



**MINUTES**  
 REORGANIZATIONAL MEETING OF THE  
 WISCONSIN RAPIDS COMMON COUNCIL  
 TUESDAY, APRIL 18, 2023  
 6:00 P.M.

A reorganizational meeting of the Wisconsin Rapids Common Council was held in the Council Chambers at City Hall, 444 West Grand Avenue, on Tuesday, April 18, 2023, at 6:00 p.m. The public was invited to listen to the audio of the meeting. The meeting was also streamed LIVE on the City's Facebook page.

1. Call to Order

**Mayor Blaser called the meeting to order at 6:00 p.m.**

2. Roll Call

**Roll call indicated that all alderpersons were present:**

| <u>Aldersperson</u> | <u>District</u> | <u>Present</u>                      | <u>Absent</u>            |
|---------------------|-----------------|-------------------------------------|--------------------------|
| Ryan Austin         | 1               | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Dean Veneman        | 2               | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Matt Zacher         | 3               | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Tom Rayome          | 4               | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Jake Cattanaach     | 5               | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Dennis Polach       | 6               | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Patrick J. Delaney  | 7               | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Jay Bemke           | 8               | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

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

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

4. Oaths of Office for Alderspersons in Districts 1, 3, 5 and 7

**City Clerk Gossick administered oaths of office for Alderspersons Ryan Austin (District 1), Matt Zacher (District 3), Jake Cattanaach (District 5), and Patrick J. Delaney (District 7)**

5. Election of a Common Council President

**Bemke nominated Veneman and the nomination was accepted. It was moved by Polach, seconded by Austin to close nominations and approve Veneman as the Common Council President. Veneman was approved by a vote of 8 ayes and 0 nays.**

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

6. Mayor Blaser's Appointments to Standing Committees of the Common Council

**Mayor Blaser made the following appointments:**

**Finance and Property Committee**

- Jay Bemke
- Matt Zacher

Dean Veneman  
**Public Works Committee**

Ryan Austin  
Tom Rayome  
Dennis Polach

**Human Resources Committee**

Jay Bemke  
Patrick Delaney  
Jake Cattanaach

7. The Newly Appointed Committees will meet to elect Chairpersons and Vice Chairpersons

**The committees met and elected:**

- a. **Matt Zacher as Chairperson and Dean Veneman as Vice Chairperson of the Finance and Property Committee, which will meet at 4:00 p.m. on the first Tuesday of the month;**
- b. **Tom Rayome as Chairperson and Ryan Austin as Vice Chairperson of the Public Works Committee, which will meet at 5:00 p.m. on the Thursday following the first Tuesday of the month;**
- c. **Jay Bemke as Chairperson and Jake Cattanaach as Vice Chairperson of the Human Resources Committee. Meeting day and time to be determined.**

**Chairpersons of each committee serve on the Legislative Committee, and met to elect Jay Bemke as Chairperson and Tom Rayome as Vice Chairperson of the Legislative Committee.**

8. Election of an Alderperson to the Planning Commission, to serve a term expiring April 15, 2024 (2/3 vote required)

**Veneman nominated Austin, and the nomination was accepted. It was moved by Veneman, seconded by Zacher to close nominations and to approve Austin as the Alderperson member to the Planning Commission for a term expiring April 15, 2024. Motion carried, 8 ayes and 0 nays:**

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

9. Election of an Alderperson to the Park and Recreation Commission, to serve for the Alderperson's term of office  
**As Alderperson Veneman's term does not expires April 15, 2024, no action was necessary.**

10. Consider for confirmation Mayor Blaser's Appointments to various Committees, Commission and Boards  
**Mayor Blaser made the following appointments:**

**Board of Review**

Alex Hewett, 170 3<sup>rd</sup> St. N, is reappointed as an alternate member for a term expiring 5/1/2028.

**Housing Authority**

JoAnn Grode, 271 Lyon St., is reappointed as a regular member for a term expiring 4/30/2028.

**Library Board**

Ryan Austin, 4387 Condo Dr., is the mayor's alderperson appointment for a term expiring 4/14/2025.

**Park and Recreation Commission**

Kris Barteck, 3441 15<sup>th</sup> St. S, is reappointed as a regular member for a term expiring 5/1/2028.

Tom Rayome, 1220 22<sup>nd</sup> St. N, is the mayor's alderperson appointment for a term expiring 4/15/2024.

**Planning Commission**

Jeff Marutz, 3111 10<sup>th</sup> St. S, is appointed as a regular member, to replace Susan Feith, for a term expiring 5/1/2026.

