

W I S C O N S I N



**REVISED PUBLIC MEETING NOTICE**  
**WISCONSIN RAPIDS COMMON COUNCIL**  
**THURSDAY, APRIL 13, 2023**  
**6:00 P.M.**  
**CITY HALL COUNCIL CHAMBERS**  
**SEE ADDITIONS IN RED**

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 Thursday, April 13, 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](http://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 March 21, 2023 (See Attachment #1)
5. Mayoral Recognition
6. **Consider a Resolution Rejecting the Repurchase of Property in the West Side Industrial Park, Parcel No. 3400751A (See Attachment #2)**
7. **Consider for adoption the Actions of the Standing Committees of the Common Council, as Follows:**
  - A. **Finance and Property Committee meeting held on April 11, 2023:**
    1. Call to Order
    2. Review bid results for replacing the existing lighting control system at the Centralia Center and consider bid award
    3. Review and consider for approval a change order for the replacement of the HVAC controls at Centralia Center
    4. Review bid results for replacing the roof at Centralia Center and consider bid award
    5. Review bid results for prairie dog glass exhibit work and consider bid award
    6. Consider for approval a special event application from Wood County Human Services, 111 W. Jackson Street, for a Foster Family Appreciation Street fair to be held on Thursday, May 18, 2023 from 5:00 p.m. to 7:00 p.m.
    7. Review and consider for approval the 2023 Humane Society contract
    8. Review and consider for approval policies for the Mass Transit Grant
    9. Audit of the bills
    10. Set next meeting date
    11. Adjournment.
  - B. **Public Works Committee meeting held on April 13, 2023:**
    1. Call to order
    2. Review Engineering & Street Department Monthly Activity Report
    3. Review and consider removing the no parking restrictions on 3<sup>rd</sup> Street South from East Grand Avenue to Oak Street
    4. Review and consider modifying Chapter 33 Stormwater Management Utility to remove charges imposed for undeveloped parcels prescribed in 33.09 Charge Formulas (4) Undeveloped
    5. Review the 2022 MS4 Annual Report

6. Review referral list
  7. Set Next Meeting Date
  8. Adjourn
- C. Human Resources Committee meeting held on April 13, 2023:**
1. Call to order
  2. Discuss and consider for approval the revision of City Hall hours to be Monday thru Thursday, 8:00 a.m. – 4:30 p.m. and Friday 8:00 a.m. – 12:00 p.m. This will begin a six-month trial period to begin on May 5, 2023.
  3. 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 Agreements with WRPPA and IAFF as a result of revised qualifications for new hires in each of those departments
  4. The committee may return to open session to take action on approval of side letter agreements between the City and IAFF and WRPPA
  5. Adjournment
- 8. Reports of Other Committees, Commissions, Boards, and Department Reports:**
1. McMillan Memorial Library Personnel Committee held February 8, February 15 and March 1; Board of Trustees held February 15; Building and Grounds Committee held March 8; Finance Committee held March 8, 2023
  2. Police and Fire Commission held March 1, March 28 and April 5, 2023
  3. Water Works and Lighting Commission held March 8, 2023
  4. Park and Recreation Commission held April 10, 2023
- Department Reports for March 2023:
5. Engineering Department
  6. Public Works Department
  7. South Wood County Airport Commission
  8. Wastewater Treatment Plant
  9. Wisconsin Rapids Fire Department
  10. Wisconsin Rapids Police Department
- 9. Referrals to Committees**
- 10. The Council 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" and Section 19.85(1)(g), Wis. Stats., which reads "Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved."**  
In closed session, the Council may confer with legal counsel and discuss negotiations and litigation strategy regarding a wastewater services agreement with the Village of Biron.
- 11. The Council will adjourn in closed session.**

Jennifer M. Gossick, City Clerk

The City of Wisconsin Rapids encourages participation from all its citizens. If participation at this meeting via audioconference is not possible due to a disability or other reasons, notification to the city clerk's office at least 24

hours prior to the scheduled meeting is encouraged to make the necessary accommodations. Call the clerk at (715) 421-8200 to request accommodations.

