



MINUTES
MEETING OF THE WISCONSIN RAPIDS COMMON COUNCIL
TUESDAY, JUNE 16, 2020
6:00 P.M.
VIA REMOTE VIDEOCONFERENCE

A Meeting of the Wisconsin Rapids Common Council was held via remote videoconferencing on Tuesday, June 16, 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 Veneman, Kellogg, Koth, Kubisiak, and Bemke. Appearing via videoconference were Alderpersons Rayome and Cattanach. Also present in the Council Chambers were Jennifer M. Gossick, Sue Schill, Kyle Kearns, Joe Terry, Tyler Mickelson, Jason Joling, and Brian Krzykowski; Tim Desorcy and Andy Barnett appeared via videoconference.

1. Call to Order

Mayor Blaser called the meeting to order at 6:03 p.m.

2. Roll Call

Roll call indicated that all alderpersons were present, except Joe Zurfluh, who was excused:

Dean Veneman
Scott Kellogg
Tom Rayome (via videoconference)
Steve Koth
Jake Cattanach (via videoconference)
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. Reading of the Minutes of the Previous Meetings held on May 19 and June 11, 2020 (See Attachments #1 and #2)

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

5. Consider a letter of commitment for the funding of McMillan Memorial Library capital improvements for purposes of a Legacy Foundation grant match (See Attachment #3)

It was moved by Kellogg, seconded by Veneman to approve a letter of commitment for the funding of McMillan Memorial Library capital improvements for purposes of a Legacy Foundation grant match. Motion carried, 5 ayes and 2 nays with Koth and Rayome voting in the negative.

6. Consider a Resolution Extending the Emergency Declaration Proclamation Regarding the COVID-19 Pandemic (See Attachment #4)

It was moved by Kubisiak, seconded by Veneman to approve a Resolution Extending the Emergency Declaration Proclamation Regarding the COVID-19 Pandemic. Motion carried, 5 ayes and 2 nays with Cattanach and Rayome voting in the negative. Resolution #18 (2020)

7. Consider for Adoption the Actions of the Planning Commission at its meetings held on June 1 and June 15, 2020:

A. REPORT OF THE PLANNING COMMISSION MEETING HELD ON JUNE 1, 2020:

Date of Meeting: June 1, 2020
Reported to Council: June 16, 2020

The Planning Commission met at 4:00 p.m. on June 1, 2020 in the City Council chambers and via videoconferencing. Members present included Chairperson Shane Blaser, Jay Bemke, Shane Burkart, Lee Thao, Daniel Hansen, Tom Brey, and Susan Feith.

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

1. Approval of the report from the May 4, 2020 Planning Commission meeting

Motion by Thao, second by Bemke to approve the May 4, 2020 Planning Commission minutes. Motion carried (7-0)

2. Public Hearing and action on **PLAN-20-0155; Community Development**. Amendment to Chapter 11, Zoning Ordinance, of the Municipal Code to define and incorporate a mobile vending use within zoning districts

Public hearing called to order at 4:07 pm

Speaking in favor: none

Speaking against: none

Motion by Burkart, second by Thao to approve PLAN-20-0155 amendment to chapter 11, Zoning Ordinance to define and incorporate a mobile vending use within zoning districts as presented. Motion carried (7-0)

3. Adjourn

Motion by Bemke, second by Feith to adjourn. Motion carried (7-0)

Meeting adjourned at 4:23 pm

It was moved by Koth, seconded by Kellogg to approve and adopt all the actions of the Commission. Motion carried, 6 ayes and 1 nay with Rayome voting in the negative.

B. REPORT OF THE PLANNING COMMISSION MEETING HELD ON JUNE 15, 2020:

Date of Meeting: June 15, 2020

Reported to Council: June 16, 2020

The Planning Commission met at 4:00 p.m. on June 15, 2020 in the City Council chambers and via videoconferencing. Members present included Chairperson Shane Blaser, Jay Bemke, Shane Burkart, Lee Thao, Daniel Hansen, and Tom Brey. Absent was Susan Feith.