**It was moved by Zacher, seconded by Cattanaach to approve Mayor Blaser's appointments to various Committees, Commissions and Boards as presented. Motion carried, 8 ayes and 0 nays.**

| <u>Alderperson</u> | <u>District</u> | <u>Motion/Second</u> | <u>Aye</u> | <u>Nay</u> | <u>Abstain</u> |
|--------------------|-----------------|----------------------|------------|------------|----------------|
|--------------------|-----------------|----------------------|------------|------------|----------------|

|                    |   |        |                                     |                          |                          |
|--------------------|---|--------|-------------------------------------|--------------------------|--------------------------|
| Ryan Austin        | 1 |        | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Dean Veneman       | 2 |        | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Matt Zacher        | 3 | Motion | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Tom Rayome         | 4 |        | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Jake Cattanaach    | 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"/> |

11. Presentation of the Annual Report of the Community Development Department  
**Community Development Department Director Kearns presented the Department's Annual Report. No action was taken on this item.**

12. Public hearing and action on a request from Immanuel Lutheran Church and School for an amendment to the City's Comprehensive Plan, specifically map 7-2 Future Land Use Map, to reclassify an unaddressed parcel at the northeast intersection of 24<sup>th</sup> Street South and County Highway W (Parcel ID 3409225) and a portion of 1501 24<sup>th</sup> Street South (Parcel ID 3409200) from a Commercial land use classification to a Governmental/Public/Institutional land use classification.

**Public hearing opened at 6:38 p.m.**

**Speaking in favor: none**

**Speaking against: none**

**Public hearing closed at 6:39 p.m.**

It was moved by Cattanaach, seconded by Austin to approve a request from Immanuel Lutheran Church and School for an amendment to the City's Comprehensive Plan, specifically map 7-2 Future Land Use Map, to reclassify an unaddressed parcel at the northeast intersection of 24<sup>th</sup> Street South and County Highway W (Parcel ID 3409225) and a portion of 1501 24<sup>th</sup> Street South (Parcel ID 3409200) from a Commercial land use classification to a Governmental/Public/Institutional land use classification. Motion carried, 8 ayes and 0 nays.

**Ordinance No. MC 1339:**

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

13. Consider for Adoption the Actions of the Planning Commission at its meeting held on April 3, 2023:

Date of Meeting: April 3, 2023

Reported to Council: April 18, 2023

The Planning Commission met at 4:00 p.m. on April 3, 2023 in the Council Chambers at City Hall. It was also streamed live on the City of Wisconsin Rapids Facebook page and broadcast live on Charter Cable Channel 985 and Solarus HD Cable Channel 3. Members present Chairperson Shane Blaser, Lee Thao, Eric Daven, Susan Feith, and Ben Goodreau; Thad Kubisiak attended via Zoom. Ryan Austin was excused. Also present were Community Development Director Kyle Kearns, Associate Planner Carrie Edmondson, Aldersperson Dennis Polach as well as others as listed on the sign-in sheet.

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

1. Approval of the report from the March 6, 2023, Plan Commission meeting.

Motion by Goodreau to approve the report from the March 6, 2023, Plan Commission meeting; second by Thao. Motion carried (6 – 0)

2. 23-000116; Immanuel Lutheran Church and School – request for Certified Survey Map approval for new lot configurations at an unaddressed parcel at the northeast intersection of 24<sup>th</sup> Street South and County

Highway W (Parcel ID 3409225) and a portion of 1501 24<sup>th</sup> Street South (Parcel ID 3409200) and to accept dedicated right-of-way on County Highway W

Kyle Kearns provided a brief synopsis of the item. Staff recommended approval of the request and of the development.

Motion by Feith to approve the request for Certified Survey Map approval for new lot configurations at an unaddressed parcel at the northeast intersection of 24<sup>th</sup> Street South and County Highway W (Parcel ID 3409225) and a portion of 1501 24<sup>th</sup> Street South (Parcel ID 3409200) and to accept dedicated right-of-way on County Highway W; second by Daven. Motion carried (6 – 0)

3. 23-000128; Immanuel Lutheran Church and School – action on a request from Immanuel Lutheran Church and School for an amendment to the City’s Comprehensive Plan, specifically map 7-2 Future Land Use Map, to reclassify an unaddressed parcel at the northeast intersection of 24<sup>th</sup> Street South and County Highway W (Parcel ID 3409225) and a portion of 1501 24<sup>th</sup> Street South (Parcel ID 3409200) from a Commercial land use classification to a Governmental/Public/Institutional land use classification  
Carrie Edmondson presented information for agenda items 3 and 4 concurrently. Staff recommended approval for the Future Land Use Map 7-2 and the zoning map amendment as proposed.

