

Our intention is to have in-person meetings going forward. For the time being, we will hold the City Committee Meetings, Plan Commission, Council and most others at the Community Room at 933 Michigan Avenue. This in-person location will meet the legal requirement for our open meetings.

We will have a virtual option available, but the technology for the hybrid style meeting may not be reliable all of the time.

**CITY OF STEVENS POINT
REGULAR COUNCIL MEETING**

**Community Room
933 Michigan Avenue, Stevens Point, WI**

**June 21, 2021
7:00 PM**

OR

Zoom Teleconferencing

Meeting ID: 824 0346 8858

Passcode: 710959

By Computer:

<https://us02web.zoom.us/j/82403468858>

By Phone: +1-312-626-6799 (US Chicago)

Agenda

1. Roll Call.
2. Salute to the Flag and Mayor's opening remarks.
3. Persons who wish to address the Mayor and Council on specific agenda items other than a "Public Hearing" must register their request at this time. Those who wish to address the Common Council during a "Public Hearing" are not required to identify themselves until the "Public Hearing" is declared open by the Mayor.
4. Persons who wish to address the Mayor and Council for up to three (3) minutes regarding a non-agenda item.
5. Presentation to the Council and Mayor: Jenna Flynn and Elizabeth Beck - Central Wisconsin Tobacco-Free Coalition, presentation on vaping products and e-liquids.

Consideration and Possible Action on the Following:

6. Consent Agenda:
 - Minutes of the Common Council Meeting of May 17, 2021.
 - Minutes and Actions of the Police and Fire Commission meeting of May 4, 2021:
5. Confirmation of Bills.

- Minutes and Actions of the Park Commission meeting of June 2, 2021:
 2. Approval of May 5, 2021 meeting minutes.
 3. Approval of Swamp Monster Adult Flashlight Egg Hunt in Iverson Park on August 31, 2021 submitted by Samoset Council, Boy Scouts of America.
 4. Endorsing a grant application to upgrade Riverfront Trail lighting to historic light design matching downtown and Clark Street bridge lighting.
 5. Approval of concrete bench installs in Bukolt Park by the Prime Water Anglers adjacent fishing pier sidewalk.
 6. Approval of rental and concession contract with Northward Peddle and Paddle for the Parker Building in Goerke Park for winter sports season.
 7. Discussion and review Kozickowski sand area and Bukolt Park beach concept designs created by the steering committee.
 8. Director's Report 2021: Riverfront Rendezvous, Soil testing adjacent Cultural Commons.
- Minutes and Actions of the Plan Commission meeting of June 7, 2021:
 2. Report of the May 3, 2021 meeting of the City Plan Commission.
 6. Request from the City of Stevens Point to grant an Electrical Overhead and Underground Easement to the Wisconsin Public Service Corporation at 2442 Sims Avenue (Parcel ID 281240833200107).
 8. Presentation from Mia LaFond, student within the University of Wisconsin-Madison Department of Planning and Landscape Architecture, on her capstone project.
 9. Director's Report.
- Minutes and Actions of the Transportation Commission of June 14, 2021:
 2. Approval of the May 10, 2021 Transportation Commission minutes.
 3. Approval of the May 2021 financial/claims report.
- Minutes and Actions of the Personnel Committee meeting of June 14, 2021:
 2. Request Employment Overlap -Streets Division.
- Minutes and Actions of the Board of Public Works meeting of June 14, 2021:
 2. To accept the sidewalk list for the 2022 Curb, Gutter and Sidewalk Project.
- Minutes and Actions of the Public Policy and General Government meeting of June 14, 2021:
 2. License List.
 3. Request to Hold Event/Street Closing.
- Minutes and Actions of the Finance Committee meeting of June 14, 2021:
 1. Designation of the official newspaper.
 2. Issuing a request for proposals (RFP) for consulting services related to updated community signage.
 3. Accepting the proposal from Ehlers to complete a project plan amendment for Tax Increment District (TID) #5 to allow for excess increment sharing from TID 5 to TIDs 10, 11, 12, and 13.
 4. Approval of claims paid.
- Statutory Monthly Financial Report by Comptroller/Treasurer.

- Mayoral Appointments:
 - Board of Public Works: Fred Hopfensperger (filling the unexpired term of Corey Ladick), term expiring April 30, 2022.
 - Affirmative Action Fair Housing: Karalyn Peterson (filling the unexpired term of Earl Bork), non expiring term.
 - Housing Authority: Eric Riskus (filling the unexpired term of Larry Schroda), term expiring December 31, 2024.
7. Resolution - Request from Melissa Wysocki, representing the Stevens Point Brewery, for a conditional use permit to construct an outdoor beer sampling area at 2617 Water Street (Parcel ID 281230805101813), consistent with Ch. 23.02(2)(d)(3)(l).
 8. Resolution - Request from Jim Anderson for a final subdivision plat review for a proposed 39-lot subdivision located at 5498 Golla Road (Parcel ID 020240826-13.05 & 020240826-14.03) in the Town of Hull.
 9. Ordinance Amendment - Request from the City of Stevens Point to amend Chapter 23, Zoning Ordinance of the Revised Municipal Code of the City of Stevens Point. Said request adds Section 23.01(14) relating to the allowance of accessory dwelling and commercial units in the City of Stevens Point.
 10. Resolution - Request from the City of Stevens Point for a sign variance to construct a freestanding sign exceeding maximum height and size restrictions at 3100 Whiting Avenue (Parcel ID 281230805101005), consistent with Ch. 25.14.
 11. Discussion and possible action on the Residential Anti-Displacement and Relocation Assistance Plan for the Community Development Block Grant Application for the Grove Apartment Project at 1300 Maria Drive (Convent).
 12. Ordinance Amendment - Chapter 9.05 as it relates to parking.
 13. Approve and place on file the 2020 CMAR for the Wastewater Department.
 14. Ordinance Amendment - Chapter 13.23(2), Cross connections prohibited.
 15. Creation of a Housing Taskforce.
 16. Adjournment.

RMC – Revised Municipal Code

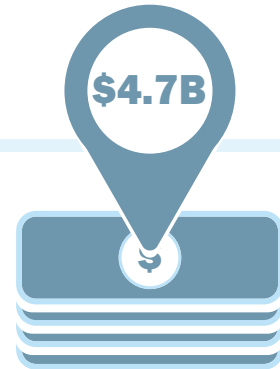
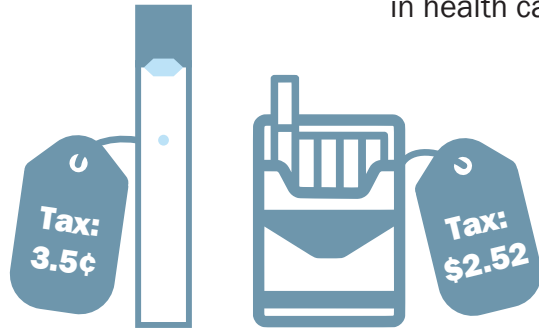
Persons who wish to address the Common Council may make a statement as long as it pertains to a **specific** agenda item. Persons who wish to speak on an agenda item will be limited to a five (5) minute presentation. Any person who wishes to address the Common Council on a matter which is not on the agenda will be given a maximum of three (3) minutes and the time strictly enforced under the item, “Persons who wish to address the mayor and council on non-agenda items.” Individuals should not expect to engage in discussion with members of the City Council and City staff.

Any person who has special needs while attending this meeting or needing agenda materials for this meeting should contact the City Clerk as soon as possible to ensure a reasonable accommodation can be made. The City Clerk can be reached by telephone at (715) 346-1569 or by mail at 1515 Strongs Avenue, Stevens Point, WI 54481.

Copies of ordinances, resolutions, reports and minutes of the committee meetings are on file at the office of the City Clerk for inspection during the regular business hours from 7:30 A.M. to 4:00 P.M.

Tobacco is still a problem in Wisconsin.

In Wisconsin, there's been a **reduction** in adult smoking, but tobacco still costs the state **\$4.7 billion** in health care and lost productivity.



The Wisconsin tax on the market's leading e-cigarette pod is a **small fraction of the tax** on a pack of cigarettes, despite these products containing the **same amount of nicotine**.

How Wisconsin's Tobacco Prevention and Control Program is working to reduce the burden of tobacco:



Helping more than 20,000 pregnant women through the First Breath program since 2000



Working with businesses to help people quit tobacco and keep kids from starting



Encouraging and helping people who use tobacco to utilize Medicaid's extensive cessation benefits



Providing free Quit Line services to help more people quit: to date, the Quit Line has served hundreds of thousands of Wisconsinites since 2001



Building partnerships to serve populations hit hardest by tobacco, including supporting mental health and substance use disorder practitioners to incorporate cessation resources into the care they provide



Educating kids, parents, teachers, and community leaders on the dangers of all tobacco products, including menthol and new candy and fruit-flavored products

In FY19, **cigarette and other tobacco taxes raised over \$595 million**, yet only **\$5.3 million** was directed to fund tobacco prevention and control programming. This is less than **one-tenth** of the \$57.5 million recommended for Wisconsin by the Centers for Disease Control and Prevention.



American Heart Association.



Flavored, accessible tobacco products are addicting our kids.

89% of Wisconsin high school students say they would **not use unflavored tobacco products.**



Flavored little cigars are often **much cheaper** than cigarettes.

70% of Wisconsin retailers sell little cigars as singles, making them extremely affordable for teens.



In Wisconsin, licensed tobacco retailers must provide employees with standard sales training, purchase tobacco from permitted distributors, and obey tax laws. **However, vape shops don't have to follow all these rules.** Since state statute doesn't classify them as tobacco retailers, **they operate without a license.**



More than **1 in 4** surveyed retailers placed tobacco products **within 12 inches of youth products.**

Tobacco products on the sales floor are **more likely to be sold to minors** than those behind the counter.

Tobacco addiction and secondhand exposure can lead to deadly consequences.

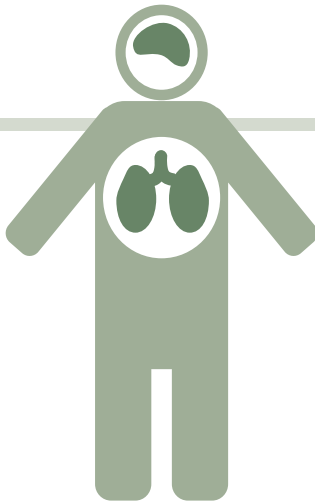


Youth who use any non-cigarette tobacco product, like e-cigarettes, are **more likely to start smoking cigarettes.**



Menthol cigarette marketing has **targeted African Americans** for decades, resulting in high use rates among this group.

Menthol cigarettes are **easier to start and harder to quit.**



The addictive nicotine found in flavored tobacco products and e-cigarettes **harms brain development** in adolescents.

Two chemicals found in some e-cigarettes—diacetyl and 2,3-pentanedione—have been shown to cause **irreparable lung disease.**

E-cigarette aerosol can contain potentially **harmful chemicals**, including nicotine, heavy metals, volatile organic compounds (VOCs), and ultrafine particulates.

The American Society of Heating, Refrigerating, and Air-Conditioning Engineers (ASHRAE), the international standards-setting body on ventilation and acceptable indoor air quality, has updated its recommended standard to **include e-cigarette prohibition in smoke-free workplaces laws.**



Industry targeting and other factors drive up tobacco use.

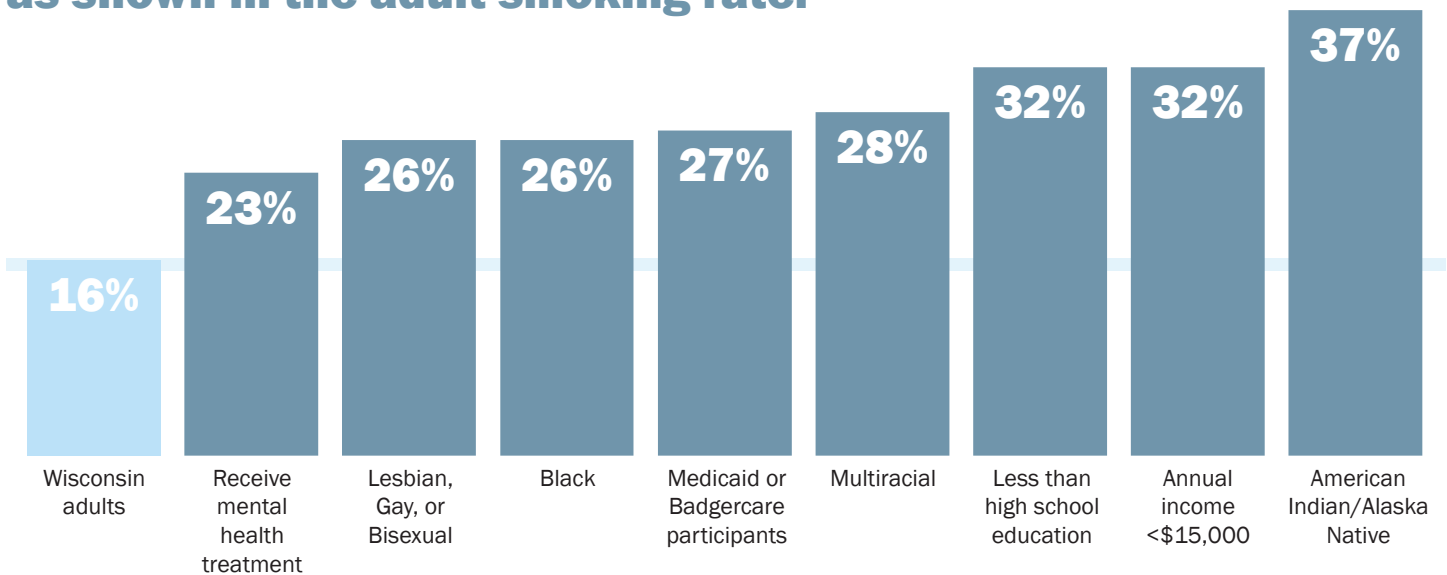
Communities of color are a key target of the tobacco industry.

Tobacco retailers in Milwaukee's African American and Latinx neighborhoods are **more likely to sell cheaper tobacco products** than in White neighborhoods.

Milwaukee retailers in African American and Latinx neighborhoods **more often display cigarettes at a child's eye level and near candy** than in White neighborhoods.

African American neighborhoods often have **more outdoor advertisements of menthol cigarettes** than their White and Latinx neighbors.

Some communities have been targeted more than others and haven't had a fair chance to achieve their best level of health, as shown in the adult smoking rate.



Obstacles like **poverty and discrimination increase rates of commercial tobacco use**. This leads to poorer health outcomes for those with fewer resources and less power in society.



**CITY OF STEVENS POINT
REGULAR COUNCIL MEETING MINUTES**

Zoom Teleconferencing

**May 17, 2021
7:00 PM**

1. Roll Call.

Mayor Wiza, Presiding

PRESENT Ald. Jennings, Shorr, Keymer, Zarazua, Johnson, Slowinski, Kneebone, Leek, Dalton, Fishler, Morrow.

OTHERS

PRESENT Clerk Yenter, Attorney Beveridge, C/T Ladick, Chief Finn, Interim Chief Zenner, Assistant Chief Kussow, Dir. Lemke, Dir. Kernosky, Dir. Kremer, Dir. Beduhn, Brandi Makuski – Metro Wire.

2. Salute to the Flag and Mayor's opening remarks.

3. Persons who wish to address the Mayor and Council on specific agenda items other than a "Public Hearing" must register their request at this time. Those who wish to address the Common Council during a "Public Hearing" are not required to identify themselves until the "Public Hearing" is declared open by the Mayor.

4. Persons who wish to address the Mayor and Council for up to three (3) minutes regarding a non-agenda item.

Keith Kedrowski, 1536 Water Street, urged the Council to start meeting in person again. He said there has been plenty of time to get vaccinated and to obtain proper PPE.

Mary Kneebone, 5718 Sandpiper Drive, alderperson liaison to the Transportation Commission, commended the Transportation Department for recently receiving two awards.

Ginger Keymer, 1816 Lincoln Avenue, alderperson liaison to the Library Board, said the library is no longer quarantining their returned items and there is no longer a back log of returned items. She said starting June 1, 2021, the library will be adding weekend hours.

5. Presentation to the Mayor and Council: UWSP German-Wisconsin Business Seminar - Smart Infrastructure presentation.

Ald. Leek said the students did all of the work for this presentation. He said the product the students found would be useful for municipalities and thought it would be beneficial to present it to the Council.

Kyle Isakson said the German 355 Honors Students at UWSP and UW- La Crosse helped EKS Fiber Optic Systems partner with Gross Automation with the PE-Light. He said today, lampposts have more possibilities than what they had in the past including ways to save on energy costs.

Graeme Gross said the PE-Light Module can be integrated into almost any metal light pole with an inner dimension of at least four-inches and can withstand harsh environmental conditions. He said PE-Lights can be fully customizable and modular. He explained how the PE-Light can provide fast data communication.

Fred Meer explained fiber optics and what they can do with the PE-Light. He explained a couple of products that are currently under evaluation by Gross Automation for use in conjunction with the PE-Light.

Helen Fojut explained what improvements the PE-Light currently offers including proximity light sensor and LED light savings.

Consideration and Possible Action on the Following:

6. Consent Agenda:

Minutes of the Common Council meeting of April 19, 2021, Reorganization meeting of April 20, 2021 and Special meeting of May 3, 2021.

Minutes and Actions of the Police and Fire Commission meeting of April 6, 2021:
5. Confirmation of bills.

Minutes and Actions of the Park Commission meeting of May 5, 2021:

- 2. Approval of April 7, 2021 meeting minutes.**
- 3. Approval of The Great Glacial Washout special event request in Yulga Disc Golf Course for June 26, 2021 by Stevens Point Area Flying Disc Association.**
- 4. Approval of Paddlequest special event request in Bukolt Park on August 13-15, 2021 by CREATE Portage County.**
- 5. Approval of The Pineries Food Fest special event request for Pfiffner Pioneer Park on August 28, 2021 by CREATE Portage County.**
- 6. Approval of Wonderful Water Half Marathon special event request in Pfiffner Pioneer Park for October 2, 2021 by CREATE Portage County.**
- 7. Election of Officers (Chair, Vice-Chair).**
- 8. Division Reports - Forestry, Recreation, Parks.**
- 9. Director's Report.**

Minutes and Actions of the Plan Commission meeting of May 3, 2021:

- 2. Report of the April 5, 2021 meeting of the City Plan Commission.**
- 3. Request from the Portage County Health Care Center for a conditional use permit to construct an outdoor visitation area located at 825 Whiting Avenue (Parcel ID 281230805101103).**
- 6. Request from Jim Anderson for a preliminary subdivision plat review for a proposed 39-lot subdivision located at 5498 Golla Road (Parcel ID 020240826-**

13.05) in the Town of Hull.

