The DPW report was reviewed

3. Review West Jackson project transportation plat and relocation order

Motion by Rayome, second by Cattnach to approve the West Jackson Transportation Plat and Relocation order. Motion carried (3-0)

4. Update on status of rail car storage agreement on City owned rail.

An update was presented.

5. Review referral list

The referral list was reviewed

6. Adjourn.

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

The meeting was adjourned at 6:29 pm

It was moved by Rayome, seconded by Koth 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 APRIL 8, 2021:

Thad Kubisiak, Chairperson

Joseph Zurfluh, Secretary

Jay Bemke

Date of Meeting: April 8, 2021

Reported to Council: April 13, 2021

A meeting of the Human Resources Committee was held on Thursday, April 8, 2021, at 3:30 p.m. via remote videoconferencing, originating from the City Hall Council Chambers. All members were present. Also present were Mayor Shane Blaser, City Attorney Sue Schill, Ryan Hartman, Patrick Glynn and Tyler Mickelson. Joining remotely was Deb Pagel.

1. Call to order

Chairperson Kubisiak called the meeting to order at 3:45 p.m.

2. Discuss and consider for approval extending the current Employee Emergency Paid Leave policy due to the COVID-19 pandemic thru June 30th, 2021, and adding the following additional conditions under which an Employee may use the leave:

- a. Employee is seeking or awaiting the result of a diagnostic test for, or a medical diagnosis of, COVID-19 and such employee has been exposed to COVID-19;
- b. The City has requested such test or diagnosis;
- c. Employee is obtaining immunization related to COVID-19;
- d. Employee is recovering from injury, disability, illness or condition related to the COVID-19 immunization

Motion by Kubisiak, second by Bemke to approve extending the current Employee Emergency Paid Leave Policy due to the COVID-19 pandemic thru June 30, 2021, while adding the above conditions. Motion carried 3-0.

3. Discuss and consider for approval of a professional services agreement with Carlson Dettman Consulting to provide a classification and compensation study for non-represented positions within the City. (Attachment Included)

Motion by Kubisiak, second by Zurfluh to approve a professional services agreement with Carlson Dettman Consulting to provide a classification and compensation study for non-represented position within the City. Motion carried 3-0.

4. HR Department Update

- Vaccine availability update
- New employees

5. Adjournment.

Motion by Kubisiak, second by Zurfluh to adjourn. Motion carried 3-0. The meeting adjourned at 4:38 p.m.

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

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

- A. Wisconsin Rapids Housing Authority held January 27
- B. McMillan Memorial Library held on February 17
- C. Wisconsin Rapids Fire Department Summary for March 2021
- D. South Wood County Airport Commission held on March 4
- E. Water Works and Lighting Commission held March 10
- F. Parks and Recreation Commission held March 15

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

11. Referrals to Committee

No referrals were received.

12. Regarding Finance and Property Committee item #5, the Council may vote to go into closed session under Section 19.85(1)(e) of the Wisconsin Statutes, which reads: "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session".

In closed session, the Council may discuss negotiations and strategy regarding the sale of a vacant City parking lot, Parcel ID: 34-08147, to C&C Steckbauer LLC.

The Council will return to open session.

In open session, the Council may continue to discuss the sale of a vacant City parking lot, Parcel ID: 34-08147, to C&C Steckbauer LLC., and may take action on the sale of said parcel.

It was moved by Zurfluh, seconded by Cattnach 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". A roll call vote was taken. All members voted in the affirmative. Motion carried, 7 ayes and 0 nays, and the Council went into closed session.

a. In closed session, the Council discussed the sale of the vacant City parking lot.

It was moved by Zurfluh, seconded by Cattnach to return to open session. Motion carried, 7 ayes and 0 nays, and the Council returned to open session.

b. In open session it was moved by Zurfluh, seconded by Koth to approve the sale of the vacant City parking lot, Parcel ID: 34-08147, to C&C Steckbauer LLC and enter into the real estate sales agreement as presented. Motion carried 6 ayes and 1 nay with Kubisiak voting in the negative.

13. Adjournment

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

The meeting adjourned at 7:30 p.m.

Respectfully submitted,

Jennifer M. Gossick, City Clerk