



PUBLIC MEETING NOTICE
WISCONSIN RAPIDS COMMON COUNCIL
TUESDAY, NOVEMBER 16, 2021
6:00 P.M.
CITY HALL COUNCIL CHAMBERS
AND VIA VIDEOCONFERENCE

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, and via remote videoconferencing on Tuesday, November 16, 2021, at 6:00 p.m. **The public may listen to the meeting by calling 1-312-626-6799, Access code: 858 4772 8654.** The meeting will also be streamed LIVE on the City of Wisconsin Rapids Facebook page. 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. If a member of the public wishes to submit comments to the Council regarding an agenda item, please contact Mayor Blaser via email or phone at mayor@wirapids.org or 715-421-8216 before the meeting.

Agenda

1. Call to Order
2. Roll Call
3. Pledge of Allegiance and Silent Prayer in Lieu of Invocation
4. Wisconsin Rapids Fire Department Recognition for First Responder of the Year award for Dustin Lease
5. Reading of the Minutes of the Previous Meetings held on October 19, 2021 (See Attachment #1) and November 11, 2021 (Minutes for this meeting will be distributed at the Council meeting on November 16, 2021)
6. Consider a Resolution Extending the Emergency Declaration Proclamation Regarding the COVID-19 Pandemic (See Attachment #2)
7. Public Hearing on the Discontinuance of a Portion of Avon Street
8. Consider a Resolution to Discontinue a Portion of Avon Street (See Attachment #3)
9. Second Reading of an Ordinance Creating Sections 6.22(2)(d), (e), and (f) of the Municipal Code Regarding Driveway Approaches (See Attachment #4)
10. Consider for Adoption the Actions of the Planning Commission at its meeting held on November 1, 2021:
 1. Approval of the reports from the October 4 & October 19, 2021 Plan Commission meeting
 2. **County of Wood** – request to discontinue (vacate) a portion of Avon Street, north of Market Street and South of 5th Street North.
 3. **PLAN-21-1028; Love INC of South Wood County** – request for a site plan review to perform site improvements at 710 20th Avenue South (Parcel ID 3403987)
 4. **PLAN-21-1082; David Reynolds, representing Charter Communications** – request for a site plan review to construct an accessory building at 2140 8th Street South (Parcel ID 3412138)
 5. Adjourn
11. Consider for Adoption the Actions of the Standing Committees of the Common Council, as Follows:
 - A. Finance and Property Committee meeting held on October 26, 2021:
 1. Call to Order
 2. Review and discuss the 2022 budget with emphasis on Public Safety
 3. The Committee 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 Committee will:

- a. Discuss negotiations and strategy regarding intergovernmental agreements with municipalities for the provision of ambulance services to those municipalities
- b. Discuss emergency medical service billings service contracts

The Committee will adjourn in closed session.

B. Finance and Property Committee meeting held on October 28, 2021:

1. Call to Order
2. Review and discuss the 2022 budget with an emphasis on Public Works
3. Adjourn.

C. Finance and Property Committee meeting held on November 2, 2021:

1. Call to Order
2. Consider for approval a renewal application from ecoATM, Hunter E. Bjorkman, for a Secondhand Article Dealer license for the premise located at 4331 8th Street South
3. 2022 Water Works & Lighting Commission Budget Review
4. Audit of the Bills
5. Set next meeting date
6. Review and approve the Commercial Listing Contract for the vacant City-owned building located at 161 & 163 3rd Street North, Parcel IDs: 34-08156 & 3408157.
7. Consider the sale of vacant City-owned land located at an unaddressed parcel south of Alton Street between 12th Avenue South and 11th Avenue South, Parcel ID: 3402809.

In open session, the committee 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 committee may discuss negotiations and strategy regarding the sale of the above property.

The Committee may adjourn in closed session or may return to open session.

If returning to open session, the Committee may continue to consider the sale of the vacant land referenced above and may take action thereon.

8. Adjourn.

D. Finance and Property Committee meeting held on November 16, 2021:

1. Call to Order
2. The Committee 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 Committee may discuss negotiations and strategy regarding Emergency Medical Service/Ambulance Service intergovernmental agreements with area municipalities, including the Town of Port Edwards and the City of Nekoosa.

The Committee will return to open session and may take action on EMS/Ambulance intergovernmental agreements with the Town of Port Edwards, the City of Nekoosa, and other municipalities. **The council may consider this item at the end of the Council agenda.**

3. Consider the lease of Wisconsin Rapids Community Theatre, INC. within the Centralia Center at 220 Third Avenue South, Parcel ID: 3402596.

In open session, the committee 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 committee may discuss negotiations and strategy regarding the lease of a portion of the above property.

The Committee may adjourn in closed session or may return to open session.

If returning to open session, the Committee may continue to consider the lease of a portion of the building referenced above and may take action thereon. **The council may consider this item at the end of the Council agenda.**

4. Adjourn

E. Public Works Committee meeting held on November 2, 2021:

1. Call to order
2. Review 2022-2026 public works construction CIP
3. Consider approving a preliminary resolution to reconstruct Rosecrans St from 9th Ave N to east termini
4. Review DPW October activities report
5. Review referral list
6. Adjourn

F. Human Resources Committee meeting held on November 15, 2021:

1. Call to order
2. Discuss and consider for approval proposed changes to the Vacation Policy.
3. The Committee will 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"
 - a. In closed session, the Committee will discuss negotiation and bargaining strategy regarding labor negotiations with IAFF and WRPPA
4. The Committee will return to open session
5. The Committee may 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."
 - a. In closed session, the Committee may discuss compensation for a public employee
The council may consider this item at the end of the Council agenda.
6. The Committee will adjourn in closed session.

G. Legislative Committee meeting held on November 8, 2021:

1. Call to order
2. Review and consider for approval an amendment to Chapter 2 of the Municipal Code which would eliminate term limits for Water Works and Lighting Commissioners
3. Review and consider an ordinance revising the secondhand article dealer and pawnbroker ordinance
4. Discuss emergency declarations and COVID-19 protocols and policies
5. Discuss vaccination mandates

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

- A. Wisconsin Rapids Police Department Monthly Summaries for August and September
- B. Wisconsin Rapids Housing Authority held August 25
- C. Ethics Board held September 21
- D. Zoning Board of Appeals held September 27
- E. Wisconsin Rapids Fire Department Monthly Summary for October
- F. South Wood County Airport Commission held October 7
- G. McMillan Memorial Library Services Committee held October 12, Building and Grounds Committee held October 13, and Board of Trustees held October 20
- H. Water Works and Lighting Commission held October 13 and October 18
- I. Park and Recreation Commission held November 8

13. Referrals to Committees

- 14. Regarding Finance and Property Committee item #2 from the meeting held on November 16, 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 may discuss negotiations and strategy regarding Emergency Medical Service/Ambulance Service intergovernmental agreements with area municipalities, including the Town of Port Edwards and the City of Nekoosa.

The Council will return to open session and may take action on EMS/Ambulance intergovernmental agreements with the Town of Port Edwards, the City of Nekoosa, and other municipalities.

15. Regarding Finance and Property Committee item #3 from the meeting held on November 16, 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 may discuss negotiations and strategy regarding the Wisconsin Rapids Community Theatre lease in the Centralia Center.

The Council will return to open session and may take action.

16. Regarding Human Resources Committee item #5 from the meeting held on November 15, in open session, the Council may 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 Council may discuss compensation for a public employee.

17. 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, OCTOBER 19, 2021

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, and via remote videoconferencing on Tuesday, October 19, 2021, at 6:04 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.

1. Call to Order

Mayor Blaser called the meeting to order at 6:04 p.m.

2. Roll Call

Roll call indicated that all alderpersons were present:

<u>Aldersperson</u>	<u>District</u>	<u>Present</u>	<u>Absent</u>
Ryan Austin	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dean Veneman	2	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Matt Zacher	3	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Tom Rayome	4	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sheri Evanson	5	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jake Cattanaach	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. Pledge of Allegiance and Silent Prayer in Lieu of Invocation

The Wisconsin Rapids Police Department Honor Guard presented the Colors.

Deputy Police Chief Krzykowski requested that all present stand for the Pledge of Allegiance and a moment of silent prayer.

4. Administration of Police Department Ceremonial Oaths of Office and Badge Pinning for New Police Officer Shane Pongratz and Chaplain Josh Pegram

City Clerk Gossick administered a Ceremonial Oath of Office for New Police Officer Shane Pongratz.

5. Reading of the Minutes of the Previous Meetings held on September 21 and September 23, 2021

It was moved by Bemke, seconded by Veneman to dispense with a reading and accept the minutes of the previous meetings. Motion carried, 8 ayes and 0 nays:

<u>Aldersperson</u>	<u>District</u>	<u>Aye</u>	<u>Nay</u>
Ryan Austin	1	<input checked="" type="checkbox"/>	<input 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"/>
Sheri Evanson	5	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jake Cattanaach	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"/>

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

Attachment #1

It was moved by Cattannach, seconded by Veneman to approve a Resolution Extending the Emergency Declaration Proclamation Regarding the COVID-19 Pandemic. Motion carried, 7 ayes and 1 nay. Resolution No. 28 (2021)

<u>Aldersperson</u>	<u>District</u>	<u>Aye</u>	<u>Nay</u>
Ryan Austin	1	<input checked="" type="checkbox"/>	<input 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"/>
Sheri Evanson	5	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jake Cattannach	6	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Patrick J. Delaney	7	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Jay Bemke	8	<input checked="" type="checkbox"/>	<input type="checkbox"/>

7. Consider for approval Mayor Blaser's appointments to the Zoning Board of Appeals for terms expiring November 1, 2024.

It was moved by Austin, seconded by Bemke to approve the following appointments to the Zoning Board of Appeals for terms expiring November 1, 2024:

- a. David Laspa, 2931 10th Street S., is reappointed as a regular member
- b. Dennis Polach, 241 14th Street S., is appointed from a 1st alternate member to a regular member to fill the seat vacated by Bruce King
- c. Peggy Montag, 830 16th Street S., is appointed as a 1st alternate member to fill the seat vacated by Dennis Polach

Motion carried, 8 ayes and 0 nays:

<u>Aldersperson</u>	<u>District</u>	<u>Aye</u>	<u>Nay</u>
Ryan Austin	1	<input checked="" type="checkbox"/>	<input 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"/>
Sheri Evanson	5	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jake Cattannach	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"/>

8. Consider the appointment of one member to the Ethics Board to fill a vacancy for a term expiring November 1, 2023, and the appointment of two members for terms expiring November 1, 2024

Cattannach nominated Gossick for the open seat, and Fischer and De Roche for reappointment. No additional nominations were received and nominations were closed. It was moved by Bemke, seconded by Veneman to appoint the following members to the Ethics Board:

- a. Dan DeRoche, 1430 Clyde Avenue, is reappointed as a regular member for a term expiring November 1, 2023
- b. Renee Fischer, 341 18th Street N., is reappointed as a regular member for a term expiring November 1, 2024
- c. Lee Gossick, 541 Wisconsin Street is appointed as a regular member to fill the seat vacated by Doug Machon for a term expiring November 1, 2024

Motion carried, 7 ayes, 0 nays, and 1 abstention:

<u>Aldersperson</u>	<u>District</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Ryan Austin	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dean Veneman	2	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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"/>
Sheri Evanson	5	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jake Cattannach	6	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patrick J. Delaney	7	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Jay Bemke	8	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Attachment #1

9. Consider the adoption of a Resolution regarding Ward Division and Designating Polling Places

It was moved by Bemke, seconded by Rayome to adopt a Resolution regarding Ward Division and Designating Polling Places as presented. Motion carried, 8 ayes and 0 nays. Resolution No. 29 (2021)

<u>Aldersperson</u>	<u>District</u>	<u>Aye</u>	<u>Nay</u>
Ryan Austin	1	<input checked="" type="checkbox"/>	<input 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"/>
Sheri Evanson	5	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jake Cattanach	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"/>

10. Consider adoption of an ordinance adding a municipal connection fee to the wastewater charges in Chapter 8 of the Municipal Code

It was moved by Cattanach, seconded by Austin to adopt an ordinance adding a municipal connection fee to the wastewater charges in Chapter 8 of the Municipal Code. Motion carried, 8 ayes and 0 nays. Ordinance No. MC 1292:

<u>Aldersperson</u>	<u>District</u>	<u>Aye</u>	<u>Nay</u>
Ryan Austin	1	<input checked="" type="checkbox"/>	<input 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"/>
Sheri Evanson	5	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jake Cattanach	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"/>

11. Consider for Adoption the Actions of the Planning Commission at its meetings held on October 4, 2021 and October 19, 2021:

A. Date of Meeting: October 4, 2021

Reported to Council: October 19, 2021

The Planning Commission met at 4:00 p.m. on October 4, 2021 in the City of Wisconsin Rapids Council Chambers, 444 West Grand Avenue, and via remote audioconferencing. Members present included acting Chairperson Ryan Austin, Eric Daven and Lee Thao; attending via Zoom were Susan Feith, Shane Burkart and Ben Goodreau. Mayor Shane Blaser was excused. Also at the meeting were Community Development Director Kyle Kearns, Wisconsin Rapids Public Schools Superintendent Craig Broeren, and a few other unidentified persons via Zoom.

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

1. Approval of the reports from the September 13 & 23, 2021 Plan Commission meetings

Motion by Feith to approve the reports from the September 13 & 23, 2021 Plan Commission meetings, second by Goodreau. Motion carried (6 – 0)

2. PLAN-21-0915; Kyle Bennehoff, Lingle Design Group – request for a site plan review to renovate 1821 8th Street South (Parcel ID 3411790) and perform other site improvements

Motion by Daven to approve PLAN-21-0915, a request for a site plan review to renovate 1821 8th Street South (Parcel ID 3411790) and perform other site improvements, subject to the following conditions:

- Impervious surface ratio shall not increase on the property beyond the existing ratio.
- A shared access agreement shall be produced and executed between the northern and eastern properties.
- Cut-off lighting fixtures or equivalent shall be used for the development, and any modifications made to existing lighting from the development shall not exceed 0.2 foot-candles at neighboring commercial property lines.
- Applicable permits through the City shall be obtained.

- e. Community Development Department shall have the authority to approve minor modifications to the plans.

Second by Thao. Motion carried (6 – 0)

- 3. PLAN-21-0966: Wisconsin Rapids Public School District – public hearing and action on a request for a conditional use permit amendment to construct an addition on Howe Elementary School at 221 8th Street North (Parcel ID 3407777)

Public hearing opened at 4:06 p.m.

Speaking against: None

Speaking in favor: Craig Broeren

Public hearing closed at 4:08 p.m.

Chairperson Austin expressed concerns regarding the students' access to the building during the construction.

Motion by Feith to approve PLAN-21-0966, a request for a conditional use permit amendment to construct an addition on Howe Elementary School at 221 8th Street North (Parcel ID 3407777) subject to the following conditions:

- a. A landscaping plan shall be submitted, meeting the applicable requirements, to be reviewed and approved by the Community Development Department.
- b. Any exterior lighting shall be cut-off fixtures or equivalent.
- c. Lighting from the development shall not exceed 0.1 foot-candles at neighboring residential property lines.
- d. Applicable building and stormwater permits, state and local, shall be obtained.
- e. Minor modifications to the plan shall be permitted to be reviewed and approved by the Community Development Department.

Second by Goodreau. Motion carried (6 – 0). **Resolution No. 30 (2021)**

- 4. PLAN-21-0967; Wisconsin Rapids School District – public hearing and action on a request for a conditional use permit amendment to construct an addition on Mead Elementary School at 241 17th Avenue South (Parcel ID 3402835)

Public hearing opened at 4:11 p.m.

Speaking against: None

Speaking in favor: None

Public hearing closed at 4:11 p.m.

Motion by Goodreau to approve PLAN-21-0967, a request for a conditional use permit amendment to construct an addition on Mead Elementary School at 241 17th Avenue South (Parcel ID 3402835), subject to the following conditions:

- a. An updated site plan shall be provided if parking is expanded, meeting applicable zoning requirements, to be reviewed and approved by the Community Development Department.
- b. A landscaping plan shall be submitted, meeting applicable requirements, to reviewed and approved by the Community Development Department.
- c. Any exterior lighting shall be cut-off fixtures or equivalent.
- d. Lighting from the development shall not exceed 0.1 foot-candles at neighboring residential property lines.
- e. Applicable building and stormwater permits, state and local, shall be obtained.
- f. Minor modifications to the plan shall be permitted to be reviewed and approved by the Community Development Department.

Second by Daven. Motion carried (6 – 0). **Resolution No. 31 (2021)**

- 5. PLAN-21-0968; Wisconsin Rapids Public School District; – public hearing and action on a request for a conditional use permit amendment to construct an addition on Washington Elementary School at 2911 Washington Street (Parcel ID 3410239)

Public hearing opened at 4:13 p.m.

Speaking against: None

Speaking in favor: None

Public hearing closed at 4:15 p.m.

Motion by Goodreau to approve PLAN-21-0968, a request for a conditional use permit amendment to construct an addition on Washington Elementary School at 2911 Washington Street (Parcel ID 3410239), subject to the following conditions:

- a. A landscaping plan shall be submitted, meeting applicable requirements, to reviewed and approved by the Community Development Department.
- b. Any exterior lighting shall be cut-off fixtures or equivalent.

- c. Lighting from the development shall not exceed 0.1 foot-candles at neighboring residential property lines.
- d. Applicable building and stormwater permits, state and local, shall be obtained
- e. Minor modifications to the plan shall be permitted to be reviewed and approved by the Community Development Department.

Second by Thao. Motion carried (6 – 0). **Resolution No. 32 (2021)**

6. Adjourn

Motion to adjourn by Austin, Second by Thao. Motion carried (6 – 0). Meeting adjourned at 4:15 p.m.

It was moved by Austin, seconded by Veneman to approve and adopt the actions of the Commission. Motion carried, 8 ayes and 0 nays:

<u>Alderpersion</u>	<u>District</u>	<u>Aye</u>	<u>Nay</u>
Ryan Austin	1	<input checked="" type="checkbox"/>	<input 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"/>
Sheri Evanson	5	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jake Cattanach	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"/>

B. Date of Meeting: October 19, 2021

Reported to Council: October 19, 2021

The Planning Commission met at 5:00 p.m. on October 19, 2021 in the City of Wisconsin Rapids Council Chambers, 444 West Grand Avenue, and via remote audioconferencing. Members present included acting Chairperson Shane Blaser, Ryan Austin, Eric Daven, Lee Thao, Susan Feith and Ben Goodreau.

Commissioner Burkart was absent. Also at the meeting were Community Development Director Kyle Kearns, Sherriff Shawn Becker, Attorney Peter Kastenholz, Kurt Berner, Jason Grueneberg, Joe Eichsteadt, Tony Bastien, Ted Ashbeck, Quentin Ellis, Reuben VanTassel, John Hokamp, Chief Erman Blevins, City Attorney Sue Schill, Alder Tom Rayome, Alder Jay Bemke, Alder Sheri Evanson, Alder Dean Veneman.

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

1. PLAN-21-0522; City of Wisconsin Rapids – request for Certified Survey Map approval for one lot and to dedicate it as right-of-way at the end of Grove Avenue, east of 16th Street South (Parcel ID 3414800), which includes rescinding the previous dedication of right-of-way associated with the property.

Motion by Feith to approve PLAN-21-0522; City of Wisconsin Rapids – request for Certified Survey Map approval for one lot and to dedicate it as right-of-way at the end of Grove Avenue, east of 16th Street South (Parcel ID 3414800), which includes rescinding the previous dedication of right-of-way associated with the property. Second by Goodreau. Motion carried (6 – 0)

2. PLAN-21-1037; SWEPS Food Pantry - request for a site plan review amendment to perform site improvements at 2321 West Grand Avenue (Parcel ID 3401190)

Motion by Goodreau to approve PLAN-21-1037; SWEPS Food Pantry - request for a site plan review amendment to perform site improvements at 2321 West Grand Avenue (Parcel ID 3401190), subject to the following conditions:

- a. Driveways for the garage addition shall be hard surfaced.
- b. A landscaping plan shall be submitted for review and approval by the Community Development Department.
- c. The addition shall match the colors of the primary building, so as to better blend into the façade.
- d. Cut-off lighting fixtures shall be used for all building elevations.
- e. Light from the business shall not exceed 0.2 foot-candles at a neighboring commercial property line.
- f. Applicable permits through the City shall be obtained.
- g. Community development staff shall have the authority to approve minor modifications to the plans.

Second by Thao. Motion carried (6 – 0)

Attachment #1

3. Conceptual Project Review – County of Wood – Construction of Public Safety Facility (Jail) at 410 Avon Street (Parcel ID 3407750) and 431 Saratoga Street (Parcel ID 3407748)

Wood County officials and representatives gave a presentation on the Wood County Jail project.

Discussion occurred amongst the representatives, Commission and Council members.

No action was taken.

4. PLAN-21-1038; County of Wood – public hearing and action on a request from the County of Wood for an amendment to the City's Comprehensive Plan, specifically map 7-2 Future Land Use Map, to classify 410 Avon Street (Parcel ID 3407750) from a Commercial & Residential classification to an Institutional land use classification, and 431 Saratoga Street (Parcel ID 3407748) from a Commercial classification to an Institutional land use classification

Public hearing opened at 5:42 p.m.

Speaking against: None

Speaking in favor: None

Public hearing closed at 5:43 p.m.

