



MINUTES

MEETING OF THE WISCONSIN
RAPIDS COMMON COUNCIL
TUESDAY, APRIL 21, 2020
6:00 P.M.

VIA REMOTE VIDEOCONFERENCE

A Meeting of the Wisconsin Rapids Common Council was held via remote videoconferencing on Tuesday, April 21, 2020, 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. 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.

Present in the Council Chambers at City Hall were Mayor Blaser and Alderpersons Zurfluh, Veneman, Kellogg, Rayome, Koth, Cattanach, Kubisiak, and Bemke. Also present were Jennifer M. Gossick, Sue Schill, and Tyler Mickelson. Other staff appeared via videoconferencing.

1. Call to Order

Mayor Blaser called the meeting to order at 6:01 p.m.

2. Roll Call

Roll call indicated that all alderpersons were present.

Joe Zurfluh
Dean Veneman
Scott Kellogg
Tom Rayome
Steve Koth
Jacob 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. Explanation of Visitor Speaking Procedure

There were no visitors present.

5. Oath of Office for Mayor Shane E. Blaser

An oath of office was administered by City Clerk Jennifer M. Gossick

6. Oaths of Office for Alderpersons in Districts 2, 4, 6, 8

Oaths of office for Alderpersons Dean Veneman, Tom Rayome, Jake Cattanach, and Jay Bemke were administered by City Clerk Jennifer M. Gossick

7. Election of a Common Council President

Zurfluh nominated Kubisiak; Cattanach nominated Koth, and both nominations were accepted. Nominations were closed and a secret ballot was cast to select Kubisiak as the Common Council President by a vote of 5 votes for Kubisiak, 3 votes for Koth.

8. Election of an Alderperson to the Planning Commission, to serve a term expiring May 1, 2021. (2/3 vote required)

Kubisiak nominated Bemke, and the nomination was accepted. It was moved by Koth, seconded by Zurfluh to close nominations and to approve Bemke as the alderperson member to the Planning Commission for a term expiring May 1, 2021. Motion carried, 8 ayes and 0 nays.

9. Mayor Blaser's appointment of an Alderperson to the Park and Recreation Commission, to serve for the Alderperson's term of office

Mayor Blaser appointed Alderperson Rayome to the Park and Recreation Commission.

10. Election of an Alderperson to serve as an Alternate on the Ethics Board, for a term which expires in November 2021

Zurfluh nominated Veneman; Koth nominated Cattanach and both nominations were accepted. Nominations were closed and the vote resulted in a tie with 4 votes for Veneman and 4 votes for Cattanach. Mayor Blaser voted for Cattanach to break the tie and Cattanach was approved as the alderperson member as an alternate on the Ethics Board for a term expiring November 2021 by a vote of 5 votes for Cattanach and 4 votes for Veneman.

11. Election of an Alderperson to serve on the Water Works and Lighting Commission, for a 1-year term

Rayome nominated Kellogg. It was moved by Kubisiak, seconded by Zurfluh to close nominations and to approve Kellogg as the alderperson member to the Water Works and Lighting Commission to serve a 1-year term. Motion carried, 8 ayes and 0 nays.

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

Mayor Blaser made the following appointments:

Public Works Committee

Tom Rayome
Jake Cattanach
Dean Veneman

Finance and Property Committee

Steve Koth
Scott Kellogg
Thad Kubisiak

Human Resources Committee

Thad Kubisiak
Joe Zurfluh
Jay Bemke

13. The Newly Appointed Committees will meet to elect Chairpersons and Secretaries; both the Human Resources Committee and the Finance and Property Committee shall each choose a member to serve on the ADA Advisory Committee

The committees met and elected Tom Rayome as Chairperson and Jake Cattanach as Secretary of the Public Works Committee; Steve Koth as Chairperson and Scott Kellogg as Secretary of the Finance and Property Committee, with Scott Kellogg as the alderperson member to the ADA Advisory Committee; Thad Kubisiak as Chairperson and Joe Zurfluh as Secretary of the Human Resources Committee, with Jay Bemke as the alderperson member to the ADA Advisory Committee. The Chairpersons of the 3 Committees met and elected Tom Rayome as Chairperson and Steve Koth as Secretary of the Legislative Committee.

