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

February 19, 2024
7:00 PM

Community Room
933 Michigan Avenue, Stevens Point, WI

OR

Zoom Teleconferencing

Meeting ID: 870 4084 9415 | Passcode: 936374
By Computer: JOIN
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.

Consideration and Possible Action on the Following:

5. Consent Agenda:
   a. Minutes of the Common Council Meeting of January 15, 2024.
   b. Actions of the Police and Fire Commission meeting of January 9, 2024:
      3. Confirmation of Bills.
      4. Informational presentation by Officers regarding City Insurance Discord.
      5. Discussion, with possible action, on moving forward with an Intergovernmental Agreement for Providing Automatic Aid Fire Services between The City of Stevens Point and the Village of Rudolph.
      6. Discussion, with possible action, on moving forward with adding Division Chiefs to SECTION 3.04 Compensatory and Overtime for Non-Represented Personnel of the administrative rules and procedures of the Stevens Point Police and Fire Commission. (Division Chief and Deputy Fire Marshal Exempt vs. Non-Exempt status.)
      8. Discussion, with possible action, on approval of moving forward with Officer Jason Dienger and Officer Samuel Hessel to permanent status.

9. Discussion, with possible action, on approval of promotions due to Lieutenant John Moss' expected retirement on January 31, 2024.
10. Discussion, with possible action, on approval of new Officer hires.
12. Approval of out of state training.

Actions of the Police and Fire Commission meeting of February 6, 2024:
4. Confirmation of Bills.
5. Update on contract/bargaining with the Stevens Point Police Officers Organization.
7. Discussion, with possible action, to approve Probationary Firefighter/Paramedics Nathan Mack, Tyler Kruger, and Naomi Hionis to the position of Firefighter/Paramedic with the completion of their probation effective January 16, 2024.
8. Discussion, with possible action, to approve Probationary Deputy Fire Marshal/Emergency Management Coordinator Justin Malin to the position of Deputy Fire Marshal/Emergency Management Coordinator with the completion of his probation effective February 7, 2024.
9. Discussion, with possible action, to approve a memorandum of agreement between the City of Stevens Point and Stevens Point Fire Union Local 484 regarding Instructor Pay.
10. Discussion, with possible action, to approve and accept the 100% funded 2024 Firehouse Subs Public Safety Foundation Grant for $34,205.00 toward Nozzles and Hose.
11. Discussion, with possible action, to approve the Stevens Point Fire Department moving forward with a 2024 Referendum for nine (9) additional FF/PM Positions.
12. Update on the Auto Aid Agreement with Rudolph Fire Department.

c. Actions of the Park Commission meeting of February 7, 2024:
No action.
3. Presentation by Trent Baneck, UWSP Forestry Department intern, on the relationship between trees and hardscape surfaces.
4. Forestry division operational update presented by Forestry Superintendent, Todd Ernster.
7. Adoption of policy #1.05 related to the sale of gift cards by the Parks, Recreation and Forestry Department.
8. Director's Report.

d. Minutes and Actions of the Plan Commission meeting of February 5, 2024:
2. Report of the January 2, 2024 meeting of the City Plan Commission.
14. Director's Report.

e. Actions of the Board of Water and Sewerage Commissioners meeting of February 12, 2024:
2. Approval of Minutes.
3. Approval of Department Claims.
4. Commission Compensation.

f. Actions of the Airport Commission meeting of February 12, 2024:
2. Approval of Minutes.
3. Approval of Department Claims.

g. Minutes and Actions of the Personnel Committee meeting of February 12, 2024:

2. Amendment to Administrative Policy 2.07 Pay and Classification Plan - Pay Plan.
3. Discussion, with possible action, to approve Memorandum of Agreement between the City and Fire Union Local 484 regarding Instructor Pay.

h. Minutes and Actions of the Board of Public Works meeting of February 12, 2024.

i. Minutes and Actions of the Public Policy and General Government meeting of February 12, 2024:
   2. License List.
   3. Request to Hold Event/Street Closing.

j. Minutes and Actions of the Finance Committee meeting of February 12, 2024:
   2. Approval of a capital reallocation and additional funding for repairs to the Willett Arena, and update on the overall Goerke/Willett/Community Stadium project.
   3. Approval of proposal from Ehlers Inc. for professional services related to the creation of Tax Incremental Financing District 14.
   4. Request to issue RFP for Demolition of the Shopko property at 1200 Main Street.
   8. Approval of Claims Paid.

k. Statutory Monthly Financial Report by Comptroller/Treasurer.

l. Mayoral Appointments:
   - Supplemental Poll Worker List.

6. Ratification to approve 2024-2025 collective bargaining agreement with the Stevens Point Police Officers Organization.

7. Consideration of the Public Works Committee decision for a signalized intersection at Division Street and Fourth Avenue, as it relates to the Business 51 Project.

8. To award Fahrner Excavating project #24-01 Groholski Park Development Project Contract A and Contract A-1, General Site Construction and Granite Trail Construction in the not-to-exceed amount of $200,000.

9. To award Northwind Solar project #24-01 Groholski Park Development Contract B, Solar Canopy and Electrical Construction in the not-to-exceed amount of $97,500.

10. Resolution - A request from Patrick Johnson, representing Rydell Management Company, to rezone the property located at 3609 Stanley Street (Parcel ID 281240827230020) from the “R-2” Single Family Residence District to the “B-4” Commercial District.

11. Resolution - A request from Samantha Pech to rezone the property located at 3324 Jefferson Street (Parcel ID 281240833101713) from the “R-2” Single-Family Residence District to the “B-1” Neighborhood Business District.

12. Resolution - A request from William Schierl, representing Claflin House, LLC, to amend the City of Stevens Point Comprehensive Plan Future Land Use Map for the purpose of amending the future land use designation of the property located at 1665 Main Street (Parcel ID 281240832102001) from ‘Multi-Family Residential’ to ‘Residential.’

13. Resolution - A request from William Schierl, representing Claflin House, LLC, to rezone the property located at 1665 Main Street (Parcel ID 281240832102001) from the “R-4” Multiple Family I Residence District to the “R-3” Single- and Two-Family Residence District.

14. Resolution - A request from William Schierl, representing IBEX 1641 Main Street, LLC, to rezone the property located at 1641 Main Street (Parcel ID 281240832102003) from the "R-4" Multiple Family I Residence District to the "R-3" Single- and Two-Family Residence District.

15. Resolution - A request from William Schierl, representing IBEX 1649 Main Street, LLC, to rezone the property located at 1649 Main Street (Parcel ID 281240832102002) from the "R-4" Multiple Family I Residence District to the "R-3" Single- and Two-Family Residence District.