10. Request from Secure Fund, LLC for a Site Plan Review to construct a mixed-use apartment building at 209 Division Street (Parcel ID 281240829400203), consistent with Ch. 23.02(2)(f)(5)(b) and Ch. 23.02(4)(b)(2)(1).

11. Request from Ken Lepak for a Utility Easement across the Schrader Connection in the Village of Whiting (Parcel ID 1913799).

12. Request from the City of Stevens Point for the acquisition of 325 Division Street (Parcel ID 281240829400210).

14. Community Development Department Annual Report for 2020.

15. Director's Report.

Minutes and Actions of the Board of Water and Sewerage Commissioners meeting of May 10, 2021:

2. Approval of the April 12, 2021 meeting minutes.

3. Approval of Department Claims.

Minutes and Actions of the Airport Commission meeting of May 10, 2021:

2. Approval of the April 12, 2021 meeting minutes.

3. Approval of Department Claims.

4. A proposal for maintenance activities at the current maintenance hangar.

Minutes and Actions of the Transportation Commission of May 10, 2021:

2. Approval of the April 12, 2021 Transportation Commission minutes.

3. Approval of the April 2021 financial/claims report.

4. Nominations and appointment of the Transportation Commission Chair and Vice-Chair.

Minutes and Actions of the Special Personnel Committee meeting of April 20, 2021.

Minutes and Actions of the Special Board of Public Works meeting of May 4, 2021:

1. To select a Chairperson for the Board of Public Works.

2. To select a Vice-Chairperson for the Board of Public Works.

Minutes and Actions of the Board of Public Works meeting of May 10, 2021.

Minutes and Actions of the Special Public Policy and General Government meeting of April 20, 2021.

Minutes and Actions of the Public Policy and General Government meeting of May 10, 2021:

2. License List.

3. Request to hold Event/Street Closing.

Minutes and Actions of the Special Finance meeting of April 20, 2021.

Minutes and Actions of the Finance Committee meeting of May 10, 2021:

3. **Entering into a Grant Transfer Agreement with RA Cook & JI Altenburg Cooperative for the possible Community Development Investment Grant at 2041 Madison Street.**
4. **Authorizing remaining design funding for the Plover River Crossing Project.**
5. **Approval of claims paid.**

Statutory Monthly Financial Report by Comptroller/Treasurer.

Ald. Morrow **moved**, Ald. Kneebone seconded, to approve the consent agenda with item number 3 of the Finance Committee, the minutes and actions of the Special Board of Public Works meeting of May 4, 2021 and item number 6 of the Plan Commission meeting of May 3, 2021 pulled for further discussion.

Call for the Vote: Ayes: Jennings, Shorr, Keymer, Zarazua, Johnson, Slowinski, Kneebone, Leek, Dalton, Fishler, Morrow.
Nays: None. Motion adopted.

Ald. Johnson **moved**, Ald. Slowinski seconded, to approve entering into a Grant Transfer Agreement with RA Cook and JI Altenburg Cooperative for the possible Community Development Investment Grant at 2041 Madison Street.

Call for the Vote: Ayes: Morrow, Fishler, Leek, Kneebone, Slowinski, Johnson, Zarazua, Keymer, Shorr, Jennings.
Nays: None.
Abstain: Dalton. Motion adopted.

Ald. Jennings **moved**, Ald. Johnson seconded, to deny the vote by the Board of Public Works, appointing Mayor Wiza as chair.

Call for the Vote: Ayes: Jennings, Shorr, Johnson, Dalton.
Nays: Keymer, Zarazua, Slowinski, Kneebone, Leek, Fishler, Morrow. Motion failed.

Ald. Slowinski **moved**, Ald. Morrow seconded, to approve the minutes and actions of the Special Board of Public Works meeting of May 4, 2021.

Call for the Vote: Ayes: Morrow, Fishler, Dalton, Leek, Kneebone, Slowinski, Zarazua, Keymer.
Nays: Johnson, Shorr, Jennings. Motion adopted.

Ald. Shorr **moved**, Ald. Leek seconded, to approve the request from Jim Anderson for a preliminary subdivision plat review for a proposed 39-lot subdivision located at 5498 Golla Road in the Town of Hull.

Call for the Vote: Ayes: Shorr, Keymer, Zarazua, Johnson, Slowinski, Kneebone, Leek, Dalton, Fishler, Morrow.
Nays: Jennings. Motion adopted.

7. **Resolution - A request from Doug Sutter, representing David Kriete, for a conditional use permit to perform interior and exterior renovations of an existing vehicle repair center located at 201 Green Avenue North (Parcel ID 281240827210003).**

Ald. Johnson **moved**, Ald. Morrow seconded, to approve the resolution for a conditional use permit to perform interior and exterior renovations on an existing vehicle repair center located at 201 Green Avenue North.

Call for the Vote: Ayes: Morrow, Fishler, Dalton, Leek, Kneebone, Slowinski, Johnson, Zarazua, Keymer, Shorr, Jennings.
Nays: None. Motion adopted.

8. **Resolution - A request from Ross Rettler, representing Kyle Kluck, for an extraterritorial final subdivision plat review for a proposed subdivision located at an unaddressed parcel (Parcel ID 020240812-10.09) in the Town of Hull.**

Ald. Morrow **moved**, Ald. Fishler seconded, to approve the resolution for an extraterritorial final subdivision plat review for a proposed subdivision located at an unaddressed parcel in the Town of Hull.

Call for the Vote: Ayes: Jennings, Shorr, Keymer, Zarazua, Johnson, Slowinski, Kneebone, Leek, Dalton, Fishler, Morrow.
Nays: None. Motion adopted.

9. **Resolution - A request from Mike Helmrick, representing Rydell Management Company, LLC, for a conditional use permit to construct a vehicle dealership located at 3707 Stanley Street (Parcel ID 281240827230019).**

Ald. Johnson **moved**, Ald. Morrow seconded, to approve the resolution for a conditional use permit to construct a vehicle dealership located at 3707 Stanley Street.

Call for the Vote: Ayes: Morrow, Fishler, Dalton, Leek, Kneebone, Slowinski, Johnson, Zarazua, Keymer, Shorr, Jennings.
Nays: None. Motion adopted.

10. **Resolution - A request from Secure Fund, LLC to rezone the property at 209 Division Street (Parcel ID 281240829400203) from "B-4" Commercial to "PD" Planned Development.**

Ald. Jennings **moved**, Ald. Keymer seconded, to approve the resolution for a request to rezone the property at 209 Division Street from "B-4" Commercial to "PD" Planned Development.

Call for the Vote: Ayes: Jennings, Shorr, Keymer, Zarazua, Johnson, Slowinski, Kneebone, Leek, Dalton, Fishler, Morrow.
Nays: None. Motion adopted.

11. Resolution - A request from Secure Fund, LLC for a conditional use permit to construct a mixed-use apartment building at 209 Division Street (Parcel ID 281240829400203).

Ald. Jennings **moved**, Ald. Zarazua seconded, to approve the resolution for a conditional use permit to construct a mixed-use apartment building at 209 Division Street.

Call for the Vote: Ayes: Morrow, Fishler, Dalton, Leek, Kneebone, Slowinski, Johnson, Zarazua, Keymer, Shorr, Jennings.
Nays: None. Motion adopted.

12. Resolution authorizing the application for a Community Development Block Grant – Corona Virus Special Project Grant for the property at 1300 Maria Drive.

Ald. Johnson **moved**, Ald. Morrow seconded, to approve the resolution authorizing the application for a Community Development Block Grant - Corona Virus Special Project Grant for the property at 1300 Maria Drive.

Call for the Vote: Ayes: Jennings, Shorr, Keymer, Zarazua, Johnson, Slowinski, Kneebone, Leek, Dalton, Fishler, Morrow.
Nays: None. Motion adopted.

13. Resolution authorizing the application for a Community Development Investment Grant on behalf of the RA Cook & JI Altenburg Cooperative (2041 Madison Street).

Ald. Slowinski **moved**, Ald. Johnson seconded, to approve the resolution authorizing the application for a Community Development Investment Grant on behalf of the RA Cook and JI Altenburg Cooperative at 2041 Madison Street.

Call for the Vote: Ayes: Morrow, Fishler, Leek, Kneebone, Slowinski, Johnson, Zarazua, Keymer, Shorr, Jennings.
Nays: None.
Abstain: Dalton. Motion adopted.

14. Ordinance Amendment - To accept the Ordinance Amendments as they relate to parking.

Ald. Morrow **moved**, Ald. Zarazua seconded, to approve the ordinance amendment as it relates to parking.

Call for the Vote: Ayes: Jennings, Shorr, Keymer, Zarazua, Johnson, Slowinski, Kneebone, Leek, Dalton, Fishler, Morrow.
Nays: None. Motion adopted.

15. To proceed with the Alternative Analysis as intended for TAP Grant eligibility from Rettler Corporation for the Plover River Crossing Trail.

Ald. Kneebone **moved**, Ald. Keymer seconded, to approve and proceed with the alternative analysis as intended for TAP Grant eligibility from Rettler Corporation for the Plover River Crossing Trail.

Call for the Vote: Ayes: Morrow, Fishler, Dalton, Leek, Kneebone, Johnson, Zarazua, Keymer, Shorr, Jennings.
Nays: Slowinski. Motion adopted.

16. Ordinance Amendment - Chapter 24.27, Schedule of Cash Deposits - adjustments to forfeiture amounts.

Ald. Leek **moved**, Ald. Fishler seconded, to approve the ordinance amendment relating to Chapter 24.27, Schedule of Cash Deposits - adjustments to forfeiture amounts.

Call for the Vote: Ayes: Jennings, Shorr, Keymer, Zarazua, Johnson, Slowinski, Kneebone, Leek, Dalton, Fishler, Morrow.
Nays: None. Motion adopted.

17. Ordinance Amendment - Chapter 3.56(6)(b)1, Notice of Appeal.

Ald. Morrow **moved**, Ald. Slowinski seconded, to approve the ordinance amendment for Chapter 3.56(6)(b)1, notice of appeal.

Call for the Vote: Ayes: Morrow, Fishler, Dalton, Leek, Kneebone, Slowinski, Johnson, Zarazua, Keymer, Shorr, Jennings.
Nays: None. Motion adopted.

18. Ordinance Amendment - Chapter 3.14(1), Board of Public Works.

Ald. Keymer **moved**, Ald. Leek seconded, to approve the ordinance amendment for Chapter 3.14(1), Board of Public Works.

Call for the Vote: Ayes: Jennings, Shorr, Keymer, Zarazua, Johnson, Slowinski, Kneebone, Leek, Dalton, Fishler, Morrow.
Nays: None. Motion adopted.

19. Adjournment.

Adjourned at 7:58 p.m.

CITY OF STEVENS POINT POLICE AND FIRE COMMISSION MINUTES MEETING OF MAY 4, 2021

1. **Roll Call:** Commissioners Kirschling, Moore, Mrozek, Ostrowski, Wescott

Also Present: Fire Chief Finn, Police Chief Zenner, Assistant Chief Kussow, Assistant Chief Rottier, Assistant Chief Gemza, Assistant Chief Moody, Trevor Howard, Alderperson Mary Kneebone

2. **Election of commission president, secretary and appointment of liaisons**

Commissioner Ostrowski moved, seconded by Commissioner Kirschling to elect Gary Wescott as President.

Ayes, all; nays, none. Motion carried.

Commissioner Wescott moved, seconded by Commissioner Moore to elect Bob Ostrowski as Secretary.

Ayes, all; nays, none. Motion carried.

President Wescott made the following appointments which are effective immediately:

- Joe Kirschling is re-appointed liaison to the Fire Department
- Jerry Moore is re-appointed liaison to the Police Department

3. **COVID 19 update – Fire and Police Departments**

Power point presentation by Assistant Chief Joe Gemza included the following information:

Vaccines administered to Wisconsin residents:

- Percent of Portage County residents who have received at least one dose is 40.6% (28,711)
- Percentage of Portage County residents who have completed the vaccine series is 30.5 (21,610)

Vaccine distribution - Allocation and Administration:

- Providers:
 - Johnson & Johnson – 171,449 doses administered
 - Moderna – 1,909,790 doses administered
 - Pfizer – 2,398,344 doses administered
- State allocation of COVID 19 doses – 4,248,455
- Total vaccine doses administered – 4,479,776

SPFD change in policy 1200 pertaining to personal protective equipment on EMS calls:

- For EMS personnel working in areas with minimal to no community transmission: surgical mask, eye protection, nitrile gloves
- EMS personnel working in areas with moderate to substantial community transmission: surgical mask, eye protection, fluid impervious gown, nitrile gloves
- Caring for a patient with suspected or confirmed COVID 19: ENVO mask, fluid impervious gown, nitrile gloves, eye protection
- Aerosol-generating procedures/CPR: ENVO mask, fluid impervious gown, nitrile gloves, eye protection

Portion of SARS-CoV-2 variants of concern by HERC region: North Central

B.1.1.7	B.1.351	B.1.427/429	P.1	Other lineages	Total sequenced
14.6%	0.0%	2.4%	0.0%	82.9%	205

Variant B.1.1.7:

- Variant B.1.1.7 was first discovered in England in November 2020. The variant was first reported in the United States in December 2020 and was first identified in Wisconsin in January 2021.
- Researchers believe this new strain spreads more rapidly and easily than the original strain of SARS-CoV-2. B.1.1.7 may also be associated with an increased risk of death, but more studies are needed to confirm this.

Stevens Point Fire department:

- January 1, 2021 – March 31, 2021 – 799 requests for ambulance – 100 patient contacts with suspected or confirmed COVID 19
-

COVID 19 hospitalizations and hospital capacity:

- Hospital beds in use: 82.1%
- ICU beds in use: 84.0%
- Ventilators in use: 16.6%
- Hospitals with immediate bed availability: 97.8%

Hospital Peak Capacity:

- Hospitals at overall peak capacity: 7.2%
- Hospitals with their ICUs at peak capacity: 22.6%
- Hospitals with their Med/Surgical units at peak capacity: 12.4%

Information sources:

- <https://www.dhs.wisconsin.gov/covid-19>
- Stevens Point Fire Department Run Data and Policy 1200

Police Department:

- Patrol is back to normal shifts. Records personnel are back to full staff at the department. Finger printing will open up sometime in the near future.

4. Approval of minutes

Commissioner Kirschling moved, seconded by Commissioner Moore to approve the April 6, 2021 minutes.

Ayes, all; nays, none. Motion carried.

5. Confirmation of bills

Commissioner Ostrowski moved, seconded by Commissioner Kirschling, to approve the confirmation of the April 2021 bills.

Ayes, all; nays, none. Motion carried.

6. Police Chiefs report

COVID-19 related:

COVID-19 Related:

- Auxiliary Unit operating in increasing capacity.
- Fingerprinting services planned to resume later in May.
- Patrol has returned to normal scheduling.
- Lieutenant Jeremy Mueller remains the Department point of contact for all COVID 19 related communication and FEMA data collection.

Notes of Interest:

- May firearms range cancelled due to contingency planning related ammunition inventory.
- Officer O'Neil/FTO Roser and Officer McLouth/FTO Beach in Step 2 of the Field Training Program. Both are progressing on schedule.
- Assistant Chief Mike Rottier and Detective Matt Drossel completing policy implementation and certification requirements for the Department's Drone program.
- Lt. Dana Williams working with John Quirk to update the Police Department's webpage. Changes will include updated photos and contact information for all officers and link to the Department's policy manual.
- Officer Mike Schultz participated in the city drug take back event at the Lincoln Center. Eight boxes of surrender medication was collected, totaling 300 pounds.
- New overnight parking regulations adopted. Lt. Williams working with Public Works for additional Kiosk placement and new notification signage.
- Assistant Chief Kussow currently working on a grant submittal with Department of Justice (DOJ). Funding would be used for a cultural assessment study for the Department, spearheaded by AC Kussow.

Patrol high Priority Calls:

- **04/05/21 – Kwik Trip North – Overdose/welfare check** – Report of a male subject in the carwash not responding, male was conscious and alert when officers arrived. A loaded syringe was laying on his lap, transported to St. Michael's Hospital for medical clearance. Following treatment, subject was taken to jail on possession of marijuana/paraphernalia and bail jumping. Investigation continues.
- **04/08/21 – Stolen bicycle/recovery** – Officers were notified of a stolen bike being sold via the internet. Patrol worked with the Investigation Bureau and a "buy" was set up after verification the bicycle was stolen. Patrol officer went in plain clothes and bought bike from suspect who was taken into custody on stolen property and warrant charges.
- **04/09/21 – Suspicious – Graffiti's Bar** – Officer approached by bouncers from Graffiti's who said two males were seen showing their handguns which were tucked into their pants while arguing. They left prior to officer arrival, one male showed up an hour later, officer made contact and patted him down, no gun located, and he was identified and released. Subject and some patrons upset with officers, claiming racial profiling.
- **04/16/21 – Welfare check/overdose – 2700 block Mary Street** – Female overdosed on heroin. Taken to St. Michael's Hospital for medical treatment.
- **04/25/21 – Agency assist – Portage County Sheriff** – Agency assist involving a vehicle stolen from Marathon County. Vehicle was located in trailer park on North Second Street and female fled on foot. Officer Lee and K9 Fala successfully tracked female and she was taken into custody.

Monthly Use of Force Reporting (annual total in parenthesis):

Number of Use of Force Incidents: 4 (26)

- 04/09/21 – 911 hang up check resulted in an active disturbance. Male suspect, who was under the influence, had a significant laceration to his hand from braking into house. Also was in possession of methamphetamine, marijuana, needles, and prescription medications. Due to laceration to his hand, suspect was transported to St. Michael's Hospital. While at the hospital, suspect attempted to escape and was taken down to the ground. Officers attempted to readjust the handcuffs and move behind his back. Suspect resisted officers, grabbing hold of the handcuff key and cutting one officer's wrist and forearm, suffering minor injuries. Suspect eventually handcuffed behind his back and to his belt. One officer had to apply pressure to the suspect's wrist as a pain compliance. While in-route to the jail, suspect removed his pants and got the handcuffs back to the front and attempted to damage the squad. Suspect was not injured and one officer suffered minor injuries.
- 04/12/21 – SPPD officers were attempting to arrest an individual know to resist/flee from Law Enforcement. The subject was hiding in a back room in a residence and due to the unknown threat and his history, officers displayed firearms and a Taser. Officers called suspect out of the room. Suspect was cooperative and he was taken into custody without injury.
- 04/13/21 – Officers were attempting to handcuff a physically resistive 10-year-old male juvenile who, prior to arrival, had armed himself with a knife and threatened to kill his sister. The juvenile was placed under a Chapter 51 mental health hold. One officer applied pressure to the subject's wrist in order to get the subject handcuffed. No injuries.
- 04/26/21 – Officer was attempting to stop a suspect fleeing the scene of an attempted break in. The suspect failed to stop and fled in her vehicle. Once the vehicle was stopped, officer pointed his firearm at the suspect and conducted high risk traffic stop. Suspect taken into custody without incident or injury.