Motion by Austin to approve PLAN-21-1038; County of Wood – public hearing and action on a request from the County of Wood for an amendment to the City's Comprehensive Plan, specifically map 7-2 Future Land Use Map, to classify 410 Avon Street (Parcel ID 3407750) from a Commercial & Residential classification to an Institutional land use classification, and 431 Saratoga Street (Parcel ID 3407748) from a Commercial classification to an Institutional land use classification. Second by Goodreau. Motion carried (6 – 0). **Ordinance No. MC 1293**

5. PLAN-21-0816; County of Wood – public hearing and action on a request from the County of Wood for a zoning map amendment request to rezone 410 Avon Street (Parcel ID 3407750) and 431 Saratoga Street (Parcel ID 3407748) from B-2 General Commercial District and R-2 Mixed Residential District to I-1 Institutional District

Public hearing opened at 5:46 p.m.

Speaking against: None

Speaking in favor: None

Public hearing closed at 5:47 p.m.

Motion by Austin to approve PLAN-21-0816; County of Wood – public hearing and action on a request from the County of Wood for a zoning map amendment request to rezone 410 Avon Street (Parcel ID 3407750) and 431 Saratoga Street (Parcel ID 3407748) from B-2 General Commercial District and R-2 Mixed Residential District to I-1 Institutional District. Second by Goodreau. Commissioner Daven left the meeting. Motion carried (5 – 0). **Ordinance No. MC 1294**

6. Adjourn

Motion to adjourn by Goodreau, second by Austin. Motion carried (5 – 0). Meeting adjourned at 5:48 p.m.

It was moved by Veneman, seconded by Austin to approve and adopt the actions of the Commission. Motion carried, 8 ayes and 0 nays:

<u>Aldersperson</u>	<u>District</u>	<u>Aye</u>	<u>Nay</u>
Ryan Austin	1	<input checked="" type="checkbox"/>	<input 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"/>
Sheri Evanson	5	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jake Cattanaach	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"/>

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 OCTOBER 5, 2021:

Tom Rayome, Chairperson

Jake Cattanaach, Secretary

Jay Bemke

Date of Meeting: October 5, 2021

Reported to Council: October 19, 2021

The Finance and Property Committee met at 4:30 p.m. on Tuesday, October 5, 2021 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.

Attachment #1

All members of the Finance and Property Committee were present. Also in attendance were Alderperson Veneman, Alderperson Delaney, Alderperson Evanson, Mayor Blaser (via remote), Joe Terry, Jennifer Gossick, Jennifer Zimmerman and Tim Desorcy.

1. Call to Order

Chairperson Rayome called the meeting to order at 4:37 p.m.

2. Consider for approval a Temporary Retail Class "B" Fermented Malt Beverages License and "Class B" Wine License application for the Heart of Wisconsin Chamber of Commerce, Inc. Angel Whitehead, President, for an Off the Clock event at CHI Décor Shoppe, 1630 26th Street North, on Monday, November 8, 2021

It was moved by Bemke, seconded by Cattanaach to approve the Temporary Retail Class "B" Fermented Malt Beverages License and "Class B" Wine License application for the Heart of Wisconsin Chamber of Commerce, Inc. Angel Whitehead, President, for an Off the Clock event at CHI Décor Shoppe, 1630 26th Street North, on Monday, November 8, 2021 from 4:00 p.m. to 6:00 p.m. Motion carried.

3. Consider a request from 45 Mercantile, LLC, d/b/a 45 Mercantile, Jennifer Zimmerman, agent, for a Class "A" and "Class A" liquor license for the premises located at 1000 E Riverview Expressway, Suite 170

It was moved by Cattanaach, seconded by Bemke to approve the Class "A" and "Class A" liquor license for the premises located at 1000 E Riverview Expressway, Suite 170 from 45 Mercantile, LLC, d/b/a 45 Mercantile, Jennifer Zimmerman, agent. Motion carried.

4. Consider a recommendation from Statewide Services to disallow a claim from Automotive Rentals Inc. on behalf of the State of WI DOA for damage to one of their vehicles allegedly sustained in a collision with a City Squad on 04/16/2021

It was moved by Rayome, seconded by Bemke to deny a claim from Automotive Rentals Inc. on behalf of the State of WI DOA for damage to one of their vehicles allegedly sustained in a collision with a City Squad on 04/16/2021. Motion carried.

5. Consider a recommendation to disallow claims from City retirees Wade Wittenberg, Douglas Van Berkel, Steven Belter, and John Janssen regarding life insurance premiums.

It was moved by Bemke, seconded by Cattanaach to deny the claims from City retirees Wade Wittenberg, Douglas Van Berkel, Steven Belter, and John Janssen regarding life insurance premiums. Motion carried.

6. Discuss accepting a professional services agreement from raSmith on a time and materials basis to work with City staff to refine the transportation utility model, complete the database, and work on connecting the data with utility accounts.

It was moved by Rayome, seconded by Bemke to approve a professional services agreement from raSmith on a time and materials basis to work with City staff to refine the transportation utility model, complete the database, and work on connecting the data with utility accounts not to exceed \$25,000. Motion carried.

7. Audit of the bills.

It was moved by Rayome, seconded by Cattanaach to approve check no. 9972 to 10339. Motion carried.

8. Review 2022 Budget

The Committee discussed the 2022 Departmental Budget request document. It was determined that the Mayor's Executive Budget would be presented at the scheduled October 14, 2021 Finance & Property Committee meeting. No action was taken.

It was moved by Cattanaach, seconded by Bemke to set the Public Hearing on the 2022 Budget for Thursday, November 11, 2021 at 6:00 p.m. Motion carried.

9. Set next meeting date.

The next meeting date for the Finance and Property Committee meeting will be Thursday, October 14, 2021 at 4:30 p.m.

10. Adjourn

It was moved by Bemke, seconded by Cattanaach to adjourn. Motion carried and the meeting adjourned at 5:57 p.m.

It was moved by Rayome, seconded by Bemke to approve and adopt the actions of the Committee. Motion carried, 8 ayes and 0 nays:

<u>Alderperson</u>	<u>District</u>	<u>Aye</u>	<u>Nay</u>
Ryan Austin	1	<input checked="" type="checkbox"/>	<input 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"/>

Attachment #1

Sheri Evanson	5	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jake Cattanaach	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"/>

B. REPORT OF THE FINANCE AND PROPERTY COMMITTEE MEETING HELD ON OCTOBER 14, 2021:

Tom Rayome, Chairperson Jake Cattanaach, Secretary Jay Bemke

Date of Meeting: October 14, 2021

Reported to Council: October 19, 2021

The Finance and Property Committee met at 4:30 p.m. on Tuesday, October 14 2021 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. Also in attendance were Alderperson Veneman, Alderperson Delaney, Mayor Blaser (via remote), Kyle Kearns and Tim Desorcy.

1. Call to Order

Chairperson Rayome called the meeting to order at 4:34 p.m.

2. Review and discuss the 2022 budget.

Finance Director Tim Desorcy gave an overview of the changes that were made to the 2022 Departmental budget request, as well as, a summary of the status of the 2022 Executive Budget. After questions from alderpersons and discussion it was determined to schedule a meeting of the Finance & Property Committee to discuss the Public Safety budgets on Tuesday October 26, 2021 and Public Works on Thursday, October 28, 2021. No action was taken.

3. Adjourn

It was moved by Rayome, seconded by Bemke to adjourn. Motion carried

It was moved by Rayome, seconded by Veneman to approve and adopt the actions of the Committee. Motion carried, 8 ayes and 0 nays:

<u>Alderperson</u>	<u>District</u>	<u>Aye</u>	<u>Nay</u>
Ryan Austin	1	<input checked="" type="checkbox"/>	<input 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"/>
Sheri Evanson	5	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jake Cattanaach	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"/>

C. REPORT OF THE PUBLIC WORKS COMMITTEE MEETING HELD ON OCTOBER 5, 2021:

Ryan Austin Matt Zacher Patrick J. Delaney

Date of Meeting: October, 2021

Reported to Council: October 19, 2021

The Public Works Committee met on Tuesday, October 5, 2021 in the City Council Chambers and via remote videoconference. Ryan Austin, Matt Zacher, and Patrick Delaney were in attendance. Others attending are on file in the Clerk's office.

1. Call to order

The meeting was called to order at 6:06 pm

2. Consider recommending approval of the discontinuance of Avon Street from Market Street to 5th Street North

Motion by Austin, second by Zacher to approve the discontinuance of Avon Street from Market Street to 5th Street North under the condition Wood County will be responsible for the costs associated with any City utility relocation and will provide utility easements for any City utility remaining in the current Avon Street right-of-way. Motion carried (3-0)

3. Review 2022-2026 public works construction CIP

The 2022-2026 public works construction CIP was reviewed. The committee referred the item to the November meeting to consider taking action.

4. Discuss transportation utility next steps

Attachment #1

Motion by Austin, second by Delaney to complete the transportation utility database and delay action on the proposed ordinance until the database is complete. Motion carried (2-1) with Zacher voting in the negative.

5. Review proposed degradation fee schedule for 2022

Motion by Zacher, second by Delaney to approve the degradation fee schedule for 2022 as proposed.

Motion carried (3-0)

6. Review proposed modification of chapter 6 to clarify the limitations of use of colored concrete in the public right-of-way and driveway

Motion by Delaney, second by Austin to modify chapter 6.22(2) as follows: d) Colored concrete is not allowed within the driveway approach or sidewalk section within the public right-of-way. e) Stamped concrete is not allowed within the driveway approach or sidewalk section within the public right-of-way.

Motion carried (3-0)

7. Review proposed modification of street design criteria to clarify allowable boulevard plantings

Motion by Austin, second by Zacher to approve the policy language as presented. Motion carried (2-1) with Delaney voting in the negative.

8. Review proposed modification to the parking ordinance to limit parking on the north side of Oak St between 7th St N and 8th St N from 15 minute parking on School Days to be only for authorized vehicles during school days

Motion by Zacher, second by Delaney to approve the proposed modification to the parking ordinance as presented. Motion carried (3-0)

9. Review referral list

The referral list was reviewed and the following item added: Request by Alderperson Bemke to perform an intersection analysis and determine sign warrants, if any, for 12th St S and Chestnut St.

10. Adjourn

Motion by Zacher, second by Austin to adjourn. Motion carried (3-0). The meeting was adjourned at 7:46 pm

Austin requested that item #8 be held out for separate vote. It was moved by Austin, seconded by Bemke to approve the balance of the report, holding out item #8. Delaney requested that item #6 be held out for separate vote. Mayor Blaser asked for unanimous consent to amend the motion to hold out item #6. No objection was made, and the motion was so amended. Motion carried, 8 ayes and 0 nays:

<u>Alderperson</u>	<u>District</u>	<u>Aye</u>	<u>Nay</u>
Ryan Austin	1	<input checked="" type="checkbox"/>	<input 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"/>
Sheri Evanson	5	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jake Cattanaach	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"/>

Regarding item #6, it was moved by Delaney, seconded by Bemke to approve the ordinance with the addition of the following language:

6.22(2)(f) – Driveway approaches and sidewalk sections within the public right-of-way that have colored and/or stamped concrete as of October 19, 2021, shall not have to come in conformance with this ordinance until the sidewalk or driveway is replaced.

Motion carried, 5 ayes and 3 nays. 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 November Common Council meeting:

<u>Alderperson</u>	<u>District</u>	<u>Aye</u>	<u>Nay</u>
Ryan Austin	1	<input checked="" type="checkbox"/>	<input 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 type="checkbox"/>	<input checked="" type="checkbox"/>
Sheri Evanson	5	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Jake Cattanaach	6	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick J. Delaney	7	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Jay Bemke

8

☒☐

Regarding item #8, it was moved by Austin, seconded by Evanson to approve the ordinance as presented.
 Motion carried, 8 ayes and 0 nays. Ordinance No. MC 1295:

<u>Aldersperson</u>	<u>District</u>	<u>Aye</u>	<u>Nay</u>
Ryan Austin	1	<input checked="" type="checkbox"/>	<input 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"/>
Sheri Evanson	5	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jake Cattanaach	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"/>

D. REPORT OF THE HUMAN RESOURCES COMMITTEE MEETING HELD ON OCTOBER 11, 2021:

Jay Bemke, Chairperson

Dean Veneman, Secretary

Sheri Evanson

Date of Meeting: October 11, 2021

Reported to Council: October 19, 2021

A meeting of the Human Resources Committee was held on Monday October 11, 2021, at 5:00 p.m. via remote videoconferencing, originating from the Council Chambers. Members present were Chairperson Bemke, Aldersperson Veneman, and Aldersperson Evanson. All other names of attendees for the meeting are on file at the Office of the City Clerk.

1. Call to order

Chairperson Bemke called the meeting to order at 5:23 p.m.

2. Discuss and consider for approval proposed changes to the Vacation Policy.

Motion by Bemke, second by Veneman to approve the changes to the Vacation Policy as presented.

Motion carried 3-0. See attached policy

3. Discuss and consider for approval a policy allowing for Police Department Lieutenant compensation for court time while off duty.

Motion by Evanson, second by Veneman to approve the policy changes for Police Department Lieutenants compensation for court duty while off duty, as presented. Motion carried 3-0. See attached policy

4. Discuss and consider for approval a pay increase from \$8.50/ hr. to \$9.00/ hr. for positions in the Parks and Recreation Department to assist with recruitment.

Motion by Evanson, second by Veneman to approve a pay increase to \$9.00/ hr. for positions within the Parks and Recreation Department. Motion carried 3-0.

5. Update on IAFF and WRPPA contract bargaining.

Discussion- no action taken.

6. Discuss plan for further COVID-19 policies/protocols in the event they are needed.

Discussion- no action taken.

7. Discuss and consider for approval a request from Mayor Blaser for an organizational restructure of the Department of Public Works, including the elimination of the Director of Public Works position. See attached.

8. The Committee may 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."

There was a discussion regarding the request of Mayor Blaser.

Motion by Veneman, second by Bemke 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." Roll call vote taken. Veneman and Bemke voted in the affirmative. Evanson voted in the negative. Motion carried 2-1.

In closed session, the Committee discussed compensation for a public employee.

Motion by Veneman, second by Evanson to return to open session at 7:55 p.m. Motion carried 3-0.

Attachment #1

9. The Committee may continue to discuss and consider for approval a request from Mayor Blaser for an organizational restructure of the Department of Public Works, including the elimination of the Director of Public Works position.

Motion by Veneman, second by Evanson to approve a request from Mayor Blaser for an organizational restructure of the Department of Public Works, including the elimination for the Director of Public Works position. Motion carried 2-1, with Evanson voting in the negative.

10. Adjournment

Motion by Veneman, second by Bemke to adjourn. Motion carried 3-0. The meeting adjourned at 8:00 p.m.

Bemke requested that item #2 and item #9 be held out for separate vote. It was moved by Bemke, seconded by Veneman to approve and adopt the balance of the report, holding out item #2 and item #9. Motion carried, 8 ayes and 0 nays:

<u>Alderpersion</u>	<u>District</u>	<u>Aye</u>	<u>Nay</u>
Ryan Austin	1	<input checked="" type="checkbox"/>	<input 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"/>
Sheri Evanson	5	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jake Cattanach	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"/>

Regarding item #2, it was moved by Bemke, seconded by Veneman to send this item back to the Human Resources Committee for further discussion. Motion carried, 8 ayes and 0 nays:

<u>Alderpersion</u>	<u>District</u>	<u>Aye</u>	<u>Nay</u>
Ryan Austin	1	<input checked="" type="checkbox"/>	<input 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"/>
Sheri Evanson	5	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jake Cattanach	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"/>

Regarding item #9, it was moved by Bemke, seconded by Veneman to send this item back to the Human Resources Committee for further discussion. Motion carried, 7 ayes and 1 nay:

<u>Alderpersion</u>	<u>District</u>	<u>Aye</u>	<u>Nay</u>
Ryan Austin	1	<input checked="" type="checkbox"/>	<input 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"/>
Sheri Evanson	5	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jake Cattanach	6	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick J. Delaney	7	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jay Bemke	8	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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

- A. Wisconsin Rapids Fire Department Summary for September
- B. South Wood County Airport Commission held September 2
- C. Police and Fire Commission held September 8
- D. Water Works and Lighting Commission held September 8
- E. McMillan Memorial Library Building and Grounds Committee, and joint meeting of the Building and Grounds and Finance Committees held September 9, Services Committee held September 14, Board of

Attachment #1

Trustees held September 15

F. Wisconsin Rapids Redistricting Committee held September 30 and October 7

G. Park and Recreation Commission held October 11

H. Wastewater Treatment Commission held October 13

It was moved by Evanson, seconded by Cattanach to place the reports on file. Motion carried, 8 ayes and 0 nays:

<u>Aldersperson</u>	<u>District</u>	<u>Aye</u>	<u>Nay</u>
Ryan Austin	1	<input checked="" type="checkbox"/>	<input 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"/>
Sheri Evanson	5	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jake Cattanach	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"/>

14. Referrals to Committee

- Delaney made a referral to the Legislative Committee to discuss the emergency declaration and COVID-19 protocols
- Delaney made a referral to the Legislative Committee to discuss vaccination mandates
- Evanson made a referral to the Human Resources Committee regarding Human Resources policy and procedures manual

15. Regarding Human Resources Committee item #8, in open session, the Council may 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 Council may discuss compensation for a public employee. The Council will return to open session.

The Council did not go into closed session. This item was disposed of earlier in the meeting.

16. Regarding Human Resources Committee item #9, the Council may continue to discuss and consider for approval a request from Mayor Blaser for an organizational restructure of the Department of Public Works, including the elimination of the Director of Public Works position.

The Council did not go into closed session. This item was disposed of earlier in the meeting.

17. Adjournment

It was moved by Rayome, seconded by Zacher to adjourn. Motion carried, 8 ayes and 0 nays:

<u>Aldersperson</u>	<u>District</u>	<u>Aye</u>	<u>Nay</u>
Ryan Austin	1	<input checked="" type="checkbox"/>	<input 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"/>
Sheri Evanson	5	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jake Cattanach	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"/>

The meeting adjourned at 9:12 p.m.

Respectfully submitted,

Jennifer M. Gossick, City Clerk

The minutes of the Common Council meeting held on November 11, 2021 will be distributed at the Common Council meeting on November 16, 2021.

CITY OF WISCONSIN RAPIDS

RESOLUTION No. _____ (2021)

**A RESOLUTION ISSUING AN EMERGENCY DECLARATION
DUE TO THE COVID-19 PANDEMIC**

November 16, 2021

WHEREAS, a novel strain of the coronavirus named COVID-19 has spread throughout the world over the past 22 months; and

WHEREAS, the Delta variant of COVID-19 is the dominant strain in the State of Wisconsin and Wood County at this time; and

WHEREAS, the number of COVID –19 cases is at a high level in our area: and

WHEREAS, the United States Department of Health and Human Services has continued to declare a Public Health Emergency as a result of the continued consequences of the COVID-19 pandemic; and

WHEREAS, these conditions pose a continuing and substantial threat to public order, life, health and safety of the citizens of the City of Wisconsin Rapids; and

WHEREAS, the City of Wisconsin Rapids in cooperation with local, state and federal governmental entities has taken action to prevent exposure to and spread of COVID-19; and

WHEREAS, the Common Council passed an Emergency Declaration resolution regarding the COVID-19 pandemic on August 17, 2021, September 21, 2021 and October 19, 2021; and

WHEREAS, the Common Council wishes to extend said Emergency Declaration;

BE IT RESOLVED, by the Common Council, as follows:

A State of Emergency is declared in the City of Wisconsin Rapids due to the COVID-19 pandemic.

The Mayor is hereby authorized and directed, working with Federal, State and other local authorities, and City staff, to take all reasonable and necessary steps to prevent exposure to and/or spread of COVID-19 within the City of Wisconsin Rapids, including but not limited to those duties specified within Chapter 323 of the Wisconsin Statutes.

In order to mitigate the impacts of COVID-19, during the term of this state of emergency, meetings of the Common Council and any subunit of the Council, or any other board, commission, or committee of the City, shall be held electronically and remotely (videoconference, teleconference), allowing members to appear remotely, and using methods which provide for the public to access the meeting remotely, thus making the meeting reasonably accessible to the public under the present emergent circumstances. For standing committee meetings and Common Council meetings, alderpersons shall either appear in person or via videoconferencing (with video of the alderperson enabled), to confirm attendance, quorum, and voting.

Other orders: _____

The period of this declaration shall extend to the next regularly scheduled council meeting and can be renewed at that time.

Adopted by the Common Council of the City of Wisconsin Rapids this 16th day of November, 2021.

APPROVED:

Shane E. Blaser, Mayor

Jennifer M. Gossick, City Clerk

Ayes: _____

Nays: _____

City of Wisconsin Rapids

Resolution No. _____ (2021)

Resolution Discontinuing a Portion of Avon Street Pursuant to §66.1003, Wis. Stats.