16. Resolution - Authorization to apply to the Resilient Food Systems Infrastructure program.

17. Ordinance Amendment - A request from the City of Stevens Point to amend Section 23.04(2), Zoning Ordinance of the Revised Municipal Code of the City of Stevens Point. Said amendment transfers maximum size restrictions for attached garages and accessory structures from the Stevens Point Building Code to the Stevens Point Zoning Code.

18. Ordinance Amendment - A request from the City of Stevens Point to amend Section 23.04(2), Zoning Ordinance of the Revised Municipal Code of the City of Stevens Point. Said request amends the definition for the term 'home occupation/professional office'.

19. A request from the City of Stevens Point to acquire 620 square feet of land located at 1017 Maria Drive (Parcel ID 281240829300335) for right-of-way purposes.

20. A request from the City of Stevens Point to annex the property located at 5498 Golla Road (Parcel ID 020240826-13.05), an unaddressed parcel bounded by Golla Road (Parcel ID 020240826-13.10), an unaddressed parcel bounded by Golla Road and Regent Street (Parcel ID 020240826-14.03), an unaddressed parcel bounded by Golla Road and Regent Street (Parcel ID 020240826-13.07), an unaddressed parcel bounded by Regent Street and Brilowski Road (Parcel ID 020240826-13.09), and adjacent Regent Street, Golla Road and Brilowski Road Right-of-Way from the Town of Hull to the City of Stevens Point.

21. Ordinance Amendment – Chapter 30, Building Code.

22. Ordinance Amendment – Section 16.06, Snow and Ice Removal.

23. Authorization to apply for an Energy Innovation Grant from the Wisconsin Public Service Commission.

24. Preliminary approval of a referendum to exceed levy limits for the purpose of hiring nine additional firefighter/paramedics.

25. Weed harvesting agreement between the City of Stevens Point and the McDill Lake District.

26. 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.

CITY OF STEVENS POINT
REGULAR COUNCIL MEETING MINUTES

January 15, 2024
7:00 PM

Community Room
933 Michigan Avenue, Stevens Point, WI

OR

Zoom Teleconferencing

1. Roll Call.

Present: Ald. Christianson, Shorr, Keymer, Broderick, Birr, Plaisance, Kneebone, Shuda, Lang, Fishler, Morrow.

Others Present:
Mayor Wiza, Clerk Yenter, C/T Ladick, Director Kernosky, Executive Assistant Dowling, HR Manger Frasch, Chief Moody, Director Lemke, Chief Kussow, Director Kremer, Attorney Beveridge, Zoning Administrator Kuhn, Director Beduhn, District 2 Candidate Guthrie, District 6 Candidate Tiffany.

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.

Ald. Kneebone thanked City staff and first responders for efforts made to maintain the city during inclement weather.

Bob Gifford, 517 Fieldcrest Avenue, spoke regarding existing affordable housing options and the need for a systematic approach for housing and transit models. Mr. Gifford spoke about an Affordable Housing Legislative Coalition that he would like to organize which would focus on the collaborative development of multi-family state-of-the-art energy conservation designs for affordable housing options.

5. Presentation to the Mayor and Council: Adam Kuhn, City Zoning Administrator: Presentation on the Safe Streets and Roads for All (SS4A) County planning grant.

Zoning Administrator Kuhn presented information on the Safe Streets and Roads for all (SS4A) County planning grant.

Consideration and Possible Action on the Following:

6. Consent Agenda:

a. Minutes of the Common Council Meeting of December 18, 2023 and Special Common Council Meeting of January 8, 2024.

b. Actions of the Park Commission meeting of January 3, 2024:
2. Approval of November 1, 2023 meeting minutes.
3. Approval of awarding the timber sale contract for Yulga Park and the West River Park area to Weekly Timber & Pulp, Inc for a total estimated revenue value of $11,800.
4. Approval of awarding the 2024 Tree Care Operations Quote for the Stevens Point Forestry Department to The Tree Fella Company.
5. Approval of design for Seramur Park restroom shelter.
6. Revision of Parks, Recreation and Forestry Department recreation refund policy #1.02.
7. Director's Report.

c. Minutes and Actions of the Plan Commission meeting of January 2, 2024:
2. Report of the December 4, 2023 meeting of the City Plan Commission.

d. Actions of the Board of Water and Sewerage Commissioners meeting of January 8, 2024:
2. Approval of Minutes.
3. Approval of Department Claims.
5. Schedule of pay for Utility certifications.
6. 2024 Teamsters Contract.

e. Actions of the Airport Commission meeting of January 8, 2024:
2. Approval of Minutes.
3. Approval of Department Claims.

f. Minutes and Actions of the Personnel Committee meeting of January 8, 2024:
2. Request to approve 2024 base wage agreement between City of Stevens Point and Teamsters General Union, Local 662- Streets / Parks.
3. Request to approve 2024 base wage agreement between City of Stevens Point and Teamsters General Union, Local 662-Utilities, Utility certifications and Stand-by Pay.

g. Minutes and Actions of the Finance Committee meeting of January 8, 2024:
3. Approval of Claims Paid.

h. Statutory Monthly Financial Report by Comptroller/Treasurer.

Ald. Morrow moved, Ald. Birr seconded, to approve the consent agenda.

Call for the vote: Ayes: Christianson, Shorr, Keymer, Broderick, Birr, Plaisance, Kneebone, Shuda, Lang, Fishler, Morrow.
Nays: None. Motion carried.

7. Request to start City Engineer at Step 5.

Ald. Christianson moved, Ald. Shorr seconded, to approve the request.

Call for the vote: Ayes: Morrow, Fishler, Lang, Shuda, Kneebone, Birr, Broderick, Keymer, Shorr, Christianson.
Nays: Plaisance. Motion carried.

8. Resolution - A request from the City of Stevens Point to apply a permanent zoning designation of "R-3" Single- and Two-Family Residential for the property located at 5595 Regent Street (Parcel ID 281240826400401), consistent with Ch. 23.01(13)(b)(8).

Ald. Morrow moved, Ald. Kneebone seconded, to approve the resolution.

Director Kernosky addressed questions regarding this request.

Call for the vote: Ayes: Christianson, Shorr, Keymer, Broderick, Birr, Plaisance, Kneebone, Shuda, Lang, Fishler, Morrow.
Nays: None. Motion carried.

9. Resolution - A request from Danielle Zellner, representing Valley Communities Credit Union, for a sign variance to install a freestanding sign on the property located at 2940 Church Street (Parcel ID 281230805101425), consistent with Ch. 25.14.

