



MINUTES
MEETING OF THE WISCONSIN RAPIDS COMMON COUNCIL
TUESDAY, August 18, 2020
6:00 P.M.
VIA REMOTE VIDEOCONFERENCE

A meeting of the Wisconsin Rapids Common Council was held in the Council Chambers at City Hall and via remote videoconferencing on Tuesday, August 18, 2020, at 6:00 p.m. The public was invited to listen to the audio of the meeting. The meeting was also streamed LIVE on the City's Facebook page. Members of the public who wished to submit comments to the Council regarding an agenda item were directed to contact the Mayor. No comments were received by the Mayor.

Present in the Council Chambers at City Hall were Mayor Blaser and Alderpersons Zurfluh, Veneman, Kellogg, Rayome, Kubisiak, and Bemke. Alderperson Koth appeared via videoconference. Also present in the Council Chambers were Chief Blevins, Chief Young, Tyler Mickelson, Joe Eichsteadt, Ryan Hartman, Sue Schill, and Jennifer Gossick. Kyle Kearns, Tim Desorcy, Dale Woodfork, and Lisa Wolf appeared via videoconference.

1. Call to Order

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

2. Roll Call

Roll call indicated that all alderpersons were present, except Jake Cattanaach, who was excused:

Joe Zurfluh
Dean Veneman
Scott Kellogg
Tom Rayome
Steve Koth (via videoconference)
Thaddeus Kubisiak
Jay Bemke

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

Mayor Blaser requested that all present stand for the Pledge of Allegiance and a moment of silent prayer.

4. Reading of the Minutes of the Previous Meetings held on July 21, 2020, July 24, 2020, and August 6, 2020

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

5. Consider Mayor Blaser's Appointments to Various Committees and Boards

This item was postponed until the September 2020 Common Council meeting.

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

It was moved by Zurfluh, seconded by Kellogg to approve a Resolution Extending the Emergency Declaration Proclamation Regarding the COVID-19 Pandemic. Motion carried, 7 ayes and 0 nays. Resolution No. 21 (2020)

7. Consider for Adoption the Actions of the Planning Commission at its meetings held on August 3, 2020:

Date of Meeting: August 3, 2020

Report #1

Reported to Council: August 18, 2020

The Planning Commission met at 5:00 p.m. on August 3, 2020 in the City Council chambers and via videoconferencing. Members present included Chairperson Shane Blaser, Jay Bemke, Tom Brey, Susan Feith, and Daniel Hansen. Absent were Lee Thao and Shane Burkhart. Others in attendance are listed on the sign-in sheet.

The meeting was called to order at 5:00 p.m.

1. Approval of the reports from the July 6 Plan Commission meeting

Motion by Bemke, second by Hansen to approve the report from the July 6, 2020 Plan Commission meeting. Motion carried (5-0)

2. **PLAN-20-0559; Disher Residential LLC / Jeff Disher**, for a request to register a nonconforming fitness use (General Service) within the M-1 General Industrial Zoning District at 1421 Pepper Avenue (Parcel ID 3412380)

Motion by Bemke, second by Feith to approve **Plan-20-0559; Disher Residential LLC / Jeff Disher**, for a request to register a nonconforming use, fitness use (General Service), within the M-1 General Industrial Zoning District at 1421 Pepper Avenue (Parcel ID 3412380). Motion carried (5-0).

3. **PLAN-20-0553; Disher Residential LLC / Jeff Disher**, Public Hearing and action on a request to convert a nonconforming use to a daycare use, within the M-1 General Industrial Zoning District at 1421 Pepper Avenue (Parcel ID 3412380)

Public hearing called to order at 5:14 pm

Speaking in favor: --none--

Speaking against: --none--

Public hearing closed at 5:15 pm

Motion by Blaser, second by Bemke to approve **PLAN-20-0553; Jeff Disher**, request to convert a nonconforming use to a daycare use, within the M-1 General Industrial Zoning District at 1421 Pepper Avenue (Parcel ID 3412380). Motion carried (5-0).

4. **Community Development Department** discussion on an amendment to the Land Use Matrix (Appendix A) within the Zoning Code, regarding the review required for certain commercial and industrial uses.

5. **Adjourn**

Motion by Bemke, second by Hansen, to adjourn. Motion carried (5-0). Meeting adjourned at 5:28 p.m.

It was moved by Bemke, seconded by Veneman to approve and adopt all the actions of the Commission. Motion carried, 4 ayes and 3 nays with Veneman, Kellogg, and Rayome voting in the negative.

