



MINUTES
MEETING OF THE WISCONSIN RAPIDS COMMON COUNCIL
TUESDAY, SEPTEMBER 15, 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, September 15, 2020, at 6:00 p.m. The public was invited to listen to the audio of the meeting. The meeting was also streamed LIVE on the City's Facebook page. Members of the public who wished to submit comments to the Council regarding an agenda item were directed to contact the Mayor. No comments were received by the Mayor.

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

1. Call to Order

Mayor Blaser called the meeting to order at 6:10 p.m.

2. Roll Call

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

Joe Zurfluh (via videoconference)
Dean Veneman
Scott Kellogg
Tom Rayome
Steve Koth
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 Meeting held on August 18, 2020

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

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

It was moved by Kellogg, seconded by Veneman to approve Mayor Blaser's appointments:

ADA Advisory Committee

Ray McSherry, 1130 13th Street South, is reappointed as a regular member to a term expiring 04/30/2023

Library Board

Anne Zacher, 445 Mead Circle, is reappointed as a regular member to a term expiring 07/01/2022

Heather Gygi, 311 West Grand Avenue, is reappointed as a regular member to a term expiring 07/01/2023

Zoning Board of Appeals

Dennis Polach, 241 14th Street South, is reappointed as the 1st alternate member to a term expiring 11/01/2021

Jim Gignac, 900 2nd Avenue South, is reappointed as the 2nd alternate member to a term expiring 11/01/2022

Mike Hittner, 980 1st Avenue South, is appointed as a regular member to a term expiring 11/01/2022

Motion carried, 7 ayes and 0 nays.

6. Consider a Resolution that the City of Wisconsin Rapids be exempted from the payment of any county library tax as provided in Section 43.64(2)(b)

It was moved by Koth, seconded by Rayome to approve a Resolution that the City of Wisconsin Rapids be exempted from the payment of any county library tax as provided in Section 43.64(2)(b). Motion carried, 7 ayes and 0 nays. Resolution No. 22 (2020)

7. Consider a Resolution Extending the Emergency Declaration Proclamation Regarding the COVID-19 Pandemic
It was moved by Kubisiak, seconded by Veneman to approve a Resolution Extending the Emergency Declaration Proclamation Regarding the COVID-19 Pandemic. Motion carried, 7 ayes and 0 nays. Resolution No. 23 (2020)

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 SEPTEMBER 1, 2020:
Steve Koth, Chairperson Scott Kellogg, Secretary Thad Kubisiak

Date of Meeting: September 1, 2020

Reported to Council: September 15, 2020

The Finance and Property Committee meeting was held via remote videoconferencing on Tuesday, September 1, 2020 at 4:30 p.m. The public was invited to listen to the audio of the meeting. The meeting was LIVE on Wisconsin Rapids Community Media (WRCM) Spectrum Channel 985 and Solarus Channel 3, online at www.wr-cm.org or via WRCM's Roku app, and was streamed LIVE on the City of Wisconsin Rapids Facebook page.

All members of the Finance and Property Committee were present except for Alderperson Koth. Alderperson Rayome sat in for Alderperson Koth. Also in attendance were Alderperson Veneman, Alderperson Bemke, Mayor Blaser, Tim Desorcy, Steve Shepro, Chief Young, Joe Eichsteadt, Jennifer Gossick and Mike Lisitza. Sue Schill attended via remote. A list of others in attendance is on file in the Clerk's office.

1. Call to order

Chairperson Kellogg called the meeting to order at 4:31 p.m.

2. Presentation from Five Bugles Design for renovations to accommodate the needs of the Fire Department

Laura Eysnogle and Robert Krzyzanowski from Five Bugles Design gave a presentation of the proposed renovations to Fire Station No. 1 and No. 2 (see Attachment No. 1). No action was taken.

3. Consider for approval a contract for assessment services with Forward Appraisal, LLC (Steve Shepro) for assessment years 2021, 2022, and 2023

It was moved by Rayome, seconded by Kellogg to approve the contract for assessment services with Forward Appraisal, LLC for assessment years 2021, 2022, and 2023 (see Attachment No. 2). Motion carried with Alderperson Kubisiak voting in the negative.

4. Consider a WI DOT Signals and ITS Standalone Program grant application for signal improvements along Riverview Expressway at Chase St, W Grand Ave and High St.