The meeting was called to order at 4:02 p.m.

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

Motion by Brey, second by Thao to approve Bullseye Golf Club Extraterritorial CSM. Motion carried (6-0)

2. **PLAN-20-0434; Ascent Construction** representing the business owner:

request for a site plan review to construct an optical building at 3341 8th Street South (Parcel ID 3413414)

Motion by Thao, second by Hansen to approve PLAN-20-0434 site plan to construct an optical building at 3341 8th Street South (Parcel ID 3413414) with the following conditions:

- a. Parking in front (west) of the principal building shall not exceed 50% of the total onsite.
- b. The buffer yard shall extend the full length of the neighboring residential property, while meeting applicable code requirements.
- c. A lighting plan shall be submitted for review and approval by the Community Development Department.
- d. The refuse enclosure shall be made of brick, textured concrete masonry units, and/or wood.
- e. Minor changes shall be permitted to be reviewed and approved by the Community Development Department.

Motion carried (5-0) with Brey abstaining.

3. Adjourn

Motion by Thao, second Blaser by to adjourn. Motion carried (6-0)

Meeting adjourned at 4:12 pm

It was moved by Koth, seconded by Kellogg to approve and adopt all the actions of the Commission. Motion carried, 6 ayes and 1 nay with Rayome voting in the negative.

8. 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 JUNE 2, 2020:

Steve Koth, Chairperson

Scott Kellogg, Secretary

Thad Kubisiak

Date of Meeting: June 2, 2020

Reported to Council: June 16, 2020

The Finance and Property Committee meeting was held via remote videoconferencing on Tuesday, June 2, 2020 at 5:00 p.m. The public was invited to listen to the audio of the meeting. The meeting was LIVE on Wisconsin Rapids Community Media (WRCM) Spectrum Channel 985 and Solarus Channel 3, online at www.wr-cm.org or via WRCM's Roku app, and was streamed LIVE on the City of Wisconsin Rapids Facebook page.

All members of the Finance and Property Committee were present except for Alderperson Koth. Alderperson Zurfluh sat in for Alderperson Koth and Alderperson Kellogg chaired the meeting. Present in the Council chambers were Alderperson Kellogg and Kubisiak with Alderperson Zurfluh appearing via videoconference. Also in attendance were Sue Schill, Tim Desorcy, Kyle Kearns and Jennifer Gossick. Also appearing via videoconference were Alderpersons Rayome and Alderperson Veneman.

1. Call to Order

Secretary Kellogg called the meeting to order at 4:45 p.m.

2. 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 Kellogg, seconded by Kubisiak to amend the MSA contract for the East River Bank Phase II from \$151,365 to \$159,562, which reflects an \$8,157.25 increase. Motion carried.

3. Request from Alderperson Kellogg to have a standing report to the Committee regarding businesses that have received grant money from the City's COVID-19 Business Response Grant Program. After discussion, this item was held over until the June 2, 2020 Finance and Property Committee meeting.

Community Development Director Kearns gave the committee an update on the COVID-19 Business Grant Program. No action was taken.

4. Consider a request from Johnny's, LLC (Josh Vetrone, agent) d/b/a Johnny's located at 2610 8th Street South to temporarily extend his alcohol premises to include an outdoor area as shown on the attached map, and for a noise variance to have a band on Saturday, July 4, 2020, from 6:00 p.m. to 2:00 a.m.

It was moved by Kubisiak, seconded by Kellogg to approve the extension of premises as requested with a noise variance granted for a band until midnight. Motion carried.

5. Consider a request from C&C Steckbauer LLC (Cali Sailer-Steckbauer, agent) d/b/a Whiskey Rapids Saloon located at 150 2nd Street North regarding renting/using a public parking lot to extend her alcohol premises on a frequent basis for outside bar activities (bags league)

It was moved by Kubisiak, seconded by Kellogg to compel the City Attorney to pursue a rental agreement with C&C Steckbauer. Motion carried.