14. Reading of the Minutes of the Previous Meetings held on March 17 and April 2

It was moved by Koth, seconded by Kellogg to dispense with a reading and accept the minutes of the previous meetings. Motion carried, 8 ayes and 0 nays.

15. Reading of the Minutes of the Municipal Board of Canvassers

City Clerk Jennifer M. Gossick read the report of the Municipal Board of Canvassers.

16. Employee Recognitions

Mayor Blaser recognized the following employees as they celebrated a milestone anniversary with the City:

20 Year

Andrew Borchardt (Police Department - Senior Patrol Officer - 6/21/2020)

David Gessert (DPW - Class V Heavy Equipment Operator - 06/26/2020)

5 Year

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

It was moved by Zurfluh, seconded by Kellogg to approve a Resolution Extending the Emergency Declaration Proclamation Regarding the COVID-19 Pandemic. Resolution No. 15 (2020). Motion carried, 8 ayes and 0 nays.

18. Consider requesting that the Wood County Board adopt a resolution which would allow the City to waive interest and penalties for installment payments on property taxes due or payable after April 1, 2020, as long as the total amount is paid on or before October 1, 2020, with the waiver being available to all property taxpayers because of economic hardship due to COVID-19

It was moved by Koth, seconded by Kellogg to request that the Wood County Board adopt a resolution which would allow the City to waive interest and penalties for installment payments on property taxes due or payable after April 1, 2020, as long as the total amount is paid on or before October 1, 2020, with the waiver being available to all property taxpayers because of economic hardship due to COVID-19. Motion carried, 8 ayes and 0 nays.

19. Alderperson Koth's Motion to Renew the Common Council's previous consideration of the South Wood County Airport Commission's petition for direct annexation by unanimous approval of the Alexander Field airport terminal and surrounding property to the City of Wisconsin Rapids.

It was moved by Koth, seconded by Kellogg to Renew the Common Council's previous consideration of the South Wood County Airport Commission's petition for direct annexation by unanimous approval of the Alexander Field airport terminal and surrounding property to the City of Wisconsin Rapids. Motion carried, 7 ayes and 1 nay with Tom Rayome voting in the negative.

20. As the motion to renew was approved, consider approval of the South Wood County Airport Commission's petition for direct annexation by unanimous approval of the Alexander Field airport terminal and surrounding property to the City of Wisconsin Rapids. The subject property is located at 3620 1st Street South in the Town of Grand Rapids (Part of Parcel 07-00913) and is just under 4 acres in size. The applicant is also requesting that the annexed parcel become part of the I-1, Institutional Zoning District.

It was moved by Zurfluh, seconded by Koth to approve the South Wood County Airport Commission's petition for direct annexation by unanimous approval of the Alexander Field airport terminal and surrounding property to the City of Wisconsin Rapids, and the corresponding annexation ordinance. Motion carried, 7 ayes and 1 nay with Rayome voting in the negative.

21. Consider For Adoption the Actions of the Planning Commission at its Meeting on April 6, 2020:

Date of Meeting: April 6, 2020

Reported to Council: April 21, 2020

The Planning Commission met via remote videoconference at 4:00 p.m. on Monday, April 6, 2020. The public was invited to view the videoconference or listen to the audio of the meeting. The meeting was also streamed LIVE on the City of Wisconsin Rapids Facebook page. Members present included Chairperson Zach Vruwink, Tom Brey, Shane Burkart, Daniel Hanson, and Sue Wesley. Members absent were Lee Thao and Joseph Zurfluh. Others in attendance include Kyle Kearns, Joe Terry, Lee Chipman, John Moffat, Angel Whitehead, and JR Siewert.

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

1. Approval of the report from the November 18, 2019 Planning Commission meeting
Motion by Wesley, second by Brey to approve the report from the November 18, 2019 Planning Commission meeting. Motion carried (5-0)

2. **Bullseye Golf Club Extraterritorial CSM.** request for Certified Survey Map approval for the creation of 3 lots and 1 outlot within the Town of Grand Rapids. The subject property is located at 2800 Ridge Wood Trail (Parcel ID 0701048)

Motion by Burkart, second by Brey to approve Bullseye Golf Club Extraterritorial CSM located at 2800 Ridge Wood Trail (Parcel ID 0701048). Motion carried (4-0) with Wesley abstaining.