It was moved by Kellogg, seconded by Rayome to approve the WI Signals and ITS Standalone Program grant application for signal improvements along Riverview Expressway at Chase St, W Grand and High St. Motion carried.

5. Beverage Operators' Licenses

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

Sarajeon Brown

Karen Kalata

Judith Stada

Jason King

Jenny Faivre

Ashley Mathias

Madilyn Tokarski

Jeffrey Hanneman

Jason Paasch

Althea West

6. Audit of the Bills

Motion by Kubisiak, seconded by Kellogg to approve check no. 5048 to 5471. Motion carried.

7. Preliminary budget discussion

The Committee discussed the budget process and timeline with the Mayor and Finance Director. The Finance Director will provide the committee with a preliminary budget meeting schedule for the months of October and November. It was moved by Kellogg, seconded by Kubisiak to schedule the public hearing on the 2021 budget on Thursday, November 12, 2020. Motion carried.

8. Set next meeting date

The next regularly scheduled Finance and Property Committee meeting will be October 6, 2020 at 4:30 pm.

9. Adjourn

It was moved by Kellogg, seconded by Kubisiak to adjourn. Meeting adjourned.

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

B. REPORT OF THE PUBLIC WORKS COMMITTEE MEETING HELD ON SEPTEMBER 1, 2020:

Tom Rayome

Jake Cattanaach

Dean Veneman

Date of Meeting: September 1, 2020

Reported to Council: September 15, 2020

The Public Works Committee met at Tuesday, September 1, 2020 in the Council Chambers at City Hall and by remote video conference. Tom Rayome, Jake Cattanaach, and Dean Veneman were present. Others attending are on file in the Clerk's office.

1. Call to order

The meeting was called to order at 6:00 pm

2. At 6:00 pm open and conduct an Assessment Hearing for the installation of municipal improvements on E Grand Ave (Bridge to 3rd St) including 2nd St from Birch St to E Grand Ave.

The Assessment Hearing was called to order at 6:01 pm. City Engineer Eichsteadt presented a review of assessment methods and the Engineer Report. There were no public comments. The Assessment Hearing was closed at 6:03 pm.

3. Consider the Final Resolution accepting the assessment report and corresponding assessments for municipal improvements on E Grand Ave (Bridge to 3rd St) including 2nd St from Birch St to E Grand Ave.

Motion by Veneman, second by Rayome to adopt the final resolution accepting the assessment report and corresponding assessments for municipal improvements on E Grand Ave (Bridge to 3rd St) including 2nd St from Birch St to E Grand Ave. Motion carried (3-0). Resolution No. 24 (2020)

4. At 6:15 pm open and conduct an Assessment Hearing for the installation of municipal improvements on 7th St (E Grand Ave to Oak St).

The Assessment Hearing was called to order at 6:04 pm. The Engineer Report was presented. There were no public comments. The Assessment Hearing was closed at 6:05 pm.

5. Consider the Final Resolution accepting the assessment report and corresponding assessments for municipal improvements on 7th St (E Grand Ave to Oak St). Resolution No. 25 (2020)

Motion by Rayome, second by Cattanaach to approve the Final Resolution accepting the assessment report and corresponding assessments for municipal improvements on 7th St (E Grand Ave to Oak St). Motion carried (3-0)

6. Consider reducing the speed limit on 48th St between 1013 feet south of Commerce Dr to 1231 feet north of Commerce Dr from 45 mph to 35 mph for rail crossing safety and in coordination with the Town of Grand Rapids.

Motion by Veneman, second by Rayome to reduce the speed limit on 48th St between 1013 feet south of Commerce Dr to 1231 feet north of Commerce Dr from 45 mph to 35 mph for rail crossing safety and in coordination with the Town of Grand Rapids. Motion carried (3-0). Ordinance No. MC 1269

7. Consider permanent limited easements with Parcel 07-00173E and Parcel 07-00187B in the Town of Grand Rapids for vision triangles along 48th St in preparation for the grade crossing in Rapids East Commerce Center.

Motion by Rayome, second by Cattanaach to approve permanent limited easements with Parcel 07-00173E and Parcel 07-00187B in the Town of Grand Rapids for vision triangles along 48th St in preparation for the grade crossing in Rapids East Commerce Center.

8. Discuss and consider a Signals and ITS Standalone (SISP) grant application for signal improvements along Riverview Expressway.