Mental health related incidents

- Officers Responded to the following:
 - 50 Welfare Checks
 - Seven voluntary commitments
 - Three Emergency Detentions
 - One Alcohol Commitment

K-9 Unit

- Deployments involving both units include the following:
 - Three traffic stops
 - Three building searches
 - Two agency assists
 - One tracking deployment – located female suspect identified above

Training:

- In-service training conducted with UWSP officers attending. Training included:
 - Emergency Vehicle Operation/Pursuits – state mandated refresher
 - Legal Update with District Attorney
 - De-escalation/intervention training by Lt. Johnson and Acting Lt. Brooks
 - Inclusivity/diversity/quality presentation by Mark Young
- Officer Plummer attended Firearms Instructor
- Less lethal/munitions instructor – attended by Sgt. Poeschel and Officer Koback
- Lt. Williams attended training for Wisconsin Public Records Law
- Detective Drossel attended training for Writing Search Warrants/cell phone investigations
- Investigations Bureau has begun mini training sessions with patrol during assigned patrol shifts. This training was initiated by Acting Lt. Brooks and consists of Detective Lepak covering the basics of photography and fingerprinting. Next month has our drug investigators covering drug related investigations and ACT 79 searches
- Upcoming training in May includes: multi-jurisdiction training for Rescue task force and retiree qualification range

Auxiliary Unit:

- Auxiliary Unit has been reactivated and events have started
- Three events held
- 12 total hours worked
- Upcoming events: May Day run and District 1 Fitness 10K

Commissioner Wescott moved, seconded by Commissioner Ostrowski to accept the Police Chief's Report for April 2021.

Ayes, all; nays, none. Motion carried.

7. Approval of Fire Department eligibility list

Commissioner Wescott moved, seconded by Commissioner Kirschling to approve the fire department eligibility list as presented.

Ayes, all; nays, none. Motion carried.

8. Fire Chief's Report/EMS report

Hiring Process update:

- SPFD had 17 applicants for the Firefighter/Paramedic position
- 14 applicants took the Ergometrics written test
- 3 candidates failed with Ergometrics written test
- 6 candidates were offered an interview
- 1 candidate withdrew from the process

Training:

- Each crew completed Rescue Task Force (Active Shooter) refresher. They reviewed the procedures and equipment in preparation for upcoming county wide Rescue Task exercise.
- Vehicle extrication training. Johnson Towing donated 2 cars for each crew and hosted it at their Patch Street location.

CPR and First Aid:

- Trained the Water Department personnel in First Aid and CPR.
- Portage County Sheriff's Office in-service review of first aid consisting of choking, tourniquets, Israeli bandages, wound packing and CPR. This class was taught on 4 different days and was received by deputies, jail personnel and communication center personnel.

Significant events:

- Continuing to update department policies through Lexipol.
- New iPad placed on Tower-2 for inspections.
- Metro Fire calls (2)
- Structure fires (2)
- Vehicle fires (0)
- Brush, grass, wildland fires (0)
- Cooking fire contained (0)
- Overheated cooking (2)
- Other fires (8)
- Rescue (2)
- EMS assist calls (35)
- False alarm responses (12)
- Hazardous materials responses (1)
- Other responses (6)
- Total fire losses (\$6,800.00)
- Total Property saved (\$226,500)
- Total responses (68)
- Training: Hose operations and hose streams, Tech Rescue Support & Extrication Operations, Active shooter incident management, Fire Officer 1 & II Training, NFPA 1021. Total training hours: 341
- Fire inspections: Certificate of occupancy (1); fire alarm inspections (0); general fire inspection (81); general/liquor license inspection (69); re-inspection/liquor license inspection (5); re-inspection (2); sprinkler system (0); complaint inspection (1); special event permit (0); ANSUL/Hood inspections (0); self-certification (0); tent inspection (0); consultation (40); re-inspection certificate of occupancy (0)
Total inspections: 199
- Public Activities: No public activities due to COVID 19.

Commissioner Ostrowski moved, seconded by Commissioner Kirschling to accept the Fire Chief's Report for April 2021.

Ayes, all; nays, none. Motion carried.

9. President's Report

President Wescott welcomed new Commissioner Denise Mrozek. He also thanked Alderperson Kneebone for her continued support as she serves as the Police and Fire Commission liaison to the Common Council.

10. Adjournment

The meeting adjourned at 3:14 p.m.

REGULAR MEETING MINUTES

Board of Park Commissioners

June 2, 2021 - 6:30 PM

Meeting will be held via Zoom online meeting

[Click to Connect:](#)

Dial in Number: (312)626-6799 Meeting ID: 881 0146 4409

5:00 pm - Park Tour Begin @ Bukolt Park (Tour route will include Bukolt Park boat pier, fishing pier, sand beach area, new playground site and Koziczowski sand area) A walking tour to visually view park properties will take place during this time. A quorum may be present but no City business will be conducted.

Discussion and Possible Action on:

1. Roll Call.

Present: Freckmann, Glodosky, Hall, Kirsch, McDonald, Okonek, Przybylski, Alder Slowinski, Sorenson, Alder Zarazua

Absent: Alder Shorr

Also Present: Director Kremer, Taylor Hale, Patrick Gatterman, Michael Vangelov, John Jury

2. Approval of May 5, 2021 meeting minutes

Motion by Hall, second by Zarazua to approve of May 5, 2021 minutes.

Ayes, all; Nays, none; Motion carried.

3. Approval of Swamp Monster Adult Flashlight Egg Hunt in Iverson Park on August 31, 2021 submitted by Samoset Council, Boy Scouts of America.

Motion to Glodosky, second by Sorenson to approve the Swamp Monster Adult Flashlight Egg Hunt in Iverson Park on August 31, 2021, submitted by Samoset Council, Boy Scouts of America.

Ayes, all; Nays, none; Motion carried.

4. Endorsing a grant application to upgrade Riverfront Trail lighting to historic light design matching downtown and Clark Street bridge lighting.

Motion by Slowinski, second by Kirsch to endorse a grant application to upgrade Riverfront Trail lighting to historic light design matching downtown and Clark Street bridge lighting, with Park Commission having a final review for approval.

Ayes, all; Nays, none; Motion carried.

5. Approval of concrete bench installs in Bukolt Park by the Prime Water Anglers adjacent fishing pier sidewalk.

Motion by Glodosky, second by Zarazua to approve of concrete bench installs in Bukolt Park by the Prime Water Anglers adjacent fishing pier sidewalk.

Ayes, all; Nays, none; Motion carried.

6. Approval of rental and concession contract with Northward Peddle and Paddle for the Parker Building in Goerke Park for winter sports season.

Motion by Slowinski, second by Kirsch to approve of rental and concession contract with Northward Peddle and Paddle for the Parker Building in Goerke Park for the winter sports season.

Ayes, all; Nays, none; Motion carried.

7. Discussion and review Koziczkowski sand area and Bukolt Park beach concept designs created by the steering committee.

7A. Motion by Okonek, second by Hall to approve the Koziczkowski Park sand area concept as presented.

Ayes, all; Nays, none; Motion carried.

7B. Motion by Okonek, second by Kirsch to proceed with the Bukolt Park beach concept designs created by the steering committee.

8. Director's Report

- 2021 Riverfront Rendezvous

- Soil testing adjacent Cultural Commons

9. Adjournment.

Motion by Glodosky, second by Hall to adjourn the meeting at 7:48 pm.

Ayes, all; Nays, none; Motion carried.

REPORT OF CITY PLAN COMMISSION

June 7, 2021 – 6:00 PM
Zoom Conference Call Meeting

PRESENT: Mayor Wiza, Commissioner Cooper, Commissioner Haines, Commissioner Hoppe, Commissioner Rice, and Commissioner Arntsen.

ALSO PRESENT: Director Kernosky, Associate Planner/Zoning Administrator Kuhn, Alderperson Shorr, Alderperson Keymer, Alderperson Dalton, Alderperson Morrow, Josh Cutting, Emma Cutting, Jim Anderson, Melissa Wysock, Don Kuzynski, Brody Rice, Ernst Neuenfeldt, Anna Neuenfeldt, David Eiden, Kevin Bartkowiak, Mary Bartkowiak, Mia LaFond, and unidentified audience members via Virtual Zoom Meeting.

INDEX:

1. Roll call.

Discussion and possible action on the following:

2. Report of the May 3, 2021 meeting of the City Plan Commission.
3. Public Hearing and action on a request from Melissa Wysocki, representing the Stevens Point Brewery, for a conditional use permit to construct an outdoor beer sampling area at 2617 Water Street (Parcel ID 281230805101813), consistent with Ch. 23.02(2)(d)(3)(l).
4. Public Hearing and action on a request from Jim Anderson for a final subdivision plat review for a proposed 39lot subdivision located at 5498 Golla Road (Parcel ID 02024082613.05 & 02024082614.03) in the Town of Hull.
5. Public Hearing and action on a request from the City of Stevens Point to amend Chapter 23, Zoning Ordinance of the Revised Municipal Code of the City of Stevens Point. Said request adds Section 23.01(14) relating to the allowance of accessory dwelling and commercial units in the City of Stevens Point.
6. Request from the City of Stevens Point to grant an Electric Overhead and Underground Easement to the Wisconsin Public Service Corporation at 2442 Sims Avenue (Parcel ID 281240833200107).
7. Request from the City of Stevens Point for a sign variance to construct a freestanding sign exceeding maximum height and size restrictions at 3100 Whiting Avenue (Parcel ID 281230805101005), consistent with Ch. 25.14.
8. Presentation from Mia LaFond, student within the University of Wisconsin Madison Department of Planning and Landscape Architecture, on her capstone project.
9. Director's Report.
10. Adjourn

-
1. Roll call.

Present: Wiza, Cooper, Rice, Haines, Hoppe, Arntsen

Excused: Kneebone

Mayor Wiza reviewed CDC guidelines for in-person meetings.

Discussion and possible action on the following:

2. Report of the May 3, 2021 meeting of the City Plan Commission.

Motion by Commissioner Cooper to approve the report of the May 3, 2021 Plan Commission meeting; seconded by Commissioner Haines.

Motion carried 6-0.

3. Public Hearing and action on a request from Melissa Wysocki, representing the Stevens Point Brewery, for a conditional use permit to construct an outdoor beer sampling area at 2617 Water Street (Parcel ID 281230805101813), consistent with Ch. 23.02(2)(d)(3)(I).

Associate Planner/Zoning Administrator Kuhn explained the request to operate an outdoor beer sampling area within the undeveloped area east of the brewery. Site improvements would include the selling of concessions, an outdoor game area with picnic tables and bathroom facilities, and a paved area to house a food truck. Due to the proposed sale of alcohol on site, the applicant required a Conditional Use Permit within the M-1 Light Industrial District. Staff recommended approval with conditions outlined in the staff report.

Commissioner Haines inquired on whether the area would be open in the winter, to which staff confirmed that it would be seasonal-based.

Mayor Wiza declared the public hearing open.

Don Kuzynski (2741 Water St), adjacent neighbor, stated his opposition to the request.

Mayor Wiza declared the public hearing closed.

There was a brief discussion on requiring additional screening, and what that would specifically entail.

Motion by Commissioner Hoppe to amend Conditional Use Permit conditions with the following:

1. Fencing shall be provided along the perimeter of the sampling area that adjoins residential properties.

seconded by Commissioner Arntsen.

Motion carried 6-0.

Inquiry by Commissioner Rice as to whether the area was open, and if the public was free to come and go as they pleased, to which staff noted yes but that the applicant would also need to meet applicable health and safety requirements, along with any Fire Department requirements.

Motion by Commissioner Haines to amend Conditional Use Permit conditions with the following:

1. Landscape screening shall be provided along the perimeter of the sampling area that adjoins residential properties.

seconded by Commissioner Arntsen.

Motion carried 6-0.

David Eiden (1008 Matilda St), adjacent neighbor, stated his support for the request, but also suggested a solid fence for the best auditory and visual suppression. He hoped that the two large trees would remain.

Melissa Wysocki, representing the Stevens Point Brewery, clarified that the expectation would be to offset the fence into their own property and make it as aesthetically pleasing as possible. They were agreeable to addressing neighbor concerns.

Motion by Commissioner Hoppe to approve the request from Melissa Wysocki, representing the Stevens Point Brewery, for a conditional use permit to construct an outdoor beer sampling area at 2617 Water Street (Parcel ID 281230805101813), consistent with Ch. 23.02(2)(d)(3)(I) with the following:

1. The outdoor sampling area shall provide appropriate restroom availability and ADA accessibility, subject to the review and approval of the Commercial Building Inspector meeting applicable Building Code requirements.
2. The applicant shall obtain a tent permit prior to erecting proposed pop-up tents, subject to the review and approval of the Fire Department.
3. A hard surfaced access road and pad shall be installed for the proposed food truck location, subject to the review and approval of Community Development staff.
4. The proposed structure shall be set back a minimum of 30' from the Water Street Right-of-Way and maintain a minimum 10' distance from the brewery structure.
5. The applicant shall obtain extension of premise approval prior to the start of construction.
6. All applicable health department applications and regulations shall be met.
7. A permit shall be obtained prior to the installation of fencing and signage, subject to the review and approval of Community Development staff meeting applicable fencing and signage regulations.
8. The conditional use permit shall be reviewed annually for compliance to the fourteen standards discussed here within.
9. All applicable building permits shall be obtained prior to the start of construction.
10. Staff shall have the ability to approve minor amendments to the site plan.
11. Fencing and landscape screening shall be provided along the perimeter of the sampling area that adjoins residential properties. Proposed fencing and landscaping shall be reviewed and approved by Community Development staff meeting applicable Zoning Code requirements.

seconded by Commissioner Cooper

Motion carried 6-0.

4. Public Hearing and action on a request from Jim Anderson for a final subdivision plat review for a proposed 39lot subdivision located at 5498 Golla Road (Parcel ID 02024082613.05 & 02024082614.03) in the Town of Hull.

Director Kernosky stated that the request before them was to approve the final 39-lot subdivision plat review which had previously been discussed. While the properties were located within the Town of Hull, the developer had already petitioned for annexation, which would then be discussed at a future meeting. Staff recommended approval with conditions outlined in the staff report.

Commissioners had the following comments:

1. Inquiry as to whether the increase in traffic congestion has been taken into consideration, to which staff stated that while a Traffic Impact Analysis had not been performed, the existing roadways were sufficient to handle the additional flow of traffic.
2. Inquiry as to whether the commission should be deciding based on the conditions added if the properties are not fully annexed, to which staff confirmed that the commission should be deciding that the conditions will be met. If either condition was not met, permission would be denied.
3. Inquiry as to whether storm sewer would be installed, to which staff explained that in lieu of storm sewers, the area would be served by rural cross-sections, swales, and ditches. There were no concerns from staff regarding stormwater management.
4. Noted a lack of confidence with the financial analysis that had been performed for the project. Staff confirmed that the financial analysis had shown a positive cash flow, and the running of utilities would not be on the back of the taxpayer, but rather be fronted through the Utilities, and then recovered through user fees.

5. Inquiry as to the public land usage and/or parkland, to which staff explained that the developer had opted to pay for parkland in lieu of providing public land usage. Future Master Plans included a public area north of the development.

Mayor Wiza declared the public hearing open.

Brody Rice (111 Maple Bluff Rd N) stated his opposition to the request.

Josh Cutting (222 Brilowski Rd) stated his opposition to the request, noting that the number of dense lots would create further traffic congestion.

Mayor Wiza declared the public hearing closed.

Motion by Cooper to approve the request from Jim Anderson for a final subdivision plat review for a proposed 39lot subdivision located at 5498 Golla Road (Parcel ID 02024082613.05 & 02024082614.03) in the Town of Hull with the following:

1. The two properties shall be annexed into the City of Stevens Point, subject to the review and approval of the City Plan Commission and Common Council.
2. Existing City utility infrastructure shall be extended to service the proposed subdivision.

seconded by Commissioner Haines.

Motion carried 5-1, with Commissioner Arntsen voting in the negative.

5. Public Hearing and action on a request from the City of Stevens Point to amend Chapter 23, Zoning Ordinance of the Revised Municipal Code of the City of Stevens Point. Said request adds Section 23.01(14) relating to the allowance of accessory dwelling and commercial units in the City of Stevens Point.

Director Kernosky noted that there had been previous discussion regarding accessory dwelling units and the most recent changes had been provided after receiving feedback. Staff proceeded by reviewing the definitions, setback, square footage, height, use, and owner-occupied limitations. Additionally, they reviewed how Tourist Rooming Houses could be additionally utilized as outlined within Chapter 23. Staff recommended approval with conditions outlined in the staff report.

Mayor Wiza declared the public hearing open.

Carol Molepske (2125 Clark St) inquired on how ADUs would affect single family neighborhoods and noted how it could lead to parking being inadequate, additionally stating concerns for sudden and broad zoning use changes in residential neighborhoods without proper notification and how it could negatively impact single family residents.

Alderperson Dalton (District Nine) stated continued concerns for limiting owner-occupancy requirements, adding that it could be a way to build equity or diversify income.

Alderperson Shorr (District Two) stated his support for the request, stating that it would address the issue of a lack of housing by adding supply, aiding in additional income, and aiding in entrepreneurial ventures. He did note the importance of maintaining the owner-occupied requirement.

Mayor Wiza declared the public hearing closed.

Director Kernosky addressed the following items:

1. Notification: City has been consistent with notification requirements, doing a mailing for all R1 or R2 Zoned dwellings would equate to 4,500 notices.
2. Parking: Code does have parking requirements, and those would still need to be met.
3. ADU's would need separate sewer and water.

4. Owner-occupied requirements: Could continue to work through and change requirements as they come, but the ordinance has been drafted per feedback over multiple meetings.

Commissioners had the following comments:

1. Inquiry on whether home occupation parking concerns could be covered under the proposed language, to which staff explained that from a department standpoint, parking was rarely ever the cause for complaint, of which there were perhaps one or two a year for home occupations, as they related more for the use.
2. Clarified that the definition of a home occupation, which was existing, would not change, to which staff confirmed that accurate.

Motion by Commissioner Haines to approve the request from the City of Stevens Point to amend Chapter 23, Zoning Ordinance of the Revised Municipal Code of the City of Stevens Point. Said request adds Section 23.01(14) relating to the allowance of accessory dwelling and commercial units in the City of Stevens Point; seconded by Commissioner Hoppe.

