

W I S C O N S I N



**PUBLIC MEETING NOTICE  
WISCONSIN RAPIDS COMMON COUNCIL  
TUESDAY, MAY 21, 2024  
6:00 P.M.  
CITY HALL COUNCIL CHAMBERS**

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 Tuesday, May 21, 2024 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 Meetings held on April 11 and April 16, 2024 (See Attachments #1 and #2)
5. Consider the appointment of a District 3 Alderperson to replace Matt Zacher to serve for the balance of the term ending April 14, 2025 (See Attachment #3)
6. Oath of office for new District 3 Alderperson
7. Consider the appointment of a resident to serve on the Water Works and Lighting Commission to replace Jeff Penzkover for a term expiring October 1, 2027 (See Attachment #4)
8. Election of an Alderperson to serve on the Board of the Heart of Wisconsin Chamber of Commerce
9. Consider for confirmation Mayor Zacher's Appointments to various Committees, Commissions and Boards (See Attachment #5)
10. Consider for adoption an ordinance revising Chapter 8 – Sewer Ordinance, regarding the Right-of-Way Lateral Repair Fund, as recommended by the Wastewater Treatment Commission and necessitated due to the revised Wastewater policy recently approved by the Council (See Attachment #6)
11. Consider for Adoption the Actions of the Planning Commission at its meeting held on May 6, 2024:
  1. Approval of the report from April 1, 2024, Planning Commission meeting.
  2. 24-000340; Wisconsin Rapids Public Schools (WRPS) – public hearing and action on a request for a Conditional Use Permit Amendment to perform recreational site improvements at Wisconsin Rapids Area Middle School, 1921 27<sup>th</sup> Avenue South (Parcel IDs 3404723 and 3404725). See attached Resolution.
  3. 24-000341; Wisconsin Rapids Public Schools (WRPS) – public hearing and action on a request for a Conditional Use Permit Amendment to perform recreational site improvements at Mead Elementary School, 241 17<sup>th</sup> Avenue South (Parcel ID 3402835). See attached Resolution.
  4. 24-000342; Wisconsin Rapids Public Schools (WRPS) – public hearing and action on a request for a Conditional Use Permit Amendment to perform recreational site improvements at Pitsch Early Learning Center, 501 17<sup>th</sup> Street South (Parcel ID 3406281). See attached Resolution.
  5. 24-000301; Greg C. Hepp & Lori J. Hepp - request for a special exception to allow an accessory building in front of a principal building in the Mixed Residential (R-2) District at 511 S 14<sup>th</sup> Street (Parcel ID 3406904).
  6. 24-000247; Nieman's Service Inc. – public hearing and action on a request for a conditional use permit to construct a building addition for a towing business (vehicle repair shop) at 2141 West Grand Avenue (Parcel ID 3403426), 2111 West Grand Avenue (Parcel ID 3403425), and an unaddressed parcel on 21<sup>st</sup> Avenue South (Parcel ID 3403428). See attached Resolution.

7. City of Wisconsin Rapids – 24-000276: Public hearing and action on a request from the City of Wisconsin Rapids to amend Chapter 11-Zoning Ordinance, specifically Appendix C, Zoning Districts and Dimensional Standards, to adjust R-3 district standards for single family uses. See attached Ordinance Amendment.
8. Adjourn.

**12. Consider for Adoption the Actions of the Standing Committees of the Common Council, as follows:**

**A. Finance and Property Committee meeting held on May 7, 2024:**

1. Call to Order
2. Consider a request from Evolution Throwing Company LLC, Monica Anderson, agent, for a Retail Class “B” Fermented Malt Beverages license for the premises located at 331 12<sup>th</sup> Avenue South
3. Consider a request from Out of the Box Coffee House Inc., Theresa Cashman, agent, for a Retail Class “B” Fermented Malt Beverages license and a Retail “Class B” Intoxicating Liquor license for the premises located at 3820 8<sup>th</sup> Street South
4. Consider a request from Hokkaido Japanese Restaurant LLC, D/B/A Hokkaido Japanese Restaurant Sushi and Grill, Chia Liu Huang, agent, for a Retail Class “B” Fermented Malt Beverages license and a Retail “Class B” Intoxicating Liquor license for the premises located at 3310 8<sup>th</sup> Street South
5. Consider a request from Portesi Fine Foods LLC, Tony M. Portesi, agent, for a Retail Class “B” Fermented Malt Beverages license and a Retail “Class B” Intoxicating Liquor license for the premises located at 4110 8<sup>th</sup> Street South
6. Consider a request from Wisconsin Rapids Ranger Baseball Inc., Quentin Ellis, agent, for a 6-month Retail Class “B” Fermented Malt Beverages license from May to October, 2024 for the premises located at the Rapids Area Sports Complex, 1801 16<sup>th</sup> Street South
7. Consider a request from Wisconsin Rapids Women’s Softball Association, Jamie McDonald, agent, for a 6-month Retail Class “B” Fermented Malt Beverages license from May to October, 2024 for the premises located at Mead Field, 311 17<sup>th</sup> Avenue South, for the Men’s/Co-Ed/Women’s Concession Stand for Seasonal Softball Diamond Area, and premises extension to include Men’s Concession Stand and Softball Diamond Area
8. Initial Review of Alcohol License Renewals
9. Consider a referral from Chief Hostens to approve the use of funds from the sale of used equipment to purchase additional equipment
10. Audit of the bills
11. Set next meeting date
12. 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 will review the status of the negotiations for real estate purchases prescribed by the Lincoln Street Transportation Project Plat 2022-14 and consider next steps in the negotiating process and procedures under Wisconsin Statute 32.05.
13. The Committee will return to open session.
14. The Committee may discuss and take action regarding the real estate purchases prescribed by the Lincoln Street Transportation Project Plat 2022-14 and may consider an amended Project Plat for the project. See attached Vacation Order and Transportation Project Plat 2022-14 Amendment No. 1 and Relocation Order for the Lincoln St road reconstruction project.
15. Adjournment.