6. Consider a Special Event application, including street closure, noise variance, vending, and an alcohol license premise extension onto a public street and right-of-way (Johnson Street between Third Avenue S and Second Avenue S) from Amy Friday d/b/a Square Bar located at 210 Johnson Street for a Customer Appreciation Celebration event held Saturday, August 29, 2020 from 12:00 p.m. (noon) to 12:00 a.m. (midnight).

It was moved by Kubisiak, seconded by Zurfluh to approve the Special Event application from Amy Friday d/b/a Square Bar. Motion failed with Kubisiak and Kellogg voting in the negative and Zurfluh in the affirmative.

7. Initial discussion regarding ideas for alternative locations for next year's Farmer's Market. An alternative location for next year's Farmer's Market was discussed with Alderperson Kubisiak suggested Robinson Park and Alderperson Zurfluh suggested that the Wood County Health Department bring forth a recommendation. No action was taken.

8. Consider a request to waive interest on special assessment payments because of the pandemic. After discussion and explanation of assessment installment process the item was tabled and no action taken.

9. Consider a taxicab license renewal application from Alley Cab LLC doing business as Alley Cab, Allison Renzi, owner.

It was moved by Kubisiak, seconded by Zurfluh to approve the taxicab license renewal to the corrected applicant name of Alley Cab, Allison Renzi, owner. Motion carried.

10. Consider for approval retail alcohol license renewals and direct the clerk to notify applicants of the city's intent to not renew if necessary.

It was moved by Kubisiak, seconded by Kellogg to approve the retail alcohol license renewals contingent upon all fees and delinquent taxes being paid in full by June 30, 2020. Motion carried.

11. Beverage Operators' Licenses

Karen Forster	Nancy Guerin	Joel Smith	Joann Buelow
Rita Esser	Tracie Griffith	Dennis Guerin	Dennis Guerin JR.
Jodi Milkey	Cheryl Owen	Michelle Young	

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

12. Audit of the Bills

It was moved by Kubisiak, seconded by Zurfluh to approve checks no. 3747 to 4101. Motion carried.

13. Set next meeting date

The next regularly scheduled meeting of the Finance and Property Committee will be July 7, 2020 at 4:45 p.m.

14. Adjourn

It was moved and seconded to adjourn. The meeting adjourned at 6:30 p.m.

Kubisiak requested that item #2 be held out. Koth requested that items #4, #5, and #6 be held out. It was moved by Koth, seconded by Kellogg to approve and adopt the balance of the report, holding out items #2, #4, #5, and #6. Motion carried, 7 ayes and 0 nays.

Regarding item #2, it was moved by Kubisiak, seconded by Veneman to approve the request to increase the construction service contract with MSA for the East River Bank Phase II project by \$11,420. Motion failed, 1 aye and 6 nays with Kubisiak voting in the affirmative.

Regarding item #2, it was moved by Koth, seconded by Kellogg to approve the item as presented. Motion carried, 6 ayes and 1 nay with Kubisiak voting in the negative.

Regarding item #4, it was moved by Koth seconded by Kubisiak to approve the item as presented. Motion carried, 5 ayes and 2 nays with Rayome and Koth voting in the negative.

Regarding item #5, the requestors withdrew their request, so no action was necessary.

Regarding item #6, the requestors were denied at the Committee, and subsequently withdrew their request.

