



**MINUTES**  
MEETING OF THE WISCONSIN RAPIDS COMMON COUNCIL  
TUESDAY, JUNE 18, 2024  
6:00 P.M.

A meeting of the Wisconsin Rapids Common Council was held in the Council Chambers at City Hall, 444 West Grand Avenue, on Tuesday, June 18, 2024, 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 Zacher called the meeting to order at 6:00 p.m.

2. Roll Call  
Roll call indicated that all alderpersons were present; Alderperson Palmquist joined the meeting at 6:04 p.m. via videoconference:

<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"/>
Justin Pluess	3	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jeff Penzkover	4	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jake Cattanach	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"/>
Madalyn Palmquist	8	<input checked="" type="checkbox"/>	<input type="checkbox"/>

3. Pledge of Allegiance and Silent Prayer in Lieu of Invocation  
Mayor Zacher invited all present to stand for the Pledge of Allegiance and a moment of silent prayer in lieu of an invocation.

4. Reading of the Minutes of the Previous Meetings held on April 11 and April 16, 2024  
It was moved by Cattanach, seconded by Veneman to dispense with a reading and accept the minutes of the previous meetings. Motion carried, 7 ayes and 0 nays:

<u>Aldersperson</u>	<u>District</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Ryan Austin	1		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dean Veneman	2	Second	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Justin Pluess	3		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jeff Penzkover	4		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jake Cattanach	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"/>
Madalyn Palmquist	8		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

5. Consider for confirmation Mayor Zacher’s Appointments to various Committees, Commissions and Boards  
Mayor Zacher made the following appointments:

Board of Review  
Brian Hanson, 1320 12<sup>th</sup> Street S, is appointed as a regular member to replace Keith Wilkes for a term expiring 05/01/2027

Library Board  
Karen Schill, 711 Elm Street, is reappointed as a regular member for a term expiring 07/01/2027

It was moved by Austin, seconded by Veneman to approve Mayor Zacher's appointments to various Committees, Commissions and Boards as presented. Motion carried, 7 ayes and 0 nays.

<u>Aldersperson</u>	<u>District</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Ryan Austin	1	Motion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dean Veneman	2	Second	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Justin Pluess	3		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jeff Penzkover	4		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jake Cattanach	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"/>
Madalyn Palmquist	8		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Aldersperson Palmquist joined the meeting at this time via videoconferencing.

6. 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 4, 2024:

Jake Cattanach, Chairperson

Dean Veneman, Vice-Chairperson

Patrick Delaney

Date of Meeting: June 4, 2024

Report to Council: June 18, 2024

The Finance and Property Committee met at 5:01 p.m. on Tuesday, June 4, 2024, in the Council Chambers at City Hall. The meeting was LIVE on Wisconsin Rapids Community Media (WRCM) Spectrum Channel 985 and Solarus Channel 3, online at [www.wr-cm.org](http://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.

1. Call to Order

Chairperson Cattanach called the meeting to order at 5:01 p.m.

2. Review bid results for the Mead Field Pickle Ball Court project and consider award of the contract to the low, qualified bidder

It was moved by Cattanach, seconded by Delaney to award the contract for the Mead Field Pickle Ball Court project to Pember Companies, Inc. in an amount of \$205,659.50. Motion carried, 3-0.

3. Review and consider a utility easement on city-owned parcel 34-02466 for electrical service line from CWPCo to 111 W Jackson St.

It was moved by Cattanach, seconded by Veneman to approve a utility easement on city-owned parcel 34-02466 for electrical service line from CWPCo to 111 W Jackson St. Motion carried, 2-1, with Delaney voting in the negative.

4. Consider approval of the 2024-2025 Retail "Class A" Intoxicating Liquor, Class "A" Fermented Malt Beverages, "Class B" Intoxicating Liquor, Class "B" Fermented Malt Beverages, and "Class C" wine licenses; consider sending notices of nonrenewal or denial for those licensees who are not qualified to hold a license because of delinquencies or other disqualifications and other reasons for non-renewal.