**B. Public Works Committee meeting held on May 9, 2024:**

1. Call to order
2. Review Engineering & Street Department Monthly Activity Report
3. Request from Jake Cattanach on behalf of Bob and Marlene Holtz at 740 Oak St to consider adjusting parking and signage on Oak St directly next to their home. See attached Ordinance.
4. Review and discuss the establishment of Railroad Quiet Zones.
5. Review and consider approval of the WI DOT State / Municipal Agreement for funding a portion of the Lincoln Street project thru the Municipal Street Improvement Supplemental Program as part of the Local Road Improvement Program.
6. Review Referral List
7. Set Next Meeting Date

8. Adjourn

**C. Human Resources Committee meeting held on May 13, 2024:**

1. Call to order.
2. Discuss and consider for approval the proposed rates for Seasonal Recreation Department wages for the 2024 season.
3. Discuss and consider for approval the proposed pay rate for Limited Term Employees (LTEs) in the Street Department.
4. Discuss and consider for approval the proposed pay category for the Seasonal Engineering Technician position.
5. Discuss and consider for approval the proposed wage rate for the Seasonal Summer employee at the airport.
6. 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 will discuss negotiations, strategy, and options regarding the renewal of group health insurance with Aspirus Health Plan, and the renewal of dental plan administration with Delta Dental.
7. The committee will adjourn in closed session.

**D. Human Resources Committee meeting held on May 21, 2024:**

1. Call to order.
2. 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 will discuss negotiations, strategy, and options regarding the renewal of group health insurance with Aspirus Health Plan, and the renewal of dental plan administration with Delta Dental.
3. The committee will return to open session.
4. Discuss and consider for approval the renewal of employee health insurance with Aspirus Health Plan, effective July 1, 2024.
5. Discuss and consider for approval the renewal of dental plan administration with Delta Dental, effective July 1, 2024.
6. Discuss and consider for approval employee health and dental insurance rates, effective July 1, 2024.

**E. Legislative Committee meeting held on May 16, 2024:**

1. Call to Order
2. Discuss fireworks permitting and enforcement (referral from Alderperson Delaney based up a letter from a resident)
3. Discuss the placement of a City representative on the Heart of Wisconsin Chamber of Commerce Board of Directors, per the City's agreement with the Heart of Wisconsin
4. Discuss and consider revisions to Chapter 18 - Fire Code (held over from a previous meeting)
5. Discuss and consider revisions to Chapter 27 - Parking (referral from Alderperson Delaney after consideration at Public Works Committee/Council)
6. Discuss and consider the Police Department's Automated License Plate Reader policy (referral from Alderperson Cattanaach)
7. Review of committees, commissions, and boards (referral from Alderperson Delaney to review for elimination or make advisory to the Council)
8. Adjourn

**13. Reports of Other Committees, Commissions, Boards, and Department Reports:**

- a. Wisconsin Rapids Housing Authority held December 20, 2023, February 28, RAB March 22, March 27, and April 24, 2024
- b. McMillan Memorial Library Services Committee held March 12, 2024; Building and Grounds Committee held March 13, 2024; Board of Trustees held March 20, April 3, and April 17, 2024; and Finance Committee held April 10, 2024
- c. Police and Fire Commission held March 13 and March 20, 2024
- d. South Wood County Airport Commission held April 4, 2024

- e. Wastewater Treatment Commission held April 10, 2024
- f. Water Works and Lighting Commission held April 10 and April 15, 2024
- g. Park and Recreation Commission held May 13, 2024

Department Reports for April 2024

- h. Engineering Department
- i. Public Works Department
- j. South Wood County Airport
- k. Wastewater Treatment Plant
- l. Wisconsin Rapids Fire Department
- m. Wisconsin Rapids Police Department

**14. Referrals to Committees**

**15. In open session, 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"; 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 will discuss negotiations and litigation strategy regarding litigation involving a new wastewater services agreement with the Village of Biron.**

**16. 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.