Motion carried 6-0.

6. Request from the City of Stevens Point to grant an Electric Overhead and Underground Easement to the Wisconsin Public Service Corporation at 2442 Sims Avenue (Parcel ID 281240833200107).

Director Kernosky explained the request to grant an underground utility easement to Wisconsin Public Service Corporation for the purpose of upgrades to the overhead and underground wires at 2442 Sims Avenue. Staff recommend approval as presented.

Director Kremer added that the electrical upgrades would be performed regardless of whether the easement was granted, noting however that the route would have to be altered and it could disrupt existing structures. By doing the underground service, the Park's Department would then be poised for future upgrades or expansions, in addition to increasing the lighting on site for the Police Department and Willet Arena which would increase safety for staff and patrons.

Motion by Commissioner Arntsen to approve the from the City of Stevens Point to grant an Electric Overhead and Underground Easement to the Wisconsin Public Service Corporation at 2442 Sims Avenue (Parcel ID 281240833200107); seconded by Commissioner Haines.

Motion carried 6-0.

7. Request from the City of Stevens Point for a sign variance to construct a freestanding sign exceeding maximum height and size restrictions at 3100 Whiting Avenue (Parcel ID 281230805101005), consistent with Ch. 25.14.

Associate Planner/Zoning Administrator Kuhn explained that the request for a sign variance stemmed from a recent Conditional Use Permit to operate a Fire Department Training Facility at the subject property, of which they were also looking to now install an 11-foot freestanding sign. The need for a variance was triggered as the zoning district of the property allowed for one non-illuminated freestanding no more than 32 sqft in area and 5-feet in height. The variance would allow for the proposed sign to exceed height and size restrictions. Staff recommended approval with conditions outlined in the staff report.

Commissioners had the following comments:

1. Inquiry if the sign was to be non-illuminated, to which staff confirmed accurate.
2. Noted for clarification that the sign's height was due to needing to be above the fence line, to which staff confirmed accurate.

Motion by Commissioner Haines to approve the request from the City of Stevens Point for a sign variance to construct a freestanding sign exceeding maximum height and size restrictions at 3100 Whiting Avenue (Parcel ID 281230805101005), consistent with Ch. 25.14; seconded by Commissioner Cooper.

Motion carried 6-0.

8. Presentation from Mia LaFond, student within the University of Wisconsin Madison Department of Planning and Landscape Architecture, on her capstone project, for a conceptual development along Steven's Point Wisconsin Riverfront.

Mia LaFond, student within the University of Wisconsin Madison Department of Planning and Landscape Architecture, presented their capstone project and highlighted the following:

1. Introduction
 - a. Client
 - b. Project Goals
 - c. Context
2. Semester One Recap
 - a. Existing Site Features
 - b. Site History
3. Master Plan
4. Site Focus Area
 - a. Site Design
 - b. Construction Details
 - c. Planting
 - d. Grading
 - e. Stormwater Management

Mia LaFond was commended for their efforts, presentation, and ideas for the riverfront.

9. Director's Report

Director Kernosky noted that his memorandum had been included in the Agenda Packet. It contained:

- a. Developmental Updates
- b. Special Project Updates
- c. Public Policy Updates
- d. Economic Development Updates

10. Adjourn.

Meeting adjourned at 7:25 PM.

A recording of this meeting can be viewed/heard at: <https://stevenspoint.com/365/AgendasMinutesVideos>

Attachment relating to Agenda Item 4: Golla Road Subdivision

From: Clare Cullen <kccullen4@gmail.com>
Sent: Monday, June 7, 2021 7:27 AM
To: Adam Kuhn <akuhn@stevenspoint.com>
Subject: [External] subdivision public hearing

Dear Mr. Kuhn,

My husband and I are residents of 214 Maple Bluff Rd, Stevens Point, and unable to make tonight's public hearing and action on the request from Jim Anderson for a final subdivision plat review proposal. The land of interest is at 5498 Golla Rd in the Town of Hull. Being a homeowner at our property for 14 years, we will list our concerns. We are surprised and saddened that our residing neighbor, Jim Anderson himself, is the lead businessman of this action in his own neighborhood. But we suppose, his self interest and business takes priority over being a right and just neighbor.

Our concerns, in no particular order:

- Our rich wildlife and birdlife will be disrupted as the wooded area is home to many birds, turkeys, deer, fox and numerous others.
- The size of the proposed lots is ridiculously small and not in accordance to the subdivision of Maple Bluff which is respectful of proximity to others and to wildlife
- The Hwy 10 corridor traffic pattern is already burdened and will need assessment
- Bannach Elementary School enrollment will increase and already has a trailer outside of school to aid capacity
- Safety concerns for the additional foot traffic and bicycles. This area currently struggles without appropriate access to the Green Circle trail and for safe access from Maple Bluff/Hwy 10 intersection to Iverson Park/Park Ridge area. The local group planning and fundraising for a footbridge across the Plover River joining these two sides should financially benefit if this planning becomes a reality with a financial gift to complete this project.
- Consideration and respect to single family dwellings need to be prioritized
- This may have a negative impact on my property taxes

Thanks for your time and consideration,
Respectfully,
Clare and Kevin Cullen
214 Maple Bluff Rd.
Stevens Point, WI 54482

City of Stevens Point
Transportation Commission Meeting
June 14, 2021 – 4:45 PM

MINUTES

1. **Roll Call.**
Present: Karalyn Peterson-Vice Chair, Ald. Mary Kneebone, Tom Bertram, Marc Christianson
Excused: Nichole Lysne- Chair, Ald. Thomas Leek, Greg Koepel
Others: Talin Scheuermann, Tom Carroll, Neil Peterson
2. **Approval of the May 10, 2021 Transportation Commission minutes.**
Ald. Mary Kneebone moved to approve the May 10, 2021 Transportation Commission meeting minutes. Tom Bertram seconded. Ayes all; Nays none; Motion carried.
3. **Approval of the May 2021 financial/claims report.**
Tom Bertram moved to approve the May 2021 financial/claims report. Karalyn Peterson seconded. Ayes all; Nays none; Motion carried.
4. **Next meeting update**
The next Transportation Commission meeting will be held on July 12, 2021 at 4:45 p.m. via Zoom.
5. **Adjournment.**
The meeting was adjourned by Vice Chair Karalyn Peterson at 4:50 p.m.

PERSONNEL COMMITTEE
June 14, 2021 - 6:00 PM

Stevens Point Police Department - Community Room
933 Michigan Ave., Stevens Point, WI

Zoom Teleconferencing

Meeting ID: 828 5613 5419| Passcode: 795065

By Computer: <http://us02web.zoom.us/j/82856135419?>

By Phone: +1-312-626-6799 (US Chicago)

MINUTES

Discussion and Possible Action on:

1. Roll Call

PRESENT Ald.David Shorr, Polly Dalton, Mykeerah Zarazua, Tori Jennings.

EXCUSED Ald. Thomas Leek.

OTHERS Mayor Wiza; Clerk Yenter; Attorney Beveridge; C/T Ladick;
PRESENT Alderpersons: Keymer, Johnson, Kneebone, Fishler, Morrow;
Assistant Chief Kussow; Directors: Beduhn, Kernosky, Lemke;
Tricia Church; Chris Klesmith; Sara Brish; Agnes Katzmark; Brandi
Makuski – Metro Wire.

2. Request Employment Overlap - Streets Division.

Ald. Polly Dalton **moved**, Ald. Mykeerah Zarazua seconded, to approve the request for employment overlap for the Welder/Fabricator/Mechanic position in the Streets Division.

Call for the vote: ayes, all; nays, none; motion carried.

3. Notice of Reclassification Request for Central Transportation Position (Operations Supervisor).

Informational only - no action required.

Human Resource Manager Jakusz referred to Director Lemke's memo that was included in the packet and also referenced the Administrative Policy (2.05). She indicated that she will forward the reclassification documents to Ann Antonsen of Bakertilly for consideration once they are submitted by Director Lemke.

4. Reorganization at Central Transportation.

Informational only - no action required.

Human Resource Manager Jakusz referred to the memo from Director Lemke that was included in the packet. Director Lemke reviewed the memo and indicated that he plans to move forward with reorganization regardless of the outcome of the reclassification request for the Operations Supervisor position.

5. Adjournment.

Adjourned at 6:07 p.m.

CITY OF STEVENS POINT

BOARD OF PUBLIC WORKS MEETING

June 14, 2021 - 6:07 PM

MINUTES

Roll Call

PRESENT Chairperson Mayor Wiza, Ald. Morrow, Ald. Zarazua, Ald. Keymer, Ald. Slowinski, Ald. Kneebone.

OTHERS PRESENT **City Staff:** Clerk Yenter, Attorney Beveridge, C/T Ladick, Asst. Chief Kussow, Deputy C/T Freeberg, H/R Manager Jakusz.
Directors: Dir. Lemke, Dir. Kernosky, Dir. Kremer, Dir. Scott Beduhn.
Alderspersons: Ald. Johnson, Ald. Jennings, Ald. Shorr, Ald. Fishler, Ald. Dalton.
Others Present: Brandi Makuski – Metro Wire, Sara Brish - SPACVB, Christopher Klesmith - CREATE Portage County.

Informational

1. **Director's Report**
 - a. **Business 51 (Division and Church Streets) Reconstruction**
 - b. **2021 Road Resurfacing Project**
 - c. **2021 Streets Improvement Project**

Discussion and Possible Action

2. **To accept the sidewalk list (attached as Exhibit "A") for the 2022 Curb, Gutter and Sidewalk Project.**

Ald. Mykeerah Zarazua **moved**, Ald. Shaun Morrow seconded, to approve the sidewalk list for the 2022 Curb, Gutter and Sidewalk Project.

Call for the Vote: Ayes: Mike Wiza, Jeremy Slowinski, Mary Kneebone, Shaun Morrow, Mykeerah Zarazua, Ginger Keymer.
Nays: None. Motion adopted.

3. To approve the Ordinance Amendment in Section 9.05 as it relates to parking.

Ald. Mykeerah Zarazua **moved**, Ald. Jeremy Slowinski seconded, to approve the Ordinance Amendment in Section 9.05 as it relates to parking.

Call for the Vote: Ayes: Mike Wiza, Jeremy Slowinski, Mary Kneebone, Shaun Morrow, Mykeerah Zarazua, Ginger Keymer.
Nays: None. Motion adopted.

Adjourn

Adjourned at 6:16 p.m.

**CITY OF STEVENS POINT
PUBLIC POLICY AND GENERAL GOVERNMENT COMMITTEE MINUTES
June 14, 2021 - 7:20 PM**

**Stevens Point Police Department - Community Room
933 Michigan Avenue, Stevens Point, WI**

OR

Zoom Teleconferencing

Discussion and Possible Action on:

1. Roll Call.

PRESENT Ald. Jennings, Keymer, Kneebone, Fishler.

EXCUSED Ald. Leek.

**OTHERS
PRESENT** Mayor Wiza; Clerk Yenter; Attorney Beveridge; C/T Ladick;
Alderspersons: Shorr, Zarazua, Johnson, Slowinski, Dalton, Morrow;
Assistant Chief Kussow; Directors: Kernosky, Kremer, Lemke;
Deputy C/T Freeberg; Engineering Administrative Assistant Church;
Brandi Makuski – Metro Wire, Agnes Katzmark, Sara Brish, Chris
Klesmith, Ben Kollock, Patti Sipla, and Louis Patton.

2. License List:

A. Class "B" Beer/Class "C" Wine License - Mama Mai's Noodle Café, at 2824 Stanley Street, Stevens Point.

B. Class "B" Beer/Class "C" Wine License - The Violet Basil, at 4928A Main Street, Stevens Point.

Ald. Fishler **moved**, Ald. Kneebone seconded, to approve the Class "B" Beer/Class "C" Wine licenses for Mama Mai's Noodle Café and The Violet Basil.

Call for the vote: ayes, all; nays, none; motion carried.

- C. Commercial Animal Establishment License - The Barking Lot, at 3432 Minnesota Avenue, Stevens Point. (Renewal)**
- D. Commercial Animal Establishment License - Country Paws Bed & Biscuit, at 2107 Country Club Drive, Stevens Point. (Renewal)**

Ald. Kneebone **moved**, Ald. Keymer seconded, to approve the Commercial Animal Establishment license for The Barking at 3432 Minnesota Avenue, Stevens Point and the Commercial Animal Establishment license for Country Paws Bed & Biscuit at 2107 Country Club Drive, Stevens Point.

Call for the vote: ayes, all; nays, none; motion carried.

- E. Junk Dealer/Recycler License - Express Recycling, at 2608 Water Street, Section D, Stevens Point. (Renewal)**

Ald. Keymer **moved**, Ald. Fishler seconded, to approve the Junk Dealer/Recycler license for Express Recycling at 2608 Water Street, Section D, Stevens Point.

Call for the vote: ayes, all; nays, none; motion carried.

- F. Taxicab Company License - Sentry Services LLC, at 1800 North Point Drive, Stevens Point. (New)**
- G. Taxicab Company License - Spit Firer Transport, at 100 Forest Street N, Stevens Point. (New)**

Ald. Fishler **moved**, Ald. Kneebone seconded, to approve the taxicab company licenses for Sentry Services LLC at 1800 North Point Drive in Stevens Point and for Spit Firer Transport at 100 Forest Street N in Stevens Point.

Call for the vote: ayes, all; nays, none; motion carried.

- H. Taxicab Driver Licenses.**

Ald. Keymer **moved**, Ald. Fishler seconded, to approve the taxicab driver licenses.

Call for the vote: ayes, all; nays, none; motion carried.

- I. Temporary Class "B"/"Class B" License (Picnic): St. Peter Parish for St. Peter Sunday Funday on July 25, 2021.**

- J. Temporary Class "B"/"Class B" License (Picnic): Jam'n July LLC for Jam'n July LLC on July 31, 2021.**
- K. Temporary Class "B"/"Class B" License (Picnic): CREATE Portage County, for Wonderful Water Half Marathon on October 2, 2021.**

Ald. Kneebone **moved**, Ald. Keymer seconded, to approve the Temporary Class "B"/"Class B" License (picnic) for St. Peter Parish's Sunday Funday event on July 25, 2021, Jam'n July LLC for the Jam'n July event on July 31, 2021, and CREATE Portage County for their Wonderful Water Half Marathon event on October 2, 2021.

Ben Kollock, 1372 N Second Drive, said he submitted an application with the Parks Department a few weeks ago. He said this is their fifth year holding this event and have never had any issues during the event. Mr. Kollock said attendance at any given time is between 70 to 90 people.

Call for the vote: ayes, all; nays, none; motion carried.

3. Request to Hold Event/Street Closing:

A. Riverfront Rendezvous for Wednesday, June 30 - Monday, July 5. (Recurring)

Ald. Fishler **moved**, Ald. Keymer seconded, to approve the street closure request for Riverfront Rendezvous for Wednesday, June 30 - Monday, July 5.

Call for the vote: ayes, all; nays, none; motion carried.

B. Discover Downtown on July 17, 2021. (Recurring)

Ald. Kneebone **moved**, Ald. Fishler seconded, to approve the request to hold an event and street closure for Discover Downtown on July 17, 2021.

Call for the vote: ayes, all; nays, none; motion carried.

C. Fourth of July Parade on July 4, 2021. (Changed Recurring Event)

Ald. Fishler **moved**, Ald. Keymer seconded, to approve the Fourth of July Parade on July 4, 2021.

Call for the vote: ayes, all; nays, none; motion carried.

D. Team Schierl/UWSP Pink Game Promotion on Wednesday, September 15, 2021. (Recurring)

Ald. Kneebone **moved**, Ald. Fishler seconded, to approve the Team Schierl/UWSP Pink Game Promotion on Wednesday, September 15, 2021.

Call for the vote: ayes, all; nays, none; motion carried.

4. Consideration of creating a Housing Taskforce.

Ald. Fishler **moved**, Ald. Keymer seconded, to approve the taskforce for housing.

Call for the vote: ayes, all; nays, none; motion carried.

5. Adjournment.

Adjourned at 7:47 p.m.

CITY OF STEVENS POINT

FINANCE COMMITTEE AGENDA

June 14, 2021 - 6:20 PM

Attend in-person:

The Community Room at 933 Michigan Avenue

Zoom Teleconferencing

Meeting ID: 828 5613 5419 | Passcode: 795605

By

Computer: <https://us02web.zoom.us/j/82856135419?pwd=VGx4OUMwT1NtR0Vla3VKbno5WndqUT09>

By Phone: +1-312-626-6799 (US Chicago)

MINUTES

I. Non-Action Items:

1. Roll Call.

PRESENT Ald.Meleesa Johnson, Jeremy Slowinski, Polly Dalton, Shaun Morrow, David Shorr.

OTHERS PRESENT Mayor Wiza; Clerk Yenter; Attorney Beveridge; C/T Ladick; Alderpersons: Jennings, Zarazua, Kneebone, Fishler, Keymer; Asst. Chief Kussow; Directors: Beduhn, Kremer, Kernosky, Lemke; Deputy C/T Freeberg; Brandi Makuski – Metro Wire; Taylor Hale - Portage County Gazette; Ben Kollock, Sara Brish, Chris Klesmith; Patti Sipla, Louis Patton

2. Discussion on expected funding under the American Rescue Plan Act, including allowable uses.

C/T Ladick gave the attached PowerPoint presentation on expected funding under the American Rescue Plan Act.

3. Update on the State budget process.

This item was discussed.

II. Discussion and Possible Action on:

1. Discussion and possible action on the designation of the official newspaper.

Ald. Shorr **moved**, Ald. Dalton seconded, to approve the designation of Portage County Gazette as the official newspaper.

Call for the vote: ayes, all; nays, none; motion carried.

2. Discussion and possible action on issuing a request for proposals (RFP) for consulting services related to updated community signage.

Ald. Shorr **moved**, Ald. Dalton seconded, to approve issuing a request for proposals for consulting services related to updated community signage.

Sara Brish, Stevens Point Convention and Visitors Bureau Director, spoke in support of the request.

Call for the vote: ayes, all; nays, none; motion carried.

3. Discussion and possible action on the proposal from Ehlers to complete a project plan amendment for Tax Increment District (TID) #5 to allow for excess increment sharing from TID 5 to TIDs 10, 11, 12, and 13.

Ald. Morrow **moved**, Ald. Shorr seconded, to approve the the proposal from Ehlers to complete a project plan amendment for Tax Increment District (TID) #5 to allow for excess increment sharing from TID 5 to TIDS 10, 11, 12, and 13.

Call for the vote: ayes, all; nays, none; motion carried.