WHEREAS, the City of Wisconsin Rapids Common Council has determined that the public interest requires that a portion of Avon Street be discontinued; and

WHEREAS, said the portion of Avon Street which is proposed to be discontinued is as described below as follows:

AVON STREET - MARKET STREET TO 5TH STREET NORTH

All of the right-of-way of Avon Street extending north from the north right-of-way line of Market Street to the south right-of-way line of 5th Street North, being part of East Side Assessor's Plat Number 36, located in part of Government Lot 1 of Section 17, Township 22 North, Range 6 East, City of Wisconsin Rapids, Wood County, Wisconsin,

Commencing at the intersection of the east right-of-way line of Market Street and the north right-of-way line of Avon Street on the south line of Lot 101 of East Side Assessor's Plat Number 36, being the point of beginning;

thence S79°53'00"E along the north right-of-way line of Avon Street and the south line of Lot 101 of East Side Assessor's Plat Number 36 to a point being the SE corner of Lot 101 of East Side Assessor's Plat Number 36 and the intersection of the west right-of-way line of 5th Street North and the north right-of-way line of Avon Street;

thence S03°18'00"W to a point being the northeast corner of Lot 91 of East Side Assessor's Plat Number 36 and the intersection of the west right-of-way line of 5th Street North and the south right-of-way line of Avon Street;

thence N81°23'00"W along the north line of Lots 91 and 100 of East Side Assessor's Plat Number 36 and the south right-of-way line of Avon Street to the intersection of the east right-of-way of Market Street and the south right-of-way line of Avon Street;

thence in a northeasterly direction to the point of beginning.

WHEREAS, a Resolution to Initiate Discontinuance was introduced before the Common Council on September 21, 2021; a Notice of Public Hearing was duly published in the Wisconsin Rapids Daily Tribune; a copy of said Notice was served more than 30 days prior to the hearing in the manner prescribed by law on the owners of all of the frontage of the lots and lands abutting upon the portion of said street to be discontinued; and a Public Hearing was held before the Common Council on November 16, 2021, at 6:00 p.m.; and

WHEREAS, no objections to the said discontinuance have been filed with the Clerk;

NOW THEREFORE, in accordance with the authority vested in the Common Council by §66.1003, Wis. Stats.;

BE IT RESOLVED, by the Common Council that a portion of Avon Street be, and the same hereby is, discontinued, since the public interest requires it; and further, that any easements and rights incidental to the easements that belong to any municipality or utility shall continue.

Adopted by the Common Council of the City of Wisconsin Rapids, Wisconsin, this 16th day of November, 2021.

APPROVED:

Shane E. Blaser, Mayor

Jennifer M. Gossick, City Clerk

Ayes:

Nays:

ORDINANCE NO. MC____
CITY OF WISCONSIN RAPIDS

A GENERAL ORDINANCE OF THE CITY OF WISCONSIN RAPIDS CREATING
SECTIONS 6.22(2)(d) and (e) OF THE MUNICIPAL CODE REGARDING DRIVEWAY APPROACHES

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

SECTION I Sections 6.22(2)(d) and (e) of the Wisconsin Rapids Municipal Code is hereby
created to read as follows:

6.22 Driveway Approaches

(2) Portland Cement Concrete Driveways

(d) Colored and stamped concrete is not allowed within the
driveway approach or sidewalk section within the right
of way.

(e) Stamped concrete is not allowed within the driveway
approach or sidewalk section within the public right-of-
way.

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:
APPROVED:
PUBLISHED:

ORDINANCE NO. MC____
CITY OF WISCONSIN RAPIDS

A GENERAL ORDINANCE OF THE CITY OF WISCONSIN RAPIDS CREATING
SECTIONS 6.22(2)(d), (e), and (f) OF THE MUNICIPAL CODE REGARDING DRIVEWAY APPROACHES

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

SECTION I Sections 6.22(2)(d), (e), and (f) of the Wisconsin Rapids Municipal Code is
hereby created to read as follows:

6.22 Driveway Approaches

(2) Portland Cement Concrete Driveways

(d) Colored and stamped concrete is not allowed within the
driveway approach or sidewalk section within the right
of way.

(e) Stamped concrete is not allowed within the driveway
approach or sidewalk section within the public right-of-
way.

(f) Driveway approaches and sidewalk sections in the
right-of-way that have colored or stamped concrete as
of October 19, 2021, shall not have to come in
conformance with this ordinance until the driveway or
stamped concrete needs to be replaced.

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:
APPROVED:
PUBLISHED:

REPORT OF THE PLANNING COMMISSION

Date of Meeting: Nov 1, 2021

Report #1

The Planning Commission met at 4:00 p.m. on November 1, 2021, in the City of Wisconsin Rapids Council Chambers, 444 West Grand Avenue, and via remote audioconferencing. Members present included Chairperson Shane Blaser, Susan Feith, Eric Daven; via Zoom were Ryan Austin and Ben Goodreau. Commissioners Lee Thao and Shane Burkart were absent. Also attending remotely were Community Development Director Kyle Kearns and Danita Carlson representing Love INC of South Wood County.

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

1. Approval of the reports from the October 4 and October 19, 2021, Plan Commission meetings

Motion by Daven to approve the reports from the October 4 and October 19, 2021

Plan Commission meetings; second by Feith.

Motion carried (5 – 0)

2. County of Wood – request to discontinue (vacate) a portion of Avon Street, north of Market Street and South of 5th Street North.

Motion by Feith to approve the County of Wood request to discontinue (vacate) a portion of Avon Street, north of Market Street and South of 5th Street North; second by Daven.

Motion carried (5 – 0)

3. PLAN-21-1028; Love INC of South Wood County – request for a site plan review to perform site improvements at 710 20th Avenue South (Parcel ID 3403987)

Motion by Blaser to approve PLAN-21-1028, request for a site plan review to perform site improvements at 710 20th Avenue South (Parcel ID 3403987), subject to the following conditions:

1. An updated site plan showing all required dimensions, shall be submitted, to be reviewed and approved by the Community Development Department.
2. Proper signage shall be installed identifying vehicle directions.
3. A landscaping plan shall be submitted, to be reviewed and approved by the Community Development Department.
4. Light from the parking area shall not exceed 0.2 foot-candles at a neighboring commercial property line and 0.1 foot-candles at the neighboring residential property line.
5. Applicable permits through the City shall be obtained.
6. Community development staff shall have the authority to approve minor modifications to the plans.

Second by Austin.

Motion carried (5 – 0)

4. PLAN-21-1082; David Reynolds, representing Charter Communications – request for a site plan review to construct an accessory building at 2140 8th Street South (Parcel ID 3412138)

Commissioners discussed electrical safety standards as well as fencing and landscaping for the accessory building, to which Staff replied.

Motion by Daven to approve PLAN-21-1082, request for a site plan review to construct an accessory building at 2140 8th Street South (Parcel ID 3412138) subject to the following conditions:

1. The impervious surface ratio shall not be increase on site.
2. The exterior materials of the building shall match the design and color of the principal building. Light from the business shall not exceed 0.2 foot-candles at neighboring commercial property lines or 0.1 foot-candles at neighboring residential property lines.
3. Applicable permits through the City shall be obtained, including those applicable for fences and asphalt.
4. Community Development staff shall have the authority to approve minor modifications to the plans.

Second by Goodreau.

Motion carried (5 – 0)

5. Adjourn

Motion to adjourn by Blaser; second by Daven.

Motion carried (5 – 0)

Meeting adjourned at 4:15 p.m.

Respectfully submitted by Erika Esser, Secretary

**Report of the Finance and Property Committee**

Tom Rayome, Chairperson
Jake Cattnach, Secretary
Jay Bemke

Date of Meeting: October 26, 2021
Reported to Council: November 16, 2021

The Finance and Property Committee met at 4:30 p.m. on Tuesday, October 26, 2021 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. Also in attendance were Alderperson Veneman, Alderperson Zacher, Mayor Blaser, Police Chief Blevins, Interim Fire Chief Eckes and Tim Desorcy.

1. Call to Order

Chairperson Rayome called the meeting to order at 4:34 p.m.

2. Review and discuss the 2022 budget with emphasis on Public Safety.

Police Chief Blevins presented and reviewed the 2022 Police Department budget and Interim Fire Chief Eckes presented and review the 2022 Fire Department budget with the Committee.

No action was taken.

3. The committee 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 Committee will:

- a. Discuss negotiations and strategy regarding intergovernmental agreements with municipalities for the provision of ambulance services to those municipalities
- b. Discuss emergency medical service billings service contracts

The Committee will adjourn in closed session.

It was moved by Bemke, seconded by Cattnach to go into closed session. Roll call vote resulted in the affirmative.

The Committee discussed the above referenced items and no action was taken. The Committee adjourned in closed session.

The City of Wisconsin Rapids encourages participation from all its citizens. If participation at any public meeting is not possible due to a disability, notification to the city clerk's office at least 48 hours prior to the scheduled meeting is encouraged to make the necessary accommodations. Call the clerk at (715) 421-8200 to request accommodations.

FINANCE AND PROPERTY COMMITTEE SIGN-IN SHEET

DATE: October 26, 2021

1. Jay Bunker

2. Shane Blaser

3. Jake Cattaneo

4. Tom Rayone

5. Matt Zacher

6. Dean Veneman

7. SCOTT DEWITT

8. Brian Krzykowski

9. Erm Blevins

10. Gue Smith

11. Joe Terry

10.28.21

12. _____

13. _____

14. _____

15. _____

16. _____

17. _____

18. _____

19. _____

20. _____

**Report of the Finance and Property Committee**

Tom Rayome, Chairperson
Jake Cattnach, Secretary
Jay Bemke

Date of Meeting: October 28, 2021
Reported to Council: November 16, 2021

The Finance and Property Committee met at 4:30 p.m. on Thursday, October 28, 2021 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. Also in attendance were Alderperson Veneman, Alderperson Zacher, Alderperson Delaney, Mayor Blaser, Joe Terry, Joe Eichsteadt, Paul Vollert, Jake Klingforth and Tim Desorcy.

1. Call to Order

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

2. Review and discuss the 2022 budget with emphasis on Public Works.

Public Works staff presented and reviewed applicable sections of the 2022 Public Works budget.

No action was taken.

3. Adjourn

It was moved by Bemke, seconded by Cattnach to adjourn. Motion carried and the meeting adjourned at 5:39 p.m.

FINANCE AND PROPERTY COMMITTEE SIGN-IN SHEET

DATE: October 28, 2021

1. Shane Blaser

2. Jay Eureka

3. Patrick J Deane

4. Paul Vollert

5. Matt Zacher

6. Tom Rayon

7. Jake Klingforth

8. Dean Veneman

9. Joe Eichstadt

10. Joe Terry

11. _____

12. _____

13. _____

14. _____

15. _____

16. _____

17. _____

18. _____

19. _____

20. _____

**Report of the Finance and Property Committee**

Tom Rayome, Chairperson
Jake Cattnach, Secretary
Jay Bemke

Date of Meeting: November 2, 2021
Reported to Council: November 16, 2021

The Finance and Property Committee met at 4:30 p.m. on Tuesday, November 2, 2021 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. Also in attendance were Alderperson Zacher, Alderperson Delaney, Kyle Kearns, and Tim Desorcy. A list of others in attendance is on file in the Clerk's office.

1. Call to Order

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

2. Consider for approval a renewal application from ecoATM, Hunter E. Bjorkman, for a Secondhand Article Dealer license for the premise located at 4331 8th Street South.

It was moved by Cattnach, seconded by Bemke to approve the renewal application from ecoATM, Hunter E. Bjorkman, for a Secondhand Article Dealer license for the premise located at 4331 8th Street South. Motion carried.

3. 2022 Water Works & Lighting Commission Budget Review

Jeff Kuhn and Gem Brown presented the 2022 Water Works & Lighting budget.

It was moved by Bemke, seconded by Rayome to approve the 2022 Water Works & Lighting Commission budget. Motion carried.

4. Audit of the Bills

It was moved by Cattnach, seconded by Bemke to approve check no. 9972 to 10098. Motion carried.

5. Set next meeting date

The next regularly schedule Finance and Property Committee will be Tuesday, December 7, 2021 at 4:30 p.m.

6. Review and approve the Commercial Listing Contract for the vacant City-owned building located at 161 & 163 3rd Street North, Parcel IDs: 34-08156 & 34-08157.

It was moved by Cattnach, seconded by Bemke to approve the Commercial Listing Contract with Coldwell Banker-Siewert Realtors for the vacant City-owned building located at 161 & 163 3rd Street North, Parcel IDs: 34-08156 & 34-08157 for a 12-month term and a 30-day exclusion for the previously interested party that addressed the Committee at the September 7, 2021 meeting. Motion carried.

7. Consider the sale of vacant City-owned land located at an unaddressed parcel south of Alton Street between 12th Avenue South and 11th Avenue South, Parcel ID: 34-02809.

In open session, the committee 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 committee may discuss negotiations and strategy regarding the sale of the above property.

The Committee may adjourn in closed session or may return to open session.

If returning to open session, the Committee may continue to consider the sale of the vacant land referenced above and may take action thereon.

It was moved by Cattnach, seconded by Bemke to go into closed session. Roll call vote resulted in the affirmative.

In closed session, the Committee discussed a proposed offer from an interested party to purchase the property.

It was moved by Cattnach, seconded by Bemke to return to open session. Roll call vote resulted in the affirmative.

In open session, it was moved by Cattnach, seconded Rayome to sell Parcel ID: 34-02809 to Bauer's Floor Mart, Inc. for \$11,500.00 with a perpetual easements for City owned utilities on the property and an ingress and egress for the adjacent property located at 211 12th Avenue South, Parcel ID: 34-02804. Motion carried.

8. Adjourn

It was moved by Bemke, seconded by Cattnach to adjourn. Motion carried and the meeting adjourned at 5:38 p.m.

The City of Wisconsin Rapids encourages participation from all its citizens. If participation at any public meeting is not possible due to a disability, notification to the city clerk's office at least 48 hours prior to the scheduled meeting is encouraged to make the necessary accommodations. Call the clerk at (715) 421-8200 to request accommodations.

FINANCE & PROPERTY COMMITTEE SIGN-IN SHEET

DATE: November 2, 2021

NAME:

1. Jeff Kuhn - WWLC
2. Nancy Repox Bauers Floor Mart
3. Bill Bauer Bauers Floor Mart
4. J.R. SIEWERT - Caldwell Banker - Siewert Realtors
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____
11. _____
12. _____
13. _____
14. _____
15. _____
16. _____
17. _____
18. _____
19. _____
20. _____

LICENSE APPLICATION

for

**PAWNBROKER
SECONDHAND JEWELRY DEALER
SECONDHAND ARTICLE DEALER
SECONDHAND ARTICLE DEALER MALL or FLEA MARKET**

CHECK ALL THAT APPLY:

☐ Original application ☒ Renewal

TYPE: ☐ Pawnbroker ☐ Secondhand Jewelry Dealer
☒ Secondhand Article Dealer ☐ Mall or Flea Market

INSTRUCTIONS:

NATURAL PERSON (INDIVIDUAL) LICENSE – Complete Sections 1, 2, 3 and 7
PARTNERSHIP LICENSE – Complete Sections 1, 2, 3, 5 and 7
CORPORATE LICENSE – Complete Sections 1, 2, 3, 6 and 7
LIMITED LIABILITY COMPANY LICENSE – Complete Sections 1, 2, 3, 4 and 7

(SECTION 1) APPLICANT INFORMATION

Applicant Name (Last, First, MI)		Sex	Race	Date of Birth	Place of Birth (City, State, Country)
Bjorkman, Hunter E.		M	CAU	08.14.1981	Atlanta, GA
Street Address	City	State	ZIP	Home Telephone Number	
10121 Barnes Canyon Road	San Diego	CA	92121	858.766.7244	
List all states applicant previously resided:					
Is applicant a: <input type="checkbox"/> Natural Person (Individual) <input type="checkbox"/> Corporation <input checked="" type="checkbox"/> Limited Liability Company <input type="checkbox"/> Partnership					

(SECTION 2) CONVICTION RECORD

Has the applicant, been convicted or adjudicated of any of the following within the last 10 years where the circumstances of the offense substantially relate to the circumstances of the licensed activity :

a felony? ☐ YES ☒ NO
a misdemeanor? ☐ YES ☒ NO
a statutory violation punishable by forfeiture? ☐ YES ☒ NO
a county or municipal ordinance violation? ☐ YES ☒ NO

For each "YES" response provide the date of arrest, the nature of the offense and conviction or penalty information:
Attach additional sheets if necessary.

(SECTION 3) BUSINESS INFORMATION

Business Name	Street Address	City	State	ZIP	Telephone Number
ecoATM, LLC	4331 8th Street S. [WM1202]	Wisconsin Rapids	WI	54494	858.766.7244
Owner's Name	Street Address	City	State	ZIP	Telephone Number
ecoATM, LLC	10121 Barnes Canyon Road	San Diego	CA	92121	858.766.7244
Business Manager's Name	Street Address	City	State	ZIP	Telephone Number
Hunter Bjorkman	10121 Barnes Canyon Road	San Diego	CA	92121	858.766.7244
Building Owner's Name	Street Address	City	State	ZIP	Telephone Number
Walmart Corporation	702 SW 8th Street	Bentonville	AR	72716	479.273.4000

(Over)

10/4/2021 ck \$30.00 Receipt # 5394

(SECTION 4) LIMITED LIABILITY COMPANY INFORMATION

Limited Liability Company Name: <u>ecoATM, LLC</u>					
List name, address, and date of birth (DOB) of all members. <i>Attach additional sheets if necessary.</i>					
Name (Last, First, MI)	DOB	Street Address	City	State	ZIP
Maquera, David D.	06.01.1962	10121 Barnes Canyon Road	San Diego	CA	92121

(SECTION 5) PARTNERSHIP INFORMATION

Partnership Name: _____					
List name, address, and date of birth (DOB) of all partners. <i>Attach additional sheets if necessary.</i>					
Name (Last, First, MI)	DOB	Street Address	City	State	ZIP

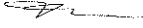
(SECTION 6) CORPORATE INFORMATION

Corporation Name: _____				State of Incorporation: _____	
List name, address, and date of birth (DOB) of all corporation officers and directors. <i>Attach additional sheets if necessary.</i>					
Name (Last, First, MI)	DOB	Street Address	City	State	Zip

(SECTION 7) PENALTY NOTICE

I understand that this license may be denied or revoked for fraud, misrepresentation or false statement contained in the application or for any violation of Wis. Stat. §§ 134.71, 943.34, 948.62 or 948.63.

Under penalty of law, I swear that the information provided in this application is true and correct to the best of my knowledge. I agree to inform the clerk within ten (10) days of any change in the information supplied in this application.

Signature of Applicant: 

Print Name of Applicant: Hunter Bjorkman

FOR ADMINISTRATIVE USE ONLY

Licensing Authority	License Number Assigned	Date Effective	Clerk
FEES RECEIVED: Pawnbroker Bond \$ _____ Secondhand Article License \$ _____			
Pawnbroker License \$ _____ Secondhand Dealer Mall/Flea Market License \$ _____			
Secondhand Jewelry License \$ _____ TOTAL FEE: \$ _____			

FOR LAW ENFORCEMENT USE ONLY

<input type="checkbox"/> Recommend Approval		<input type="checkbox"/> Recommend Denial (Attach explanation.)	
Investigating Office Signature _____		Date: _____	
Print Name of Investigating Officer: _____			



10121 BARNES CANYON RD., SAN DIEGO, CA 92121

City of Wisconsin Rapids
Attn: City Clerk
444 Grand Avenue
Wisconsin Rapids, WI 54495

09.23.2021

RE: ecoATM Secondhand Article Dealer License Renewal

Hello,

Enclosed you will find the following documents required to renew our Secondhand Article Dealer license:

1. 2022 Secondhand Dealer Renewal Application
2. Applicant's Driver's License
3. Check payable to the city of Wisconsin Rapids in the amount of \$30.00

The application is in relation to a kiosk inside the following location:

Walmart1202 – 4331 8th Street S., Wisconsin Rapids, WI 54494

Please contact me with any additional requirements & fees and mail the license to our corporate address:

ecoATM, LLC
Attn: Samantha Griggs
10121 Barnes Canyon Road
San Diego, CA 92121

If possible, please email the license to samantha.griggs@ecoATM.com. Thank you for your assistance with this matter.

Thank you,

Samantha Griggs

Regulatory Affairs & Compliance Coordinator

☎: (858) 766-7251

✉: 10121 Barnes Canyon Road, San Diego CA 92121

@: samantha.griggs@ecoATM.com

WB-5 COMMERCIAL LISTING CONTRACT - EXCLUSIVE RIGHT TO SELL

1 SELLER GIVES THE FIRM THE EXCLUSIVE RIGHT TO SELL THE PROPERTY ON THE FOLLOWING TERMS:

2 ■ **PROPERTY DESCRIPTION:** Street address is: 131 3rd St N Wisconsin Rapids, WI 54494
3 Parcel #3408156 AND #3408157 in the City of Wisconsin Rapids, County of Wood,
4 Wisconsin. Insert additional description, if any, at lines 320-331 or attach as an addendum per lines 332-337.

5 ■ **INCLUDED IN LIST PRICE:** Seller is including in the list price the Property, Fixtures not excluded on lines 9-12, and
6 the following items: _____
7 _____
8 _____

9 ■ **NOT INCLUDED IN LIST PRICE:** _____
10 _____
11 _____
12 _____

13 **CAUTION: Identify Fixtures to be excluded by Seller or which are rented and will continue to be owned by the**
14 **lessor. (See lines 182-193).**

15 ■ Seller shall convey the personal property by Bill of Sale, free and clear of all liens and encumbrances except: _____
16 _____
17 _____

18 ■ **LIST PRICE:** _____ Dollars (\$ _____).

19 ■ **SELLER AUTHORITY:** Seller represents that Seller has authority to sign this Listing and negotiate the sale of the
20 Property. If Seller is an entity, Seller agrees, within 15 days of the execution of this Listing, to provide the Firm with a
21 copy of document(s) confirming the authority to negotiate the sale of the Property.