Ald. Fishler moved, Ald. Birr seconded, to approve the resolution.

Call for the vote: Ayes: Morrow, Fishler, Lang, Shuda, Kneebone, Plaisance, Birr, Broderick, Keymer, Shorr, Christianson.
Nays: None. Motion carried.

10. Ordinance Amendment – Aldermanic District Boundaries.

Ald. Keymer moved, Ald. Christianson seconded, to approve the ordinance amendment.

Clerk Yenter gave an overview of the ordinance amendment.

Call for the vote: Ayes: Christianson, Shorr, Keymer, Broderick, Birr, Plaisance, Kneebone, Shuda, Lang, Fishler, Morrow.
Nays: None. Motion carried.

11. Ordinance Amendment – Polling Places.

Ald. Christianson moved, Ald. Fishler seconded, to approve the ordinance amendment.

Call for the vote: Ayes: Morrow, Fishler, Lang, Shuda, Kneebone, Plaisance, Birr, Broderick, Keymer, Shorr, Christianson.
Nays: None. Motion carried.

12. 2024 Capital Operations and Maintenance Plan for Public Utilities.

Ald. Kneebone moved, Ald. Morrow seconded, to approve.

Call for the vote: Ayes: Christianson, Shorr, Keymer, Broderick, Birr, Plaisance, Kneebone, Shuda, Lang, Fishler, Morrow.
Nays: None. Motion carried.

13. 2024 Capital Operations and Maintenance Plan for Airport.

Ald. Birr moved, Ald. Kneebone seconded, to approve.

Call for the vote: Ayes: Morrow Fishler, Lang, Shuda, Kneebone, Plaisance, Birr, Broderick, Keymer, Shorr, Christianson.
Nays: None. Motion carried.

14. Adjourn into closed session pursuant to Wis. Stats. 19.85(1)(e), (deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session), for a discussion on potential extension of water utility services into the Village of Park Ridge.

Attorney Beveridge reviewed the conditions of closed session discussions.

Mayor Wiza presented items for open discussion on the interest in providing a water service agreement and if those conditions should be negotiated.

Director Lemke provided information on public works infrastructure and expanding water services into the Village of Park Ridge.

Chief Moody noted the current active service contracts with the Village of Park Ridge.

President Steve Menzel stated the Village of Park Ridge continues to design the Village Strategic Plan which is contingent on City negotiations.

C/T Ladick stated the current service relationship between the City and Village services would support the need for long-term contracting.

Ald. Christianson moved, Ald. Fishler seconded, to pursue agreement for water services and approve staff to negotiate conditions between the City and Village of Park Ridge to be presented for further discussion.

Call for the vote: Ayes: Christianson, Shorr, Keymer, Broderick, Birr, Plaisance, Kneebone, Lang, Fishler, Morrow.
Nays: Shuda. Motion carried.

15. Adjournment.

Adjourned at 8:28 p.m.

CITY OF STEVENS POINT
POLICE AND FIRE COMMISSION MINUTES
MEETING OF JANUARY 9, 2024

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

   Also Present: Police Chief Kussow, Fire Chief Moody, Assistant Chief Williams, Assistant Chief Gemza, Assistant Chief Zvara, Officer Ahrens, City Attorney Beveridge, Records Admin Assistant II Rebecca Long

2. **Approval of Minutes**

   Commissioner Mrozek moved, seconded by Commissioner Zenner, to approve the minutes of the December 2023 meeting as presented.

   Ayes, all; nays, none. Motion carried.

3. **Confirmation of Bills**

   Commissioner Ostrowski moved, seconded by Commissioner Kirschling, to approve the confirmation of the December 2023 bills.

   Ayes, all; nays, none. Motion carried.

4. **Informational presentation by Officers regarding City Insurance Discord**

   Discussion presented by Officer Kristi Ahrens regarding the city's health insurance. Information provided regarding the family plan maximum out-of-pocket changing from $5,000 to $12,900 without employee notification.

5. **Discussion, with possible action, on moving forward with an Intergovernmental Agreement for Providing Automatic Aid Fire Services between The City of Stevens Point and the Village of Rudolph.**

   Commissioner Kirschling moved, seconded by Commissioner Ostrowski, on moving forward with an Intergovernmental Agreement for Providing Automatic Aid Fire Services between The City of Stevens Point and the Village of Rudolph.

   Ayes, all; nays, none. Motion carried.

6. **Discussion, with possible action, on moving forward with adding Division Chiefs to SECTION 3.04 Compensatory and Overtime for Non-Represented Personnel of the Administrative Rules and Procedures of the Stevens Point Police and Fire Commission. (Division Chief and Deputy Fire Marshal Exempt vs. Non-Exempt status.)**

   Commissioner Kirschling moved, seconded by Commissioner Mrozek, on moving forward with adding Division Chiefs to SECTION 3.04 Compensatory and Overtime for Non-Represented Personnel of the Administrative Rules and Procedures of the Stevens Point Police and Fire Commission. (Division Chief and Deputy Fire Marshal Exempt vs. Non-Exempt status.)

   Ayes, all; nays, none. Motion carried.

7. **Fire Chief's Report/EMS Report**

   Commissioner Moore moved, seconded by Commissioner Ostrowski, to approve the Fire Chief's report and place it on file for January 2024.

   Ayes, all; nays, none. Motion carried.

8. **Discussion, with possible action, on approval of moving forward with Officer Jason Dienger and Officer Samuel Hessel to permanent status.**

   Commissioner Zenner moved, seconded by Commissioner Ostrowski, to approve moving Officer Jason Dienger to permanent status on December 28, 2023.

   Ayes, all; nays, none. Motion carried.

   Commissioner Mrozek moved, seconded by Commissioner Zenner, to approve moving Officer Samuel Hessel to permanent status on January 11, 2024.

   Ayes, all; nays, none. Motion carried.

9. **Discussion, with possible action, on approval of promotions due to Lieutenant John Moss' expected retirement on January 31, 2024.**

   Request to promote Sergeant Justin Klein to Lieutenant and promote Lead Officer Austin Lee to Sergeant on February 1, 2024, pending the retirement of Lt. John Moss.

Commissioner Kirschling moved, seconded by Commissioner Zenner, to approve the promotion of Sergeant Justin Klein to Lieutenant effective February 1, 2024, pending the retirement of Lt. John Moss.

Ayes, all; nays, none. Motion carried.

Commissioner Zenner moved, seconded by Commissioner Ostrowski, to approve the promotion of Lead Officer Austin Lee to Sergeant effective February 1, 2024, pending the retirement of Lt. John Moss, and pending the promotion of Sergeant Justin Klein to Lieutenant.