3. **PLAN-20-0121; Arc. Central Inc.,** representing the business owner: request for a site plan review to construct a café building, with drive-through, at 3820 8th Street South (Parcel ID 3413806)

Motion by Burkhart, second by Hansen to approve PLAN-20-0121; Arc. Central Inc. with the following conditions:

- a. Parking in front (east) of the principal building shall not exceed 50% of the total onsite.
- b. A complete landscaping plan shall be submitted for review and approval by the Community Development Department.
- c. A lighting plan shall be submitted for review and approval by the Community Development Department.
- d. Details on any refuse enclosure shall be provided 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 (5-0)

4. **PLAN-20-0146; Lucky's on 2nd LLC.** request for an architectural review to perform façade improvements to the building at 126 2nd Street North (Parcel ID 3408139), which falls within the Downtown Design Overlay District.

Motion by Burkhart, second by Wesley to approve PLAN-20-0146; Lucky's on 2nd LLC with the following conditions:

- a. A 3-lite casement design window, with a stationary center window, shall be permitted to be reviewed and approved by the Community Development Department.
- b. Half glass commercial doors on the first floor shall be installed, with the exception that the right (southernmost) first-floor door leading to the basement shall be allowed to have a different design. Updated renderings of the doors shall be submitted for review and approval by the Community Development Department.
- c. All window and door framing on new units shall match in color for the doors and windows; an anodized aluminum frame shall be permitted.
- d. Removal of the projecting sign shall be permitted.
- e. Replacing entryway tile with exterior carpet shall be approved, with a neutral carpet color matching the building exterior colors.
- f. Minor modifications to the façade improvements can be approved by the Community Development Department.

Motion carried (5-0)

5. **PLAN-19-0938; Community Development.** discussion on the new Sign Ordinance (Chapter 46 of the Municipal Code); Community Development Director's review.

The proposed sign plan was reviewed and discussed.

6. **PLAN-20-0155; Community Development.** discussion on amending the Zoning Ordinance (Chapter 11 of the Municipal Code) to define and incorporate a mobile vending use within zoning districts.

The zoning ordinance relating to incorporating mobile vending use was reviewed and discussed.

7. Adjourn

Motion by Burkhart, second by Wesley to adjourn. Motion carried (4-0). Meeting adjourned at 5:17 pm

It was moved by Zurfluh, seconded by Koth to approve and adopt the actions of the Committee. Motion carried, 8 ayes and 0 nays.

22. 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 MARCH 3, 2020:

Steve Koth, Chairperson

Jake Cattanach, Secretary

Shane Blaser

Date of Meeting: March 3, 2020

Reported to Council: April 21, 2020

The Finance and Property Committee met at 4:45 p.m. on Tuesday, March 3, 2020 in the first-floor conference room at City Hall. All committee members were present with Alderperson Kellogg sitting in for Alderperson Blaser and Alderperson Rayome sitting in for Alderperson Cattanach. Also in attendance were Alderperson Verjinsky and Alderperson Kubisiak. A list of others in attendance is on file in the Clerk's office.

1. Call to Order

2. Consider a referral from Chief Young for an AFG Grant Submission
It was moved by Rayome, seconded by Kellogg to approve an AFG Grant application for \$165,728 with a City match of \$7,891. Motion carried.

3. Consider a referral from Chief Young to waive ambulance bills for end of life patients whose bills are denied.

It was moved by Koth, seconded by Rayome to waive ambulance bills for end of life patients that are denied by Medicare, Medicaid or private insurance (Attachment No. 1). Motion carried.

4. Consider a recommendation from Statewide Services to deny a claim from Mr. Cadena for damages/loss of his personal property.

It was moved by Koth, seconded by Kellogg to deny the claim from Mr. Cadena for damages/loss of his personal property. Motion carried.

5. Consider a recommendation from Statewide Services to deny a claim from Mr. Simonson for damages to his vehicle.

It was moved by Koth, seconded by Rayome to deny the claim from Mr. Simonson for damages to his vehicle. Motion carried.

