



PUBLIC MEETING NOTICE
WISCONSIN RAPIDS COMMON COUNCIL
TUESDAY, JUNE 20, 2023
6:00 P.M.
CITY HALL COUNCIL CHAMBERS
REVISED—MAYORAL APPOINTMENT REMOVED

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, June 20, 2023 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. 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 Meeting held on May 16, 2023 (See Attachment #1)
5. Second Reading of an Ordinance Amending Chapter 11 – Zoning Ordinance, specifically Section 11.06.67(c), Parking of a commercial vehicle as an ancillary residential use, to allow for greater flexibility in standards for commercial vehicles (See Attachment #2)
6. Public Hearing on a Zoning Map Amendment
7. Consider for Adoption the Actions of the Planning Commission at its meetings held on May 11 and June 5, 2023:
 - A. Planning Commission meeting held on May 11, 2023:
 1. Approval of the report from the May 1, 2023, Plan Commission meeting.
 2. 23-000285; The Dental Suite, LLC. – request for site plan and architectural review for a commercial building addition and site improvements at 2301 Chestnut Street (Parcel ID 3410789).
 3. City of Wisconsin Rapids – conceptual Comprehensive Plan Future Land Use Map Amendment review and Zoning Map Amendment review for the properties located between Clyde Avenue and Grove Avenue and between 12th Street South and 14th Street South.
 4. Adjourn
 - B. Planning Commission meeting held on June 5, 2023:
 1. Approval of the report from the May 11, 2023, Plan Commission meeting.
 2. 23-000359; Michael Jan Nelson – action on a request for an amendment to the City's Comprehensive Plan, specifically map 7-2 Future Land Use Map, to reclassify the parcel located at 420 First Avenue South (Parcel ID 3402629) from a Commercial land use classification to a Residential land use classification
 3. 23-000359; Michael Jan Nelson – public hearing and action on a request for a zoning map amendment to rezone the parcel located at 420 First Avenue South (Parcel ID 3402629) from B-3 Neighborhood Commercial District to R-2 Mixed Residential District
 4. Adjourn
8. Consider for adoption the Actions of the Standing Committees of the Common Council, as follows:
 - A. Finance and Property Committee meeting held on June 6, 2023:
 1. Call to Order
 2. Consider a referral from the Fire Department regarding Funding for energy Audit findings

3. Consider a referral from the Fire Department regarding Discussion on Replacement of Truck 5
4. Consider a referral from the Public Works Department to review and approve purchase of a Single Pass Automated Refuse Trucks
5. Consider for approval a Taxicab License Renewal Application from Randy Weyaus for Gotta Go Taxi LLC
6. Consider for approval a special event application, street closure request, and Temporary Retail Class "B" Fermented Malt Beverages license application for Heart of Wisconsin Chamber of Commerce, Inc., 1120 Lincoln Street, for an outdoor Off the Clock event to be held on Wednesday, July 12, 2023 (rain date: July 19, 2023) from 4:00 p.m. to 6:00 p.m. at Shopmaster, located at 850 Rosecrans Street
7. Consider for approval Temporary Retail Class "B" Fermented Malt Beverages Licenses for Central Wisconsin Cultural Center, Inc., 2651 Eighth Street South, for the following events:
 - a. Music on the Patio events to be held from 6:00 p.m. to 9:00 p.m. on the following Fridays: June 23, July 28, and August 18, 2023;
 - b. Exhibit Openings to be held from 5:30 p.m. to 7:30 p.m. on Friday, July 14 and Thursday, September 7, 2023;
 - c. Holiday Gifts & Art Fair event to be held from 5:30 p.m. to 7:30 p.m. on Thursday, November 9, 2023;
 and a Temporary Retail Class "B" Fermented Malt Beverages License and Temporary Retail "Class B" Wine License for an Art on Tap event to be held from 5:30 p.m. to 8:30 p.m. on Saturday, October 7, 2023
8. Consider for approval a Temporary Retail Class "B" Fermented Malt Beverages License and a Temporary Retail "Class B" Wine License for Assumption Athletic Association, 445 Chestnut Street, for a Royal Golf Scramble event to be held on Friday, July 21, 2023 from 5:00 p.m. to 9:30 p.m.
9. Consider a request from Rapids LLC, D/B/A Westside Express Mart, Damodar Pandey, agent, for Retail Class "A" Fermented Malt Beverages and Retail "Class A" Intoxicating Liquor licenses for the premises located at 1040 West Grand Avenue
10. Consider a request from BNK Mart LLC, Hari Raj Khanal, agent, for Retail Class "A" Fermented Malt Beverages and Retail "Class A" Intoxicating Liquor licenses for the premises located at 1711 Baker Drive
11. Consider a request from Out of the Box Coffee House Inc., D/B/A Out of the Box Coffee House, Theresa Cashman, agent, for Retail Class "B" Fermented Malt Beverages and Retail "Class B" Intoxicating Liquor licenses for the premises located at 3820 8th Street South
12. Consider approval of the 2023-2024 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.
13. Consider closing the following streets and suspending the open container ordinance for these streets and adjoining sidewalks, for the City's 2023 4th of July Event from 3:00 p.m. to 11:59 p.m. on Tuesday, July 4, 2023 or the July 4th Fireworks rain date:
 - 2nd Street from East Jackson Street to Mead Street,
 - Mead, Locust, Witter, Pine, Walnut, Maple, and Birch Streets from 2nd Street South to 3rd Street South,
 - Oak Street from 2nd Street North to 3rd Street North,
 - 1st Street North from East Jackson Street to 2nd Street North,
 - Grand Avenue from 3rd Street to 3rd Avenue,
 - 1st Avenue South from West Grand Avenue to Chase Street,
 - Johnson and Goggin Streets from 1st Avenue South to 3rd Avenue South,
 - 2nd Avenue South from West Grand Avenue to Johnson Street
14. Consider a recommendation from Statewide Services to deny a claim from Dan Roder for vehicle damage allegedly caused by a loose chunk of concrete in the roadway on 8th Street on April 27, 2023.
15. 2023 Budget Amendment No. 2
16. Budget discussion

17. Audit of the bills
18. Set next meeting date
19. Adjournment.

B. Public Works Committee meeting held on June 8, 2023:

1. Call to order
2. Review Engineering & Street Department Monthly Activity Report.
3. Review and consider adding yield control on Avon St at 14th St N.
4. Review and consider approval of the State / Municipal Agreement for the Highway Safety Improvement Project for a pedestrian crossing at the 8th Street South & Wood Ave intersection.
5. Review the 2023-2027 Capital Improvement Plan in preparation for the 2024-2028 Capital Improvement Plan.
6. Review referral list
7. Set Next Meeting Date
8. Adjourn

C. Human Resources Committee meeting held on June 13, 2023:

1. Call to order
2. Discuss and consider for approval a pay increase for the Head Lifeguard Position at the Aquatics Facility ranging from \$13.00 to \$16.00 per hour.
3. Discuss and consider for approval the proposed changes to the Deputy Chief of Police, Police Lieutenant and Police Sergeant job descriptions within the Police Department. See attached.
4. Discuss and consider for approval the proposed job description for the Code Enforcement Officer position as a sworn officer within the Police Department. See attached.
5. Consider for approval a Memorandum of Understanding with the Wisconsin Rapids Professional Police Association regarding Recruit Officers. See attached.
6. Adjournment

D. Committee of the Whole of the Common Council meeting held on June 19, 2023:

1. Call to Order
2. Review and discuss the Wisconsin Rapids Rail Feasibility Study
3. Consider eliminating standing committees, and having 2 Council meetings per month
4. Adjourn.

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

1. McMillan Memorial Library Services Committee held March 8, 2022 and May 9, 2023; Finance Committee held April 13, 2022 and April 12, 2023; Building and Grounds Committee held April 20, 2022 and April 12, 2023; Board of Trustees held March 15 and April 19, 2023;
2. Police and Fire Commission held May 10, 2023
3. Wastewater Treatment Commission held May 10, 2023
4. Water Works and Lighting Commission held May 10, 2023
5. Board of Review held May 25 and May 31, 2023
6. Zoning Board of Appeals held May 31, 2023
7. Park and Recreation Commission held June 12, 2023

Department Reports for May 2023:

8. Engineering Department
9. Public Works Department
10. Wastewater Treatment Plant
11. Wisconsin Rapids Fire Department
12. Wisconsin Rapids Police Department

10. Referrals to Committees

11. 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".

In closed session, the Council will discuss an update on the sale and development of property in the downtown Triangle area; and will discuss negotiation and strategy regarding the selling of property and the terms of a development agreement for a downtown development.

12. The Council will return to open session.

13. 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, and an update on a mediation session, regarding litigation involving a new wastewater services agreement with the Village of Biron.

14. 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.



Attachment #1

MINUTES

MEETING OF THE WISCONSIN RAPIDS COMMON COUNCIL

TUESDAY, MAY 16, 2023

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, May 16, 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, except Alderperson Austin, who was excused:

<u>Alderperson</u>	<u>District</u>	<u>Present</u>	<u>Absent</u>
Ryan Austin	1	<input type="checkbox"/>	<input checked="" 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 Cattnach	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. Presentation of the Colors by the Wisconsin Rapids Police Department Honor Guard

The Wisconsin Rapids Police Department Honor Guard presented the Colors

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

All present stood for the Pledge of Allegiance and a moment of silent prayer in lieu of an invocation.

5. Administration of Ceremonial Oath of Office and Badge Pinning for New Wisconsin Rapids Police Chief

City Clerk Gossick administered a ceremonial oath of office for new Police Chief Daniel J. Hostens; Badge pinning was done by the new Chief's wife

6. Reading of the Minutes of the Previous Meetings held on April 13 and April 18, 2023

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

<u>Alderperson</u>	<u>District</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Ryan Austin	1		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dean Veneman	2	Motion	<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	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"/>

7. Consider for confirmation Mayor Blaser's Appointments to various Committees, Commissions and Boards

Mayor Blaser made the following appointments:

Attachment #1

Convention and Visitor's Bureau

Scott Kellogg, 511 Elm Street, is reappointed as a regular member for a term expiring 4/15/2024.

Historic Preservation Commission

Ryan Austin, 4387 Condo Dr., is reappointed as an alderperson member for a term expiring 4/14/2025.

Police & Fire Commission

Steve Tenpas, 3020 21st Place South, is reappointed as a regular member for a term expiring 7/1/2028.

Wastewater Treatment Commission

David Yonkovich, 1410 Lily Lane, is reappointed as a regular member for a term expiring 6/1/2028.

It was moved by Bemke, seconded by Polach to approve Mayor Blaser'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		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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	Second	<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	Motion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

8. Presentation on the Guardian Angel Project

Fire Chief Eckes gave a presentation on the Guardian Angel Project. No action was taken on this item.

9. Consider a Resolution Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$1,230,000 General Obligation Promissory Notes, Series 2023A

It was moved by Rayome, seconded by Bemke to approve a Resolution Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$1,230,000 General Obligation Promissory Notes, Series 2023A. Motion carried, 6 ayes and 1 nay. Resolution No. 10 (2023):

<u>Aldersperson</u>	<u>District</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Ryan Austin	1		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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	Motion	<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 type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jay Bemke	8	Second	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

10. 23-000125; City of Wisconsin Rapids – 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

It was moved by Cattanaach, seconded by Veneman to approve 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. Motion carried, 7 ayes and 0 nays. Ordinance No. MC 1341:

<u>Aldersperson</u>	<u>District</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Ryan Austin	1		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dean Veneman	2	Second	<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"/>

11. Consider for Adoption the Actions of the Planning Commission at its meeting held on May 1, 2023:

Date of Meeting: May 1, 2023

Reported to Council: May 16, 2023

The Planning Commission met at 4:00 p.m. on May 1, 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 included Chairperson Shane Blaser, Ryan Austin, Lee Thao, Eric Daven and Jeff Marutz; Thad Kubisiak attended via Zoom. Ben Goodreau was absent. Also present were Community Development Director Kyle Kearns, Associate Planner Carrie Edmondson, Alderpersons Patrick Delaney and Dennis Polach, Tom Altmann, Kyrea Hamilton, and Leo Dewitt. David Zielke and Darren Simler were present via Zoom.

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

1. Approval of the report from the April 3, 2023, Plan Commission meeting.

Motion by Daven to approve the report from the April 3, 2023, Plan Commission meeting; second by Thao.

Motion carried (6 – 0)

2. 23-000224; David Zielke – public hearing and action on a request for a conditional use permit amendment for site reconfiguration to a previously approved conditional use permit to establish an auto repair facility at 2240 8th Street South (Parcel ID 3412139).

Carrie Edmondson provided a summary of the request. Approval of the proposal was recommended with the conditions specified in the staff report.

Public hearing opened at 4:06 p.m.

Speaking in favor: Leo Dewitt, 2241 6th St S.

Speaking against: none

Public hearing closed at 4:08 p.m.

Kyle Kearns and Darren Simler addressed Mr. Dewitt's concerns regarding building codes. Ms.

Edmondson answered Eric Daven's questions concerning parking.

Motion by Austin to approve the request for a conditional use permit amendment for site reconfiguration to a previously approved conditional use permit to establish an auto repair facility at 2240 8th Street South (Parcel ID 3412139), subject to the following conditions:

1. No more than 15 vehicles shall be stored out-of-doors overnight.
2. Parts and equipment associated with the use shall be stored in-doors or within a fully screened area.
3. Overnight vehicles must be screened from public view from 8th Street South with fencing to be approved by the Community Development Department.
4. Motor vehicles shall not be serviced or repaired outside of the principal structure.
5. All designated parking must be striped to meet current dimensional standards.
6. Applicable building permits through the City shall be obtained.
7. The Community Development Department shall have the authority to approve minor modifications to the plans.

Second by Blaser. Motion carried (6 – 0) **Resolution No. 11 (2023)**

3. 23-000251; Meehan Development – request for site plan and architectural review for an industrial building addition at 2211 Industrial Street (Parcel ID 3400912).

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

Motion by Austin to approve the request for site plan and architectural review for an industrial building addition at 2211 Industrial Street (Parcel ID 3400912), subject to the following conditions:

1. The exterior materials of the building shall match the design and color of the principal building.
2. Light from the business shall not exceed 0.1 foot-candles at neighboring property lines to the north and west and 0.2 footcandles at properties to the south.
3. Applicable permits through the City shall be obtained, including those applicable for fences and asphalt.
4. A landscape plan is required to be submitted and approved by the Community Development Department.

Attachment #1

5. The refuse storage shall be screened with an enclosure made of brick, textured concrete masonry units, wood, and/or chain-link with slats, to be reviewed and approved by the Community Development Department

6. Community development staff shall have the authority to approve minor modifications to the plans.

Second by Daven. Motion carried (6 – 0)

4. 23-000259; Jonathan Ruder – request for a sign exception for an off-premise sign at 2730 8th Street South (Parcel ID 3412599)

Carrie Edmondson provided a review of the request. Staff recommended approval of the request due to the unique site characteristics, and since it would be difficult for the applicant to meet their signage needs under the current sign code requirements. Approval was recommended with the condition outlined in the staff report.

Motion by Daven to approve 23-000259, a request for a sign exception for an off-premise sign at 2730 8th Street South (Parcel ID 3412599), subject to the following condition:

1. The off-premise sign shall include signage for tenants at 2660 8th Street South (Parcel # 3412598) and at 2730 8th Street South (Parcel # 3412599).

Second by Marutz. Motion carried (6 – 0)

5. 23-000234; City of Wisconsin Rapids – public hearing and action on a request to amend Chapter 11 – Zoning Ordinance, specifically Section 11.06.67(c), Parking of a commercial vehicle as an ancillary residential use, to allow for greater flexibility in standards for commercial vehicles.

Kyle Kearns provided a synopsis of item 23-000234. The impetus for the request was to achieve consistency with the language regarding commercial vehicle parking in Chapter 27 of the City Ordinances. Staff recommended approval of the request.

Public hearing opened at 4:25 p.m.

Speaking in favor: none

Speaking against: Emily Kent, 231 5th St N – via an e-mail to Plan Commission members.

Public hearing closed at 4:28 p.m.

Mr. Delaney inquired about the penalty for being in violation of the code and Mr. Daven asked for clarification about parking and idling, to which Kyle Kearns replied.

Motion by Austin to approve the request to amend Chapter 11 – Zoning Ordinance, specifically Section 11.06.67(c), Parking of a commercial vehicle as an ancillary residential use, to allow for greater flexibility in standards for commercial vehicles; second by Marutz. Motion carried (6 – 0)

6. Adjourn

Motion by Daven to adjourn; second by Kubisiak. Motion carried (6 – 0). Meeting adjourned at 4:35 p.m.

Delaney requested that item #5 be held out for separate vote. It was moved by Zacher, seconded by Cattnach to approve and adopt the balance of the report, holding out item #5. 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 type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 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		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jay Bemke	8		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Regarding item #5, it was moved by Delaney, seconded by Veneman to approve an amendment to Chapter 11 – Zoning Ordinance, specifically Section 11.06.67(c), Parking of a commercial vehicle, removing the language in the proposed amendment regarding pickup trucks, as an ancillary residential use, to allow for greater flexibility in standards for commercial vehicles. Motion carried, 5 ayes, 1 nay, and 1 abstention. Ordinance No. MC 1342. Since this was a first reading of the ordinance, and the vote was not unanimous, the ordinance will be presented for a second reading at the June Council meeting:

<u>Aldersperson</u>	<u>District</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Ryan Austin	1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dean Veneman	2	Second	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Matt Zacher	3		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tom Rayome	4		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jake Cattanaach	5		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dennis Polach	6		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patrick J. Delaney	7	Motion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jay Bemke	8		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

12. 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 MAY 2, 2023:

Matt Zacher, Chairperson

Dean Veneman, Vice-Chairperson

Jay Bemke

Date of Meeting: May 2, 2023

Report to Council: May 16, 2023

The Finance and Property Committee met at 4:00 p.m. on Tuesday, May 2, 2023, 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 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 Zacher called the meeting to order at 4:07 p.m.

2. Consider a request from Johnny's Bar Est 1960 LLC, D/B/A Johnny's Bar, Jonathon Ruder, agent, for a Retail Class "B" Fermented Malt Beverages license and a Retail "Class B" Intoxicating Liquor license for the premises located at 2610 8th Street South

It was moved by Bemke, seconded by Zacher, approve a request from Johnny's Bar Est 1960 LLC, D/B/A Johnny's Bar, Jonathon Ruder, agent, for a Retail Class "B" Fermented Malt Beverages license and a Retail "Class B" Intoxicating Liquor license for the premises located at 2610 8th Street South. Motion carried,

3-0.

3. Consider for approval a Temporary Retail Class "B" Fermented Malt Beverages License for Central Wisconsin Cultural Center, Inc., 2651 Eighth Street South, for an Exhibit Opening – Celebrate Red event to be held on Thursday, May 11, 2023 from 5:30 p.m. to 7:30 p.m.

It was moved by Bemke, seconded by Veneman to approve a Temporary Retail Class "B" Fermented Malt Beverages License for Central Wisconsin Cultural Center, Inc., 2651 Eighth Street South, for an Exhibit Opening – Celebrate Red event to be held on Thursday, May 11, 2023 from 5:30 p.m. to 7:30 p.m. Motion carried, 3-0.

4. Consider a request from Wisconsin Rapids Ranger Baseball Inc., Tina Bush, agent, for a 6-month Retail Class "B" Fermented Malt Beverages license from May to October 2023, for the premises located at the Rapids Area Sports Complex, 1801 16th Street South

It was moved by Zacher, seconded by Veneman to approve a request from Wisconsin Rapids Ranger Baseball Inc., Tina Bush, agent, for a 6-month Retail Class "B" Fermented Malt Beverages license from May to October 2023, for the premises located at the Rapids Area Sports Complex, 1801 16th Street South. Motion carried, 3-0.

5. 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, 2023 for the premises located at Mead Field, 311 17th Avenue South, for the Women's Concession Stand and Seasonal Softball Diamond Area, and a temporary premises extension to include the Men's Concession Stand and Seasonal Softball Diamond Area for a softball tournament from May 19, 2023 to May 21, 2023

It was moved by Veneman, seconded by Bemke to approve 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, 2023 for the premises located at Mead Field, 311 17th Avenue South, for the Women's Concession Stand and Seasonal Softball Diamond Area, and a temporary premises extension to include the Men's Concession Stand and Seasonal Softball Diamond Area for a softball tournament from May 19, 2023 to May 21, 2023. Motion carried, 3-0.

6. Initial Review of Alcohol License Renewals

Attachment #1

Alcohol License Renewals were reviewed. No action was taken.

7. Discussion and possible action on amending policy guidelines for the Rapids Rediscovered grant program.

It was moved by Bemke, seconded by Veneman, to amend policy guidelines for the Rapids Rediscovered grant program as presented. Motion carried, 3-0.

8. Discussion and possible action on contracting building plan review services with E-Plan Exam for the inspection division of the Community Development Department

It was moved by Bemke, seconded by Veneman, to contract building plan review services with E-Plan Exam for the inspection division of the Community Development Department. Motion carried, 3-0.

9. Review and consider for approval 2023 Budget Amendment No. 1

It was moved by Veneman, seconded by Zacher, to approve Budget Amendment No. 1. Motion carried, 3-0. **Resolution No. 9 (2023)**

10. Audit of the bills

It was moved by Bemke, seconded by Zacher to approved check numbers 16680 to 16967. Motion carried, 3-0.

11. Set next meeting date

The next regular Committee meeting is set for Tuesday, June 6, 2023 at 4:00 p.m.

12. Adjournment.

It was moved by Zacher, seconded by Bemke to adjourn. Motion carried, 3-0, and the meeting adjourned at 4:40 p.m.

Delaney requested that item #8 be held out for separate vote. It was moved by Zacher, seconded by Bemke to approve and adopt the balance of the report, holding out item #8. 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 type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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		<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"/>

Regarding item #8, it was moved by Veneman, seconded by Zacher to approve this item as presented. Motion carried, 6 ayes and 1 nay:

<u>Aldersperson</u>	<u>District</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Ryan Austin	1		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 type="checkbox"/>	<input checked="" 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"/>

B. REPORT OF THE PUBLIC WORKS COMMITTEE MEETING HELD ON MAY 2, 2023:

Tom Rayome, Chairperson Ryan Austin, Vice-Chairperson Dennis Polach

Date of Meeting: May 2, 2023

Reported to Council: May 16, 2023

The Public Works Committee met on Tuesday, May 2nd, 2023 in the Council Chambers at City Hall and via remote videoconference. Tom Rayome, Ryan Austin and Dennis Polach were in attendance.

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 consider approval of Change Order #1 for the 2023 Concrete Contract for Reconstruction Projects.

Motion by Austin, second by Polach to approve change order #1 for the 2023 Concrete Contract for Reconstruction Projects as presented. Motion carried (3-0).

4. Review and consider modifying the parking ordinance on the east side of 16th Street South between just south of Pepper Avenue to East Riverview Expressway.

Motion by Austin, second by Polach to add a parking restriction on the east side of 16th Street South between 230' south of Pepper Ave and East Riverview Expressway. Motion carried (3-0). **Ordinance No. MC 1343**

5. Review the Wisconsin Rapids Rail Feasibility Study.

Since the last meeting, a Carbon Reduction Grant application was submitted for the Predictive Mobility alternative. Additionally, conversations were held with the DOT regarding the rail study and possible alternatives. Meetings with CN will be scheduled in May and a conference call will be scheduled with Patrick Engineering & LinqThingz for the June Public Work's Meeting.

6. Review referral list.

The referral list was reviewed and updated.

7. Set next meeting date.

A special meeting is scheduled for Thursday, May 11th at 5pm to review the bids for the sidewalk and curb & gutter maintenance contract. The next regular meeting is scheduled for June 8th at 5pm.

8. Adjourn

Motion by Austin, second by Polach to adjourn at 5:46 pm. Motion carried (3-0).

It was moved by Rayome, seconded by Polach to approve and adopt the actions of the Committee. Motion carried, 7 ayes and 0 nays:

<u>Alderpersion</u>	<u>District</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Ryan Austin	1		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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	Motion	<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	Second	<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"/>

C. REPORT OF THE PUBLIC WORKS COMMITTEE MEETING HELD ON MAY 11, 2023:

Tom Rayome, Chairperson Ryan Austin, Vice-Chairperson Dennis Polach

Date of Meeting: May 11, 2023

Reported to Council: May 16, 2023

The Public Works Committee met on Thursday, May 11th, 2023 in the Council Chambers at City Hall and via remote videoconference. Tom Rayome (absent) with Dean Veneman substituting, Ryan Austin and Dennis Polach were in attendance.

1. Call to order

The meeting was called to order at 5:00 PM.

2. Review bids for the 2023 Curb & Gutter and Sidewalk Maintenance Contract and consider award to the low, qualified bidder.

Three bids were received with Potrykus Construction being the low bidder in the amount of \$193,035.00

Motion by Austin, second by Polach to award the contract to the apparent, low qualified contractor, Potrykus Construction, in the amount of \$193,035.00 and contractually reduce the contract amount by \$30,000 with the intent to carry over funds and transfer funds into the budget as presented. Motion carried (3-0).

3. Adjourn

Motion by Veneman, second by Polach to adjourn at 5:15 pm. Motion carried (3-0).

It was moved by Rayome, seconded by Polach to approve and adopt the actions of the Committee. Motion carried, 7 ayes and 0 nays:

<u>Alderpersion</u>	<u>District</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
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Attachment #1

Ryan Austin	1		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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	Motion	<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	Second	<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"/>

D. REPORT OF THE HUMAN RESOURCES COMMITTEE MEETING HELD ON MAY 9, 2023:

Jay Bemke, Chairperson

Jake Cattanaach, Vice-Chairperson

Patrick J. Delaney

Date of Meeting: May 9, 2023

Reported to Council: May 16, 2023

The Human Resources Committee held a meeting in the 2nd Floor Training/ Conference Room of McMillan Library, Wisconsin Rapids, on Tuesday, May 9, 2023 at 1:00 p.m. All Committee members were present. Also present were Mayor Blaser, City Attorney Sue Schill, Deputy Chief Dewitt, Eric Daven, Kyle Kearns, Joe Bachman, Ryan Hartman and Katherine Elchert.

1. Call to order

Chairperson Bemke called the meeting to order at 1:00 p.m.

- Discuss and consider for approval the elimination of the Code Enforcement Officer position in the Community Development Department, and the creation of an additional police officer position in the Police Department; the position will be a full-time assignment by the Police Chief of the duties of code enforcement, nuisance abatement and general neighborhood services.

Motion by Bemke to approve the elimination of the Code Enforcement Officer position in the Community Development Department, and the creation of an additional police officer position in the Police Department; the position will be a full-time assignment by the Police Chief of the duties of code enforcement, nuisance abatement and general neighborhood services.

Motion died on the floor for lack of a second. No other motions regarding the item were made.

- 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".

Motion by Bemke, seconded by Cattanaach to move into closed session. A roll call vote was taken. Motion carried 3-0.

- In closed session the Committee discussed negotiations and strategy pertaining to a Memorandum of Understanding with the WRPPA police union regarding entry level officers who are not law enforcement board-certified; the Committee did not discuss the assignment by the Police Chief of duties of code enforcement, nuisance abatement and general neighborhood services to an officer.

- Motion by Delaney, seconded by Bemke to vote to go into open session. Motion carried 3-0.

Motion by Cattanaach, seconded by Bemke, to approve a proposed Memorandum of Understanding between the City and WRPPA, as presented, with the MOU sunseting on December 31, 2024. Motion carried 2-1.

Motion by Delaney, seconded by Bemke, to approve a policy requiring reimbursement from entry level police officers of recruit school costs consistent with the Fire Department payback schedule. Motion carried 3-0.

6. Adjournment

Motion by Delaney, seconded by Bemke to adjourn. Motion carried 3-0. The meeting adjourned at 2:50 p.m.

Bemke requested that item #2 be held out for separate vote. It was moved by Bemke, seconded by Zacher to approve the balance of the report, holding out item #2. Motion carried, 6 ayes and 1 nay:

<u>Aldersperson</u>	<u>District</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Ryan Austin	1		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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		<input type="checkbox"/>	<input checked="" 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	Motion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Regarding item #2, it was moved by Zacher, seconded by Bemke to approve the elimination of the Code Enforcement Officer position in the Community Development Department, and the creation of an additional police officer position in the Police Department; the position will be a full-time assignment by the Police Chief of the duties of code enforcement, nuisance abatement and general neighborhood services. Motion carried, 4 ayes and 3 nays:

<u>Alderpersion</u>	<u>District</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Ryan Austin	1		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jake Cattnach	5		<input type="checkbox"/>	<input checked="" 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"/>
Jay Bemke	8	Second	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

E. REPORT OF THE HUMAN RESOURCES COMMITTEE MEETING HELD ON MAY 16, 2023:

Jay Bemke, Chairperson

Jake Cattnach, Vice-Chairperson

Patrick J. Delaney

Date of Meeting: May 16, 2023

Reported to Council: May 16, 2023

The Human Resources Committee held a meeting in the Council Chambers of City Hall on Tuesday, May 16, 2023 at 5:30 p.m. All Committee members were present. Also present were Mayor Blaser, City Attorney Sue Schill, SR HR Generalist Sarah Anderson, and Alderpersion Zacher, Polach, and Veneman.

1. Call to order

Chairperson Bemke called the meeting to order at 5:35 p.m.

2. Discuss and consider for approval the renewal of employee health insurance with Aspirus Health Plan, effective July 1, 2023.

Motion by Bemke, seconded by Cattnach to approve the renewal of employee health insurance with Aspirus Health Plan, effective July 1, 2023. There is a 5% increase in premiums. Motion carried 3-0.

3. Discuss and consider for approval the renewal of dental plan administration with Delta Dental, effective July 1, 2023.

Motion by Cattnach, seconded by Delaney to approve the renewal of dental plan administration with Delta Dental, effective July 1, 2023. Motion carried 3-0.

4. Discuss and consider for approval employee health and dental insurance rates, effective July 1, 2023.

Motion by Delaney, seconded by Bemke to approve the employee health and dental insurance rates as presented, effective July 1, 2023. Health insurance rates will increase 5%; dental rates will remain the same. Motion carried 3-0.

5. Adjournment

Motion by Bemke, seconded by Delaney to adjourn. Motion carried 3-0. The meeting adjourned at 5:44 p.m.

It was moved by Bemke, seconded by Veneman to approve and adopt the actions of the Committee. Motion carried, 7 ayes and 0 nays:

<u>Alderpersion</u>	<u>District</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Ryan Austin	1		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dean Veneman	2	Second	<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	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

F. REPORT OF THE LEGISLATIVE COMMITTEE MEETING HELD ON MAY 1, 2023:

Jay Bemke, Chairperson

Tom Rayome, Vice-Chairperson

Matt Zacher

Date of Meeting: May 1, 2023

Reported to Council: May 16, 2023

The Legislative Committee met at 5:19 p.m. on Monday, May 1, 2023 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 or via WRCM's Roku app and was streamed LIVE on the City of Wisconsin Rapids Facebook page.

All members of the Legislative Committee were present.

1. Call to Order

Chairperson Bemke called the meeting to order at 5:19 p.m.

2. Consider a Council rule which would require all supporting materials for items brought before Council be provided to alderpersons at least 2 business days before the Council meeting

Motion by Zacher, seconded by Bemke to adopt a Council rule which would require all supporting materials for items brought before Council be provided to alderpersons at least 2 business days before the Council meeting, or else the item will not be considered at that meeting. Council has the ability to suspend this rule by a simple majority vote and then consider the late supporting materials and consider the agenda item. Motion carried, 3-0

3. Consider eliminating standing committees, and having 2 Council meetings per month

No action was taken. The Committee directed staff to identify what needs to be considered in order to make this change. That recommendation will be considered at a future Committee of the Whole meeting.

4. Consider limiting alderpersons to serving 3 or 4 consecutive terms

The Committee took no action on this item and removed the referral.

5. Discuss temporary alcohol licenses and their requirements under state law, as it relates to recent requests for temporary alcohol licenses.

The Committee received advice from the City Attorney and the City Clerk regarding the approval of temporary alcohol licenses. No formal action was taken on this item.

Next meeting is scheduled for Thursday, June 1 at 4:00 p.m.

Motion by Rayome, seconded by Zacher to adjourn. Motion carried, 3-0, and the meeting adjourned at 7:25 p.m.

It was moved by Zacher, seconded by Veneman to approve and adopt the actions of the Committee. 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 type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dean Veneman	2	Second	<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		<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. Reports of Other Committees, Commissions, Boards, and Department Reports:

1. Wisconsin Rapids Housing Authority held January 25, February 28, and March 29, 2023
2. Historic Preservation Commission held March 16, 2023
3. South Wood County Airport Commission held April 6, 2023
4. Police and Fire Commission held April 12, 2023
5. Wastewater Treatment Commission held April 12, 2023
6. Water Works and Lighting Commission held April 12; Special Meeting held April 19, 2023
7. Zoning Board of Appeals held April 19, 2023
8. Park and Recreation Commission held May 8, 2023

Department Reports for April 2023:

9. Engineering Department
10. Public Works Department
11. South Wood County Airport Commission
12. Wastewater Treatment Plant
13. Wisconsin Rapids Fire Department; 2022 Annual Report
14. Wisconsin Rapids Police Department

It was moved by Delaney, seconded by Cattnach to place the reports on file. 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 type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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	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"/>
Jay Bemke	8		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

14. Referrals to Committee

No referrals were received.

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 in preparation for an upcoming mediation session regarding litigation involving a new wastewater services agreement with the Village of Biron.

It was moved by Zacher, seconded by Cattnach to go into closed session. Roll call vote was taken. All members voted in the affirmative. Motion carried, 7 ayes and 0 nays, and the Council went into closed session:

<u>Aldersperson</u>	<u>District</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Ryan Austin	1		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 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		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jay Bemke	8		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

In closed session, the Council discussed negotiations and litigation strategy in preparation for an upcoming mediation session regarding litigation involving a new wastewater services agreement with the Village of Biron.

16. The Council will adjourn in closed session.

It was moved by Delaney, seconded by Bemke to adjourn in closed session. Motion carried, 7 ayes and 0 nays, and the meeting adjourned at 9:33 p.m.:

<u>Aldersperson</u>	<u>District</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Ryan Austin	1		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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	Motion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jay Bemke	8	Second	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Respectfully submitted,

Jennifer M. Gossick, City Clerk

ORDINANCE NO. MC___ CITY OF WISCONSIN RAPIDS

A GENERAL ORDINANCE OF THE CITY OF WISCONSIN RAPIDS AMENDING CHAPTER 11 OF THE ZONING CODE, SPECIFICALLY SECTION 11.06.67(c) – GENERAL STANDARDS, PERTAINING TO COMMERCIAL VEHICLE PARKING:

NOW, THEREFORE, THE COMMON COUNCIL OF THE CITY OF WISCONSIN RAPIDS DOES ORDAIN AS FOLLOWS:

- SECTION I Section 11.06.67(c), of the City of Wisconsin Rapids Zoning Code is hereby amended to reflect the following:
- (c) Parking of a commercial vehicle as an ancillary residential use. One panel truck, pickup truck, semi-tractor, stake truck, or van (excluding semi-trailers) that is used for business purposes and/or personal use may be parked on a driveway or an auxiliary parking bay on a residential property.
- SECTION II All ordinances, or parts of ordinances, in conflict herewith are hereby repealed.
- SECTION III This ordinance shall take effect upon passage and publication.

Shane E. Blaser, Mayor

Jennifer M. Gossick, City Clerk

ADOPTED: May, 16 2023

APPROVED:

PUBLISHED:

REPORT OF THE PLANNING COMMISSION

Date of Meeting: May 11, 2023

Report #1

The Planning Commission met at 4:00 p.m. on May 11, 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 in the Chambers included Lee Thao, Eric Daven, Jeff Marutz and Thaddeus Kubisiak; Ben Goodreau attended via Zoom. Thaddeus Kubisiak served as Chairperson in Shane Blaser's excused absence, and member Austin was also excused. Others attending were Community Development Director Kyle Kearns, Associate Planner Carrie Edmondson, Alderperson Dennis Polach and Mitch Altmann.

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

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

Motion by Thao to approve the report from the May 1, 2023, Plan Commission meeting; second by Daven.

Motion carried (5 – 0)

2. 23-000285; The Dental Suite, LLC. – request for site plan and architectural review for a commercial building addition and site improvements at 2301 Chestnut Street (Parcel ID 3410789).

Carrie Edmondson provided a synopsis of the request. Approval was recommended with the conditions outlined in the staff report. The items regarding parking will be presented and voted upon at the next Zoning Board of Appeals meeting.

Motion by Daven to approve the request for site plan and architectural review for a commercial building addition and site improvements at 2301 Chestnut Street (Parcel ID 3410789), subject to the following conditions:

1. All exterior materials including siding, windows, doors, and lighting shall match the existing structure.
2. The installation of six parking spaces to the south along Chestnut Street are contingent upon a Variance approved by the Zoning Board of Appeals to permit over 35% of onsite parking in front of a principal building. If a variance is not granted or obtained an updated site plan shall be submitted for review and approval by the Community Development Department.
3. Cut-off lighting fixtures or equivalent shall be used for the development.
4. Light from the business shall not exceed 0.1 foot-candles at all neighboring residential property lines and not exceed 0.2 footcandles at all neighboring commercial property lines.
5. Applicable stormwater and building permits through the City shall be obtained as required.
6. Community development staff shall have the authority to approve minor modifications to the plans.