B. REPORT OF THE PUBLIC WORKS COMMITTEE MEETING HELD ON JUNE 11, 2020:

Tom Rayome Jake Cattanaach Dean Veneman

Date of Meeting: June 11, 2020

Reported to Council: June 16, 2020

The Public Works Committee met at 5:30 Thursday, June 11, 2020 in council chambers at City Hall and by via remote videoconferencing. The public was able to listen to the meeting by calling 1 (312) 626-6799, Access Code: 872 7685 3819#. The meeting was presented 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. Additionally, if persons wished to make comments regarding items on an agenda, they were able to contact Director of Public Works Joe Terry via email or phone at jterry@wirapids.org or 715-421-8255 before the meeting. No comments were received by Joe Terry.

Tom Rayome, Jake Cattanaach, and Dean Veneman were present. Others attending are on file in the Clerk's office.

1. Call to order

The meeting was called to order at 5:30 pm

2. Review DPW Report

The DPW report is available online on the public works home page of the City's website

3. Review crushing contract proposals

Motion by Rayome, second by Veneman to accept the proposal from PGA. Inc for \$149,000. Motion carried (3-0)

4. Review degradation ordinance

Recommendations for changes to chapter 6.24, degradation costs were presented. Committee requested staff develop ordinance language based on the information presented and present proposed language at the July public works committee meeting.

5. Review referral list

The referral list was reviewed

6. Review West Jackson Street design for traffic control options at 6th Avenue
Motion by Cattanach, second by Veneman to approve alternative 3, All-Way Stop to control traffic at the West Jackson St. and 6th Ave intersection as recommended by the City's consulting engineer and staff.

7. Review West Jackson Street typical cross section options

Motion by Cattanach, second by Veneman to approve the typical cross section presented for West Jackson Street. Motion carried (3-0)

8. Adjourn.

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

The meeting was adjourned at 6:11 pm

It was moved by Rayome, seconded by Koth to approve and adopt all the actions of the Committee. Motion carried, 6 ayes and 1 nay with Kubisiak voting in the negative.

C. REPORT OF THE HUMAN RESOURCES COMMITTEE MEETING HELD ON JUNE 4, 2020:

Thad Kubisiak, Chairperson

Joseph Zurfluh, Secretary

Jay Bemke

Date of Meeting: June 4, 2020

Reported to Council: June 16, 2020

The Human Resources Committee met via remote videoconferencing on Thursday, June 4, 2020, at 5:00 p.m. The public could listen to the meeting by calling in. The meeting could also be viewed live on Wisconsin Rapids Community Media (WRCM) on local cable channels, online at www.wr-cm.org or via WRCM's Roku app, and was streamed LIVE on the City of Wisconsin Rapids Facebook page.

Additionally, if the public wanted to provide comments regarding items on an agenda, they could contact Chairperson Kubisiak at tkubisiak@wirapids.org before the meeting. No one contacted the Chair.

Alderspersons Kubisiak and Bemke were present in Council Chambers, and Alderperson Zurfluh appeared via videoconferencing. Also present were Deb Pagel, Mayor Shane Blaser, Tyler Mickelson and Sue Schill.

1. Chairperson Kubisiak called the meeting to order at 5:06 p.m.

2. Discuss and consider approval of health insurance renewal with Aspirus Arise for July 1, 2020. Bemke abstained from the discussion and vote.

Motion by Kubisiak, second by Zurfluh, to renew employee health insurance coverage with Aspirus Arise for 1 year commencing July 1, 2020 with no increase, and to maintain the present employee premium rates. Those rates are:

- a. City Employee rates: \$741.74 Single; \$1,496.74 Limited Family; and \$2,142.57 Family.
- b. City Retiree Non-Medicare rates: \$756.57 Single; \$1,526.67 Limited Family; and \$2,185.42 Family (These rates include a 2% admin fee)
- c. City Retiree Medicare rates: \$567.44 Single; \$1,134.87 Single Plus Spouse – both Medicare eligible; and \$1,324.01 Single Plus Spouse- only one Medicare eligible. (These rates include a 2% admin fee)
- d. Water and Light Employee and Retiree rates: \$756.57 Single; \$1,526.67 Limited Family; and \$2,185.42 Family. (These rates include a 2% admin fee)

Motion carried, 2-0, with Bemke abstaining.