Motion by Daven to approve the request from Immanuel Lutheran Church and School for an amendment to the City’s Comprehensive Plan, specifically map 7-2 Future Land Use Map, to reclassify an unaddressed parcel at the northeast intersection of 24<sup>th</sup> Street South and County Highway W (Parcel ID 3409225) and a portion of 1501 24<sup>th</sup> Street South (Parcel ID 3409200) from a Commercial land use classification to a Governmental/Public/Institutional land use classification; second by Feith. Motion carried (6 – 0)

4. 23-000128; Immanuel Lutheran Church and School – public hearing and action on a request for a zoning map amendment to rezone an unaddressed parcel at the northeast intersection of 24<sup>th</sup> Street South and County Highway W (Parcel ID 3409225) and a portion of 1501 24<sup>th</sup> Street South (Parcel ID 3409200) from R-2 Mixed Residential District to I-1 Institutional District  
Public hearing opened at 4:13 p.m.

Speaking in favor: none

Speaking against: none

Public hearing closed at 4:14 p.m.

Motion by Blaser to approve the request for a zoning map amendment to rezone an unaddressed parcel at the northeast intersection of 24<sup>th</sup> Street South and County Highway W (Parcel ID 3409225) and a portion of 1501 24<sup>th</sup> Street South (Parcel ID 3409200) from R-2 Mixed Residential District to I-1 Institutional District; second by Feith. Motion carried (6 – 0) **Ordinance No. MC 1340**

5. 23-000127; Immanuel Lutheran Church and School – public hearing and action on a request for a conditional use permit to establish a worship center and a civic use facility at the northeast intersection of 24<sup>th</sup> Street South and County Highway W (Parcel ID 3409225) and a portion of 1501 24<sup>th</sup> Street South (Parcel ID 3409200) from R-2 Mixed Residential District to I-1 Institutional District

Public hearing opened at 4:15 p.m.

Speaking in favor: none

Speaking against: none

Public hearing closed at 4:16 p.m.

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

Eric Daven had a question about the business hours and noise ordinances to which Ms. Edmondson and Jonathan Blum responded. Susan Feith asked about sprinklers in the building; architect Pete Schneider and Kyle Kearns replied.

Motion by Daven to approve the request for a conditional use permit to establish a worship center and a civic use facility at the northeast intersection of 24<sup>th</sup> Street South and County Highway W (Parcel ID 3409225) and a portion of 1501 24<sup>th</sup> Street South (Parcel ID 3409200) from R-2 Mixed Residential District to I-1

Institutional District subject to the following conditions:

1. Conditional use permit approval is contingent upon Certified Survey Map (CSM) approval identifying the newly proposed lot.
2. Conditional use permit approval is contingent upon the concurrent comprehensive plan and zoning map amendments.
3. A fire department access road shall be provided so fire apparatus can drive within 50 ft (15 m) of an exterior door that allows access to the interior of the building. This 50 ft (15 m) distance can be increased to 150 ft for structures that are protected with an automatic sprinkler system.
4. Proposed lighting shall be modified to reduce intensity levels not to exceed 0.1 foot-candles at the northern residential property line.

5. A revised landscape plan must be submitted for review and approval by the Community Development Department.
6. Façade materials on the event building shall match those on the church. Revised elevations must be submitted for review and approval by the Community Development Department.
7. Applicable building and stormwater permit (state and local) shall be obtained.
8. Minor modifications to the plan shall be permitted to be reviewed and approved by the Community Development Department.

Second by Goodreau. Motion carried (6 – 0) **Resolution No. 8 (2023)**

6. 23-000125; City of Wisconsin Rapids – public hearing and action on a request to amend Chapter 11 – Zoning Ordinance, specifically Appendix A Land-Use Matrix, to list single-family dwelling as a permitted or conditional use in the R-3 Multi-Family Medium Density Residential District

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

Public hearing opened at 4:32 p.m.

Speaking in favor: none

Speaking against: none

Public hearing closed at 4:33 p.m.

Mr. Goodreau inquired about the building and parking requirements and Eric Daven asked about a potential scenario of a 4-unit or larger building being converted to single family, to which Kyle Kearns responded.

Motion by Feith to approve the request to amend Chapter 11 – Zoning Ordinance, specifically Appendix A Land-Use Matrix, to list single-family dwelling as a permitted or conditional use in the R-3 Multi-Family Medium Density Residential District, without the need for a Conditional Use Permit; second by Goodreau.

Motion carried (6-0)

7. Adjourn

Motion by Kubisiak to adjourn; second by Goodreau. Motion carried (6 – 0). Meeting adjourned at 4:38 p.m.

**It was moved by Austin, seconded by Bemke to approve and adopt the actions of the Commission. Motion carried, 8 ayes and 0 nays:**

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

14. Adjournment

**It was moved by Rayome, seconded by Zacher to adjourn. Motion carried, 8 ayes and 0 nays, and the meeting adjourned at 6:44 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               | Second               | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Tom Rayome          | 4               | Motion               | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Jake Cattnach       | 5               |                      | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Dennis Polach       | 6               |                      | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Patrick J. Delaney  | 7               |                      | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Jay Bemke           | 8               |                      | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Respectfully submitted,

Jennifer M. Gossick, City Clerk