Second by Thao.

Motion carried (5 – 0)

3. City of Wisconsin Rapids – conceptual Comprehensive Plan Future Land Use Map Amendment review and Zoning Map Amendment review for the properties located between Clyde Avenue and Grove Avenue and between 12th Street South and 14th Street South.

Kyle Kearns provided a summary and description of the conceptual Comprehensive Plan Future land Use Map Amendment. Conversations between Commission members and staff ensued. There were no items

that needed to be called to a vote at this time. Further discussions on this subject will occur at a future Planning Commission meeting.

4. Adjourn

Motion by Thao to adjourn the meeting; second by Daven.

Motion carried (5 – 0)

Meeting adjourned at 4:28 p.m.

Respectfully Submitted by Erika Esser, Secretary

REPORT OF THE PLANNING COMMISSION

Date of Meeting: June 5, 2023

Report #1

The Planning Commission met at 4:00 p.m. on June 5, 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 included Chairperson Shane Blaser, Lee Thao, Jeff Marutz, Ben Goodreau, and Thaddeus Kubisiak; Ryan Austin attended via Zoom. Eric Daven was excused. Others present included Community Development Director Kyle Kearns, Associate Planner Carrie Edmondson, Alderperson Dennis Polach, Alderperson Tom Rayome, and Michael Nelson.

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

1. Approval of the report from the May 11, 2023, Plan Commission meeting.

Motion by Goodreau to approve the report from the May 11, 2023 Plan Commission meeting; second by Thao.

Motion carried (6 – 0)

2. **23-000359; Michael Jan Nelson** – action on a request for an amendment to the City’s Comprehensive Plan, specifically map 7-2 Future Land Use Map, to reclassify the parcel located at 420 First Avenue South (Parcel ID 3402629) from a Commercial land use classification to a Residential land use classification.

Carrie Edmondson provided background on the proposal and a summary of the request. Staff recommended approval of the amendment to the City’s Comprehensive Plan. Ms. Edmondson noted that the public hearing would take place at the Common Council meeting.

Motion by Goodreau to approve the request for an amendment to the City’s Comprehensive Plan, specifically map 7-2 Future Land Use Map, to reclassify the parcel located at 420 First Avenue South (Parcel ID 3402629) from a Commercial land use classification to a Residential land use classification; second by Austin.

Motion carried (6 – 0)

3. **23-000359; Michael Jan Nelson** – public hearing and action on a request for a zoning map amendment to rezone the parcel located at 420 First Avenue South (Parcel ID 3402629) from B-3 Neighborhood Commercial District to R-2 Mixed Residential District.

Carrie Edmondson provided a synopsis of the request. Approval was recommended being that it is consistent with the City’s Comprehensive Plan and other planning documents.

Public hearing opened at 4:09 p.m.

Speaking in favor: none

Speaking against: none

Public hearing closed at 4:10 p.m.

Thad Kubisiak asked if it would be possible to re-zone the parcel back to B-3 in the future if it were to be requested and Kyle Kearns responded.

Motion by Blaser to approve the request for a zoning map amendment to rezone the parcel located at 420 First Avenue South (Parcel ID 3402629) from B-3 Neighborhood Commercial District to R-2 Mixed Residential District; second by Goodreau.

Motion carried (6 – 0)

4. Adjourn

Motion by Kubisiak to adjourn the meeting; second by Thao.

Motion carried (6 – 0)

Meeting adjourned at 4:13 p.m.

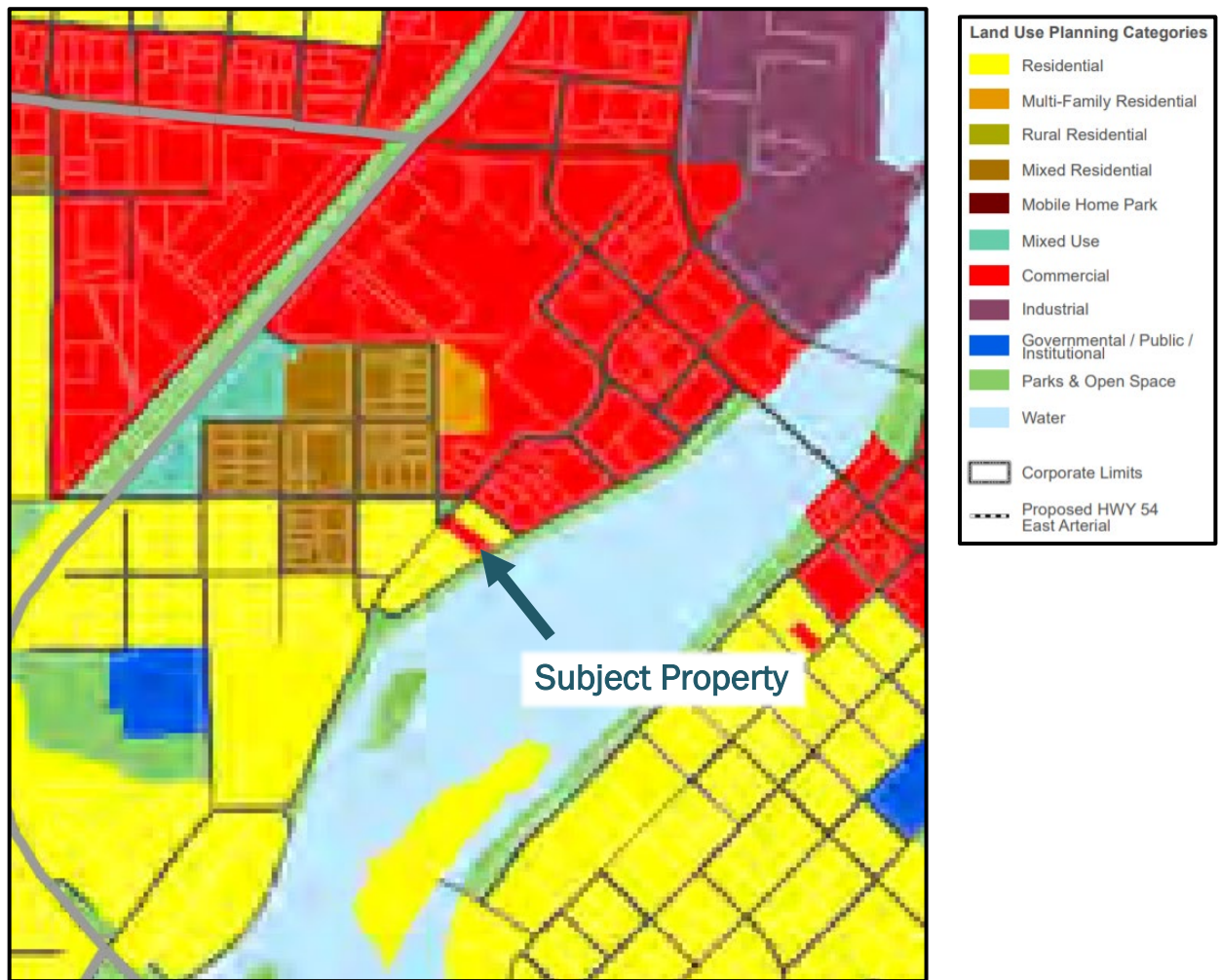
Respectfully Submitted by Erika Esser, Secretary

ORDINANCE NO. MC_____
CITY OF WISCONSIN RAPIDS

A GENERAL ORDINANCE OF THE CITY OF WISCONSIN RAPIDS AMENDING THE FUTURE LAND USE MAP – MAP 7.2 OF THE CITY OF WISCONSIN RAPIDS COMPREHENSIVE PLAN – FROM A COMMERCIAL TO A RESIDENTIAL LAND USE CLASSIFICATION AT 420 1ST AVENUE SOUTH (PARCEL # 3402629) AND DESCRIBED AS LOT 21 OF ASSESSORS PLAT 16, CITY OF WISCONSIN RAPIDS, WOOD COUNTY, WISCONSIN.

NOW, THEREFORE, THE COMMON COUNCIL OF THE CITY OF WISCONSIN RAPIDS DOES ORDAIN AS FOLLOWS:

SECTION I Map 7.2, Future Land Use Map, of the City of Wisconsin Rapids Comprehensive Plan is hereby amended to reflect a change of land use planning category from Commercial to Residential at 420 1st Avenue South (Parcel # 3402629).



SECTION II The Community Development Director is hereby directed to document the Map change of the City of Wisconsin Rapids Comprehensive Plan to conform to the provisions of this Ordinance, and said Map is declared amended accordingly.

SECTION III This ordinance shall take effect upon passage and publication.

Shane E. Blaser, Mayor

Jennifer M. Gossick, City Clerk

ADOPTED: June 20, 2023

APPROVED: June 20, 2023

PUBLISHED:

WOOD COUNTY CERTIFIED SURVEY MAP No.

PART OF LOT 1, WOOD COUNTY CERTIFIED SURVEY MAP NO. 7868, RECORDED IN VOLUME 27 OF CERTIFIED SURVEY MAPS, ON PAGE 68, AS DOCUMENT NO. 2003R16552, IN THE NORTHWEST 1/4 AND THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 21, TOWNSHIP 22 NORTH, RANGE 6 EAST, IN THE CITY OF WISCONSIN RAPIDS, WOOD COUNTY, WISCONSIN

SURVEYOR'S CERTIFICATE

STATE OF WISCONSIN
SAUK COUNTY

I, Scott Dischler, a professional land surveyor, certify that I have surveyed, divided, mapped and dedicated part of Lot 1, Wood County Certified Survey Map No. 7868, recorded in Volume 27 of Certified Survey Maps, on Page 68, as Document No. 2003R16552, in the Northwest 1/4 and the Southwest 1/4 of the Northeast 1/4 of Section 21, Township 22 North, Range 6 East, in the City of Wisconsin Rapids, Wood County, Wisconsin, which is bounded and described as follows:

Commencing at the North 1/4 corner of said Section 21; thence North 89°53'59" East, 35.00 feet to the east line of 24th Street South and to the Point of Beginning of this description; continue thence North 89°53'59" East, 890.60 feet; thence South 0°11'01" West, 798.72 feet; thence North 89°18'52" East, 360.10 feet to the west line of 28th Street; thence South 0°07'09" West, 48.55 feet along said west line; thence South 0°07'36" East, 466.21 feet along said west line; thence South 1°27'52" East, 868.89 feet along said west line to the northeasterly line of East Riverview Expressway (C.T.H. "W"); thence North 70°08'23" West, 916.46 feet along said northeasterly line; thence North 19°51'37" East, 10.00 feet along said northeasterly line; thence North 70°08'23" West, 372.08 feet along said northeasterly line; thence North 31°15'46" West, 84.55 feet along said northeasterly line to the east line of aforesaid 24th Street South; thence North 0°40'09" West, 345.14 feet along said east line; thence North 0°38'50" West, 1311.74 feet along said east line to the Point of Beginning. Said parcel contains 2,128,232 square feet or 48.857 acres of land, more or less.



That I have made the survey, land division, and map by the direction of **IMMANUEL EVANGELICAL LUTHERAN CHURCH**. That the map is a correct representation of all the exterior boundaries of the land surveyed and the land division thereof made. That I have complied with Chapter 236 of the Wisconsin Statutes and Chapter 12 of the City of Wisconsin Code of Ordinances in surveying, dividing and mapping the same.

Date: _____

Signature: _____

Scott Dischler, PLS #2605
Vierbicher Associates, Inc.
201 E. Main St., Suite 100
Reedsburg, WI

27 Mar 2023 - 4:38p M:\GEO\H Design Group\220207 - Immanuel Lutheran - Wisconsin Rapids\CAUD\CSX.dwg by: sds

 planners engineers advisors Phone: (800) 261-3898		FN: _____	SURVEYED FOR: IMMANUEL EVANGELICAL LUTHERAN CHURCH 111 11th STREET N WISCONSIN RAPIDS, WI 54494	C.S.M. No. _____	SHEET 2 OF 3
		DATE: _____		Doc. No. _____	
		REV: _____		Vol. _____ Page _____	
		Drafted By: BROZ			
		Checked By: SDIS			

WOOD COUNTY CERTIFIED SURVEY MAP No.

PART OF LOT 1, WOOD COUNTY CERTIFIED SURVEY MAP NO. 7868, RECORDED IN VOLUME 27 OF CERTIFIED SURVEY MAPS, ON PAGE 68, AS DOCUMENT NO. 2003R16552, IN THE NORTHWEST 1/4 AND THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 21, TOWNSHIP 22 NORTH, RANGE 6 EAST, IN THE CITY OF WISCONSIN RAPIDS, WOOD COUNTY, WISCONSIN

OWNER'S CERTIFICATE

IMMANUEL EVANGELICAL LUTHERAN CHURCH, as owner, certifies that said IMMANUEL EVANGELICAL LUTHERAN CHURCH caused the land described on this map to be surveyed, divided, and mapped as represented on this certified survey map. IMMANUEL EVANGELICAL LUTHERAN CHURCH does further certify that this map is required by s. 236.10 or s. 236.12 to be submitted to the following for approval or objection:
COMMON COUNCIL, CITY OF WISCONSIN RAPIDS

In witness whereof, the said IMMANUEL EVANGELICAL LUTHERAN CHURCH has caused these presents to be signed by

_____, its President and countersigned by _____, its Secretary, at Wisconsin Rapids, Wisconsin and its seal to be hereunto affixed this _____ day of _____, 20____.

In the presence of:
IMMANUEL EVANGELICAL LUTHERAN CHURCH

President

Secretary

State of Wisconsin)

County of _____)ss.

Personally came before me this _____ day of _____, 20____, _____ (name), the _____ President and _____ Secretary, of the above named IMMANUEL EVANGELICAL LUTHERAN CHURCH, to me known to be the persons who executed the foregoing instrument, and acknowledged that they executed the foregoing instrument as such President and Secretary of IMMANUEL EVANGELICAL LUTHERAN CHURCH, by its authority.

Notary Public, State of Wisconsin

Print Notary Name

My Commission expires: _____

CITY OF WISCONSIN RAPIDS COMMON COUNCIL RESOLUTION

COMMON COUNCIL RESOLUTION

Resolved that this certified survey map, located in the City of Wisconsin Rapids, is hereby approved by the Common Council of the City of Wisconsin Rapids, Wood County, Wisconsin.

Dated this _____ day of _____, 20____.

Signed: _____
Shane E. Blaser, Mayor of the City Wisconsin Rapids

I hereby certify that the foregoing resolution was adopted by the Common Council of the City of Wisconsin Rapids, Wood County, Wisconsin.

Dated this _____ day of _____, 20____.

Signed: _____
Jennifer M. Gossick, Clerk of the City Wisconsin Rapids

27 Mar 2023 - 4:38p M:\GEO\H Design Group\202027 - Immanuel Lutheran - Wisconsin Rapids\CA\DD\CSM.dwg By: sds

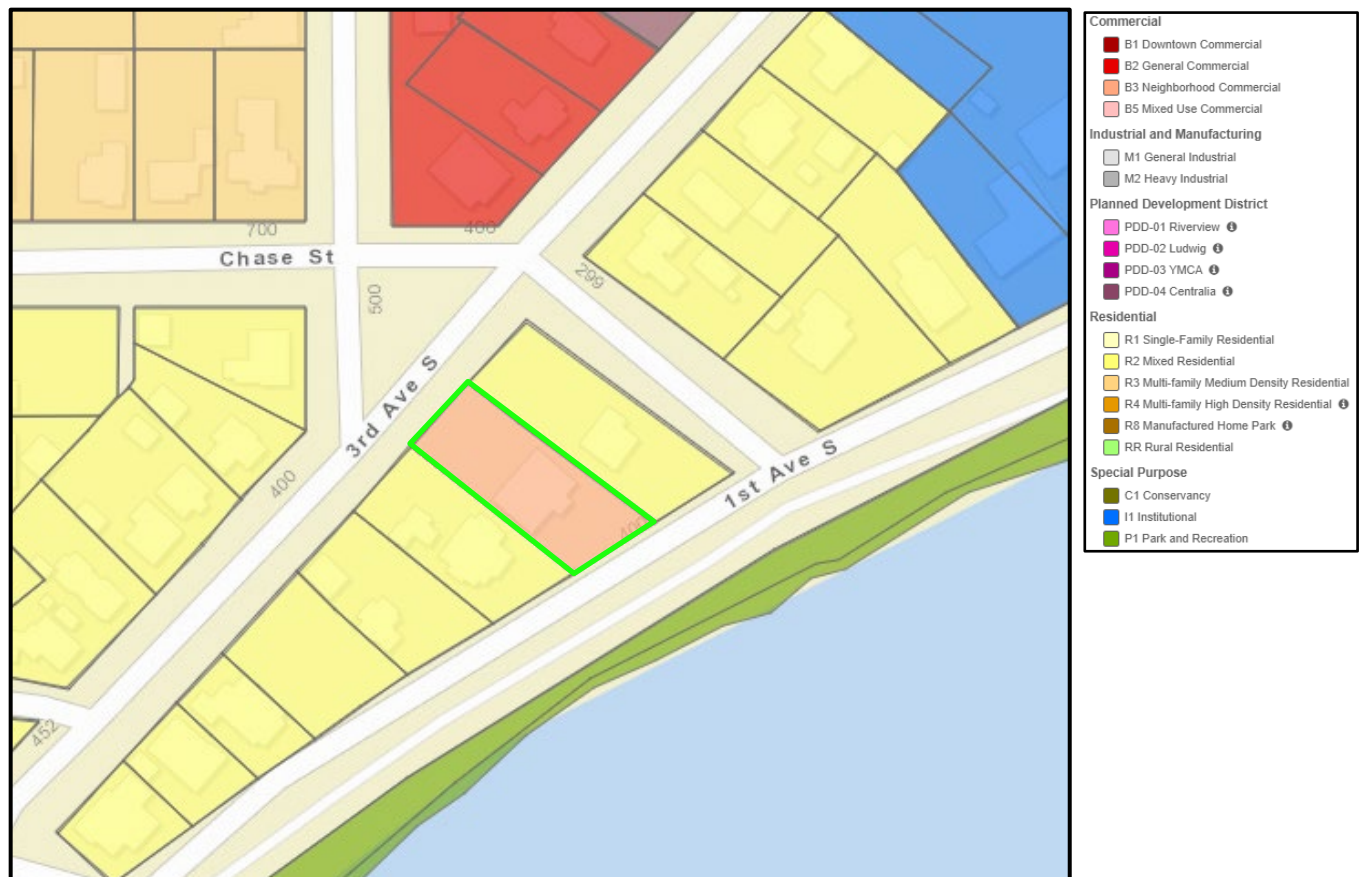


ORDINANCE NO. MC_____
CITY OF WISCONSIN RAPIDS

A GENERAL ORDINANCE OF THE CITY OF WISCONSIN RAPIDS AMENDING THE OFFICIAL ZONING MAP - CHAPTER 11 OF THE ZONING CODE - FROM B-3 NEIGHBORHOOD COMMERCIAL DISTRICT TO R-2 MIXED RESIDENTIAL DISTRICT AT 420 1ST AVENUE SOUTH (PARCEL # 3402629) AND DESCRIBED AS LOT 21 OF ASSESSORS PLAT 16, CITY OF WISCONSIN RAPIDS, WOOD COUNTY, WISCONSIN.

NOW, THEREFORE, THE COMMON COUNCIL OF THE CITY OF WISCONSIN RAPIDS DOES ORDAIN AS FOLLOWS:

SECTION I The Official Zoning Map of the City of Wisconsin Rapids is hereby amended to reflect a change of zoning from B-3 Neighborhood Commercial District to R-2 Mixed Residential District at 420 1st Avenue South (Parcel # 3402629).



SECTION II The Community Development Director is hereby directed to change the Official Zoning Map of the City of Wisconsin Rapids to conform to the provisions of this Ordinance, and said Map is declared amended accordingly.

SECTION III This ordinance shall take effect upon passage and publication.

Shane E. Blaser, Mayor

Jennifer M. Gossick, City Clerk

ADOPTED: June 20, 2023

APPROVED: June 20, 2023

PUBLISHED:



Report of the Finance and Property Committee

Matt Zacher, Chairperson
Dean Veneman, Vice-Chairperson
Jay Bemke

Date of Meeting: June 6, 2023
Reported to Council: June 20, 2023

The Finance and Property Committee met at 4:02 p.m. on Tuesday, June 6, 2023, 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 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 Zacher called the meeting to order at 4:02 p.m.

2. Consider a referral from the Fire Department regarding Funding for energy Audit findings

It was moved by Bemke, seconded by Veneman to approve funding up to \$5,500 for energy Audit findings. Motion carried, 3-0.

3. Consider a referral from the Fire Department regarding Discussion on Replacement of Truck 5

Staff was directed to provide a timeline of financial obligations to be considered at a future meeting. No action was taken on this item.

4. Consider a referral from the Public Works Department to review and approve the purchase of a Single Pass Automated Refuse Truck

It was moved by Bemke, seconded by Zacher to approve the purchase of Single Pass Automated Refuse Truck at a price not to exceed \$387,298 plus up to 10% over that amount to allow for any price increases that may occur prior to receiving the truck. Motion carried, 3-0.

5. Consider for approval a Taxicab License Renewal Application from Randy Weyaus for Gotta Go Taxi LLC

It was moved by Veneman, seconded by Bemke to approve a Taxicab License Renewal Application from Randy Weyaus for Gotta Go Taxi LLC, contingent on submission of a vehicle inspection report. Motion carried, 3-0.

6. Consider for approval a special event application, street closure request, and Temporary Retail Class "B" Fermented Malt Beverages license application for Heart of Wisconsin Chamber of Commerce, Inc., 1120 Lincoln Street, for an outdoor Off the Clock event to be held on Wednesday, July 12, 2023 (rain date: July 19, 2023) from 4:00 p.m. to 6:00 p.m. at Shopmaster, located at 850 Rosecrans Street

It was moved by Bemke, seconded by Veneman to approve a special event application, street closure request, and Temporary Retail Class "B" Fermented Malt Beverages license application for Heart of Wisconsin Chamber of Commerce, Inc., 1120 Lincoln Street, for an outdoor Off the Clock event to be held on Wednesday, July 12, 2023 (rain date: July 19, 2023) from 4:00 p.m. to 6:00 p.m. at Shopmaster, located at 850 Rosecrans Street. Motion carried, 3-0.

7. Consider for approval Temporary Retail Class "B" Fermented Malt Beverages Licenses for Central Wisconsin Cultural Center, Inc., 2651 Eighth Street South, for the following events:

- a. Music on the Patio events to be held from 6:00 p.m. to 9:00 p.m. on the following Fridays: June 23, July 28, and August 18, 2023;
- b. Exhibit Openings to be held from 5:30 p.m. to 7:30 p.m. on Friday, July 14 and Thursday, September 7, 2023;

c. Holiday Gifts & Art Fair event to be held from 5:30 p.m. to 7:30 p.m. on Thursday, November 9, 2023; and a Temporary Retail Class “B” Fermented Malt Beverages License and Temporary Retail “Class B” Wine License for an Art on Tap event to be held from 5:30 p.m. to 8:30 p.m. on Saturday, October 7, 2023

It was moved by Bemke, seconded by Zacher to approve Temporary Retail Class “B” Fermented Malt Beverages Licenses for Central Wisconsin Cultural Center, Inc., 2651 Eighth Street South, for the following events:

a. Music on the Patio events to be held from 6:00 p.m. to 9:00 p.m. on the following Fridays: June 23, July 28, and August 18, 2023;

b. Exhibit Openings to be held from 5:30 p.m. to 7:30 p.m. on Friday, July 14 and Thursday, September 7, 2023;

c. Holiday Gifts & Art Fair event to be held from 5:30 p.m. to 7:30 p.m. on Thursday, November 9, 2023; and a Temporary Retail Class “B” Fermented Malt Beverages License and Temporary Retail “Class B” Wine License for an Art on Tap event to be held from 5:30 p.m. to 8:30 p.m. on Saturday, October 7, 2023. Motion carried, 3-0.

8. Consider for approval a Temporary Retail Class “B” Fermented Malt Beverages License and a Temporary Retail “Class B” Wine License for Assumption Athletic Association, 445 Chestnut Street, for a Royal Golf Scramble event to be held on Friday, July 21, 2023 from 5:00 p.m. to 9:30 p.m.

It was moved by Veneman, seconded by Zacher to approve a Temporary Retail Class “B” Fermented Malt Beverages License and a Temporary Retail “Class B” Wine License for Assumption Athletic Association, 445 Chestnut Street, for a Royal Golf Scramble event to be held on Friday, July 21, 2023 from 5:00 p.m. to 9:30 p.m. Motion carried, 3-0.

9. Consider a request from Rapids LLC, D/B/A Westside Express Mart, Damodar Pandey, agent, for Retail Class “A” Fermented Malt Beverages and Retail “Class A” Intoxicating Liquor licenses for the premises located at 1040 West Grand Avenue

It was moved by Bemke, seconded by Veneman to approve a request from Rapids LLC, D/B/A Westside Express Mart, Damodar Pandey, agent, for Retail Class “A” Fermented Malt Beverages and Retail “Class A” Intoxicating Liquor licenses for the premises located at 1040 West Grand Avenue. Motion carried, 3-0.

10. Consider a request from BNK Mart LLC, Hari Raj Khanal, agent, for Retail Class “A” Fermented Malt Beverages and Retail “Class A” Intoxicating Liquor licenses for the premises located at 1711 Baker Drive

It was moved by Zacher, seconded by Veneman to approve a request from BNK Mart LLC, Hari Raj Khanal, agent, for Retail Class “A” Fermented Malt Beverages and Retail “Class A” Intoxicating Liquor licenses for the premises located at 1711 Baker Drive. Motion carried, 3-0.

11. Consider a request from Out of the Box Coffee House Inc., D/B/A Out of the Box Coffee House, Theresa Cashman, agent, for Retail Class “B” Fermented Malt Beverages and Retail “Class B” Intoxicating Liquor licenses for the premises located at 3820 8th Street South

It was moved by Veneman, seconded by Bemke to approve a request from Out of the Box Coffee House Inc., D/B/A Out of the Box Coffee House, Theresa Cashman, agent, for Retail Class “B” Fermented Malt Beverages and Retail “Class B” Intoxicating Liquor licenses for the premises located at 3820 8th Street South. Motion carried, 3-0.

12. Consider approval of the 2023-2024 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 Bemke, seconded by Zacher to approve the 2023-2024 “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.

13. Consider closing the following streets and suspending the open container ordinance for these streets and adjoining sidewalks, for the City’s 2023 4th of July Event from 3:00 p.m. to 11:59 p.m. on Tuesday, July 4, 2023 or the July 4th Fireworks rain date:

2nd Street from East Jackson Street to Mead Street,

Mead, Locust, Witter, Pine, Walnut, Maple, and Birch Streets from 2nd Street South to 3rd Street South,
Oak Street from 2nd Street North to 3rd Street North,
1st Street North from East Jackson Street to 2nd Street North,
Grand Avenue from 3rd Street to 3rd Avenue,
1st Avenue South from West Grand Avenue to Chase Street,
Johnson and Goggin Streets from 1st Avenue South to 3rd Avenue South,
2nd Avenue South from West Grand Avenue to Johnson Street

It was moved by Veneman, seconded by Zacher to approve the street closings and suspension of the open container ordinance for the streets and adjoining sidewalks for the City's 2023 4th of July Event from 3:00 p.m. to 11:59 p.m. on Tuesday, July 4, 202 or the July 4th Fireworks rain date as presented. Motion carried, 3-0.

14. Consider a recommendation from Statewide Services to deny a claim from Dan Roder for vehicle damage allegedly caused by a loose chunk of concrete in the roadway on 8th Street on April 27, 2023.

It was moved by Bemke, seconded by Veneman to deny a claim from Dan Roder for vehicle damage allegedly caused by a loose chunk of concrete in the roadway on 8th Street on April 27, 2023. Motion carried, 3-0.

15. 2023 Budget Amendment No. 2

It was moved by Zacher, seconded by Bemke to approve 2023 Budget Amendment No. 2. Motion carried, 3-0.

16. Budget discussion

The budget was discussed. No action was taken on this item.

17. Audit of the bills

It was moved by Bemke, seconded by Zacher to approved check numbers 16968 to 17333. Motion carried, 3-0.

18. Set next meeting date

The next regular Committee meeting will be on Tuesday, July 11, 2023 at 4:00 p.m.

19. Adjournment.

It was moved by Zacher, seconded by Bemke to adjourn. Motion carried, 3-0, and the meeting adjourned at 5:33 p.m.

Respectfully submitted,

Jennifer M. Gossick, City Clerk

Requestors Name:

Paul Vollert, Public Works Superintendent

Referral Language:

Review and approve purchase of a Single Pass Automated Refuse Trucks

Background Information:

Refuse truck are scheduled to be full service trucks for nine years, and then spend the last three years as a spare truck. In speaking with vendors, it may take twelve to twenty four months to take delivery on a truck. Currently you cannot order a 2024 model truck, they are giving prices for slots, once a slot becomes available you have a choice to proceed or not. Currently have a request for proposals from garbage truck manufactures with pricing due by noon on June 5. Pricing will be for current model year truck with an estimated or project pricing for the next available model year. To get the truck in 2025, request for a truck will need to be made this year as soon as possible.

Recommendation:

1. At this time I do not have a recommendation as I do not have the pricing. But I will email that out to you as soon as I can or bring the pricing to the meeting.

If financing is needed, how will it be financed?

By the equipment replacement fund for Public Works.

Taxicab License Application

License Year July 1, 2023 to June 30, 2024

Name of Applicant Randy Weyaus
 Business Name Gotta Go Taxi
 Business Address 1941 3rd St So
 City Wisconsin Rapids State WI Zip 54494
 Phone # 715 315 0231 Date of Birth: 9 3 1968
 # of Taxis 1

Vehicle #1	Vehicle #2
Make <u>Chrysler</u>	Make _____
Model <u>Town and Country</u>	Model _____
Year <u>2003</u>	Year _____
Passenger Capacity <u>6</u>	Passenger Capacity _____
State Certificate of Title # _____	State Certificate of Title # _____
License # <u>APK 1579</u>	License # _____
Dispatch System <u>Phone</u>	Dispatch System _____
Vehicle #3	Vehicle #4
Make _____	Make _____
Model _____	Model _____
Year _____	Year _____
Passenger Capacity _____	Passenger Capacity _____
State Certificate of Title # _____	State Certificate of Title # _____
License # _____	License # _____
Dispatch System _____	Dispatch System _____

Is your business located in a commercially-zoned area, as required by ordinance? No

Do you have adequate off-street parking at your business address to accommodate all of the cars to be used as taxi-cabs? yes

Have you filed a Certificate of Insurance with the city clerk showing that you have bodily injury liability limits of \$250,000 per person and \$500,000 per accident and property damage liability in the amount of \$100,000 per accident? yes

[Signature]
 Signature of Applicant

5-26-2023
 Date

The taxicab business license fee is \$75.00 per year or a prorated amount for any fractional part thereof. The license year shall commence July 1, 2023 and end June 30, 2024.

Fee paid 75.00 Receipt # 6070 Date paid 5/26/2023



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/21/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Spectrum Insurance Group Wisconsin Rapids
210 9th St S
PO Box 9
Wisconsin Rapids WI 54494

CONTACT NAME: Tina Schmidt**PHONE (A/C, No, Ext):** 715-423-2000**FAX (A/C, No):** 715-423-4360**E-MAIL ADDRESS:** tina.schmidt@spectruminsgroup.com**INSURER(S) AFFORDING COVERAGE****NAIC #****INSURER A:** National Indemnity Company**INSURER B:****INSURER C:****INSURER D:****INSURER E:****INSURER F:**

INSURED
Gotta Go Taxi LLC
1941 3rd St S
Wisconsin Rapids WI 54494

GOTTGOT-01

COVERAGES**CERTIFICATE NUMBER:** 105899280**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			72LPS044943	1/14/2023	1/14/2024	EACH OCCURRENCE \$ 500,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 500,000 GENERAL AGGREGATE \$ 1,000,000 PRODUCTS - COM/OP AGG \$ \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY			73APR412591	1/14/2023	1/14/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

City of Wisconsin Rapids
444 W. Grand Ave
Wisconsin Rapids WI 54495

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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CITY OF WISCONSIN RAPIDS
SPECIAL EVENTS/STREET CLOSURE
PERMIT APPLICATION

FOR OFFICE USE ONLY	
License Fee _____	Receipt # _____
Date _____	

FULL LEGAL NAME OF ORGANIZATION Heart of Wisconsin Chamber of Comm.

MAIN CONTACT Katie Wright PHONE NUMBER 715-422-4859

ADDRESS 1120 Lincoln St, Wisconsin Rapids, WI 54494

EVENT DAY CONTACT Katie Wright CELL PHONE NUMBER 715-422-4859

DATE OF EVENT (WITH EXACT START & END TIMES) July 12th, 2023 4p-6p

EVENT TITLE AND DESCRIPTION OF EVENT Community event serves as a networking opportunity and social. Guests can participate in a raffle, purchase food and enjoy music.

ACCURATE DESCRIPTION OF STREET(S) OR PUBLIC AREAS TO BE USED FOR EVENT
the dead end road where shopmaster is located.
850 Rosecrans St
Wisconsin Rapids, WI 54495

DETAILED DESCRIPTION OF USE FOR WHICH STREET CLOSURE PERMIT IS REQUESTED
please see attached map
attachment A

CHECK ALL THAT APPLY:

- ☒ Liability Insurance Attached
- ☐ IRS 501(c) Exempt Letter Attached
- ☒ Vending at Event
- ☒ Temporary Class "B"/Class "B" Retailers License
- ☐ Request Open Container Ordinance Suspension
- ☐ Affected Residence Contacted Regarding Street Closure

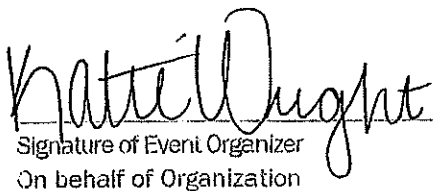
To ensure appropriate review of your Event, your site/route plan should be demonstrated in a clear and legible manner on a separate sheet of paper.

If the Organization is a bona fide tax exempt, non-profit entity, please attach a copy of your IRS 501(C) tax exemption letter.

Organization shall be responsible for set-up and clean-up; clean-up must be completed within 12 hours of event or by start of business week.

I certify that the information contained in the forgoing application, including the information contained in the event questionnaire and any other supporting documentation or forms, is true and correct to the best of my knowledge and that I have read, understand and agree to abide by the rules and regulations governing the proposed Event. I understand that this application is made subject to the rules and regulations established by the Common Council. The applicant agrees to comply with all other City, County, State, or Federal requirements which may pertain to the use of the event venue and the conduct of the event. I agree to abide by these rules, and further certify that I, on behalf of the organization, am also authorized to commit that organization, and therefore, agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the event to the City of Wisconsin Rapids.

I, on behalf of the organization, am also authorized to commit that the organization shall indemnify, defend, and hold harmless the city and its officers, employees, elected and appointed officials, and agents from and against any and all causes of action, claims, liabilities, obligations, judgments, or damages, including reasonable attorneys fees and costs of litigation, arising out of this event.