4. Discussion and possible action on the approval of claims paid.

Ald. Dalton **moved**, Ald. Morrow seconded, to approve the claims paid in the amount of \$6,959,325.62.

Call for the vote: ayes, all; nays, none; motion carried.

III. Closing Items:

1. Adjournment.

Adjournment at 7:16 P.M.

COMPTROLLER-TREASURER REPORT
for the period ending April 30, 2021

	Bal April 1, 2021	Receipts	Disbursements	Bal April 30, 2021
GENERAL OPERATING CASH	\$1,452,715.55	\$7,215,385.95	\$6,712,052.18	\$1,956,049.32
UTILITIES & TRANSPORTATION (Cash and Investments)	\$12,516,848.54	\$1,880,448.08	\$3,283,118.81	\$11,114,177.81

INVESTMENTS	Bal April 1, 2021	TRANSFER IN	TRANSFER OUT	Bal April 30, 2021
GENERAL	\$31,787,784.51	\$3,523,096.04	\$700,000.00	\$34,610,880.55
SPECIAL REVENUE	\$820,085.70	\$0.00	\$0.00	\$820,085.70
DEBT SERVICE	\$18,464.13	\$7.77	\$0.00	\$18,471.90
CAPITAL PROJECTS	\$3,375,948.91	\$4,506.11	\$499,087.90	\$2,881,367.12
INTERNAL SERVICE	\$2,008,616.00	\$7,632.20	\$0.00	\$2,016,248.20
TRUST	\$3,453,081.77	<u>\$0.00</u>	<u>\$0.00</u>	\$3,453,081.77
TOTALS	<u>\$41,463,981.02</u>	<u>\$3,535,242.12</u>	<u>\$1,199,087.90</u>	<u>\$43,800,135.24</u>

EXPENDITURES:	BUDGET	YTD	%
GENERAL GOVT	\$4,018,922.00	\$1,343,672.12	33.43%
POLICE	\$5,653,446.00	\$1,875,704.60	33.18%
FIRE	\$5,567,003.00	\$1,805,010.02	32.42%
PUBLIC WORKS	\$6,290,108.00	\$1,625,900.09	25.85%
PARK & REC	\$2,023,093.00	\$538,829.58	26.63%
CAPITAL PROJECTS	\$6,288,000.00	\$1,110,809.96	17.67%
DEBT SERVICE	\$7,169,701.00	\$5,664,811.13	79.01%
YTD TARGET	33.33%		

REVENUES:	BUDGET	YTD	%
GENERAL	\$24,994,619.00	\$14,663,174.09	58.67%

City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481-3594
Fax: 715-346-1530



Mike Wiza
Mayor
mwiza@stevenspoint.com
715-346-1570

June 14, 2021

Member of the Common Council
Stevens Point, Wisconsin

The following appointments are recommended for your consideration:

Board of Public Works

Appoint Fred Hopfensperger to Board of Public Works (filling the unexpired term of Corey Ladick) – 1 year term expiring April 30, 2022

Affirmative Action/Fair Housing

Appoint Karalyn Peterson to Affirmative Action/Fair Housing – Disabled Rep. (filling the unexpired term of Earl Bork)

Housing Authority

Appoint Eric Riskus to the Stevens Point Housing Authority (filling the unexpired term of Larry Schroda) – 5- year term expiring December 31, 2024

Your confirmation of these appointments would be appreciated.


Mike Wiza

Application Form

Name: Fred Hopfensperger

Address: 1924 West River Dr.

Phone: 715-344-3725

Email: fchopt@outlook.com

Indicate which board(s), commission(s), and/or committee(s) you are interested in serving on.

Board of Public Works

Please write a brief description of your background and why you are interested in serving (attach extra sheets if necessary):

I have been a city resident for 38 years, have sat on the Transportation Comm. for 18 years, Boy Scout leader for 15 years, soccer + Little League coach and was employed by MWSF for 35 years. I have always tried to do my part helping people. I will always do my best to support the employees of the city as well as all city residents. I have been a union employee and I will always have the peoples best interest first

Please return the completed application and a copy of your resume to:

City of Stevens Point City Clerk's Office

1515 Strong's Avenue, Stevens Point WI, 54481

Mr. Fred Hopfensperger
1924 W River Dr
Stevens Point, WI 54481-3436



GREEN BAY WI 543

24 MAY 2021 PM 1 L

City of Stevens Point
Attn: City Clerk's Office
1515 Strong's Ave.
Stevens Point, WI 54481

54481-359499



RECEIVED

MAY 26 2021

CITY CLERKS
OFFICE

Stevens Point

Boards, Commissions, &
Committees Application



FRED HOPFENSBERGER

FCHopf@outlook.com 715-344-3725 Stevens Point, WI

Summary -----

I worked 35 years at UWSP and am presently retired. During that tenure, 15 years were in the Surplus Property Office, which provided opportunities to work with many people throughout the Stevens Point area. For 18 years, I was on the Transportation Committee. I have a good knowledge of various city departments and believe I would be a good candidate for the opening on the Board of Public Works.

Skills -----

I enjoy working with people and have a strong work ethic.

Experience -----

UWSP – Stevens Point, WI Surplus Property office Manager	During the 15 years at Surplus, I supervised students while obtaining property no longer used. Another duty was to find new location for this property. This involved working with state agencies, various businesses and school districts, as well as, the general public.
UWSP – Stevens Point, WI Maintenance Worker	Perform maintenance on campus buildings, which included large cable project, updates to windows and screens, and other minor updates.

Education -----

SPASH graduate

Multiple seminars, training sessions, and collage classes while employed at UWSP.

Additional Information -----

I have resided in the city of Stevens Point for almost 40 years. I am married and have 2 adult sons and one grandson.

Application Form

Name: Karalyn Peterson

Address: 5540 Glenwood Ave, SP

Phone: 715-891-8173

Email: Karalyn76@gmail.com

Indicate which board(s), commission(s), and/or committee(s) you are interested in serving on.

Affirmative Action / Fair
Housing

Please write a brief description of your background and why you are interested in serving (attach extra sheets if necessary):

Please see
attached

Please return the completed application and a copy of your resume to:

City of Stevens Point City Clerk's Office

1515 Strong's Avenue, Stevens Point WI, 54481

City of Stevens Point
Attn: City Clerk's Office
1515 Strong's Ave.
Stevens Point, WI 54481

RECEIVED
MAY 20 2021
CITY CLERK'S
OFFICE

Stevens Point

Boards, Commissions, &
Committees Application



To Whom It May Concern;

I believe that I would be a good fit for the Affirmative Action/Fair Housing Committee for the City of Stevens Point. I have worked as a Resource Coordinator at Midstate Independent Living Choices for the past 16 years. During my time there I have worked toward empowering persons with disabilities to achieve equal access and equal rights. I believe that a person's past does not and should not totally define them. Also, ALL persons, regardless of race, color, religion, gender, ancestry, national origin, handicap, age, lawful source of income, families with children, gender or marital status of the person maintaining the household, sexual orientation, gender identity, or gender expression are entitled to have a safe place to live. I look forward to your response and hopefully your appointment to the committee to start working to ensure this for residents of Stevens Point.

Respectfully,

A handwritten signature in black ink that reads "KM. Peterson". The signature is written in a cursive, flowing style.

Karalyn Peterson

Resource Coordinator, Midstate Independent Living Choices

Karalyn M. Peterson

5540 Glenwood Avenue
Stevens Point, WI 54482
Phone: (715) 891-8173
E-mail: karalyn76@gmail.com

OBJECTIVE: To secure a position where I can use my education and experience to counsel and/or work with individuals.

EDUCATION: University of Wisconsin – Stevens Point
Bachelor of Arts Degree • Major in Sociology • Minor in Child and Family Studies

WORK EXPERIENCE/

VOLUNTEER WORK: Midstate Independent Living Choices, Inc. • December 2004 to present

Resource Coordinator

- *Identify and research resources, agencies, organizations, technologies and publications that are beneficial to people with disabilities*
- *Answer telephones*
- *Enter survey results*
- *Provide information and referral services to people with disabilities*

St. Paul Lutheran School • October 2004 to February 2006

After School Care Worker

- *Cared for students between the ages of pre-K and 8th grade*
- *Worked in Summer Care Program*

Family Resource Center of Portage County • intern • March 2004 to April 2004

Family Activities Coordinator

- *Organized and ran a successful Family Fun Event*
- *Prepared handouts for Parent Education Programs*
- *Provided child care during Parent Education Programs*
- *Provided office coverage*

Catholic Charities of the Diocese of LaCrosse • intern • September 2003 to October 2003

Case Manager's Assistant

- *Assisted in coordinating adoptions*
- *Attended court hearings*
- *Attended seminar related to adoption*

Family Resource Center of Portage County • volunteer • August 2000 to present

Beyond Birth Playgroup • ages 0-18 months

- *Organize age-appropriate hands-on activities; such as play-doh, Duplo blocks, story time, crafts*
- *Prepare an age-appropriate snack each week; such as juice, cookies, crackers*
- **Child care** during Parent Education classes • infant through school-age
- *Provide care, activities and snack for children while parents are attending a class*

St. Michael's Hospital – Stevens Point • volunteer • June 1999 to October 2004

Gift Shop Cashier

Kindergarten Tours

Clinical Informatics/Utilization Review

Medical Staff Affairs

Special Projects

INTERNSHIP: Family Resource Center of Portage County

Office Assistant and Childcare Worker

January 2001 to May 2001

- *Organized the resource/lending library so that relevant materials are easier for families to locate: materials such as books, video tapes and cassette tapes*
- *Assisted with childcare for the Learn & Play Program-a parent education program*
- *Assisted with Adult Education at the Nurturing Program-a parent education program*

Karalyn M. Peterson

5540 Glenwood Avenue
Stevens Point, WI 54482
Phone: (715) 891-8173
E-mail: karalyn76@gmail.com

RELEVANT COURSE WORK/ SKILLS:

Adulthood: Developmental Approach	Human Growth and Development
Child Growth and Development	Infant and Toddler Development
Marriage and Family	Family: Cultural Perspectives
Family Structure and Interaction	Sociology of Aging
• Knowledge of Microsoft Office software package: MS Word, MS Excel, MS Access, MS Outlook	

INVOLVEMENT:

Holy Spirit Parish Council of Catholic Women • president • 2020 to present

National Council on Independent Living – Transportation Advisory Committee • 2019 to present

Holy Spirit Parish Council of Catholic Women • vice-president • 2018 to 2020

Stevens Point Transportation Commission • 2014 to present

Portage County Transportation Coordinating Committee • 2011 to present

Wisconsin Independent Living Network – Transportation Subcommittee • 2015 to present

Midwest Advocacy Project • 2009-present

Central Wisconsin Survival Coalition • 2005-2006

Parent Education and Support Committee • 2002 to 2004

Sociology Club • 1996 to 2001

University Centers Advisory Policy Board • 1998 to 2001

Application Form

Name: Eric Riskus

Address: 1101 Soe Marie Ave

Phone: (C) 920.309.3391 (W) 715.344.4210 x238

Email: eriskus@mile-inc.org

Indicate which board(s), commission(s), and/or committee(s) you are interested in serving on.

Housing Authority
Affirmative Action Fair Housing

Please write a brief description of your background and why you are interested in serving (attach extra sheets if necessary):

See attached documents
for both vacancies

Please return the completed application and a copy of your resume to:

City of Stevens Point City Clerk's Office

1515 Strong's Avenue, Stevens Point WI, 54481

City of Stevens Point
Attn: City Clerk's Office
1515 Strongs Ave.
Stevens Point, WI 54481

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MAY 24 2021

CITY CLERKS
OFFICE

Stevens Point

Boards, Commissions, &
Committees Application





5/14/2021

Dear Mayor Wiza,

I am writing to join the Housing Authority. I am seeking this position in response to the open seats available on the council.

I have always been an advocate for people with disabilities. My lived experience as someone with a disability results from growing up with Tourette syndrome and ADHD, siblings with disabilities, and I have children with disabilities. I have been involved in disability related events, and volunteer opportunities.

My experience in the independent living movement has been lifelong, even when I didn't realize it, but I have had an active professional role for the past 3 years. While I am currently the Independent Living Program Director at Midstate Independent Living Choices I was previously a consultant within the same agency. As the IL Program Director I also oversee the Peer Support/Mental Health department, which operates 3 mental health recovery centers in Stevens Point, Marshfield, and Wisconsin Rapids. In addition to my role, I am a board member of the Wisconsin Coalition of Independent Living Centers (WCILC), which is comprised of the executive directors, assistant directors, and IL program directors across the state of Wisconsin.

MILC has had many people with disabilities seek assistance to find housing, whether it's transitioning from institutionalized settings, transition from home to home, or transitioning from living with parents to independent living. We partner with other service providers to develop a support team to make sure the consumer has all the tools they need for success, teach independent living skills, and will advocate to property owners, property management companies, and landlords. In addition to working directly with the consumer we have been starting to form relationships with non-profits like Doors2Dreams and utilizing community programs like the Rent Ready Program.

I believe that my experience, my commitment, and my investments into the independent living movement in Wisconsin will ensure that I will serve well in a role on the Committee, and I look forward to hearing a response from your office, and hopefully your appointment.

Sincerely,

A handwritten signature in black ink, appearing to read "Eric Riskus". The signature is fluid and cursive, with a large, stylized "E" and "R".

- Eric Riskus

Midstate Independent Living Choices, Inc. 3262 Church Street, Stevens Point, WI 54481
V /TTY 1-800-382-8484 • V /TTY 715-344-4210 • Fax 715-344-4414 • www.milc-inc.org

Eric Riskus

920.309.3391 | ericriskus@gmail.com | 1101 Soo Marie Ave Stevens Point, WI 54481

REFERENCES

Zoe Kujawa

zkujawa@milc-inc.org
715.344.4210 x 217

Shawn Serafin

sserafin@milc-inc.org
715.344.4210 x 226

Cindy Groshek

cgroshek@milc-inc.org
715.344.4210 x 214

ABOUT ERIC

Eric is a person with a disability, has family members with disabilities, and life long experience supporting people with disabilities. Currently the Independent Living Program Director at Midstate Independent Living Choices, Eric uses that previous experience to help empower people with disabilities with information to make independent choices and overcome barriers to independence.

EDUCATION

North Central University
2004-2006
Children's Ministry

CCS Certification
UWGB 2020

SKILLS

- Leadership & Management
- Communication
- Good time management
- Public speaking
- Ability to communicate using plain language
- Hospitable
- Proficient in Microsoft Office programs
- Research
- Patient

EXPERIENCE

2019-Present //
Independent Living Program Director
Midstate Independent Living Choices
3262 Church St | Stevens Point, WI 54481
715.344.4210

- Manage staff, programming and operations, and multiple grants within the Peer Support/Mental Health and Independent Living Department
- Complete annual and quarterly reports for grant providers
- Oversee operations of Mental Health Recovery Centers
- Supervise accessible events
- Apply for grants as appropriate
- Partner with agencies in 11 county service area
- Supervision of various Fee For Service requests
- Communicate needs and information from the PS/MH and IL departments to Executive Director

Continued on next page

- Supervise Youth Transition team responsible for teaching curriculum and writing reports
- Supervision of Accessibility Assessment teams for public and private buildings
- Board Member of the Wisconsin Coalition of Independent Living Centers
- Give presentations of MILC services
- Communicate with staff during regular staff meetings about changes and updates in programming, as well as bi weekly meetings with staff to discuss consumer case loads
- Assist Consumers with completing goals
- Work effectively with management team
- Delegate responsibilities to staff as needed
- Provide annual evaluations of staff
- Give disciplinary action as needed
- All other tasks as assigned

2018-2019 //

Independent Living Consultant

Midstate Independent Living Choices

3262 Church St | Stevens Point, WI 54481

715.344.4210

- Work and empower consumers in reaching their goals for independence
- Work cooperatively with team
- Research Assistive Technology to assist consumers
- Update and maintain Assistive Technology Loan Library
- Create accessible events open to people with disabilities
- Record and maintain consumer information
- Give presentations of MILC Services
- Work cooperatively with consumer support teams
- Participate in committees with a focus on Youth in Transition
- Various odd jobs and tasks in the office

2008-2018 //

Children's Pastor

Celebration Church

4701 Industrial Park Rd

Stevens Point, WI 54481 715.295.0646

- Oversight and Leadership of the preschool, elementary, and youth programs.
- Supervision of team leaders in each respective age group
- Training and recruitment of volunteers
- Teaching and mentoring youth of all ages
- Counsel and support for families
- Create accessible format of teaching materials for volunteers with disabilities
- Create an accessible space for children with disabilities
- Work with children's ministry teams from 4 campuses to discuss and implement programming
- Plan and Coordinate large-scale events for community
- Report to senior pastor team
- Develop curriculum designed for various age groups
- Develop supporting materials for curriculum

RESOLUTION

[CONDITIONAL USE PERMIT – 2617 WATER STREET – CONSTRUCT OUTDOOR BEER SAMPLING AREA]

BE IT RESOLVED by the Common Council of the City of Stevens Point, Portage County, Wisconsin, that based upon the application and after reviewing the Plan Commission record and hearing the testimony of interested parties, the Common Council determines that all conditions required have been met, the property located at **2617 Water Street (Parcel ID 281230805101813)**, and described as Lot 1, CSM #011390 DOC-864974; BNG LOTS 4 THRU 15 & PRT LOT 16 BLK 2 SHEKELL'S ADD; NENE S5 T23 R8 2.698A 527655;531063;605788;758111 (MFG), City of Stevens Point, Portage County, Wisconsin, is hereby granted a Conditional Use Permit to construct an outdoor beer sampling area with the following conditions:

1. The outdoor sampling area shall provide appropriate restroom availability and ADA accessibility, subject to the review and approval of the Commercial Building Inspector meeting applicable Building Code requirements.
2. The applicant shall obtain a tent permit prior to erecting proposed pop-up tents, subject to the review and approval of the Fire Department.
3. A hard surfaced access road and pad shall be installed for the proposed food truck location, subject to the review and approval of Community Development staff.
4. The proposed structure shall be set back a minimum of 30' from the Water Street Right-of-Way and maintain a minimum 10' distance from the brewery structure.
5. The applicant shall obtain extension of premise approval prior to the start of construction.
6. All applicable health department applications and regulations shall be met.
7. A permit shall be obtained prior to the installation of fencing and signage, subject to the review and approval of Community Development staff meeting applicable fencing and signage regulations.
8. The conditional use permit shall be reviewed annually for compliance to the fourteen standards of a conditional use.
9. All applicable building permits shall be obtained prior to the start of construction.
10. Staff shall have the ability to approve minor amendments to the site plan.
11. Fencing and landscape screening shall be provided along the perimeter of the sampling area that adjoins residential properties. Proposed fencing and landscaping shall be reviewed and approved by Community Development staff meeting applicable Zoning Code requirements.