RESOLUTION No. \_\_\_\_\_ (2023)

CITY OF WISCONSIN RAPIDS

**A RESOLUTION REJECTING THE REPURCHASE OF PROPERTY IN THE WEST SIDE INDUSTRIAL PARK**

**WHEREAS**, BNWC Properties, Inc. has received a binding offer to purchase real estate it owns in the West Side Industrial Park, said real estate legally described as:

Lot 2 of Wood County Certified Survey Map No. 11199, recorded in Vol. 42 of Certified Survey Maps on Page 99 as Document No. 2022R10278; being part of Lot 1 of Wood County Certified Survey Map No. 7005 in the SW 1/4 of the NE 1/4 of Section 12, Township 22 North, Range 5 East, in the City of Wisconsin Rapids, Wood County, Wisconsin.

Tax Parcel No. 3400751A

**WHEREAS**, the West Side Industrial Park contains a Declaration of Restrictions which allows the City 90 days after notification to accept or reject the City’s repurchase rights to land in said Park before the land is sold to another party; and

**WHEREAS**, BNWC Properties, Inc. has notified the City of its intention to sell to a bona fide purchaser and has requested that the City accept or reject the City’s right to repurchase; and

**WHEREAS**, it is in the best interests of the City to reject the City’s right to repurchase;

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

1. That the City hereby rejects and releases its repurchase rights and the City shall have no further interest in the property, and BNWC Properties, Inc. is free to sell the property to a third party.
2. The Mayor, City Clerk, and City Attorney are authorized and directed to take such steps as are lawful and necessary in furtherance thereof.

Adopted by the Common Council of the City of Wisconsin Rapids, Wisconsin this 13<sup>th</sup> day of April, 2023.

APPROVED:

\_\_\_\_\_  
Shane E. Blaser, Mayor

\_\_\_\_\_  
Jennifer M. Gossick, City Clerk

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_



1. Call the meeting to order.

Commissioner King called the meeting to order at 7:29 a.m.

2. Roll call.

Present by videoconferencing was Commissioner Yonkovich. Present in person at City Hall were Commissioners Albrecht, Grode, King and Tenpas; and Interim Police Chief Mike Potocki, Fire Chief Todd Eckes, Alderperson Dennis Polach, Sue Schill and Ryan Hartman.

3. Approve the February 8, 2023 meeting minutes.

A motion was made by Commissioner Tenpas, seconded by Commissioner Grode, to approve the February 8, 2023 meeting minutes. Motion carried.

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

Due to the Police and Fire Commission meeting being scheduled earlier in the month than usual, the report didn't contain statistics.

A motion was made by Commissioner Grode, seconded by Commissioner Tenpas, 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.

Due to the Police and Fire Commission meeting being scheduled earlier in the month than usual, the report didn't contain statistics.

A motion was made by Commissioner Albrecht, 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 discuss police chief candidate interview questions, and the interview and selection process.

A motion was made by Commissioner Grode, seconded by Commissioner Tenpas, 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 Albrecht, Grode, King, Tenpas and Yonkovich; and Sue Schill and Ryan Hartman.

In closed session, the Commission finalized police chief candidate interview questions. Interviews for the final two candidates will be conducted in the next few weeks.

7. The Commission will return to open session.

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

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

The next meeting, during which the Commission will interview police chief candidates, is tentatively scheduled for March 27<sup>th</sup>. The meeting date and time will be finalized after communications with the candidates.

The next monthly meeting will be held on April 12<sup>th</sup> at 7:30 a.m.

9. Adjourn.

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

Respectfully Submitted,

Lee Albrecht, Secretary



1. Call the meeting to order.

Commissioner King called the meeting to order at 8:22 a.m.

2. Roll call.

Present in person at City Hall were Commissioners Albrecht, Grode, King, Tenpas and Yonkovich; and Sue Schill and Ryan Hartman.

3. 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. Review and discuss the process and interview questions for interviewing Police Chief candidates.
- b. Interview Police Chief candidates.
- c. Discuss and consider Police Chief candidates; consider directing staff to discuss terms of employment, compensation, and benefits with a candidate or candidates.