Ayes, all; nays, none. Motion carried.

10. Discussion, with possible action, on approval of new Officer hires.

Request to hire Reinaldo Barcenas and Lucas Hughes, upon successful completion of psychological and medical screening, with expected start date of February 5, 2024.

Commissioner Mrozek moved, seconded by Commissioner Kirschling, to approve hiring Reinaldo Barcenas and Lucas Hughes, upon successful completion of psychological and medical screening, with an expected start date of February 5, 2024.

Ayes, all; nays, none. Motion carried.

Request to hire Clayton Madison-Dawson, upon successful completion of psychological and medical screening, with expected start date of March 4, 2024.

Commissioner Zenner moved, seconded by Commissioner Mrozek, to approve hiring Clayton Madison-Dawson, upon successful completion of psychological and medical screening, with an expected start date of March 4, 2024.

Ayes, all; nays, none. Motion carried.

Request to hire Malerie Gaylord as a patrol officer without recruit school, upon successful completion of psychological and medical screening, with expected start date of June 4, 2024, and the start date of June 5, 2024, at the 720-hour Law Enforcement Academy at Fox Valley Technical College (sponsored by SPPD). Probation period starts after Malerie completes the academy.

Commissioner Mrozek moved, seconded by Commissioner Kirschling, to

approve hiring Malerie Gaylord as a patrol officer without recruit school, upon successful completion of psychological and medical screening, with expected start date of June 4, 2024.

Ayes, all; nays, none. Motion carried.

11. Police Chief's Report

Commissioner Zenner moved, seconded by Commissioner Moore, to approve the Police Chief's report and place it on file for January 2024.

Ayes, all; nays, none. Motion carried.

12. Approval of out-of-state training.

Commissioner Kirschling moved, seconded by Commissioner Ostrowski, to approve Tanner Lepinski to attend Clandestine Lab Certification class for out-of-state training.

Ayes, all; nays, none. Motion carried.

13. Adjournment.

The meeting adjourned at 3:10 p.m.

Stevens Point Police Department
933 Michigan Avenue
Stevens Point, WI 54481
Phone: 715-346-1500 / Fax: 715-346-1684

"Innovative Policing through Partnerships with the Community"

Robert J. Kussow, Chief of Police

January 9, 2023

Police and Fire Commission
City of Stevens Point

Re: December 2023 Chief of Police Report

Commissioners:

The Department would like to make you aware of the following updates:

Personnel: 43/49

Note of Interest:

- 12-1-23 Holiday Parade assisted by Ast. Chief Williams, Lt. Uitenbroek and several Auxiliary.
- 12-1-23 – Interviews for Patrol Officer conducted by Ast. Chief Williams, Lt. Spath, Sgt. Ballew and Ofc. Hansen. 7 forwarded to background stage.
- 12-4-23- Officer James Harper sworn in as probationary Patrol Officer.
- 12-7-23 – K9 demo with Ofc. Dienger and K9 Coye at Steel King Industries.
- 12-9-23 – SRO Marchel, Lt. Brooks, Ofc. Radsek, Ast. Chief Williams, Chief Kussow, and Auxiliary Sgt. Strasser participated in Salvation Army Red Kettle Challenge.
- 12-11-23 Jessie Davidenko began her employment as our nightshift Community Service Officer. Jessie will be working the 2am to 6am shift.
- 12-16-23 – Lt. Johnson, Lt. Brooks, Ofc. Morton, Aux. Sgt. Strasser, SRO Marchel (Willow) and Ast. Chief Williams participated in Shop with a Cop.
- 12-16-23 – Honor Guard – Ast. Chief Williams, Ofc. Hansen and SRO Marchel presented at Wreaths Across America at Plover Cemetery – honoring veterans and putting wreaths on their markers.
- 12-18-23 Lt. Johnson scheduled walk-throughs at Delta Dental for in house personnel and patrol.
- 12-18-23 Lt. Brooks, Lt. Johnson and Chief Kussow attended the "Best Christmas Ever" event in Plover, WI.
- 12-22-23 – Det. Yenter's last day after 19 years of service with the City of Stevens Point and the Stevens Point Police Department.
- 12-27-23 Officer Dienger to permanent status.

- 01-5-2023 – SRO Quisler is retiring after 26 years of service with the City of Stevens Point and the Stevens Point Police Department.

Calls of Interest:

- 12-20-23 Threats Call at Point of Discovery (PODS), Officers investigated a report of 16 year old male who threaten social media posts to shoot everyone at school. Male was arrested on making terroristic threats. Check of his house located two antique firearms. Male locked in Juvenile detention.
- 12-19-23 Fraud complaint, Suspect attempted to pass fake check at several local banks. Suspect/vehicle entered into FLOCK. Flock hit resulted in locating the vehicle and a traffic stop was attempted. Suspect led SPPD officers on highspeed pursuit which was terminated. Suspect was later taken into custody in Marathon Co. with evidence of fraudulent checks and documents.
- 12-17-23 Report of Active Break-In, 2400 blk of Stanely, SPPD & UW Officers responded to locate an older male with a dog. The male was not cooperative and attempted to provoke the dog to attack officers. The male physically resisted officers, however was taken into custody on multiple charges. The dog was turned over to human society.
- 12-17-23 Report of suicidal male with gun, 200 blk of Franklin. SPPD Officers responded and made contact with a male who stated he was not suicidal. Officers took guns located at residence for safe keeping. Green Bay Crisis contacted to evaluate. GBC did not authorize a hold or safety plan. Family drove from out of state to check on the male who was found deceased due to a gunshot. Investigation bureau called into investigate.
- 12-15-23 Disturbance, 500 blk. of W Clark, Officers were called to investigate three people arguing after the vehicle they had been riding in left the roadway. Officers investigated and could not determine driver. The vehicle was towed and subjects later were dispersed.
- 12-15-23 report of female throwing shoes in the street, Church and Clark, SPPD Officers made contact with female who was found to be intoxicated and out on bond with a no-drink and on probation. Female was arrested and transported Jail.
- 12-13-23, FLOCK hit, Hwy 10 & I-39 with a male suspect wanted for several charges involving sexual assault with children from the West Bend area. Suspect vehicle located and the male taken into custody.
- 12-11-23- Disturbance Franciscans, SPPD Officer investigated report of a male who threaten he had a gun after a verbal disagreement. Officer made contact with male who was not cooperative and was detained. No weapon found and reporting parties did not want to press charges.
- 12-11-23 Disturbance, Festival foods, report of male walking around in the street with no shoes and walking into traffic. Officers made contact with an intox. male who was previously contacted by officers from the Franciscans call. Subject provided ride to hospital for detox.
- 11-10-23, Disturbance, 100 blk of Forest St. N, female called reported she locked herself in a bathroom for her safety. Officers responded and observed evidence that the

female had been struck on the face in addition to her initial statements of being hit. Male subject arrested, however female victim did not want to cooperate further with the investigation. Male in Jail.