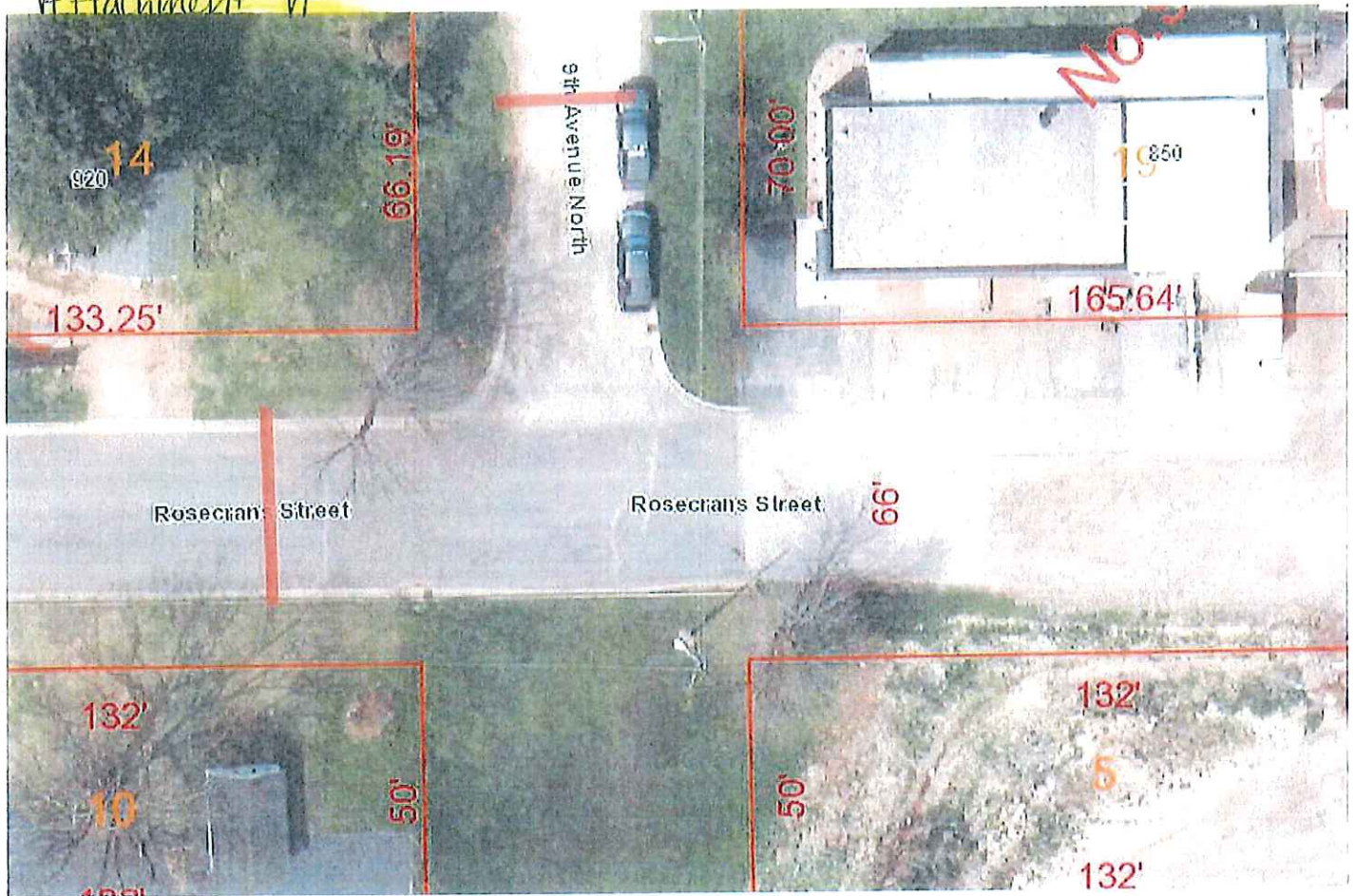


Signature of Event Organizer
On behalf of Organization

5-23-22

Date:

Attachment A



EVENT QUESTIONNAIRE

Please answer all questions:		NO	YES	Describe Specifically and Fully (how many, what, where, why)	Are you expecting the City to provide this service? Please indicate who or what you expect.
1.	Is the event open to the general public? List your estimated attendance.		X	estimated attendance 100-400	
2.	Have you reserved or rented your event's location? (Parks Department @ 421-8240 for park facilities)			n/a	
3.	Do you charge an admission or entry fee?	X		open to public and free to attend	
4.	Will there be wine or beer served?		X	beer only	
5.	If there will be wine/beer served, have you applied for and obtained a temporary liquor license with the City Clerk (421-8200) and arranged for licensed bartenders at the event?		X	please see attachment	
6.	If there will be wine/beer served, have you obtained and erected fencing to comply with the City's enclosure policy?			times 4:00p-6:00p July 12th n/a	
7.	Are you planning to erect a stage(s)? City staging may not be available.	X			
8.	Are you planning to have tents or temporary structures for the event? (This would require receiving a temporary structure permit from the Planning and Economic Development Department at 421-8228, and a safety inspection by the Fire Department. Have all underground utilities been located prior to pounding stakes or fence posts into the ground? Call Diggers Hotline (1-800-242-8511) for property at least 10 days prior to set up.	X			

9.	Will there be food or beverage vending? Have vendors passed inspection, received approval and been permitted by the Wood County Health Department? (421-8911)	X		Food will be served - details are coming. proper insurance will be submitted 2 weeks prior to event	
10.	Will there be other types of vending? Describe what and how many. Have you completed registration information to submit with your events application?	X			
11.	Have you provided sufficient restroom facilities or portable toilets for your event, in accordance with Wood County Health Department (421-8911) requirements?	X		Porta Potties	
12.	Have you provided sufficient refuse collection bins and arranged for cleanup of the premise after the event? Contact Parks Department (421-8240)	X			
13.	Is there entertainment such as bands, amplifiers, performances, etc., Have you notified neighboring residences in writing of the noise expectations of your event?	X			
14.	Does your event occur at night or continue into evening (dark) hours? If so, what is your plan for lighting and security?	X			
15.	Will there be fireworks or pyrotechnics at your event? Have you obtained permission from the Mayor and Fire Department? (423-1150)	X			

16.	Do you have an emergency plan in place for accidents, injuries, fires, severe weather, etc.?	X	THIS event will be rescheduled if there is inclement weather. Tentative rain date: July 19th 2023	
17.	Will your event require street closure? Have you notified your neighbors of your request to temporarily close the street and the affected times? Have you detailed the street closing plan on the events application to the city clerk?	X		
18.	Have you obtained orange safety vests and provided training for route guides on runs/walks?	X	n/a	
19.	Do you have traffic control, crossing assistance, security or parking issues with your event? Have you consulted with the Police Dept (423-4444)?	X	n/a	
20.	Have you obtained and provided to the Clerk adequate liability insurance with the City of Wisconsin Rapids named as the additional insured?	X		
21.	Have you provided a complete time schedule and location itinerary of the parade staging & route?	X		

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$5.00

Application Date: 05/23/2023

☐ Town ☐ Village ☒ City of Wisconsin Rapids

County of Wood

The named organization applies for: (check appropriate box(es).)

☒ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.

☐ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 7/12/23 4:00PM and ending 7/12/23 6:00PM and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

☐ Bona fide Club

☐ Church

☐ Lodge/Society

☐ Veteran's Organization

☐ Fair Association or Agricultural Society

☒ Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Heart of Wisconsin Chamber of Commerce

(b) Address 1120 Lincoln St Wisconsin Rapids, WI 54494

(Street)

☐ Town

☐ Village

☒ City

(c) Date organized 01/01/1948

(d) If corporation, give date of incorporation 01/01/1948

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☐

(f) Names and addresses of all officers:

President Staci Kivi- 1120 Lincoln St Wisconsin Rapids 54494

Vice President _____

Secretary _____

Treasurer _____

(g) Name and address of manager or person in charge of affair: Staci Kivi - 1120 Lincoln St

WI Rapids WI 54494

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number Rosecrans St

(b) Lot 850

Block 800

(c) Do premises occupy all or part of building? All of the building, outdoor area, and closed street.

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: _____

3. Name of Event

(a) List name of the event Off the Clock

(b) Dates of event 07/12/2022 - 07/12/2023

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer

[Signature] 5/23/2023
(Signature / Date)

Heart of Wisconsin Chamber of Commerce
(Name of Organization)

Date Filed with Clerk _____

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$5.00

Application Date: 04/25/2023

☐ Town ☐ Village ☒ City of Wisconsin Rapids

County of Wood

The named organization applies for: (check appropriate box(es).)

☒ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.

☐ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 06/23/2023 6⁰⁰pm and ending 06/23/2023 9⁰⁰pm and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

☐ Bona fide Club

☐ Church

☐ Lodge/Society

☐ Veteran's Organization

☐ Fair Association or Agricultural Society

☒ Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Central Wisconsin Cultural Center Inc.

(b) Address 2651 8th St S

(Street)

☐ Town

☐ Village

☒ City

(c) Date organized 12/16/1996

(d) If corporation, give date of incorporation 12/16/1996

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☒

(f) Names and addresses of all officers:

President Jim Lucas - 1930 1st St. North, Wisconsin Rapids, WI 54494

Vice President Alison Bruener - 3385 George Rd., Wisconsin Rapids, WI 54494

Secretary Jack Watkins - 2420 Crystal Ln, Wisconsin Rapids, WI 54494

Treasurer Scott Kellogg - 511 Elm St, Wisconsin Rapids, WI 54494

(g) Name and address of manager or person in charge of affair: Stephany Hartman - 3130 45th Ct, Wisconsin Rapids, WI 54494

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number 2651 8th Street South

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? All

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: _____

3. Name of Event

(a) List name of the event Music on the Patio - with Galyne Goodwill

(b) Dates of event 06/02/2023

23

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer

Stephany Hartman 4/25/23

(Signature / Date)

Central Wisconsin Cultural Center

(Name of Organization)

Date Filed with Clerk _____

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$5.00

Application Date: 04/25/2023

☐ Town ☐ Village ☒ City of Wisconsin Rapids

County of Wood

The named organization applies for: (check appropriate box(es).)

☒ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.

☐ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 07/28/2023 6:00 pm and ending 07/28/2023 9:00 pm and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

☐ Bona fide Club

☐ Church

☐ Lodge/Society

☐ Veteran's Organization

☐ Fair Association or Agricultural Society

☒ Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Central Wisconsin Cultural Center Inc.

(b) Address 2651 8th St S

(Street)

☐ Town

☐ Village

☒ City

(c) Date organized 12/16/1996

(d) If corporation, give date of incorporation 12/16/1996

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☒

(f) Names and addresses of all officers:

President Jim Lucas - 1930 1st St. North, Wisconsin Rapids, WI 54494

Vice President Alison Bruener - 3385 George Rd., Wisconsin Rapids, WI 54494

Secretary Jack Watkins - 2420 Crystal Ln, Wisconsin Rapids, WI 54494

Treasurer Scott Kellogg - 511 Elm St, Wisconsin Rapids, WI 54494

(g) Name and address of manager or person in charge of affair: Stephany Hartman - 3130 45th Ct, Wisconsin Rapids, WI 54494

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number 2651 8th Street South

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? All

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: _____

3. Name of Event

(a) List name of the event Music on the Patio with Manic on Tuesday

(b) Dates of event 07/28/2023

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer

Stephany Hartman 4/25/23
(Signature / Date)

Central Wisconsin Cultural Center
(Name of Organization)

Date Filed with Clerk _____

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$5.00

Application Date: 04/25/2023

☐ Town ☐ Village ☒ City of Wisconsin Rapids

County of Wood

The named organization applies for: (check appropriate box(es).)

☒ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.

☐ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 08/18/2023 6⁰⁰ PM and ending 08/18/2023 9⁰⁰ PM and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

☐ Bona fide Club

☐ Church

☐ Lodge/Society

☐ Veteran's Organization

☐ Fair Association or Agricultural Society

☒ Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Central Wisconsin Cultural Center Inc.

(b) Address 2651 8th St S

(Street)

☐ Town

☐ Village

☒ City

(c) Date organized 12/16/1996

(d) If corporation, give date of incorporation 12/16/1996

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☒

(f) Names and addresses of all officers:

President Jim Lucas - 1930 1st St. North, Wisconsin Rapids, WI 54494

Vice President Alison Bruener - 3385 George Rd., Wisconsin Rapids, WI 54494

Secretary Jack Watkins - 2420 Crystal Ln, Wisconsin Rapids, WI 54494

Treasurer Scott Kellogg - 511 Elm St, Wisconsin Rapids, WI 54494

(g) Name and address of manager or person in charge of affair: Stephany Hartman - 3130 45th Ct, Wisconsin Rapids, WI 54494

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number 2651 8th Street South

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? All

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: _____

3. Name of Event

(a) List name of the event Music on the Patio with the Antonettes

(b) Dates of event 08/18/2023

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer:

Stephany Hartman 4/25/23
(Signature / Date)

Central Wisconsin Cultural Center
(Name of Organization)

Date Filed with Clerk _____

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$5.00

Application Date: 04/25/2023

☐ Town ☐ Village ☒ City of Wisconsin Rapids

County of Wood

The named organization applies for: (check appropriate box(es).)

☒ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.

☐ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 07/14/2023 5:30 pm and ending 07/14/2023 7:30 pm and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

☐ Bona fide Club

☐ Church

☐ Lodge/Society

☐ Veteran's Organization

☐ Fair Association or Agricultural Society

☒ Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Central Wisconsin Cultural Center Inc.

(b) Address 2651 8th St S

(Street)

☐ Town

☐ Village

☒ City

(c) Date organized 12/16/1996

(d) If corporation, give date of incorporation 12/16/1996

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(f) Names and addresses of all officers:

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Vice President Alison Bruener - 3385 George Rd., Wisconsin Rapids, WI 54494

Secretary Jack Watkins - 2420 Crystal Ln, Wisconsin Rapids, WI 54494

Treasurer Scott Kellogg - 511 Elm St, Wisconsin Rapids, WI 54494

(g) Name and address of manager or person in charge of affair: Stephany Hartman - 3130 45th Ct, Wisconsin Rapids, WI 54494

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number 2651 8th Street South

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? All

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: _____

3. Name of Event

(a) List name of the event Exhibit Opening

(b) Dates of event 07/14/2023

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer

Stephany Hartman 4/25/23
(Signature / Date)

Central Wisconsin Cultural Center
(Name of Organization)

Date Filed with Clerk _____

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$5.00

Application Date: 04/25/2023

☐ Town ☐ Village ☒ City of Wisconsin Rapids

County of Wood

The named organization applies for: (check appropriate box(es).)

☒ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.

☐ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 09/07/2023 5:30 PM and ending 09/07/2023 7:30 PM and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

☐ Bona fide Club

☐ Church

☐ Lodge/Society

☐ Veteran's Organization

☐ Fair Association or Agricultural Society

☒ Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Central Wisconsin Cultural Center Inc.

(b) Address 2651 8th St S

(Street)

☐ Town

☐ Village

☒ City

(c) Date organized 12/16/1996

(d) If corporation, give date of incorporation 12/16/1996

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☒

(f) Names and addresses of all officers:

President Jim Lucas - 1930 1st St. North, Wisconsin Rapids, WI 54494

Vice President Alison Bruener - 3385 George Rd., Wisconsin Rapids, WI 54494

Secretary Jack Watkins - 2420 Crystal Ln, Wisconsin Rapids, WI 54494

Treasurer Scott Kellogg - 511 Elm St, Wisconsin Rapids, WI 54494

(g) Name and address of manager or person in charge of affair: Stephany Hartman - 3130 45th Ct, Wisconsin Rapids, WI 54494

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number 2651 8th Street South

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? All

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: _____

3. Name of Event

(a) List name of the event Exhibit Opening

(b) Dates of event 09/07/2023

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer

Stephany Hartman 4/25/23
(Signature / Date)

Central Wisconsin Cultural Center
(Name of Organization)

Date Filed with Clerk _____

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$5.00

Application Date: 04/25/2023

☐ Town ☐ Village ☒ City of Wisconsin Rapids

County of Wood

The named organization applies for: (check appropriate box(es).)

☒ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.

☐ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 11/09/2023 5:30 pm and ending 11/09/2023 7:30 pm and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

☐ Bona fide Club

☐ Church

☐ Lodge/Society

☐ Veteran's Organization

☐ Fair Association or Agricultural Society

☒ Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Central Wisconsin Cultural Center Inc

(b) Address 2651 8th St S, Wisconsin Rapids, WI 54494

(Street)

☐ Town

☐ Village

☒ City

(c) Date organized 12/16/1996

(d) If corporation, give date of incorporation 12/16/1996

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☒

(f) Names and addresses of all officers:

President Jim Lucas - 1930 1st St North Wisconsin Rapids, WI 54494

Vice President Alison Bruener - 3385 George Rd., Wisconsin Rapids, WI 54494

Secretary Jack Watkins - 2420 Crystal Ln., Wisconsin Rapids, WI 54494

Treasurer Scott Kellogg - 511 Elm St., Wisconsin Rapids, WI 54494

(g) Name and address of manager or person in charge of affair: Stephany Hartman - 3130 45th Ct., Wisconsin Rapids, WI 54494

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number 2651 8th St

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? All

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: _____

3. Name of Event

(a) List name of the event Holiday Gifts & Art Fair - Opening Evening

(b) Dates of event 11/09/2023

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer

Stephany Hartman 4/25/23
(Signature / Date)

Central Wisconsin Cultural Center
(Name of Organization)

Date Filed with Clerk _____

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$10.00

Application Date: 04/25/2023

☐ Town ☐ Village ☒ City of Wisconsin Rapids

County of Wood

The named organization applies for: (check appropriate box(es).)

☒ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.

☒ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 10/07/2023 and ending 10/07/2023 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

☐ Bona fide Club

☐ Church

☐ Lodge/Society

☐ Veteran's Organization

☐ Fair Association or Agricultural Society

☒ Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Central Wisconsin Cultural Center Inc.

(b) Address 2651 8th St S

(Street)

☐ Town

☐ Village

☒ City

(c) Date organized 12/16/1996

(d) If corporation, give date of incorporation 12/16/1996

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☒

(f) Names and addresses of all officers:

President Jim Lucas - 1930 1st St. North, Wisconsin Rapids, WI 54494

Vice President Alison Bruener - 3385 George Rd., Wisconsin Rapids, WI 54494

Secretary Jack Watkins - 2420 Crystal Ln, Wisconsin Rapids, WI 54494

Treasurer Scott Kellogg - 511 Elm St, Wisconsin Rapids, WI 54494

(g) Name and address of manager or person in charge of affair: Stephany Hartman - 3130 45th Ct, Wisconsin Rapids, WI 54494

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number 2651 8th Street South

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? All

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: _____

3. Name of Event

(a) List name of the event Art on Tap

(b) Dates of event 10/07/2023

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer

Stephany Hartman 4/25/23
(Signature / Date)

Central Wisconsin Cultural Center
(Name of Organization)

Date Filed with Clerk _____

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____

pd \$5.00 5/30/2023 6071

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 5.00

Application Date: MAY 30, 2023

☐ Town ☐ Village ☒ City of WISCONSIN RAPIDS

County of WOOD

The named organization applies for: (check appropriate box(es).)

☒ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.

☒ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 7/21/23 5:00pm and ending 7/21/23 - 9:30pm and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

☐ Bona fide Club

☒ Church

☐ Lodge/Society

☐ Veteran's Organization

☐ Fair Association or Agricultural Society

☐ Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name ASSUMPTION ATHLETIC ASSOC.

(b) Address 445 CHESTNUT STREET
(Street)

☐ Town

☐ Village

☒ City

(c) Date organized 7/21/23 1955

(d) If corporation, give date of incorporation _____

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☐

(f) Names and addresses of all officers:

President BOB ZIRKHAUSEN, 210 ZIRKEN ST. NELOOSA

Vice President JOE ZIRKHAUSEN, 4612 RIDGEVIEW CT.

Secretary _____

Treasurer _____

(g) Name and address of manager or person in charge of affair: JOE ZIRKHAUSEN, 4612 RIDGEVIEW CT.
(715) 422-0915 WIS. RAPIDS WI 534194

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number 445 CHESTNUT STREET

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? PART

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: ENTIRE BUILDING, OUTSIDE, BACKYARD.

3. Name of Event

(a) List name of the event ROYAL GOLF SKRAMBLE

(b) Dates of event 7/21/23

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer JOE ZIRKHAUSEN 5/30/23
(Signature / Date)

ASSUMPTION ATHLETIC ASSOC.
(Name of Organization)

Date Filed with Clerk _____

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____

ATTENTION - click mouse in "For the license period beginning" field to begin and tab throughout. Use mouse to check appropriate boxes, spacebar or enter.

6036 \$20.00
5/8/2027

Save Print Clear

Original Alcohol Beverage Retail License Application

(Submit to municipal clerk.)

For the license period beginning: 6/21/2023 ending: 6/30/2028

To the Governing Body of the: [] Town of [] Village of [x] City of Wisc Rapids

County of Wood Aldermanic Dist. No. (if required by ordinance)

Check one: [] Individual [x] Limited Liability Company [] Partnership [] Corporation/Nonprofit Organization

Applicant's Wisconsin Seller's Permit Number 456103141470204
FEIN Number 923784721

TYPE OF LICENSE REQUESTED	FEE
[x] Class A beer	\$
[] Class B beer	\$
[] Class C wine	\$
[x] Class A liquor	\$
[] Class A liquor (cider only)	\$ N/A
[] Class B liquor	\$
[] Reserve Class B liquor	\$
[] Class B (wine only) winery	\$
Publication fee	\$ 20.00
TOTAL FEE	\$

Name (individual / partners give last name, first, middle; corporations / limited liability companies give registered name)
Rapids LLC

An "Auxiliary Questionnaire," Form AT-103, must be completed and attached to this application by each individual applicant, by each member of a partnership, and by each officer, director and agent of a corporation or nonprofit organization, and by each member/manager and agent of a limited liability company. List the full name and place of residence of each person.

President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Subedi	Puspa	Raj	3045 Winnipeg St., Menasha, WI 54952
Vice President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Secretary / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Treasurer / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Pandey	Damodar		209 W Calumet St., Apt#3, Appleton, WI 54915
Agent Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

1. Trade Name Westside Express Mart Business Phone Number
2. Address of Premises 1040 W Grand Ave., Wisc Rapids Post Office & Zip Code 54495

3. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.)


Alcohol beverages are sold over the counter and are stored at the cooler, shelves, and storages area located at 1040 W Grand Ave., Wisc Rapids, WI 54495

ENTIRE FIRST FLOOR

4. Legal description (omit if street address is given above):
5. (a) Was this premises licensed for the sale of liquor or beer during the past license year? [x] Yes [] No
(b) If yes, under what name was license issued? Westside Express Mart

6. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? **If yes, explain** ☐ Yes ☒ No
7. Is the applicant an employee or agent of, or acting on behalf of anyone except the named applicant? ☐ Yes ☒ No
If yes, explain.
8. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? **If yes, explain** ☐ Yes ☒ No
9. (a) **Corporate/limited liability company applicants only:** Insert state WI and date 04/30/2023 of registration.
- (b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? **If yes, explain** ☐ Yes ☒ No
- (c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? **If yes, explain.** ☐ Yes ☒ No
10. Does the applicant understand they must register as a Retail Beverage Alcohol Dealer with the federal government, Alcohol and Tobacco Tax and Trade Bureau (TTB) by filing (TTB form 5630.5d) before beginning business? [phone 1-877-882-3277] ☒ Yes ☐ No
11. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776] ☒ Yes ☐ No
12. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? ☒ Yes ☐ No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000. Signer agrees to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants, or one member of a partnership applicant must sign; one corporate officer, one member/manager of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

Contact Person's Name (Last, First, M.I.) Pandey, Damodar	Title/Member Member	Date 05/07/2023
Signature 	Phone Number 9205403310	Email Address wirapids1@gmail.com

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk 5/8/2023	Date reported to council / board	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	

Schedule for Appointment of Agent by Corporation / Nonprofit Organization or Limited Liability Company

Submit to municipal clerk.

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent. The following questions must be answered by the agent. The appointment must be signed by an officer of the corporation/organization or one member/manager of a limited liability company and the recommendation made by the proper local official.

To the governing body of: ☐ Town ☐ Village ☒ City of Wisconsin Rapids County of Wood

The undersigned duly authorized officer/member/manager of Rapids LLC
(Registered Name of Corporation / Organization or Limited Liability Company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as Westside Express Mart
(Trade Name)

located at 1040 W Grand Ave., Wise Rapids, WI 54495

appoints Damodar Pandey
(Name of Appointed Agent)
209 W Calumet Dr., Appleton, WI 54915
(Home Address of Appointed Agent)

to act for the corporation/organization/limited liability company with full authority and control of the premises and of all business relative to alcohol beverages conducted therein. Is applicant agent presently acting in that capacity or requesting approval for any corporation/organization/limited liability company having or applying for a beer and/or liquor license for any other location in Wisconsin?

☐ Yes ☒ No If so, indicate the corporate name(s)/limited liability company(ies) and municipality(ies).

Is applicant agent subject to completion of the responsible beverage server training course? ☒ Yes ☒ No
How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? _____

Place of residence last year 209 W Calumet Dr., Appleton WI 54915

For: Rapids LLC
(Name of Corporation / Organization / Limited Liability Company)

By: _____
(Signature of Officer / Member / Manager)

Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

ACCEPTANCE BY AGENT

I, Damodar Pandey, hereby accept this appointment as agent for the
(Print / Type Agent's Name)

corporation/organization/limited liability company and assume full responsibility for the conduct of all business relative to alcohol beverages conducted on the premises for the corporation/organization/limited liability company.

[Signature] 05/02/23 Agent's age 30
(Signature of Agent) (Date)
209 W Calumet Dr., Appleton WI 54915 Date of birth 11/13/1993
(Home Address of Agent)

APPROVAL OF AGENT BY MUNICIPAL AUTHORITY (Clerk cannot sign on behalf of Municipal Official)

I hereby certify that I have checked municipal and state criminal records. To the best of my knowledge, with the available information, the character, record and reputation are satisfactory and I have no objection to the agent appointed.

Approved on 5/16/2023 by [Signature] Title Deputy Chief of Police
(Date) (Signature of Proper Local Official) (Town Chair, Village President, Police Chief)

I-YI - click mouse in "I" or the license period beginning field to begin and tab throughout. Use mouse to check appropriate boxes, spacebar or enter.

6063 420.0 5/31/2023

Save

Print

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Original Alcohol Beverage Retail License Application

(Submit to municipal clerk.)

For the license period beginning: (mm dd yyyy) ending: (mm dd yyyy)

To the Governing Body of the: ☐ Town of ☐ Village of ☒ City of } Wisconsin Rapids

County of Wood Aldermanic Dist. No. (if required by ordinance)

Check one: ☐ Individual ☒ Limited Liability Company ☐ Partnership ☐ Corporation/Nonprofit Organization

Applicant's Wisconsin Seller's Permit Number 456 103140946904	
FEIN Number 923943536	
TYPE OF LICENSE REQUESTED	FEE
<input checked="" type="checkbox"/> Class A beer	\$
<input type="checkbox"/> Class B beer	\$
<input type="checkbox"/> Class C wine	\$
<input checked="" type="checkbox"/> Class A liquor	\$
<input type="checkbox"/> Class A liquor (cider only)	\$ N/A
<input type="checkbox"/> Class B liquor	\$
<input type="checkbox"/> Reserve Class B liquor	\$
<input type="checkbox"/> Class B (wine only) winery	\$
Publication fee	\$
TOTAL FEE	\$

Name (individual / partners give last name, first, middle; corporations / limited liability companies give registered name)

BNK MART LLC

An "Auxiliary Questionnaire," Form AT-103, must be completed and attached to this application by each individual applicant, by each member of a partnership, and by each officer, director and agent of a corporation or nonprofit organization, and by each member/manager and agent of a limited liability company. List the full name and place of residence of each person.

President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Khanal	Hari	Raj	3082 Winnipeg St Menasha WI 54952
Vice President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Gautam	Krishna	Prasad	2213 S. Maple Crest Drive Appleton WI 54915
Secretary / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Sybedi	Raju		135 Lake Shore Drive Gillett WI 54924
Treasurer / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Agent Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Khanal	Hari	Raj	3082 Winnipeg Street Menasha WI 54952
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

1. Trade Name BNK MART LLC Business Phone Number 745-423-6876
2. Address of Premises 1711 Baker Drive Post Office & Zip Code Wisconsin Rapid 54494

3. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.)

inside the building premises

ENTIRE FIRST FLOOR

4. Legal description (omit if street address is given above):

5. (a) Was this premises licensed for the sale of liquor or beer during the past license year? ☒ Yes ☐ No

(b) If yes, under what name was license issued? Fast Fuel Mart

6. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? If yes, explain ☒ Yes ☐ No
7. Is the applicant an employee or agent of, or acting on behalf of anyone except the named applicant? ☐ Yes ☒ No
If yes, explain.
8. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? If yes, explain ☐ Yes ☒ No
9. (a) Corporate/limited liability company applicants only: Insert state WI and date 5/18/2023 of registration.
- (b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? If yes, explain ☐ Yes ☒ No
- (c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? ☒ Yes ☐ No
If yes, explain.
PNH LLC
601 Lawe St Kaukauna WI 54130
10. Does the applicant understand they must register as a Retail Beverage Alcohol Dealer with the federal government, Alcohol and Tobacco Tax and Trade Bureau (TTB) by filing (TTB form 5630.5d) before beginning business? [phone 1-877-882-3277] ☒ Yes ☐ No
11. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776] ☒ Yes ☐ No
12. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? ☒ Yes ☐ No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000. Signer agrees to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants, or one member of a partnership applicant must sign; one corporate officer, one member/manager of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

Contact Person's Name (Last, First, M.I.) <u>Khanal Hari Bai</u>	Title/Member <u>member</u>	Date <u>5/22/2023</u>
Signature <u>H Khanal</u>	Phone Number <u>920-475-0600</u>	Email Address <u>skypemarketing1109@gmail.com</u>

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>5/24/2023</u>	Date reported to council / board	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	

Schedule for Appointment of Agent by Corporation / Nonprofit Organization or Limited Liability Company

Submit to municipal clerk.

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent. The following questions must be answered by the agent. The appointment must be signed by an officer of the corporation/organization or one member/manager of a limited liability company and the recommendation made by the proper local official.

To the governing body of: ☐ Town ☐ Village of Wisconsin Rapid County of Wood
☒ City

The undersigned duly authorized officer/member/manager of BNK Mart LLC
(Registered Name of Corporation / Organization or Limited Liability Company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as BNK Mart LLC
(Trade Name)

located at 1741 Baker Drive Wisconsin Rapid WI 54494

appoints Hari Raj Khana
(Name of Appointed Agent)

3082 Winnipeg St Menasha WI 54951
(Home Address of Appointed Agent)

to act for the corporation/organization/limited liability company with full authority and control of the premises and of all business relative to alcohol beverages conducted therein. Is applicant agent presently acting in that capacity or requesting approval for any corporation/organization/limited liability company having or applying for a beer and/or liquor license for any other location in Wisconsin?

☐ Yes ☒ No If so, indicate the corporate name(s)/limited liability company(ies) and municipality(ies).

Is applicant agent subject to completion of the responsible beverage server training course? ☒ Yes ☐ No

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? Since 2006

Place of residence last year 3082 Winnipeg St Menasha WI 54951

For: BNK Mart LLC
(Name of Corporation / Organization / Limited Liability Company)

By: H Khana
(Signature of Officer / Member / Manager)

Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

ACCEPTANCE BY AGENT

I, Hari Raj Khana, hereby accept this appointment as agent for the
(Print / Type Agent's Name)

corporation/organization/limited liability company and assume full responsibility for the conduct of all business relative to alcohol beverages conducted on the premises for the corporation/organization/limited liability company.

H Khana 5/22/2023
(Signature of Agent) (Date)

3082 Winnipeg St Menasha WI 54951 Agent's age 40
(Home Address of Agent) Date of birth 08/29/1983

APPROVAL OF AGENT BY MUNICIPAL AUTHORITY (Clerk cannot sign on behalf of Municipal Official)

I hereby certify that I have checked municipal and state criminal records. To the best of my knowledge, with the available information, the character, record and reputation are satisfactory and I have no objection to the agent appointed.

Approved on _____ by _____ Title _____
(Date) (Signature of Proper Local Official) (Town Chair, Village President, Police Chief)

Original Alcohol Beverage Retail License Application

(Submit to municipal clerk.)

For the license period beginning: _____ ending: _____
(mm dd yyyy) (mm dd yyyy)To the Governing Body of the: ☐ Town of } Wisconsin Rapids
☐ Village of }
☒ City of }County of Wood Aldermanic Dist. No. _____
(if required by ordinance)Check one: ☐ Individual ☐ Limited Liability Company
☐ Partnership ☒ Corporation/Nonprofit Organization

Applicant's Wisconsin Seller's Permit Number <u>456-103198277-04</u>	
FEIN Number <u>8828398766</u>	
TYPE OF LICENSE REQUESTED	FEE
<input type="checkbox"/> Class A beer	\$
<input checked="" type="checkbox"/> Class B beer	\$
<input type="checkbox"/> Class C wine	\$
<input type="checkbox"/> Class A liquor	\$
<input type="checkbox"/> Class A liquor (cider only)	\$ N/A
<input checked="" type="checkbox"/> Class B liquor	\$
<input type="checkbox"/> Reserve Class B liquor	\$
<input type="checkbox"/> Class B (wine only) winery	\$
Publication fee	\$
TOTAL FEE	\$

Name (individual / partners give last name, first, middle; corporations / limited liability companies give registered name)

Out of the Box Coffee House Inc

An "Auxiliary Questionnaire," Form AT-103, must be completed and attached to this application by each individual applicant, by each member of a partnership, and by each officer, director and agent of a corporation or nonprofit organization, and by each member/manager and agent of a limited liability company. List the full name and place of residence of each person.

President / Member Last Name <u>Cashman</u>	(First) <u>Theresa</u>	(Middle Name) <u>Lynn</u>	Home Address (Street, City or Post Office, & Zip Code) <u>1744 Tawline Road</u>
Vice President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Secretary / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Treasurer / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Agent Last Name <u>Cashman</u>	(First) <u>Theresa</u>	(Middle Name) <u>Lynn</u>	Home Address (Street, City or Post Office, & Zip Code) <u>1744 Tawline Road</u>
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

1. Trade Name Out of the Box Coffee House Inc Business Phone Number 715-421-5282
2. Address of Premises 3820 8th St S. Post Office & Zip Code 54494

3. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.)

Alcohol will be offered for guests for on site consumption
* retail.Rooftop seating and indoor seating.Stored in small amounts in refrigeration.Premises is the entire building - indoor and outdoor.4. Legal description (omit if street address is given above): 3820 8th St S.5. (a) Was this premises licensed for the sale of liquor or beer during the past license year? ☒ Yes ☐ No(b) If yes, under what name was license issued? LLC - Now Inc.Out of the Box Coffee House LLC

6. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? If yes, explain ☒ Yes ☐ No
7. Is the applicant an employee or agent of, or acting on behalf of anyone except the named applicant? ☐ Yes ☒ No
If yes, explain.
8. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? If yes, explain ☐ Yes ☒ No
9. (a) **Corporate/limited liability company applicants only:** Insert state WI and date _____ of registration.
- (b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? If yes, explain ☐ Yes ☒ No
- (c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? If yes, explain. ☐ Yes ☒ No
10. Does the applicant understand they must register as a Retail Beverage Alcohol Dealer with the federal government, Alcohol and Tobacco Tax and Trade Bureau (TTB) by filing (TTB form 5630.5d) before beginning business? [phone 1-877-882-3277] ☒ Yes ☐ No
11. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776] ☒ Yes ☐ No
12. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? ☒ Yes ☐ No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000. Signer agrees to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants, or one member of a partnership applicant must sign; one corporate officer, one member/manager of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

Contact Person's Name (Last, First, M.I.) <u>Cashman Theresa Lynn</u>	Title/Member <u>member President</u>	Date <u>5/26/23</u>
Signature <u>Theresa Cashman</u>	Phone Number <u>715-421-5286</u>	Email Address <u>ccashcoffer@gmail.com</u>

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>5/26/2023</u>	Date reported to council / board	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	

Schedule for Appointment of Agent by Corporation / Nonprofit Organization or Limited Liability Company

Submit to municipal clerk.

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent. The following questions must be answered by the agent. The appointment must be signed by an officer of the corporation/organization or one member/manager of a limited liability company and the recommendation made by the proper local official.

To the governing body of: ☐ Town ☐ Village ☒ City of WISCONSIN RAPIDS County of WOOD

The undersigned duly authorized officer member/manager of Out of the Box Coffee House Inc
(Registered Name of Corporation / Organization or Limited Liability Company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as Out of the Box Coffee House
(Trade Name)

located at 3820 8th St S. Wis. Rapids, WI 54494

appoints Theresa Cashman
(Name of Appointed Agent)
1744 Tainline Road Wis Rapids, WI 54494
(Home Address of Appointed Agent)

to act for the corporation/organization/limited liability company with full authority and control of the premises and of all business relative to alcohol beverages conducted therein. Is applicant agent presently acting in that capacity or requesting approval for any corporation/organization/limited liability company having or applying for a beer and/or liquor license for any other location in Wisconsin?

☐ Yes ☒ No If so, indicate the corporate name(s)/limited liability company(ies) and municipality(ies).

Is applicant agent subject to completion of the responsible beverage server training course? ☒ Yes ☐ No

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? 45 years

Place of residence last year 1744 Tainline Road Wis. Rapids, WI 54494

For: Out of the Box Coffee House Inc
(Name of Corporation / Organization / Limited Liability Company)

By: Theresa Cashman member President
(Signature of Officer / Member / Manager)

Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

ACCEPTANCE BY AGENT

I, Theresa Cashman, hereby accept this appointment as agent for the
(Print / Type Agent's Name)

corporation/organization/limited liability company and assume full responsibility for the conduct of all business relative to alcohol beverages conducted on the premises for the corporation/organization/limited liability company.

Theresa Cashman 5/27/23 Agent's age 45
(Signature of Agent) (Date)
1744 Tainline Road Wis. Rapids Date of birth 11-16-77
(Home Address of Agent)

APPROVAL OF AGENT BY MUNICIPAL AUTHORITY (Clerk cannot sign on behalf of Municipal Official)

I hereby certify that I have checked municipal and state criminal records. To the best of my knowledge, with the available information, the character, record and reputation are satisfactory and I have no objection to the agent appointed.

Approved on _____ by _____ Title _____
(Date) (Signature of Proper Local Official) (Town Chair, Village President, Police Chief)

Statewide Services, Inc.

Claim Division

1241 John Q. Hammons Dr.
P.O. Box 5555
Madison, WI 53705-0555
877-204-9712

May 18, 2023

City of Wisconsin Rapids
Attn: Karen Timm
444 W. Grand Ave.
Wisconsin Rapids, WI 54495

Program: League of Wisconsin Municipalities Mutual Insurance
Our Insured: City of Wisconsin Rapids
Date of loss: 4/27/2023
Our Claim # WM000712910336
Claimant: Dan Roder
209 S. Linden St.
Adams, WI 53910

Dear Ms. Timm,

Statewide Services, Inc. administers the claims for the League of Wisconsin Municipalities Mutual Insurance, which insures the City of Wisconsin Rapids. We are in receipt of the claim submitted by Dan Roder for vehicle damage allegedly caused by a loose chunk of concrete in the roadway on 8th Street.