22 ■ **ZONING:** Seller represents that the Property is zoned: B-1 Downtown Commercial

23 ■ **ZONING VARIANCES, NONCONFORMING USE OR DEVELOPMENT RESTRICTIONS:** Seller represents that the
24 Property is subject to the following special zoning, land use, development restrictions, zoning variances, nonconforming
25 uses or other conditions affecting the Property: _____
26 _____

27 **MARKETING** Seller authorizes and the Firm and its agents agree to use reasonable efforts to market the Property.

28 Seller agrees that the Firm and its agents may market Seller's personal property identified on lines 5-8 during the term
29 of this Listing. The marketing may include: MLS; Commercial Websites like CIEWisconsin.com, Catalyst.com, LoopNet, ShowCase.com,
30 Realtor.com

31 The Firm and its agents may advertise the following special financing and incentives offered by Seller: _____
32 _____

33 Seller has a duty to cooperate with the marketing efforts of the Firm and its agents. See lines 231-237 regarding the Firm's
34 role as marketing agent and Seller's duty to notify the Firm of any potential buyer known to Seller. Seller agrees that the
35 Firm and its agents may market other properties during the term of this Listing.

36 **CAUTION: Limiting the Firm's cooperation with other firms may reduce the marketability of the Property.**

37 **COMPENSATION TO OTHERS** The Firm offers the following commission to cooperating firms: 3% - 5%, in most cases 5%
38 _____ (Exceptions if any): _____

39 **COMMISSION** The Firm's commission shall be _____ 10%
40 _____
41 _____
42 _____

43 ■ **EARNED:** Seller shall pay the Firm's commission, which shall be earned, if, during the term of this Listing:

- 44 1) Seller sells or accepts an offer which creates an enforceable contract for the sale of all or any part of the Property;
- 45 2) Seller grants an option to purchase all or any part of the Property which is subsequently exercised;
- 46 3) Seller exchanges or enters into a binding exchange agreement on all or any part of the Property;
- 47 4) A transaction occurs which causes an effective change in ownership or control of all or any part of the Property; or
- 48 5) A ready, willing and able buyer submits a bona fide written offer to Seller or the Firm for the Property at, or above,
49 the list price and on substantially the same terms set forth in this Listing and the current WB-15 Commercial Offer to
50 Purchase, even if Seller does not accept this buyer's offer. A buyer is ready, willing and able when the buyer
51 submitting the written offer has the ability to complete the buyer's obligations under the written offer.

52 The Firm's commission shall be earned if, during the term of the Listing, one owner of the Property sells, conveys,
53 exchanges or options, as described above, an interest in all or any part of the Property to another owner, except by divorce
54 judgment.

55 ■ **DUE AND PAYABLE:** Once earned, the Firm's commission is due and payable in full at the earlier of closing or the date
 56 set for closing, even if the transaction does not close, unless otherwise agreed in writing.

57 ■ **CALCULATION:** A percentage commission shall be calculated based on the following, if earned above:

- 58 • Under 1) or 2) the total consideration between the parties in the transaction.
- 59 • Under 3) or 4) the list price if the entire Property is involved.
- 60 • Under 3) if the exchange involves less than the entire Property or under 4) if the effective change in ownership or
 61 control involves less than the entire Property, the fair market value of the portion of the Property exchanged or for
 62 which there was an effective change in ownership or control.
- 63 • Under 5) the total offered purchase price.

64 **NOTE: If a commission is earned for a portion of the Property it does not terminate the Listing as to any remaining**
 65 **Property.**

66 **BUYER FINANCIAL CAPABILITY** The Firm and its agents are not responsible under Wisconsin statutes or regulations to
 67 qualify a buyer's financial capability. If Seller wishes to confirm a buyer's financial capability, Seller may negotiate inclusion of
 68 a contingency for financing, proof of funds, qualification from a lender, sale of buyer's property, or other confirmation in any
 69 offer to purchase or contract.

70 **LIEN NOTICE** The Firm has the authority under section 779.32 of the Wisconsin Statutes to file a lien for commissions
 71 or compensation earned but not paid when due against the commercial real estate, or the interest in the commercial
 72 real estate, if any, that is the subject of this Listing. "Commercial real estate" includes all real estate except (a) real
 73 property containing 8 or fewer dwelling units, (b) real property that is zoned for residential purposes and that does not
 74 contain any buildings or structures, and (c) real property that is zoned for agricultural purposes.

75 **DISCLOSURE TO CLIENTS**

76 Under Wisconsin law, a brokerage firm (hereinafter firm) and its brokers and salespersons (hereinafter agents) owe
 77 certain duties to all parties to a transaction:

- 78 (a) The duty to provide brokerage services to you fairly and honestly.
- 79 (b) The duty to exercise reasonable skill and care in providing brokerage services to you.
- 80 (c) The duty to provide you with accurate information about market conditions within a reasonable time if you request it,
 81 unless disclosure of the information is prohibited by law.
- 82 (d) The duty to disclose to you in writing certain Material Adverse Facts about a property, unless disclosure of the
 83 information is prohibited by law. (See lines 194-197.)
- 84 (e) The duty to protect your confidentiality. Unless the law requires it, the firm and its agents will not disclose your
 85 confidential information or the confidential information of other parties. (See lines 142-159.)
- 86 (f) The duty to safeguard trust funds and other property the firm and its agents holds.
- 87 (g) The duty, when negotiating, to present contract proposals in an objective and unbiased manner and disclose the
 88 advantages and disadvantages of the proposals.

89 **BECAUSE YOU HAVE ENTERED INTO AN AGENCY AGREEMENT WITH A FIRM, YOU ARE THE FIRM'S CLIENT.**
 90 **A FIRM OWES ADDITIONAL DUTIES TO YOU AS A CLIENT OF THE FIRM:**

- 91 (a) The firm or one of its agents will provide, at your request, information and advice on real estate matters that affect
 92 your transaction, unless you release the firm from this duty.
 - 93 (b) The firm or one of its agents must provide you with all material facts affecting the transaction, not just Adverse Facts.
 - 94 (c) The firm and its agents will fulfill the firm's obligations under the agency agreement and fulfill your lawful requests that
 95 are within the scope of the agency agreement.
 - 96 (d) The firm and its agents will negotiate for you, unless you release them from this duty.
 - 97 (e) The firm and its agents will not place their interests ahead of your interests. The firm and its agents will not, unless
 98 required by law, give information or advice to other parties who are not the firm's clients, if giving the information or advice is
 99 contrary to your interests.
- 100 If you become involved in a transaction in which another party is also the firm's client (a "multiple representation
 101 relationship"), different duties may apply.

102 **MULTIPLE REPRESENTATION RELATIONSHIPS AND DESIGNATED AGENCY**

103 ■ A multiple representation relationship exists if a firm has an agency agreement with more than one client who is a
 104 party in the same transaction. If you and the firm's other clients in the transaction consent, the firm may provide services
 105 through designated agency, which is one type of multiple representation relationship.

106 ■ Designated agency means that different agents with the firm will negotiate on behalf of you and the other client or
 107 clients in the transaction, and the firm's duties to you as a client will remain the same. Each agent will provide
 108 information, opinions, and advice to the client for whom the agent is negotiating, to assist the client in the negotiations.
 109 Each client will be able to receive information, opinions, and advice that will assist the client, even if the information,
 110 opinions, or advice gives the client advantages in the negotiations over the firm's other clients. An agent will not reveal
 111 any of your confidential information to another party unless required to do so by law.

112 ■ If a designated agency relationship is not authorized by you or other clients in the transaction, you may still authorize

113 or reject a different type of multiple representation relationship in which the firm may provide brokerage services to more
 114 than one client in a transaction but neither the firm nor any of its agents may assist any client with information, opinions,
 115 and advice which may favor the interests of one client over any other client. Under this neutral approach, the same
 116 agent may represent more than one client in a transaction.

117 ■ If you do not consent to a multiple representation relationship the firm will not be allowed to provide brokerage
 118 services to more than one client in the transaction.

119

CHECK ONLY ONE OF THE THREE BELOW:

120 ☐ The same firm may represent me and the other party as long as the same agent is not
 121 representing us both. (multiple representation relationship with designated agency)

122 ☒ The same firm may represent me and the other party, but the firm must remain neutral
 123 regardless if one or more different agents are involved. (multiple representation relationship
 124 without designated agency)

125 ☐ The same firm cannot represent both me and the other party in the same transaction. (I reject
 126 multiple representation relationships)

127 **NOTE: All clients who are parties to this agency agreement consent to the selection checked above. You may**
 128 **modify this selection by written notice to the firm at any time. Your firm is required to disclose to you in your**
 129 **agency agreement the commission or fees that you may owe to your firm. If you have any questions about the**
 130 **commission or fees that you may owe based upon the type of agency relationship you select with your firm,**
 131 **you should ask your firm before signing the agency agreement.**

132

SUBAGENCY

133 Your firm may, with your authorization in the agency agreement, engage other firms (subagent firms) to assist your firm by
 134 providing brokerage services for your benefit. A subagent firm and the agents with the subagent firm will not put their own
 135 interests ahead of your interests. A subagent firm will not, unless required by law, provide advice or opinions to other parties
 136 if doing so is contrary to your interests.

137 **PLEASE REVIEW THIS INFORMATION CAREFULLY. An agent can answer your questions about brokerage**
 138 **services, but if you need legal advice, tax advice, or a professional home inspection, contact an attorney, tax**
 139 **advisor, or home inspector.**

140 This disclosure is required by section 452.135 of the Wisconsin statutes and is for information only. It is a plain-language
 141 summary of the duties to you under section 452.133 (2) of the Wisconsin statutes.

142 ■ **CONFIDENTIALITY NOTICE TO CLIENTS:** The Firm and its agents will keep confidential any information given to
 143 the Firm or its agents in confidence, or any information obtained by the Firm and its agents that a reasonable person
 144 would want to be kept confidential, unless the information must be disclosed by law or you authorize the Firm to
 145 disclose particular information. The Firm and its agents shall continue to keep the information confidential after the Firm
 146 is no longer providing brokerage services to you.

147 The following information is required to be disclosed by law:

148 1) Material Adverse Facts, as defined in section 452.01 (5g) of the Wisconsin statutes (see lines 194-197).

149 2) Any facts known by the Firm and its agents that contradict any information included in a written inspection report on
 150 the property or real estate that is the subject of the transaction.

151 To ensure that the Firm and its agents are aware of what specific information you consider confidential, you may list that
 152 information below (see lines 154-156). At a later time, you may also provide the Firm with other information you
 153 consider to be confidential.

154 **CONFIDENTIAL INFORMATION:** _____

155

156

157 **NON-CONFIDENTIAL INFORMATION** (The following may be disclosed by the Firm and its agents): _____

158

159

160 **OCCUPANCY** Unless otherwise provided, Seller agrees to give buyer occupancy of the Property at time of closing
 161 and to have the Property in broom swept condition and free of all debris and personal property except for personal
 162 property belonging to current tenants, sold to buyer or left with buyer's consent.

163 **LEASED PROPERTY** If Property is currently leased and lease(s) will extend beyond closing, Seller shall assign Seller's
 164 rights under the lease(s) and transfer all security deposits and prepaid rents (subject to agreed upon prorations) thereunder
 165 to buyer at closing. Seller acknowledges that Seller remains liable under the lease(s) unless released by tenant(s).
 166 **CAUTION: Seller should consider obtaining an indemnification agreement from buyer for liabilities under the**
 167 **lease(s) unless released by tenants.**

168 **DEFINITIONS**

169 ■ **ADVERSE FACT:** An "Adverse Fact" means any of the following:

170 (a) A condition or occurrence that is generally recognized by a competent licensee as doing any of the following:

- 171 1) Significantly and adversely affecting the value of the Property;
- 172 2) Significantly reducing the structural integrity of improvements to real estate; or
- 173 3) Presenting a significant health risk to occupants of the Property.

174 (b) Information that indicates that a party to a transaction is not able to or does not intend to meet his or her obligations
 175 under a contract or agreement made concerning the transaction.

176 ■ **DEADLINES – DAYS:** Deadlines expressed as a number of "days" from an event are calculated by excluding the day the
 177 event occurred and by counting subsequent calendar days.

178 ■ **DEFECT:** "Defect" means a condition that would have a significant adverse effect on the value of the Property; that
 179 would significantly impair the health or safety of future occupants of the Property; or that if not repaired, removed or
 180 replaced would significantly shorten or adversely affect the expected normal life of the premises.

181 ■ **FIRM:** "Firm" means a licensed sole proprietor broker or a licensed broker business entity.

182 ■ **FIXTURES:** A "Fixture" is an item of property which is physically attached to or so closely associated with land or
 183 buildings so as to be treated as part of the real estate, including, without limitation, physically attached items not easily
 184 removable without damage to the premises, items specifically adapted to the premises, and items customarily treated
 185 as fixtures, including, but not limited to, all: garden bulbs; plants; shrubs and trees; screen and storm doors and
 186 windows; electric lighting fixtures; window shades; curtain and traverse rods; blinds and shutters; central heating and
 187 cooling units and attached equipment; water heaters, water softeners and treatment systems; sump pumps; attached or
 188 fitted floor coverings; awnings; attached antennas and satellite dishes; audio/visual wall mounting brackets (but not the
 189 audio/visual equipment); garage door openers and remote controls; installed security systems; central vacuum systems
 190 and accessories; in-ground sprinkler systems and component parts; built-in appliances; ceiling fans; fences; in-ground
 191 pet containment systems (but not the collars); storage buildings on permanent foundations and docks/piers on
 192 permanent foundations. A "Fixture" does not include trade fixtures owned by tenants of the Property.

193 **CAUTION: Exclude fixtures not owned by Seller such as rented fixtures and tenant's trade fixtures.**

194 ■ **MATERIAL ADVERSE FACT:** A "Material Adverse Fact" means an Adverse Fact that a party indicates is of such
 195 significance, or that is generally recognized by a competent licensee as being of such significance to a reasonable
 196 party, that it affects or would affect the party's decision to enter into a contract or agreement concerning a transaction or
 197 affects or would affect the party's decision about the terms of such a contract or agreement.

198 ■ **PERSON ACTING ON BEHALF OF BUYER:** "Person Acting on Behalf of Buyer" shall mean any person joined in
 199 interest with buyer, or otherwise acting on behalf of buyer, including but not limited to buyer's immediate family, agents,
 200 employees, directors, managers, members, officers, owners, partners, incorporators and organizers, as well as any and all
 201 corporations, partnerships, limited liability companies, trusts or other entities created or controlled by, affiliated with or
 202 owned by buyer, in whole or in part whether created before or after expiration of this Listing.

203 ■ **PROPERTY:** Unless otherwise stated, "Property" means the real estate described at lines 2-4.

204 ■ **PROTECTED BUYER:** Means a buyer who personally, or through any Person Acting on Behalf of Buyer, during the term of
 205 this Listing:

- 206 1) Delivers to Seller or the Firm or its agents a written offer to purchase, exchange or option on the Property;
- 207 2) Views the Property with Seller or negotiates directly with Seller by communicating with Seller regarding any potential
 208 terms upon which the buyer might acquire an interest in the Property; or
- 209 3) Attends an individual showing of the Property or communicates with agents of the Firm or cooperating firms regarding
 210 any potential terms upon which the buyer might acquire an interest in the Property, but only if the Firm or its agents
 211 deliver the buyer's name to Seller, in writing, no later than three days after the earlier of expiration or termination (lines
 212 303-311) of the Listing. The requirement in 3), to deliver the buyer's name to Seller in writing, may be fulfilled as
 213 follows:
 - 214 a) If the Listing is effective only as to certain individuals who are identified in the Listing, by the identification of the
 215 individuals in the Listing; or,
 - 216 b) If a buyer has requested that the buyer's identity remain confidential, by delivery of a written notice identifying the
 217 firm or agents with whom the buyer negotiated and the date(s) of any individual showings or other negotiations.

218 A Protected Buyer also includes any Person Acting on Behalf of Buyer joined in interest with or otherwise acting on
 219 behalf of a Protected Buyer, who acquires an interest in the Property during the extension of listing period as noted on
 220 lines 298-302.

221 **SELLER DISCLOSURE REPORT** Seller agrees to complete the disclosure report provided by the Firm to the best of
 222 Seller's knowledge. Seller agrees to amend the report should Seller learn of any Defect(s) after completion of the report
 223 but before acceptance of a buyer's offer to purchase. Seller authorizes the Firm and its agents to distribute the report to
 224 all interested parties and their agents inquiring about the Property. Seller acknowledges that the Firm and its agents
 225 have a duty to disclose all Material Adverse Facts as required by law.

226 **SELLER REPRESENTATIONS REGARDING DEFECTS** Seller represents to the Firm that as of the date of this Listing,
 227 Seller has no notice or knowledge of any Defects affecting the Property other than those noted on Seller's disclosure
 228 report or written response.

229 **WARNING: IF SELLER REPRESENTATIONS ARE INCORRECT OR INCOMPLETE, SELLER MAY BE LIABLE FOR**
 230 **DAMAGES AND COSTS.**

231 **SELLER COOPERATION WITH MARKETING EFFORTS** Seller agrees to cooperate with the Firm in the Firm's
 232 marketing efforts and to provide the Firm with all records, documents and other material in Seller's possession or control
 233 which are required in connection with the sale. Seller authorizes the Firm to do those acts reasonably necessary to
 234 effect a sale and Seller agrees to cooperate fully with these efforts which may include use of a multiple listing service,
 235 Internet advertising or a lockbox system at the Property. Seller shall promptly refer all persons making inquiries
 236 concerning the Property to the Firm and notify the Firm in writing of any potential buyers with whom Seller negotiates or
 237 who view the Property with Seller during the term of this Listing.

238 **COOPERATION, ACCESS TO PROPERTY OR OFFER PRESENTATION** The parties agree that the Firm and its
 239 agents will work and cooperate with other firms in marketing the Property, including firms acting as subagents (other
 240 firms engaged by the Firm - see lines 132-136) and firms representing buyers. Cooperation includes providing access to
 241 the Property for showing purposes and presenting offers and other proposals from these firms to Seller. Note any firms
 242 with whom the Firm shall not cooperate, any firms or agents or buyers who shall not be allowed to attend showings, and
 243 the specific terms of offers which should not be submitted to Seller:
 244 _____

245 **EXCLUSIONS** All persons who may acquire an interest in the Property who are Protected Buyers under a prior listing
 246 contract are excluded from this Listing to the extent of the prior firm's legal rights, unless otherwise agreed to in writing.

247 Within seven days of the date of this Listing, Seller agrees to deliver to the Firm a written list of all such Protected Buyers.

248 **NOTE: If Seller fails to timely deliver this list to the Firm, Seller may be liable to the Firm for damages and costs.**

249 The following other buyers _____

250 _____ are excluded from this Listing until _____

251 [INSERT DATE]. These other buyers are no longer excluded from this Listing after the specified date unless, on or before
 252 the specified date, Seller has either accepted a written offer from the buyer or sold the Property to the buyer.

253 **DELIVERY OF DOCUMENTS AND WRITTEN NOTICES** Unless otherwise stated in this Listing, delivery of
 254 documents and written notices to a party shall be effective only when accomplished by one of the methods specified at
 255 lines 256-275.

256 (1) **Personal Delivery:** giving the document or written notice personally to the party, or the party's recipient for delivery if
 257 named at line 258 or 259.

258 Seller's recipient for delivery (optional): _____ Kyle Kearns

259 Firm's recipient for delivery (optional): _____ John T Siewert Jr Carolyn Saylor

260 ☐ (2) **Fax:** fax transmission of the document or written notice to the following telephone number:
 261 Seller: _____ Firm: _____

262 ☐ (3) **Commercial Delivery:** depositing the document or written notice fees prepaid or charged to an account with a
 263 commercial delivery service, addressed either to the party, or to the party's recipient for delivery if named at line 258 or
 264 259, for delivery to the party's delivery address at line 268 or 269.

265 ☒ (4) **U.S. Mail:** depositing the document or written notice postage prepaid in the U.S. Mail, addressed either to the
 266 party, or to the party's recipient for delivery if named at line 258 or 259 for delivery to the party's delivery address at line
 267 268 or 269.

268 Delivery address for Seller: _____ City of Wisconsin Rapids 444 West Grand Ave Wisconsin Rapids, WI 54495

269 Delivery address for Firm: _____ Coldwell Banker Siewert Realtors 325 8th St S Wisconsin Rapids, WI 54494

270 ☒ (5) **E-Mail:** electronically transmitting the document or written notice to the party's e-mail address, if given below at
 271 line 274 or 275. If this is a consumer transaction where the property being purchased or the sale proceeds are used
 272 primarily for personal, family or household purposes, each consumer providing an e-mail address below has first
 273 consented electronically as required by federal law.

274 E-Mail address for Seller: _____ kkearns@wirapids.org

275 E-Mail address for Firm: _____ jrsiewert@coldwellbanker.com carolyn.saylor@coldwellbanker.com

276 **NON-DISCRIMINATION** Seller and the Firm and its agents agree that they will not discriminate against any
 277 prospective buyer on account of race, color, sex, sexual orientation as defined in Wisconsin Statutes, Section
 278 111.32 (13m), disability, religion, national origin, marital status, lawful source of income, age, ancestry, family
 279 status, status as a victim of domestic abuse, sexual assault, or stalking, or in any other unlawful manner.