8. Consider for Adoption the Actions of the Standing Committees of the Common Council, as Follows:

- A. REPORT OF THE FINANCE AND PROPERTY COMMITTEE MEETING HELD ON AUGUST 4, 2020:

Steve Koth, Chairperson

Scott Kellogg, Secretary

Thad Kubisiak

Date of Meeting: August 4, 2020

Reported to Council: August 18, 2020

The Finance and Property Committee meeting was held via remote videoconferencing on Tuesday, August 4, 2020 at 4:45 p.m. The public was invited to listen to the audio of the meeting. The meeting was LIVE on Wisconsin Rapids Community Media (WRCM) Spectrum Channel 985 and Solarus Channel 3, online at www.wr-cm.org or via WRCM's Roku app, and was streamed LIVE on the City of Wisconsin Rapids Facebook page.

All members of the Finance and Property Committee were present. Also in attendance were Alderperson Veneman, Mayor Blaser, Sue Schill, Tim Desorcy, Kyle Kearns, Chief Blevins, Chief Young, Joe Terry and Jennifer Gossick. Alderperson Cattnach attended via remote. A list of others in attendance is on file in the Clerk's office.

1. Call to order

Chairperson Koth called the meeting to order at 4:48 pm

2. In open session, the Committee may 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".
 - a. In closed session, the Committee will discuss a proposed agreement with ERCO Worldwide (USA), Inc., for the storage of rail cars in the Rapids East Commerce Center
 - b. The Committee will return to open session.
 - c. The Committee may continue to discuss a proposed agreement with ERCO and may take action on an agreement.

It was moved by Koth, seconded by Kubisiak to go into closed session. Motion carried by roll call vote.

In closed session, the committee discussed the ERCO Worldwide (USA), Inc. proposed agreement for the storage of rail cars in the Rapids East Commerce Center.

Motion by Koth, seconded by Kellogg to return to open session. Motion carried by roll call vote.

In open session it was moved by Koth, seconded by Kellogg to approve the ERCO Worldwide (USA), Inc. agreement as presented (See attachment No. 1). Motion failed with Koth and Kubisiak voting in the negative.

3. Consider a referral from the Fire Department to review Five Bugles final facility study results

Chief Young reviewed the Fire Department facility study results from Five Bugles with the committee. It was decided to have Five Bugles give a formal presentation to the committee at the next regularly scheduled Finance and Property Committee meeting. No action was taken.

4. Consider a referral from Alderperson Kellogg to review the Police Department body camera program, and update the committee and council on the program.

Chief Blevins and Deputy Chief Krzykowski gave the committee an overview of the Police Department body camera program. No action was taken.

5. Discuss Labor Day celebration/fireworks display

It was moved by Koth, seconded by Kubisiak to cancel the fireworks display for the remainder of 2020 and direct staff to work with the fireworks display company on rolling over the current contract to 2021 or work on a new contract for the Fourth of July 2021. Motion carried.

6. Beverage Operators' Licenses

Motion by Koth, seconded by Kubisiak to approve the beverage operators' licenses. Motion carried.

Rebekah Forcier	Mariah Brown	Joanne Dachel
Amanda Edgerly	Jenessa Greeneway	Lindsay Hansen
Heather Henke	Austin Hitz	Brianna Holmes
Adrienne Rose	Courtney Wickersham	Tina Gryg
Gayle Hamus	Melanie Minervini	Agnieszka Sron
Toni-Marie White		

7. Consider a referral from Public Works to authorize the payment of \$63,526.68 in aggregate expenses for the aquatics project directly to the subcontractor to save the City \$11,344.05.

It was moved by Koth, seconded by Kellogg to authorize payment of \$63,526.68 to the aquatics project subcontractor for aggregate expenses. Motion carried.

8. Discuss and approve the disbursement of the Aspirus Arise premium rebate

It was moved by Koth, seconded by Kellogg to approve a rebate to retirees for their pro-rata share of the Aspirus Arise premium rebate, deduct City employee's pro-rata share of the premium rebate from their September health insurance contribution and proceed with a 2020 budget amendment to transfer the employer portion of the rebate from operating accounts to contingency. Motion carried.

9. Discuss and take action on UniverCity Year engagement going forward

Motion by Koth, seconded by Kellogg to continue with the UniverCity program. Motion carried.