We have reviewed the matter and recommend that the City of Wisconsin Rapids deny this claim pursuant to the Wisconsin statute for disallowance of claim 893.80(lg). The disallowance will shorten the statute of limitations period to six (6) months.

Our denial is based on the fact that the investigation revealed no liability on behalf of the City. The City did not have prior knowledge or notice of the concrete condition that allegedly caused this incident.

Please submit the disallowance directly to the claimant at the above address. The disallowance should be sent certified or registered mail and must be received by the claimant within 120 days after you receive Notice of Claim. Please send a copy of the disallowance to Statewide Services Inc. Claims, for our records.

Thank you,

Deb Ayres
Statewide Services Inc.
PO Box 5555
Madison, WI 53705-0555
608-828-5439 Phone
800-854-1537 Fax
dayres@statewidesvcs.com

CC: Spectrum Insurance Group



CITY OF WISCONSIN RAPIDS

Resolution No. 12 (2023)

2023 Budget Amendment No. 2

WHEREAS, the 3.0% non-union wage increase had not been approved when the 2023 City Budget was prepared and adopted by the Common Council on November 15, 2022. The 2023 wage increase for the non-union employees has been approved by the Common Council, therefore the cost of the associated wages and benefits must be transferred from the Contingency account to the appropriate operating budgets; and

WHEREAS, in 2023 the City received non-budgeted revenues from a variety of sources including, but not limited to, grants, donations, and other non-budgeted revenues that are designated for a specified purpose or a reimbursement for an existing expenditure; and in order to recognize and transfer the revenue to the budget accounts where they will be expended, the non-budgeted revenues need to be appropriated to the specified expenditure accounts; and

THEREFORE, BE IT RESOLVED, by a majority vote of the entire City of Wisconsin Rapids Common Council government body that the 2023 budget be amended as follows:

BE IT FURTHER RESOLVED that the City Clerk is hereby directed to publish a class 1 notice of this resolution in the City's official newspaper within 10 days of adoption by the Common Council.

Expenditure Account Name	Account No.	Amount	Revenue Account Name	Account No.	Amount
General Fund					
Mayor - Wages	51102.51101	\$ 4,170	-----	-----	\$ -
Mayor - Worker's Compensation	51102.51119	6	-----	-----	-
Mayor - Wisconsin Retirement System	51102.51120	284	-----	-----	-
Mayor - Health / Dental Insurance	51102.51121	365	-----	-----	-
Mayor - FICA	51102.51127	316	-----	-----	-
Human Resources - Wages	51103.51101	6,601	-----	-----	-
Human Resources - Worker's Compensation	51103.51119	9	-----	-----	-
Human Resources - Wisconsin Retirement System	51103.51120	449	-----	-----	-
Human Resources - Health / Dental Insurance	51103.51121	1,227	-----	-----	-
Human Resources - FICA	51103.51127	495	-----	-----	-
Clerk - Wages	51104.51101	3,790	-----	-----	-
Clerk - Worker's Compensation	51104.51119	5	-----	-----	-
Clerk - Wisconsin Retirement System	51104.51120	258	-----	-----	-
Clerk - Health / Dental Insurance	51104.51121	547	-----	-----	-
Clerk - FICA	51104.51127	285	-----	-----	-
Information Systems - Wages	51109.51101	15,466	-----	-----	-
Information Systems - Worker's Compensation	51109.51119	21	-----	-----	-
Information Systems - Wisconsin Retirement System	51109.51120	1,052	-----	-----	-
Information Systems - Health / Dental Insurance	51109.51121	7,536	-----	-----	-
Information Systems - HSA Contribution	51109.51125	319	-----	-----	-
Information Systems - FICA	51109.51127	1,107	-----	-----	-
Finance - Wages	51110.51101	5,246	-----	-----	-
Finance - Worker's Compensation	51110.51119	7	-----	-----	-
Finance - Wisconsin Retirement System	51110.51120	357	-----	-----	-
Finance - Health / Dental Insurance	51110.51121	15,110	-----	-----	-
Finance - HSA Contribution	51110.51121	375	-----	-----	-
Finance - FICA	51110.51127	248	-----	-----	-
Attorney - Wages	51301.51101	4,193	-----	-----	-
Attorney - Worker's Compensation	51301.51119	6	-----	-----	-
Attorney - Wisconsin Retirement System	51301.51120	237	-----	-----	-
Attorney - Health / Dental Insurance	51301.51121	181	-----	-----	-
Attorney - FICA	51301.51127	319	-----	-----	-
Municipal Court - Wages	51302.51101	2,121	-----	-----	-
Municipal Court - Worker's Compensation	51302.51119	3	-----	-----	-
Municipal Court - Wisconsin Retirement System	51302.51120	109	-----	-----	-
Municipal Court - Health / Dental Insurance	51302.51121	181	-----	-----	-
Municipal Court - FICA	51302.51127	161	-----	-----	-
Police Department - Wages	52101.51101	18,910	-----	-----	-
Police Department - Civilian Wages	52101.51106	6,344	-----	-----	-
Police Department - Worker's Compensation	52101.51119	419	-----	-----	-
Police Department - Wisconsin Retirement System	52101.51120	2,932	-----	-----	-
Police Department - Health / Dental Insurance	52101.51121	14,422	-----	-----	-
Police Department - FICA	52101.51127	1,809	-----	-----	-
Fire Department - Wages	52201.51101	8,113	-----	-----	-
Fire Department - Worker's Compensation	52201.51119	210	-----	-----	-
Fire Department - Wisconsin Retirement System	52201.51120	1,470	-----	-----	-
Fire Department - Health / Dental Insurance	52201.51121	7,474	-----	-----	-
Fire Department - FICA	52201.51127	106	-----	-----	-
Inspection Services - Wages	52301.51101	4,393	-----	-----	-
Inspection Services - Worker's Compensation	52301.51119	114	-----	-----	-
Inspection Services - Wisconsin Retirement System	52301.51120	299	-----	-----	-

Expenditure Account Name	Account No.	Amount	Revenue Account Name	Account No.	Amount
Inspection Services - Health / Dental Insurance	52301.51121	1,046	-----	-----	-
Inspection Services - FICA	52301.51127	327	-----	-----	-
Ordinance Control - Wages	52600.51101	1,404	-----	-----	-
Ordinance Control - Worker's Compensation	52600.51119	34	-----	-----	-
Ordinance Control - Health / Dental Insurance	52600.51121	284	-----	-----	-
Ordinance Control - FICA	52600.51127	98	-----	-----	-
Recreation Department - Wages	55401.51101	1,505	-----	-----	-
Recreation Department - Worker's Compensation	55401.51119	2	-----	-----	-
Recreation Department - Wisconsin Retirement System	55401.51120	102	-----	-----	-
Recreation Department - Health / Dental Insurance	55401.51121	392	-----	-----	-
Recreation Department - FICA	55401.51127	112	-----	-----	-
Park Department - Wages	55402.51101	502	-----	-----	-
Park Department - Worker's Compensation	55402.51119	1	-----	-----	-
Park Department - Wisconsin Retirement System	55402.51120	34	-----	-----	-
Park Department - Health / Dental Insurance	55402.51121	131	-----	-----	-
Park Department - FICA	55402.51127	37	-----	-----	-
Community Development - Wages	51103.51101	6,595	-----	-----	-
Community Development - Worker's Compensation	51103.51119	9	-----	-----	-
Community Development - Wisconsin Retirement System	51103.51120	448	-----	-----	-
Community Development - Health / Dental Insurance	51103.51121	1,046	-----	-----	-
Community Development - FICA	51103.51127	496	-----	-----	-
Lowell Center - Wages	58103.51101	1,927	-----	-----	-
Lowell Center - Worker's Compensation	58103.51119	3	-----	-----	-
Lowell Center - Wisconsin Retirement System	58103.51120	131	-----	-----	-
Lowell Center - Health / Dental Insurance	58103.51121	596	-----	-----	-
Lowell Center - FICA	58103.51127	142	-----	-----	-
Contingency	51560.55735	(174,954)	-----	-----	-
Transfer to Other Funds	59000.55911	17,373	-----	-----	-
EMS Fund					
EMS - Wages	52603.51101	8,113	EMS-FAP-ARPA	20345.41531	12,195
EMS - Worker's Compensation	52603.51119	210	EMS Flex Grant	20345.41532	8,563
EMS - Wisconsin Retirement System	52603.51120	1,470	Transfer From Other Funds	20350.49101	17,373
EMS - Health / Dental Insurance	52603.51121	7,474	-----	-----	-
EMS - FICA	52603.51127	106	-----	-----	-
EMS - EMS-FAP-ARPA	52606.53225	12,195	-----	-----	-
EMS - EMS Flex Grant	52606.53226	8,563	-----	-----	-
Grants and Donations Fund					
Fire Department - HazMat	52202.56101	12,011	Wood County - Hazmat	20645.41508	3,698
EDA Grant	56212.53501	40,986	State Aid - Hazmat	20645.51520	8,313
-----	-----	-	EDA Grant - CFDA #11.307	20645.51550	40,986
Total			Total		
		\$ 91,128			\$ 91,128

Adopted the 20th day of June, 2023

Shane E. Blaser, Mayor

Jennifer M. Gossick, City Clerk

REPORT OF THE PUBLIC WORKS COMMITTEE

Tom Rayome

Ryan Austin

Dennis Polach

Date of Meeting: 6/8/2023
Reported to Council: 6/20/2023

The Public Works Committee met on Thursday, June 8th, 2023 in the Council Chambers at City Hall and via remote videoconference. Tom Rayome and Dennis Polach were in attendance. Ryan Austin was absent. Others attending are listed below.

1. Call to order

The meeting was called to order at 5:02 PM.

2. Review Engineering & Street Department Monthly Activity Report.

The reports were reviewed.

3. Review and consider adding yield control on Avon St at 14th St N.

Motion by Polach, second by Rayome to approve adding yield control on Avon St at 14th St N including addressing vegetation in the vision triangle. Motion carried (2-0).

4. Review and consider approval of the State / Municipal Agreement for the Highway Safety Improvement Project for a pedestrian crossing at the 8th Street South & Wood Ave intersection.

Motion by Rayome, second by Polach to approve the State / Municipal Agreement as presented. Motion carried (2-0).

5. Review the 2023-2027 Capital Improvement Plan in preparation for the 2024-2028 Capital Improvement Plan.

The draft Capital Improvement Plan was reviewed. A final version will be brought back for approval in July or August.

6. Review referral list.

The referral list was reviewed and updated.

7. Set next meeting date.

July 6th at 5pm.

8. Adjourn

Motion by Rayome, second by Polach to adjourn at 5:40 PM. Motion carried (2-0).

Others in attendance:

See sign-in sheet.



PUBLIC WORKS DEPARTMENT

1411 CHASE STREET
WISCONSIN RAPIDS, WI 54495
(715) 421-8218 FAX (715) 421-8281

May 2023

Refuse and Recycling

- Garbage Collection estimate 408 tons
- Recycling Collection estimate 89 tons

Construction

Lyons Park Flood Levee (1681 2nd Ave to Lyon Park)

- Finish Grading on Berm, and Restoration and seeding of berm

Freemont Street (7th Ave N – 10th Ave N)

- Restoration of all green spaces after sidewalk was poured

Items to complete:

- Asphalt patch driveways

Oak Street (East Jackson Street – 16th ST N)

- Removed existing pavement, curb and gutter, sidewalk and black dirt from 4 city blocks
- Installed 1450' of 12" Sanitary
- 5 – Sanitary manholes
- 20 – 4" or 6" services
- 3 Storm manhole
- 6 – catch basins and leads
- Installed 1289' of 12" Watermain

Streets Maintenance

- Patched city streets with cold patch
- Completed work order to remove brick pavers and replace with colored concrete on 2nd Ave just north of the roundabout
- Poured Driveway sections on Hurley, Payne and Moyer Street Alleys
- Shaped and paved Hurley, Payne and Moyer Street Alleys
- Annual yard waste collection
- Monthly brush pickup
- Fixed winter snow plow damage
- Mowed road right of way
- Completed Curb and gutter repairs on Sanitary patches at 3rd St. South, and 20th and Russell
- Shaped and paved Sanitary patches at 8th Ave and Chase, Chase and 8th Ave, 20th Ave and Russell, 18th Ave S and Spencer St
- Install River Dock
- Track Maintenance on East Commerce rail spur

- Formed and poured driveway section for Dog Park
- Removed roots and brush from Dog Park for Parks
- Catch Basin repairs damaged by WE Energies
- Sanitary manhole repairs

Paint and Signs

- Replace seasonal banners
- Repairing damaged signs due to winter plowing and poor driving
- Continue to replace Speed limit Signs, 25 mph – 40 mph, waiting on more Stock to replace 30” Stop signs
- Installed signs to remind people to clean up after their dogs on 16th and Pepper and surrounding area
- Installed banners for Memorial walk on Grand Ave
- Removed brackets from new Light poles that aren’t needed

Shop and Repairs

- Routine service work fleet trucks
- Service Police and Fire’s fleet
- Took delivery of new drive on hoist
- Fixed and replaced Hydraulic cooler on Snow blower for loader



ENGINEERING DEPARTMENT
444 West Grand Avenue
Wisconsin Rapids, WI 54495-2780
Engineering (715) 421-8205 FAX (715) 421-8291

ENGINEERING DEPARTMENT Monthly Activity Report

May 2023

Permits & Degradation

- 18 Permits/Licenses (15 last month) for asphalt paving (1), driveway grades/concrete pour inspections (1), storm water (2), excavating (8), Street Privilege (0), storm connection (0), permit parking (0), banner (3), environmental testing well (0), contractor licenses (3)
 - This year – 90 permits & licenses
- 234 Diggers Locates for Storm Sewer & Sanitary Sewer (204 last month)
 - 4 Emergency locates
- Degradation fees - this year = \$28,752.09
 - This month = \$6,868.26 (\$9,041.76 last month)

Traffic

- Stop Sign / Yield Sign Requests
 - Traffic studies for the following intersections will be completed in February.
 - 5th St and Strodman Ave – Concerns about uncontrolled intersection. Study requested on May 24th, 2023.
 - 13th St N & Prospect St – 10/6/22
 - Data gathering is complete. Consider Yield Control at Public Works in June.
- Traffic Study
 - Request to allow right turn no stop for westbound traffic on Two Mile Ave at 1st St S. Some preliminary research has been done to gather guidance documents. A traffic study has been completed.
 - Lincoln St and Daly Ave traffic accident audit is complete
 - Turning movement counts, thru counts and speed data has been collected on Lincoln St.
- ITS Standalone Signal Grant
 - ITS Standalone Signal Grant – Chase St and High St was awarded to the City.
 - 2023 Project
 - Material/equipment supplies are creating some challenges and schedule creation is pending.
 - Bid awarded to Pember Companies. Contracts are signed and Notice to Proceed has been issued.
 - Bid opening was Dec. 8th at 10am.
- Signal complaints



ENGINEERING DEPARTMENT
444 West Grand Avenue
Wisconsin Rapids, WI 54495-2780
Engineering (715) 421-8205 FAX (715) 421-8291

- FYA request for WB left traffic on Expressway at Plover Road
 - Signal adjustments requested at 8th St and Expressway for NB lefts
 - A request for traffic signals at 16th St S and Expressway to switch quicker for vehicles heading north and south on 16th St S AND for the green to stay on longer.
 - Request to make 3rd St / Market St / Jackson St intersection an all-way stop.
 - STH 54 & CTH W – too few cars can get through (9/20/2022)
 - Chestnut & 8th St – too few cars can get through (9/20/2022)
 - W Grand & Expressway – left turn coming on when it shouldn't (9/30/2022)
- Signal Equipment
 - Met with Tapco in May regarding a new line of controllers and the phasing out of the Siemens controllers.
 - Spare cabinet is ordered and is expected to arrive in September or October.

Project Designs/Construction underway:

Maintenance Projects

- Sidewalk and Curb & Gutter Maintenance – A contract is award to Potrykus Construction. We are in the process of reviewing the bonding and insurance and will sign the contract upon passage of the budget resolution in June.
- Sidewalk Cutting with Safestep. The cutting work is 2/3rds complete.

2023 Reconstruction Projects

- 2023 Contracts
 - Crushing Contract – Contractor started on May 30th. Bid date was 3/2/2023
 - Asphalt Contract – Contract Documents are signed. Bid date was 3/2/2023
 - Concrete Contract – Contract Documents are signed. Bid date was 3/2/2023
 - Sewer Lining Contract – 95% - Bid date is set for June 29th, 2023.

2024 Reconstruction Projects

- Preliminary Survey for 2024 and 2025 Projects
 - Lincoln St (Expressway to Peach St) – 100%
 - Wylie St (8th St N to 10th St N) – 100%
 - 14th Ave N (W Grand Ave to Fremont St) – 30%
 - 15th Ave N (W Grand Ave to High St) – 10%
 - McKinley St (8th Ave to 14th Ave) – 15%
- Design for 2024 Projects
 - 9th St S (Peach St to Chestnut St) – 60%
 - Lincoln St (Expressway to Peach St) – 30%



ENGINEERING DEPARTMENT
444 West Grand Avenue
Wisconsin Rapids, WI 54495-2780
Engineering (715) 421-8205 FAX (715) 421-8291

- Turning movement counts performed at Chestnut and Dewey 4/3 and 4/4
- Design Meeting held April 6th
- Preliminary scoping has been underway along with traffic counts and initial feedback from Public Works and Community Development.
- Preliminary concepts were reviewed at the March meeting.
- Information will be posted on the Engineering website.
- Wylie St (8th St N to 10th St N) – 70%
- 14th Ave N (W Grand Ave to Fremont St) – 0%
- 15th Ave N (W Grand Ave to High St) – 0%

Projects Involving Grants

- 8th St S and Wood Ave - Highway safety Improvement Grant (HSIP).
 - Grant application was submitted in March and has been approved. State / Municipal Agreement is being presented to the June Public Works meeting.
- Grand Ave Bridge Rehabilitation
 - Bridge Rehabilitation Report is complete and submitted to Bureau of Structures.
 - A meeting was held on April 18th with the DOT bridge inspector to review the Grand Ave bridge.
 - The DOT will perform a follow-up inspection and then discuss with us further.

Storm Water Utility

- One Mile Cr. – All easements for the project are now secured.
 - Dredging Permit – The DNR's pre-application process is complete. A low hazardous waste exemption from DNR on dredged materials has been applied for. We are now scheduling a hearing in mid-June. After which, work will continue on the dredging permit application.
 - An update was provided to the property owners in May.
 - Dam Permit – DNR Review staff have been unable to get to the review, but are continuing to update us on the latest review schedule. Their review is expected any day.

Transportation Utility

- May: 7
- April: 0
- March: updates included 2 accounts
- February: updates included 26 accounts

Capital Improvement Planning

- Annual CIP review process has started and preliminary drafts are underway.



ENGINEERING DEPARTMENT
444 West Grand Avenue
Wisconsin Rapids, WI 54495-2780
Engineering (715) 421-8205 FAX (715) 421-8291

Other Highlights

- Fire Station #2 – Remodel – 50% complete on bidding documents.
- Rail Feasibility Study –
 - CN – reached out to the government affairs employee at CN. They provided other contacts to reach out to regarding the rail study.
 - DOT – conversation with Jordan Kelbley on March 29th to discuss the rail study. He will get back to me once he discusses with other DOT staff.
 - Alternative route signage related to the Rail Study – BIL Carbon Reduction Grant. A grant application was prepared in March for submission on April 7th.
 - A follow-up meeting was held with Patrick Engineering on February 21st to further discuss the report and answer some preliminary questions.
 - A final report was delivered Feb. 6th. The document has been posted on the City's website and provided for those interested in reviewing the report.
 - Rail Study Kick-off meeting was held on 9/29/2022. Data collection began on October 12th.
- Downtown Riverwall project scoping
 - No new updates



Public Works Committee

Date of Request: June 2nd, 2023

Requestor: Joe Eichsteadt, City Engineer

Request/Referral: Review and consider adding yield control on Avon St at 14th St N.

Background information:

- See attached Sign Warrant Summary

Options available:

Action you are requesting the committee take: Consider approving the addition of yield control on Avon St at 14th St N.

How will the item be financed? Traffic Control Signage budget

Avon Street and 14th Street North Intersection Study

Background

Location

The intersection of Avon St and 14th St N is an uncontrolled intersection of two local roads. The speed limit on both streets is 25 mph. The primary concern raised about this intersection is drivers failing to yield and causing accidents. A traffic study has been conducted to address these concerns.

Accidents

There have been 5 right angle accidents at the intersection in the past ten years.

- 2020 Eastbound vehicle fails to yield.
- 2019
 - Westbound vehicle fails to yield.
 - Westbound vehicle fails to yield.
- 2017 Northbound vehicle fails to yield.
- 2014 Southbound vehicle fails to yield.

Study

Method

The traffic data for this study was collected using both an automatic traffic counting device and in-person observation. A traffic counting device was installed at the intersection and collected data on both streets over a period of two weeks.

Observation

The intersection was examined for line-of-sight obstructions within the vision triangle. Vision triangles are areas in the corners of intersections where objects could obstruct a driver's view of cross traffic. These areas should be kept clear of plants or objects between 2 ½ to 10 feet tall. Because Avon St and 14th St N are both local roads the legs of the vision triangle extend 20 feet out from the intersection of the right-of-way.

Minor vision obstructions were identified in 3 of 4 corners of the intersection. In the northeast corner there are rows of shrubs along both streets located within the ROW. In the southwest vision triangle, there are two small trees. In the northwest corner there is a tree with low branches in the ROW.

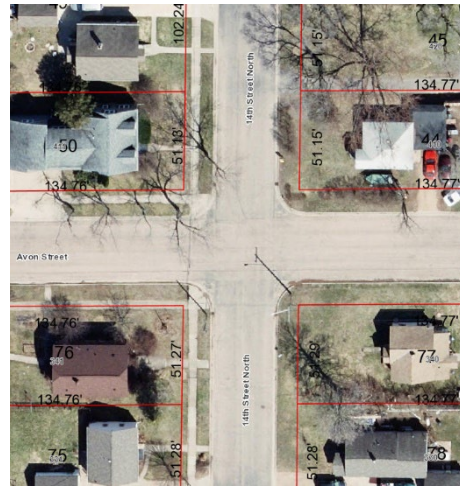


Figure 1 Intersection of Avon St and 14th St N

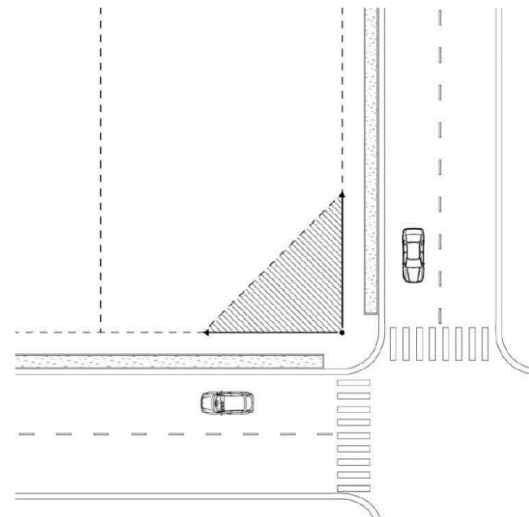


Figure 2 Vision Triangle



Figure 3 Avon St Westbound



Figure 4 Avon St Eastbound



Figure 5 14th St Northbound



Figure 6 14th St Southbound

Results

An automatic traffic monitoring device recorded vehicle volumes and vehicle speeds. Traffic counts are reported as the number of vehicles per hour averaged over the eight-hour interval with the highest traffic volume for the day. Vehicle speeds are reported as the 85th percentile speed which is the speed the fastest 15% of vehicles exceeded.

Table 1 Traffic Count

Traffic Count (Vehicles Per Day)	
Avon Street	72
14 th Street North	104

Table 2 Traffic Speed

85 th Percentile Speed (mph)	
Avon Street	23
14 th Street North	24

Recommendation

The City of Wisconsin Rapids has adopted a policy to determine when additional traffic signage is necessary (Table 3). This policy is based on the Manual of Uniform Traffic Control Devices (MUTCD), a book of traffic standards created by the Federal Highway Administration, further supplemented by the WisDOT and adopted by the City of Wisconsin Rapids in Chapter 340.

The intersection of concern is an uncontrolled intersection, therefore the next level of control is yield signs. The recommended combined traffic volume for a yield-controlled intersection is 1000 vehicles per day. The recorded traffic volume was 176 vehicles per day. Another factor that is considered is visibility. There are multiple trees and shrubs within the vision triangles and ROW near the intersection. All vision obstructions should be removed by the city or property owners. Improving visibility may reduce traffic accidents. There have been multiple right-angle accidents recorded at the intersection within a 12 month period, which means yield controls may be necessary.

Yield signs are typically installed on the street with the lower traffic volume called the minor street. The traffic counts indicate Avon St is the minor street. Another factor that determines sign placement is visibility. The most significant vision obstruction is in the northwest corner of the intersection. A row of bushes obstructs westbound vehicles view of southbound vehicles. In 2019 there were two reported accidents where a westbound vehicle failed to yield and collided with a southbound vehicle. Based on the accident history and traffic volume the most appropriate location for yield signs would be Avon St to control east/westbound traffic.

Table 3 Wisconsin Rapids' Policy on Installation of Regulatory Signs

		NO CONTROL	YIELD SIGN	STOP SIGN, 2-WAY	STOP SIGN, 4-WAY	TRAFFIC SIGNAL
1	Avg Vol/hr for 8 hour period	< 100 veh/hr	> 100 veh/hr	> 250 veh/hr	300/hr - Major 200/hr - minor 500/hr - both	Meets warrants of the MUTCD
	Volume for 24 hours	< 1000 veh	> 1000 veh	≥ 3000 veh	5000 balanced volumes	
2	Visibility	No obstructions in the vision triangle	Minor obstructions in the vision triangle	vision triangle obstructed	blind intersection	
3	right angle accident in a 12 month period	no accidents	≥ 2	≥ 3	≥ 5	≥ 5
4	Street classification	local/local	local/local, thru/local, collector/local	thru street collector/local, arterial/local	collector/arterial, arterial/arterial	arterial/arterial
5	Other factors			T-intersection		meets pedestrian and school crossing
**Two of five items are required to be considered for increasing the regulatory signage						
** Other considerations that need to be considered are Section 2B.04 of the MUTCD and Intersection Control pg 654 AASHTO 2004						

Option 1: Remove vision obstructions.

Option 2: Remove vision obstructions and add yield signs on Avon Street



Public Works Committee

Date of Request: June 2nd, 2023

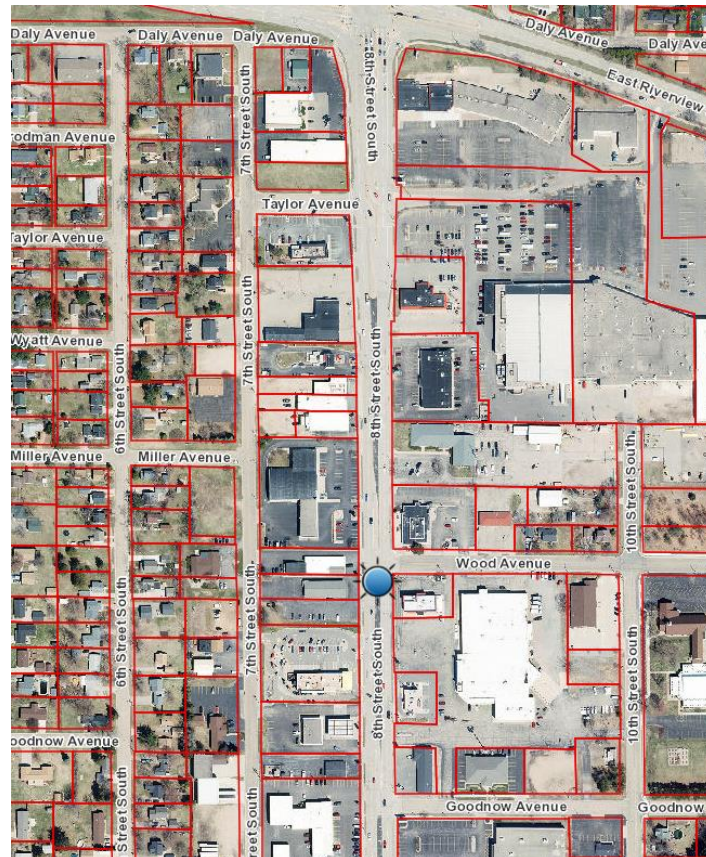
Requestor: Joe Eichsteadt, City Engineer

Request/Referral: Review and consider approval of the State / Municipal Agreement for the Highway Safety Improvement Project for a pedestrian crossing at the 8th Street South & Wood Ave intersection.

Background information:

A Grant Request Form was considered at the March Finance & Property Committee.

The HSIP grant is a 90/10 cost share. The City's 10% is \$10,633.



State / Municipal Agreement is attached.

Options available: Either approve or deny.

Action you are requesting the committee take: Consider approving the State / Municipal Agreement for the 8th St and Wood Ave Pedestrian Crossing.

How will the item be financed? Future Public Works Construction Fund Budget, possibly 2025.



STATE/MUNICIPAL AGREEMENT FOR A STATE- LET PROJECT

Program Name: Safety (Regular HSIP)

Sub-program #: 206

Revised Date:

Date: May 30, 2023

I.D.: 6999-11-15 design

6999-11-85 construction

Road Name: STH 13 / 8th Street South

Limits: STH 13 & Wood Ave Intersection

County: Wood

Roadway Length: 0.1

Functional Classification: Principal Arterial

Project Sponsor: Wood County

Construction scheduled for State Fiscal Year: 2025

The signatory, City of Wisconsin Rapids, hereinafter called the Municipality, through its undersigned duly authorized officers or officials, hereby requests the State of Wisconsin Department of Transportation, hereinafter called the State, to initiate and effect the highway or street improvement hereinafter described.

The authority for the Municipality to enter into this agreement with the State is provided by Sections 86.25(1), (2), and (3) and Section 66.0301 of the Statutes.

NEEDS AND ESTIMATE SUMMARY:

All components of the project must be defined in the environmental document if any portion of the project is federally funded. The Municipality agrees to complete all participating and any non-participating work included in this improvement consistent with the environmental document. No work on final engineering and design may occur prior to approval of the environmental document.

Existing Facility - Describe and give reason for request: The intersection at WIS 13 / 8th Street South at Wood Avenue was a top crash location in the North Central Region scan of the top forty crash spots based on 2016-2020 crash data set in the WisDOT "Intersection network safety screening" tool. The intersection was also identified in the top forty crash spot for the 2017-2021 crash data set. Crash trends indicated significant incidents of crashes associated with pedestrian and bicyclists attempting to cross WIS 13 / 8th Street, South. Rear end collisions have occurred on WIS 13 / 8th Street, South as motorists' brake for pedestrians/bicyclists. The lack of visibility of the crosswalk, speed of traffic and width of the pavement create a hazardous crosswalk location.

Proposed Improvement - Nature of work: The proposed project is to install Rectangular Rapid Flashing Beacon (RRFB) pedestrian crossing signs with push buttons, a pedestrian refuge island and repaint crosswalk markings. This will increase the visibility of the pedestrians as they cross WIS 13.

Describe non-participating work included in the project and other work necessary to completely finish the project that will be undertaken independently by the Municipality. Please note that non-participating components of a project/contract are considered part of the overall project and will be subject to applicable federal requirements: None identified at this time.

The Municipality agrees to the following 2023-2026 Safety (Regular HSIP) project funding conditions:

Project Design and Construction costs are funded with 90% federal funding up to a funding limit of \$95,698. The Municipality agrees to provide the remaining 10% and any funds in excess of the \$95,698 federal funding limit. Non-participating costs are 100% the responsibility of the Municipality. Any work performed by the Municipality prior to federal authorization is not eligible for federal funding. The Municipality will be notified by the State that the project is authorized and available for charging.

This project is currently scheduled in State Fiscal Year 2025. **In accordance with the State's sunset policy for HSIP projects, the subject 2023-2026 Safety (Regular HSIP) improvement will be deleted from the program if more than five years elapse between program approval and letting to contract. The project should be let by 04/17/2028.** Extensions may be available upon approval of a written request by or on behalf of the Municipality to State. The written request shall explain the reasons for project implementation delay and revised timeline for project completion.

The dollar amounts shown in the Summary of Costs Table below are estimates. The final Municipal share is dependent on the final federal participation, and actual costs will be used in the final division of cost for billing and reimbursement. In no event shall federal or State funding exceed the estimate of \$106,331 in the Summary of Costs Table, unless such increase is approved in writing by the State through the State's Change Management Policy prior to the Municipality incurring the increased costs.

SUMMARY OF COSTS					
PHASE	Total Est. Cost	Federal Funds	%	Municipal Funds	%
ID 6999-11-15					
¹ Preliminary Engineering	\$16,421	\$14,779	90% MAX	\$1,642	10%+BAL
ID 6999-11-85					
Participating Construction ²	\$89,910	\$80,919	90% MAX	\$8,991	10%+BAL
Non-Participating Construction			0%		100%
Total Est. Cost Distribution	\$106,331	\$95,698	N/A	\$10,633	N/A

¹Estimates include state oversight

²Estimates include state oversight and construction engineering

*Design ID# 6999-10-15 federal/state funding is limited to \$14,779.

*Construction ID# 6999-10-85 federal/state funding is limited to \$80,919.

This request is subject to the terms and conditions that follow (pages [3] – [7]) and is made by the undersigned under proper authority to make such request for the designated Municipality and upon signature by the State and delivery to the Municipality shall constitute agreement between the Municipality and the State. No term or provision of neither the State/Municipal Agreement nor any of its attachments may be changed, waived or terminated orally but only by an instrument in writing executed by both parties to the State/Municipal Agreement.

Signatures certify the content has not been altered by the municipality.

Signed for and in behalf of: **City of Wisconsin Rapids** (please sign in blue ink.)

Name	Title	Date
------	-------	------

Signed for and in behalf of the State:

Name	Title	Date
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GENERAL TERMS AND CONDITIONS:

1. All projects must be in an approved Transportation Improvement Program (TIP) or State Transportation Improvement Program (STIP) prior to requesting authorization.
2. Work prior to federal authorization is ineligible for federal funding.
3. The Municipality, throughout the entire project, commits to comply with and promote all applicable federal and state laws and regulations that include, but are not limited to, the following:
 - a. Environmental requirements, including but not limited to those set forth in the 23 U.S.C. 139 and National Environmental Policy Act (42 U.S.C. 4321 et seq.)
 - b. Equal protection guaranteed under the U.S. Constitution, WI Constitution, Title VI of the Civil Rights Act and Wis. Stat. 16.765. The municipality agrees to comply with and promote applicable Federal and State laws, Executive Orders, regulations, and implementing requirements intended to provide for the fair and equitable treatment of individuals and the fair and equitable delivery of services to the public. In addition the Municipality agrees not to engage in any illegal discrimination in violation of applicable Federal or State laws and regulations. This includes but is not limited to Title VI of the Civil Rights Act of 1964 which provides that "no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance." The Municipality agrees that public funds, which are collected in a nondiscriminatory manner, should not be used in ways that subsidize, promote, or perpetuate illegal discrimination based on prohibited factors such as race, color, national origin, sex, age, physical or mental disability, sexual orientation, or retaliation.
 - c. Prevailing wage requirements, including but not limited to 23 U.S.C 113.
 - d. Buy America Provision and its equivalent state statutes, set forth in 23 U.S.C. 313 and Wis. Stat. 16.754.
 - e. Competitive bidding and confidentiality requirements set forth in 23 U.S.C 112 and Wis. Stat. 84.06. This includes the sharing of financial data prior to the conclusion of the competitive bid period.
 - f. All applicable Disadvantaged Business Enterprise (DBE) requirements that the State specifies.
 - g. Federal statutes that govern the Surface Transportation Program (STP), including but not limited to 23 U.S.C. 133.
 - h. General requirements for administering federal and state aids set forth in Wis. Stat. 84.03.

STATE RESPONSIBILITIES AND REQUIREMENTS:

4. Funding of each project phase is subject to inclusion in Wisconsin's approved 2023-2026 Safety (Regular HSIP) program. Federal funding will be limited to participation in the costs of the following items, as applicable to the project:
 - a. The grading, base, pavement, and curb and gutter, sidewalk, and replacement of disturbed driveways in kind.
 - b. The substructure, superstructure, grading, base, pavement, and other related bridge and approach items.
 - c. Storm sewer mains necessary for the surface water drainage.
 - d. Catch basins and inlets for surface water drainage of the improvement, with connections to the storm sewer main.
 - e. Construction engineering incident to inspection and supervision of actual construction work (except for inspection, staking, and testing of sanitary sewer and water main).

- f. Signing and pavement marking.
 - g. Real estate for the improvement.
 - h. New installations or alteration of street lighting and traffic signals or devices.
 - i. Landscaping.
 - j. Preliminary engineering and design.
 - k. State review services.
5. The work will be administered by the State and may include items not eligible for federal participation.
6. As the work progresses, the State will bill the Municipality for work completed that is not chargeable to federal/state funds. Upon completion of the project, a final audit will be made to determine the final division of costs subject to funding limits in the Summary of Costs Table. If reviews or audits show any of the work to be ineligible for federal/state funding, the Municipality will be responsible for any withdrawn costs associated with the ineligible work.