3. Discuss and consider approval of dental insurance renewal with Delta Dental for July 1, 2020
Motion by Zurfluh, second by Bemke, to approve a renewal with Delta Dental for employee dental insurance administration commencing July 1, 2020 and to maintain the present employee premium rates. Motion carried, 3-0.

4. Discuss and consider approval of updated language to the HR Director job description

Motion by Kubisiak, second by Bemke to revise the Human Resources Director job description as presented. Motion carried, 3-0.

5. Update on the hiring status of the vacant Human Resources Director position.

Deb Pagel gave an update.

6. Update on employee recruitment.

Deb Pagel gave an update.

7. Motion by Bemke, second by Zurfluh, to adjourn. Motion carried 3-0. Meeting adjourned at 5:19 p.m.

D. REPORT OF THE HUMAN RESOURCES COMMITTEE MEETING HELD ON JUNE 11, 2020:

Thad Kubisiak, Chairperson

Joseph Zurfluh, Secretary

Jay Bemke

Date of Meeting: June 11, 2020
Reported to Council: June 16, 2020

The Human Resources Committee met via remote videoconferencing on Thursday, June 11, 2020 at 4:30 p.m. All members were present. Also present were Alderpersons Scott Kellogg and Dean Veneman, Mayor Blaser, Deb Pagel, Sue Schill, and Tyler Mickelson. The public was able to listen to the meeting by calling in. The meeting was also able to be viewed live on the Wisconsin Rapids Community Media channel, online at www.wr-cm.org or via WRCM's Roku app, and was streamed LIVE on the City's Facebook page. Additionally, persons were invited to provide comments regarding items on an agenda to Chairperson Kubisiak. No comments were received by Chairperson Kubisiak.

1. Call to order.

The meeting was called to order by Chairperson Kubisiak at 4:34 p.m.

2. Discuss and consider approval of proposed changes to the following job descriptions:

- a. Computer/Network Support Technician
- b. GIS Coordinator
- c. Multimedia Coordinator

Motion by Bemke, second by Zurfluh, to approve all 3 revised job descriptions as presented. Motion carried, 3-0.

3. Adjournment.

Motion by Bemke, second by Zurfluh to adjourn. Motion carried, 3-0. The meeting adjourned at 4:42 p.m.

Bemke requested that item #2 from the June 4, 2020 report be held out. Kellogg requested that item #4 from the June 4, 2020 report be held out. It was moved by Kubisiak, seconded by Bemke to approve and adopt the balance of the June 4, 2020 and June 11, 2020 reports, holding items #2 and #4 from the June 4, 2020 report out for separate vote. Motion carried, 7 ayes and 0 nays.

Regarding item #2 from the June 4, 2020 report, it was moved by Koth, seconded by Kellogg to approve the item as presented. Motion carried, 6 ayes, 0 nays and 1 abstention, with Bemke abstaining.

Regarding item #4 from the June 4, 2020 report, it was moved by Koth, seconded by Kellogg to approve the item as presented. Motion carried, 7 ayes and 0 nays.

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

- A. Zoning Board of Appeals held October 15, 2019
- B. South Wood County Airport Commission held January 31, March 5, May 7 and May 21
- C. Wisconsin Rapids Fire Department Monthly Summary for May
- D. Wisconsin Rapids Police Department Monthly Summary for May
- E. Water Works and Lighting Commission Regular and Special held May 13
- F. Park and Recreation Commission held June 1
- G. Police and Fire Commission held June 10
- H. 2020 Board of Review held June 10
- I. Mayor's Youth Council held June 10

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

10. Adjournment

It was moved by Kubisiak, seconded by Koth to adjourn. Motion carried, 7 ayes and 0 nays, and the meeting adjourned at 8:30 p.m.

Respectfully submitted,

Jennifer M. Gossick, City Clerk