10. Consider a referral from Alderperson Cattanaach to review the admission rates for the Aquatics Center, and discuss/take action on the rates for next season.

Motion by Koth, seconded by Kellogg to send the review of the aquatics admission rates to the Park and Recreation Commission and have a presentation to the City Council by the October Common Council meeting. Motion carried.

11. Audit of the bills

It was moved by Koth, seconded by Kubisiak to approve check no. 4532 to check no. 5047. Motion carried.

12. Set next meeting date

The next regularly scheduled Finance and Property Committee meeting will be September 1, 2020 at 4:30 pm.

13. Adjourn

It was moved by Koth, seconded by Kellogg to adjourn. Meeting adjourned at 6:44 pm.

Koth requested that item #2 be held out. Bemke requested that item #10 be held out. It was moved by Koth, seconded by Kellogg to approve and adopt the balance of the report, holding out items #2 and #10. Motion carried, 7 ayes and 0 nays.

Regarding item #2, it was moved by Koth, seconded by Kellogg to approve the agreement for the storage of rail cars in the Rapids East Commerce Center. Zurfluh requested this item be held to the end of the meeting to be considered in a closed session. Mayor Blaser asked for unanimous consent that the item be moved to the end of the meeting. 248 There was no objection, and the item was moved to the end of the meeting.

Regarding item #10, it was moved by Bemke, seconded by Zurfluh to approve the item as presented. Motion carried, 7 ayes and 0 nays.

B. REPORT OF THE PUBLIC WORKS COMMITTEE MEETING HELD ON AUGUST 4, 2020:

Tom Rayome

Jake Cattanaach

Dean Veneman

Date of Meeting: August 4, 2020
Reported to Council: August 18, 2020

The Public Works Committee met at City Council Chambers and via remote videoconferencing on Tuesday, August 4, 2020. Jake Cattnach, and Dean Veneman were present Scott Kellogg filled in for Tom Rayome. Others attending are on file in the Clerk's office.

1. Call to order

The meeting was called to order at 6:48 pm after the conclusion of the Property and Finance committee meeting.

Motion by Cattnach, second by Veneman for Alderperson Kellogg to sit in for Alderperson Rayome and for Cattnach to act as chairperson. Motion carried (3-0)

2. Conduct assessment hearing for the Alley resurfacing west of Elm Street between Mead Street and Chestnut Street and between Chestnut Street and Sherman Street.

The assessment hearing was called to order at 6:50 pm and closed at 6:53 pm.

3. Review engineer's assessment report and take action on assessment resolution for the Alley resurfacing west of Elm Street between Mead Street and Chestnut Street and between Chestnut Street and Sherman Street.

Motion by Cattnach, second by Veneman to accept the engineer's assessment report and final resolution for for the Alley resurfacing west of Elm Street between Mead Street and Chestnut Street and between Chestnut Street and Sherman Street. Motion carried (3-0)

4. Review DPW Report.

The DPW report was reviewed.

5. Review the One-Mile creek study Phase 1, and consider moving into Phase 2.

Motion by Veneman, second by Kellogg to advance the One-Mile Creek Study to phase 2. Motion carried (3-0)

6. Discuss developing a large item garbage collection program

Development of a large item garbage collection program was reviewed. No action taken.

7. Review referral list

The referral list was reviewed and amended.

8. Adjourn

Motion by Cattnach, second by Kellogg to adjourn. Motion carried (3-0)

The meeting was adjourned at 7:43 pm.

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

C. REPORT OF THE PUBLIC WORKS COMMITTEE MEETING HELD ON AUGUST 11, 2020:

Tom Rayome

Jake Cattnach

Dean Veneman

Date of Meeting: August 11, 2020
Reported to Council: August 18, 2020

The Public Works Committee was scheduled to meet on Tuesday, August 11, at 4:00 p.m. in the Council Chambers at City Hall and via remote videoconferencing.

This meeting was not held due to lack of quorum.

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

D. REPORT OF THE PUBLIC WORKS COMMITTEE MEETING HELD ON AUGUST 12, 2020:

Tom Rayome

Jake Cattnach

Dean Veneman

Date of Meeting: August 12, 2020
Reported to Council: August 18, 2020

The Public Works Committee met at Wednesday, August 12, in the first floor conference room at City Hall and via remote videoconferencing. Tom Rayome and Dean Veneman were present. Others attending are on file in the Clerk's office.