MUNICIPAL RESPONSIBILITIES AND REQUIREMENTS:

7. Work necessary to complete the 2023-2026 Safety (Regular HSIP) improvement project to be financed entirely by the Municipality or other utility or facility owner includes the items listed below.
- a. New installations of or alteration of sanitary sewers and connections, water, gas, electric, telephone, telegraph, fire or police alarm facilities, parking meters, and similar utilities.
 - b. Damages to abutting property after project completion due to change in street or sidewalk widths, grades or drainage.
 - c. Detour routes and haul roads. The municipality is responsible for determining the detour route.
 - d. Conditioning, if required and maintenance of detour routes.
 - e. Repair of damages to roads or streets caused by reason of their use in hauling materials incident to the improvement.
 - f. All work related to underground storage tanks and contaminated soils.
 - g. Street and bridge width in excess of standards, in accordance with the current WisDOT Facilities Development Manual (FDM).
 - h. Other 100% Municipality funded items:
8. The construction of the subject improvement will be in accordance with the appropriate standards unless an exception to standards is granted by State prior to construction. The entire cost of the construction project, not constructed to standards, will be the responsibility of the Municipality unless such exception is granted.
9. Work to be performed by the Municipality without federal funding participation necessary to ensure a complete improvement acceptable to the Federal Highway Administration and/or the State may be done in a manner at the election of the Municipality but must be coordinated with all other work undertaken during construction.
10. The Municipality is responsible for financing administrative expenses related to Municipal project responsibilities.

11. The Municipality will include in all contracts executed by them a provision obligating the contractor not to discriminate against any employee or applicant for employment because of age, race, religion, color, handicap, sex, physical condition, developmental disability as defined in Wis. Stat. 51.01 (5), sexual orientation as defined in Wis. Stat. 111.32 (13m), or national origin.
12. The Municipality will pay to the State all costs incurred by the State in connection with the improvement that exceed federal/state financing commitments or are ineligible for federal/state financing. To guarantee the Municipality's foregoing agreements to pay the State, the Municipality, through its above duly authorized officers or officials, agrees and authorizes the State to set off and withhold the required reimbursement amount as determined by the State from any moneys otherwise due and payable by the State to the Municipality.
13. **In accordance with the State's sunset policy for HSIP projects, the subject 2023-2026 Safety (Regular HSIP) improvement will be deleted from the program if more than five years elapse between program approval and letting to contract. The project should be let by 04/17/2028.** Extensions may be available upon approval of a written request by or on behalf of the Municipality to State. The written request shall explain the reasons for project implementation delay and revised timeline for project completion.
14. If the Municipality should withdraw the project, it will reimburse the State for any costs incurred on behalf of the project.
15. The Municipality will at its own cost and expense:
 - a. Maintain all portions of the project that lie within its jurisdiction (to include, but not limited to, cleaning storm sewers, removing debris from sumps or inlets, and regular maintenance of the catch basins, curb and gutter, sidewalks and parking lanes [including snow and ice removal]) for such maintenance in a manner consistent with reasonable industry standards, and will make ample provision for such maintenance each year.
 - b. Regulate [or prohibit] parking at all times in the vicinity of the proposed improvements during their construction.
 - c. Regulate [or prohibit] all parking at locations where and when the pavement area usually occupied by parked vehicles will be needed to carry active traffic in the street.
 - d. Assume general responsibility for all public information and public relations for the project and to make fitting announcement to the press and such outlets as would generally alert the affected property owners and the community of the nature, extent, and timing of the project and arrangements for handling traffic within and around the project.
 - e. Provide complete plans, specifications, and estimates to State upon request.
 - f. Provide relocation orders and real estate plats to State upon request.
 - g. Use the *WisDOT Utility Accommodation Policy* unless it adopts a policy, which has equal or more restrictive controls.
 - h. Provide maintenance and energy for lighting.
 - i. Provide proper care and maintenance of all landscaping elements of the project including replacement of any plant materials damaged by disease, drought, vandalism or other cause.
16. It is further agreed by the Municipality that:
 - a. The Municipality assumes full responsibility for the design, installation, testing and operation of any sanitary sewer and water main infrastructure within the improvement project and relieves the state and all of its employees from liability for all suits, actions, or claims resulting from the sanitary sewer and water main construction under this agreement.

- b. The Municipality assumes full responsibility for the plans and special provisions provided by their designer or anyone hired, contracted or otherwise engaged by the Municipality. The Municipality is responsible for any expense or cost resulting from any error or omission in such plans or special provisions. The Municipality will reimburse State if State incurs any cost or expense in order to correct or otherwise remedy such error or omission or consequences of such error or omission.
- c. The Municipality will be 100% responsible for all costs associated with utility issues involving the Contractor, including costs related to utility delays.
- d. All signs and traffic control devices and other protective structures erected on or in connection with the project including such of these as are installed at the sole cost and expense of the Municipality or by others, will be in conformity with such *Manual of Uniform Traffic Control Devices* as may be adopted by the American Association of State Highway and Transportation Officials, approved by the State, and concurred in by the Federal Highway Administration.
- e. The right-of-way available or provided for the project will be held and maintained inviolate for public highway or street purposes. Those signs prohibited under federal aid highway regulations, posters, billboards, roadside stands, or other private installations prohibited by federal or state highway regulations will not be permitted within the right-of-way limits of the project. The Municipality, within its jurisdictional limits, will remove or cause to be removed from the right-of-way of the project all private installations of whatever nature which may be or cause an obstruction or interfere with the free flow of traffic, or which may be or cause a hazard to traffic, or which impair the usefulness of the project and all other encroachments which may be required to be removed by the State at its own election or at the request of the Federal Highway Administration, and that no such installations will be permitted to be erected or maintained in the future.
- f. The Municipality is responsible for any damage caused by legally hauled loads, including permitted oversize and overweight loads. The contractor is responsible for any damage caused to haul roads if the contractor does not obey size and weight laws, use properly equipped and maintained vehicles, and does not prevent spilling of materials onto the haul road (WisDOT *Standard Specifications* 618.1, 108.7, 107.8). The local maintaining authority can impose special or seasonal weight limitations as defined in Wis. Stat. 349.16, but this should not be used for the sole purpose of preventing hauling on the road.

The bid item 618.0100 Maintenance and Repair of Haul Roads (project) is ineligible for federal funding on local program projects as per the State/Municipal Agreement. The repair of damages as a result of hauling materials for the project is the responsibility of the Municipality as specified in the State/Municipal Agreement Terms and Conditions under "Municipal Responsibilities and Requirements."

LEGAL RELATIONSHIPS:

- 17. The State shall not be liable to the Municipality for damages or delays resulting from work by third parties. The State also shall be exempt from liability to the Municipality for damages or delays resulting from injunctions or other restraining orders obtained by third parties.
- 18. The State will not be liable to any third party for injuries or damages resulting from work under or for the Project. The Municipality and the Municipality's surety shall indemnify and save harmless the State, its officers and employees, from all suits, actions or claims of any character brought because of any injuries or damages received or sustained by any person, persons or property on account of the operations of the Municipality and its sureties; or on account of or in consequence of any neglect in safeguarding the work; or because of any act or omission, neglect or misconduct of the Municipality or its sureties; or because of any claims or amounts recovered for any infringement by the Municipality and its sureties of patent, trademark or copyright; or from any claims or amounts arising or recovered under the Worker's Compensation Act, relating to the employees of the Municipality and its sureties; or any other law, ordinance, order or decree relating to the Municipality's operations.

19. Contract modification: This State/Municipal Agreement can only be modified by written instruments duly executed by both parties. No term or provision of either this State/Municipal Agreement or any of its attachments may be changed, waived or terminated orally.
20. Binding effects: All terms of this State/Municipal Agreement shall be binding upon and inure to the benefits of the legal representatives, successors and executors. No rights under this State/Municipal Agreement may be transferred to a third party. This State/Municipal Agreement creates no third-party enforcement rights.
21. Choice of law and forum: This State/Municipal Agreement shall be interpreted and enforced in accordance with the laws of the State of Wisconsin. The Parties hereby expressly agree that the terms contained herein and in any deed executed pursuant to this State/Municipal Agreement are enforceable by an action in the Circuit Court of Dane County, Wisconsin.

PROJECT FUNDING CONDITIONS

22. Non-appropriation of funds: With respect to any payment required to be made by the State under this State/Municipal Agreement, the parties acknowledge the State's authority to make such payment is contingent upon appropriation of funds and required legislative approval sufficient for such purpose by the Legislature. If such funds are not so appropriated, either the Municipality or the State may terminate this State/Municipal Agreement after providing written notice not less than thirty (30) days before termination.
23. Maintenance of records: During the term of performance of this State/Municipal Agreement, and for a period not less than three years from the date of final payment to the Municipality, records and accounts pertaining to the performance of this State/Municipal Agreement are to be kept available for inspection and audit by representatives of the State. The State reserves the right to audit and inspect such records and accounts at any time. The Municipality shall provide appropriate accommodations for such audit and inspection.

In the event that any litigation, claim or audit is initiated prior to the expiration of said records maintenance period, the records shall be retained until such litigation, claim or audit involving the records is complete.

24. The Municipality agrees to the following 2023-2026 Safety (Regular HSIP) project funding conditions:
 - a. ID 6999-10-15: Design is funded with **90%** federal funding up to a funding limit of **\$14,779**, where applicable when the Municipality agrees to provide the remaining **10%** and any funds in excess of the **\$14,779** federal funding limit. This phase includes plan development and state review. The work includes project review, approval of required reports and documents and processing the final Plan, Specification & Estimate (PS&E) document for award of the contract. Costs for this phase include an estimated amount for state review activities, to be funded **90%** with federal funding and **10%** by the Municipality.
 - b. ID 6999-10-85: Construction:
 - i. Costs for construction, including state oversight and engineering are funded with 90% federal funding up to a funding limit of \$80,919, when the Municipality agrees to provide the remaining 10%, and any funds in excess of the \$80,919 federal funding limit.
 - ii. Non-participating costs: are funded 100% by the Municipality. Costs include construction delivery.
 - iii. Costs for this phase include an estimated amount for state review activities, to be funded 90% with federal funding and 10% by the Municipality.

[End of Document]



Public Works Committee

Date of Request: June 2, 2023

Requestor: Joe Eichsteadt, City Engineer

Request/Referral: Review the current 2023-2027 Public Works Construction Capital Improvement Plan and discuss draft changes for the 2024-2028 plan.

Background information: The Capital Improvement Plan (CIP) was last reviewed in September of 2022.

2023-2027 CIP

<https://wisconsinrapids.maps.arcgis.com/apps/dashboards/e9a6aad1be31421e901b0224ca763336>

Tabular document is attached.

2024-2028 Reconstruction

Projects are identified based on need of each asset type (street, sanitary, water, storm) and then divided into years based upon mileage of reconstruction. In any given year, the City has capacity to rebuild about 1 mile per year.

Proposed mileage by year (City Construction):

2024 – 0.98 miles

2025 – 1.22 miles

2026 – 1.19 miles

2027 – 1.00 miles

2028 – 1.32 miles

Tabular document is attached.

2024-2028 Pavement Replacement

In recent years the City has been incorporating pavement replacement projects into the annual budget and has developed a pavement replacement plan, separate from the CIP, in fall of 2022. In addition, funding from the Transportation Utility and Degradations Fees will be directed toward the Pavement Replacement Program with funds totaling around \$400,000 annually. The plan outlines 7 miles of pavement replacement over the next 5 years, 1.4 miles per year.



With 150 miles of roadway in the City, and an expected 50 year lifespan on average, the pavement replacement goal is 3 miles per year. With 1 mile of reconstruction projects and 1.4 miles of pavement replacement being proposed we are nearing the 3 miles per year.

Options available:

Action you are requesting the committee take: No action is requested at this meeting.

Approval of the 5-year plan will be requested in July or August.

How will the item be financed? Public Works Construction Fund


CURRENT CIP 2023-2027

Public Works Street and Utility Capital Plan				9/2/2022													
Category	Asset	From	To	Approximate Length or quantity	Year installed	Age	Improvement Description	Year	Condition Rating - Pavement:	Date of condition rating	Engineering	Construction Estimate	Funding Source	Percentage	Total	Street Department Build?	Resolution/Approval Date
Storm Sewer	9th St S	Peach St	Chestnut St	1034	1967	55	Reconstruct	2023			\$ 8,399.00	\$ 79,399.00	Stormwater Utility	100%	\$ 87,798.00	y	
Streets (new/reconstruct)	9th St S	Peach St	Chestnut St	1270	1967	55	Reconstruct	2023	3	2016	\$ 15,001.00	247,733	Public Works Construction Fund	100%	\$ 262,734.00	y	
Wastewater Utility	9th St S	Peach St	Chestnut St	1212	1930	92	Reconstruct	2023			\$ 8,399.00	\$ 177,399.00	Wastewater Utility	100%	\$ 185,798.00	y	
Water Utility	9th St S	Peach St	Chestnut St	2070	1930	92	Reconstruct	2023			\$ 4,201.00	\$ 122,201.00	Water Utility	100%	\$ 126,402.00	y	
Storm Sewer	Apricot St	Broadway St	11th St N	493	1970	52		2023			\$ 3,649.00	\$ 29,149.00	Stormwater Utility	100%	\$ 32,798.00	y	8/17/21
Streets (new/reconstruct)	Apricot St	Broadway St	11th St N	493	1970	52	Reconstruct	2023	4	2016	\$ 6,976.50	\$ 163,913.50	Public Works Construction Fund	100%	\$ 170,890.00	y	8/17/21
Storm Sewer	Broadway St	Franklin St	Appricot St	365	1971	51		2023			\$ 3,649.00	\$ 29,149.00	Stormwater Utility	100%	\$ 32,798.00	y	8/17/21
Streets (new/reconstruct)	Broadway St	Franklin St	Appricot St	365	1971	51	Reconstruct	2023	5	2016	\$ 6,976.50	\$ 163,913.50	Public Works Construction Fund	100%	\$ 170,890.00	y	8/17/21
Wastewater Utility	Broadway St	Franklin St	Apricot St	225	1971	51	Reconstruct or Line	2023			\$ 3,750.00	\$ 43,750.00	Public Works Construction Fund				
Storm Sewer	Oak St	Jackson St	16th Street	3900	1968	54		2023			\$ 24,030.00	\$ 171,030.00	Stormwater Utility	100%	\$ 195,060.00	y	
Streets (new/reconstruct)	Oak St	Jackson St	16th Street	1700	1968	54	Reconstruct	2023	4	2016	\$ 42,920.00	\$ 816,919.00	Public Works Construction	100%	\$ 859,839.00	y	
Wastewater Utility	Oak St	Jackson St	16th Street	2310	1915	107	Reconstruct - Wastewater Priority	2023			\$ 24,030.00	\$ 296,029.00	Wastewater Utility	100%	\$ 320,059.00	y	
Water Utility	Oak St	Jackson St	16th Street	2310	1915	107	Reconstruct	2023			\$ 12,020.00	\$ 535,020.00	Water Utility	100%	\$ 547,040.00	y	
Storm Sewer	One Mile Creek Structure	Two Mile Ave					Reconstruct	2023			\$ 10,500.00	\$ 330,800.00	Stormwater Utility	100%	\$ 341,300.00	n	2021 Budget
Wastewater Plant	Phos Removal						New permit may have unattainable P limits	2023			40,000	\$ 400,000.00	Wastewater Utility	100%	\$ 440,000.00		
Water Utility	Raw Water Main							2023				\$ 266,000.00	Water Utility	100%	\$ 266,000.00	n	
Storm Sewer	Shorewood Ter	1st St N	Termini	523	1964	58	Reconstruct	2023			\$ 6,066.00	\$ 97,066.00	Stormwater Utility	100%	\$ 103,132.00	y	
Streets (new/reconstruct)	Shorewood Ter	1st St N	Termini	690	1964	58	Reconstruct	2023	3	2016	\$ 10,834.00	\$ 210,834.00	Public Works Construction Fund	100%	\$ 221,668.00	y	
Wastewater Utility	Shorewood Ter	1st St N	Termini	644	1964	58	Reconstruct	2023			\$ 6,066.00	\$ 84,066.00	Wastewater Utility	100%	\$ 90,132.00	y	
Water Utility	Shorewood Ter	1st St N	Termini	597	1964	58	Reconstruct	2023			\$ 3,034.00	\$ 62,034.00	Water Utility	100%	\$ 65,068.00	y	
Wastewater Plant	Tertiary Filtration						Effluent Filtration to meet new phos limits	2023			25,000	\$ 200,000.00	Wastewater Utility	100%	\$ 225,000.00	y	
Streets (new/reconstruct)	W Riverview Expressway	Chase St	West Grand Ave				Reconstruct	2023				\$ 570,808.00	Public Works Construction Fund			y	
Storm Sewer	14th Av N	W Grand Av	Fremont St	855	1967	55	Reconstruct	2024			\$ 9,405.00	\$ 94,050.00	Stormwater Utility	100%	\$ 103,455.00	y	
Streets (new/reconstruct)	14th Av N	W Grand Av	Fremont St	1450	1967	55	Reconstruct	2024	5	2016	\$ 27,840.00	\$ 278,400.00	Public Works Construction Fund	100%	\$ 306,240.00	y	
Wastewater Utility	14th Av N	W Grand Av	Fremont St	1470	1916	106	Reconstruct	2024			\$ 21,315.00	\$ 213,150.00	Wastewater Utility	100%	\$ 234,465.00	n	
Water Utility	14th Av N	W Grand Av	Fremont St	1470	1916	106	Reconstruct	2024			\$ 11,025.00	\$ 110,250.00	Water Utility	100%	\$ 121,275.00	y	
Storm Sewer	15th Av N	W Grand Av	High St	812			Reconstruct	2024			\$ 8,932.00	\$ 89,320.00	Stormwater Utility	100%	\$ 98,252.00	y	
Streets (new/reconstruct)	15th Av N	W Grand Av	High St	812	1967	55	Reconstruct	2024	5	2016	\$ 16,240.00	\$ 162,400.00	Public Works Construction Fund	100%	\$ 178,640.00	y	
Wastewater Utility	15th Av N	W Grand Av	High St	812			Reconstruct	2024			\$ 11,774.00	\$ 117,740.00	Wastewater Utility	100%	\$ 129,514.00	n	
Water Utility	15th Av N	W Grand Av	High St	734			Reconstruct	2024			\$ 5,505.00	\$ 55,050.00	Water Utility	100%	\$ 60,555.00	y	
Streets (new/reconstruct)	East Jackson St	Jackson St Bridge	East Grand Av	2075	1978	44	Reconstruct	2024	5	2016	\$ 87,742.13	\$ 3,509,685.00	Public Works Construction Fund (20%) WI DOT LRIP (80%)	20%	\$ 719,485.43	n	
Wastewater Utility	East Jackson St	Jackson St Bridge	East Grand Ave	2075	1976	46	Reconstruct or reline	2024			\$ 30,087.50	\$ 300,875.00	Wastewater Utility	100%	\$ 330,962.50	y	
Storm Sewer	Lincoln St	East Grand Ave	E Riverview Expy	685	1968	54	Reconstruct	2024			\$ 7,535.00	\$ 75,350.00	Stormwater Utility	100%	\$ 82,885.00	y	
Streets (new/reconstruct)	Lincoln St	East Grand Ave	E Riverview Expy	2420	1953	69	Reconstruct	2024	4	2016	\$ 13,434.32	\$ 537,372.62	Public Works Construction Fund	100%	\$ 550,806.93	y	
Wastewater Utility	Lincoln St	East Grand Ave	E Riverview Expy	1500	1941	81	Reconstruct	2024			\$ 20,250.00	\$ 202,500.00	Wastewater Utility	100%	\$ 222,750.00	y	
Water Utility	Lincoln St	East Grand Ave	E Riverview Expy	1500	1968	54	Reconstruct	2024			\$ 12,000.00	\$ 120,000.00	Water Utility	100%	\$ 132,000.00	y	
Water Utility	Raw Water Main							2024				\$ 304,000.00	Water Utility	100%	\$ 304,000.00	n	
Storm Sewer	River Wall						Grout repairs on river wall	2024				\$ 730,000.00	Stormwater Utility	100%	\$ 730,000.00	n	
Wastewater Utility	Westside Interceptor	Gaynor Ave	W Jackson St	7600			Line	2024				\$ 1,500,000.00	Wastewater Utility	100%		n	
Wastewater Utility	Gaynor Ave	25th Ave S	18th Ave S	2250			Line	2024				\$ 450,000.00	Wastewater Utility	100%		n	
Wastewater Utility	Wylie St	8th St N	10th St N	500			Reconstruct	2024									
Streets (new/reconstruct)	Wylie St	8th St N	10th St N	675			Reconstruct	2024									
Storm Sewer	Wylie St	8th St N	10th St N	100			Reconstruct	2024									
Water Utility	Wylie St	8th St N	10th St N	675			Reconstruct	2024									
Storm Sewer	McKinley St	8th Av N	14th Av N	580	1939	83	Reconstruct	2025			\$ 5,800.00	\$ 58,000.00	Stormwater Utility	100%	\$ 63,800.00	y	
Wastewater Utility	McKinley St	8th Av N	14th Av N	1700	1939	83	Reconstruct	2025			\$ 24,650.00	\$ 246,500.00	Wastewater Utility	100%	\$ 271,150.00	y	
Water Utility	McKinley St	8th Av N	14th Av N	700	1939	83	Reconstruct	2025			\$ 5,950.00	\$ 59,500.00	Water Utility	100%	\$ 65,450.00	y	

CURRENT CIP 2023-2027

Public Works Street and Utility Capital Plan				9/2/2022							WISCONSIN RAPIDS						
Category	Asset	From	To	Approximate Length or quantity	Year installed	Age	Improvement Description	Year	Condition Rating - Pavement:	Date of condition rating	Engineering	Construction Estimate	Funding Source	Percentage	Total	Street Department Build?	Resolution/Approval Date
Streets (new/reconstruct)	McKinley St	8th Ave N	14th Ave N	2020	1982	40	Reconstruct	2025	8	2016	\$ 6,569.93	\$ 262,797.15	Public Works Construction Fund	100%	\$ 269,367.08	y	
Storm Sewer	13th Av N	W Grand Av	Termini	1687	1967	55	Reconstruct?	2025			\$ 18,557.00	\$ 185,570.00	Stormwater Utility	100%	\$ 204,127.00	y	
Streets (new/reconstruct)	13th Av N	W Grand Av	Termini	1804	1967	55	Reconstruct	2025	3	2016	\$ 34,636.80	\$ 346,368.00	Public Works Construction Fund	100%	\$ 381,004.80	y	
Wastewater Utility	13th Av N	W Grand Av	Termini	2032	1935	87	Reconstruct	2025			\$ 29,464.00	\$ 294,640.00	Wastewater Utility	100%	\$ 324,104.00	n	
Water Utility	13th Av N	W Grand Av	Termini	1367	1935	87	Reconstruct	2025			\$ 10,252.50	\$ 102,525.00	Water Utility	100%	\$ 112,777.50	y	
Storm Sewer	Apricot St	15th St N	17th St N	856	1963	59		2025			\$ 5,136.00	\$ 51,360.00					
Streets (new/reconstruct)	Apricot St	15th St N	17th St N	600	1963	59	Reconstruct	2025	5	2016	\$ 11,520.00	\$ 115,200.00	Public Works Construction Fund	100%	\$ 126,720.00	y	
Wastewater Utility	Apricot St	15th St N	17th St N	600	1939	83	Reconstruct	2025			\$ 8,100.00	\$ 81,000.00	Wastewater Utility	100%	\$ 89,100.00	y	
Streets (new/reconstruct)	Grand Ave Bridge				1992	30	Deck Maintenance	2025	4	2016	\$ 56,430.00	\$ 1,026,000.00	Public Works Construction Fund	20%	\$ 216,486.00	n	
Streets (new/reconstruct)	Harrison Av	7th Av N	9th Av N	867	1976	46	Reconstruct	2025	3	2016	\$ 2,819.87	\$ 112,794.62	Public Works Construction Fund	100%	\$ 115,614.48	y	
Wastewater Utility	Harrison Av	7th Ave N	9th Ave N	350	1922	100	Reconstruct	2025			\$ 4,725.00	\$ 47,250.00	Wastewater Utility	100%	\$ 51,975.00	y	
Water Utility	Row Water Main							2025				\$ 304,000.00	Water Utility	100%	\$ 304,000.00	n	
Storm Sewer	16th Ave N	W Grand Av	High St	837	1915	107	Reconstruct	2026			\$ 9,207.00	\$ 92,070.00	Stormwater Utility	100%	\$ 101,277.00	y	
Streets (new/reconstruct)	16th Ave N	W Grand Av	High St	780	1960	62	Reconstruct	2026			\$ 10,140.00	\$ 101,400.00	Public Works Construction Fund	100%	\$ 111,540.00	y	
Wastewater Utility	16th Ave N	W Grand Av	High St	780	1915	107	Reconstruct	2026			\$ 11,310.00	\$ 113,100.00	Wastewater Utility	100%	\$ 124,410.00	y	
Water Utility	16th Ave N	W Grand Av	High St	780	1915	107	Reconstruct	2026			\$ 5,850.00	\$ 58,500.00					
Wastewater Utility	16th St S	Peach St	Oak St	680			Reconstruct or Line	2026			\$ 9,520.00	\$ 95,200.00	Wastewater Utility	100%	\$ 104,720.00	y	
Wastewater Plant	2 Mile Lift						Update Station Controls, add screen	2026			\$5,000	\$100,000	Wastewater Collection System Fund/Public Works Construction	100%	\$ 105,000.00		
Wastewater Utility	2nd Ave S	Westside Lift Station	Hurley St	4700			Reconstruct and Line	2026				\$ 950,000.00	Wastewater Utility	100%		n	
Storm Sewer	2nd St N	Spring St	Pleasant View Dr	2091	1953	69	Reconstruct	2026			\$ 25,092.00	\$ 250,920.00	Stormwater Utility	100%	\$ 276,012.00	y	
Streets (new/reconstruct)	2nd St N	Spring St	Pleasant View Dr	2091	1953	69	Reconstruct	2026	5	2016	\$ 40,147.20	\$ 401,472.00	Public Works Construction Fund	100%	\$ 441,619.20	y	
Wastewater Utility	2nd St N	Spring St	Pleasant View Dr	2091	1953	69	Reline?	2026			\$ 28,228.50	\$ 282,285.00	Wastewater Utility	100%	\$ 310,513.50	n	
Water Utility	2nd St N	Spring St	Pleasant View Dr	2091	1929	93	Reconstruct	2026			\$ 15,682.50	\$ 156,825.00	Water Utility	100%	\$ 172,507.50	y	
Water Utility	2nd St S	Birch St	Mead St	650	1923	99	Spot Repairs	2026			\$ 5,200.00	\$ 52,000.00	Water Utility	100%	\$ 57,200.00	y	
Storm Sewer	2nd St S	Birch St	Mead St	1093	1981	41	Reconstruct	2026			\$ 12,897.40	\$ 128,974.00	Stormwater Utility	100%	\$ 141,871.40	y	
Streets (new/reconstruct)	2nd St S	Birch St	Mead St	2200	1981	41	Reconstruct	2026	5	2016	\$ 42,240.00	\$ 422,400.00	Public Works Construction Fund	100%	\$ 464,640.00	y	
Wastewater Utility	2nd St S	Birch St	Mead St	250	1923	99	Spot Repairs	2026			\$ 2,375.00	\$ 23,750.00	Wastewater Utility	100%	\$ 26,125.00	y	
Streets (new/reconstruct)	East Riverview Expressway	Expressway Bridge	8th St S	4386	1980	42	Resurface	2026			\$ 84,211.20	\$ 842,112.00	Public Works Construction Fund	100%	\$ 926,323.20	n	
Streets (new/reconstruct)	Expressway Bridge			1460	1979	43	Reconstruct	2026			\$ 88,000.00	\$ 1,600,000.00	Public Works Construction Fund	5%	\$ 84,400.00	n	
Water Utility	Lyons St	13th Av S	Boles St	1110	1951	71	Reconstruct	2026			\$ 9,990.00	\$ 99,900.00	Water Utility	100%	\$ 109,890.00	y	
Streets (new/reconstruct)	Lyons St	13th Av S	Boles St	1110	1967	55	Reconstruct	2026	5	2016	\$ 21,312.00	\$ 213,120.00	Public Works Construction Fund	100%	\$ 234,432.00	y	
Wastewater Utility	Lyons St	13th Av S	Boles St	1110	1951	71	Reconstruct	2026			\$ 14,985.00	\$ 149,850.00	Wastewater Utility	100%	\$ 164,835.00	y	
Storm Sewer	12th St N	Baker St	Franklin St	801	1968	54	Reconstruct	2027			\$ 9,612.00	\$ 96,120.00	Stormwater Utility	100%	\$ 105,732.00	y	
Streets (new/reconstruct)	12th St N	Baker St	Franklin St	801	1953	69	Reconstruct	2027	5	2016	\$ 15,379.20	\$ 153,792.00	Public Works Construction Fund	100%	\$ 169,171.20	y	

CURRENT CIP 2023-2027

Public Works Street and Utility Capital Plan			9/2/2022														
Category	Asset	From	To	Approximate Length or quantity	Year installed	Age	Improvement Description	Year	Condition Rating - Pavement:	Date of condition rating	Engineering	Construction Estimate	Funding Source	Percentage	Total	Street Department Build?	Resolution/Approval Date
Wastewater Utility	12th St N	Baker St	Franklin St	801	1968	54	Reconstruct	2027	Very Poor	2013	\$ 10,813.50	\$ 108,135.00	Wastewater Utility	100%	\$ 118,948.50	y	
Water Utility	12th St N	Baker St	Franklin St	801	1912	110	Reconstruct	2027			\$ 6,007.50	\$ 60,075.00	Water Utility	100%	\$ 66,082.50	y	
Streets (new/reconstruct)	14th St N	Wylie St	Washington St	235	1967	55	Reconstruct/Resurface	2027	4	2016	\$ 764.32	\$ 30,572.94	Parks	100%	\$ 31,337.26	y	
Water Utility	17th Ave N	Engel Rd	Bonow Ave					2027									
Streets (new/reconstruct)	Baker St	8th St N	18th St N	3400	1984	38	Reconstruct	2027	5	2016	\$ 90,100.00	\$ 901,000.00	Public Works Construction Fund	100%	\$ 991,100.00	y	
Storm Sewer	Baker St	8th St N	18th St N	2000	1984	38		2027			\$ 16,000.00	\$ 160,000.00	Stormwater Utility	100%	\$ 176,000.00	y	
Streets (new/reconstruct)	East Riverview Expressway	8th St S	CR W	4618	1980	42	Resurface	2027			\$ 66,961.00	\$ 669,610.00		100%	\$ 736,571.00	n	
Storm Sewer	Edgewood Pl	Reddin Rd	STH 34	891			Reconstruct	2027			\$ 10,692.00	\$ 106,920.00	Stormwater Utility	100%	\$ 117,612.00	y	
Water Utility	Edgewood Pl	Reddin Rd	Marigold St	583	1962	60	Reconstruct	2027			\$ 4,664.00	\$ 46,640.00	Water Utility	100%	\$ 51,304.00	y	
Streets (new/reconstruct)	Edgewood PL	Reddin Rd	STH 34	891	1965	57	Reconstruct	2027	4	2016	\$ 17,107.20	\$ 171,072.00	Public Works Construction Fund	100%	\$ 188,179.20	y	
Wastewater Utility	Edgewood Pl	Reddin Rd	Marigold St	675	1962	60	Reconstruct	2027			\$ 9,112.50	\$ 91,125.00	Wastewater Utility	100%	\$ 100,237.50	y	
Streets (new/reconstruct)	Franklin St	12th St N	14th St N	663	1973	49	Reconstruct	2027	5	2016	\$ 12,729.60	\$ 127,296.00	Public Works Construction Fund	100%	\$ 140,025.60	y	
Streets (new/reconstruct)	Jackson St Bridge			1994			Redeck	2027			\$ 104,500.00	\$ 1,900,000.00	Public Works Construction Fund	20%	\$ 400,900.00	n	
Water Utility	Pepper Ave	Lincoln St	12th St S					2027									
Water Utility	Riverview Dr	1st St N	Spring St	1300	1952	70	Reconstruct	2027			\$ 12,350.00	\$ 123,500.00	Water Utility	100%	\$ 135,850.00	y	
Storm Sewer	Riverview Dr	1st St N	Spring St	620	1952	70	Reconstruct	2027			\$ 8,060.00	\$ 80,600.00	Stormwater Utility	100%	\$ 88,660.00	y	
Streets (new/reconstruct)	Riverview Dr	1st St N	Spring St	1300	1981	41	Reconstruct	2027	3	2016	\$ 28,600.00	\$ 286,000.00	Public Works Construction Fund	100%	\$ 314,600.00	y	

DRAFT 2024-2028 CIP

DRAFT Public Works Street and Utility Capital Plan				6/2/2023							<div>W I S C O N S I N</div> <div>RAPIDS</div>		
Category	Asset	From	To	Approximate Length or quantity	Year installed	Age	Improvement Description	Year	Condition Rating - Pavement:	Date of condition rating	Engineering	Construction Estimate	Funding Source
Storm Sewer	9th St S	Peach St	Chestnut St	1034	1967	56	Reconstruct	2024			\$ 8,399.00	\$ 79,399.00	Stormwater Utility
Streets (new/reconstruct)	9th St S	Peach St	Chestnut St	1270	1967	56	Reconstruct	2024	3	2016	\$ 15,001.00	247,733	Public Works Construction Fund
Wastewater Utility	9th St S	Peach St	Chestnut St	1212	1930	93	Reconstruct	2024			\$ 8,399.00	\$ 177,399.00	Wastewater Utility
Water Utility	9th St S	Peach St	Chestnut St	2070	1930	93	Reconstruct	2024			\$ 4,201.00	\$ 122,201.00	Water Utility
Storm Sewer	One Mile Creek Structure	Two Mile Ave					Reconstruct	2024			\$ 10,500.00	\$ 330,800.00	Stormwater Utility
Storm Sewer	Lincoln St	East Grand Ave	E Riverview Expy	685	1968	55	Reconstruct	2024			\$ 7,535.00	\$ 75,350.00	Stormwater Utility
Streets (new/reconstruct)	Lincoln St	East Grand Ave	E Riverview Expy	2420	1953	70	Reconstruct	2024	4	2016	\$ 13,434.32	\$ 537,372.62	Public Works Construction Fund
Wastewater Utility	Lincoln St	East Grand Ave	E Riverview Expy	1500	1941	82	Reconstruct	2024			\$ 20,250.00	\$ 202,500.00	Wastewater Utility
Water Utility	Lincoln St	East Grand Ave	E Riverview Expy	1500	1968	55	Reconstruct	2024			\$ 12,000.00	\$ 120,000.00	Water Utility
Water Utility	Raw Water Main							2024				\$ 304,000.00	Water Utility
Wastewater Utility	Westside Interceptor	Gaynor Ave	W Jackson St	7600			Line	2024				\$ 1,500,000.00	Wastewater Utility
Wastewater Utility	Gaynor Ave	25th Ave S	18th Ave S	2250			Line	2024				\$ 450,000.00	Wastewater Utility
Wastewater Utility	Wylie St	8th St N	10th St N	500			Reconstruct	2024					
Streets (new/reconstruct)	Wylie St	8th St N	10th St N	675			Reconstruct	2024					
Storm Sewer	Wylie St	8th St N	10th St N	100			Reconstruct	2024					
Water Utility	Wylie St	8th St N	10th St N	675			Reconstruct	2024					