A motion was made by Commissioner Tenpas, 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 Albrecht, Grode, King, Tenpas and Yonkovich; and Sue Schill and Ryan Hartman.

In closed session, the Commission interviewed Police Chief candidates; Sue Schill and Ryan Hartman were excused from the closed session, and the Commission discussed and considered Police Chief candidates. The Commission directed staff to discuss possible terms of employment, compensation, and benefits with a candidate.



4. The Commission will adjourn in closed session.

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

Respectfully Submitted,

Lee Albrecht, Secretary





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; Sue Schill and Ryan Hartman; and several police department personnel.

3. 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 consider a candidate for the Chief of Police position.

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 Albrecht, Grode, King, Tenpas and Yonkovich; and Sue Schill and Ryan Hartman.

In closed session, the Commission discussed Police Chief candidates and made final comments.

4. The Commission will vote to go into open session.

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

5. The Commission may consider extending a conditional offer of employment to a candidate for Chief of Police, with an appointment effective upon successful post-offer testing.

A motion was made by Commissioner Tenpas, seconded by Commissioner Yonkovich, to make a conditional offer of employment to Daniel Hostens as Chief of Police, conditional upon successful completion of post-offer psychological and medical testing. The appointment will be effective upon successful completion of that testing, with a starting date to be determined by the HR Manager and the



**CITY OF WISCONSIN RAPIDS POLICE & FIRE COMMISSION  
MEETING MINUTES  
APRIL 5, 2023  
7:30 A.M.**

candidate. Roll call vote was taken, with Commissioners Albrecht, Tenpas and Yonkovich voting in the affirmative and Commissioners Grode and King voting in the negative. Motion carried.

6. Adjourn.

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

Respectfully Submitted,

Lee Albrecht, Secretary

CITY OF WISCONSIN RAPIDS  
*PARKS / RECREATION / BUILDINGS*  
220 3<sup>rd</sup> Avenue South, Suite 3, Wisconsin Rapids, WI 54495, (715) 421-8240

**Parks & Recreation Commission Minutes**

April 10, 2023

The Parks & Recreation Commission met on Monday, April 10, 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 Broeren called the meeting to order at 4 p.m.

Kris Barteck, Mayor Blaser, Craig Broeren, Tom Ekelin, Tom Rayome, Lee Thao were in attendance. Patrick Gatterman,Carolynn Martin, and Dean Veneman were excused. Staff present were Dawn Desorcy and Jake Klingforth. Also attending were Alderperson Dennis Polach and Diane Passineau.

2. Approve February 13, 2023, meeting minutes.

A motion was made by Commissioner Rayome, seconded by Mayor Blaser, to approve the minutes of February 13, 2023. Motion carried.

3. Consider request for Little Free Library in a City Park.

Diane Passineau spoke about this request on behalf of Renaissance Learning. They would like to place a Little Free Library in Veteran's Park. LHS industrial arts class is building the library and the City will install it.

A motion was made by Commissioner Barteck, seconded by Commissioner Thao, to approve the request from Renaissance Learning to install a Little Free Library at Veteran's Park. Motion carried.

4. Update on Dog Park.

We received three (3) bids for the fence; Finance & Property Committee will finalize the selection at their next meeting. Work remaining at the park includes grinding, pulverizing, and then seeding. We hope to open in September to allow the grass to get established.

5. Update on Prairie Dog Exhibit.

The original plan must be modified (the exhibit will be slightly smaller) due to the water table in that area. The location is between the camel pen and the fox pen. We are waiting for the crawl tunnel to be delivered. We will be getting 8 prairie dogs. We hope to open the exhibit when the Zoo opens for the season; this will depend on when the glass is ready.

6. Update on Legacy Grant Application.

This application is a collaborative request between the City and Wisconsin Rapids Public Schools, with plans to develop the Mead Park area into an extensive recreational area which will include new play structures, basketball courts, pickleball courts, and an expanded picnic area. If we are awarded this grant, the Commission will need to make a financial commitment at a future meeting. At this point, a timeline is not confirmed.

**Parks & Recreation Commission Minutes**

April 10, 2023

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7. Bills.