6. Consider a request to increase the construction service contract with MSA for the East River Bank Phase II project by \$12,500.

It was moved by Rayome, seconded by Kellogg to approve an increase in the construction service contract with MSA for the East River Bank Phase II project by \$8,197.25 (Attachment No. 2 and No. 3). Motion carried.

7. Discussion regarding special assessments and looking into possible alternate methods of paying for public improvements

The Committee reviewed and discussed the scope of a special assessment study (Attachment No. 4). No action was taken.

8. Consider a Special Events application request from the Wood County Health Department for a Downtown Farmers' Market to be held on Thursdays and Saturdays from June 4 to October 31, 2020, on First Avenue South from West Grand Avenue to Goggins Street (pending zoning permit approval).

It was moved by Koth, seconded by Rayome to hold this item over. Motion was withdrawn.

It was moved by Rayome, seconded by Koth to request the applicant to consider different options for the location of the Farmers' Market that does not include the closing of streets. Motion carried.

9. Consider a temporary Class "B" beer/"Class B" wine picnic license for Assumption Catholic Schools, Inc. located at 445 Chestnut Street for an Assumption Spring Musical Dinner Show to be held on April 2, 2020 from 5:30 p.m. to 10:00 p.m.

It was moved by Koth, seconded by Rayome to approve a temporary Class "B" beer/"Class B" wine picnic license for Assumption Catholic Schools, Inc. located at 445 Chestnut Street for an Assumption Spring Musical Dinner Show to be held on April 2, 2020 from 5:30 p.m. to 10:00 p.m. Motion carried.

10. Audit of the Bills

It was moved by Koth, seconded by Kellogg to approve check no. 2657 to 3082. Motion carried.

11. Beverage Operators' Licenses

Nicole M. Weiler Lauren E. Westermeier Elsamarie Thies

It was moved by Koth, seconded by Kellogg to approve the beverage operators' licenses. Motion carried.

12. Set next meeting date.

The next Finance and Property Committee meeting is scheduled for April 7, 2020 at 4:45 p.m.

13. Adjournment.

It was moved by Koth, seconded by Rayome to adjourn. Motion carried. Meeting adjourned at 6:07 p.m.

Kubisiak requested that item #6 be held out for separate vote. It was moved by Koth, seconded by Kellogg to approve the balance of the report, holding out item #6. Motion carried, 8 ayes and 0 nays.

Regarding item #6, it was moved by Kubisiak, seconded by Bemke to refer this item back to the Committee. Motion carried, 6 ayes and 2 nays with Cattnach and Rayome voting in the negative.

B. REPORT OF THE FINANCE AND PROPERTY COMMITTEE MEETING HELD ON APRIL 16, 2020:

Steve Koth, Chairperson

Jake Cattnach, Secretary

Shane Blaser

The Finance and Property Committee meeting was held via remote videoconferencing on Thursday, April 16, 2020 at 4:45 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 with Alderperson Koth and Alderperson Blaser present in the first floor conference room at City Hall and Alderperson Cattanach appearing via videoconference. Also appearing via videoconference were Alderperson Rayome, Mayor Vruwink, Sue Schill, Paul Vollert, Kristie Rauter-Egge and Tim Desorcy.

1. Call to Order

Chairperson Koth called the meeting to order at 4:45 p.m.

2. Consider a Special Events application request from the Wood County Health Department for a Downtown Farmers' Market to be held on Thursdays and Saturdays from June 4 to October 31, 2020, on First Avenue South from West Grand Avenue to Goggins Street, to include street closures.

It was moved by Cattanach, seconded by Koth to approve the Special Events application request from the Wood County Health Department for a Downtown Farmers' Market to be held on Thursdays and Saturdays from June 4 to October 31, 2020, on First Avenue South from West Grand Avenue to Goggins Street, to include street closures. Motion carried.

3. Consider a request from the Department of Public Works to purchase a tag equipment trailer. It was moved by Koth, seconded by Cattanach to purchase a 45,000lb capacity double jack trailer from Roland Equipment for \$27,878.00. Motion carried.