280 **EARNEST MONEY** If the Firm holds trust funds in connection with the transaction, they shall be retained by the Firm in the
 281 Firm's trust account. The Firm may refuse to hold earnest money or other trust funds. Should the Firm hold the earnest money,
 282 the Firm shall hold and disburse the earnest money funds in accordance with Wis. Stat. Ch. 452 and Wis. Admin. Code
 283 Ch. REEB 18. If the transaction fails to close and the Seller requests and receives the earnest money as the total
 284 liquidated damages, then upon disbursement to Seller, the earnest money shall be paid first to reimburse the Firm for cash
 285 advances made by the Firm on behalf of Seller and one half of the balance, but not in excess of the agreed commission, shall
 286 be paid to the Firm as full commission in connection with said purchase transaction and the balance shall belong to Seller. This
 287 payment to the Firm shall not terminate this Listing.

288 **OPEN HOUSE AND SHOWING RESPONSIBILITIES** Seller is aware that there is a potential risk of injury, damage
 289 and/or theft involving persons attending an "individual showing" or an "open house." Seller accepts responsibility for
 290 preparing the Property to minimize the likelihood of injury, damage and/or loss of personal property. Seller agrees to
 291 hold the Firm and its agents harmless for any losses or liability resulting from personal injury, property damage, or theft
 292 occurring during "individual showings" or "open houses" other than those caused by the negligence or intentional
 293 wrongdoing of the Firm or its agents. Seller acknowledges that individual showings and open houses may be conducted
 294 by licensees other than the Firm, that appraisers and inspectors may conduct appraisals and inspections without being
 295 accompanied by agents of the Firm or other licensees, and that buyers or licensees may be present at all inspections
 296 and testing and may photograph or videotape Property unless otherwise provided for in additional provisions at lines
 297 320-331 or in an addendum per lines 332-337.

298 **EXTENSION OF LISTING** The Listing term is extended for a period of one year as to any Protected Buyer. Upon
 299 receipt of a written request from Seller or a firm that has listed the Property, the Firm agrees to promptly deliver to Seller
 300 a written list of those buyers known by the Firm and its agents to whom the extension period applies. Should this Listing
 301 be terminated by Seller prior to the expiration of the term stated in this Listing, this Listing shall be extended for
 302 Protected Buyers, on the same terms, for one year after the Listing is terminated (lines 303-311).

303 **TERMINATION OF LISTING** Neither Seller nor the Firm has the legal right to unilaterally terminate this Listing absent a
 304 material breach of contract by the other party. Seller understands that the parties to the Listing are Seller and the Firm.
 305 Agents for the Firm do not have the authority to enter into a mutual agreement to terminate the Listing, amend the
 306 commission amount or shorten the term of this Listing, without the written consent of the agent(s)' supervising broker. Seller
 307 and the Firm agree that any termination of this Listing by either party before the date stated on line 339 shall be
 308 effective by the Seller only if stated in writing and delivered to the Firm in accordance with lines 253-275 and effective
 309 by the Firm only if stated in writing by the supervising broker and delivered to Seller in accordance with lines 253-275.

310 **CAUTION: Early termination of this Listing may be a breach of contract, causing the terminating party to**
 311 **potentially be liable for damages.**

312 **DISPUTE RESOLUTION** The Parties understand that if there is a dispute about this Listing or an alleged breach, and
 313 the parties cannot resolve the dispute by mutual agreement, the parties may consider judicial resolution in court or may
 314 consider alternative dispute resolution. Alternative dispute resolution may include mediation and binding
 315 arbitration. Should the parties desire to submit any potential dispute to alternative dispute resolution, it is recommended
 316 that the parties add such in Additional Provisions or in an Addendum.

317 **NOTICE ABOUT SEX OFFENDER REGISTRY** You may obtain information about the sex offender registry and
 318 persons registered with the registry by contacting the Wisconsin Department of Corrections on the Internet at
 319 <http://www.doc.wi.gov> or by telephone at (608)240-5830.

320 **ADDITIONAL PROVISIONS**

321 _____
 322 _____
 323 _____
 324 _____
 325 _____
 326 _____
 327 _____
 328 _____
 329 _____
 330 _____
 331 _____

332 **ADDENDA** The attached addenda _____

333 _____
 334 _____
 335 _____
 336 _____
 337 _____ is/are made part of this Listing.

338 **TERM OF THE CONTRACT** From the _____ day of _____,
 339 up to the earlier of midnight of the 12th day of October, 2022, or the
 340 conveyance of the entire Property.

341 **BY SIGNING BELOW, SELLER ACKNOWLEDGES RECEIPT OF A COPY OF THIS LISTING CONTRACT AND**
 342 **THAT HE/SHE HAS READ ALL 7 PAGES AS WELL AS ANY ADDENDA AND ANY OTHER DOCUMENTS**
 343 **INCORPORATED INTO THE LISTING.**

344 All persons signing below on behalf of a Seller Entity represent that they have legal authority to sign for and bind the Entity.

345 _____ City of Wisconsin Rapids

346 Seller Entity Name (if any) Print Name ▲

347 (x)

348 Authorized Signature ▲

Date ▲

349 Print Name & Title ► Kyle Kearns, Director of Community Development

350 _____

351 Seller Entity Name (if any) ▲

352 (x)

353 Authorized Signature ▲

Date ▲

354 Print Name & Title ►

355 (x)

356 Seller's Signature ▲

Print Name ►

Date ▲

357 (x)

358 Seller's Signature ▲

Print Name ►

Date ▲

359 (x)

360 Seller's Signature ▲

Print Name ►

Date ▲

361 (x)

362 Seller's Signature ▲

Print Name ►

Date ▲

363 JR-SR INC, DBA Coldwell Banker Siewert Realtors

364 Firm Name ▲

365 (x)

366 Agent's Signature ▲

Print Name ► John T Siewert Jr

Date ▲

**Report of the Finance and Property Committee**

Tom Rayome, Chairperson
Jake Cattanaach, Secretary
Jay Bemke

Date of Meeting: November 4, 2021
Reported to Council: November 16, 2021

The Finance and Property Committee met at 4:30 p.m. on Thursday, November 4, 2021 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 except for Alderperson Bemke. Also in attendance were Alderperson Evanson, Andy Barnett, Alderperson Delaney (via zoom), and Tim Desorcy.

1. Call to Order

Chairperson Rayome called the meeting to order at 4:34 p.m.

2. 2022 McMillan Memorial Library Budget Review

McMillan Library Director Andy Barnett presented and reviewed the 2022 McMillan Library budget with the Committee.

No action was taken.

3. 2022 City of Wisconsin Rapids Budget Review

Finance Director Tim Desorcy addressed questions on the 2022 budget. No action was taken.

4. Adjourn

It was moved by Cattanaach, seconded by Rayome to adjourn. Motion carried and the meeting adjourned at 6:01 p.m.

FINANCE & PROPERTY COMMITTEE SIGN-IN SHEET

DATE: November 4, 2021

NAME:

1. Andrew Barnett - McMillan Library
2. Tom Regan Alderman 4th
3. Shen EVANSON District 5
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____
11. _____
12. _____
13. _____
14. _____
15. _____
16. _____
17. _____
18. _____
19. _____
20. _____

The minutes of the Finance and Property Committee meeting held on November 16, 2021 will be distributed at the Common Council meeting on November 16, 2021.

REPORT OF THE PUBLIC WORKS COMMITTEE

Ryan Austin

Matt Zacher

Patrick Delaney

Date of Meeting: 11/02/2021
Reported to Council: 11/16/21

The Public Works Committee met on Tuesday, November 2, 2021 in the Council Chambers at City Hall and via remote videoconference. Matt Zacher, and Patrick Delaney were in attendance. Others attending are on file in the Clerk's office.

1. Call to order

The meeting was called to order at 6:01 pm with Matt Zacher acting as chairperson in Ryan Austin's absence.

2. Review 2022-2026 public works construction CIP

Motion by Zacher, second by Delaney to approve the 2022-2026 public works capital improvement plan. Motion carried (2-0)

3. Consider approving a preliminary resolution to reconstruct Rosecrans St from 9th Ave N to east termini

Motion by Zacher, second by Delaney to approve a preliminary resolution to reconstruct Rosecrans St from 9th Ave N to east termini. Motion carried (2-0)

4. Review DPW October activities report

DPW report was reviewed. A ten year CIP was requested along with extending project specific details from one year to three years.

5. Review referral list

The referral list was reviewed

6. Adjourn

Motion by Delaney, second by Zacher to adjourn. Motion carried (2-0)

The meeting was adjourned at 7:42 pm

Respectfully submitted, Joseph M. Terry

Others in attendance:

Joe Terry

Joe Eichsteadt

Tyler Mickelson



Public Works Committee

Date of Request: October 26th, 2021

Requestor: Joe Eichsteadt, City Engineer

Request/Referral: Consider approving a preliminary resolution to reconstruct Rosecrans St from 9th Ave N to east termini.

Background information: Rosecrans St from 9th Ave N to east termini is currently gravel and the proposed preliminary resolution would allow staff to start performing survey and design on the improvements which would primarily include asphalt pavement. The improvements would benefit the Shopmaster Industrial business located at 850 Rosecrans and is identified as a 2023 project.

Options available: Approve, modify, or take no action

Action you are requesting the committee take: To approve the preliminary resolution to reconstruct Rosecrans St from 9th Ave N to east termini.

How will the item be financed? \$16,500 is identified in the CIP for 2023. If contingencies are available there may be an opportunity to complete this in 2022. Otherwise, it will be requested through the 2023 budget process.

Resolution #_____(2021)

Preliminary Resolution Declaring Intent to Levy Special Assessments Under Municipal Police Power Pursuant to §66.0701 and 66.0703, Stats.

IT IS HEREBY RESOLVED by the Wisconsin Rapids Common Council:

1. The Common Council hereby declares its intention to exercise its police power under §66.0701 and §66.0703, Stats., to levy special assessments upon property within the assessment district hereinafter described for benefits conferred upon such properties by reason of the following public work and improvements:

Reconstruction of Rosecrans Street between 9th Avenue North to east termini; including permanent street surfacing, concrete driveway approach, and curb & gutter.

The property to be assessed lies within the following described assessment district:

Property bordering the following roadways with the following parcel numbers: Rosecrans Street between 9th Avenue North to east termini; 34-01550 and 34-01734.

2. The Common Council determines that the above improvements constitute an exercise of the police power for the health, safety, and general welfare of the City and its citizens, and that the hearing on the assessments for these improvements shall be held subsequent to the completion of the improvements. The Common Council does approve of the plans and specifications of the project and authorizes the City to proceed with these improvements upon passage of this Resolution.
3. The amount assessed against the properties shall not exceed the actual cost of improvements.
4. The assessments against any parcel may be paid:
 - (a) in cash before November 1 of the year in which the improvements are made;
 - (b) in full with the first payment of real estate taxes following installation;
 - (c) on the installment payment plan, if eligible, as provided for by Section 5 of the Wisconsin Rapids Municipal Code.

All assessments shall be entered into the tax roll as a special assessment against the property if not paid prior to November 1 of the year in which it was installed.

5. The City Engineer is directed to prepare, at the completion of the improvements and once the final costs have been determined, an Assessment Report consisting of the following:
 - (a) as-built, final plans and specifications for said improvements
 - (b) a schedule of actual assessments, based on actual cost of the proposed improvements, for each affected parcel of property
 - (c) a statement that the properties against which the assessments are proposed are benefited and that the improvements constitute an

exercise of the police power

6. The City Engineer shall file the Assessment Report with the City Clerk. The Clerk shall cause notice to be given stating the nature of the proposed improvements, the general boundary lines of the proposed assessment district, the time and place at which the report may be inspected, and the time and place of the assessment hearing on the matters contained in the Assessment Report, which will occur after completion of the improvements and within 60 days after the actual costs have been determined. This notice shall be published as a Class One notice and a copy shall be mailed, at least ten (10) days before the hearing, to every interested party.
7. The assessment hearing shall be held at the Wisconsin Rapids City Hall, 444 West Grand Avenue, Wisconsin Rapids, at a time set by the City Clerk, in accordance with Section 66.0703(7) of the Wisconsin State Statutes.
8. This resolution shall take effect immediately upon passage.

Adopted this _____ day of November, 2021.

Shane Blaser, Mayor

Jennifer Gossick, City Clerk

PUBLIC WORKS COMMITTEE REFERRAL LIST:

1. Request from Alderperson Tom Rayome to discuss the future of 8th St S. (2016)
2. ~~Request to review a multi-year capital improvements plan (2019)~~
3. ~~Request to review areas of public access at and around Norton Pond (2019)~~
4. ~~Request by Alderperson Rayome to develop a policy for developing agendas and the referral process (2020)~~
5. Request by Alderperson Kellogg to study traffic speed along Chestnut from 8th Street to Hill Street and make recommendations (2020) – study was done when there were no school related activities. Will continue study when school is in session and will report back to committee.
6. ~~Request by Alderperson Kellogg to consider developing a large item garbage collection program (2020)~~
7. ~~Evaluate and discuss methods of funding street reconstruction (2020)~~
8. ~~Request by Alderperson Bemke for City to donate utilities/services for the proposed WRSD Quad-plex baseball/softball facility~~
9. Request by Alderperson Cattanauch to reconsider the City's overnight parking ordinance (2021)
10. ~~Request by Alderperson Bemke to consider allowing ATV/UTV traffic on some City streets (2021)~~
11. Request by Alderperson Evanson to review parking ordinance for any inconsistencies between ordinance language and signage throughout the City (2021)
12. Request by Alderperson Bemke to perform an intersection analysis and determine sign warrants, if any, for 12th St S and Chestnut St.
13. Request by Alderperson Austin to consider developing a Responsible Bidder Ordinance



City of Wisconsin Rapids
Joseph M. Terry, P.E.
Director of Public Works
444 West Grand Avenue
Wisconsin Rapids, WI 54495-2780
Phone (715) 421-8255 FAX (715) 421-8291

Director of Public Works Report

Activity highlights for the month of September 2021

Engineering:

Misc.

- 18 Permits/Applications for asphalt paving (2), driveway grades/concrete pour inspections (5), storm water (0), excavating (8), Street Privilege (0), storm connection (0), permit parking (2), banner (1)
- 142 Diggers Locates for Storm Sewer & Sanitary Sewer as of 10/25/2021 (3 Emergency)
- Degradation fees –
 - degradation fees this month
 - \$0.00
 - Total 2021 Degradation Fees = \$57,271.23

Traffic

- Vision Triangle Complaints
 - 4th Ave N and W Grand Ave – Southbound left – review is ongoing
- Stop Sign Requests – review is ongoing
 - 4/20/2021 – 12th St and Chestnut St. Traffic counts are complete.
 - 3/11/2021 - Apricot St at 15th St or 16th St. Traffic counts are complete.
 - Washington St and 10th St stop sign request July 2021
 - 9/28/2021 Review of existing stop sign at Lavigne St and 3rd St N
 - 10/14/2021 - Sampson St and Grove Ave
 - 10/14/2021 - Two Mile and 1st St S
- ITS Standalone Signal Grant
 - City received a State / Municipal Agreement on 8/30/2021. The agreement is fully signed. The city staff will solicit proposals from consultants and bring those before the Public Works Committee.
- Signal complaints
 - 8th St sign bridge at Chestnut St fell and needs replacing – working with vendor on new sign and base.
 - 8th St and Pepper Ave – SB LT detection issue.

Project Designs/Construction underway:

2021 Projects

- RECC Rail Spur – Bid opening was October 5th with Ameritrack being the low, qualified bidder at \$792,705.00 base bid. 3 bidders supplied numbers with the 2nd lowest bid at \$1,030,345.00. A preconstruction meeting was held on October 21st with construction materials arriving October 25th. 48th St is planned to closed the week of Nov. 8th for the grade crossing installation. Construction is scheduled to be substantially complete by December 31st, 2021.

Maintenance Projects

- Sidewalk and Curb & Gutter Maintenance – Joslin is nearing 50% complete on the sidewalk maintenance work. Curb maintenance is complete

2021 Reconstruction Projects

- Quadplex project – We have reached out to the new owners along Grove Ave and are working with them to secure the necessary right-of-way.
- DOA/Lyon Park Levee - The DNR requested additional information which was provided on October 20th. No permit nor further correspondence has been provided by the DNR.
- 11th St (Washington St to Apricot St) – Project is complete.
- 15th St (Apricot to Norton St) – Project is complete.
- 18th Ave (2021 Construction) – Crews completed the underground installation south of Clark St on October 25th. American asphalt recently paved 18th Ave from Essex to Alton St on 10/22/21. Flat work will continue south of Essex St on 10/27 or 10/28.
- Jefferson St (2021 Construction) – Project is complete.

2022 Reconstruction Projects

- Preliminary Construction Estimates have been updated for 2022 projects.
- Preliminary survey status for 2022 Projects:
 - Fremont St (13th Ave to 14th Ave) – 100%
 - Fremont St from 7th Ave N to 10th Ave N – 100%
 - Apricot St retaining wall repair and underdrain installation – 100%
 - 9th Ave N (8th Ave N to Fremont) – 100%
 - Smith St & Cherry St – 100%
- Design for 2022 Projects
 - Fremont St – 13th to 14th Ave design - 95% complete
 - W Jackson St – Expressway to Jackson St Bridge – 99% complete
 - Fremont St – 7th to 10th Ave design is 80% complete
 - 9th Ave N (8th Ave N to Fremont St) – 85%
- W Jackson St – The DOT and City are going through 90% review comments

2023 Reconstruction Projects

- Apricot St and Broadway St – survey is 100% complete, 50% of the design is complete
- Oak St – E Jackson St to 16th St – 5% of (Scheduled to be complete by November 30th)
- Sewer Lining Contract – 50%
- Crushing Contract – 0%

Storm Water Utility

- 8th St Culvert Replacement / Rehabilitation is complete.
- One Mile Cr. – City is working on completing the application for the dredging component of the project which could occur in winter. MSA stated the plans for the dam removal and dam rehabilitation are around 90% complete.

Streets, Buildings, and Grounds:

Refuse and Recycling

- Garbage Collection estimated 453.71 tons (2020 429 tons)
- Recycling Collection estimated 102.92 tons (2020 98.77 tons)

Construction

- *LHS Community Quadplex Project*
 - Continue project Fall of 2021
- *15th Street North (Norton Street – Apricot Street)*
 - Project Complete
- *Jefferson Street (25th Ave N – East Dead End)*
 - Project Hydro Seeded and Complete
- *11th Street North (Washington St – Apricot)*
 - Project Hydro seeded and Complete
- *Metalco Rail Spur*
 - Finish grade has been completed by city crew
- *18th Ave South (Russel Street – West Grand Ave)*
 - Removed Asphalt, curb and gutter and topsoil from Chase St-Russell St
 - Installed 1300' of 8" Sanitary, 23 Sanitary services and 3 manholes
 - Installed 900' 15" storm sewer, 4 manholes, 11 catch basins, 16+ storm leads
 - Sand grade/ road base from Chase St to Russell St.
 - Finish grade road with grader to prep for asphalt
 - Adjust manholes
 - Curb & Gutter install from Hale St to Clark St
 - Flat work complete up to Essex St.
 - Pavement complete from West Grand Ave to south side of intersection on Essex St.
- *8th Street South Cross Culvert Pipe Complete*

Streets Maintenance

- Cut grass in ROW city maintains
- Site restoration for Curb and Gutter maintenance contractor
- Provide traffic control for concrete contractor on Highways.
- Provided monthly Brush pickup
- Screen Westside compost, turn Westside compost
- Maintain East Compost Site
- Backfill Driveways and site restoration behind curb on 18th Ave construction project
- Catch basin repairs at multiple locations throughout city. 10 at Hwy 54/Cty W intersection. 10 along Hwy 13/34. 1 on 2nd Ave and 2 in residential along with 3 complete rebuilds.
- Dig out and Install Asphalt Patches
- Haul excesss, swept chip seal chips back from wash plant to be reused next season
- Alley reconstruct between 19th Ave to 17th Ave (remove old asphalt and subgrade. Install new road base, shape and pave)
- Asphalt milling Dewey St from Lincoln St to Hill St. Adjust manholes and repave.
- Soil boring operations for future construction projects
- Load Sludge trucks off drying bed for wastewater
- Mr. Manhole 5 sanitary/storm manholes
- Street Sweeping

Paint and Signs

- Change out fall banners downtown
- 18th Ave Street signs for construction project
- Building maintenance at shop
- Paint machine maintenance
- WIAA banners
- Replace aged speed limit, parking signs throughout city

Shop and Repairs

- Routine service work fleet trucks
- Annual Vehicle Inspections
- Begin installing winter plows on patrol trucks
- Service Police and Fire fleet vehicles

Parks and Buildings

- Winterize buildings –sprinkler systems, drip lines, drinking fountains-parks bathrooms
- Leaf pickup-parks –City Hall –Centralia Center
- Last Week of October-install west side Christmas decoration platforms
- Till ball fields
- Continued tree and grass maintenance throughout the city ROW's and park area's
- Change filters ,belts, grease all boilers air handling units all locations
- Start and service boilers/pumps, perform filter cleaning/replacement on cabinet heaters
- Have boilers & furnaces yearly checked at all locations city hall, garage, sign shop, Centralia center, aquatic center
- Started the fall cleanup of landscape areas at various parks and ROW's
- Poured and installed 6 memorial benches at different locations throughout the city's parks

Wastewater:

- Maintenance and collections system staff worked on root cleaning, televising, and manhole inspections for the fall period. Much of this is routine maintenance that insures proper conveyance of the collections system.
- The pilot study on RAS fermentation wrapped up and is currently being taken off-line. There is significant data from the pilot and it is necessary to get a start on cleaning the basin before things start to freeze. The plant will return to normal operation, which means returning to using Poly Aluminum Chloride for phosphorus removal.
- In October, about 450 tons of biosolids was distributed to local farmers. The drying pad is completely clean available for sludge to be placed to dry all winter.
- The new covered biosolids storage building is complete. As much as possible, dry biosolids will be placed under cover before rain events re-wet them. This will allow for more storage and a more consistent product that will be easier to distribute to the public.