- 11-10-23 Overdose, Officer responded to 600 blk of Hickory in Whiting, for 37 year old Pusleless Non-Breather who OverDosed. Narcan used and CPR done. After AED shocks administered the male came to life and was transported to hospital by Med Unit.
- 11-09-23, disturbance, Downtown, SPPD Officers responded to report of a female walking around without pants. This same female had multiple prior police contacts. Female was taken to jail.
- 11-09-23 Trespass, 300 blk of Michigan Av. Officers responded to report of pants-less person who made entry to callers' apartment. Male resident of the apartment held the pants-less male down until police arrived as the female called police. The male was later determined to live in a nearby building same apartment number.
- 12-07-23 Threats with Firearm, 4400 blk of Heffron female reported being threatened by know male with a firearm. Officers attempted to locate the male, without success. Several charges including domestic related with stalking. Days later information of a possible location of the male suspect resulted in SWAT response at residence however he was not located. After a media blitz for armed and dangerous male he turned himself in at SPPD. Male booked into jail.
- 12-06-23 Theft of vehicle, 900 blk of Main St, SPPD Officers investigated report of door dash driver having his vehicle stolen. Cameras showed a know homeless female drive off with the vehicle. FLOCK cameras hit on the West Side of Stevens Point. The vehicle was located. Female was taken into custody and booked in Jail.
- 12-04-23 Welfare Check/Vehicle Crash, John Joanis and Carrie Frost, Dispatch received a 911 call that a know 17 year old male made a good bye called and the caller heard the sound of a vehicle engine accelerating follow by a crash. Suicidal male survived the crash and was chaptered for mental health.
- 12-03-23 Welfare Check, Metro Market, Officer responded to metro market for report an intoxicated male who broke the toilet. The male had left the store all bloody and was located in the nearby cemetery. The male had lost his balance and broke the toilet with his head. Medical treatment was provided and the male was transported home.
- 12-02-23 Man with Knife, Salvation Army, Officers responded to report of male who pulled a knife. Further investigation found the male dropped a knife and picked it up. The male was booked on Probation Hold after locating another knife and marijuan.

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

Number of Use of Force Incidents: 6 (58)

December Use of Force Summaries

- 12/7/23 – SPPD Officers were attempting to locate a suspect who was wanted for pointing a gun at an ex-girlfriend, along with other charges. One Officer saw a subject matching the clothing and physical description of the suspect walking nearby. When Officers tried to make contact

with the suspect, the suspect ignored them and their commands. Officers had their weapons pointed at the suspect. The suspect eventually complied with order and was taken into custody without incident. After further investigation the subject taken into custody was not who the Officers were looking for and the subject was released without incident or injury.

- 12/9/23 – SPPD/Plover SWAT along with the assistance of PTSO Special Response Team executed a search warrant on a residence. During the execution, weapons were pointed at subjects on the property and K9's were used on security and perimeter. The suspect wanted was not located. No injuries, there was property damage done during the warrant execution.
- 12/9/23 – SPPD Officer conducted a traffic stop on a vehicle that had a left a residence a warrant was going to be executed on. Due to the Officers not knowing who was operating the vehicle, possible suspect who was armed or not, they conducted a high-risk stop on the vehicle. The Officers pointed their guns at the vehicle and occupant and the occupant was taken into custody without incident or injury. It was not the suspect Officers were looking for.
- 12/11/23 – SPPD Officers were called to a disturbance in the ER at 900 Illinois Ave. The subject that was causing the disturbance was a subject Officers had dealt with earlier in the day, who was verbally defiant towards Officers. When Officers arrived on scene, they could hear a loud disturbance coming from one of the rooms, they then observed the subject get into a boxer's stance and clench their fists towards ER staff. That ER staff grabbed the suspect and placed them on the ER bed. Officers intervened and advised the subject; they were under arrest. While attempting to arrest the suspect, the suspect tensed up and tried to pull away from the two officers. The officers took the suspect to the ground to better control the suspect and placed handcuffs on the suspect. The suspect was taken to jail without injury.
- 12/16/23 – SPPD Officers were dispatched to the area of the bandshell for a disturbance. Upon arrival Officers advised one of the suspects that they were under arrest and told the suspect to come off of the bandshell. The suspect ignored the direction and quickly reached into their pockets. At this point the Officer displayed their taser, pointing it at the suspect. The suspect removed drug paraphernalia and threw it and then was placed in handcuffs. No injury.
- 12/17/23 -SPPD Officers were called to a suspect trying to gain entry to a residence and the caller was inside. Upon contact with the suspect, the suspect was standing at the front door with a dog. The suspect was belligerent and unwilling to ID themselves or answer any questions. The suspect refused to come off the step and threatened to go inside and threatened to fight the Officer. The Officer was able to grab one arm and take the suspect to the ground. While doing this the suspect kicked the Officer in the leg. Once on the ground the suspect continued to struggle with the Officers and try and kick them. At one point an Officer displayed their taser, but put it away. The Officers were able to get the suspect into handcuffs, who continued to try and kick Officers as they put him in the squad car. Officers took the suspect to the jail where he fought with jail staff as well. Two SPPD Officers received minor scratches and abrasions and the suspect also received scratches and abrasions from the struggle.

Mental health related incidents: Officers Responded to the following in December:

- Total welfare checks for 2023 = 714
- 60 welfare checks
- 5 Emergency Detentions
- 2 Suicide
- 4 Voluntary

Auxiliary Unit:

- 2 events
  - 38 hours for these 2 events by Auxiliary Officers
- Auxiliary monthly meeting
  - Swearing in of new Auxiliary Officer Benjamin Tiffany
  - After Action of Holiday Parade
  - Vehicle familiarization

Training:

- December SWAT Training
- FBI Negotiator training for Lead Officer Nissen and SRO Yang
- Monthly K9 Training

Field Training (FTO):

- Ofc. James Harper completed step 0 and is in Step 1 with Lead Officer Wierzba

School Resource Officers:

SPASH

- 116 – Calls for Service
- 7 – drug/vaping complaints
- 2- Citations for Disorderly Conduct
- 2 – Citations for Truancy
- 6 – Securely Alerts for weapons related searches – all investigated and cleared
- 2 – Parking Lot Crashes
- Assisted with bus evacuation drills
- Assisted Chicago FBI with trying to ID a younger male in the area who caused a swatting incident in Illinois. Ended up being a former student that graduated last year and had similar issues while attending the Stevens Point Area Senior High.