4. Consider a request from the Department of Public Works to purchase a portable hot water pressure washer.

It was moved by Blaser, seconded by Cattanach to purchase a B5/2000 portable oil fired pressure washer from Beaver of Wisconsin for \$7,795.00. Motion carried.

5. Consider a request from the Department of Public Works to purchase a rotary wheel balancer. It was moved by Cattanach, seconded by Koth to purchase a rotary wheel balancer from Carlyle Tools Napa Auto Parts for \$8,831.62. Motion carried.

6. Consider a request from the Department of Public Works to purchase a manhole repair tool from Mr. Manhole.

It was moved by Koth, seconded by Cattanach to approve the purchase of a manhole repair tool from Mr. Manhole Six Shooter for \$27,978.53. Alderperson Koth withdrew his motion with consent from Alderperson Cattanach's second.

It was moved by Koth, seconded by Cattanach to approve the purchase of a manhole repair tool from Mr. Manhole Six Shooter for \$25,503.53. Motion carried.

7. Consider a request from the Department of Public Works to purchase a track skid steer.

It was moved by Koth, seconded by Blaser to approve the purchase of a Cat 259D3 skid steer from Fabick of Wausau for \$48,148.00. Motion carried.

8. Beverage Operators' Licenses

It was moved Blaser, seconded by Cattanach to approve the beverage operator's licenses contingent upon the two applicants with outstanding municipal court obligations being paid in full. Motion carried.

Joseph Busch	Daniel Worlund	Chase Worlund	Laurin Westermeier
Nicole Weiler	Aaron Tosch	Summer Thompson	Elsamarie Thies
Michael St. Clair	Evan Maciejewski	Breanna Kelly	Brenda Davis
Tracie Cook-Renner	Shelley Challoner	Heather Bram	Michael Bohm
Maira Bender	Thomas Arndt	Cheryl Ashbeck	Chris Baldwin
Linda Barrett	Gene Bouton	Mike Bulkow	Karen Cline
Mary Cline	Nathaniel Cline	Tanya Cronce	Courtney Deboer
Tamara Dhein	Jacob Elliott	Karie Gessner	Kristine Gilbertson
Traci Graf	Mark Groeschel	Mary Haessly	Erik Hansen
Craig Hanson	Keegan Hewitt	Susan Irwin	Robert Jinsky
Lianna Johnson	Amy Kniprath	Steven Koth Jr	Caleb Marzofka
Marcus Metz	Janice Musch	Bridget Nelson	Dianna Newberry
Mittal Patel	George Pichla Jr	William Plante	Tony Portesi

Tambi Prey	Timothy Quinnell	Leo Rogoski	Kevin Schelvan
Loretta Schoechert	Kimberly Scott	Ronald Shymanski	Nancy Sii
Birdevinder Singh	John Slattery	Cali Steckbauer	Debra Vann
Thomas Voelker	Patricia Volz	Jessica Wasmunst	Amy Wemark
Denise Wosick			

Motion carried with Alderperson Koth abstaining.

9. Audit of the Bills

It was moved by Koth, seconded by Cattanach to approve check no. 3083 to 3321. Motion carried.

10. Set next meeting date.

A regularly scheduled meeting of the Finance and Property Committee was not set. A meeting time will be considered after the Council meeting on April 21, 2020.

11. Adjournment.

It was moved by Koth, seconded by Blaser to adjourn. Motion carried. Meeting adjourned at 5:38 p.m.

Rayome requested that item #2 be held out for separate vote. Koth requested that item #8 be held out for separate vote. It was moved by Koth, seconded by Cattanach to approve the balance of the report, holding out items #2 and #8. Motion carried, 8 ayes and 0 nays.

Regarding item #2, it was moved by Cattanach, seconded by Kellogg to approve the Special Events application request from the Wood County Health Department for a Downtown Farmers' Market to be held on Thursdays and Saturdays from June 4 to October 31, 2020, on First Avenue South from West Grand Avenue to Goggins Street, to include street closures. Motion carried, 7 ayes and 1 nay with Rayome voting in the negative.

Regarding item #8, it was moved by Kubisiak, seconded by Cattanach to approve the Beverage Operators' licenses. Motion carried, 7 ayes, 0 nays and 1 abstention with Koth abstaining.