- All effluent parameters remained at or below single digits in October, well under the limits which signifies excellent plant performance.
- Collections staff have continued to perform manhole inspections on a large portion of the West Side sanitary interceptor. This effort has been made a priority due to the infrastructure age and I/I issues experienced there. There is currently 8 manholes that will be rehabilitated this fall. This will improve I/I and ensure longevity of that interceptor. That interceptor serves nearly the entire northeastern portion of the west side of the City.
- With the assistance of the Engineering dept proposals are being sought to perform a significant amount of main line sewer lining rehabilitation. This will revitalize some of the worst condition pipes, and ensure proper function for many years to come.

Other PWD activities:

- Interviewed and hired engineering technician to replace and outgoing retirement
- Continue transportation utility work
 - Executed professional service agreement with raSmith
 - Working with WWLC to obtain service account information. The data content has not yet been received, but communication and discussions with WWLC staff have been productive. This data is necessary to finalize the

utility to meet the Common Council's expectations to know precisely what every customer will be potentially charged.

- Prepared and presented information to the Wastewater Commission relating to the Biron wastewater service agreement
- Attended preconstruction meeting for the Matalco railroad extension project
- Budget work
- Presented transportation utility information to the Siewert realtor group

The minutes of the Human Resources Committee meeting held on November 15, 2021 will be distributed at the Common Council meeting on November 16, 2021.



Legislative Committee Meeting Minutes November 8, 2021

Legislative Committee:

Tom Rayome, Chair

Ryan Austin

Jay Bemke

A meeting of the Legislative Committee was held via remote videoconferencing originating from the City Hall Council Chambers on Monday, November 8, 2021, at 2:30 p.m. All members were present. Also present were Alderpersons Veneman, Delaney and Zacher; and Jem Brown, Eric Daven, Erm Blevins, Ryan Hartman, Sue Schill, Mayor Blaser, Tyler Mickelson, and Jennifer Gossick.

Agenda

1. Call to Order

Chairperson Rayome called the meeting to order at 2:30 p.m.

2. Review and consider for approval an amendment to Chapter 2 of the Municipal Code which would eliminate term limits for Water Works and Lighting Commissioners

Motion by Bemke, seconded by Austin, to approve the ordinance as presented.

Motion carried, 3-0.

3. Review and consider an ordinance revising the secondhand article dealer and pawnbroker ordinance

Motion by Bemke, seconded by Austin, to approve the ordinance as presented.

Motion carried, 3-0.

4. Discuss emergency declarations and COVID-19 protocols and policies

The Committee referred this matter for continued discussion at the Council meeting.

5. Discuss vaccination mandates

The Committee referred this matter for continued discussion at the Council meeting.

Motion by Austin, seconded by Bemke, to adjourn.

Motion carried, 3-0. The meeting adjourned at 3:32 p.m.

ORDINANCE NO. MC____
CITY OF WISCONSIN RAPIDS

A GENERAL ORDINANCE OF THE CITY OF WISCONSIN RAPIDS AMENDING SECTION 2.09(22)(a) OF THE MUNICIPAL CODE, ELIMINATING TERM LIMITS FOR MEMBERS OF THE WATER WORKS AND LIGHTING COMMISSION.

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

SECTION I Section 2.09(22)(a) of the Municipal Code is hereby amended to read as follows:

(22) Water Works and Lighting Commission

(a) There is hereby created a board of commissioners as provided in section 66.0805 of the Wisconsin Statutes parts of which are incorporated herein. The board shall consist of five commissioners, four of whom shall be elected by the common council for a term beginning on the first day of October. These four commissioners shall be appointed for a five-year term^{7.2} ~~and commissioners may serve a maximum of two terms.~~ The fifth commissioner shall be an Alderperson who is selected by the Common Council at the organizational meeting, for that alderperson's term in office. All commissioners shall be residents of the City of Wisconsin Rapids. The compensation of commissioners shall be determined by the common council; however, a commissioner may not receive any increase during his or her term in which the increase was granted.

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:
APPROVED:
PUBLISHED:

ORDINANCE NO. MC____
CITY OF WISCONSIN RAPIDS

A GENERAL ORDINANCE OF THE CITY OF WISCONSIN RAPIDS REPEALING AND RECREATING SECTION 20.13 OF THE MUNICIPAL CODE REGARDING PAWNBROKERS AND SECONDHAND DEALERS

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

SECTION I Section 20.13 of the Municipal Code is hereby repealed and recreated to read as follows:

~~20.13 REGULATION OF PAWNBROKERS, SECONDHAND ARTICLE DEALERS, AND
SECONDHAND JEWELRY DEALERS~~

~~Sections 134.71 and 138.10 of the Wisconsin Statutes and subsequent
amendments thereto are incorporated herein by reference.~~

20.13 PAWNBROKERS AND SECONDHAND SHOPS.

(1) PURPOSE.

a. The City Council finds that the services offered by pawnshops and secondhand shops provide an opportunity for individuals to readily transfer stolen property to those businesses. The Council also finds that consumer protection regulation is warranted in transactions involving these businesses. The Council further finds that pawnshops have outgrown the city's current ability to effectively or efficiently identify criminal activity related to them. The purpose of this ordinance is to prevent pawnshops and secondhand shops from being used to facilitate the commission of crimes and to assure that they comply with basic consumer protection standards, thereby protecting the public health, safety and general welfare of the citizens, and pursuant to the authority granted by section 134.71, Wis. Statutes.

b. This ordinance implements and establishes the required use of the Leads Online system to help the Police Department better regulate current and future pawnshops to decrease and stabilize costs associated with the regulation of pawnshops and secondhand shops, and to increase identification of criminal activities in pawnshops and secondhand shops through the timely collection and sharing of transaction information.

(2) DEFINITIONS.

a. "Article" means any items of value.

b. "Charitable organization" means a corporation, trust, or community chest, fund or foundation organized and operated exclusively for religious, charitable, scientific, literary or educational purposes, or for the prevention of cruelty to children or animals, no part of the net earnings of which inures to the benefit of any private shareholder or individual.

c. "Secondhand shop" means businesses that engage in the buying and selling of coins, other collectable currency, jewelry, digital media articles, and/or consumer electronics that have been previously used, rented, or leased. This includes secondhand article dealers and secondhand jewelry dealers.

d. "Customer" means a person with whom a pawnbroker or secondhand shop, or an

agent thereof, engages in a transaction of purchase, sale, receipt or exchange of any secondhand article.

e. "Digital Media Article" means any video game, digital video disc, Blue Ray disc, compact disc, or other audio or video recording.

f. "Pawnbroker" means any person who engages in the business of lending money on the deposit or pledge of any article or purchasing any article with an expressed or implied agreement or understanding to sell it back at a subsequent time at a stipulated price. To the extent that a pawnbroker's business includes buying personal property previously used, rented, leased or selling it on consignment, the provisions of this chapter shall be applicable. A person is not acting as a pawnbroker when engaging in any of the following:

1. Any transaction at an occasional garage or yard sale, an estate sale, a gun, knife, gem or antique show, or a convention.
2. Any transaction entered into by a person engaged in the business of junk collector, junk dealer, or scrap processor as described in section 70.995(2)(x), Wis. Stats.
3. Any transaction while operating as a charitable organization or conducting a sale, the proceeds of which are donated to a charitable organization.
4. Any transaction between a buyer of a new article and the person who sold the article when new that involves any of the following:
 - a. The return of the article
 - b. The exchange of the article for a different, new article.
5. Any transaction as a purchaser of a secondhand article from a charitable organization if the secondhand article was a gift to the charitable organization.

g. "Reportable transaction" means every transaction conducted by a pawnbroker or secondhand shop in which an article or articles are received through a pawn, purchase, consignment, or trade, or in which a pawn is renewed, extended, voided, or redeemed, except:

1. The bulk purchase or consignment of new or used articles from a retailer, manufacturer, or wholesaler having an established permanent place of business, and the retail sale of said articles, provided the pawnbroker or secondhand shop must maintain a record of such purchase or consignment that describes each item, and must mark each item in a manner that relates it to that transaction record.
2. Retail and wholesale sales of articles originally received by pawn or purchase, and for which all applicable hold and/or redemption periods have expired.
3. Transactions at secondhand shops where the customer transfers articles to the secondhand shop for in-store credit only.

h. "Secondhand" means owned by any person, except a wholesaler, retailer or licensed secondhand article dealer, immediately before the transaction at hand.

(3) INSPECTION OF ITEMS. At all times during the term of the license, the pawnbroker or secondhand shop must allow the Police Department to enter the premises where the licensed business is located, including all off-site storage facilities, during normal business hours, except in an emergency, for the purpose of inspecting such premises and inspecting the items, wares, merchandise, and records therein to verify compliance with this chapter or other applicable laws.

(4) LICENSE. No person may operate as a pawnbroker in the City of Wisconsin Rapids unless the person first obtains a pawnbroker license under this chapter. No person may operate as a secondhand article dealer or a secondhand jewelry dealer unless the person first obtains a license under this chapter.

(5) DISPLAY OF LICENSE.

Each license issued under this chapter shall be displayed in a conspicuous place visible to anyone entering a licensed premise.

(6) LICENSE APPLICATION. A person wishing to operate as a pawnbroker or a secondhand article dealer or secondhand jewelry dealer shall apply for a license to the city clerk. The clerk shall furnish application forms approved by the Police Department that shall require all of the following:

a. The applicant's name, place and date of birth, residence address, and residence addresses for the 10-year period prior to the date of the application.

b. The name and address of the business and of the owner of the business premises.

c. Whether the applicant is a natural person, corporation, limited liability company, or partnership, and:

1. If the applicant is a corporation, the state where incorporated and the names and addresses of all officers and directors.
2. If the applicant is a partnership, the names and addresses of all partners.
3. If the applicant is a limited liability company, the names and addresses of all members.
4. The name of the manager or proprietor of the business.
5. Any other information that the clerk may reasonably require.

d. A statement as to whether the applicant, including an individual, agent, officer, director, member, partner, manager or proprietor has been convicted of any crime, statutory violation punishable by forfeiture, or county or municipal ordinance violation. If so, the applicant must furnish information as to the time, place and offense of all such convictions.

e. Whether the applicant or any other person listed in subsection c. above has ever used or been known by a name other than the applicant's name, and if so, the name or names used and information concerning dates and places used.

f. Whether the applicant or any other person listed in subsection c. above has previously been denied or had revoked or suspended a pawnbroker, secondhand article, or secondhand jewelry license from any other governmental unit. If so, the applicant must furnish information as to the date, location, and reason for the action.

(7) INVESTIGATION OF LICENSE APPLICANT. The Police Department shall investigate each applicant and any other person listed in subsection C above for a pawnbroker license, secondhand dealer license, and secondhand article license. The department shall furnish the information derived from that investigation in writing to the city clerk. The investigation shall include each agent, officer, member, partner, manager or proprietor.

(8) LICENSE ISSUANCE.

a. The City Council shall grant the license if all of the following apply:

1. The applicant, including an individual, a partner, a member of a limited liability company, a manager, a proprietor, or an officer, director, or agent of any corporate applicant, does not have an arrest or conviction record, subject to ss. 111.321, 111.322 and 111.335 of the Wisconsin Statutes.
2. The applicant provides to the city clerk a bond of \$2,500 with not less than two sureties for the observation of all municipal ordinances or state or federal laws relating to pawnbrokers, secondhand article dealers, and secondhand jewelry dealers. The bond must be in full force and effect at all times during the term of the license.

- b. No license issued under this subsection may be transferred.
- c. Each license is valid from January 1 until the following December 31.

(9) REQUIREMENTS FOR TRANSACTIONS.

a. Identification. No pawnbroker or secondhand shop may engage in a transaction of purchase, receipt, or exchange of any secondhand article from a customer without first securing adequate identification from the customer. At the time of the transaction, the pawnbroker or secondhand shop shall require the customer to present one of the following types of identification:

1. Current, valid Wisconsin's driver's license;
2. Current, valid Wisconsin identification card;
3. Current, valid photo identification card or photo driver's license issued by another state or province of Canada.

b. Transactions with minors.

1. Except as provided in subsection b, 2., no pawnbroker or secondhand shop may engage in a transaction of purchase, receipt or exchange of any secondhand article from any minor, defined as a person under the age of 18 years.
2. A pawnbroker or secondhand shop may engage in a transaction described under subsection b. 1, if the minor is accompanied by his or her parent or guardian at the time of the transaction and the parent or guardian signs the transaction form and provides identification as required by this section.

c. Records required. At the time of any reportable transaction other than renewals, extensions, or redemptions, every pawnbroker or secondhand shop must immediately record in English the following information by using ink or other indelible medium on forms or in a computerized record approved by the Police Department:

1. A complete and accurate description of each item, including, but not limited to any trademark, identification number, serial number, model number, brand name, or other identifying mark on such an item.
2. The purchase price, amount of money loaned upon or pledged therefore.
3. The maturity date of the transaction and the amount due, including monthly and annual interest rates and all pawn fees and charges.
4. Date, time and place the item of property was received by the pawnbroker or secondhand shop, and the unique alpha and/or numeric transaction identifier that distinguishes it from all other transactions in the pawnbroker's records.
5. Full name, current residence address, current residence telephone number, date of birth, and accurate description of the person from whom the item of property was received, including sex, height, weight, race, color of eyes, and color of hair.
6. The identification number and state of issue from any of the following forms of identification of the seller:
 - a. Current, valid Wisconsin Driver's license;
 - b. Current, valid Wisconsin identification card;
 - c. Current, valid photo identification card or photo driver's license issued by another state or province of Canada.
7. The signature of the person identified in the transaction.
8. For Renewals, extensions, and redemptions, the pawnbroker or secondhand shop shall provide the original transaction identifier, the date of the current transaction, and the type of transaction.
9. Record retention. Data entries shall be retained for at least 1 year from the date of transaction and may not be removed from the Leads Online system by a pawnbroker or secondhand shop.

10. For every secondhand article purchased, received, or exchanged by a pawnbroker or secondhand shop from a customer off the pawnbroker's premises, or consigned to the pawnbroker or secondhand shop for sale on their premises, the pawnbroker or secondhand shop shall keep a written inventory. In this inventory the pawnbroker or secondhand shop shall record the name and address of each customer, the date, time and place of the transaction, and a detailed description of the article that is the subject of the transaction. The customer shall sign his or her name on a declaration of ownership of the secondhand article identified in the inventory and shall state he or she owns the secondhand article. The pawnbroker or secondhand shop shall retain an original and a duplicate of each entry and declaration of ownership relating to the purchase, receipt, or exchange of any secondhand article for not less than one year after the date of the transaction, except as provided in subsection e., and shall make duplicates of the inventory and declarations of ownership available to any law enforcement officer for inspection at any reasonable time.

d. Holding Period

1. Except as provided in subsection d. 3, any secondhand article purchased or received by a pawnbroker shall be kept on the premises or other place for safekeeping for not less than 30 days after the date of purchase or receipt, unless the person known by the pawnbroker to be the lawful owner of the secondhand article redeems it.
2. During the period set forth in subsection d. 1., the secondhand article shall be held separate from saleable inventory and may not be altered in any manner. The pawnbroker shall permit any law enforcement officer to inspect the secondhand article during this period. Within 24 hours after a request of a law enforcement officer during this period, a pawnbroker shall make available for inspection any secondhand article which is kept off the premises for safekeeping.
3. Subsections d, 1 and 2. Do not apply to a secondhand article consigned to a pawnbroker or any items consigned to or sold to a secondhand shop

e. Redemption period. Any person pledging, pawning or depositing any item for security must have a minimum of 60 days from the date of that transaction to redeem the item before it may be forfeited and sold. During the 60-day holding period, items may not be removed from the licensed location. Pawnbrokers are prohibited from redeeming any item to anyone other than the person to whom the receipt was issued, to any person identified in a written and notarized authorization to redeem the property identified in the receipt, or to a person identified in writing by the pledger at the time of the initial transaction and signed by the pledger, or with the approval of the Police Department. Written authorization for release of property to persons other than the original pledger must be maintained along with the original transaction record in accordance with subsection c. 9.

f. Police order to hold property.

1. Investigative hold. Whenever a law enforcement officer from any agency notifies a pawnbroker or secondhand shop not to sell an item, the item must not be sold or removed from the premises. The investigative hold shall be confirmed in writing by the originating agency within 72 hours and will remain in effect for 15 days from the date of initial notification, or until the investigative order is canceled, or until an order to confiscate is issued, pursuant to subsection 2, whichever comes first.
 - a. Order to confiscate. If an item is identified as stolen or evidence in a criminal case, the police department may physically confiscate and remove it from the shop, pursuant to a written order from the police department.
 - b. When an item is confiscated, the person doing so shall provide identification upon request of the pawnbroker or secondhand shop, and shall

provide the pawnbroker or secondhand shop with the name and phone number of the confiscating officer and the case number related to the confiscation.

- c. When an order to confiscate is no longer necessary, the police department shall so notify the pawnbroker or secondhand shop.

g. Daily reports to police.

1. Pawnbrokers and secondhand shops must submit every reportable transaction to the police department daily in the following manner. Pawnbrokers and secondhand shops must provide to the police department all information required in subsection c and other required information, by uploading it from their computer to leadsonline.com. All required records must be transmitted completely and accurately after the close of business each day in accordance with standards and procedures established by the police department using procedures that address security concerns of the business and the police department. Pawnbrokers and secondhand shops must display a sign of sufficient size in a conspicuous place on the premises which informs all patrons that all transactions are reported daily to the department and Leads Online.
2. If a pawnbroker or secondhand shop fails to upload the required reports to leadsonline.com on the same day the transactions occur, it shall be charged a daily reporting failure fee of \$25.00 per day until the reports are properly uploaded. The provisions of this section notwithstanding, the police department may, upon presentation of extenuating circumstances, delay the implementation of the daily reporting penalty.

h. Exception for customer return or exchange. Nothing in this section applies to the return or exchange from a customer to a pawnbroker or secondhand shop of any secondhand article purchased from that establishment.

(10) RECEIPT REQUIRED. Every pawnbroker and secondhand shop must provide a receipt to the party identified in every reportable transaction and must maintain a duplicate of that receipt for 3 years. The receipt must include at least the following information:

- a. The name, address and telephone number of the licensed business.
- b. The date and time the item was received by the pawnbroker or secondhand shop.
- c. Whether the item was pawned or sold, or the nature of the transaction.
- d. An accurate description of each item received, including, but not limited to, any trademark, identification number, serial number, model number, brand name, or other identifying mark on such an item.
- e. The signature or unique identifier of the employee that conducted the transaction.
- f. The amount advanced or paid.
- g. The monthly and annual interest rates, including all pawn fees and charges.
- h. The last regular day of business by which the item must be redeemed by the pledger without risk that the item will be sold, and the amount necessary to redeem the pawned item on that date.
- i. The full name, residence address, residence telephone number, and date of birth of the pledger or seller.
- j. The identification number and state of issue from any of the following forms of identification of the seller;
 1. Current, valid Wisconsin Driver's License
 2. Current, valid Wisconsin identification card.
 3. Current, valid photo driver's license or identification card issued by another state or province of Canada.
- k. Description of the pledger or seller, including approximate age, height, weight, race, color of eyes, and color of hair.

I. The signature of the pledger.

(11) LABEL REQUIRED. Pawnbrokers and secondhand shops must attach a label to every item at the time it is pawned, purchased or received in inventory from any reportable transaction. Permanently recorded on this label must be the name that identifies the transaction in the shop's records, the transaction date, the name of the item and the description or the model and serial number of the items as reported to the police department, whichever is applicable, and the date the item is out of pawn or can be sold, if applicable. Labels shall not be reused.

(12) PROHIBITED ACTS

a. No person under the age of 18 years may pawn or sell or attempt to pawn or sell goods with any pawnbroker, nor may any pawnbroker receive any goods from a person under the age of 18 years, except as permitted by section 20.13(9)(b).

b. No pawnbroker or secondhand shop may receive any goods from a person of unsound mind or an intoxicated person.

c. No pawnbroker or secondhand shop may receive any goods through a reportable transaction unless the seller presents identification in the form of a valid driver's license, a valid state of Wisconsin identification card, or current, valid photo driver's license or identification card issued by the state of residency of the person from whom the item was received.

d. No pawnbroker or secondhand shop may receive any item of property that possesses an altered or obliterated serial number or other identification number, or any item of property that has had its serial number removed.

e. No person may pawn, pledge, sell, consign, leave or deposit any article of property not their own, nor shall any person pawn, pledge, sell, consign, leave or deposit the property of another, whether with permission or without, nor shall any person pawn, pledge, sell, consign, leave, or deposit any article of property in which another has a security interest with any pawnbroker.

f. No person seeking to pawn, pledge, sell, consign, leave, or deposit any article of property with any pawnbroker or secondhand shop shall give a false or fictitious name, nor give a false date of birth, nor give a false or out-of-state address of residence or telephone number, nor present a false or altered identification or the identification of another to any pawnbroker.