Approved: _____
Mike Wiza, Mayor

Attest: _____
Kari Yenter, City Clerk

Dated: June 7, 2021
Adopted: June 21, 2021

Drafted by: Adam Kuhn
Return to: City Clerk

RESOLUTION

[FINAL SUBDIVISION PLAT REVIEW – GOLLA ROAD]

BE IT RESOLVED by the Common Council of the City of Stevens Point, Portage County, Wisconsin, that based upon the application and after reviewing the Plan Commission record and hearing the testimony of interested parties, the Common Council determines that all conditions required have been met, the property at **5498 Golla Road (Parcel ID 020240826-13.05)** and an unaddressed parcel off of Golla Road (**Parcel ID 020240826-14.03**) for a final subdivision plat review. The lot designated as Parcel ID 020240826-13.05 is described as LOT 2 CSM#4939- 17-194 BNG PRT NWSE&NESE SUBJ TO CULV ESMT NW/C PER CSM 2/189A 24.10A 183/332;187/63;(272/67);2/189;516/373;517/1000 791130TOD 858862-TOD110, Portage County, Wisconsin. The lot designated as Parcel ID 020240826-14.03 is described as LOT 1 CSM#4939- 17-194 BNG PRT NWSE S26 T24 R8-14.03 2.70A 183/332;187/63;(272/67);2/189;516/373;CSM17/194 791130TOD 858862-TOD110, Portage County, Wisconsin. The aforementioned properties are hereby granted a final subdivision plat review to construct a 39-lot subdivision in the Town of Hull, subject to the following conditions:

1. The two properties shall be annexed into the City of Stevens Point, subject to the review and approval of the City Plan Commission and Common Council.
2. Existing City utility infrastructure shall be extended to service the proposed subdivision.

Approved: _____
Mike Wiza, Mayor

Attest: _____
Kari Yenter, City Clerk

Dated: June 7, 2021
Adopted: June 21, 2021

Drafted by: Adam Kuhn
Return to: City Clerk

**ORDINANCE AMENDING THE REVISED MUNICIPAL CODE
OF THE CITY OF STEVENS POINT, WISCONSIN**

[Chapter 23 of the Revised Municipal Code – Zoning Ordinance – Accessory Dwelling and Commercial Unit Guidelines]

The Common Council of the City of Stevens Point, Portage County, Wisconsin, do ordain as follows:

SECTION I: That Section 23.01, Zoning Ordinance of the Revised Municipal Code of the City of Stevens Point, shall be amended to insert accessory dwelling and accessory commercial unit guidelines to Section 23.01(14), with subsequent code sections in Section 23.01 being carried down into the following section as follows:

14) Accessory Commercial Units and Accessory Dwelling Units.

a) Definitions

- 1) Accessory Commercial Units (ACU) is a small detached commercial unit that are accessory to the principal residential use on the site. Uses of ACUs are subject to Home Occupation Regulations as defined in this Chapter.
 - 2) Accessory Dwelling Units (ADU) are defined as a small, detached secondary place of residence on the same lot as the principal residential dwelling. ADUs are independently habitable and provide the basic requirements of shelter, heating, cooking and sanitation.
- b) Where permitted. ACUs and ADUs shall be a permitted use in the R-LD, R-1, R-2, R-3, R-4 and R-5 zoning districts.
- c) Setbacks. ACUs and ADUs shall meet the minimum setback requirements for accessory structures of the zoning district or overlay zoning district for which it is located.

- d) Lot size. ACUs and ADUs shall be allowed only on a lot after meeting the minimum lot area requirements for single family use within the zoning district for which the property is located. No construction of an ADU shall result in a lot coverage ratio exceeding 75%.
- e) Square Footage Limitations.
 - 1) Minimum size. ADUs shall meet the minimum size requirements as outlined in Ch. 21.08 of the Revised Municipal Code of the City of Stevens Point.
 - 2) Maximum size. ADUs shall not exceed the maximum size allowed for detached accessory structures as outlined in Chapter 30 of the Revised Municipal Code of the City of Stevens Point.
 - 3) Calculation of ACU and ADU square footage. ACU and ADU square footage calculations are exempt the square footage calculations outlined in Chapter 30 for detached accessory structures.
- f) Height limitations. ACUs and ADUs shall not exceed 20 feet in height, not including the height of roof gables.
- g) Owner occupied. The owner of the property in which the ACU is created must continue to occupy the principal residential use on the site as their primary residence. The owner of the property in which the ADU is created must continue to occupy at least one of the dwelling units on the property as their primary residence. A restrictive agreement between the property owner and the City shall be recorded prior to occupancy being granted.
- h) Utility connections. All utility connections for ACUs and ADUs shall have separate connections from the principal structure located on the same lot.
- i) Number of occupants allowed. The number of occupants allowed in an ACU shall not exceed the maximum defined within the Home Occupancy regulations of this chapter. The number of occupants allowed in an ADU shall not exceed the maximum number of unrelated persons allowed on the property per the definition of a family.
- j) Number of ACUs and ADUs allowed. One ACU or ADU is permitted per lot.
- k) Tourist Rooming House: An ADU may be utilized as a tourist rooming house, meeting applicable requirements as outlined within Chapter 23.
- l) Review and approval. Approval by the Community Development Department is required for all ACUs and ADUs. Applications shall include a site plan, floor plan, building elevations and other information necessary to determine compliance with these requirements.

SECTION II: That this ordinance shall take effect upon passage and publication.

Approved: _____
Mike Wiza, Mayor

Attest: _____
Kari Yenter, City Clerk

Dated: June 7, 2021
Adopted: June 21, 2021

Drafted By: Adam Kuhn
Return To: City Clerk

RESOLUTION

[SIGN VARIANCE – 3100 WHITING AVENUE – CONSTRUCT FREESTANDING SIGN]

BE IT RESOLVED by the Common Council of the City of Stevens Point, Portage County, Wisconsin, that based upon the application and after reviewing the Plan Commission record and hearing the testimony of interested parties, the Common Council determines that all conditions required have been met, the property located at **3100 Whiting Avenue (Parcel ID 281230805101005)**, and described as PRT E 1/2 SWNE LYG W OF GB & W RR ROW;SUBJ TO DEED REST IN 662293 S5 T23 R8 123/74 688/849-59, City of Stevens Point, Portage County, Wisconsin, is hereby granted a sign variance to construct a freestanding sign exceeding size and height requirements, with the following conditions:

1. The freestanding sign shall be set back at least five feet from the property line.
2. The freestanding sign shall be set back at least ten feet from the lot entrance/exit to meet clearview requirements.
3. The sign shall conform to all other applicable requirements within the sign ordinance.
4. Applicable building permits shall be obtained.
5. Minor modifications to the proposed sign may be approved by staff.

Approved: _____
Mike Wiza, Mayor

Attest: _____
Kari Yenter, City Clerk

Dated: June 7, 2021
Adopted: June 21, 2021

Drafted by: Adam Kuhn
Return to: City Clerk



MEMORANDUM

To: Common Council

From: Ryan Kernosky, Director of Community Development 

Date: June 21, 2021

RE: **Community Development Block Grant - Residential Anti-Displacement and Relocation Assistance Plan, The Grove Apartments**

Background: As part of the Community Development Block Grant (CDBG) program the City is applying for with General Capital for the redevelopment of the Convent, the City must include a Residential Anti-Displacement and Relocation Assistance Plan as part of the application. **Please note that the number of displaced persons as a result of the Convent development is zero.** This plan is a required submittal with the application.

This anti-displacement and relocation assistance plan identifies two existing programs the City already utilized to minimize displacement of low-income individuals.

1) Coordinate code enforcement with rehabilitation and housing assistance programs.

The City currently has several rehabilitation and housing assistance programs for low-income individuals. This includes the Neighbor Helping Neighbor grant, CDBG Housing Rehabilitation No-Interest Loans, Housing Trust Fund Housing Repair Program, and Home Rental Rehabilitation Program. These programs do not include other programs offered through the State and County as well.

2) Where feasible, give priority to rehabilitation of housing, as opposed to demolition, to avoid displacement.

As identified in the first existing program, the City has several programs that favor rehabilitation of housing as opposed to demolition of housing.

Additionally, the plan must identify ways the City will assist in the relocation of low-income individuals and the one-for-one replacement of lower-income dwelling units *based upon the Convent development project*. As outlined earlier, there are no displacements for the development and such language is boiler plate for the plan itself.

Staff Recommendation: Staff recommend APPROVAL as presented.

Residential Anti-Displacement and Relocation Assistance Plan (RADRAP)

CITY OF STEVENS POINT, WISCONSIN WISCONSIN RESIDENTIAL ANTI-DISPLACEMENT AND RELOCATION ASSISTANCE PLAN FOR CDBG PROGRAMS

This Residential Anti-Displacement and Relocation Assistance Plan (RADRAP) is prepared by the CITY OF STEVENS POINT in accordance with the Housing and Community Development Act of 1974, as amended; and HUD regulations at 24 CFR 42.325 and is applicable to our CDBG¹ projects.

Minimize Displacement

Consistent with the goals and objectives of activities assisted under the Act, the CITY OF STEVENS POINT will take the following steps to minimize the direct and indirect displacement of persons from their homes:

- ☒ Coordinate code enforcement with rehabilitation and housing assistance programs.
- ☐ Evaluate housing codes and rehabilitation standards in reinvestment areas to prevent undue financial burden on established owners and tenants.
- ☐ Stage rehabilitation of apartment units to allow tenants to remain in the building/complex during and after the rehabilitation, working with empty units first.
- ☐ Arrange for facilities to house persons who must be relocated temporarily during rehabilitation.
- ☐ Adopt policies to identify and mitigate displacement resulting from intensive public investment in neighborhoods.
- ☐ Adopt policies which provide reasonable protections for tenants faced with conversion to a condominium or cooperative.

¹ CDBG programs include: Entitlement Community Development Block Grant (CDBG) Program, State CDBG Program, CDBG Small Cities Program, Section 108 Loan Guarantee Program, CDBG Special Purpose Grants Program, and the Neighborhood Stabilization Program (NSP).

- ☒ Where feasible, give priority to rehabilitation of housing, as opposed to demolition, to avoid displacement.
- ☐ Adopt tax assessment policies, such as deferred tax payment plans, to reduce impact of increasing property tax assessments on lower income owner-occupants or tenants in revitalizing areas.
- ☐ Establish counseling centers to provide homeowners and tenants with information on assistance available to help them remain in their neighborhood in the face of revitalization pressures.
- ☐ If feasible, demolish or convert only dwelling units that are not occupied or vacant occupiable dwelling units (especially those units which are "lower-income dwelling units" as defined in 24 CFR 42.305).
- ☐ Target only those properties deemed essential to the need or success of the project.

Relocation Assistance to Displaced Persons

The CITY OF STEVENS POINT will provide relocation assistance for lower-income tenants who, in connection with an activity assisted under the CDBG Program, move permanently or move personal property from real property as a direct result of the demolition of any dwelling unit or the conversion of a lower-income dwelling unit in accordance with the requirements of 24 CFR 42.350. A displaced person who is not a lower-income tenant, will be provided relocation assistance in accordance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR Part 24.

One-for-One Replacement of Lower-Income Dwelling Units

The CITY OF STEVENS POINT will replace all occupied and vacant occupiable lower-income dwelling units demolished or converted to a use other than lower-income housing in connection with a project assisted with funds provided under the CDBG Program in accordance with 24 CFR 42.375.

Before entering into a contract committing the CITY OF STEVENS POINT to provide funds for a project that will directly result in demolition or conversion of lower-income dwelling units, the CITY OF STEVENS POINT will make public by publishing a Class II notice in the City's legal paper of record and submit to the U.S. Department of Housing and Urban Development (HUD) through the State, under the State CDBG Program, the following information in writing:

1. A description of the proposed assisted project;
2. The address, number of bedrooms, and location on a map of lower-income dwelling units that will be demolished or converted to a use other than as lower-income dwelling units as a result of an assisted project;

3. A time schedule for the commencement and completion of the demolition or conversion;
4. To the extent known, the address, number of lower-income dwelling units by size (number of bedrooms) and location on a map of the replacement lower-income housing that has been or will be provided. **NOTE: See also 24 CFR 42.375(d).**
5. The source of funding and a time schedule for the provision of the replacement dwelling units;
6. The basis for concluding that each replacement dwelling unit will remain a lower-income dwelling unit for at least 10 years from the date of initial occupancy; and
7. Information demonstrating that any proposed replacement of lower-income dwelling units with smaller dwelling units (e.g., a 2-bedroom unit with two 1-bedroom unit), or any proposed replacement of efficiency or single-room occupancy (SRO) units with units of a different size, is appropriate and consistent with the housing needs and priorities identified in the HUD-approved Consolidated Plan and 24 CFR 42.375(b).

To the extent that the specific location of the replacement dwelling units and other data in items 4 through 7 are not available at the time of the general submission, the **CITY OF STEVENS POINT** will identify the general location of such dwelling units on a map and complete the disclosure and submission requirements as soon as the specific data is available.

Replacement not Required Based on Unit Availability

Under 24 CFR 42.375(d), the **CITY OF STEVENS POINT** may submit a request to HUD (or to the State, if funded by the State) for a determination that the one-for-one replacement requirement does not apply based on objective data that there is an adequate supply of vacant lower-income dwelling units in standard condition available on a non-discriminatory basis within the area.

Contacts

The DEPARTMENT OF COMMUNITY DEVELOPMENT (715-346-1567) is responsible for tracking the replacement of lower-income dwelling units and ensuring that they are provided within the required period.

The OFFICE OF THE COMPTROLLER (715-346-1573) is responsible for providing relocation payments and other relocation assistance to any lower-income person displaced by the demolition of any dwelling unit or the conversion of lower-income dwelling units to another use.

Adopted by the **CITY OF STEVENS POINT, WISC. COMMON COUNCIL** on: **June 21, 2021.**

Mike Wiza
Chief Elected Official (CEO) Typed/Printed Name

Mayor
CEO Title

Chief Elected Official Signature

ATTEST:

Kari Yenter
Municipal Clerk Typed/Printed Name

City Clerk
Municipal Clerk Title

Municipal Clerk Signature

Date Adopted: _____

Date Effective: _____

**ORDINANCE AMENDING THE REVISED MUNICIPAL CODE OF THE
CITY OF STEVENS POINT, WISCONSIN**

The Common Council of the City of Stevens Point do ordain as follows:

SECTION I: That subsection 335 of Section 9.05(g) of the Revised Municipal Code, **No Parking** is hereby **created** to read as follows:

9.05(g) 335. On the north side of Bukolt Avenue from First Street to Second Street.

SECTION II: That subsection 12 of Section 9.05(ag) of the Revised Municipal Code, **Two Hour Parking 7:00 A.M. to 5:00 P.M.** is hereby **created** to read as follows:

9.05(ag) 12. All remaining designated parking spaced in Municipal Parking Lot Number 12 which are not designated as 15 or 30 minute parking, reserved permit parking, accessible parking, loading zone, or other restrictions approved by the Common Council, except Saturdays, Sundays, and holidays.

SECTION III: That subsection 39 of Section 9.05(d) of the Revised Municipal Code, **Two Hour Parking** is hereby **repealed**:

SECTION IV: These ordinance changes shall take effect upon passage and publication:

Approved: _____
Mike Wiza, Mayor

Attest: _____
Kari Yenter, City Clerk

Dated: June 4, 2021
Approved: June 21, 2021
Published: June 25, 2021

Compliance Maintenance Annual Report

Stevens Point Wastewater Treatment Facility

Last Updated: Reporting For:
6/15/2021 **2020**

Influent Flow and Loading

1. Monthly Average Flows and BOD Loadings

1.1 Verify the following monthly flows and BOD loadings to your facility.

Influent No. 701	Influent Monthly Average Flow, MGD	x	Influent Monthly Average BOD Concentration mg/L	x	8.34	=	Influent Monthly Average BOD Loading, lbs/day
January	2.3204	x	301	x	8.34	=	5,829
February	2.1324	x	320	x	8.34	=	5,690
March	2.6645	x	232	x	8.34	=	5,154
April	2.4858	x	235	x	8.34	=	4,877
May	2.3009	x	266	x	8.34	=	5,108
June	2.7364	x	219	x	8.34	=	4,991
July	2.4072	x	238	x	8.34	=	4,778
August	2.0809	x	250	x	8.34	=	4,345
September	2.1396	x	286	x	8.34	=	5,099
October	2.0295	x	342	x	8.34	=	5,791
November	2.0595	x	288	x	8.34	=	4,952
December	1.8896	x	290	x	8.34	=	4,569

2. Maximum Monthly Design Flow and Design BOD Loading

2.1 Verify the design flow and loading for your facility.

Design	Design Factor	x	%	=	% of Design
Max Month Design Flow, MGD	5.23	x	90	=	4.707
		x	100	=	5.23
Design BOD, lbs/day	10300	x	90	=	9270
		x	100	=	10300

2.2 Verify the number of times the flow and BOD exceeded 90% or 100% of design, points earned, and score:

	Months of Influent	Number of times flow was greater than 90% of	Number of times flow was greater than 100% of	Number of times BOD was greater than 90% of design	Number of times BOD was greater than 100% of design
January	1	0	0	0	0
February	1	0	0	0	0
March	1	0	0	0	0
April	1	0	0	0	0
May	1	0	0	0	0
June	1	0	0	0	0
July	1	0	0	0	0
August	1	0	0	0	0
September	1	0	0	0	0
October	1	0	0	0	0
November	1	0	0	0	0
December	1	0	0	0	0
Points per each		2	1	3	2
Exceedances		0	0	0	0
Points		0	0	0	0
Total Number of Points					0

0

Compliance Maintenance Annual Report

Stevens Point Wastewater Treatment Facility

Last Updated: Reporting For:
6/15/2021 2020

3. Flow Meter

3.1 Was the influent flow meter calibrated in the last year?

- ☒ Yes Enter last calibration date (MM/DD/YYYY)
2020-09-09

☐ No

If No, please explain:

4. Sewer Use Ordinance

4.1 Did your community have a sewer use ordinance that limited or prohibited the discharge of excessive conventional pollutants ((C)BOD, SS, or pH) or toxic substances to the sewer from industries, commercial users, hauled waste, or residences?