It was moved by Veneman, seconded by Cattanach to approve the 2024-2025 "Class A" liquor, Class "A" beer, "Class B" liquor, Class "B" beer, and "Class C" wine alcohol licenses, and send notices of nonrenewal or denial for those licensees who are not qualified to hold a license because of delinquencies or other disqualifications and other reasons for non-renewal. Motion carried, 3-0.

5. Consider closing the following streets and suspending the open container ordinance for these streets and adjoining sidewalks, for the City's 2024 4<sup>th</sup> of July Event from 3:00 p.m. to 11:59 p.m. on Thursday, July 4, 2024 or the July 4<sup>th</sup> Fireworks rain date:

2<sup>nd</sup> Street from East Jackson Street to Mead Street,

Mead, Locust, Witter, Pine, Walnut, Maple, and Birch Streets from 2<sup>nd</sup> Street South to 3<sup>rd</sup> Street South,

Oak Street from 2<sup>nd</sup> Street North to 3<sup>rd</sup> Street North,

1<sup>st</sup> Street North from East Jackson Street to 2<sup>nd</sup> Street North,

Grand Avenue from 3<sup>rd</sup> Street to 3<sup>rd</sup> Avenue,

1<sup>st</sup> Avenue South from West Grand Avenue to Chase Street,

Johnson and Goggin Streets from 1<sup>st</sup> Avenue South to 3<sup>rd</sup> Avenue South,

2<sup>nd</sup> Avenue South from West Grand Avenue to Johnson Street

It was moved by Veneman, seconded by Cattanach to approve the street closings and suspension of the open container ordinance for the streets and adjoining sidewalks for the City's 2024 4<sup>th</sup> of July Event from 3:00 p.m. to 11:59 p.m. on Thursday, July 4, 2024 or the July 4<sup>th</sup> Fireworks rain date as presented. Motion carried, 3-0.

6. Audit of the bills.

It was moved by Cattanach, seconded by Veneman to approve check numbers 21648 to 21908 totaling \$5,412,087.95. Motion carried, 2-0, with Delaney abstaining.

7. Set next meeting date

The next regular meeting of the Finance and Property Committee is scheduled for Tuesday, July 2, 2024, at 5:00 p.m.

8. Adjournment.

It was moved by Veneman, seconded by Cattanach to adjourn. Motion carried, 3-0, and the meeting adjourned at 5:37 p.m.

**It was moved by Cattanach, seconded by Veneman to approve and adopt the actions of the Committee. Motion carried, 7 ayes and 1 nay:**

<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	Second	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Justin Pluess	3		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jeff Penzkover	4		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jake Cattanach	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 type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Madalyn Palmquist	8		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

B. REPORT OF THE PUBLIC WORKS COMMITTEE MEETING HELD ON JUNE 6, 2024:

Ryan Austin, Chairperson

Madalyn Palmquist, Vice-Chairperson

Jeff Penzkover

Date of Meeting: June 6, 2024

Reported to Council: June 18 2024

The Public Works Committee met on Thursday, June 6th, 2024 in the Council Chambers at City Hall. All members were present.

1. Call to order

The meeting was called to order at 5:00 PM

2. Review Engineering & Street Department Monthly Activity Report.

The reports were reviewed.

3. Review and discuss the establishment of Railroad Quiet Zones.

The most recent quiet zone data was presented and costs were reviewed. It was requested that grant opportunities be researched to fund this project. No action was taken.

4. Review and consider a preliminary resolution for public work and improvements on 13<sup>th</sup> Ave N between W Grand Ave and and north termini proposed for construction in 2026.

Motion by Penzkover, second by Austin to approve the preliminary resolution. Motion carried (3-0).