PJ Jacobs

- 112 - Calls for Service
- 49 - School Consequences
- 1- Disorderly Conduct Citation
- 2 - Truancy Citations
- 3 - Juvenile Referrals
- 2- Vape Citations
- 3 - Youth Enrichment Services (YES) referrals

SRO Quisler, "It's been a pleasure and an honor to serve and protect the community, and I wish everyone the best moving forward!"

Ben Franklin

- 72 – Calls for Service
- 41 – School Consequences
- 4 – Citations for Disorderly Conduct
- 2 – Juvenile Referrals
- 1 – Youth Enrichment Services Program Referral
- 1 – Criminal Charge referred to the District Attorney's Office for violating sex offender registry by being on school grounds.
- 1 – Call to PODS to assist Patrol with a student who posted on social media about bringing a gun to school. (Juvenile Referral)
- Several Securely report of Google Searches involving weapons that were determined to not pose a threat.

K9

- $50 donation from Mr. Thomas Zoellner (Thank you)
- Therapy Dog Willow completed her requirements for certification, passing her observation, we are just waiting on paperwork to submit for full Therapy Dog status. There were several Securely reports of Google searches involving weapons that were determined to not pose a threat.

Respectfully submitted,

Chief Robert Kussow
Stevens Point Police Department

STEVENS POINT
1701 FRANKLIN STREET
715-344-1833

FIRE DEPARTMENT
STEVENS POINT, WI 54481
FAX: 715-346-1599

JB D. MOODY
FIRE CHIEF

Police & Fire Commission
Fire Chief's Report – December 2024

48 Members Approved
46 positions Funded
42 Staffed

Significant Events

- Red Kettle Ring the Bell Challenge
- Park Ridge Santa in the Village
- Hoover Training Burn
- SPFD Members Awards Days
- Station LED Lighting upgrade through energy efficiency program
- Station One HVAC update (IT needs to setup final controls and AC Calibration in Spring)
- Plymovent system will no longer be needed due to updated HVAC System

Monthly Training:

- CVMIC Bridge the Gap
- Forcible Entry
- Tree Stand Rescue
- UWSP Crisis
- Water Trailer and Ice Rescue
- Highrise Pack Review
- Tempus Monitor Review
- Response Matrix
- AREAS Mannequin Simulations
- Child Protective Services
- Roof Ventilation Hoover House
- Live Fire Evolutions Hoover House

Public Activities:

• 2116 Water Street Smoke Detector Installation	12/01/2023
• CCLC Adult Day Care Fire Drill	12/07/2023
• Station Tour	12/11/2023
• ADRC Christmas Lunch	12/13/2023
• Hull EMS Training	12/13/2023

STEVENS POINT
1701 FRANKLIN STREET
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FIRE DEPARTMENT
STEVENS POINT, WI 54481
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JB D. MOODY
FIRE CHIEF

Reports Attached:

Incident Types Top 15
Incidents by Category Monthly and Yearly
Aid Given and Received Monthly
Aid Given and Received Yearly
Property Loss Incidents Monthly
Property Loss Incidents Yearly Top 20

STEVENS POINT **FIRE DEPARTMENT**
1701 FRANKLIN STREET STEVENS POINT, WI 54481
715-344-1833 FAX: 715-346-1599

Jb Moody
FIRE CHIEF

Stevens Point Fire and EMS Department
Activities Report
December 2023

12/30/2023 Weather Incident: SPFD Ambulances responded to 19 calls for service on 12/30/2023.

Between the times of 1652 and 1731 (43 minutes), due to freezing road conditions, SPFD treated 8 patients utilizing all 5 ambulances and Car 5. The Portage County EMS system utilized all 7 ambulances at 5 different locations in Portage County.

- 5 ambulances and Car 5 SPFD
- 1 ambulance Plover FD
- 1 ambulance Amherst Ambulance

We will be conducting n After Action Review and will report back with the results.

Public Safety Red Kettle Challenge: SPFD once again participated in the Salvation Army's red Kettle Challenge. Below are the early results, a good time was had, and money was raised for a great charity.

1. Plover F D.	$3,626
2. Stevens Point F D.	$3,231 ($950 more than last year)
3. Portage County S O	$2,284
4. Plover P D.	$2,009
5. Dewey F D.	$759
6. Stevens Point P D.	$538
7. Wisconsin State Patrol.	$39

Total: $12,486

- Don't have the total of official numbers.

Training:

- Crews trained on rope rescue extracting an injured Pt from an elevated tree stand.
- Portage County Child Protective Services presented reportable incidents and the reporting process.
- ARIES patient simulation. We utilized MSTC's high fidelity manikin in hands-on Pt scenarios.
- Teamwork: Bridging the Gap (SPFD management and Local 484 leaders participated in this CVIMC training.)

Public Activity:

- Holiday Parade
- Serve lunch for the Aging Disability Resource Center of Portage County Christmas celebration. A crew, Chief Moody, AC Zvara, BC Ewing, and Karyn Baxter participated in the holiday fun.

Patient Care Reporting: Starting January 1st, 2024, all patient care reports need to be NEMSIS 3.5 compliant. The National Emergency Medical Services Information System (NEMSIS) is the national database that is used to store EMS data from states and territories. NEMSIS is a universal standard for how patient care information resulting from an emergency 911 call for assistance is collected.

The upgrade was successful thanks to FF/ Medic Jake Butler who worked diligently on ensuring that SPFD is compliant and ready for the upgrade from version 3.0 to 3.5.