☒ Yes

☐ No

If No, please explain:

4.2 Was it necessary to enforce the ordinance?

☐ Yes

☒ No

If Yes, please explain:

5. Septage Receiving

5.1 Did you have requests to receive septage at your facility?

Septic Tanks

Holding Tanks

Grease Traps

☒ Yes

☒ Yes

☒ Yes

☐ No

☐ No

☐ No

5.2 Did you receive septage at your facility? If yes, indicate volume in gallons.

Septic Tanks

☐ Yes

gallons

☒ No

Holding Tanks

☐ Yes

gallons

☒ No

Grease Traps

☐ Yes

gallons

☒ No

5.2.1 If yes to any of the above, please explain if plant performance is affected when receiving any of these wastes.

6. Pretreatment

6.1 Did your facility experience operational problems, permit violations, biosolids quality concerns, or hazardous situations in the sewer system or treatment plant that were attributable to commercial or industrial discharges in the last year?

☐ Yes

☒ No

If yes, describe the situation and your community's response.

6.2 Did your facility accept hauled industrial wastes, landfill leachate, etc.?

Compliance Maintenance Annual Report

Stevens Point Wastewater Treatment Facility

Last Updated: Reporting For:
6/15/2021 **2020**

● Yes

○ No

If yes, describe the types of wastes received and any procedures or other restrictions that were in place to protect the facility from the discharge of hauled industrial wastes.

The Stevens Point WWTP accepted outside wastes from multiple sources. Landfill leachate was accepted from 3 landfills and a variety of high strength wastes were accepted as digester feed stocks. All materials that are accepted must first be tested for metals as well as TSS and BOD. This analytical data determines the volume of material that will be accepted.

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Stevens Point Wastewater Treatment Facility

Last Updated: Reporting For:
6/15/2021 **2020**

Effluent Quality and Plant Performance (BOD/CBOD)

1. Effluent (C)BOD Results

1.1 Verify the following monthly average effluent values, exceedances, and points for BOD or CBOD

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit > 10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	25	22.5	3	1	0	0
February	25	22.5	4	1	0	0
March	25	22.5	4	1	0	0
April	25	22.5	2	1	0	0
May	25	22.5	4	1	0	0
June	25	22.5	4	1	0	0
July	25	22.5	3	1	0	0
August	25	22.5	4	1	0	0
September	25	22.5	4	1	0	0
October	25	22.5	4	1	0	0
November	25	22.5	3	1	0	0
December	25	22.5	4	1	0	0

* Equals limit if limit is ≤ 10

Months of discharge/yr	12		
Points per each exceedance with 12 months of discharge		7	3
Exceedances		0	0
Points		0	0
Total number of points			0

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge. Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

2. Flow Meter Calibration

2.1 Was the effluent flow meter calibrated in the last year?

- ☒ Yes Enter last calibration date (MM/DD/YYYY)

2020-09-09

☐ No

If No, please explain:

3. Treatment Problems

3.1 What problems, if any, were experienced over the last year that threatened treatment?

None

4. Other Monitoring and Limits

4.1 At any time in the past year was there an exceedance of a permit limit for any other pollutants such as chlorides, pH, residual chlorine, fecal coliform, or metals?

☐ Yes

☒ No

Compliance Maintenance Annual Report

Stevens Point Wastewater Treatment Facility

Last Updated: Reporting For:
6/15/2021 **2020**

If Yes, please explain:

4.2 At any time in the past year was there a failure of an effluent acute or chronic whole effluent toxicity (WET) test?

- ☒ Yes
- ☐ No

If Yes, please explain:

The Acute WET test from 5-18-20 was analyzed at a pH substantially above the levels that are seen in the facility's effluent. After discussing this issue with the lab, Kari Fleming (DNR), and Nicholas Lindstrom (DNR) it was determined that the facility would be required to run 2 subsequent tests within 90 days to ensure the facility's effluent isn't toxic. These tests were to be run at a more representative pH for the facility. The first of these samples was analyzed on 6-2-2020 and was within the facility's limit of 1.0 TUa. A second sample was sent on 7-14-20 and also had a result of 1.0 TUa.

4.3 If the biomonitoring (WET) test did not pass, were steps taken to identify and/or reduce source(s) of toxicity?

- ☒ Yes
- ☐ No
- ☐ N/A

Please explain unless not applicable:

Lab error as stated above.

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Stevens Point Wastewater Treatment Facility

Last Updated: Reporting For:
6/15/2021 **2020**

Effluent Quality and Plant Performance (Total Suspended Solids)

1. Effluent Total Suspended Solids Results

1.1 Verify the following monthly average effluent values, exceedances, and points for TSS:

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit >10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	30	27	5	1	0	0
February	30	27	9	1	0	0
March	30	27	9	1	0	0
April	30	27	7	1	0	0
May	30	27	6	1	0	0
June	30	27	4	1	0	0
July	30	27	5	1	0	0
August	30	27	5	1	0	0
September	30	27	5	1	0	0
October	30	27	5	1	0	0
November	30	27	5	1	0	0
December	30	27	5	1	0	0
* Equals limit if limit is <= 10						
Months of Discharge/yr				12		
Points per each exceedance with 12 months of discharge:					7	3
Exceedances					0	0
Points					0	0
Total Number of Points						0

0

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Stevens Point Wastewater Treatment Facility

Last Updated: Reporting For:
6/15/2021 **2020**

Effluent Quality and Plant Performance (Ammonia - NH3)

1. Effluent Ammonia Results

1.1 Verify the following monthly and weekly average effluent values, exceedances and points for ammonia

Outfall No. 001	Monthly Average NH3 Limit (mg/L)	Weekly Average NH3 Limit (mg/L)	Effluent Monthly Average NH3 (mg/L)	Monthly Permit Limit Exceed ance	Effluent Weekly Average for Week 1	Effluent Weekly Average for Week 2	Effluent Weekly Average for Week 3	Effluent Weekly Average for Week 4	Weekly Permit Limit Exceed ance
January	52		28	0					
February	52		35.655172	24140					
March	52		22.652173	39130					
April	52		21.333333	33330					
May	52		23.25	0					
June	52		23.25	0					
July	52		17	0					
August	52		18.583333	33330					
September	52		30.714285	57140					
October	52		30.333333	33330					
November	52		18.25	0					
December	52		28.272727	2730					
Points per each exceedance of Monthly average:									10
Exceedances, Monthly:									0
Points:									0
Points per each exceedance of weekly average (when there is no monthly average):									2.5
Exceedances, Weekly:									0
Points:									0
Total Number of Points									0

NOTE: Limit exceedances are considered for monthly OR weekly averages but not both. When a monthly average limit exists it will be used to determine exceedances and generate points. This will be true even if a weekly limit also exists. When a weekly average limit exists and a monthly limit does not exist, the weekly limit will be used to determine exceedances and generate points.

1.2 If any violations occurred, what action was taken to regain compliance?

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Stevens Point Wastewater Treatment Facility

Last Updated: Reporting For:
6/15/2021 **2020**

Effluent Quality and Plant Performance (Phosphorus)

1. Effluent Phosphorus Results

1.1 Verify the following monthly average effluent values, exceedances, and points for Phosphorus

Outfall No. 001	Monthly Average phosphorus Limit (mg/L)	Effluent Monthly Average phosphorus (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance
January	.93	1.153	1	1
February	.93	0.722	1	0
March	.93	0.553	1	0
April	.93	0.284	1	0
May	.93	0.387	1	0
June	.93	0.313	1	0
July	.93	0.249	1	0
August	.93	0.398	1	0
September	.93	0.477	1	0
October	.93	0.395	1	0
November	.93	0.264	1	0
December	.93	0.387	1	0
Months of Discharge/yr			12	
Points per each exceedance with 12 months of discharge:				10
Exceedances				1
Total Number of Points				10

10

NOTE: For systems that discharge intermittently to waters of the state, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

The monthly phosphorus exceedance was caused by having an elevated total phosphorus concentration due to losing the effectiveness of our biological phosphorus treatment. The operations staff did multiple rounds of phosphorus testing throughout the facility to try to diagnose the issue rapidly and make the appropriate process changes. Unfortunately, the changes that were made were not enough to prevent the exceedance. Looking back at all the facility data it was determined that below average loadings from the holiday season and the resulting low population of active PAOs made the facility not able to properly treat the volume of phosphorus that was introduced to the system during the operation of our biosolids dewatering process.

The facility has been in compliance since this issue was resolved.

Total Points Generated	10
Score (100 - Total Points Generated)	90
Section Grade	B

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Biosolids Quality and Management

1. Biosolids Use/Disposal

1.1 How did you use or dispose of your biosolids? (Check all that apply)

- ☒ Land applied under your permit
- ☒ Publicly Distributed Exceptional Quality Biosolids
- ☐ Hauled to another permitted facility
- ☒ Landfilled
- ☐ Incinerated
- ☐ Other

NOTE: If you did not remove biosolids from your system, please describe your system type such as lagoons, reed beds, recirculating sand filters, etc.

1.1.1 If you checked Other, please describe:

2. Land Application Site

2.1 Last Year's Approved and Active Land Application Sites

2.1.1 How many acres did you have?

4757.80 acres

2.1.2 How many acres did you use?

38.4 acres

2.2 If you did not have enough acres for your land application needs, what action was taken?

N/A

2.3 Did you overapply nitrogen on any of your approved land application sites you used last year?

o Yes (30 points)

● No

2.4 Have all the sites you used last year for land application been soil tested in the previous 4 years?

● Yes

o No (10 points)

o N/A

0

3. Biosolids Metals

Number of biosolids outfalls in your WPDES permit:

3.1 For each outfall tested, verify the biosolids metal quality values for your facility during the last calendar year.

Outfall No. 005 - CLASS A HEAT DRIED CAKE SLUDGE

Parameter	80% of Limit	H.Q. Limit	Ceiling Limit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	80% Value	High Quality	Ceiling
Arsenic		41	75			3.6									1.2		0	0
Cadmium		39	85			3.2									<.052		0	0
Copper		1500	4300			554									424		0	0
Lead		300	840			15.6									13.5		0	0
Mercury		17	57			.35									.2		0	0
Molybdenum	60		75			15.3									18.5	0		0
Nickel	336		420			11.8									13.7	0		0
Selenium	80		100			4.6									2.4	0		0
Zinc		2800	7500			659									587		0	0

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Outfall No. 002 - CLASS B DIGESTED LIQUID SLUDGE

Parameter	80% of Limit	H.Q. Limit	Ceiling Limit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	80% Value	High Quality	Ceiling
Arsenic		41	75			<8.2											0	0
Cadmium		39	85			.89											0	0
Copper		1500	4300			640											0	0
Lead		300	840			17											0	0
Mercury		17	57			.4											0	0
Molybdenum	60		75			11										0		0
Nickel	336		420			17										0		0
Selenium	80		100			<20										0		0
Zinc		2800	7500			740											0	0

Outfall No. 003 - CLASS B DIGESTER EFFLUENT

Parameter	80% of Limit	H.Q. Limit	Ceiling Limit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	80% Value	High Quality	Ceiling
Arsenic		41	75														0	0
Cadmium		39	85														0	0
Copper		1500	4300														0	0
Lead		300	840														0	0
Mercury		17	57														0	0
Molybdenum	60		75													0		0
Nickel	336		420													0		0
Selenium	80		100													0		0
Zinc		2800	7500														0	0

Outfall No. 004 - CLASS B DIGESTED CAKE SLUDGE

Parameter	80% of Limit	H.Q. Limit	Ceiling Limit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	80% Value	High Quality	Ceiling
Arsenic		41	75														0	0
Cadmium		39	85														0	0
Copper		1500	4300														0	0
Lead		300	840														0	0
Mercury		17	57														0	0
Molybdenum	60		75													0		0
Nickel	336		420													0		0
Selenium	80		100													0		0
Zinc		2800	7500														0	0

3.1.1 Number of times any of the metals exceeded the high quality limits OR 80% of the limit for molybdenum, nickel, or selenium = 0

Exceedence Points

- 0 (0 Points)
- 1-2 (10 Points)
- > 2 (15 Points)

3.1.2 If you exceeded the high quality limits, did you cumulatively track the metals loading at each land application site? (check applicable box)

- Yes
- No (10 points)
- N/A - Did not exceed limits or no HQ limit applies (0 points)
- N/A - Did not land apply biosolids until limit was met (0 points)

3.1.3 Number of times any of the metals exceeded the ceiling limits = 0

Exceedence Points

- 0 (0 Points)

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○ 1 (10 Points) ○ > 1 (15 Points) 3.1.4 Were biosolids land applied which exceeded the ceiling limit? ○ Yes (20 Points) ● No (0 Points) 3.1.5 If any metal limit (high quality or ceiling) was exceeded at any time, what action was taken? Has the source of the metals been identified? N/A	0
---	---

4. Pathogen Control (per outfall):

4.1 Verify the following information. If any information is incorrect, use the Report Issue button under the Options header in the left-side menu.

Outfall Number:	005
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2020 - 12/31/2020
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Heat Treatment
Process Description:	All seven samples had a value of <10MPN/g TS

Outfall Number:	005
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2020 - 12/31/2020
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Heat Treatment
Process Description:	All seven samples had a value of <10MPN/g TS

Outfall Number:	005
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2020 - 06/30/2020
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Heat Drying
Process Description:	All seven samples taken were <10 MPN/g TS.

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Outfall Number:	005	0																																										
Biosolids Class:	A																																											
Bacteria Type and Limit:	Fecal Coliform																																											
Sample Dates:	07/01/2020 - 12/31/2020																																											
Density:	0																																											
Sample Concentration Amount:	MPN/G TS																																											
Requirement Met:	Yes																																											
Land Applied:	Yes																																											
Process:	Heat Drying																																											
Process Description:	All seven samples taken were <10 MPN/g TS.																																											
4.2 If exceeded Class B limit or did not meet the process criteria at the time of land application. 4.2.1 Was the limit exceeded or the process criteria not met at the time of land application? ○ Yes (40 Points) ● No If yes, what action was taken?																																												
5. Vector Attraction Reduction (per outfall): 5.1 Verify the following information. If any of the information is incorrect, use the Report Issue button under the Options header in the left-side menu. <table border="1"><tr><td>Outfall Number:</td><td>005</td></tr><tr><td>Method Date:</td><td>03/31/2020</td></tr><tr><td>Option Used To Satisfy Requirement:</td><td>Drying With Unstabilized Solids</td></tr><tr><td>Requirement Met:</td><td>Yes</td></tr><tr><td>Land Applied:</td><td>Yes</td></tr><tr><td>Limit (if applicable):</td><td>>90</td></tr><tr><td>Results (if applicable):</td><td>95</td></tr></table> <table border="1"><tr><td>Outfall Number:</td><td>005</td></tr><tr><td>Method Date:</td><td>12/08/2020</td></tr><tr><td>Option Used To Satisfy Requirement:</td><td>Drying With Unstabilized Solids</td></tr><tr><td>Requirement Met:</td><td>Yes</td></tr><tr><td>Land Applied:</td><td>Yes</td></tr><tr><td>Limit (if applicable):</td><td>>90</td></tr><tr><td>Results (if applicable):</td><td>96.10</td></tr></table> <table border="1"><tr><td>Outfall Number:</td><td>005</td></tr><tr><td>Method Date:</td><td>03/31/2020</td></tr><tr><td>Option Used To Satisfy Requirement:</td><td>Drying With Unstabilized Solids</td></tr><tr><td>Requirement Met:</td><td>Yes</td></tr><tr><td>Land Applied:</td><td>Yes</td></tr><tr><td>Limit (if applicable):</td><td>>90</td></tr><tr><td>Results (if applicable):</td><td>95</td></tr></table>			Outfall Number:	005	Method Date:	03/31/2020	Option Used To Satisfy Requirement:	Drying With Unstabilized Solids	Requirement Met:	Yes	Land Applied:	Yes	Limit (if applicable):	>90	Results (if applicable):	95	Outfall Number:	005	Method Date:	12/08/2020	Option Used To Satisfy Requirement:	Drying With Unstabilized Solids	Requirement Met:	Yes	Land Applied:	Yes	Limit (if applicable):	>90	Results (if applicable):	96.10	Outfall Number:	005	Method Date:	03/31/2020	Option Used To Satisfy Requirement:	Drying With Unstabilized Solids	Requirement Met:	Yes	Land Applied:	Yes	Limit (if applicable):	>90	Results (if applicable):	95
Outfall Number:	005																																											
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Option Used To Satisfy Requirement:	Drying With Unstabilized Solids																																											
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Land Applied:	Yes																																											
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Option Used To Satisfy Requirement:	Drying With Unstabilized Solids																																											
Requirement Met:	Yes																																											
Land Applied:	Yes																																											
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Requirement Met:	Yes																																											
Land Applied:	Yes																																											
Limit (if applicable):	>90																																											
Results (if applicable):	95																																											

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Outfall Number:	005	0
Method Date:	12/08/2020	
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids	
Requirement Met:	Yes	
Land Applied:	Yes	
Limit (if applicable):	>90	
Results (if applicable):	96.10	
5.2 Was the limit exceeded or the process criteria not met at the time of land application? ☐ Yes (40 Points) ☒ No If yes, what action was taken?		
6. Biosolids Storage 6.1 How many days of actual, current biosolids storage capacity did your wastewater treatment facility have either on-site or off-site? ☒ >= 180 days (0 Points) ☐ 150 - 179 days (10 Points) ☐ 120 - 149 days (20 Points) ☐ 90 - 119 days (30 Points) ☐ < 90 days (40 Points) ☐ N/A (0 Points) 6.2 If you checked N/A above, explain why.		
7. Issues 7.1 Describe any outstanding biosolids issues with treatment, use or overall management: None		

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Staffing and Preventative Maintenance (All Treatment Plants)

1. Plant Staffing 1.1 Was your wastewater treatment plant adequately staffed last year? ● Yes ○ No If No, please explain: Could use more help/staff for: 1.2 Did your wastewater staff have adequate time to properly operate and maintain the plant and fulfill all wastewater management tasks including recordkeeping? ● Yes ○ No If No, please explain:	
2. Preventative Maintenance 2.1 Did your plant have a documented AND implemented plan for preventative maintenance on major equipment items? ● Yes (Continue with question 2) ☐☐ ○ No (40 points)☐☐ If No, please explain, then go to question 3: 2.2 Did this preventative maintenance program depict frequency of intervals, types of lubrication, and other tasks necessary for each piece of equipment? ● Yes ○ No (10 points) 2.3 Were these preventative maintenance tasks, as well as major equipment repairs, recorded and filed so future maintenance problems can be assessed properly? ● Yes ○ Paper file system ○ Computer system ● Both paper and computer system ○ No (10 points)	0
3. O&M Manual 3.1 Does your plant have a detailed O&M and Manufacturer Equipment Manuals that can be used as a reference when needed? ● Yes ○ No	
4. Overall Maintenance /Repairs 4.1 Rate the overall maintenance of your wastewater plant. ○ Excellent ● Very good ○ Good ○ Fair ○ Poor Describe your rating: All major equipment is maintained in accordance with the Vendor recommendations.	