(13) LICENSE DENIAL, SUSPENSION, OR REVOCATION

a. The city council may deny, suspend, or revoke any license issued by it under this section for fraud, misrepresentation, or false statement contained in the application for a license, or for any violation of Sec. 20.13 of the Municipal Code and sections 134.71, 943.34, 948.62 or 948.63, Wis. Statutes, or for any other violation of local, state, or federal law substantially related to the businesses licensed under this chapter.

(14) FEES. The license fees under this chapter shall be as contained in the City of Wisconsin Rapids Fees and Licenses Schedule.

(15) PENALTY. Any person who is convicted of violating any of the provisions of this chapter shall forfeit not less than \$5 or more than \$500, and in default of such payment, shall be imprisoned in the county jail until such forfeiture and costs are paid, but not exceeding 90 days. Each day of violation shall constitute a separate offense.

(16) SEVERABILITY. If any section of this ordinance is found to be unconstitutional or otherwise invalid, the validity of the remaining sections shall not be affected.

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:
APPROVED:
PUBLISHED

XX:



Police Department City of Wisconsin Rapids

444 West Grand Avenue • Wisconsin Rapids, Wisconsin 54495

ERMAN BLEVINS, CHIEF
(715) 423-4444

Date: 07 September 2021

To: Mayor Shane Blaser
Wisconsin Rapids Police and Fire Commission
Wisconsin Rapids Common Council

From: Erman Blevins, Chief of Police

RE: Report on the Police Department activity for August 2021

Notable activities of the Police Department for August 2021

- Officers Krier and Mocadlo took part in the Wood County multi-jurisdictional speed grant on August 3rd from 12:00pm – 6:00pm.
- Officers Borchardt and Plowman took part in the Wood County multi-jurisdictional speed grant on August 10th from 12:00pm – 6:00pm.
- Lieutenant Potocki and Sergeant Fleisner attended a two day ALLERT/Active Shooter training, put on by FBI and WRPD.
- Officer Krakow set up and took part as one of the instructors for the ALLERT/Active Shooter training.
- Officer Shane Pongratz was sworn in and began his career with WRPD.

Year to date statistics and previous year comparison:

WRPD responded to **1637** incidents and calls for service in August 2021.

August 2020: **1658**.

Total incidents and calls for service to date in 2021: **12,512**

Total for 2020: **12,442**.

For month of August 2021:

- OWI- **9** 2020-8
- Traffic Crash Investigations: **48** 2020: 31

Chronic Nuisance/Blighted Property enforcement activity:

These citations are from a list of ordinances provided to WRPD by code enforcement. Typical citations are for such violations as:

Vehicle parked on grass, Inoperable/Junk car, Junk and Refuse in yard.

Citations written on the request of Code Enforcement in August 2021: **5**

Restricted Parking citations: **148**

Chronic Nuisance Program letters:

3 properties were added in August; properties being added following 3 enforcement actions.

Controlled Substance Arrests

Wisconsin Rapids Police Officers and Detectives made **22 arrests** for Controlled Substance offenses in August 2021. These charges include:

- Possession of Schedule I and II drugs.
- Possession of Narcotic drugs.
- Possession of Methamphetamine.
- Possession of Drug Paraphernalia.
- Manufacture/Deliver THC

Notable investigations and arrests:**Patrol:**

Officer Killian was conducting special operation drug interdiction when he located a vehicle leaving an area of observation that did not have any license plates. The driver also did not have a valid DL. Officer Paltz K9 positively alerted on the vehicle. During the search, officers located a sawed-off double barrel shot gun rolled up in a sweatshirt on front floorboard between driver and passenger seat. Located in the driver door panel were 2 12-gauge shells. In the passenger seat was a folded dollar bill with a trace of white residue believed to be Methamphetamine.

Driver received citations for:

- OWS
- Expired Registration
- No Proof of Insurance

Driver was arrested for:

- Possession of Short-barreled shotgun
- CCW
- Felony Bail Jumping.

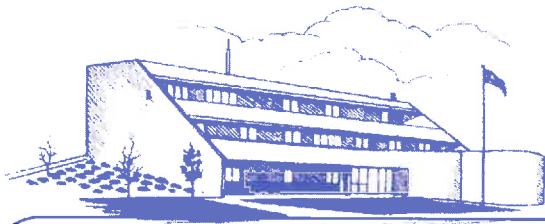
Officers received a call of a crash at 3rd St S and Expressway. Vehicle collided with traffic light and struck another vehicle. Vehicle fled at S/B on 1st St s at a high rate of speed. While enroute to that area we were advised of another 4-vehicle crash with that same vehicle at the intersection of 1st St S and Pepper Ave. Officer Killian and Sgt Cornette handled the crash at 3rd and Expressway. Officer Zalewski, Pelot, Borchardt, and I went to Pepper Ave. There were multiple injuries and three people trapped inside of their vehicles. Paramedics arrived and completed medical care and extrication of these people. While tending to the suspect driver he admitted to taking Heroin hours prior to crashes. Paramedics said two peoples injuries were significant and they were flown by helicopter to Marshfield. Due to potential seriousness of injuries, State Patrol was requested for an accident reconstruction. City garage was contacted for barricade to block off intersection.

Driver was charged with:

- Hit and run causing injury x2 (criminal)
- Following too close
- Unsafe lane deviation
- Failure to keep vehicle under control.
- Impeding traffic
- OWI causing injury (criminal)
- Reckless driving
- Unsafe lane deviation
- Unreasonable and imprudent speed

Drug Interdiction Unit:

Operation in August resulted in arrests for THC, Methamphetamine, bail jumping, warrants and also the recovery of a sawed off, short barreled shotgun.



Police Department City of Wisconsin Rapids

444 West Grand Avenue • Wisconsin Rapids, Wisconsin 54495

ERMAN BLEVINS, CHIEF
(715) 423-4444

Date: 10 October 2021

To: Mayor Shane Blaser
Wisconsin Rapids Police and Fire Commission
Wisconsin Rapids Common Council

From: Erman Blevins, Chief of Police

RE: Report on the Police Department activity for September 2021

Notable activities of the Police Department for September 2021

- Officer Olivares and Pelot have been working with the Wood County Health Department/Ashley Normington in reference alcohol/tobacco use among youth and its availability. Officer Olivares is arranging to conduct alcohol/tobacco sale compliance checks throughout the city.
- WRPD has added 7 new Auxiliary Officers. Training is underway.
- Officer Stephan Jaye completed his 12-month probationary period successfully.

Year to date statistics and previous year comparison:

WRPD responded to **1598** incidents and calls for service in September 2021.

September 2020: **1564**.

Total incidents and calls for service to date in 2021: **14,110**

Total for 2020: **14,006**.

For month of September 2021:

- OWI- **10** 2020-8
- Traffic Crash Investigations: **29** 2020: **39**

Chronic Nuisance/Blighted Property enforcement activity:

These citations are from a list of ordinances provided to WRPD by code enforcement. Typical citations are for such violations as:

Vehicle parked on grass, Inoperable/Junk car, Junk and Refuse in yard.

Citations written on the request of Code Enforcement in September 2021: **4**

Restricted Parking citations: **112**

Chronic Nuisance Program letters:

1 properties were added in September; properties being added following 3 enforcement actions.

Controlled Substance Arrests

Wisconsin Rapids Police Officers and Detectives made **29 arrests** for Controlled Substance offenses in September 2021. These charges include:

- Possession of Schedule I and II drugs.
- Possession with intent Cocaine.
- Possession of Narcotic drugs.
- Possession of Methamphetamine.
- Possession of Drug Paraphernalia.
- Manufacture/Deliver THC
- Possession with Intent MDMA

Notable investigations and arrests:**Investigations:**

- Detective Daven was assigned a case involving an 18-year-old male from the Madison area who came to Wisconsin Rapids around 1AM on a Saturday, rented a hotel room, and then picked up two 13-year-old females that snuck out of their parents' home. All parties met online via Snap Chat and have never met in person. Detective Daven was able to download the two female's phones and re-interview both female victims. It was determined the male came here bringing drugs, alcohol, and condoms. The male subject knew the ages of the female subjects, had previously asked them to send booty pictures thru snap chat, and knew they were sneaking out of their house. Detective Daven interviewed the suspect and took him into custody. The following charges were requested.
 1. 2 Counts Child Enticement – Sexual Contact 948.07(1)
 2. 2 Counts Child Enticement – Give/Sell Drugs 948.07(6)
 3. 1 count Use a computer to facilitate a child sex crime – 948.075(1r)

- Josh Richter has been preparing for several jury trials with the Attorney General's office in reference drug conspiracy/delivery charges, kidnapping, and reckless homicide. Two defendants pled guilty at the last minute before scheduled Jury Trial. This case has been ongoing for several years with many witnesses, and thousands of pages of phone records.

Neko Forbes pled guilty to Possession w/ intent to deliver heroin, 1st Degree Reckless Homicide/Deliver Drugs, and 2 counts of Manufacture/Deliver Heroin.

Forbes is awaiting sentencing.

Darryl Matthews pled guilty to Conspire to Manufacture/Deliver Drugs, False Imprisonment. Matthews is awaiting sentencing.

Patrol:

- On September 5, 2021, Officer Brockman conducted a traffic stop on a vehicle for failure to use turn signal. Officer Brockman requested the assistance of Officer Paltz and his partner Kubo. Kubo alerted on the vehicle and a search of the vehicle was conducted. The driver had \$1,798.00 U.S. dollars on him. Located in the vehicle was 136.95 grams of THC, 12.47 grams of cocaine and 53.52 grams of ecstasy.

One subject charged with Possession with intent THC, Possession with intent Cocaine and Possession with intent MDMA

- On September 17, 2021, Officer Jaye conducted a traffic stop on a vehicle that led to an investigation and search of the vehicle. Officer Jaye had Deputy Arndt and his K9 Timo assist with the traffic stop. K9 Timo indicated on the vehicle and a search of the vehicle was conducted. Located inside of the vehicle was 592 grams of THC and \$4,598.00 in U.S. currency.

One subject was charged with possession of THC with intent

Drug Interdiction Unit:

Officer Borchardt was on special operations and conducted a traffic stop on a vehicle with loud exhaust leaving the 8th and Two Mile gas station. WOSO K9 positively alerted on the vehicle. Upon search of the vehicle a plastic baggie containing what appeared to be Methamphetamine was located in the passenger compartment. Passenger admitted that item and drugs belonged to him. Substance tested positive as Methamphetamine.

Subject was arrested for:

- Possession of Methamphetamine
- Misd. Bail Jumping x2

MINUTES OF THE MONTHLY MEETING HOUSING AUTHORITY OF THE CITY OF WISCONSIN RAPIDS

The Housing Authority of the City of Wisconsin Rapids held its regular monthly meeting at 1:30 p.m. on Wednesday, August 25, 2021 in the community room of the Huntington House Apartments, 2521 10th Street South, Wisconsin Rapids, WI 54494. Commissioner Helmer called the meeting to order at 1:33 p.m.

1. ROLL CALL:

Present: Cheryl Reith- Kincaid, Jean Helmer, David Henke, Evan Smith and Mary Vang

Also Present: Jolina Janus

Excused: Jo Ann Grode

2. MINUTES REVIEWED:

- A. Commissioners reviewed minutes from the July 28, 2021 meeting. Commissioner Reith-Kincaid moved to approve the minutes of the July 28, 2021 meeting, seconded by Commissioner Smith. All aye votes.

3. CONSIDERATION OF BILLS

- A. Approve July 2021 financial statements from fee accountant:
Commissioners reviewed the July 2021 financial statements from the fee accountant. Commissioner Smith moved to approve the July 2021 financial statements from the fee accountant, seconded by Commissioner Henke. All aye votes.
- B. Approve July 2021 bills (Quickbooks register and purchasing card transaction detail): Commissioners reviewed the July 2021 bills. Commissioner Helmer inquired about the \$918.60 and \$303.50 purchase card bills for paint. Mary stated that due to the pandemic there has been a shortage in the production and supply of paint creating issues with maintenance turning over units in a timely manner. Therefore, maintenance ordered a stock of paint in advance to avoid this issue in the future. Commissioner Reith-Kincaid moved to approve the July 2021 bills, seconded by Commissioner Smith. All aye votes.

4. EXECUTIVE DIRECTOR'S REPORT

- A. Public Housing Occupancy: Mary reported that there are four vacancies at Parkview—one program violation, one deceased, one moving to take care of a family member, and one moving into a skilled care facility. Two of the vacancies have been filled off the waiting list with move-in dates scheduled for August 23 & 30, 2021. The remaining two vacancies will be filled off the waiting list with tentative move-in dates for August 30 &

September 29, 2021. There are no vacancies at Tenth Avenue. There is one scattered site vacancy. The family is moving to purchase a home. The scattered site vacancy has been filled from the waiting list with a move in date scheduled for September 10, 2021. Mary also reported that part of HUD's goals for 2021 is for the Wisconsin HUD Field Office to achieve a statewide occupancy of 96.47%, which is up from 95.47% in 2020. Housing Authority's that fall below 95% occupancy are contacted by their HUD Field Office Portfolio Managements Specialist (PMS) to complete an Occupancy Action Plan (OAP) to discuss and address issues related to maintaining occupancy rates. The Housing Authority occupancy rates did fall below 95% occupancy for a couple of months, triggering Dee Schultz – the Housing Authority's PMS from the HUD Field Office - to complete a follow-up review to discuss how the Housing Authority is addressing occupancy issues. Mary pointed out that the HUD PIC system that Dee pulls vacancy information does not have up-to-date data, which can make it appear as though the Housing Authority has a low occupancy rate. In addition, there are other factors that also impact unit turn over, such as shortage in materials, ratio of maintenance personnel to the number of vacancies and increased vacancies due to local market/housing trends.

- B. Huntington House Redevelopment, LLC Occupancy: There are two vacancies at the Huntington House RAD PBV project- one deceased, and one moving for health-related reasons. The two vacancies will be filled off the waiting list with tentative move-in dates for October 1, 2021.
- C. Section 8 program status: Mary reported that as of August 20, 2021, there are 166 families under contract with the current waiting list running approximately around 16 months, but closer to a year. There are currently 98 families on the waiting list. The Section 8 voucher activity for the month of August consisted of the following: one new admission, seven VASH voucher holders, three new issued vouchers for a cumulative of nine vouchers, zero portability move-outs & move-ins, and zero end of participations and vouchers that expired.
- D. Capital Funds Program grant status: Mary reported that the 2016 grant is anticipated to close out with the 2020 audit, but she is waiting on preliminary approval from the HUD Field Office. She anticipates closing out the 2017 grant in the 2021 audit. The 2018 grant has a zero balance in operations and RAD activities and \$36,570.59 in general capital activity for parking lot sealing/restriping, tree services, appliances and Parkview and Tenth Avenue HVAC. The 2019 grant has a balance of \$105,433.02 in operations for insurances and miscellaneous operating expenses, \$26,077.19 in general capital activity for appliances and zero in RAD activities. The 2020 grant has a balance of \$153,047.33 in operations for insurances and a new maintenance van, \$24,546 in general capital activity for appliances and \$9,565 in RAD HAP funding for the Huntington House project. The 2021 grant has a balance of \$196,029 in operations for insurances and miscellaneous operating expenses and a balance in general capital activity of \$26,585 for appliances, concrete repairs, Parkview security camera system, in unit floor repairs, automatic door opener repairs, and washers & dryers for Parkview and Tenth Avenue

apartments. The following disbursements were made from operations in the 2020 grant: \$55,537 to HAI for property and liability insurance and \$6,686 to State Farm for workers compensation insurance premiums.

- E. CARES ACT funds status: Mary reported that the Public Housing and Section 8 round one CARES Act funding has been fully expended. There is a \$94.64 balance in the Section round 2 CARES Act funding, which Mary anticipates to be fully expended toward administrative expenses by the end of August.
- F. State Debt Collection (SDC) program status: Mary reported that three SDC payments were received in August 2021 from four former public housing tenants totaling \$837.44.
- G. Restitution received from February 2018 Parkview criminal charges: Mary reported that three restitution payments totaling \$217.80 were received from criminal damages to the Parkview game room from an incident that occurred in February of 2018.
- H. Workers Compensation: Mary reported that the Housing Authority is no longer eligible for the workers compensation experience rating due to premiums no longer meeting the average requirement of at least \$7,750 during the past three years. In addition, the claim from 2014 is no longer factored, decreasing premiums.
- I. HAI Group Property and liability insurance renewals: Mary reported that the property and liability premium renewal for Public Housing increased to \$55,537, a difference from \$51,555 in the prior coverage period. This is due to an increase in property values from \$15,921,338 to \$16,121,294. The rate went from .2503 to .2675. The Huntington House Redevelopment LLC property and liability insurance renewal decreased to \$24,592, a difference of \$26,369 from the prior coverage period.
- J. HAI Group Insurance dividend: Mary reported that as members of the HAI Group, the Housing Authority received a dividend payment of \$250.98 for a successful performance in 2020.
- K. 2020 post audit summary: Mary provided commissioners with a summary of the 2020 audit that was completed on August 4, 2021 by Collins & Associates. During the exit interview all financial numbers tied out for the 2020 YE and the auditor did not find any material discrepancies that could not be addressed by staff at the time of the audit being completed. Recommendations were made pertaining to Housing Choice Voucher files related to the accuracy of inspection dates on HUD form 50058 and the completion of rent reasonableness for unit transfers. This would be an item that Office of Inspector General (OIG) would look at closely for their audit reviews. Mary also reported that due dates for submission of 2020 audited financials to HUD have been extended from the normal due date of September 30, 2021 to March 31, 2022 for Housing Authority's with a FYE of 12/31/2020.

- L. Parkview Security Camera installation status: Mary provided Commissioners with an update of the Parkview security camera installation. The project is progressing along with all conduit completed on all floors and Pro Tech now pulling cable to third and fourth floors.
- M. Establishment of deposit account with Woodtrust Bank to fund Huntington House, LLC replacement reserve account: Mary reported that the current reserves from the remaining balance of the construction loan are being held in escrow under the current Huntington House permanent loan. As part of the HAP agreement with HUD, the Housing Authority is responsible for funding these reserves on an annual basis. Since the reserves are being held in escrow under the loan for Wood Trust bank monitoring of disbursement of these funds, Huntington House will need to open a separate deposit account to fund these additional reserves.

- 5. **PUBLIC INPUT:** There was no public in attendance.
- 6. **NEXT MEETING:** The next monthly meeting is scheduled for 1:30 p.m. on Wednesday, September 29, 2021, in the community room of the Parkview Apartments.
- 7. **ADJOURNMENT:** Commissioner Smith moved to adjourn the meeting at 2:40 p.m., seconded by Commissioner Henke. All aye votes.

Submitted for approval by:

Mary Vang
Executive Director

Date: _____

Approved by:

Jo Ann Grode
Chair

Date: _____

City of Wisconsin Rapids Ethics Board

Meeting Minutes

Date: Tuesday, September 21, 2021 at 4:30 p.m.

Location: First Floor Conference Room at City Hall

Members Present: Robert Teeselink, Doug Machon, Renee Fischer, William Menzel, and Alderperson Jake Cattanach

Members Absent: Eric Davin, Dan DeRoche, Alderperson Joseph Zurfluh

1. Meeting called to order at 4:35 by Robert Teeselink.
2. The minutes of the last meeting from February 2, 2021 were presented.
Motioned by Menzel, seconded by Machon to approve the report, motion carried.
3. Next meeting scheduled for February 1, 2022 at 4:30 p.m. and meeting to follow is scheduled for September 20, 2022 at 4:30 p.m. Motioned by Machon, seconded by Cattanach.
4. Discussion regarding Member Terms Expiring November 2021:
 - a. Renee Fischer – Application for renewal was submitted today (9/21/21)
 - b. Doug Machon – Conveyed he will not be submitting an application for renewal.
5. Meeting adjourned at 4:39 by Tesselink, seconded by Machon.

Renee Fischer

Ethics Board Member



**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

September 27, 2021

The Zoning Board of Appeals met at 3:00 p.m. on September 27, 2021, in the Council Chambers at City Hall and via remote audioconferencing. Attending Board members were: Chairperson Dave Laspa, Jerry Feith, Mike Hittner, Lee Gossick, Bruce King, and alternate Dennis Polach. Others in attendance included Community Development Director Kyle Kearns, Building Inspector Josh Volz and Arnold Haessly.

The meeting was called to order at 3:00 p.m. Alternate member Polach did not participate in deliberation or voting.

1. Approval of the reports from the April 27, 2021 Zoning Board of Appeals meeting.

Motion by Hittner to approve the reports from the April 27, 2021 Zoning Board of Appeals meeting.
Second by King.

Motion carried (5 – 0)

2. **VARI-21-0782; James Pawlik:** public hearing and action on a request for a variance to allow a fence within the vision triangles and encroach within the setback at 550 9th Ave N (Parcel ID 3401660).

Community Development Director Kearns summarized the request and staff report presented in the meeting packet, recommending the denial.

Public hearing opened at 3:04 p.m.

Speaking in favor:

Arnold Haessly of 831 Fremont Street - Mr. Haessly felt the fence added to the neighborhood, that it was not overly tall and did not obstruct anything.

Jim Pawlik of 550 9th Ave N – Claimed that there was a partial fence there prior. He believes that the biggest vision problem was caused in the winter by snow being plowed and piled very high at the corner lot and that it is difficult to keep the fire hydrant clear for access in case of an emergency. He believed that the slats in fence were far enough apart that one can see through it all the way.