C. REPORT OF THE PUBLIC WORKS COMMITTEE MEETING HELD ON MARCH 3, 2020:

Tom Rayome	Thaddeus Kubisiak	Vernon Verjinsky
Date of Meeting: March 3, 2020		
Reported to Council: April 21, 2020		

The Public Works Committee met on Tuesday, March 3, 2020, in the first floor conference room at City Hall. Thaddeus Kubisiak, Tom Rayome, and Vernon Verjinsky were present. Others attending are on file in the Clerk's office.

1. Call to order

The meeting was called to order at 6:17 pm

2. Review and consider a revision to the Public Works Special Assessment process and procedures
Motion by Rayome, second by Verjinsky to proceed with a special assessment study consistent with the scope presented. Motion carried (3-0)

3. Review and consider approval of a Preliminary Resolution declaring intent to levy special assessments for permanent street surfacing, concrete curb & gutter, defective sidewalk, concrete driveway approaches, and sanitary and water services for 18th Ave S from Russell Street to West Grand Avenue

Motion by Rayome, second by Kubisiak to adopt a Preliminary Resolution declaring intent to levy special assessments for permanent street surfacing, concrete curb & gutter, defective sidewalk, concrete driveway approaches, and sanitary and water services for 18th Ave S from Russell Street to West Grand Avenue. Motion failed (1-2) with Kubisiak and Verjinsky voting in the negative.

4. Review and consider modifying the Engineering Department's Policy for Street Lights
Motion by Rayome, second by Verjinsky to modify the Engineering Department Policy for Street Lights as presented. Motion carried (3-0)

5. Review and discuss the USDOT FY 2020 BUILD Transportation Grants Program
The 2020 BUILD grant program was discussed.

6. DPW report

The DPW report was reviewed.

7. Review referral list

The referral list was reviewed

8. Adjourn

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

The meeting was adjourned at 7:47 pm

It was moved by Kubisiak, seconded by Veneman to approve and adopt all the actions of the Committee. Rayome requested that item #3 be held out. Mayor Blaser asked for unanimous consent to amend the motion to hold item #3 out for separate vote. No objection was made and the motion was so amended. Motion carried on the balance of the report, 8 ayes and 0 nays.

Regarding item #3, it was moved by Rayome, seconded by Koth to approve a Preliminary Resolution declaring intent to levy special assessments for permanent street surfacing, concrete curb & gutter, defective sidewalk, concrete driveway approaches, and sanitary and water services for 18th Ave S from Russell Street to West Grand Avenue Motion carried, 7 ayes and 1 nay with Kubisiak voting in the negative. Resolution No. 14 (2020)

D. REPORT OF THE HUMAN RESOURCES COMMITTEE MEETING HELD ON MARCH 10, 2020:

Shane Blaser, Chairperson

Scott Kellogg, Secretary

Joseph Zurfluh

Date of Meeting: March 10, 2020

Reported to Council: April 21, 2020

The Human Resources Committee of the City of Wisconsin Rapids met at 4:45 p.m. on Tuesday, March 10, 2020, in the First Floor Conference Room at City Hall, 444 West Grand Avenue, Wisconsin Rapids. All committee members were present. Also present was Alderperson Tom Rayome, Joe Terry, Sue Schill, Joe Eichsteadt, Dennis Polach, and Bruce Schoff

1. The meeting was called to order by Chairperson Blaser at 4:46 p.m.

2. Consider for approval proposed changes to “Longevity” and “Personal Time” Policies and Procedures as a result of AFSCME Local 1075 (DPW) not recertifying.

Motion by Blaser, second by Zurfluh, to allow those DPW employees who currently receive longevity payments to be given the option to elect to either continue to receive longevity payments, or receive 2 additional personal days. This election must be made by April 1, 2020, and is irrevocable. If an employee does not timely elect an option, the employee will cease receiving longevity and will receive the additional 2 personal days. Motion carried, 3 ayes and 0 nays. See attached revised Longevity and Personal Time policies.