A motion was made by Mayor Blaser, seconded by Commissioner Rayome, to approve the bills. Motion carried.

8. Staff reports.

Dawn and Jake presented staff reports.

Future agenda items: Ideas for remaining Teske money and naming dog park.

9. Adjourn.

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

Dawn Desorcy, Recording Secretary



**SOUTH WOOD COUNTY AIRPORT**  
Jeremy Sickler, Airport Manager

**March 2023**

**Airport Development:**

Future project update: The Wisconsin DOT Bureau of Aeronautics has released the ad for consultant services for the Airport Master Plan project. The ad is open until the end of April so the Commission will be asked to select a consultant in May.

<b>Fuel Type</b>	<b>Previous month</b>	<b>Current month</b>	<b>This month last year</b>	<b>2023 year to date</b>	<b>2022 year to date</b>	<b>Year over Year</b>
<b>100 LL</b>	414.97	523.93	1432.87	1257.60	2286.00	55%
<b>Jet A</b>	1200.60	790.80	2339.89	2257.01	4611.84	49%
<b>TOTAL</b>	1615.57	1314.73	3772.76	3514.61	6897.84	51%

**Airport Monthly Revenues:**

Sales

Fuel:	\$7446.88
Ramp Fee:	\$100.00
Lav Fee:	\$0.00
GPU:	\$0.00
Call Out Fee:	\$0.00
Transient Hangar:	\$0.00
Catering:	\$20.00
Oil:	\$0.00

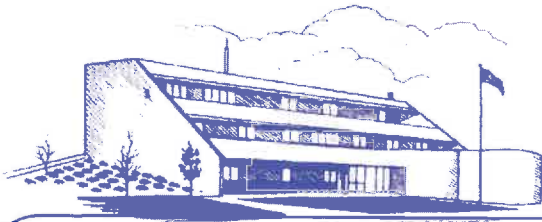
Year over year total fuel gallon sales comparison through March:

2021 - 4396.50 gallons  
2020 - 3654.53 gallons

## **Airport Activities:**

Drive through gates have been experiencing a lot of downtime lately. American Fence has been contacted and on site several times to find solutions.

Winter equipment seasonal maintenance is underway.



## Police Department City of Wisconsin Rapids

444 West Grand Avenue • Wisconsin Rapids, Wisconsin 54495

(715) 423-4444

Date: April 11, 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 March 2023

### **Departmental Activity/Training:**

Officer Critical Incident.  
WRPD and WRFD management meeting.  
Police Department Staff meeting.  
Police Department Recruitment Team meeting.  
New Police Dept. and Fire Dept. website meeting.  
Common Counsel meeting.  
ATV/UTV meeting with the Mayor and City Attorney.  
Attended Adams County Deputy Michael Shannon memorial rededication ceremony.  
Interim Deputy Chief Dewitt attended Lights of Christmas meeting.  
Interim Deputy Chief Dewitt attend the Safety Professionals round table meeting.  
Interim Chief Potocki and Interim Deputy Chief Dewitt attended the WRAMS Fact Group Tobacco information breakfast.  
Police Department personnel were recertified in CPR.  
Sgt. Jazdzewski completed a 3 week First Line Supervisor training.  
Officers Greening and Mortel completed Crisis Intervention Team training.  
Officer Plowman completed Instructor Development training.  
Officer Jaye completed Less Lethal Instructor training.

### **Year to date statistics and previous year comparison:**

WRPD responded to **1429** incidents and calls for service in March 2023.

March 2022: **1504**

Total incidents and calls for service to date in 2023: **4034**

Total for 2022: **4081**

### **For month of March 2023 vs 2022:**

- OWI - 2023: **5** 2022: **5**
- Traffic Crash Investigations - 2023: **27** 2022: **42**
- Traffic / Municipal Citations – 2023: **338** 2022: **367**
- Written Warnings – 2023: **527** 2022: **368**
- Restricted Parking Tickets – 2023: **209** 2022: **223**

### **Controlled Substance Arrests**

Wisconsin Rapids Police Officers and Detectives made **34 arrests** for Controlled Substance offenses in March 2023. These charges include:

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