DRAFT 2024-2028 CIP

DRAFT Public Works Street and Utility Capital Plan			6/2/2023								<div>W I S C O N S I N</div> <div>RAPIDS</div>		
Category	Asset	From	To	Approximate Length or quantity	Year installed	Age	Improvement Description	Year	Condition Rating - Pavement:	Date of condition rating	Engineering	Construction Estimate	Funding Source
Storm Sewer	14th Av N	W Grand Av	Fremont St	855	1967	56	Reconstruct	2025			\$ 9,405.00	\$ 94,050.00	Stormwater Utility
Streets (new/reconstruct)	14th Av N	W Grand Av	Fremont St	1450	1967	56	Reconstruct	2025	5	2016	\$ 27,840.00	\$ 278,400.00	Public Works Construction Fund
Wastewater Utility	14th Av N	W Grand Av	Fremont St	1470	1916	107	Reconstruct	2025			\$ 21,315.00	\$ 213,150.00	Wastewater Utility
Water Utility	14th Av N	W Grand Av	Fremont St	1470	1916	107	Reconstruct	2025			\$ 11,025.00	\$ 110,250.00	Water Utility
Streets (new/reconstruct)	East Jackson St	Jackson St Bridge	East Grand Av	2075	1978	45	Reconstruct	2025	5	2016	\$ 87,742.13	\$ 3,509,685.00	Public Works Construction Fund (20%) WI DOT LRIP (80%)
Wastewater Utility	East Jackson St	Jackson St Bridge	East Grand Ave	2075	1976	47	Reconstruct or reline	2025			\$ 30,087.50	\$ 300,875.00	Wastewater Utility
Storm Sewer	River Wall						Grout repairs on river wall	2025				\$ 730,000.00	Stormwater Utility
Storm Sewer	McKinley St	8th Av N	14th Av N	580	1939	84	Reconstruct	2025			\$ 5,800.00	\$ 58,000.00	Stormwater Utility
Wastewater Utility	McKinley St	8th Av N	14th Av N	1700	1939	84	Reconstruct	2025			\$ 24,650.00	\$ 246,500.00	Wastewater Utility
Water Utility	McKinley St	8th Av N	14th Av N	700	1939	84	Reconstruct	2025			\$ 5,950.00	\$ 59,500.00	Water Utility
Streets (new/reconstruct)	McKinley St	8th Ave N	14th Ave N	2020	1982	41	Reconstruct	2025	8	2016	\$ 6,569.93	\$ 262,797.15	Public Works Construction Fund
Streets (new/reconstruct)	Grand Ave Bridge				1992	31	Deck Maintenance	2025	4	2016	\$ 56,430.00	\$ 1,026,000.00	Public Works Construction Fund
Streets (new/reconstruct)	Harrison Av	7th Av N	9th Av N	867	1976	47	Reconstruct	2025	3	2016	\$ 2,819.87	\$ 112,794.62	Public Works Construction Fund
Wastewater Utility	Harrison Av	7th Ave N	9th Ave N	350	1922	101	Reconstruct	2025			\$ 4,725.00	\$ 47,250.00	Wastewater Utility
Water Utility	Raw Water Main							2025				\$ 304,000.00	Water Utility
Pavement Replacement	Plover St	1st St N	Apricot St				Consider for CIP - check other utilities	2025					
Water Utility	Plover St	1st St N	Apricot St				Consider for CIP - check other utilities	2025					

DRAFT 2024-2028 CIP

DRAFT Public Works Street and Utility Capital Plan				6/2/2023							<div><div>W I S C O N S I N</div><div>RAPIDS</div></div>		
Category	Asset	From	To	Approximate Length or quantity	Year installed	Age	Improvement Description	Year	Condition Rating - Pavement:	Date of condition rating	Engineering	Construction Estimate	Funding Source
Storm Sewer	13th Av N	W Grand Av	Termini	1687	1967	56	Reconstruct?	2026			\$ 18,557.00	\$ 185,570.00	Stormwater Utility
Streets (new/reconstruct)	13th Av N	W Grand Av	Termini	1804	1967	56	Reconstruct	2026	3	2016	\$ 34,636.80	\$ 346,368.00	Public Works Construction Fund
Wastewater Utility	13th Av N	W Grand Av	Termini	2032	1935	88	Reconstruct	2026			\$ 29,464.00	\$ 294,640.00	Wastewater Utility
Water Utility	13th Av N	W Grand Av	Termini	1367	1935	88	Reconstruct	2026			\$ 10,252.50	\$ 102,525.00	Water Utility
Storm Sewer	Apricot St	15th St N	17th St N	856	1963	60		2026			\$ 5,136.00	\$ 51,360.00	
Streets (new/reconstruct)	Apricot St	15th St N	17th St N	600	1963	60	Reconstruct	2026	5	2016	\$ 11,520.00	\$ 115,200.00	Public Works Construction Fund
Wastewater Utility	Apricot St	15th St N	17th St N	600	1939	84	Reconstruct	2026			\$ 8,100.00	\$ 81,000.00	Wastewater Utility
Wastewater Utility	16th St S	Peach St	Oak St	680			Reconstruct or Line	2026			\$ 9,520.00	\$ 95,200.00	Wastewater Utility
Wastewater Plant	2 Mile Lift						Update Station Controls, add screen	2026			\$5,000	\$100,000	Wastewater Collection System Fund/Public Works Construction
Wastewater Utility	2nd Ave S	Westside Lift Station	Hurley St	4700			Reconstruct and Line	2026				\$ 950,000.00	Wastewater Utility
Storm Sewer	2nd St N	Spring St	Pleasant View Dr	2091	1953	70	Reconstruct	2026			\$ 25,092.00	\$ 250,920.00	Stormwater Utility
Streets (new/reconstruct)	2nd St N	Spring St	Pleasant View Dr	2091	1953	70	Reconstruct	2026	5	2016	\$ 40,147.20	\$ 401,472.00	Public Works Construction Fund
Wastewater Utility	2nd St N	Spring St	Pleasant View Dr	2091	1953	70	Reline?	2026			\$ 28,228.50	\$ 282,285.00	Wastewater Utility
Water Utility	2nd St N	Spring St	Pleasant View Dr	2091	1929	94	Reconstruct	2026			\$ 15,682.50	\$ 156,825.00	Water Utility

DRAFT 2024-2028 CIP

DRAFT Public Works Street and Utility Capital Plan			6/2/2023								<div>W I S C O N S I N</div> <div>RAPIDS</div>		
Category	Asset	From	To	Approximate Length or quantity	Year installed	Age	Improvement Description	Year	Condition Rating - Pavement:	Date of condition rating	Engineering	Construction Estimate	Funding Source
Storm Sewer	15th Av N	W Grand Av	High St	812			Reconstruct	2027			\$ 8,932.00	\$ 89,320.00	Stormwater Utility
Streets (new/reconstruct)	15th Av N	W Grand Av	High St	812	1967	56	Reconstruct	2027	5	2016	\$ 16,240.00	\$ 162,400.00	Public Works Construction Fund
Wastewater Utility	15th Av N	W Grand Av	High St	812			Reconstruct	2027			\$ 11,774.00	\$ 117,740.00	Wastewater Utility
Water Utility	15th Av N	W Grand Av	High St	734			Reconstruct	2027			\$ 5,505.00	\$ 55,050.00	Water Utility
Storm Sewer	16th Ave N	W Grand Av	High St	837	1915	108	Reconstruct	2027			\$ 9,207.00	\$ 92,070.00	Stormwater Utility
Streets (new/reconstruct)	16th Ave N	W Grand Av	High St	780	1960	63	Reconstruct	2027			\$ 10,140.00	\$ 101,400.00	Public Works Construction Fund
Wastewater Utility	16th Ave N	W Grand Av	High St	780	1915	108	Reconstruct	2027			\$ 11,310.00	\$ 113,100.00	Wastewater Utility
Water Utility	16th Ave N	W Grand Av	High St	780	1915	108	Reconstruct	2027			\$ 5,850.00	\$ 58,500.00	
Storm Sewer	12th St N	Baker St	Franklin St	801	1968	55	Reconstruct	2027			\$ 9,612.00	\$ 96,120.00	Stormwater Utility
Streets (new/reconstruct)	12th St N	Baker St	Franklin St	801	1953	70	Reconstruct	2027	5	2016	\$ 15,379.20	\$ 153,792.00	Public Works Construction Fund
Wastewater Utility	12th St N	Baker St	Franklin St	801	1968	55	Reconstruct	2027	Very Poor	2013	\$ 10,813.50	\$ 108,135.00	Wastewater Utility
Water Utility	12th St N	Baker St	Franklin St	801	1912	111	Reconstruct	2027			\$ 6,007.50	\$ 60,075.00	Water Utility
Storm Sewer	Edgewood Pl	Reddin Rd	STH 34	891			Reconstruct	2027			\$ 10,692.00	\$ 106,920.00	Stormwater Utility
Water Utility	Edgewood Pl	Reddin Rd	Marigold St	583	1962	61	Reconstruct	2027			\$ 4,664.00	\$ 46,640.00	Water Utility
Streets (new/reconstruct)	Edgewood PL	Reddin Rd	STH 34	891	1965	58	Reconstruct	2027	4	2016	\$ 17,107.20	\$ 171,072.00	Public Works Construction Fund
Wastewater Utility	Edgewood Pl	Reddin Rd	Marigold St	675	1962	61	Reconstruct	2027			\$ 9,112.50	\$ 91,125.00	Wastewater Utility
Streets (new/reconstruct)	Franklin St	12th St N	14th St N	663	1973	50	Reconstruct	2027	5	2016	\$ 12,729.60	\$ 127,296.00	Public Works Construction Fund
Water Utility	Riverview Dr	1st St N	Spring St	1300	1952	71	Reconstruct	2027			\$ 12,350.00	\$ 123,500.00	Water Utility
Storm Sewer	Riverview Dr	1st St N	Spring St	620	1952	71	Reconstruct	2027			\$ 8,060.00	\$ 80,600.00	Stormwater Utility
Streets (new/reconstruct)	Riverview Dr	1st St N	Spring St	1300	1981	42	Reconstruct	2027	3	2016	\$ 28,600.00	\$ 286,000.00	Public Works Construction Fund
Wastewater Utility	Riverview Dr	1st St N	Spring St	1260	1952	71	Reconstruct	2027			\$ 17,640.00	\$ 176,400.00	Wastewater Utility

DRAFT 2024-2028 CIP

DRAFT Public Works Street and Utility Capital Plan			6/2/2023								<div>W I S C O N S I N</div> <div>RAPIDS</div>		
Category	Asset	From	To	Approximate Length or quantity	Year installed	Age	Improvement Description	Year	Condition Rating - Pavement:	Date of condition rating	Engineering	Construction Estimate	Funding Source
Water Utility	2nd St S	Birch St	Mead St	650	1923	100	Spot Repairs	2028			\$ 5,200.00	\$ 52,000.00	Water Utility
Storm Sewer	2nd St S	Birch St	Mead St	1093	1981	42	Reconstruct	2028			\$ 12,897.40	\$ 128,974.00	Stormwater Utility
Streets (new/reconstruct)	2nd St S	Birch St	Mead St	2200	1981	42	Reconstruct	2028	5	2016	\$ 42,240.00	\$ 422,400.00	Public Works Construction Fund
Wastewater Utility	2nd St S	Birch St	Mead St	250	1923	100	Spot Repairs	2028			\$ 2,375.00	\$ 23,750.00	Wastewater Utility
Water Utility	Lyons St	13th Av S	Boles St	1110	1951	72	Reconstruct	2028			\$ 9,990.00	\$ 99,900.00	Water Utility
Streets (new/reconstruct)	Lyons St	13th Av S	Boles St	1110	1967	56	Reconstruct	2028	5	2016	\$ 21,312.00	\$ 213,120.00	Public Works Construction Fund
Wastewater Utility	Lyons St	13th Av S	Boles St	1110	1951	72	Reconstruct	2028			\$ 14,985.00	\$ 149,850.00	Wastewater Utility
Streets (new/reconstruct)	14th St N	Wylie St	Washington St	235	1967	56	Reconstruct/Resurface	2028	4	2016	\$ 764.32	\$ 30,572.94	Parks
Streets (new/reconstruct)	Baker St	8th St N	18th St N	3400	1984	39	Reconstruct	2028	5	2016	\$ 90,100.00	\$ 901,000.00	Public Works Construction Fund
Storm Sewer	Baker St	8th St N	18th St N	2000	1984	39		2028			\$ 16,000.00	\$ 160,000.00	Stormwater Utility
Water Utility	Pepper Ave	Lincoln St	12th St S					2028					
Storm Sewer	8th St S	Lakewood Ln	Whitrock Av					2028			26,838	\$ 706,250.00	Stormwater Utility
Streets (new/reconstruct)	8th St S	Lakewood Ln	Whitrock Av	3600	1969	54	Reconstruct	2028			600,000	6,000,000	Public Works Construction Fund (~25%

PUBLIC WORKS COMMITTEE REFERRAL LIST:

2023 (6/8/2023)

1. Request from Alderperson Tom Rayome to discuss the future of 8th St S. (2016)
2. Request by Alderperson Austin to consider a feasibility study for reducing noise and vehicle delays due to railroad tracks along the west side of the City at and between crossing from Gaynor Ave to High St.
3. Request from Rayome for Quiet Zones for trains on the east side of city. (Referral Attached)
4. Consider possible solutions to possible lack of sufficient overnight and extended parking for semi-trucks within the City.
5. ~~Referral by Alderperson Bemke to consider sidewalk installation on the east side of 16th St S from E Riverview Expressway to existing sidewalk 1075' south.~~
6. Review the Change Order policy and consider updates.



Human Resources Committee Meeting Minutes June 13, 2023

Human Resources Committee

Jay Bemke, Chairperson

Jake Cattanach, Vice Chairperson

Patrick Delaney

The Human Resources Committee held a meeting in the Council Chambers of City Hall on Tuesday, June 13, 2023, at 2:15 p.m. All Committee members were present. Also present were Mayor Blaser, City Attorney Sue Schill, HR Manager Ryan Hartman, Police Chief Hostens, Recreation Supervisor Dawn Desorcy, Mike Potocki and Alderpersons Polach and Rayome.

Agenda

1. Call to order

Chairperson Bemke called the meeting to order at 2:17 p.m.

2. Discuss and consider for approval a pay increase for the Head Lifeguard Position at the Aquatics Facility ranging from \$13.00 to \$16.00 per hour.

Motion by Cattanach, seconded by Bemke to approve a pay increase for the Head Lifeguard Position at the Aquatics Facility ranging from \$13.00 to \$16.00 per hour. Motion carried 3-0.

3. Discuss and consider for approval the proposed changes to the Deputy Chief of Police, Police Lieutenant and Police Sergeant job descriptions within the Police Department. See attached.

Motion by Delaney, seconded by Bemke to approve the proposed changes to the Deputy Police Chief, Police Lieutenant and Police Sergeant job descriptions. Motion carried 2-1.

4. Discuss and consider for approval the proposed job description for the Code Enforcement Officer position as a sworn officer within the Police Department.

Motion Cattanach, seconded by Bemke to approve the job description as proposed for the Code Enforcement Officer position as a sworn officer within the Police Department, as a special duty appointment of the Police Chief. Motion carried 2-1.

5. Consider for approval a Memorandum of Understanding with the Wisconsin Rapids Professional Police Association regarding Recruit Officers. MOU Attached.

Motion by Cattanach, seconded by Delaney to approve a Memorandum of Understanding with the Wisconsin Rapids Professional Police Association regarding Recruit Officers. Motion carried 3-0.

6. Adjournment

Motion by Delaney, seconded by Bemke to adjourn. Motion carried 3-0. The meeting was adjourned at 3:55 p.m.

The City of Wisconsin Rapids Position Description

Name:		Department:	Police
Position Title:	Deputy Chief of Police	Pay Grade:	FLSA: Exempt
Date:	May 24, 2023	Reports To:	Police Chief

Purpose of Position

The purpose of this position is to command patrol, traffic, and detective bureaus, department SWAT team, and support services civilian employees; direct and supervise department functions as assigned by the Police Chief; and command the department in the absence of the Police Chief for the protection of life and property. The work is performed according to applicable rules, regulations, and laws under the direction of the Police Chief.

Essential Duties and Responsibilities

The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

Commands, coordinates, and schedules patrol, traffic, and investigation activities. Supervises sworn and non-sworn workers, including records management, clerical support, and crossing guard personnel. Assigns and reviews work for compliance with policies and procedures. Evaluates employees' work performance.

Interprets and enforces union contracts. Receives, resolves, or refers labor grievances. Participates in union contract negotiations. Develops work schedules. Approves leave requests. Approves overtime and training requests. Assists Police Chief in researching department employee training needs and trains or arranges training opportunities. Maintains training records. Participates in candidate selection. Reviews job applications and conducts testing and background investigations. Provides administrative orientation. Administers department personnel actions. Resolves conflicts between personnel and counsel subordinates.

Supervises department through Lieutenants and Sergeants. Briefs and instructs officers on assignments.

Receives complaints, questions, and concerns from the public regarding police. Assists Police Chief in reviewing all complaints. Conducts internal investigations.

Approves purchases for supplies and materials, including all equipment, uniforms, replacement parts, weapons, and ammunition. Research and tests new equipment.

Commands SWAT activities.

Assists the Police Chief in developing, preparing, presenting, and administering the department's annual budget. Prepares or supervises the preparation of budget support information and schedules. Monitors expenses and revenues. Prepares budget activity reports for Police Chief and Common Council consideration. Prepares grant applications.

Deputy Chief of Police

Assists the Police Chief with administrative duties and department planning. Assists Police Chief in developing policies and procedures. Interprets and studies new laws and ordinances. Assists Police Chief in organizing and managing department recordkeeping, evidence custody and control, and property inventory functions.

Assists Police Chief in researching and identifying crime trends and recommending corrective actions.

Assists in preparing and giving presentations to department personnel regarding administrative matters.

Assists Police Chief in preparing and distributing news releases.

Assists Police Chief in the coordination of department activities with other agencies.

Performs police officer duties as needed to enforce laws and ordinances, provide law enforcement service, and ensure public safety and peace. Responds to emergencies, complaints, and calls for police assistance, such as domestic disputes, civil disturbances, fights, missing children, rescues, disorderly behavior, public safety hazards, etc. Performs traffic stops, issues warnings and citations, arrests criminal suspects, directs traffic, investigates suspicious activities, assists motorists, investigates traffic accidents, aids victims, interviews witnesses, and performs other sworn duties.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in Police Science, Criminal Justice, or related field, six to eight years of progressively responsible law enforcement experience with five years in a command position and at least one year at the rank of lieutenant. Wisconsin Law Enforcement Certification and a valid driver's license are required. Must have and be able to maintain the legal right to possess firearms.

Physical and Mental Abilities Required to Perform Essential Job Functions

Language Ability and Interpersonal Communication

Ability to analyze data and information using established criteria to determine consequences and identify and select alternatives. Ability to compare, count, differentiate, measure, copy, record, and transcribe data and information. Ability to classify, compute, tabulate, and categorize data.

Ability to manage and direct a group of workers, including providing counseling and mediation. Ability to persuade, convince and train others. Ability to advise and interpret regarding the application of policies, procedures, and standards to specific situations.

Ability to utilize a variety of advisory data and information, such as police reports, accident reports, complaints, criminal histories, investigation reports, crime statistics, criminal court documents, personnel policies, labor agreements, grievances, performance evaluations, invoices, requisitions, budgets, ordinances, law enforcement manuals, professional publications, maps, computer software operating manuals, statutes, procedures, guidelines, and non-routine correspondence.

Ability to communicate orally and in writing with city officials, other law enforcement agencies, witnesses, suspects, victims, dispatch personnel, emergency response personnel, business representatives, community groups, educators, students, news media representatives, attorneys, judges, social workers, and the general public.

Deputy Chief of Police
Mathematical Ability

Ability to calculate percentages, fractions, decimals, volumes, ratios, present values, and spatial relationships. Ability to interpret basic descriptive statistical reports.

Judgment and Situational Reasoning Ability

Ability to use functional reasoning in performing influence functions such as supervising, managing, leading, teaching, directing, and controlling.

Ability to exercise the judgment, decisiveness, and creativity required in critical and/or unexpected situations involving moderate risk to the organization.

Physical Requirements

Ability to operate equipment and machinery requiring complex and rapid adjustments, such as motor vehicles, firearms, restraint devices, batons, radar guns, breathalyzers, emergency communications equipment, calculator, computer terminal, and telephone.

Ability to coordinate eyes, hands, feet, and limbs in performing movements requiring skill and training, such as firearms use.

The ability to exert light physical effort in sedentary light work may involve lifting, carrying, pushing, and pulling.

Ability to recognize and identify similarities or differences between characteristics of colors, shapes, sounds, odors, and textures associated with job-related objects, materials, and tasks.

Environmental Adaptability

Some tasks may risk exposure to irate individuals, intimidation, violence, and traffic hazards.

The City of Wisconsin Rapids is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

Employee's Signature

Supervisor's Signature

Date

Date

The City of Wisconsin Rapids Position Description

Name:		Position Title:	Police Lieutenant
Department:	Police	Pay Grade:	FLSA: Exempt
Date:	May 24, 2023	Reports To:	Police Chief and Deputy Chief

Purpose of Position

The purpose of this position is to supervise and coordinate law enforcement patrol and support activities during an assigned shift and command the department in the absence of superior personnel to provide law enforcement service and protect life and property. The work is performed according to applicable rules, regulations, and laws under the direction of the Police Chief and Deputy Chief.

Essential Duties and Responsibilities

The following duties are typical for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

Supervises shift personnel during an assigned shift. Reviews and prioritizes cases and situations. Schedules and assigns cases to patrol officers.

Reviews police reports for completeness, accuracy, and investigation follow-up. Review investigation reports for accuracy and completeness. Discusses investigations and advises and counsels shift personnel.

Evaluates subordinates' work performance for effectiveness and compliance with policies and procedures. Recommends commendations and discipline. Reviews training requests, establishes training needs and approves and assigns training.

Evaluates arrests to determine whether subjects will be detained.

Prepares cases for charging. Testifies in court as summoned.

Receives and evaluates citizen complaints against department personnel. Investigates and reports police officer misconduct, incompetence, neglect of duty, and rule infractions to the deputy chief.

Informs subordinates of changes in law, policies, and procedures to ensure compliance.

Respond to major crime scenes and direct police and investigation activities. Participates in investigations. Gathers and secures evidence and interviews victims, witnesses, and suspects.

Coordinates investigations and crime information with Department personnel, other agencies, and community members.

Creates partnerships with the community to improve crime reporting and the social environment. Prepares and gives public speeches/demonstrations.

Compiles statistics/data reflecting crime trends and enhances police operations. Completes weekly reports for investigation and other assigned responsibilities.

Completes work schedules and adjusts schedules to accommodate vacation, leave, training, surveillance, and other factors. Approves overtime.

Police Lieutenant

Suggests new policies and procedures or changes.

Inspects equipment and vehicles for maintenance needs. Identifies equipment replacement needs.

Reviews all computer entries during shift. Responds to subpoenas and other requests for records and court appearances. Provides information to persons seeking information as appropriate.

Assumes command of the Department in the absence of the chief and deputy chief.

Maintains knowledge of community standards, regional geography, theory, principles, and practices regarding community law enforcement, crime trends, criminal investigation, personnel supervision, and budget development.

Performs police officer duties to enforce laws and ordinances, provide law enforcement service, and ensure public safety and peace. Responds to emergencies, complaints, and calls for police assistance such as domestic disputes, civil disturbances, fights, missing children, rescues, disorderly behavior, public safety hazards, etc. Performs traffic stops, issues warnings and citations, arrests criminal suspects, directs traffic, investigates suspicious activities, assists motorists, investigates traffic accidents, aids victims, interviews witnesses, and performs other sworn duties.

Participates in ongoing training and professional development.

Additional Tasks and Responsibilities

While the following tasks are necessary for the unit's work, they are not an essential part of the purpose of this position and may also be performed by other unit members.

Schedules equipment repairs and replacement.

Follows up on false alarm complaints.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in Police Science, Criminal Justice, or a related field and five years of law enforcement experience with one year of supervisory experience at the sergeant level. Wisconsin Law Enforcement Certification and a valid driver's license are required. Must have and be able to maintain the legal right to possess firearms.

Candidates who have not yet completed the requirements for a bachelor's degree who are otherwise qualified will be considered for promotion to lieutenant if the following requirements are agreed upon prior to acceptance of the promotion:

The individual shall enroll in a program of higher education that, upon completion, would result in them receiving a bachelor's degree. The city will give tuition reimbursement priority to lieutenants enrolled in a bachelor's degree program at an accredited university.

The individual shall continue studying by enrolling in at least one course per term until a bachelor's degree has been attained.

The individual can take a course during the summer term at their discretion.

The individual shall seek the approval of the chief of police for taking a semester off from coursework for personal or professional reasons and can otherwise use their discretion in taking courses when tuition reimbursement is unavailable due to the lack of funding but shall enroll for the next available term when available funding is restored.

Physical and Mental Abilities Required to Perform Essential Job Functions

Language Ability and Interpersonal Communication

Ability to analyze data and information using established criteria to determine consequences and identify and select alternatives. Ability to compare, count, differentiate, measure, copy, record, and transcribe data and information. Ability to classify, compute, tabulate, and categorize data.

Ability to counsel, treat, mediate, and provide first-line supervision. Ability to persuade, convince, and train others. Ability to advise and provide interpretation regarding applying policies, procedures, and standards to specific situations.

Ability to utilize a variety of advisory data and information such as police reports, accident reports, complaints, criminal histories, investigation reports, crime statistics, criminal court documents, personnel policies, labor agreements, grievances, work schedules, leave requests, performance evaluations, requisitions, budgets, ordinances, law enforcement manuals, professional publications, maps, computer software operating manuals, ordinances, statutes, procedures, guidelines, and non-routine correspondence.

Ability to communicate orally and in writing with city officials, other law enforcement agencies, witnesses, suspects, victims, dispatch personnel, emergency response personnel, business representatives, community groups, educators, students, news media representatives, attorneys, judges, social workers, and the general public.

Mathematical Ability

Ability to calculate percentages, fractions, decimals, volumes, ratios, and spatial relationships. Ability to interpret basic descriptive statistical reports.

Judgment and Situational Reasoning Ability

Ability to use functional reasoning in performing influence functions such as supervising, managing, leading, teaching, directing, and controlling.

Ability to exercise the judgment, decisiveness, and creativity required in critical and unexpected organizational risk situations.

Physical Requirements

Ability to operate equipment and machinery requiring complex and rapid adjustments, such as motor vehicles, firearms, restraint devices, batons, radar guns, breathalyzers, emergency communications equipment, calculators, computer terminal, and telephone.

Ability to coordinate eyes, hands, feet, and limbs in performing movements requiring skill and training, such as firearms use.

Ability to exert required physical effort to perform moderate to heavy work, typically involving climbing and balancing, stooping, kneeling, crouching, crawling, lifting, carrying, pushing, and pulling. Ability to exert sufficient physical force to restrain or subdue individuals.

Ability to recognize and identify similarities or differences between characteristics of colors, shapes, sounds, odors, and textures associated with job-related objects, materials, and tasks.

Environmental Adaptability

Police Lieutenant

Some tasks may risk exposure to irate individuals, intimidation, violence, and traffic hazards.

The City of Wisconsin Rapids is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the city will provide reasonable accommodations to qualified individuals with disabilities and encourage prospective and current employees to discuss potential accommodations with the employer.

Employee's Signature

Supervisor's Signature

Date

Date

**The City of Wisconsin Rapids
Position Description**

Name:		Department:	Police
Position Title:	Sergeant	Pay Grade:	FLSA: Represented
Date:	May 24, 2023	Reports To:	Police Chief

Purpose of Position

The purpose of this position is to supervise and coordinate law enforcement patrol and support activities during an assigned shift and command the department in the absence of superior personnel to provide law enforcement service and protect life and property. The work is performed according to applicable rules, regulations, and laws under the general supervision of a Police Lieutenant. At times the sergeant may be the ranking officer on duty.

Essential Duties and Responsibilities

The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

Performs a variety of supervisory, administrative, investigative, and patrol duties related to law enforcement activities.

Supervises the activities of subordinate officers, makes assignments, reviews actions of patrol officers, counsels officers on job performance, and prepares a variety of reports and records. Keeps superiors informed of activities and briefs oncoming shifts.

Reviews a variety of reports prepared by subordinate officers, evaluates circumstances of actions and evidence, and determines the disposition of the matter. Advises superiors of developments and actions taken.

Evaluates subordinate's performance and make recommendations for performance improvement.

Responds to calls for police assistance and takes command of the scene until relieved by a superior officer.

Conducts and/or supervises the initial investigation. Questions suspects, victims, witnesses, and drivers; preserves evidence; issues citations or makes arrests. Conducts follow-up investigation of crimes committed during assigned shift, develops leads and tips, searches scenes for clues, analyzes and evaluates evidence, and prepares reports.

Coordinates and supervises the training and development of new patrol officers.

Coordinates police activity with other law enforcement agencies.

Inspects subordinate officers for proper attire, equipment, vehicle, knowledge of assigned beat, etc.

Work is performed in accordance with modern law enforcement principles, procedures, techniques, and equipment and considerable knowledge of federal, state, and municipal laws, ordinances, and department rules and regulations. Independent judgment is exercised in both routine and emergency situations.

Performs police officer duties as needed to enforce laws and ordinances, provide law enforcement service, and ensure public safety and peace. Responds to emergencies, complaints, and calls for police

Police Sergeant

assistance, such as domestic disputes, civil disturbances, fights, missing children, rescues, disorderly behavior, public safety hazards, etc. Performs traffic stops, issues warnings and citations, arrests criminal suspects, directs traffic, investigates suspicious activities, assists motorists, investigates traffic accidents, aids victims, interviews witnesses, and performs other sworn duties.

Minimum Training and Experience Required to Perform Essential Job Functions

Possess a bachelor's or associate's degree in Police Science, Criminal Justice, or a related field; have five years of law enforcement experience or any combination of education and experience that provides equivalent knowledge, skills, and abilities. Wisconsin Law Enforcement Certification and a valid driver's license are required. Must have and be able to maintain the legal right to possess firearms.

Physical and Mental Abilities Required to Perform Essential Job Functions

The physical demands described here are representative of those that must be met by an employee to perform the essential functions of this job successfully. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee is occasionally required to stand; walk; run; use hands to finger, handle, or operate objects or tools; operate a motor vehicle; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; and taste or smell. Exert significant energy for short to medium periods of time.

The employee must occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

Language Ability and Interpersonal Communication

Ability to analyze data and information using established criteria to determine consequences and identify and select alternatives. Ability to compare, count, differentiate, measure, copy, record, and transcribe data and information. Ability to classify, compute, tabulate, and categorize data.

Ability to manage and direct a group of workers, including the ability to provide counseling and mediation. Ability to persuade, convince and train others. Ability to advise and interpret regarding the application of policies, procedures, and standards to specific situations.

Ability to utilize a variety of advisory data and information, such as police reports, accident reports, complaints, criminal histories, investigation reports, crime statistics, criminal court documents, personnel policies, labor agreements, grievances, performance evaluations, invoices, requisitions, budgets, ordinances, law enforcement manuals, professional publications, maps, computer software operating manuals, statutes, procedures, guidelines, and non-routine correspondence.

Ability to communicate orally and in writing with city officials, other law enforcement agencies, witnesses, suspects, victims, dispatch personnel, emergency response personnel, business representatives, community groups, educators, students, news media representatives, attorneys, judges, social workers, and the general public.

Mathematical Ability

Ability to calculate percentages, fractions, decimals, volumes, ratios, present values and spatial relationships. Ability to interpret basic descriptive statistical reports.

Judgment and Situational Reasoning Ability

Police Sergeant

Ability to use functional reasoning in performing influence functions such as supervising, managing, leading, teaching, directing, and controlling.

Ability to exercise the judgment, decisiveness and creativity required in critical and/or unexpected situations involving moderate risk to the organization.

Physical Requirements

Ability to operate equipment and machinery requiring complex and rapid adjustments, such as motor vehicles, firearms, restraint devices, batons, radar guns, breathalyzers, emergency communications equipment, calculators, computer terminal, and telephone.

Ability to coordinate eyes, hands, feet, and limbs in performing movements requiring skill and training, such as firearms use.

The ability to exert light physical effort in sedentary light work may involve lifting, carrying, pushing, and pulling.

Ability to recognize and identify similarities or differences between characteristics of colors, shapes, sounds, odors, and textures associated with job-related objects, materials, and tasks.

Environmental Adaptability

Some tasks may risk exposure to irate individuals, intimidation, violence, and traffic hazards.

The City of Wisconsin Rapids is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the city will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

Employee's Signature

Supervisor's Signature

Date

Date

Statement of Duties:

A Code Enforcement Officer is responsible for performing a variety of duties that assist other departments. A Code Enforcement Officer provides customer service to citizens, enforces certain city codes, patrols the City to observe and inspect properties with violations, provides community outreach, and more.

Positions Functions:

The essential functions or duties listed below are intended only as an illustration of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if work is similar, related, or a logical assignment to the position.

Essential Functions

1. Serve as a “goodwill ambassador” for Public Safety by providing friendly, helpful customer service to the general public.
2. Enforce certain city codes/ordinances. Convey information and explain violations and the appropriate actions that must be taken to become compliant with City codes and ordinances while being understanding and courteous by listening to other parties and using tact to defuse situations.
3. Observe and inspect properties with City code/ordinance violations.
4. Take digital photographs and prepare detailed and specific reports on observations.
5. Research resources available for property owners needing to fix/improve properties, who are experiencing difficulties, and connect property owners with the appropriate resources.
6. Develop and forward appropriate correspondence to property owners.
7. Conduct follow-up inspections to ensure appropriate action has been taken by property owners to correct violations.
8. Respond to and/or assist public safety officers on calls for service when necessary.
9. The Code Enforcement Officer responds to calls for service, including parking enforcement, lockouts, animal complaints, and motorist assistance.
10. As needed, Patrolling parks, other public places, and other administrative tasks.
11. Maintain cordial public relations with the residential and business communities and other governmental entities to share valuable information, better resolve problems and provide enhanced customer service to the general public.
12. Conduct regular patrols of the community looking for safety hazards and persons in need of assistance and identify and resolve violations of City codes and regulations.
13. Issue citations to property owners and others who fail to comply with directives, codes, and ordinances.
14. Attend court hearings and may be called to testify.
15. Submit inspection warrants and other courses of action under municipal law to enforce applicable ordinances and protect public health and well-being.
16. Maintain appropriate records with information pertaining to the original complaint, actions, and results.
17. Coordinate abatement activities with multiple departments and/or contractors, such as grass cutting, snow shoveling, and property cleanup.

18. At a minimum, provide a monthly report to the Mayor's Office and City Council regarding the status of complaints and resolutions.
19. Provide office hours to meet with Alderpersons and/or citizens regarding complaints and feedback.
20. Research code enforcement techniques and neighborhood improvement programs.
21. Implement, manage, and coordinate neighborhood improvement programs and events to encourage residents to clean up neighborhoods, eliminate blight, improve safety, and further the sense of community.
22. Assist building inspectors with exterior building code violations and inspections as needed.
23. Performs other duties as assigned.

Knowledge, Skills, and Abilities

A candidate for this position should know or be able to learn the following:

- City codes and ordinances
- Safe driving skills and general State of Wisconsin traffic laws
- Knowledge of first aid and customer service

Skills in:

- Applying knowledge of local government codes and ordinances
- Operating necessary tools for responding to vehicle lock-out and other similar calls
- Use of computers and proficiency in Microsoft Word and Excel
- Radio communication protocols

And the ability to:

- Read and understand codes and ordinances related to streets, parking and non-criminal law enforcement, and other public safety laws.
- Enforce codes firmly and impartially.
- Establish and maintain courteous interpersonal relations with other employees and the general public.
- Work well under pressure and calmly in emergencies.
- Communicate effectively in person, over the phone, and in writing. English and grammar for report writing and departmental correspondence are required. Spanish is beneficial.
- Hook up, drive, and back up with small trailers.
- Conduct research and assemble data independently and maintain its confidentiality.

Accountability

Errors could result in missed deadlines, adverse public relations, monetary loss, legal repercussions, labor/material costs, personal injury, jeopardized programs, and public health/safety danger.

Judgment

Work requires examining, analyzing, and evaluating facts and circumstances surrounding individual problems, situations, or transactions and determining actions to be taken within the limits of standard

or accepted practices. Guidelines include a large body of policies, practices, and precedents that may sometimes be complex or conflicting. Judgment is used in analyzing specific situations to determine appropriate actions.

Complexity

Work consists of a variety of duties that generally follow standardized practices, procedures, regulations, or guidelines. The sequence of work and/or the procedures followed vary according to the nature of the transaction and/or the information involved or sought in a particular situation.

Other

The position interacts with co-workers, and the general public, including residents, businesses, and other community representatives, to explain or interpret procedures or guidelines and resolve problems. More than ordinary courtesy, tact and diplomacy may be required to resolve complaints or uncooperative persons.

While performing the duties of this job, the employee is frequently exposed to a general office environment, outdoor weather conditions, vehicular traffic, loud noise levels, and occasional exposure to toxins or fumes, explosive materials, biohazards, mental stress, and risk of personal injury.

Work requires agility and physical strength, such as occasionally conducting traffic control for long periods or standing or walking most of the work period. Occasionally, work may require lifting heavy objects weighing up to 60 lbs. and carrying them. There may be a need to stretch and reach to retrieve materials and to perform the job generally.

While performing the duties of this job, the employee is regularly required to talk or listen to the radio and/or phone or in person. The job may occasionally require minimal motor skills for activities such as moving objects, operating a computer and/or most other office equipment, working with hand tools on lockouts, and operating a motor vehicle. Specific vision abilities required by this job include close vision, distance vision, color vision, depth perception, and the ability to adjust focus.

MEMORANDUM OF UNDERSTANDING
RECRUIT PATROL OFFICER
between the
City of Wisconsin Rapids
and
The Wisconsin Rapids Professional Police Association
Wisconsin Professional Police Association
Law Enforcement Employees Relations

This is to confirm the understanding by the parties for hiring, wages and benefits for a Patrol Officer who has not attended Basic Law Enforcement Training (Academy). The parties agree to the following:

1. Newly hired Officers who are required to attend the Academy to become certified shall receive the recruit rate of pay, equal to eighty-five (85%) percent of the Patrol Officer starting rate of pay upon hire and while in attendance at the Academy. Upon the first day following graduation, the "Recruit Patrol Officer" will move to the status of "Patrol Officer" and the applicable rate of the pay (Article 39).
2. There will be no formalized training, i.e., FTO (Field Training Officers), until the Recruit Patrol Officer has completed the Academy. Academy Training must be completed within 18 months of the Recruit Officer's employment start date.
3. The City will pay for academy costs (tuition and books) and either provide lodging, daily transportation or mileage pursuant to the DOJ's reimbursement training policy. Mileage will be on a case by case basis dependent on the Recruit Patrol Officer's residency at the time and the Academy training location. There will be no lodging, mileage, or transportation reimbursement for attendance at the academy at MidState Technical College.