1. Call to order

The meeting was called to order at 4:02 pm

2. Conduct assessment hearing for East Grand Avenue from 3rd Street to 8th Street

The assessment hearing was opened at 4:03 pm

Shane Burkhart expressed some construction related questions/concerns related to parcel 34-08123-6. Since these were not assessment related, they will be referred to staff.

The assessment hearing was closed at 4:10 pm

3. Review engineer's assessment report and take action on assessment resolution for East Grand Avenue from 3rd Street to 8th Street
Motion by Rayome, second by Veneman to accept the engineer's report and approve the assessment resolution for East Grand Avenue from 3rd Street to 8th Street. Motion carried (2-0)

4. Adjourn.

Motion by Rayome, second by Veneman to adjourn. Motion carried (2-0)

The meeting was adjourned at 4:12 pm

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

E. REPORT OF THE HUMAN RESOURCES COMMITTEE MEETING HELD ON AUGUST 6, 2020:

Thad Kubisiak, Chairperson Joseph Zurfluh, Secretary Jay Bemke

Date of Meeting: August 6, 2020

Reported to Council: August 18, 2020

The Human Resources Committee held a meeting in the council chambers and via remote videoconferencing on Thursday, August 6, 2020 at 4:30 p.m. The public could listen to the meeting by calling in, and the meeting could also be viewed 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. If persons wished to provide comments regarding items on an agenda, they could contact Chairperson Kubisiak at tkubisiak@wirapids.org before the meeting.

All committee members (Kubisiak, Kellogg, and Zurfluh) were present. Also present were Alderperson Kellogg, Deb Pagel, Mayor Blaser, Sue Schill, and Tyler Mickelson.

1. Call to order

Chairperson Kubisiak called the meeting to order at 4:33 p.m.

2. Discuss and consider approval of proposed changes to the HR Administrative Assistant job description

Motion by Bemke, second by Zurfluh to approve the proposed changes to the HR Administrative Assistant job description as presented. Motion carried, 3-0.

3. Discuss and consider approval of proposed changes to the Sr HR Generalist job description

Motion by Bemke, second by Zurfluh to approve the proposed changes to the Sr HR Generalist job description as presented. Motion carried, 3-0.

4. Discuss and consider approval of proposed changes to the Executive Coordinator job description

Motion by Bemke, second by Zurfluh to approve the proposed changes to the Executive Coordinator job description as presented. Motion carried, 3-0.

5. Discuss and consider confirmation of Mayor Blaser's appointment to the position of Human Resources Manager

Motion by Bemke, second by Zurfluh to confirm Mayor Blaser's appointment of Ryan Hartman to the position of Human Resources Manager. Motion carried, 3-0.

6. Discussion on employee recruitment

Deb Pagel gave an update on employee recruitment.

7. Adjournment

Motion by Bemke, second by Kubisiak to adjourn. Motion carried, 3-0.

The meeting adjourned at 4:47 p.m.

It was moved by Kubisiak, seconded by Zurfluh to approve and adopt all the actions of the Committee. Motion carried, 7 ayes and 0 nays.

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

A. Wisconsin Rapids Fire Department Monthly Summary for July

B. Wisconsin Rapids Police Department Monthly Summary for July

C. South Wood County Airport Commission held June 4, June 18, and July 2

D. Police and Fire Commission held July 8

E. Water Works and Lighting Commission held July 8

F. Ethics Committee held August 4

G. Mayor's Youth Council held August 12

H. Joint Review Board held June 24

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

Regarding item #2 of 8. A. Report of the Finance and Property Committee meeting held on August 4, 2020:

It was moved by Zurfluh, seconded by Veneman 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". Motion carried by roll call vote, 7 ayes and 0 nays.

- a. In closed session, the Council discussed the ERCO Worldwide (USA), Inc. proposed agreement for the storage of rail cars in the Rapids East Commerce Center.

Motion by Kubisiak, seconded by Zurfluh to return to open session. Motion carried, 7 ayes and 0 nays.

- b. In open session it was moved by Zurfluh, seconded by Veneman to approve the ERCO Worldwide (USA), Inc. agreement as presented. Motion carried 4 ayes and 3 nays with Kubisiak, Rayome, and Koth voting in the negative.

10. Adjournment

It was moved by Rayome, seconded by Zurfluh to adjourn. Motion carried, 7 ayes and 0 nays, and the meeting adjourned at 7:39 p.m.

Respectfully submitted,

Jennifer M. Gossick, City Clerk