3. Consider for approval staffing levels and the setting of wages for seasonal positions at the aquatic facility.

Motion by Zurfluh, second by Kellogg, to approve the general staffing levels and the wage rates for the aquatic facility positions as presented in the materials provided. Motion carried, 3 ayes and 0 nays.

4. Consider for approval an increase in the Wastewater Intern rate from \$12 per hour to \$14 per hour.

Motion by Zurfluh, second by Kellogg, to increase the Wastewater Intern rate from \$12 per hour to \$14 per hour. Motion carried, 3 ayes and 0 nays.

5. Consider for approval proposals for recruitment services for the hiring of the Human Resources Director.

Motion by Kellogg, second by Blaser, to accept the proposal with The Charles River Group, LLC for recruitment services for the HR Director position, for the fees proposed. Motion carried, 3 ayes and 0 nays.

6. Consider for approval a revision to the Multimedia Coordinator job description regarding minimum qualifications.

Motion by Blaser, second by Zurfluh, to approve the revision to the Multimedia Coordinator job description to require a four-year degree or equivalent education and experience. Motion carried, 3 ayes and 0 nays.

7. Consider for approval moving the Street Supervisor position from a Grade 11 to a Grade 12 pay classification.

Motion by Zurfluh, second by Kellogg, to approval moving the Street Supervisor position from a Grade 11 to a Grade 12 pay classification. Motion carried, 3 ayes and 0 nays.

8. Update on employee recruitment.

Interim HR Director Deb Pagel gave an update on recruitment.

9. Consider for approval the creation of a Design Engineer position, approve the job description and compensation and approve the posting of that position; consider rescinding action from last month regarding the filling of a Design Engineer I position.

Motion by Kellogg, second by Zurfluh, to rescind the action from last month regarding the filling of a Design Engineer I position, to approve the creation of a Design Engineer position, and approve the job description and compensation, post the position. Motion carried 3 ayes and 0 nays.

10. Consider affirming the IT Manager as a Department Head position and affirming the elimination of the position of Director of Information and Technology; consider confirming Tyler Mickelson as the Mayor's appointment to the IT Manager position.

Motion by Blaser, second by Kellogg, to affirm the IT Manager as a Department Head position and affirm the elimination of the position of Director of Information and Technology; and to confirm Tyler Mickelson as the Mayor's appointment to the IT Manager position. Motion carried, 3 ayes and 0 nays.

11. In open session, motion by Blaser, second by Zurfluh, 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".

Roll call vote taken. All members voted in the affirmative. Motion carried.

a. In closed session the committee received an update and discussed strategy regarding negotiations and possible interest arbitration with International Association of Firefighters Local 425.

The Committee did not come out of closed session.

Motion by Blaser, second by Kellogg, to adjourn in closed session. Motion carried and the meeting adjourned at 6:10 p.m.

Kellogg requested that item #2 be held out for separate vote. It was moved by Zurfluh, seconded by Koth to approve the balance of the report, holding out item #2. Motion carried, 8 ayes and 0 nays.

Regarding item #2, it was moved by Kellogg, seconded by Kellogg to approve the proposed changes to "Longevity" and "Personal Time" Policies and Procedures as a result of AFSCME Local 1075 (DPW) not recertifying, and changing the response date from April 1, 2020 to June 1, 2020 and directing Human Resources to send a letter to that effect. Motion carried, 8 ayes and 0 nays.

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

- A. Wisconsin Rapids Fire Department Monthly Summary for February
- B. Wisconsin Rapids Police Department Monthly Summary for February and March
- C. Water Works and Lighting Commission held February 12
- D. South Wood County Airport Commission held February 13
- E. Wisconsin Rapids Housing Authority Resident Advisory Board held February 19
- F. McMillan Memorial Library held February 19 and March 18
- G. Wastewater Treatment Commission held March 4
- H. Parks and Recreation Commission held March 9
- I. Police and Fire Commission held March 11 and April 8

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

24. Reading of Written Referrals of Communication to Committees

There were no written referrals submitted.

25. Adjournment

It was moved by Koth, seconded by Blaser to adjourn. Motion carried 8 ayes and 0 nays, and the meeting adjourned at 8:18 p.m.

Respectfully submitted,
Jennifer M. Gossick, City Clerk