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Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Operator Certification and Education

1. Operator-In-Charge

1.1 Did you have a designated operator-in-charge during the report year?

- Yes (0 points)
- No (20 points)

Name:

CHRISTOPHER D LEFEBVRE

Certification No:

32611

0

2. Certification Requirements

2.1 In accordance with Chapter NR 114.56 and 114.57, Wisconsin Administrative Code, what level and subclass(es) were required for the operator-in-charge (OIC) to operate the wastewater treatment plant and what level and subclass(es) were held by the operator-in-charge?

Sub Class	SubClass Description	WWTP	OIC		
		Advanced	OIT	Basic	Advanced
A1	Suspended Growth Processes	X			X
A2	Attached Growth Processes				
A3	Recirculating Media Filters				
A4	Ponds, Lagoons and Natural				
A5	Anaerobic Treatment Of Liquid				
B	Solids Separation	X			X
C	Biological Solids/Sludges	X			X
P	Total Phosphorus	X			X
N	Total Nitrogen				
D	Disinfection	X			X
L	Laboratory	X			X
U	Unique Treatment Systems				
SS	Sanitary Sewage Collection	X	NA	X	NA

0

2.2 Was the operator-in-charge certified at the appropriate level and subclass(es) to operate this plant? (Note: Certification in subclass SS is required 5 years after permit reissuance and is basic level only.)

- Yes (0 points)
- No (20 points)

3. Succession Planning

3.1 In the event of the loss of your designated operator-in-charge, did you have a contingency plan to ensure the continued proper operation and maintenance of the plant that includes one or more of the following options (check all that apply)?

- ☒ One or more additional certified operators on staff
- ☐ An arrangement with another certified operator
- ☐ An arrangement with another community with a certified operator
- ☐ An operator on staff who has an operator-in-training certificate for your plant and is expected to be certified within one year
- ☐ A consultant to serve as your certified operator
- ☐ None of the above (20 points)

If "None of the above" is selected, please explain:

0

4. Continuing Education Credits

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4.1 If you had a designated operator-in-charge, was the operator-in-charge earning Continuing Education Credits at the following rates?

OIT and Basic Certification:

- Averaging 6 or more CECs per year.
- Averaging less than 6 CECs per year.

Advanced Certification:

- Averaging 8 or more CECs per year.
- Averaging less than 8 CECs per year.

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Financial Management

1. Provider of Financial Information

Name:

Mary Klesmith

Telephone:

715-345-5267

(XXX) XXX-XXXX

E-Mail Address
(optional):

mklesmith@stevenspoint.com

2. Treatment Works Operating Revenues

2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ?

● Yes (0 points) ☐

○ No (40 points)

If No, please explain:

2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised?
Year:

2019

● 0-2 years ago (0 points) ☐

○ 3 or more years ago (20 points) ☐

○ N/A (private facility)

2.3 Did you have a special account (e.g., CWP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?

● Yes (0 points)

○ No (40 points)

0

REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]

3. Equipment Replacement Funds

3.1 When was the Equipment Replacement Fund last reviewed and/or revised?

Year:

2020

● 1-2 years ago (0 points) ☐

○ 3 or more years ago (20 points) ☐

○ N/A

If N/A, please explain:

3.2 Equipment Replacement Fund Activity

3.2.1 Ending Balance Reported on Last Year's CMAR

\$ 2,863,214.57

3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)

+

\$ 9,502.16

3.2.3 Adjusted January 1st Beginning Balance

\$ 2,872,716.73

3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)

+

\$ 377,875.11

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3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*) -

\$ 0.00

3.2.6 Ending Balance as of December 31st for CMAR Reporting Year

\$ 3,250,591.84

All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.

3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above.

3.3 What amount should be in your Replacement Fund?

\$ 3,250,591.84

0

Please note: If you had a CWFPP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the SectionInstructions link under Info header in the left-side menu.

3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)?

☒ Yes

☐ No

If No, please explain.

4. Future Planning

4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?

☒ Yes - If Yes, please provide major project information, if not already listed below. ☐ ☐

☐ No

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	WAS thickening upgrade. Replace DAFT with new technology.	500000	2024
2	Biological Nutrient Removal Optimization	2000000	2024

5. Financial Management General Comments

ENERGY EFFICIENCY AND USE

6. Collection System

6.1 Energy Usage

6.1.1 Enter the monthly energy usage from the different energy sources:

COLLECTION SYSTEM PUMPAGE: Total Power Consumed

Number of Municipally Owned Pump/Lift Stations: 14

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	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	16,352	142
February	15,797	147
March	17,256	125
April	16,071	75
May	13,876	44
June	11,215	40
July	9,942	55
August	9,712	44
September	10,650	53
October	11,440	47
November	13,247	64
December	13,446	136
Total	159,004	972
Average	13,250	81

6.1.2 Comments:

The lift stations consumed 24% less power in 2020 compared to 2019. This was due to 5 lift stations being replaced during 2020.

6.2 Energy Related Processes and Equipment

6.2.1 Indicate equipment and practices utilized at your pump/lift stations (Check all that apply):

- ☐ Comminution or Screening
- ☐ Extended Shaft Pumps
- ☒ Flow Metering and Recording
- ☒ Pneumatic Pumping
- ☒ SCADA System
- ☐ Self-Priming Pumps
- ☒ Submersible Pumps
- ☒ Variable Speed Drives
- ☐ Other:

6.2.2 Comments:

6.3 Has an Energy Study been performed for your pump/lift stations?

● No

○ Yes

Year:

By Whom:

Describe and Comment:

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6.4 Future Energy Related Equipment

6.4.1 What energy efficient equipment or practices do you have planned for the future for your pump/lift stations?

None, All pneumatic pumping stations were replaced in 2020.

7. Treatment Facility

7.1 Energy Usage

7.1.1 Enter the monthly energy usage from the different energy sources:

TREATMENT PLANT: Total Power Consumed/Month

	Electricity Consumed (kWh)	Total Influent Flow (MG)	Electricity Consumed/ Flow (kWh/MG)	Total Influent BOD (1000 lbs)	Electricity Consumed/ Total Influent BOD (kWh/1000lbs)	Natural Gas Consumed (therms)
January	178,287	71.93	2,479	180.70	987	14,250
February	200,096	61.84	3,236	165.01	1,213	17,371
March	190,041	82.60	2,301	159.77	1,189	10,159
April	171,638	74.57	2,302	146.31	1,173	9,768
May	155,870	71.33	2,185	158.35	984	3,173
June	202,303	82.09	2,464	149.73	1,351	7,569
July	188,658	74.62	2,528	148.12	1,274	5,537
August	205,276	64.51	3,182	134.70	1,524	7,172
September	217,684	64.19	3,391	152.97	1,423	3,895
October	179,105	62.91	2,847	179.52	998	7,823
November	205,820	61.79	3,331	148.56	1,385	10,843
December	223,204	58.58	3,810	141.64	1,576	16,509
Total	2,317,982	830.96		1,865.38		114,069
Average	193,165	69.25	2,838	155.45	1,256	9,506

7.1.2 Comments:

7.2 Energy Related Processes and Equipment

7.2.1 Indicate equipment and practices utilized at your treatment facility (Check all that apply):

- ☐ Aerobic Digestion
- ☒ Anaerobic Digestion
- ☒ Biological Phosphorus Removal
- ☐ Coarse Bubble Diffusers
- ☒ Dissolved O2 Monitoring and Aeration Control
- ☐ Effluent Pumping
- ☒ Fine Bubble Diffusers
- ☒ Influent Pumping
- ☒ Mechanical Sludge Processing
- ☐ Nitrification
- ☒ SCADA System
- ☒ UV Disinfection
- ☒ Variable Speed Drives
- ☐ Other:

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7.2.2 Comments: 7.3 Future Energy Related Equipment 7.3.1 What energy efficient equipment or practices do you have planned for the future for your treatment facility? None at this time.	
8. Biogas Generation 8.1 Do you generate/produce biogas at your facility? ☐ No ☒ Yes If Yes, how is the biogas used (Check all that apply): ☒ Flared Off ☒ Building Heat ☒ Process Heat ☒ Generate Electricity ☐ Other:	
9. Energy Efficiency Study 9.1 Has an Energy Study been performed for your treatment facility? ☐ No ☒ Yes ☒ Entire facility Year: 2002 By Whom: WI Focus on Energy Describe and Comment: In 2002 WI Focus on Energy did an energy audit on the entire wastewater facility. ☐ Part of the facility Year: By Whom: Describe and Comment:	

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Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Sanitary Sewer Collection Systems

1. Capacity, Management, Operation, and Maintenance (CMOM) Program

1.1 Do you have a CMOM program that is being implemented?

- ☒ Yes
- ☐ No

If No, explain:

1.2 Do you have a CMOM program that contains all the applicable components and items according to Wisc. Adm Code NR 210.23 (4)?

- ☒ Yes
- ☐ No (30 points)
- ☐ N/A

If No or N/A, explain:

1.3 Does your CMOM program contain the following components and items? (check the components and items that apply)

☒ Goals [NR 210.23 (4)(a)]

Describe the major goals you had for your collection system last year:

Cut or clean a combination of 33% of the system, Clean lift stations as needed and clean air release valves biannually

Did you accomplish them?

- ☒ Yes
- ☐ No

If No, explain:

☒ Organization [NR 210.23 (4) (b)] ☐ ☐

Does this chapter of your CMOM include:

- ☒ Organizational structure and positions (eg. organizational chart and position descriptions)
- ☒ Internal and external lines of communication responsibilities
- ☒ Person(s) responsible for reporting overflow events to the department and the public

☒ Legal Authority [NR 210.23 (4) (c)]

What is the legally binding document that regulates the use of your sewer system?

Chapter 13 sewer use ordinance

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY) 2010-03-01

Does your sewer use ordinance or other legally binding document address the following:

- ☒ Private property inflow and infiltration
- ☒ New sewer and building sewer design, construction, installation, testing and inspection
- ☒ Rehabilitated sewer and lift station installation, testing and inspection
- ☒ Sewage flows satellite system and large private users are monitored and controlled, as necessary
- ☒ Fat, oil and grease control
- ☒ Enforcement procedures for sewer use non-compliance

☒ Operation and Maintenance [NR 210.23 (4) (d)]

Does your operation and maintenance program and equipment include the following:

- ☒ Equipment and replacement part inventories
- ☒ Up-to-date sewer system map

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- ☒ A management system (computer database and/or file system) for collection system information for O&M activities, investigation and rehabilitation
- ☒ A description of routine operation and maintenance activities (see question 2 below)
- ☒ Capacity assessment program
- ☒ Basement back assessment and correction
- ☒ Regular O&M training

☒ Design and Performance Provisions [NR 210.23 (4) (e)] ☐ ☐

What standards and procedures are established for the design, construction, and inspection of the sewer collection system, including building sewers and interceptor sewers on private property?

- ☒ State Plumbing Code, DNR NR 110 Standards and/or local Municipal Code Requirements
- ☒ Construction, Inspection, and Testing
- ☐ Others:

☒ Overflow Emergency Response Plan [NR 210.23 (4) (f)] ☐ ☐

Does your emergency response capability include:

- ☒ Responsible personnel communication procedures
- ☒ Response order, timing and clean-up
- ☒ Public notification protocols
- ☒ Training
- ☒ Emergency operation protocols and implementation procedures

☒ Annual Self-Auditing of your CMOM Program [NR 210.23 (5)] ☐ ☐

☒ Special Studies Last Year (check only those that apply):

- ☐ Infiltration/Inflow (I/I) Analysis
- ☐ Sewer System Evaluation Survey (SSES)
- ☐ Sewer Evaluation and Capacity Management Plan (SECAP)
- ☒ Lift Station Evaluation Report
- ☐ Others:

0

2. Operation and Maintenance

2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained.

Cleaning	25.82	% of system/year
Root removal	11.32	% of system/year
Flow monitoring	0	% of system/year
Smoke testing	0	% of system/year
Sewer line televising	1.02	% of system/year
Manhole inspections	25.82	% of system/year
Lift station O&M	15	# per L.S./year
Manhole rehabilitation	1.19	% of manholes rehabbed
Mainline rehabilitation	0.81	% of sewer lines rehabbed
Private sewer inspections	0	% of system/year

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Private sewer I/I removal % of private services

River or water crossings % of pipe crossings evaluated or maintained

Please include additional comments about your sanitary sewer collection system below:

3. Performance Indicators

3.1 Provide the following collection system and flow information for the past year.

34.59	Total actual amount of precipitation last year in inches
37.54	Annual average precipitation (for your location)
138.11	Miles of sanitary sewer
14	Number of lift stations
0	Number of lift station failures
0	Number of sewer pipe failures
5	Number of basement backup occurrences
9	Number of complaints
2.267	Average daily flow in MGD (if available)
2.698	Peak monthly flow in MGD (if available)
	Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

0.00	Lift station failures (failures/year)
0.00	Sewer pipe failures (pipe failures/sewer mile/yr)
0.00	Sanitary sewer overflows (number/sewer mile/yr)
0.04	Basement backups (number/sewer mile)
0.07	Complaints (number/sewer mile)
1.2	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
0.0	Peaking factor ratio (Peak Hourly:Annual Daily Avg)

4. Overflows

LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OVERFLOWS REPORTED **

Date	Location	Cause	Estimated Volume
None reported			

** If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.

5. Infiltration / Inflow (I/I)

5.1 Was infiltration/inflow (I/I) significant in your community last year?

☐ Yes

☒ No

If Yes, please describe:

5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?

☐ Yes

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● No If Yes, please describe: 5.3 Explain any infiltration/inflow (I/I) changes this year from previous years: None 5.4 What is being done to address infiltration/inflow in your collection system? Checked sump pump connections prior to reconstruction projects and recheck during cross connection inspections.	
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Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Grading Summary

WPDES No: 0029572

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Influent	A	4	3	12
BOD/CBOD	A	4	10	40
TSS	A	4	5	20
Ammonia	A	4	5	20
Phosphorus	B	3	3	9
Biosolids	A	4	5	20
Staffing/PM	A	4	1	4
OpCert	A	4	1	4
Financial	A	4	1	4
Collection	A	4	3	12
TOTALS			37	145
GRADE POINT AVERAGE (GPA) = 3.92				

Notes:

A = Voluntary Range (Response Optional)

B = Voluntary Range (Response Optional)

C = Recommendation Range (Response Required)

D = Action Range (Response Required)

F = Action Range (Response Required)

**ORDINANCE AMENDING THE REVISED MUNICIPAL CODE OF THE CITY OF STEVENS
POINT, WISCONSIN**

The Common Council of the City of Stevens Point do ordain as follows:

SECTION I: That Section 13.23(2) of the Revised Municipal Code is hereby **amended** to read as follows:

13.23(2) (2) Cross Connections Prohibited. No person, firm, or corporation may establish or maintain, or permit to be established or maintained, any unprotected cross connection. Cross connections shall be protected as required in ch. SPS 382, Wisconsin Administrative Code.

SECTION II: This ordinance shall take effect upon passage and publication, as provided by law.

APPROVED: _____
Mike Wiza, Mayor

ATTEST: _____
Kari Yenter, City Clerk

Dated: June 14, 2021
Approved: June 21, 2021
Published: June 25, 2021

Stevens Point Common Council Housing Taskforce Charter

Background:

Housing affordability, housing availability, housing quality, access to housing, housing insecurity and homelessness are topics of concerns for most communities. These issues though were brought to the forefront given the issue of Edgewater and the need to find affordable, quality housing for our citizens.

The 2017 City of Stevens Point Housing Study explored many facets of housing in the city, but respondents to a survey said the number one reason they chose not to live in the city was because they could not find the housing they wanted. And most recently, residents responding to survey questions for the strategic plan work identified housing as the most critical strategic goal to address.

The city has a growing issue with homelessness and housing insecurity. This is driven, in part, by the challenges of stagnant or declining wages against a backdrop of a tight housing market that forces home prices and rents upward.

There are many organizations and agencies working on this topic. From CAP Services to Rent Ready to informal gathering of landlords/interested parties to an ecumenical group call One Big Tent. Given the scope of this problems and the critical role that the housing issue plays in a Stevens Point as a preferred place to live, work, visit and succeed, the council finds value in convening a housing taskforce.

At the February Public Policy and General Government Committee meeting, the committee, along with members of council and the public discussed the merits of forming a housing taskforce. The outcome of that discussion was that the council should proceed with building a framework for a taskforce.

Charge:

The Council Housing Taskforce is advisory to the Common Council. Appointments shall be made by the Mayor and confirmed by the Council. The charge to the Taskforce is to research, recommend and support new policies and strategies aimed at addressing these housing issue areas. The policy recommendations and strategies will be detailed in a report which will be presented to the Council no later than December 31, 2022.

- Housing availability
- Housing affordability
- Housing stock quality and diversity of stock
- Housing equity
- Housing insecurity and homelessness
- Zoning

Term

Taskforce members will attend beginning in June 2021 and ending in January 2023. At a minimum, meetings will be held monthly. If subcommittees are formed, then those groups would meet as necessary. Meetings will be held at the Community Room of the Stevens Point Police Department or via electronic platforms (i.e.: Zoom).

Outcomes

The Taskforce will be expected to:

- Research and develop recommendations to address each housing issue area. The recommendations could fall into short-term, mid-term and long-term strategies.

- Ideally each issue area would include three to five (3-5) recommendations, with suggested procedures for achieving recommendations, as well as identifying local, state or federal partners to assist in a successful outcome.

Membership

Two members of the Common Council, one of which will be the Council president. Recommended membership from these groups, organizations or focus areas:

United Way	CAP Services	Central WI Apartment Association
Housing Authority	One Big Tent	Hunger and Poverty Prevention Partnership
Builders	UWSP	Door2Dreams
Realtors	Interested public members	Salvation Army
Evergreen Community Initiatives & The Place of Peace	Portage County Health & Human Services	Portage County Aging & Disability Resource Center
Portage County Business Council	CREATE Portage County	Portage County Veteran Services

Governance

The Taskforce advises the Common Council and staff. It has no formal delegated power of authority to represent the City of Stevens Point or commit to the expenditure of any funds.

The Taskforce will be subjected to Wisconsin open meeting laws and public records laws.

A chair and vice-chair shall be elected by the Taskforce members at its first meeting. Stevens Point Community Development Department will staff the Taskforce.

Decision making and quorum

The Task Force will operate by consensus, taking votes only where needed. Minority opinions will be included in the meeting summary. A quorum must be present to vote on recommendations. A vote on an action or decision requires a majority of those present. A quorum is a simple majority of the total committee. It is the Taskforce member's responsibility to self-identify and disclose any conflict of interest and abstain from decision making if appropriate.