This item was discussed, recognizing a motion for approval was made at the Finance and Property committee as per City Policy.

9. Discuss the Special Assessment Study

The Special Assessment Study was reviewed and discussed. City Staff are directed to promote the Study on the City website and social media.

10. Discuss and consider long term goals of the street program (maintenance and reconstruction) based on the review of the Special Assessment Study

City Staff are directed to include this item on the referral list and include it monthly on the Public Works agenda until the Committee gives further direction.

11. Review DPW Report

The DPW report is available on the City's website

12. Review referral list

The referral list was reviewed

13. Adjourn.

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

The meeting was adjourned at 7:24 pm

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

C. REPORT OF THE HUMAN RESOURCES COMMITTEE MEETING HELD ON SEPTEMBER 3, 2020:

Thad Kubisiak, Chairperson

Joseph Zurfluh, Secretary

Jay Bemke

Date of Meeting: September 3, 2020

Reported to Council: September 15, 2020

The Human Resources Committee held a meeting in the council chambers and via remote videoconferencing on Thursday, September 3, 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.

Committee members present (Kubisiak, Bemke, Kellogg- in place of Zurfluh). Also present were Mayor Blaser, Sue Schill, Scott Young, Ryan Hartman, Mary Wolosek and members of the fire department. (Attendees list on file at the City Clerk's Office).

1. Call to order

Chairperson Kubisiak called the meeting to order at 4:32 p.m.

2. Discuss and consider approval of updating the pay scale for seasonal recreational department positions: scorer/timer, t-ball, soccer, volleyball, basketball, soccer aides, and officials.

Motion by Bemke, second by Kellogg to approve proposed changes for seasonal recreational department positions as presented. Motion carried, 3-0. See attachment for proposed wage scales.

3. Discuss and consider approval of updating pay scale for crossing guards.

Motion by Kubisiak, second by Bemke to approve updating the pay scale for crossing guards as presented. Motion carried, 3-0.

The pay rates presented were as follows:

1-5 years of service, \$13.00 per hour w/o cones, \$14.00 with cones

5+ years of service, \$13.50 per hour w/o cones, \$14.50 with cones

4. Discuss and consider approval of a change in the firefighter's work schedule from a schedule that consist of 24 hours on duty followed by 48 hours off duty, to a new schedule of 48 hours on duty and 96 hours off duty. The change would be a one-year trial and would require both parties revisit the work schedule in October of 2021 and mutually agree to continue the new schedule beyond the year 2021.

Motion by Kubisiak, second by Bemke to have HR Manager facilitate further discussion and resolutions to proposed trial schedule with a draft to be presented at October 6th HR Committee meeting. Motion carried, 3-0.

5. Discuss and consider approval of a contract with Pagel HR Consulting, for human resources consulting.

Motion by Kellogg, second by Bemke to approve contract renewal of Pagel HR Consulting, not to exceed \$5000.00. Motion carried, 3-0.

6. Discuss and consider approval of a revision to the emergency sick leave policy, to address employee leave if a dependent is required to quarantine.

Motion by Bemke, second by Kubisiak to approve a revision to the City's emergency sick leave policy to add an additional two weeks (80 hours or equivalent work schedule) of employee leave for leave necessitated because of quarantine orders, and to extend the use of the City's emergency paid sick leave until December 31, 2020. Motion carried, 3-0.

7. Adjournment.

Motion by Bemke, second by Kellogg to adjourn. Motion carried, 3-0. The meeting adjourned at 5:46 p.m.

It was moved by Kubisiak, seconded by Bemke to approve and adopt 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 August
- B. Wisconsin Rapids Police Department Monthly Summary for August
- C. Wisconsin Rapids Housing Authority held December 19, 2019 and April 1, April 29, and May 27, 2020
- D. Wastewater Treatment Commission held May 6 and August 12
- E. Parks and Recreation Commission held June 22 and August 17
- F. South Wood County Airport Commission held August 7
- G. Police and Fire Commission held August 12
- H. Water Works and Lighting Commission held August 12

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

10. Adjournment

It was moved by Kubisiak, seconded by Koth to adjourn. Motion carried, 7 ayes and 0 nays, and the meeting adjourned at 6:45 p.m.

Respectfully submitted,

Jennifer M. Gossick, City Clerk