The Recruit Patrol Officer shall co-operate in completing and submitting any forms necessary for the proper documentation of Academy attendance and any Academy expenses.

The Recruit Patrol Officer shall be paid for forty (40) hours per week while in the academy. Any overtime hours worked while attending the Academy are subject to Article 6 of the Agreement and based on the Recruit Patrol Officer rate of pay.

The Recruit Patrol Officer must receive permission from a supervisor prior to working overtime. Study time to successfully complete the Academy is not subject to overtime. Additionally, for WRS (Wisconsin Retirement System) purposes/benefits the Recruit Patrol Officer shall be considered a "protective status" employee.

4. The Recruit Patrol Officer shall be sworn in according to normal procedures prior to the start of the Academy in accordance with the Wisconsin Training and Standards Rule and Regulations. The Recruit Patrol Officer is considered a probationary employee throughout the recruit academy and the one-year probationary period under Article 4 lasts for one year thereafter, unless the Recruit Patrol Officer is assigned to training or other duties prior to attendance in the Academy. Such training or on duty time shall count as part of the probationary period.

If the Recruit Patrol Officer fails to complete the Academy they may be terminated.

5. The Chief of Police or designee shall receive reports from the Academy Director regarding attendance and performance. The Recruit Patrol Officer shall adhere to the Police Department's attendance policy as well as any attendance policy of the Academy. The Recruit Officer's work schedule shall be determined at the discretion of the Chief of Police or designee.
6. The date of hire for employment and benefits shall be the Recruit Patrol Officer's start date. For collective bargaining unit seniority purposes, seniority will begin upon Academy completion.
7. This agreement is non-precedential for any and all purposes.
8. This agreement shall be binding and effective as of _____, 2023.
9. This agreement may be changed, modified, or corrected during the term by written agreement.
10. This agreement shall terminate December 31, 2024, unless the parties agree to an extension.

Signed and dated this ____ day of June, 2023.

CITY OF WISCONSIN RAPIDS

WRPPA

Shane E. Blaser, Mayor

Association President

Jennifer M. Gossick, City Clerk

Chair,
Wage and Grievance Committee

The report of the Committee of the Whole meeting held on June 19, 2023 will be distributed at the Common Council meeting on June 20, 2023.

3. Consider eliminating standing committees, and having 2 Council meetings per month

11/08/2022

In an attempt to streamline and bring efficiency to this local government I have put forth the referral of having 2 working council meetings per month and eliminating all standing committees. This will help in new businesses joining our community to be able to get their building projects heard and approved in a much more timely manner. This will help current businesses who are expanding. This will help residents who want to have their voices heard on certain concerns be able to do so rapidly as opposed to the current system. This will help the council in having every member hear the same information at the same time and make their decisions based on that instead of rehashing certain line items over and over again. Also, each council member will be equal and have the same opportunity to make motions and vote on each line item.

I propose this as a starting point, but I am open to suggestions

1. All standing committees are eliminated
2. Meetings will be held 1st and 3rd Tuesday of each month
3. Each department and commission will have the opportunity to present at each meeting, (but)
4. There will be a standing of 1st Tuesday is Public Works and HR and 3rd Tuesday is Finance and any other committees we have such as legislative, ethics ... among others as well as planning commission – as agreed upon
5. Agenda items are set by the Mayor, but an item may be brought forth to the council by a majority vote through the referral process (Agenda items can be brought forth by the Mayor or a simple majority or tied vote from a prior meeting. If the council approves a referral or item for a common council meeting it will be placed on the agenda for the next council meeting unless voted to be held over to a later meeting which may take place no more than 30 days after the item is approved via simple majority vote)

MINUTES

McMillan Memorial Library
Services Committee
March 8, 2022

1. CALL TO ORDER: Mr. Montag called the meeting of the McMillan Memorial Library Services Committee to order at 5:00 p.m.
2. OPEN MEETINGS DECLARATION: Mr. Montag established that this was a public meeting and appropriate public notice was given.
3. ROLL CALL ATTENDANCE:
Committee Members Present: Eric Montag, Kim Heniadis, Elizabeth St. Myers, Karen Schill
Committee Members Absent: Andrea Galvan and Doug Machon
Other Board members present via Zoom: Susan Feith and Bill Clendenning

Administration: Andrew Barnett and Vicki Steiner
4. MINUTES: A motion to approve the Minutes of the February 8, 2022 Library Board meeting was made by Ms. Heniadis, second by Ms. St. Myers. Motion carried.
5. Discuss Desired Format for Programming Report. Mr. Montag opened discussion. Discussion followed. **A motion to recommend the programming report spreadsheet to the full board was made by Ms. Heniadis, second by Ms. St. Myers. Motion carried.**
6. Review Price List for Consumable Supplies Used in the Makerspace. Mr. Montag opened discussion on review of the Makerspace materials price list. Discussion followed. **A motion to recommend a policy of 10% markup on consumable supplies used in the Makerspace was made by Ms. Heniadis, second by Mr. St. Myers. Motion carried.**
7. **A motion to adjourn was made by Ms. Heniadis, second by Ms. St Myers. Motion carried and the meeting adjourned at 5:38 p.m.**

Respectfully submitted,
Vicki Steiner, Secretary



Services Committee

Meeting Minutes for

May 9, 2023

1. Call to Order: Chairman Montag called the meeting of the McMillan Library Services Committee to order at 4:30 p.m.

2. Open Meetings Declaration: Chairman Montag established that this was a public meeting with in person and Zoom access and appropriate public notice was given.

3. Roll Call:

Committee Members:

Andrea Galvan

Eric Montag

~~Elizabeth St. Myers~~

Kim Heniadis

Karen Schill

Doug Machon

Other Board Members:

~~Ryan Austin~~

~~Craig Broeren~~

Susan Feith

William Clendenning

~~Scott Kellogg~~

Administration: Katherine Elchert, Library Director

Others in Attendance: None.

4. Approval of Minutes: A motion was made by K. Heniadis, second by K. Schill. to approve the minutes of the December 13, 2022 Services Committee meeting. Motion to approve carried by unanimous vote.

5. Policy Review and Recommendations: The most recent drafts of the "Materials Selection" and the "Rules of Conduct and Supervision of Minors" policies were reviewed by the committee as well as other attending Board members. Committee member E. St. Myers forwarded her comments to Chairman Montag prior to the meeting, and he shared them with the attendees.

Comments were summarized and recorded and will be distributed to those who write the next draft of each policy.

6. Items for Next Agenda: New drafts of "Materials Selection" and "Rules of Conduct and Supervision of Minors" policies.

10. Adjournment: Chairman Montag adjourned the meeting at 5:55 p.m.

MINUTES
McMillan Memorial Library
Finance Committee
April 13, 2022

DRAFT

Subject to
Approval

Ms. Feith called the meeting of the McMillan Memorial Library Finance Committee to order at 5:00 p.m.

Ms. Feith established that this was a public meeting and appropriate public notice was given.

ROLL CALL ATTENDANCE:

Committee Members Present: Susan Feith, William Clendenning, Craig Broeren, Kim Heniadis, Andrea Galvan, and Elizabeth St. Myers

Other Board Members Present: Eric Montag

Administration: Andrew Barnett and Vicki Steiner

Others in attendance:

MINUTES: A motion to approve the Minutes of the March 10, 2022 Library Board meeting was made by Mr. Clendenning, second by Ms. Heniadis. Motion carried.

OLD BUSINESS:

- a. Review of Learning Futures Project Revenue Accounting Records
Ms. Feith opened discussion on the revenue and expenditures for the Learning Futures Project. Discussion followed.
Discussion on the grants received was discussed.
A recommendation to the Full board on grant responsibilities will be presented
- b. Report from Director on Requested Disposal Records for LFP Equipment and Furnishings
A list of items to be disposed of will be brought to the Board prior to the disposal of surplus property

NEW BUSINESS:

- a. Financial Review of Learning Futures Project Expense Accounting
Documentation from Inception to Present

A motion to recommend to the full Board that they entertain the hiring of outside accounting firm to handle the Learning Futures Fund and Endowment Fund accounting by Mr. Broeren, second by Ms. Heniadis. Motion carried

A motion to make a recommendation to the full Board regarding follow up reporting on grant agreements, by Mr. Broeren, second by Ms. St. Myers. Motion carried

- b. Plan for Fulfillment of Financial Account Responsibilities Beginning May 1.
Discussion took place under agenda item a.

A motion to adjourn was made by Mr. Broeren and the meeting was declared adjourned at 6:15 p.m.

Respectfully submitted,
Vicki Steiner, Secretary



Finance Committee

Meeting Minutes for

April 12, 2023

1. Call to Order: Chairwoman Feith called the meeting of the McMillan Library Finance Committee to order at 5:30p.m.

2. Open Meetings Declaration: Chairwoman Feith established that this was a public meeting with in person and Zoom access and appropriate public notice was given.

3. Roll Call:

Committee Members:

Andrea Galvan

Susan Feith

Elizabeth St. Myers

Kim Heniadis

Craig Broeren (Excused)

William Clendenning

Other Board Members:

Ryan Austin

Karen Schill

Doug Machon

Eric Montag

Scott Kellogg

Administration: Katherine Elchert, Library Director

Others in Attendance: Attorney Nick Flanagan; Eric Norton

4. 501(c)(3) Application Documents: N. Flanagan shared the most recent draft of the by-laws, and what the next step will be in the process. An agreement must be created to allow transfer of funds. Attorney Flanagan shared responses to questions that he had received. One edit was made to the draft of the by-laws concerning when members would be voted into positions within a calendar year.

The next step in the process is to recommend that the full Library Board review the by-laws for the endowment board.

Motion by W. Clendenning, second by S. Feith to recommend the endowment board's by-laws as amended to the Full Board for approval. Motion carried by unanimous vote.

Library Board approval would be required to submit application for public charity 501(c)(3) status. Cannot have anticipated gross receipts of more than \$50k/year within the next 3 years. Attorney Flanagan suggested a method to remain within the confines of these limits for the next 3 years.

Motion by K. Heniadis, second by E. St. Myers to recommend that the Library Board direct Attorney Flanagan to submit the streamlined application to the IRS for pursuing public charity 501(c)(3) status. Motion carried by unanimous vote.

Attorney Flanagan suggested that the endowment board convene shortly after the application is submitted.

Finance Committee

K. Heniadis inquired about how the 2 “at-large” endowment board members would be chosen. S. Feith explained the typical process.

5. Monthly Financial Report Format: S. Feith stated that she would like to see a set of documents that enables the board to get a good pulse on cash flow in the various accounts within the library. She provided a handout detailing what items would be included. The Board needs information that pertains to where we are in terms of spending for our 2023 budget. Previous reports have included funds from both 2022 and 2023, and the report must be presented to the Board several days prior to the Library Board meeting for full review by any member who chooses to do so.

After discussion, the Finance Committee will meet with the Library Director and review copies of current documents to see where edits are needed to create a new report. The final report could include: cash activity, cash activity pre-pays, budget vs. actual income & expense, profit & loss, and the balance sheet.

6. Grant Reports: S. Feith stated no further discussion is necessary for this topic.

7. Items for Next Agenda: Discuss what documents are needed for a set of auditable books. Meeting scheduled for May 10th at 5:30 pm.

8. Adjournment: Chairwoman Feith adjourned the meeting at 6:55 p.m.

MINUTES

McMillan Memorial Library
Building and Grounds Committee
April 20, 2022

1. Mr. Machon called the meeting of the McMillan Memorial Library Building and Grounds Committee to order at 4:02 p.m.
2. Mr. Machon established that this was a public meeting and appropriate public notice was given.

3. ROLL CALL ATTENDANCE:

Committee Members Present: Doug Machon, Andrea Galvan, William Clendenning, Ryan Austin, Scott Kellogg

Other Board Members Present: Susan Feith, Elizabeth St. Myers

Absent: Eric Montag

Administration: Andrew Barnett and Vicki Steiner

4. MINUTES: **A motion to approve the Minutes of the November 10, 2021 Library Board meeting was made by Mr. Kellogg, second by Mr. Austin. Motion carried.**

5. Discuss Contract Policy and Expenditure Threshold for Library Director

Discussion on the Building and Grounds Policies and Rules document.

City and State threshold is \$5,000.

A motion to Mr. Austin, Second by Mr. Clendenning, to refer further discussion at the full Board meeting without a recommendation, was made by Mr. Austin, second by Mr. Clendenning.

6. Discuss Referral From Library Board on Donor Recognition.

A motion to continue further discussion on signage at the full board meeting by Mr. Austin, second by Mr. Kellogg. Motion carried

7. Items for next agenda

- a. Report on solar system update and end of contract with Viking Electric
- b. Update on building and capital project for planning over next 5 years.

The meeting was declared adjourned at 4:42 p.m.

Respectfully submitted,
Vicki Steiner, Secretary



Buildings and Grounds Committee

Meeting Minutes for

April 12, 2023

1. Call to Order: Chairman Machon called the meeting of the McMillan Library Buildings and Grounds Committee to order at 5:00p.m.

2. Open Meetings Declaration: Chairman Machon established that this was a public meeting with in person and Zoom access and appropriate public notice was given.

3. Roll Call:

Committee Members:

Andrea Galvan

Doug Machon

~~Scott Kellogg~~

William Clendenning

~~Ryan Austin~~

Eric Montag

Other Board Members:

~~Kim Heniadis~~

~~Craig Broeren~~

Susan Feith

Elizabeth St. Myers

Karen Schill

Administration: Katherine Elchert, Library Director

Others in Attendance: Attorney Nick Flanagan; Eric Norton

4. Discussion of Solar Panel: D. Machon shared that he has been in contact with Scott Prah, the owner of Viking Electric. Mr. Prah indicated that he would be able to reduce the buyout amount to \$123k. This represents a reduction of \$20k. Mr. Prah is also willing to extend the contract out 1 year at current terms, and still deduct \$20k at the end of that time. Mr. Prah indicated that maintenance is to be done by Viking Electric, and that production on the array is about what it was expected to be. D. Machon noted that there is \$150k earmarked for the buyout in the library's budget.

S. Feith shared that there is some progress in investigating a potential generous donation by Mr. Rick Potter; which would be used toward the purchase of the solar array. Discussion followed regarding whether there is a matching requirement for obtaining funding from Mr. Potter's estate.

A. Galvan entered the meeting at this point.

Motion by W. Clendenning, second by D. Mahon that Buildings and Grounds recommend buying out the solar array in the amount of \$123K to the full board. Motion carried by unanimous vote.

S. Feith inquired about a maintenance contract. D. Machon stated that Mr. Prah is not interested in allowing another company to perform maintenance on the array. S. Feith noted that in last month's board meeting, Mr. Prah told the Board that access to the spare microprocessors may not be as difficult to obtain as Northwinds Solar had indicated.

Motion by W. Clendenning, second by D. Machon to reconsider previous motion on buyout. Motion carried by unanimous vote.



Buildings and Grounds Committee

Motion by W. Clendenning, second by D. Mahon that Buildings and Grounds recommend buying out the solar array in the amount of \$123K to the full board, with the condition that we obtain a maintenance agreement that is acceptable to the Board. Motion carried by unanimous vote.

5. Items for Next Agenda: D. Machon inquired about signage. K. Elchert stated that the sign company is providing a quote.

6. Adjournment: Chairman Machon adjourned the meeting at 5:30 p.m.



Board of Trustees

Meeting Minutes for

March 15, 2023

1. Call to Order: President Galvan called the meeting of the McMillan Library Board of Trustees to order at 5:06 p.m.

2. Roll Call:

Board Members:

Andrea Galvan

Eric Montag

Elizabeth St. Myers

Kim Heniadis

Karen Schill

Doug Machon

Ryan Austin

Craig Broeren

Susan Feith

William Clendenning

Scott Kellogg

Administration: Katherine Elchert, Library Director

Others in Attendance: Scott Pahl, Dawn Pahl, Shannon Guenther, Jeff Penzkover, Mayor Shane Blaser.

3. Open Meetings Declaration: President Galvan established that this was a public meeting and appropriate public notice with Zoom access was given.

4. Agenda Approval:

Motion by E. Montag, second by D. Machon to approve agenda as printed. Motion carried by unanimous vote.

5. Approval of Minutes: Motion by W. Clendenning, second by S. Feith to approve minutes of the February 15, 2023 full Board meeting. Items for next agenda should have included moving Director's 6-month evaluation to March meeting, policy items also moved back to March. **Motion carried by unanimous vote.**

Following commentary from W. Clendenning, going forward the Approval of Agenda will be removed from the Agenda.

6. NEW BUSINESS

6a. Solar Panel Array: D. Machon relayed that the Board began preparing for the solar array buyout payment to Viking Electric (due August 2023) and became concerned when it received information that materials used in the array were obsolete and suppliers had allegedly gone bankrupt. The Board is concerned about purchasing a system that is not functioning properly. At Board request, Northwind Solar provided an assessment that stated that output is not what it should be. This led the Board to several questions regarding the system's production and reliability.

Mr. Scott Pahl, Owner of Viking Electric, informed the Board as follows: He said that both the Library Board and Andrew Barnett, the Library Director at the time, were aware of the issues surrounding 10K Solar's business, but still felt the system that Viking provided was the right choice. (10K Solar is the

Board of Trustees

manufacturer of a critical piece of the array that is thought to be failing.) However, due to the concerns, Andy and the Board insisted on obtaining spare parts in case they were necessary.

Mr. Prah! further stated that he intends to return to McMillan once the snow has cleared to determine what needs to be fixed. He stated that system has been reliable, and that he intends to be fair with McMillan. He also stated that 10k Solar did not go bankrupt, and that another company has since obtained the rights to the production of inverters that were produced by 10k Solar. Mr. Prah! himself is certified to perform work on the library's system, and he stated that he could easily teach other interested library or city employees what to look for if the system were to be failing. He did acknowledge that production from the system appears to be down approximately 20%, but it is impossible to know what caused this reduction without inspecting the system first.

Mr. Prah! further stated that Mr. Barnett insisted on drawing up the contract based on a 6-year term, with the library purchasing the system at the end of that term.

D. Machon: Is Viking willing to re-negotiate points in contract? **S. Prah!:** Yes.

D. Machon: Is Viking willing to renegotiate price of buyout? **S. Prah!:** Yes.

K. Schill: How long would spare parts last? **S. Prah!:** The library should not even need them.

D. Machon: Can system be fixed if needed? **S. Prah!:** Yes.

S. Feith: Inquired about the failure rate of the inverters used in the array; which is thought to be 15% per year. **S. Prah!** feels certain that there are enough spare inverters to get through the life of the system. He stated the typical life of a solar array is 25 years.

D. Machon: If power grid goes down, is the array then off? **S. Prah!:** Yes. **D. Machon:** Is there a way for the array to provide energy if the grid is down? **S. Prah!:** Not without the use of batteries. McMillan's array does not utilize batteries.

K. Elchert: Will heavy snow cover adversely affect panels? **S. Prah!:** Snow cover is best left alone so as not to damage the panels.

R. Austin: Would like to see a report itemizing what repairs are necessary to get system back up to proper working order. **S. Prah!:** A report will be provided once he can inspect the system.

E. Montag: Is the array being monitored right now as described in Exhibit 2 of the contract? Would McMillan be alerted of problems going forward? **S. Prah!:** Yes.

E. Montag: Inquired in Viking has records of system maintenance as described in Exhibit 6? **S. Prah!:** System has been checked twice, once at commissioning and the second on October 9, 2017. Mr. Prah! stated that Mr. Barnett told him that he would call Viking if there was a problem with the system.

S. Prah!: Inquired about the gentleman who was associated with the Board several years back and was a strong advocate for solar energy use. Mr. Prah! was informed that the gentleman that he was referring to was Rick Potter. Mr. Prah! closed by stating that he did not arrange the contract to make money, and that there was never any charge for the labor in creating the array. The cost of the array was for the loan that was used to purchase materials used. Once the loan is paid off, McMillan will own the system. Mr. Prah! verified that the current balance on the solar array loan is \$144,364.

Board of Trustees

The Board expressed its appreciation to Mr. Prah and his wife for coming to speak in person and answer questions.

At the conclusion of the meeting this follow up was agreed upon between Mr. Prah and the Library Board: When snow is gone, Mr. Prah will return to the library and inspect the system to determine what repairs are needed and provide the report of needed repairs. Mr. Prah's report will be directed to the Buildings and Grounds Committee for review.

Motion by W. Clendenning, second by S. Feith to request that President Galvan contact Attorney Flanagan regarding contacting the Rick Potter estate. Motion carried by unanimous vote.

7. TREASURER'S REPORT

7a. Monthly Finance Reports: K. Elchert described the past duties of the Administrative Services Manager, versus the duties that currently would remain to that position if it still existed. Copies of 2022 finance report reviewed. There might be some outstanding bills from 2022 yet, including reimbursements to the City, etc. before the year can be officially closed. S. Feith stated it would be nice to be able to compare costs of having certain work done through individual vendors versus having that same work done through the City. K. Elchert stated that the City and Library continue to collaborate on cost savings initiatives with great success. This was followed by a discussion regarding how bills are coded for payment, and how this difference in coding will lead to differences in budget line spending compared to what the Board might be used to seeing.

7b. Payment of the Bills: Motion by W. Clendenning , second by D. Machon to pay the bills as presented and place a copy on file. Total of the bills is \$49,204.92. **Motion carried by unanimous vote.**

Endowment Bill: No invoices were presented against the endowment.

8. DIRECTOR'S REPORT

8a. Library Use and Events: It was a shorter month last month with some closings due to cold weather, and these both impacted library usage.

8b. Statistics: 104 patrons added last month. We continue to loan out more of our materials than we request. Nearly 900 items added, with 600 items removed due to becoming outdated or damaged. WiFi usage increased, and gate count is up.

8c. Meet the Board: Shannon Guenther was introduced to the Board. She is a Library Associate. Shannon has been at the library for 10 years, started as an Assistant (Shelver) and then moved to becoming an Associate. She has taken on some duties in cataloging. Her favorite desk to work is Children's desk. She shared some information about the recent staff development day, and some skills that staff learned.

8d. Miscellaneous: None.

9. COMMITTEE REPORTS

9a. Personnel Committee: S. Kellogg provided a summary of items covered in the most recent committee meeting.

9b. Building and Grounds: D. Machon provided a summary of items covered in the most recent committee meeting.



Board of Trustees

9c. Finance Committee: S. Feith provided a summary of items covered in the most recent committee meeting.

10. OLD BUSINESS

10a. Director and Assistant Director Job Descriptions: The Board reviewed the job descriptions. **Motion by D. Machon, second by K. Schill to approve the job descriptions as presented. Motion carried by unanimous vote.**

10b. Legacy Grant: President Galvan shared the Legacy grant, if awarded, could be used to replace the elevator and re-open the front entrance that faces Grand Avenue. Discussion followed surrounding which members of the Board would be willing to put together a presentation to give to Legacy on April 19th. **Motion by D. Machon, second by R. Austin to move forward with completing phase two of the Legacy grant request.** E. St. Myers stressed the importance of making sure that pursuing the grant does not overstress the library staff, as they are already short-staffed due to recent retirements. **Motion carried by unanimous vote.**

10c. McMillan Memorial Library By-Law Amendment: Proposed amendment to add the office of Secretary. Verbiage of the amendment introduced.

11. Closed Session

D. Machon made a motion to go into closed session, with second by S. Feith. Motion carried by unanimous roll-call vote. Motion to convene into Closed Session pursuant to WI §§ 19.85(1) (c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. In closed session, the Library

Board will conduct the Library Director's six-month review.

The Library Board will reconvene into Open Session and take any action resulting from Closed Session.

12. INFORMATION REQUESTS None.

13. ITEMS FOR NEXT AGENDA None.

13. ADJOURNMENT

Meeting adjourned by President Galvan at 8:55 p.m.

Respectfully Submitted: Eric Montag, Board Member



Board of Trustees

Meeting Minutes for

April 19, 2023

1. Call to Order: President Galvan called the meeting of the McMillan Library Board of Trustees to order at 5:00 p.m.

2. Roll Call:

Board Members:

Andrea Galvan

Eric Montag

Elizabeth St. Myers

Kim Heniadis

Karen Schill

Doug Machon

Ryan Austin

Craig Broeren

Susan Feith

William Clendenning

Scott Kellogg

Administration: Katherine Elchert, Library Director

Others in Attendance: Eric Norton.

3. Open Meetings Declaration: President Galvan established that this was a public meeting and appropriate public notice with Zoom access was given.

5. Approval of Minutes: Motion by D. Machon, second by R. Austin to approve minutes of the March 15, 2023 full Board meeting, as well as the Building and Grounds and Finance meetings that occurred April 12, 2023. Motion carried by unanimous vote.

6. TREASURER'S REPORT

6a. Monthly Finance Reports:

6b. Payment of the Bills: Motion by C. Broeren, second by W. Clendenning to pay the bills as presented and place a copy on file. Total of the bills is \$36,461.68. **Motion carried by unanimous vote.**

Endowment Bill: No invoices were presented against the endowment.

7. DIRECTOR'S REPORT

7a. Library Use and Events: 3 new staff members have been hired at the library. The Assistant Director job position will close on Sunday and an interview panel is being assembled. K. Elchert also shared some of the expected short-term effects on services that will result due to a building move occurring within SCLS. Many of McMillan's computer systems are hosted by SCLS and will be down for four total days in late May. K. Elchert recommends closing the Saturday 5/27 through Tuesday 5/30. Tuesday 5/30 could be used as a staff training day.

7b. Statistics: 183 new patrons added in March. Circulation continues to trend upward, programming offerings also continue to increase. Gate count exceeded 13,000 people in March, which is more than

Board of Trustees

the library achieved in *any* month in 2022. Movies and in-house bands continue to draw in people, and the makerspace is continuing to expand offerings.

7c. Meet the Board: Eric Norton is currently Customer Services Manager for the library. He started in February of 1998 and has worked in a variety of positions since that time. He currently oversees the Leads and Associates directly, and indirectly he oversees the Assistants. His favorite thing about the library is helping people find what they are looking for. He shared some thoughts on his method of collection development, and how he decides what to add or remove from the library's collection.

7d. Miscellaneous: C. Broeren mentioned that he got some good feedback from a City Council member regarding K. Elchert's tenure at the library.

8. COMMITTEE REPORTS

8a. Personnel Committee: S. Kellogg provided a summary of items covered in the most recent committee meeting. A copy of K. Elchert's evaluation from the March Board meeting was shared with Katherine and another copy was sent to City Hall.

8b. Building and Grounds: D. Machon provided a summary of items covered in the most recent committee meeting, and the negotiations that have occurred thus far with Viking Electric owner, Mr. Scott Prah. D. Machon is still in the process of getting answers regarding a maintenance agreement. At this point, consensus of the Board is that there isn't enough information to make a decision regarding a buyout. Additionally, the Board is awaiting the promised assessment from Viking regarding what may be currently malfunctioning in McMillan's array. The Board also discussed the availability of parts through Viking Electric or through another solar company which could agree to perform maintenance on the system.

When Viking returns to perform their assessment of McMillan's solar array, a city employee should be available to be trained on spotting system malfunctions. The Building and Grounds Committee will also reach out to other local solar power companies.

8c. Finance Committee: S. Feith provided a summary of items covered in the most recent committee meeting, as well as where the endowment balance stands at the end of 2023's first quarter. Attorney Flanagan shared the final draft of the by-laws that would be presented to the Endowment Fund Board for approval. Attorney Flanagan also shared the next step in the process to becoming a public charity 501(c)(3), and the recommendations for being able to legally proceed with the streamlined version of the public charity application.

Motion by C. Broeren, second by D. Machon to direct Attorney Flanagan to submit the streamlined application for pursuing public charity 501(c)(3) status to the IRS. Motion carried by unanimous vote.

Attorney Flanagan also shared that there has been a distribution from the Rick Potter estate, which requires the signatures of certain Board members. Distribution would follow shortly after receiving the appropriate signature(s). Attorney Flanagan noted that there is no evidence of restrictions placed on this particular distribution. Discussion followed regarding how the Board could offer its thanks to the Potter estate.

9. OLD BUSINESS

9a. Policies: Policies will be reviewed by Attorney Flanagan. Once they have been reviewed, they will be forwarded to Services for consideration and discussion.



Board of Trustees

9b. Legacy Grant: S. Feith shared that she, C. Broeren and A. Galvan met with Legacy to further discuss the grant that McMillan is requesting. This project would include opening the Grand Avenue entrance and then replacing the elevator. A secondary entrance would be required during the replacement of the elevator, so the entrance would need to be completed first. The Board expects to hear in May whether the grant request will move to the next round of consideration with Legacy. The Lester entrance will remain the primary entrance to the library.

10. NEW BUSINESS

10a. Committee Meeting Minutes: Consensus of the Board is that we will continue approving minutes as it has been.

Motion by C. Broeren, second by W. Clendenning to close Saturday 5/27, and remain closed through Tuesday 5/30, which will be used as a staff in-service day. Motion carried by unanimous vote. These closures are due to the fact that library computer systems will be largely unavailable during the four-day timeframe around Memorial Day.

12. INFORMATION REQUESTS None.

13. ITEMS FOR NEXT AGENDA Vote on McMillan Memorial Library By-Law Amendment.

13. ADJOURNMENT

Meeting adjourned by President Galvan at 7:00 p.m.

Respectfully Submitted: Eric Montag, Board Member



CITY OF WISCONSIN RAPIDS POLICE & FIRE COMMISSION
MEETING MINUTES
May 10, 2023
7:30 A.M.

1. Call the meeting to order.

Commissioner King called the meeting to order at 7:30 a.m.

2. Roll call.

Present in person at City Hall were Commissioners Albrecht, Grode, King and Yonkovich; and Interim Police Chief Mike Potocki, Fire Chief Todd Eckes and Alderperson Dennis Polach.

3. Approve the April 12, 2023 meeting minutes.

A motion was made by Commissioner Grode, seconded by Commissioner Yonkovich, to approve the April 12, 2023 meeting minutes. Motion carried.

4. Consider for approval receipt in the amount of \$8.52 from Pick 'n Save for snacks and drinks provided to Entry-Level Police Officer candidates in April.

A motion was made by Commissioner Grode, seconded by Commissioner Yonkovich, to approve the receipt in the amount of \$8.52 from Pick 'n Save.

5. Consider for approval invoice in the amount of \$299.50 from Standard & Associates, Inc. for 15 entry-level law enforcement officer selection tests. Four tests were administered to Entry-Level Police Officer candidates in April and the remaining tests will be administered to future candidates on an as-needed basis.

A motion was made by Commissioner Grode, seconded by Commissioner Yonkovich, to approve the invoice in the amount of \$299.50 from Standard & Associates, Inc.

6. Discuss the monthly report and activities of the Police Department with the Interim Police Chief.

A motion was made by Commissioner Grode, seconded by Commissioner Albrecht, to approve the monthly report and activities of the Police Department. Motion carried.

7. Discuss the monthly report and activities of the Fire Department with the Fire Chief.

A motion was made by Commissioner Albrecht, seconded by Commissioner Yonkovich, to approve the monthly report and activities of the Fire Department. Motion carried.

8. The Commission will vote to go into closed session pursuant to 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 pursuant to Section 19.85(1)(c) of the Wisconsin Statutes, which reads:



CITY OF WISCONSIN RAPIDS POLICE & FIRE COMMISSION
MEETING MINUTES
May 10, 2023
7:30 A.M.

"Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility." In closed session, the Commission will discuss placement of one (1) Firefighter on permanent status.

A motion was made by Commissioner Grode, seconded by Commissioner Yonkovich, to go into CLOSED SESSION pursuant to Wisconsin Statutes Sec. 19.85 (1)(c), to consider employment, promotion, compensation or performance evaluation data of any public employee over which the Commission has jurisdiction or exercises responsibility. Roll call vote taken. All members voted in the affirmative. Motion carried.

Present in the closed session were Commissioners Albrecht, Grode, King and Yonkovich; and Interim Police Chief Mike Potocki, Fire Chief Todd Eckes and Alderperson Dennis Polach.

In closed session, the Commission discussed placement of one (1) Firefighter on permanent status.

9. The Commission will return to OPEN SESSION and take any necessary action or make any recommendations needed as a result of the discussion of item 8 in closed session.

A motion was made by Commissioner Albrecht, seconded by Commissioner Yonkovich, to go into open session. Motion carried.

Re Item 8: A motion was made by Commissioner Albrecht, seconded by Commissioner Grode, to place Caitlyn West on permanent status, effective May 13, 2023. Motion carried.

10. The Commission will vote to go into closed session pursuant to Section 19.85(1)(c) of the Wisconsin Statutes, which reads: "Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility." In closed session, the Commission will:
- a. Hear introductory comments by Interim Police Chief Potocki regarding the Entry-Level Police Officer candidate.
 - b. Interview Entry-Level Police Officer candidate.
 - c. Establish Entry-Level Police Officer eligibility list.

A motion was made by Commissioner Albrecht, seconded by Commissioner Yonkovich, to go into CLOSED SESSION pursuant to Wisconsin Statutes Sec. 19.85 (1)(c), to consider employment, promotion, compensation or performance evaluation data of any public employee over which the Commission has jurisdiction or exercises responsibility. Roll call vote taken. All members voted in the affirmative. Motion carried.

Present in the closed session were Commissioners Albrecht, Grode, King and Yonkovich; and Interim Police Chief Mike Potocki.



CITY OF WISCONSIN RAPIDS POLICE & FIRE COMMISSION
MEETING MINUTES
May 10, 2023
7:30 A.M.

In closed session, the Commission interviewed one (1) Entry-Level Police Officer candidate.

11. The Commission will return to OPEN SESSION and take any necessary action regarding the establishment of an Entry-Level Police Officer eligibility list.

A motion was made by Commissioner Albrecht, seconded by Commissioner Yonkovich, to go into open session. Motion carried.

Re Item 10: A motion was made by Commissioner Grode, seconded by Commissioner Yonkovich, to place one (1) Entry-Level Police Officer candidate on the eligibility list. Motion carried.

12. Establish date for next meeting and discuss items for inclusion in next agenda.

The next monthly meeting will be held on June 14, 2023, at 7:30 a.m.

13. Adjourn.

A motion was made by Commissioner Albrecht, seconded by Commissioner Yonkovich, to adjourn. Motion carried.

Respectfully Submitted,

Lee Albrecht, Secretary



Wastewater Facility
2540 First Street South
Wisconsin Rapids, WI 54494-5798
Phone (715) 421-8237 Fax (715) 421-8292
Derek Budsberg – Wastewater Superintendent
Email – dbudsberg@wirapids.org

The Wastewater Treatment Commission met at **1:35 p.m. on May 10, 2023** at the Wastewater Treatment Plant, 2540 1st Street South. The following members were present: David Laspa, Peter Jennings, David Yonkovich, Tammy Steward, and Jim Neitzel; on Zoom: Joe Eichsteadt. Alderman Dennis Polach was also present.

- 1. Minutes of the April 12, 2023 meeting:** A motion was made by David Yonkovich and seconded by Jim Neitzel to approve the minutes of the April 12, 2023 Commission meeting. **Motion Carried.**
- 2. Supervisory Report:**
 - a. Administrative report: Derek Budsberg provided a report summarizing the month's activities.
 - b. Monthly Plant Report: Al Belke gave an up-to-date report of plant work. All plant operations were within the WDNR Discharge Permit ranges.
- 3. Review and Consider approval for the "West side Sewer Improvements proposal" from Donohue Engineering.** A motion was made by Jim Neitzel and seconded by Peter Jennings to accept the estimate in the amount of \$36,030. **Motion Carried.**
- 4. Review and Consider approval for the Vac truck water pump repair.** The Commission requests a written warranty from MC Tools and Repair at next meeting.
- 5. Acceptance of bills and revenues:** A motion was made by Peter Jennings and seconded by Jim Neitzel to accept the bills and revenues for April. **Motion Carried.**
- 6. Biron Sewer contract update:** Common Council voted to go to mediation with Biron June 5 and 6.
- 7. Referrals:** Biron Wastewater Contract
- 8. Adjourn:** A motion was made by David Yonkovich and seconded by Jim Neitzel to adjourn at 2:23 pm. **Motion Carried**

Respectfully submitted Jessica Beaton

Regular Meeting of the Water Works and Lighting Commission
Wednesday, May 10, 2023

There were present:

Commissioner Jay Bemke
Commissioner John Bergin
Commissioner John Harper
Commissioner Rick Merdan

Also in attendance: Roxanne Gronski, Matt Stormoen, Josh Elliott, Adam Breunig, Tyler Sneen, Jeff Kuhn, Lynn Schroer, and Sean Wall.

1. Call to Order

Chairman John Bergin called the meeting to order at 2:00 PM. Commissioner Jeff Penzkofer was excused from today's meeting.

2. Approval, additions or corrections to the minutes of the following meeting

2.1 Regular Commission Meeting held April 12, 2023

There was a motion made by John Harper, seconded by Jay Bemke, and carried to approve the minutes of the Regular Commission Meeting held on April 12, 2023, and to place them on file. There were no nay votes recorded.