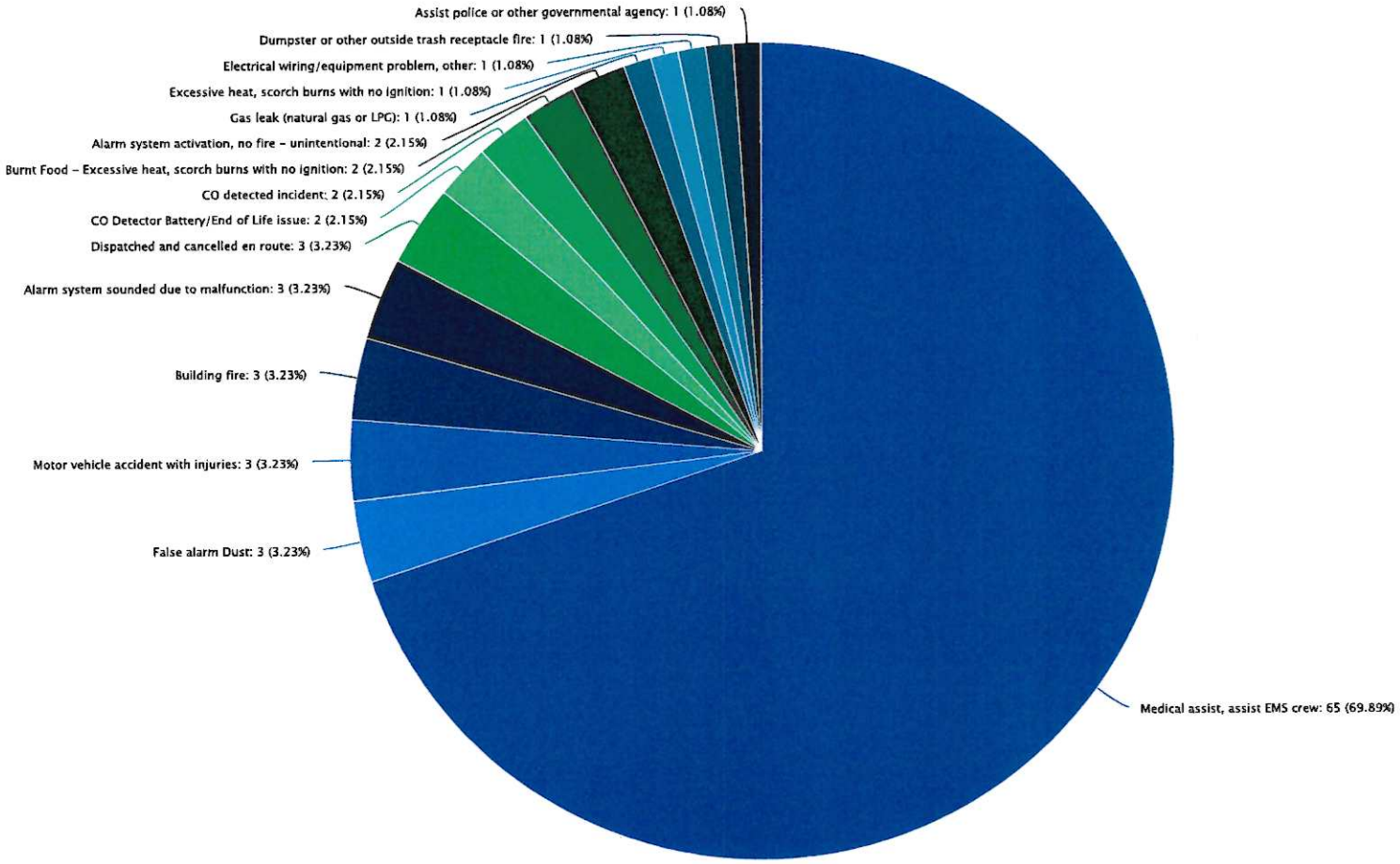
Respectfully submitted,

Joseph A. Gemza, Jr.

Joseph A. Gemza, Jr.
Assistant Chief of EMS

Incident Types (Top 15)

Dec 01, 2023 to Dec 31, 2023



Incidents by Category Monthly & Yearly

Jan 01, 2022 12:00 AM to Dec 31, 2023 11:59 PM

	2023												2023		2022		
Incident Type Category	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	YTD % Change
1 - Fire	3	2	2	9	5	7	5	6	4	5	6	4	58	5%	49	5%	18.37%
2 - Overpressure Rupture, Explosion, Overheat (No Fire)	5	2	4	2	10	1	1	3	2	4	9	4	47	4%	45	4%	4.44%
3 - Rescue & Emergency Medical Service Incident	76	47	62	64	61	48	67	59	59	73	63	68	747	61%	611	58%	22.26%
4 - Hazardous Condition (No Fire)	3	5	5	9	10	8	6	5	6	6	8	6	77	6%	74	7%	4.05%
5 - Service Call	1	1	4	21	10	10	7	3	8	5	6	2	78	6%	55	5%	41.82%
6 - Good Intent Call	4	8	9	10	7	2	5	6	13	5	8	4	81	7%	82	8%	-1.22%
7 - False Alarm & False Call	8	5	12	13	11	9	17	16	14	16	11	13	145	12%	134	13%	8.21%
8 - Severe Weather & Natural Disaster	0	0	0	0	0	0	0	0	0	1	0	0	1	0%	0	0%	N/A
9 - Special Incident Type	0	0	0	0	0	0	0	0	0	0	0	0	0	0%	4	0%	-100%
Grand Total	**100**	**70**	**98**	**128**	**114**	**85**	**108**	**98**	**106**	**115**	**111**	**101**	**1,234**	**100%**	**1,054**	**100%**	**17.08%**

Aid Given and Received Monthly

Dec 01, 2023 to Dec 31, 2023

Fire Department	Automatic Aid Given	% of Total Automatic Aid Given	Automatic Aid Received	% of Total Automatic Aid Received	Mutual Aid Given	% of Total Mutual Aid Given	Mutual Aid Received	% of Total Mutual Aid Received
Amherst Fire Department	0	0%	0	0%	1	100%	0	0%
Hull Fire Department	0	0%	2	0%	0	0%	0	0%
Plover Fire Deparment	2	100%	2	0%	0	0%	0	0%
Overall	**2**	**100%**	**4**	**100%**	**1**	**100%**	**0**	**0%**

Aid Given and Received Yearly

Before Jan 31, 2024

Fire Department	Automatic Aid Given	% of Total Automatic Aid Given	Automatic Aid Received	% of Total Automatic Aid Received	Mutual Aid Given	% of Total Mutual Aid Given	Mutual Aid Received	% of Total Mutual Aid Received
Amherst Fire Department	0	0%	0	0%	1	0%	0	0%
Dewey Fire Department	0	0%	0	0%	0	0%	1	0%
FORT McCOY FIRE DEPARTMENT	0	0%	0	0%	1	0%	0	0%
Hull Fire Department	3	0%	18	0%	1	0%	7	0%
Plover Fire Deparment	12	0%	19	0%	5	0%	8	0%
Rosholt Fire Department	0	0%	0	0%	1	0%	0	0%
Rudolph Fire Department	0	0%	2	0%	2	0%	2	0%
Stevens Point Fire Dept. & Ambulance	0	0%	0	0%	1	0%	0	0%
Stockton Fire Department	0	0%	1	0%	3	0%	2	0%
Wittenberg Fire Department	0	0%	0	0%	1	0%	0	0%
Overall	**15**	**100%**	**40**	**100%**	**16**	**100%**	**20**	**100%**