**Resolution No. 13 (2024)**

5. Review and consider a preliminary resolution for public work and improvements on Plover St between 1<sup>st</sup> St N and Apricot St proposed for construction in 2025.

Motion by Palmquist, second by Penzkover to approve the preliminary resolution. Motion carried (3-0).

**Resolution No. 14 (2024)**

6. Review and consider a preliminary resolution for public work and improvements on 2<sup>nd</sup> St N between Spring St and Pleasant View Drive proposed for construction in 2026.

Motion by Austin, second by Palmquist to approve the preliminary resolution. Motion carried (3-0).

**Resolution No. 15 (2024)**

7. Review and discuss the current five-year capital improvement plan 2024-2028 (approved on August 15<sup>th</sup>, 2023) as well as development of an updated capital improvement plan for 2025-2029.

The current CIP was reviewed along with a summary of the process to update the next five-year CIP. No action was taken.

8. Review Referral List.

Referral List was reviewed removing item 6.

9. Set Next Meeting Date

The next regular meeting will be July 11<sup>th</sup> at 5pm.

10. Adjourn

Motion by Penzkover, second by Palmquist to adjourn at 5:51 PM. Motion carried (3-0). \_

**It was moved by Veneman, seconded by Penzkover to approve and adopt the actions of the Committee. 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		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dean Veneman	2	Motion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Justin Pluess	3		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jeff Penzkover	4	Second	<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"/>
Madalyn Palmquist	8		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

C. REPORT OF THE HUMAN RESOURCES COMMITTEE MEETING HELD ON JUNE 13, 2024:

Patrick Delaney, Chairperson                      Dennis Polach, Vice-Chairperson                      Justin Pluess

Date of Meeting: June 13, 2024

Reported to Council: June 18, 2024

The Human Resources Committee held a meeting on Thursday, June 13, 2024, at 4:00 p.m. in the First Floor Conference Room at City Hall, 444 W. Grand Ave. Alderspersons Delaney, Polach, and Pluess were present. Also present were Mayor Zacher, and Human Resources Manager Ryan Hartman.

1. Call to order

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

2. HR update.

Discussion took place. No action was taken.

3. Review of Safety Committee Meeting from 6/12/24.

Discussion took place. No action was taken.

4. Recruitment update and New Hires:

- a. Street Department
- b. Police Department
- c. Fire Department
- d. Aquatics Facility
- e. Parks & Recreation

Discussion took place and updates were provided. No action was taken.

5. Adjourn.

Motion by Delaney, seconded by Pluess to adjourn. Motion carried, 3-0. The meeting adjourned at 4:30 p.m.

**It was moved by Delaney, seconded by Cattnach to approve and adopt the actions of the Committee. 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		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dean Veneman	2		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Justin Pluess	3		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jeff Penzkover	4		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jake Cattnach	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	Motion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Madalyn Palmquist	8		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

7. Reports of Other Committees, Commissions, Boards, and Department Reports:

- a. South Wood County Airport Commission held May 2, 2024
- b. Wastewater Treatment Commission held May 8, and June 12, 2024
- c. Water Works and Lighting Commission held May 8, 2024

- d. Board of Review held on May 31, 2024  
Department Reports for May 2024
- e. Engineering Department
- f. Public Works Department
- g. South Wood County Airport
- h. Wastewater Treatment Plant
- i. Wisconsin Rapids Fire Department
- j. Wisconsin Rapids Police Department

**No action was taken on this item. The reports will be placed on file.**

7. Referrals to Committees

**No referrals were received.**

8. Adjournment.

**It was moved by Austin, seconded by Penzkover to adjourn. Motion carried, 8 ayes and 0 nays, and the meeting adjourned at 6:15 p.m.:**

<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"/>
Justin Pluess	3		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jeff Penzkover	4	Second	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jake Cattanach	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"/>
Madalyn Penzkover	8		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Respectfully submitted,

Jennifer M. Gossick, City Clerk