Speaking against: None

Public hearing closed at 3:08 p.m.

Through discussions between Board members and Staff, it had been determined that work on the fence had begun prior to the approval and issuance of the building permit. The contractor contacted Building Inspector Josh Volz to inspect the fence a few days after the building permit application was submitted. Mr. Volz discovered that there were problems with the installation of the fence at the vision triangle locations. Later the building permit was officially issued (June 10, 2021), with the condition that no fence or wall greater than 2.5 feet above the street grade shall be placed within in the vision area. The zoning violations were not corrected by the contractor.



**Community Development
Department**

City of Wisconsin Rapids
444 West Grand Avenue
Wisconsin Rapids, WI 54495
Ph: (715) 421-8228

Motion by King to modify the variance, so that the existing fence can stay, except for the area at Freemont and 9th, which should be modified by dog-earring the fence to meet the 20' code requirement. Second by Gossick.

Comment by Mr. Pawlik regarding the location of an existing tree on the lot. Staff and Board members discussed accuracy of GIS mapping.

Motion withdrawn by King. Second withdrawn by Gossick.

Mr. Haessly interjected his recommendations for the fence height. Mr. Pawlick reiterated that there was a fence in the vision triangle previously and that nothing had happened there for 21 years. Modifications of the vision triangle requirements were further explored by the Board members and concerns about the existing tree were revisited.

Motion by Hittner to approve a fence within the vision triangles and encroach within the setback at 550 9th Ave N (Parcel ID 3401660), citing the above as reasoning, including the request not being detrimental to the public. Second by Gossick.

Motion carried (4 – 1; Laspa voting against)

3. Adjourn

Motion by Hittner to Adjourn. Second by King.

Motion carried (5 – 0)

Meeting adjourned at 4:08 p.m.

Respectfully submitted by Erika Esser, Secretary



Wisconsin Rapids Fire Department

Fire - EMS - Haz Mat - Rescue - Education - Prevention

"Commitment to Excellence"



To: Mayor Blaser, Wisconsin Rapids Police and Fire Commission, Wisconsin Rapids Common Council
From: Todd Eckes, WRFD Interim Fire Chief
Date: November 1, 2021
RE: Monthly Summary for October 2021

WRFD meetings, events, training, and notable calls for the month of August:

- Police and Fire Commission meeting
- Common Council meeting
- Attended North Central Fire Chiefs meeting
- Attended Wood County Fire Chiefs meeting
- Attended the Finance & Property meeting
- Hosted monthly emergency first responder training
- Labor Management meeting
- Attended the Fire Advisory Board meeting at MSTC
- Attended the Teen Leadership Program meeting
- Fire Prevention in the Schools
- Training: Annual Emergency Vehicle Operations Course
- Attended the Firefighters Final Alarm Ceremony
- Attended the Final Alarm Procession
- Held the Groundbreaking Ceremony for the Addition/Renovation of Station I
- Opportunity Development Center visited Station I for a tour
- Ambulance standby for the 5K Run with Cops
- Ambulance Stand by for Lincoln High School Football
- Attended the Career day at MSTC for area Sophomores
- Attended Career Day at Lincoln High School



Wisconsin Rapids Fire Department

Fire - EMS - Haz Mat - Rescue - Education - Prevention

"Commitment to Excellence"



WRFD Notes:

October was a busy Month, and yet a sad month. On October 31, Fire Chief Scott Young finished a Dedicated 30 plus year career at WRFD. Scott was a Lead from the front Fire Chief. He never asked any member to do anything he had not already experienced. Teddy Roosevelt once said, "Nobody cares how much you know until they know how much you care." Scott's leadership emulated that very statement. His actions always had the wellbeing of the citizens of this great city, the department, and the members that served with him as a priority with every decision. His Leadership and Friendship will be truly missed. We are also extremely happy for Scott and wish him the best with his retirement. It is well deserved!!

With the recent outbreak of COVID in central Wisconsin, we opted for a virtual Fire Prevention program this year. A virtual program using the PowerPoint Platform included videos that are age specific to the target grade generated by the National Fire Protection Association (NFPA) and the United States Fire Administration (USFA). In between each video, a Firefighter would interact with the Students through a ZOOM Link previously sent to the Class teacher. At the end of the program student, generated questions were answered. Feedback of the program was great with many comments saying they were glad we could make accommodations since we had no contact in the previous year.

On October 5 a ground, breaking ceremony was held at Station I for the Renovation/Addition project that we have been working on for two years. A long process took a collaboration effort within not only our own organization but also including Five Bugles, our Architect, and Miron Construction our Project Manager. As an organization throughout this entire project, we tried to be as fiscally responsible as possible. In the end, I believe the product will be a safe, functional, and sustainable building for 50 years or more. We also would like to give great thanks to the citizens of the city, Council members, and city leadership for their support throughout this entire project.

On October 26th Firefighter/Paramedic Dustin Lease visited the Capitol in Madison to receive the First Responder of the Year award for the 72nd district from Representative Scott Krug. While transporting a patient to Wausau Aspirus hospital that was having a heart attack, he and his crew came upon a motor cycle accident. Dustin quickly assessed the patient and knew he needed definitive care and realizing his original patient was stabilized and they were ten minutes from the hospital he sent them on their way to get the patient to the Catheterization lab and he stayed back to care for the patient that would eventually get airlifted to a Trauma Center. If not for Dustin's professional care the outcome may have been a lot different. Our Mission Statement is "Professional at all times, Proficient in all tasks, Polite to everyone we meet, and compassionate to anyone in need". That day Dustin emulated every aspect of that statement. Congratulations Dustin!!

Anniversaries in October: Firefighter/Medic Austin Erdman (3YRS)



Wisconsin Rapids Fire Department

Fire - EMS - Haz Mat - Rescue - Education - Prevention

"Commitment to Excellence"



WRFD October 2021 MONTHLY RESPONSE REPORT

Type of Emergency	October 2021 Responses	Total # of 2021 Responses	October 2020 Responses	Total # of 2020 Responses
EMS/Rescue 911	364	3396	297	2456
EMS IFT	6	156	36	211
COMMUNITY PARAMEDICINE	0	10	1	10
FIRE	5	42	2	34
HAZARDOUS CONDITION	1	39	3	41
SERVICE CALLS	19	72	9	62
FALSE ALARMS	12	79	14	93
TOTALS	407	3794	362	2907

Notes:

- Fire 100 Series: Fire (*structure, vehicle, wildland*)
- Fire 400 Series: *Hazardous Condition (spills, leaks with no fire)*
- Fire 500 Series: Service Calls (water & smoke problems, burning complaints)
- Fire 700 Series: False Alarms

Runs by District	October 2021	2021 Totals	October 2020	2020 Totals
Wisconsin Rapids	331	3017	323	2533
Saratoga	29	230	17	172
Village Port Edwards	16	108	10	89
Village Biron	6	92	10	74
Mutual Aid Given	2	65	30	30
Mutual Aid Received	23	282	1	9
TOTALS	407	3794	362	2907

Confined Space Stand-by	October 2021	Total # 2021	October 2020	Total # 2020
TOTALS	42	332	55	615

ALEXANDER FIELD
SOUTH WOOD COUNTY AIRPORT
MUNICIPALLY OWNED

MEETING MINUTES

AIRPORT COMMISSIONERS:

Shane Blaser, Mayor
Arne Nystrom, Chairman
Joe Zurfluh, President
Brad Hamilton, Alderman

MUNICIPALITIES:

City of Wisconsin Rapids
Town of Grand Rapids
Village of Port Edwards
City of Nekoosa

10/7/21

The South Wood County Airport Commission met on Thursday October 7, 2021 at 8:00 AM at the South Wood County Airport, Alexander Field. Members present were Shane Blaser, and Joe Zurfluh, Brad Hamilton, and Jeremy Eichorn. Also in attendance were Merry Mackenzie, Bill Clendenning, Dennis Polach, Tom Becker, and Jeremy Sickler.

1. Call to order: Chairman Blaser called the meeting to order at 8:02 AM.

2. Approval of previous month's minutes (9-2-21):

Motion by Commissioner Zurfluh, 2nd by Commissioner Hamilton to approve the minutes as presented. Motion carried.

3. Airport Manager's Report:

Airport Manager Sickler presented the sales and revenues for the year to date and previous month. Both are the highest since the Commission took over FBO operations. Also, the Assumption Cross Country event was a success and will most likely be larger next year. Motion by Commissioner Blaser, 2nd by Commissioner Nystrom to approve the Airport Managers Report. Motion carried.

4. Old Business

a. Discuss and consider action regarding the 2022 budget. Sickler presented a draft of the 2022 department budget to the Commission. The proposed budget included the Municipal contributions and the salary/wage/benefit figures. Collective municipal contributions were held flat again in this budget except the Wood County contribution is being decreased by \$5000. Motion by Commissioner Blaser, 2nd by Commissioner Nystrom to approve the Airport Managers Report. Motion carried.

5. Review of Financial Statements.

Financial statements were presented and reviewed. Motion by Commissioner Hamilton, 2nd by Commissioner Blaser to approve the vouchers. Motion carried. Commissioner Eichorn abstained.

6. Future Agenda Items:

Doug Galuk hangar request

7. Public Comment:

None.

8. Correspondence Received:

Thank you card from Assumption Cross Country team.

9. Set next meeting date:

November 4 at 8:00 AM

- 10. Adjourn:** Motion made by Commissioner Hamilton, 2nd by Commissioner Zurfluh to adjourn at 8:47 AM. Motion carried.

Minutes prepared by Jeremy Sickler; Respectfully reviewed and submitted, Chairman Blaser

MINUTES
McMillan Memorial Library
Services Committee
October 12, 2021

DRAFT

Subject to
Approval

Chairperson Montag called the meeting of the McMillan Memorial Library Services Committee to order at 5:00 p.m.

ROLL CALL ATTENDANCE:

Present: Eric Montag, Andrea Galvan, Kim Heniadis, Douglas Machon, Karen Schill and William Clendenning.

Administration: Andrew Barnett and Vicki Steiner

Mr. Montag established that this was a public meeting with in person and Zoom access and appropriate public notice was given.

Approval of Minutes of the September 14, 2021 meeting was made by Ms. Schill, second by Mr. Machon. Motion carried.

Mr. Montag opened discussion on the Meeting Room Use Policy revisions. Discussion followed. Mr. Montag will update the policy revision and send out a draft for the committee to discuss at the next meeting.

Staff evaluation of Plan of Service is tabled until a future meeting

A motion to adjourn was made by Mr. Machon, second by Ms. Schill. Motion carried and the meeting adjourned at 6:32 p.m.

Respectfully submitted,
Vicki Steiner, Secretary

MINUTES
McMillan Memorial Library
Building and Grounds Committee
October 13, 2021

DRAFT

Subject to
Approval

Chairperson Machon called the meeting of the McMillan Memorial Library Building and Grounds Committee to order at 5:00 p.m.

ROLL CALL ATTENDANCE:

Present: Douglas Machon, Andrea Galvan, Eric Montag, William Clendenning, Ryan Austin, Scott Kellogg, and Susan Feith.

Administration: Andrew Barnett and Vicki Steiner

Others in attendance: Owner's Representative Grant Diagle and Eric Blowers from Engberg Anderson.

Mr. Machon established that this was a public meeting with in person and Zoom access and appropriate public notice was given.

A motion to approve the Minutes of the September 9, 2021 Building and Grounds committee and the Joint Building and Grounds/Finance committee Minutes on September 9, 2021 was made by Mr. Kellogg, second by Mr. Broeren. Motion carried.

Mr. Daigle discussed change orders adding a light in an art display area, cost \$792.00 and to replace a grill in in kitchen area, \$799.00 which were approved. The hearing loop in the theater and changes to flooring in the theater were discussed. Further discussion will take place and a change order will be presented when costs are available.

Skylight repairs have been made.

Mr. Barnett presented a report on Building and Grounds-Ongoing and Proposed Projects. Discussion followed.

Chairperson Machon declared the meeting adjourned at 5:20 p.m.

The next meeting of the Building and Grounds Committee will be held on November 10, 2021 at 5:00 pm.

Respectfully submitted,
Vicki Steiner, Secretary

MINUTES
McMillan Memorial Library
Board of Trustees
October 20, 2021

DRAFT

Subject to
Approval

President Galvan called the regular monthly meeting of the McMillan Memorial Library Board of Trustees to order at 5:00 p.m.

ROLL CALL ATTENDANCE:

Present: Andrea Galvan, Craig Broeren, Eric Montag, Scott Kellogg, William Clendenning, Karen Schill, Kim Heniadis, and Susan Feith.

Absent: Doug Machon and Ryan Austin

Administration: Andrew Barnett and Vicki Steiner

Others in attendance: Owners Rep. Grant Diagle

Ms. Galvan established that this was an open meeting and appropriate public notice was given.

CORRESPONDENCE: A letter of resignation was received from Anne Zacher on September 16, 2021.

MINUTES: **A motion to approve the Minutes of the September 15, 2021 Library Board meeting was made by Mr. Kellogg, second by Mr. Clendenning. Motion carried.**

TREASURER'S REPORT: Ms. Feith reviewed the bills and all are in order. The financial reports for October 2021 were presented. **A motion to pay the Operating and Endowment Fund bills and file the financial reports was made by Ms. Feith, second by Mr. Montag. Motion carried.**

LEARNING FUTURES PROJECT Mr. Diagle noted that the project is on schedule. The meeting to review the punch list will happen in a couple weeks. There are three pending change orders, lighting for ramp, grill in kitchenette, and theater flooring. All have been approved by Mr. Diagle. **A motion to approve the change from epoxy flooring to carpet in the theater with a fully compliant hearing loop system was made by Mr. Clendenning, second by Ms. Feith. Motion carried.**

DIRECTOR'S REPORT:

Library Use and Events –The Central Wisconsin Book Festival was a cooperative venture of Marathon County PL, Portage County PL and McMillan for the first time. Our events took place on September 18 at Robinson Park, but the full schedule is at <https://mcpl.us/cwbf/schedule>. South Central held their annual awards meeting at Bullseye on September 20, honoring all library staff for their service during the past two years. We held an Anime Night on October 2. We continue to have Family Fun crafts, outdoor storytimes, Teen Garden Club, Write Night and other programs despite the lack of programming space.

Building & Grounds – The skylight has been repaired. The hallway lights and ceilings are in process.

Budget – The budget has been submitted to the City. Library staff met with the Mayor and Finance Director concerning the budget.

Learning Future Update – Supply chain issues are causing delays. The APR should be ready in early November, as will most of the Adult Room. The epoxy floor of the makerspace and the two sliding glass doors will not be finished until mid/late December. The theater won't be ready until the seats are installed in mid-January. We are working through the audio loop and split sound system for the theater. The punch list has been tentatively moved to November 2. We are still planning to start moving books back in early November.

COMMITTEE REPORTS: Mr. Montag reported on the Donations Ad Hoc Committee meeting on September 27, 2021. The committee met with Mr. Huebner from Solarus who provided clarification of their donation and answered the Committees questions. Mr. Huebner will follow up with an updated letter. **Ms. Feith moved to have Ms. Galvan contact Nick Flanagan to review the Solarus Commitment and present a contract, second by Mr. Montag. Motion carried.**

Mr. Montag reported on the Services Committee meeting held on October 12, 2021. The Meeting Room Use Policy was reviewed. Mr. Montag will take input from the committee and revise the policy. The revision will be sent to Mr. Ibach at SCLS for review and brought back to the Board.

Mr. Kellogg reported on the Building and Grounds Committee meeting held on October 13, 2021. HVAC, air quality, and other building related projects were discussed.

OLD BUSINESS: Ms. Feith noted that meetings of the personnel and finance committees should be called.

NEW BUSINESS: Ms. Feith will contact Jon Clark to present a report on the Library's Endowment Fund at the November Board meeting.

Ms. Galvan noted she would like to see the statistics report, with additional program information, added to the Board packet after the Library is fully open again.

A motion to adjourn was made by Ms. Schill, second by Mr. Montag. Motion carried and the meeting adjourned at 6:09 p.m.

The next regular monthly meeting of the McMillan Memorial Library Board of Trustees will be held on November 17, 2021 at 5:00 p.m.

Respectfully submitted,
Vicki Steiner, Secretary

Regular Meeting of the Water Works and Lighting Commission Wednesday, October 13, 2021

There were present:

Commissioner Jay Bemke
Commissioner John Bergin
Commissioner John Harper
Commissioner Rick Merdan
Commissioner Tom Nowak

Also in attendance: Jem Brown, Roxanne Gronske, Todd Weiler, Matt Stormoen, Dale Scheunemann, Josh Elliott, Jeff Kuhn, Shawn Reimer, Lynn Schroer, and Sean Wall.

1. Call to Order

Chairman Tom Nowak called the meeting to order at 1:00 PM.

2. Approval, additions or corrections to the minutes of the following meeting

2.1 Regular Commission Meeting held September 8, 2021

There was a motion made by John Bergin, seconded by Jay Bemke, and carried to approve the minutes of the Regular Commission Meeting held on September 8, 2021, and to place them on file. There were no nay votes recorded.

3. Action items

There were no action items.

4.0 Department updates

4.1 Safety Committee Report

The commissioners reviewed the safety committee minutes and safety coordinator's monthly report.

4.2 Line Superintendent's Report

This report was reviewed and September after-hour call-ins were discussed.

4.3 Water Department Operations Report

This report was reviewed and September water projects were discussed.

4.4 Customer Support Supervisor's Report

This report was reviewed and Energy Assistance/Crisis payments were discussed. These funds are available to eligible customers and Lynn Schroer stated that the funds for crisis payments are sent directly to WW&LC and can only be applied directly to the electric portion of a customer's account not to the water and sewer portion.

4.5 Director of Finance's Report

This report was reviewed and the financial statements/cash flow reports were discussed at length.

4.6 Information System's Administrator's Report

This report was reviewed and September projects were discussed.

4.7 Conservation Manager's Report

This report was reviewed and the Focus on Energy LED lighting incentives for commercial customers was discussed.

4.8 Director of Engineering & Electric Operations

This report was reviewed and discussed. As part of the yearly WDNR inspection of the water plant, WW&LC is being required to test the main building generator under load every three months. After meeting with the generator manufacturer, they are recommending that we replace the existing 1978 transfer switch with one that has the capability of running the weekly test under load with a seamless power transfer.

4.9 General Manager's Report

This report was reviewed and discussed. Jem Brown gave a Great Lakes Utilities update. He stated that wholesale rates for power are increasing which is due to natural gas prices which are up 200% from last year.

5. Review of accounts payables

A listing of all invoices and checks covering September was provided to the commission for review.

6. Adjourn

There was a motion made by Rick Merdan, seconded by John Bergin, and carried to adjourn at 1:29 PM. No nay votes were recorded.

Respectfully submitted,

Rick Merdan, Secretary

Special Meeting of the Water Works and Lighting Commission Monday, October 18, 2021

There were present:

Commissioner Tom Nowak
Commissioner John Bergin
Commissioner Jay Bemke
Commissioner Rick Merdan
Commissioner John Harper

Also in attendance: Jem Brown, Jeff Kuhn, Todd Weiler, Matt Stormoen, Adam Breunig and Shawn Reimer.

1. Call to Order

Chairman Tom Nowak called the meeting to order at 8:00 AM.

2. 2021 Budget

Director of Finance Jeff Kuhn presented the 2022 budget. There was a motion made by John Bergin to approve the capital budget with revisions. This motion failed due to lack of a second. After a lengthy discussion, there was a motion made by John Bergin, seconded by John Harper, and carried to approve the 2022 budget as presented. There were no nay votes recorded.

3. Adjourn

There was a motion made by John Harper, seconded by John Bergin, and carried to adjourn at 11:00 AM. No nay votes were recorded.

Respectfully submitted,

Rick Merdan, Secretary



Parks/Recreation/Buildings

444 West Grand Avenue
Wisconsin Rapids, WI 54495

Parks & Recreation Commission Minutes

November 8, 2021

A regular meeting of the Wisconsin Rapids Parks & Recreation Commission was held via remote videoconferencing on Monday, November 8, 2021, at 4 p.m. The public was invited to listen to the audio of the meeting. The meeting was also streamed LIVE on the City of Wisconsin Rapids Facebook page.

1. Call to order.

Commissioner Broeren called the meeting to order at 4 p.m.

Commissioners present in the City Hall Council Chambers were Mayor Shane Blaser, Craig Broeren and Tom Rayome. Dean Veneman, Kris Barteck, Carolynn Martin and Lee Thao appeared via videoconference. Tom Ekelin and Patrick Gatterman was excused. Staff present in the Council Chambers were Tyler Mickelson, and Mary Wolosek. Jake Klingforth appeared via videoconference.

2. Approve October 11, 2021, meeting minutes.

A motion made by Mayor Blaser, seconded by Commissioner Rayome, to approve the minutes of October 11, 2021. Motion carried.

3. Consider approval of Aquatics Center season pass rates for 2022.

A motion made by Commissioner Rayome, seconded by Commissioner Thao, to approve the Aquatics Center season pass rates for 2022. Motion carried.

Commissioner Veneman requested the Aquatics Center daily rates and punch cards for 2022 be on the next agenda for discussion.

4. Adjourn.

A motion was made by Mayor Blaser, seconded by Commissioner Rayome, to adjourn. Motion Carried. The meeting adjourned at 4:12 p.m.

Mary Wolosek, Recording Secretary

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