2.1 Special Commission Meeting held April 19, 2023

There was a motion made by Rick Merdan, seconded by John Harper, and carried to approve the minutes of the Special Commission Meeting held on April 19, 2023, and to place them on file. There were no nay votes recorded.

3. Action items

3.1 Review and approve 2022 audit

Director of Finance, Jeff Kuhn introduced Amber Danielski from CliftonLarsonAllen LLP (CLA), to present the 2022 audit report. CLA provided an unmodified opinion (a clean audit report) again relating to the accuracy of WWLC's financial reports. After a lengthy discussion and all questions answered, there was a motion made by John Harper, seconded by Rick Merdan, and

carried to accept the 2022 Audit Report as presented by CliftonLarsonAllen LLP. No nay votes were recorded.

4.0 Department updates

4.1 Safety Committee Report

The commissioners reviewed the safety committee report and the safety coordinator's monthly report.

4.2 Line Superintendent's Report

This report was reviewed and discussed. Josh Elliott answered questions regarding April call-ins.

4.3 Water Department Operations Report

This report was reviewed and maintenance projects were discussed. Adam Breunig answered questions regarding the average life expectancy of a hydrant and our annual hydrant upgrade project.

4.4 Customer Support Supervisor's Report

This report was reviewed and discussed. Lynn Schroer answered questions regarding various payment options that are available for our customers.

4.5 Director of Finance's Report

This report was reviewed and discussed. Jeff Kuhn provided banking updates.

4.6 Information System's Administrator's Report

This report was reviewed and Matt Stormoen was available to answer questions regarding April projects.

4.7 Conservation Manager's Report

This report was reviewed and discussed.

4.8 Electrical Engineer's Report

This report was reviewed and discussed. Tyler Sneen answered questions regarding the recent issues with pump #7.

4.9 Director of Engineering & Electric Operations

This report was reviewed and Josh Elliott answered questions regarding the UFLSP (under frequency load shedding program).

4.10 General Manager's Report

This report was reviewed and discussed.

5. Review of accounts payables

A listing of all invoices and checks covering April was provided to the commission for review.

6. Adjourn

There was a motion made by Rick Merdan, seconded by Jay Bemke, and carried to adjourn at 2:48 PM. There were no nay votes recorded.

Respectfully submitted,

Rick Merdan, Secretary

CITY OF WISCONSIN RAPIDS
2023 BOARD OF REVIEW
First Floor Conference Room – City Hall, 444 West Grand Avenue

Minutes

The City of Wisconsin Rapids Board of Review met at 9:04 a.m. on Thursday, May 25, 2023 in the First Floor Conference Room of City Hall. Members present were Len Strigel, Don Walloch, Alex Hewett, and Lee Gossick. Also present were City Clerk/Board of Review Clerk Jennifer Gossick, City Assessors Steve Shepro, Beth Polacek and Dalton Probyn, and City Attorney Sue Schill.

1. Call to order

Clerk Gossick called the meeting to order at 9:04 a.m.

2. Roll Call

All Board of Review Members were present except Peter Kastenholz, who was excused.

3. Confirmation of appropriate Board of Review (BOR) and Open Meetings notices
Clerk Gossick confirmed that the Board of Review official notice was submitted to the Daily Tribune, the official newspaper of the City of Wisconsin Rapids on Wednesday, May 3, 2023. The notice was also posted on May 3, 2023 on the City's website and online calendar, the bulletin boards at City Hall, McMillan Memorial Library, and the Lowell Senior Center, the main door of City Hall, and emailed to those news media and persons who have filed a written request for such notice.

Clerk Gossick confirmed the Open Meetings law notice with agenda was posted on May 23, 2023 on the City's website and online calendar, the bulletin boards at City Hall, McMillan Memorial Library, and the Lowell Senior Center, and emailed to the Daily Tribune, and to those news media and persons who have filed a written request for such notice.

4. Elect a Chairperson

Len Strigel nominated Alex Hewett for Chairperson, and the nomination was accepted. No further nominations were received, and nominations were closed. A voice vote was taken and Mr. Hewett was elected Chairperson, 4 ayes and 0 nays.

5. Elect a Vice Chairperson

Len Strigel nominated Lee Gossick for Vice Chairperson, and the nomination was accepted. No further nominations were received, and nominations were closed. A voice vote was taken and Mr. Gossick was elected Vice Chairperson, 4 ayes and 0 nays.

6. Verify that at least one BOR member has met the mandatory training requirements

Clerk Gossick verified that Don Walloch and Lee Gossick met the mandatory training requirements and provided copies of their exams and affidavits of Training Participation. Clerk Gossick also verified that the training affidavits were submitted to the Department of Revenue on May 24, 2023.

7. Verify that the City has an ordinance for the confidentiality of income and expense information provided to the Assessor under state law (Wis. Stat. § 70.47(7)(af))

Clerk Gossick verified that the City has an ordinance for the confidentiality of income and expense information provided to the Assessor under state law (Wis. Stat. § 70.47(7)(af)):

This is contained in the Municipal Code, Section 2.15(6)(a)(5). (Ordinance No. MC 868, adopted on June 13, 2000.)

8. Consider policy regarding the procedure for sworn telephone testimony and sworn written testimony

It was moved by Strigel, seconded by Walloch to adopt a written policy regarding the procedure for sworn telephone testimony and sworn written testimony as presented with a change from sworn telephone testimony to sworn audio and video testimony, and with consideration of said testimony on a case-by-case basis. Motion carried, 4 ayes and 0 nays.

9. Consider policy regarding the procedure for waiver of BOR hearing requests

It was moved by Gossick, seconded by Strigel to adopt a written policy regarding the procedure for waiver of BOR hearing requests as presented with the consideration of accepting waiver of BOR hearing requests on a case-by-case basis. Motion carried, 4 ayes and 0 nays.

10. Filing and summary of Annual Assessment Report by Assessor's Office

Assessor Shepro gave a report for 2023. Filing and summary of Annual Assessment Report by Assessor's Office will be completed by June 12, 2023.

11. Receipt of the Assessment Roll and signed affidavit by the Clerk from the Assessor

Clerk Gossick received the electronic Assessment Roll and signed affidavit from Assessor Shepro. An electronic copy of the Assessment Roll and signed affidavit are on file in the Clerk's Office.

12. Receive the Assessment Roll and signed affidavit from the Clerk

The Board received the electronic Assessment Roll and signed affidavit from the Clerk.

13. Review the Assessment Roll and perform statutory duties:

- a. Examine the roll,
- b. Correct description or calculation errors,
- c. Add omitted property, and
- d. Eliminate double assessed property

The Board members had opportunity to review the roll; no description or calculation errors, omitted property, or double assessed property were found.

14. Discussion/Action - Certify all corrections of error under state law (Wis. Stat. § 70.43)

No action was taken, as no description or calculation errors, omitted property or double assessed properties were found.

15. Discussion/Action - Verify with the Assessor that open book changes are included in the assessment roll

Assessor Shepro verified that open book changes were included in the assessment roll.

16. Allow taxpayers to examine assessment data

Assessment data was available to be examined by taxpayers. No taxpayers were present.

17. During the first two hours, consideration of:

- a. Waivers of the required 48-hour notice of intent to file an objection when there is good cause,

- b. Requests for waiver of the BOR hearing allowing the property owner an appeal directly to the circuit court,
- c. Requests to testify by telephone or submit a sworn written statement,
- d. Subpoena requests, and
- e. Act on any other legally allowed or required BOR matters

A request to testify by telephone or to submit a sworn written statement by Briarwoods LLC was considered. It was moved by Gossick, seconded by Walloch to approve a request to testify by audio and video means by Briarwoods LLC. Motion carried, 4 ayes and 0 nays.

No waivers of the required 48-hour notice of intent to file an objection, requests for waiver of the BOR hearing, subpoena requests or other legally allowed or required BOR matters were received. No action was taken on these items.

18. Review Notices of Intent to File Objection

A Notice of Intent to File Objection from Briarwoods LLC was reviewed regarding parcel no: 3409700.

19. Proceed to hear objections, if any and if proper notice/waivers given, unless scheduled for another date

It was moved by Hewett, seconded by Gossick to schedule a hearing to consider the Objection to Real Property Assessment by Briarwood LLC, with a request that Briarwood LLC provide an estimate of the amount of time needed at the hearing at least 48 hours prior to the hearing. Motion carried, 4 ayes and 0 nays.

20. Consider/act on scheduling additional BOR Date(s)

A BOR hearing to consider the Objection to Real Property Assessment by Briarwood LLC is scheduled for Wednesday, May 31, 2023, at 1:00 p.m. in the First Floor Conference Room at City Hall and the property owner and/or its agent may appear via Zoom audio and video.

21. Adjourn to next meeting if necessary.

There being no further action or business required of the Board, and the Board having been in session for at least 2 hours, it was moved by Hewett, seconded by Gossick to adjourn to Wednesday, May 31, 2023 at 1:00 p.m. to hear an Objection to Real Property Assessment. Motion carried, 4 ayes and 0 nays. The meeting adjourned at 11:06 a.m.

Respectfully Submitted,

Jennifer M. Gossick, City/Board of Review Clerk

**CITY OF WISCONSIN RAPIDS
2023 BOARD OF REVIEW HEARING
First Floor Conference Room – City Hall, 444 West Grand Avenue**

Minutes

The City of Wisconsin Rapids Board of Review met at 1:00 p.m. on Wednesday, May 31, 2023 in the First Floor Conference Room of City Hall. Members present were Len Strigel, Don Walloch, Alex Hewett, Lee Gossick, and Peter Kastenholz. Also present were City Clerk/Board of Review Clerk Jennifer Gossick, City Assessors Steve Shepro, Beth Polacek and Dalton Probyn, and City Attorney Sue Schill. Katie Bireley, agent for Briarwood LLC, appeared via Zoom videoconferencing.

1. Call to order

Chairperson Hewett called the meeting to order at 1:00 p.m.

2. Roll Call

All Board of Review Members were present...

3. Hear objection from Briarwood LLC regarding its Real Property Assessment

The following individuals were sworn as witnesses by Board of Review Clerk Gossick:

- a. Katie Bireley, 411 E. Wisconsin Ave., Ste. 1000, Milwaukee, WI 53202
- b. Steven Shepro, 3342 Rosewood Dr., Plover, WI 54467

Sworn testimony was given by Katie Bireley, agent for property owner/objector Briarwood LLC, regarding its Real Property Assessment.

Sworn testimony was given by Assessor Shepro regarding the Real Property Assessment for Briarwood LLC.

4. Deliberation and decision on objection

The Board deliberated on the objection by Briarwood LLC.

It was moved by Strigel, seconded by Kastenholz that, exercising its judgment and discretion, pursuant to Wis. Stat. 70.47(9)(a), the Board of Review determine:

- a. That the Assessor's valuation is correct;
- b. That the Assessor presented evidence of the fair market value of the subject property using assessment methods which conform to the statutory requirements and which are outlined in the Wisconsin Property Assessment Manual;
- c. That the Assessor presented evidence of the proper classification of the subject property using assessment methods which conform to the statutory requirements and which are outlined in the Wisconsin Property Assessment Manual;
- d. That the property owner did not present sufficient evidence to rebut the presumption of correctness granted by law to the Assessor;
- e. That the Assessor's valuation is reasonable in light of all of the relevant evidence; and
- f. That the Board sustains the same valuation as set by the Assessor.

Roll call vote taken and motion carried unanimously, 5 ayes and 0 nays.

Briarwood LLC, by its agent, Katie Bireley, on the record consented to the Notice of Board of Review Determination being emailed to her instead of the clerk mailing via US Postal Service to her while the Board was in session. The clerk emailed the Notice of Board of Review Determination to her while the Board was in session, and Ms. Bireley confirmed via email her receipt of the Notice of Board of Review Determination. Ms. Bireley confirmed on the record that the Notice being emailed sent was sufficient and timely notice. After the Board adjourned, the clerk sent the Notice via the US Postal Service to Ms. Bireley.

5. Adjournment.

There being no further action or business required of the Board, it was moved by Kastenholz, seconded by Strigel to adjourn. Motion carried, 5 ayes and 0 nays, and the meeting adjourned at 2:11 p.m.

Respectfully Submitted,

Jennifer M. Gossick, City/Board of Review Clerk



**Community Development
Department**

City of Wisconsin Rapids
444 West Grand Avenue
Wisconsin Rapids, WI 54495
Ph: (715) 421-8228

REPORT OF THE ZONING BOARD OF APPEALS

May 31, 2023

The Zoning Board of Appeals met at 2:00 p.m. on May 31, 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 Cable Channel 985 and Solarus HD Cable Channel 3. Attending Board members were: Chairperson Dave Laspa, Jerry Feith, Bruce Kluver and Peggy Montag (1st alternate). Lee Gossick was absent. Others present included Community Development Director Kyle Kearns, Associate Planner Carrie Edmondson, Alderperson Dennis Polach and Mitch Altmann.

The meeting was called to order at 2:00 p.m.

1. Approval of the report from the April 19, 2023, Zoning Board of Appeals meeting

Motion by Hittner to approve the report; second by Feith.

Motion carried (5 – 0)

2. **23-000330 The Dental Suite**; public hearing and action on a request for a variance to allow more than 35% of the onsite parking in front of the principal building in the Mixed Use Commercial "B-5" District at 2301 Chestnut Street (Parcel ID 3410789).

Carrie Edmondson provided a summary of the request. Staff recommended approval of the variance.

Public hearing opened at 2:07 p.m.

Speaking in favor: Mitch Altmann of Altmann Construction and Alderperson Dennis Polach

Speaking against: none

Public hearing closed at 2:10 p.m.

Mike Hittner pointed out some administrative inconsistencies, which staff clarified. He also asked about the number of dentists operating on site and about parking, to which Mr. Altmann responded.

Peggy Montag also asked about the number of parking spaces and Mr. Altmann and staff replied.

Motion by Feith to approve the request for a variance to allow more than 35% of the onsite parking in front of the principal building in the Mixed Use Commercial "B-5" District at 2301 Chestnut Street (Parcel ID 3410789); second by Hittner.

Motion carried (5 – 0)

3. Adjourn

Motion by Hittner to adjourn the meeting; second by Feith.

Motion carried (5 – 0)

Meeting adjourned at 2:18 p.m.

Respectfully submitted by Erika Esser, Secretary

CITY OF WISCONSIN RAPIDS
PARKS / RECREATION / BUILDINGS
220 3rd Avenue South, Suite 3, Wisconsin Rapids, WI 54495, (715) 421-8240
Parks & Recreation Commission Minutes
June 12, 2023

The Parks & Recreation Commission met on Monday, June 12, 2023, at 4 p.m. in the first floor conference room at City Hall, 444 West Grand Avenue, Wisconsin Rapids, WI. The meeting was also streamed LIVE on the City of Wisconsin Rapids Facebook page.

1. Call to order.

Commission Chairperson Veneman called the meeting to order at 4:02 p.m.

Commissioners present in the 1st floor conference room were Mayor Blaser, Craig Broeren, Tom Ekelin, Tom Rayome, and Dean Veneman. Kris Barteck, Patrick Gatterman, Carolyn Martin, and Lee Thao were absent. Staff present were Dawn Desorcy, Jake Klingforth, and Paul Vollert. Also attending was Alderperson Dennis Polach.

2. Approve May 8, 2023, meeting minutes.

A motion was made by Mayor Blaser, seconded by Commissioner Rayome, to approve the minutes of May 8, 2023. Motion carried.

3. A request by Public Works Department to dump waste fill from local construction project on south side of sledding hill at Poplar Springs Park.

A motion was made by Commissioner Broeren, seconded by Commissioner Ekelin, to allow the Public Works Department to dump waste fill on the south side of the sledding hill at Poplar Springs Park. Motion carried.

4. Request by Public Works Department for permission to put up Community Banners by the Welcome to Wisconsin Rapids sign by Boles Creek boat landing in Ben Hansen Park.

A motion was made by Commissioner Ekelin, seconded by Commissioner Broeren, to approve putting up Community Banners by the Welcome sign in Ben Hansen Park, contingent upon approval by Planning Zoning Commission. Motion carried.

5. Review current language and consider changing minimum age to enter the Aquatics Center. Current language: Children under 13 must be accompanied by someone over the age of 16.

A motion was made by Mayor Blaser, seconded by Commissioner Broeren, to change the minimum age to enter the Aquatics Center to 12 years old. Motion carried. (Language on the website and signage will be updated.)

6. Aquatics Center update.

The new equipment is up and running, and operating smoothly. We will likely see a cost savings for chemicals next year. The weather has been cool, so it has not been as busy as usual for opening week. Party packages have been doing well.

7. Legacy Grant update.

We are being strongly considered for the City and School District portion for the Mead Park/School area. We should receive confirmation later this summer, so finances will be discussed soon.

Parks & Recreation Commission Minutes

June 12, 2023

Page 2

8. Update on Dog Park.

The costs for creation of the park to date were distributed; the only cost not included was grass seed. The parking lot paving cost is one of the larger items remaining that will need to be done. Staff has fundraising ideas, and we hope to open in September. The park will be open all year. We would like to look at paving the path in the future as part of a long-term plan.

9. Update on Prairie Dog Exhibit.

The tunnel should be delivered on June 26. The glass and base are ordered, but tunnel needs to be completed first. The prairie dogs will arrive when the enclosure is ready for them.

10. Bills.

A motion was made by Commissioner Broeren, seconded by Commissioner Rayome, to approve the bills. Motion carried.

11. Staff reports.

Dawn and Jake presented staff reports.

12. Adjourn.

A motion was made by Commissioner Rayome, seconded by Mayor Blaser, to adjourn. Motion carried.

Future meeting items: Discuss ideas for remaining Teske Money, skate park policies, and dog park naming ideas.

Dawn Desorcy, Recording Secretary



ENGINEERING DEPARTMENT
444 West Grand Avenue
Wisconsin Rapids, WI 54495-2780
Engineering (715) 421-8205 FAX (715) 421-8291

ENGINEERING DEPARTMENT Monthly Activity Report

May 2023

Permits & Degradation

- 18 Permits/Licenses (15 last month) for asphalt paving (1), driveway grades/concrete pour inspections (1), storm water (2), excavating (8), Street Privilege (0), storm connection (0), permit parking (0), banner (3), environmental testing well (0), contractor licenses (3)
 - This year – 90 permits & licenses
- 234 Diggers Locates for Storm Sewer & Sanitary Sewer (204 last month)
 - 4 Emergency locates
- Degradation fees - this year = \$28,752.09
 - This month = \$6,868.26 (\$9,041.76 last month)

Traffic

- Stop Sign / Yield Sign Requests
 - Traffic studies for the following intersections will be completed in February.
 - 5th St and Strodman Ave – Concerns about uncontrolled intersection. Study requested on May 24th, 2023.
 - 13th St N & Prospect St – 10/6/22
 - Data gathering is complete. Consider Yield Control at Public Works in June.
- Traffic Study
 - Request to allow right turn no stop for westbound traffic on Two Mile Ave at 1st St S. Some preliminary research has been done to gather guidance documents. A traffic study has been completed.
 - Lincoln St and Daly Ave traffic accident audit is complete
 - Turning movement counts, thru counts and speed data has been collected on Lincoln St.
- ITS Standalone Signal Grant
 - ITS Standalone Signal Grant – Chase St and High St was awarded to the City.
 - 2023 Project
 - Material/equipment supplies are creating some challenges and schedule creation is pending.
 - Bid awarded to Pember Companies. Contracts are signed and Notice to Proceed has been issued.
 - Bid opening was Dec. 8th at 10am.
- Signal complaints



ENGINEERING DEPARTMENT
444 West Grand Avenue
Wisconsin Rapids, WI 54495-2780
Engineering (715) 421-8205 FAX (715) 421-8291

- FYA request for WB left traffic on Expressway at Plover Road
 - Signal adjustments requested at 8th St and Expressway for NB lefts
 - A request for traffic signals at 16th St S and Expressway to switch quicker for vehicles heading north and south on 16th St S AND for the green to stay on longer.
 - Request to make 3rd St / Market St / Jackson St intersection an all-way stop.
 - STH 54 & CTH W – too few cars can get through (9/20/2022)
 - Chestnut & 8th St – too few cars can get through (9/20/2022)
 - W Grand & Expressway – left turn coming on when it shouldn't (9/30/2022)
- Signal Equipment
 - Met with Tapco in May regarding a new line of controllers and the phasing out of the Siemens controllers.
 - Spare cabinet is ordered and is expected to arrive in September or October.

Project Designs/Construction underway:

Maintenance Projects

- Sidewalk and Curb & Gutter Maintenance – A contract is award to Potrykus Construction. We are in the process of reviewing the bonding and insurance and will sign the contract upon passage of the budget resolution in June.
- Sidewalk Cutting with Safestep. The cutting work is 2/3rds complete.

2023 Reconstruction Projects

- 2023 Contracts
 - Crushing Contract – Contractor started on May 30th. Bid date was 3/2/2023
 - Asphalt Contract – Contract Documents are signed. Bid date was 3/2/2023
 - Concrete Contract – Contract Documents are signed. Bid date was 3/2/2023
 - Sewer Lining Contract – 95% - Bid date is set for June 29th, 2023.

2024 Reconstruction Projects

- Preliminary Survey for 2024 and 2025 Projects
 - Lincoln St (Expressway to Peach St) – 100%
 - Wylie St (8th St N to 10th St N) – 100%
 - 14th Ave N (W Grand Ave to Fremont St) – 30%
 - 15th Ave N (W Grand Ave to High St) – 10%
 - McKinley St (8th Ave to 14th Ave) – 15%
- Design for 2024 Projects
 - 9th St S (Peach St to Chestnut St) – 60%
 - Lincoln St (Expressway to Peach St) – 30%



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- Turning movement counts performed at Chestnut and Dewey 4/3 and 4/4
- Design Meeting held April 6th
- Preliminary scoping has been underway along with traffic counts and initial feedback from Public Works and Community Development.
- Preliminary concepts were reviewed at the March meeting.
- Information will be posted on the Engineering website.
- Wylie St (8th St N to 10th St N) – 70%
- 14th Ave N (W Grand Ave to Fremont St) – 0%
- 15th Ave N (W Grand Ave to High St) – 0%

Projects Involving Grants

- 8th St S and Wood Ave - Highway safety Improvement Grant (HSIP).
 - Grant application was submitted in March and has been approved. State / Municipal Agreement is being presented to the June Public Works meeting.
- Grand Ave Bridge Rehabilitation
 - Bridge Rehabilitation Report is complete and submitted to Bureau of Structures.
 - A meeting was held on April 18th with the DOT bridge inspector to review the Grand Ave bridge.
 - The DOT will perform a follow-up inspection and then discuss with us further.

Storm Water Utility

- One Mile Cr. – All easements for the project are now secured.
 - Dredging Permit – The DNR's pre-application process is complete. A low hazardous waste exemption from DNR on dredged materials has been applied for. We are now scheduling a hearing in mid-June. After which, work will continue on the dredging permit application.
 - An update was provided to the property owners in May.
 - Dam Permit – DNR Review staff have been unable to get to the review, but are continuing to update us on the latest review schedule. Their review is expected any day.

Transportation Utility

- May: 7
- April: 0
- March: updates included 2 accounts
- February: updates included 26 accounts

Capital Improvement Planning

- Annual CIP review process has started and preliminary drafts are underway.



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Other Highlights

- Fire Station #2 – Remodel – 50% complete on bidding documents.
- Rail Feasibility Study –
 - CN – reached out to the government affairs employee at CN. They provided other contacts to reach out to regarding the rail study.
 - DOT – conversation with Jordan Kelbley on March 29th to discuss the rail study. He will get back to me once he discusses with other DOT staff.
 - Alternative route signage related to the Rail Study – BIL Carbon Reduction Grant. A grant application was prepared in March for submission on April 7th.
 - A follow-up meeting was held with Patrick Engineering on February 21st to further discuss the report and answer some preliminary questions.
 - A final report was delivered Feb. 6th. The document has been posted on the City's website and provided for those interested in reviewing the report.
 - Rail Study Kick-off meeting was held on 9/29/2022. Data collection began on October 12th.
- Downtown Riverwall project scoping
 - No new updates



PUBLIC WORKS DEPARTMENT

1411 CHASE STREET
WISCONSIN RAPIDS, WI 54495
(715) 421-8218 FAX (715) 421-8281

May 2023

Refuse and Recycling

- Garbage Collection estimate 408 tons
- Recycling Collection estimate 89 tons

Construction

Lyons Park Flood Levee (1681 2nd Ave to Lyon Park)

- Finish Grading on Berm, and Restoration and seeding of berm

Freemont Street (7th Ave N – 10th Ave N)

- Restoration of all green spaces after sidewalk was poured

Items to complete:

- Asphalt patch driveways

Oak Street (East Jackson Street – 16th ST N)

- Removed existing pavement, curb and gutter, sidewalk and black dirt from 4 city blocks
- Installed 1450' of 12" Sanitary
- 5 – Sanitary manholes
- 20 – 4" or 6" services
- 3 Storm manhole
- 6 – catch basins and leads
- Installed 1289' of 12" Watermain

Streets Maintenance

- Patched city streets with cold patch
- Completed work order to remove brick pavers and replace with colored concrete on 2nd Ave just north of the roundabout
- Poured Driveway sections on Hurley, Payne and Moyer Street Alleys
- Shaped and paved Hurley, Payne and Moyer Street Alleys
- Annual yard waste collection
- Monthly brush pickup
- Fixed winter snow plow damage
- Mowed road right of way
- Completed Curb and gutter repairs on Sanitary patches at 3rd St. South, and 20th and Russell
- Shaped and paved Sanitary patches at 8th Ave and Chase, Chase and 8th Ave, 20th Ave and Russell, 18th Ave S and Spencer St
- Install River Dock
- Track Maintenance on East Commerce rail spur

- Formed and poured driveway section for Dog Park
- Removed roots and brush from Dog Park for Parks
- Catch Basin repairs damaged by WE Energies
- Sanitary manhole repairs

Paint and Signs

- Replace seasonal banners
- Repairing damaged signs due to winter plowing and poor driving
- Continue to replace Speed limit Signs, 25 mph – 40 mph, waiting on more Stock to replace 30” Stop signs
- Installed signs to remind people to clean up after their dogs on 16th and Pepper and surrounding area
- Installed banners for Memorial walk on Grand Ave
- Removed brackets from new Light poles that aren’t needed

Shop and Repairs

- Routine service work fleet trucks
- Service Police and Fire’s fleet
- Took delivery of new drive on hoist
- Fixed and replaced Hydraulic cooler on Snow blower for loader

TO: Mayor Shane Blaser
FROM: Derek Budsberg
SUBJECT: Monthly Supervisory Report
Month of: May2023

Report:

Collections

- Televised-5843 ft
- Laterals inspected-4
- Sewer calls-4
- Root cutting- 300ft
- The collections crew also assisted Water and Light installing power poles, assisted the Treatment plant in cleaning lift stations, and worked with the ditch crew on televising new construction. They also worked on cleaning and pushing up the drying bed to be able to create space for our digester cleaning project.

Operations/Maintenance

- Overall, plant treatment was sufficient, and all parameters were well under the permitted limits. Very dry weather has caused pumping rates to slow down at the lift stations. The plant is continuing to produce a lot of biogas. However, plans are in place to clean one of the Thermophilic digesters, so high strength loads are being limited.
- Plant staff spent time preparing for cleaning of Thermophilic digester #2, adjusting the process as necessary to be able to manage the extra biosolids.
- Maintenance spent a lot of time doing preventative maintenance on HVAC units, getting them ready for the summer months.
- An estimated 750 tons of biosolids were hauled out by a local farmer using his own trucking equipment.
- The DNR posted the new permit draft and is available for public comment.



Wisconsin Rapids Fire Department

Fire - EMS - Haz Mat - Rescue - Education - Prevention

"Commitment to Excellence"



To: Mayor Shane Blaser, Wisconsin Rapids Police and Fire Commission, Wisconsin Rapids Common Council
From: Todd Eckes, WRFD Fire Chief
Date: June 1, 2023
RE: Monthly Summary for June 2023

WRFD meetings, events, training, and notable calls for the month of December:

- Police and Fire Commission meeting
- Common Council meeting
- Mayors Monthly Touch Base Meeting
- Wisconsin State Fire Chiefs Board Meeting
- Public Education Committee Meeting
- Management meeting
- Regional Trauma Advisory Committee meeting
- Dispatch Ride along
- Trained the Wood County Highway crews on Haz Mat awareness.
- Electrical use Assessment at both stations
- ERCO Disaster drill planning meeting
- Opioid remediation meeting
- Burning ordinance change meeting.
- Meeting with new Police Chief
- Fall Reduction meeting with ADRC
- Fire Marshal attended the District 9 Fire Inspectors meeting
- North Central Fire Chiefs meeting
- Station tour for St. Lawrence school (16 children)
- FD/PPD training
- Car seat Clinic at Station I
- Held an all-day drill at MSTC attended by 22 members
- ESS MUNIS training for all department Officers
- Life Guard Training at the Aquatic Center

May Anniversaries: Mike Lisitza; 22 Years, Justin Pluess; 19 Years, Aaron Palbrach; 16 Years, Brennan Agen; 15 Years, Cole Varsho; 1 Year.

Notable Responses:

Structure Fire: Exterior structure fire Baker Drive, Mutual aid in the town of Seneca

Motor vehicle Crashes: 9 motor vehicle crashes 1 involving a pedestrian



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WRFD Notes:

The entire month of May our newest members completed their Recruit Academy. This is a 4-week orientation training, teaching them all of our Fire Standard Operating Guidelines (SOG) and our EMS Field Operating Guidelines (FOG). Three weeks are dedicated to the Fire side of the job and the last week dedicated to the EMS side of the job. They need to learn many tasks, some of which are Fire Behavior, so they understand the dangers of a growing fire and recognize those signs as that Fire grows. They also spend a lot of time on Personal Protective Equipment, with a focus on their Turnout clothing and Self-Contained Breathing Apparatus (SCBA). These are their first line of defense and improper use can get them in trouble quickly. Time is also spent on all the specialized training we do also such as Haz Mat, Vehicle extrication, Confined space, rope rescue, etc. The entire last week is focused on EMS teaching them the use of our IV pumps, Ventilator, our Life packs which are our cardiac monitors that have can monitor a patient, take 12 leads which are used to identify a heart attack, shock a person in a dysrhythmia, and also externally pace a patient in need of that skill. I am happy to say all three successfully completed that training and beginning May 29 started on their perspective crews counting to staff.

The month of May also found all three crews and command staff, and all the members of the P.D. participating in Tabletop Exercises of Active Shooter scenarios. Planning has been happening since the first of the year lead by Deputy Chief Jason Joling and Deputy Chief Scott Dewitt. Many hours lead us to three exercises that focused on three locations. Lincoln High School, Middle School, and Riverview Aspirus hospital. Three locations we feel are our most likely targets. Along with Wisconsin Rapids Public Safety, members of Wood County Sheriffs, Stevens Point F.D, Plover F.D, Grand Rapids P.D, Wisconsin Rapids school district, Aspirus Hospital also participated in these exercises. Now that the table tops exercises have been completed, in August we will have three separate Active Shooter exercises, on three separate days in order to cover all three crews on both WRFD, and WRPD. Each day will have an exercise at one of the three locations. These exercises are vital for building relationships with not only our local resources but with those that we would call in the event of such an incident. These also allow us to identify and work out any problems in a training atmosphere and rectify them, as well as pre-planning many aspects of such events. Some of those are setting up Incident Command and where it will be located, identifying staging areas of deploying resources as well as incoming resources, identification of cold, warm, & hot zones. Deployment for incidents like these is ever changing, and keeping on top of new skills and deployment methods is vital to reducing loss of life. Each entity will be exercising different skills that include threat elimination, victim care and removal, resource deployment and movement from staging to the warm & hot zone. We will be continuing this effort every year choosing three new locations and exercising these skills at those locations allowing us to build a library of experience to draw from in the event of real incident, identifying and recording additional pre-planning, and build muscle memory to draw from when needed.



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WRFD JUNE 2023 MONTHLY RESPONSE REPORT

Type of Emergency	June 2023 Responses	Total # of 2023 Responses	June 2022 Responses	Total # of 2022 Responses
EMS 911	350	1779	376	1767
EMS IFT	2	6	9	29
COMMUNITY PARAMEDICINE	0	0	1	9
FIRE	5	21	5	14
EXPLOSION (No Fire)	0	0	0	0
HAZARDOUS CONDITION	4	15	4	11
SERVICE CALLS	2	22	4	21
GOOD INTENT	6	21	13	34
FALSE ALARMS/WEATHER	6	22	5	29
TOTAL CALLS FOR SERVICE	375	1,886	417	1914

Notes:

- Fire 100 Series: Fire (*structure, vehicle, wildland*)
- Fire 200 Series: Overpressure, Rupture, Explosion, Overheat (*No Fire*)
- Fire 300 Series: Rescue & Emergency Service Incident (*Motor vehicle accident, EMS Calls*)
- Fire 400 Series: *Hazardous Condition (spills, leaks with no fire)*
- Fire 500 Series: Service Calls (water & smoke problems, burning complaints)
- Fire 600 Series: Good Intent (*Dispatched and cancelled, Citizen needs help*)
- Fire 700/800 Series: (700) False Alarms (800) Severe Weather/Natural Disasters

Runs by District	June 2023	2023 Totals	June 2022	2022 Totals
Wisconsin Rapids	278	1433	306	1394
Saratoga	20	118	25	138
Village Port Edwards	7	44	7	62
Village Biron	21	94	9	47
Town of Port Edwards	7	40	10	29
Nekoosa	18	99	30	128
Granmoor	1	4	1	6
Mutual Aid Given	3	20	5	35
Mutual Aid Received	20	34	24	75
TOTALS	375	1,886	417	1914

Confined Space Stand-by	June 2023	Total # 2023	June 2022	Total # 2022
TOTALS	21	177	25	177



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WRFD TRAINING CENTER FOR MAY 2023

Category	Topic
Fire	Fire Attack (practical) & Fire Behavior in a Single-Family Dwelling (Q0368)-NFA
Officer	Safety Officer & Fire-Ground Accountability / Resource Management
Motor Pump Operator	Fire Hose Selection, Flow Rates & Hose Testing
Technical rescue	Confine Space 101 (classroom) & Confine Space Rescue (practical)
Hazardous Materials	Radiological & Nuclear Awareness
EMS	Rescue Task Force
EMR	Mass Casualty Incident, TRIAGE, and BLS Skills
Cadet	Firefighter self-survival techniques



Wisconsin Rapids Fire Department

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Day Drill Photos



Date: June 12, 2023

To: Mayor Shane Blaser
Wisconsin Rapids Police and Fire Commission
Wisconsin Rapids Common Council

From: Daniel Hostens, Chief of Police

RE: Report on the Police Department activity for May 2023

Departmental Activity/Training:

New Chief started on May 15, 2023.

Meetings with department heads.

North Central Chiefs of Police meeting.

ERCO Exercise meeting.

Police Department Staff meeting.

Common Counsel meeting.

Police and Fire Commission meeting.

Human Resources meeting.

Recruit video discussion

Meeting with the union regarding MOU to hire and sponsor recruit officers through Mid-State Academy

Promotion processes underway

Sgt. Fleisner and K9 Lx completed recertification.

Sgt. Fleisner attended the Active Shooter Incident Management (ASIM) tabletop exercise.

Crew A completed a tour/familiarization of Mary's place.

Officer Van Berkel was the firearms instructor for the retiree HR/218 qualification course.

Officer Van Berkel was the firearms instructor and held a range for Crew A.

Officer Van Berkel, Guse, and Brockman attended SRT monthly training.

Officer Van Berkel conducted PD orientation/familiarizations for new Fire department employees.

Detective Daven attended a death scene investigation class instructed by DCI Agents and a Medical Examiner.

Lt. Lubeck attended/participated in Active Shooter Incident Management tabletop training with other WRPD and Fire Department command staff.

The 2022/23 school year has come to an end. SRO Pelot and SRO Olivares will begin their summer schedules on June 12.

Detective Daven arranged department tours of Mary's Place, the soon-opening homeless housing facility.

Detective Wetterau stepped down from his position on SRT.

Lt LaBarre and Sgt Jazdzewski had ASIM training on May 1st.

Officer Mortel went to Reid interrogation training.

Ofc Paltz had K9 recertification, and Ofc Pongratz had Aride training.

Year-to-date statistics and previous year comparison:

WRPD responded to **1483** incidents and calls for service in May 2023.

May 2022: **1572**.

Total incidents and calls for service to date in 2023: **5517**.

Total for 2022: **5653**.

For the month of May 2023 vs. 2022:

- OWI - 2023: **2** 2022: **3**
- Traffic Crash Investigations - 2023: **42** 2022: **32**
- Traffic / Municipal Citations – 2023: **521** 2022: **237**
- Written Warnings – 2023: **510** 2022: **325**
- Restricted Parking Tickets – 2023: **88** 2022: **188**

Controlled Substance Arrests

Wisconsin Rapids Police Officers and Detectives made **17 arrests** for Controlled Substance offenses in May 2023. These charges include:

- Possession of Marijuana
- Possession of Narcotic drugs.
- Possession of Methamphetamine.
- Possession of Drug Paraphernalia.
- Possession of illegally obtained prescription.