Property Loss Incidents (Top 20)

Dec 01, 2023 to Dec 31, 2023

Agency Name	Incident Date Time	Incident Number	Property Use	Street Number	Street Name	City	State	Postal Code	Property Pre-Incident Value	Property Loss
Stevens Point Fire Dept. & Ambulance	12/9/2023 10:34 PM	16782	Multifamily dwelling	1270	NORTH POINT	STEVENS POINT	WI	54481	$2,374,600	$300

Property Loss Incidents (Top 20) Yearly

Before Jan 31, 2024

Agency Name	Incident Date Time	Incident Number	Property Use	Street Number	Street Name	City	State	Postal Code	Property Pre-Incident Value	Property Loss
Stevens Point Fire Dept. & Ambulance	7/5/2023 2:28 AM	23SF00643	1 or 2 family dwelling	3301	OAK	STEVENS POINT	WI	54481	$193,500	$100,000
Stevens Point Fire Dept. & Ambulance	3/2/2023 8:53 AM	9669	Street or road in commercial area	(blank)	Coye	STEVENS POINT	WI	54481	$80,000	$80,000
Stevens Point Fire Dept. & Ambulance	6/20/2023 5:25 PM	12389	Multifamily dwelling	2524	FIFTH	STEVENS POINT	WI	54481	$1,262,500	$45,000
Stevens Point Fire Dept. & Ambulance	5/30/2023 2:30 PM	11852	Multifamily dwelling	725	PRENTICE	STEVENS POINT	WI	54481	$750,000	$15,000
Stevens Point Fire Dept. & Ambulance	2/19/2023 12:56 PM	(blank)	Outbuilding, protective shelter	3241	COON	STEVENS POINT	WI	54481	$10,000	$10,000
Stevens Point Fire Dept. & Ambulance	9/26/2023 6:30 AM	14857	Restaurant or cafeteria	929	CLARK	STEVENS POINT	WI	54481	$354,400	$10,000
Stevens Point Fire Dept. & Ambulance	11/1/2023 1:13 PM	15766	Parking garage, (detached residential garage)	1717	BRIGGS	STEVENS POINT	WI	54481	$7,400	$7,400
Stevens Point Fire Dept. & Ambulance	5/21/2023 2:06 AM	11605	Laundry, dry cleaning	2501	CHURCH	STEVENS POINT	WI	54481	$755,500	$5,000
Stevens Point Fire Dept. & Ambulance	6/23/2023 8:47 PM	12459	Multifamily dwelling	401	MICHIGAN	STEVENS POINT	WI	54481	$400,000	$5,000
Stevens Point Fire Dept. & Ambulance	10/27/2023 9:45 AM	15612	Vehicle parking area	2601	INDIANA	STEVENS POINT	WI	54481	$5,000	$5,000
Stevens Point Fire Dept. & Ambulance	6/17/2023 4:57 PM	12326	Highway or divided highway	(blank)	BADGER	STEVENS POINT	WI	54482	$10,000	$3,500
Stevens Point Fire Dept. & Ambulance	8/24/2023 6:42 PM	14023	Multifamily dwelling	741	JOHNS	STEVENS POINT	WI	54481	$188,900	$2,000
Stevens Point Fire Dept. & Ambulance	9/28/2023 6:31 PM	23SF00953	Highway or divided highway	-1	HWY 66 & I39	STEVENS POINT	WI	54481	$1,700	$1,700
Stevens Point Fire Dept. & Ambulance	6/25/2023 11:56 PM	23SF00619	1 or 2 family dwelling	816	PRENTICE	STEVENS POINT	WI	54481	$80,700	$1,000
Stevens Point Fire Dept. & Ambulance	4/24/2023 4:25 PM	10993	1 or 2 family dwelling	5426	WOODLAND	STEVENS POINT	WI	54482	$147,500	$500
Stevens Point Fire Dept. & Ambulance	8/4/2023 1:50 AM	13463	Vehicle parking area	2601	INDIANA	STEVENS POINT	WI	54481	$3,500	$500
Stevens Point Fire Dept. & Ambulance	8/30/2023 10:07 AM	14148	1 or 2 family dwelling	2308	JEFFERSON	STEVENS POINT	WI	54481	$500	$500
Stevens Point Fire Dept. & Ambulance	8/30/2023 1:28 PM	14151	Restaurant or cafeteria	317	DIVISION	STEVENS POINT	WI	54481	$500	$500
Stevens Point Fire Dept. & Ambulance	10/29/2023 6:08 PM	23SF01067	1 or 2 family dwelling	2525	BLAINE	STEVENS POINT	WI	54481	$85,900	$500
Stevens Point Fire Dept. & Ambulance	12/9/2023 10:34 PM	16782	Multifamily dwelling	1270	NORTH POINT	STEVENS POINT	WI	54481	$2,374,600	$300

December 2023
Monthly EMS Report

Medic 1			
	Month	2023 YTD	2022 YTD
Responses	187	2340	2012
Transport/Treat ALS	119	1587	1347
Transports BLS	4	37	52
Cancel/Refuse/No Trans	64	711	603
Hosp to Hosp	2	15	17

Medic 2			
	Month	2023 YTD	2022 YTD
Responses	108	506	1256
Transport/Treat ALS	48	883	781
Transports BLS	3	27	36
Cancel/Refuse/No Trans	57	396	440
Hosp to Hosp		6	3

Medic 3			
	Month	2023 YTD	2022 YTD
Responses	32	242	314
Transport/Treat ALS	22	164	205
Transports BLS		10	11
Cancel/Refuse/No Trans	10	68	98
Hosp to Hosp	1	1	1

Medic 4			
	Month	2023 YTD	2022 YTD
Responses	33	139	51
Transport/Treat ALS	23	83	28
Transports BLS		11	19
Cancel/Refuse/No Trans	10	45	1
Hosp to Hosp		0	0

Medic 5			
	Month	2023 YTD	2022 YTD
Responses	5	26	39
Transport/Treat ALS	4	18	24
Transports BLS		0	2
Cancel/Refuse/No Trans	1	5	14
Hosp to Hosp		0	0

Fire Department Apparatus			
	Month	2023 YTD	2022 YTD
Responses		3	3
Transport/Treat ALS		0	0
Transports BLS		0	0
Cancel/Refuse/No Trans		1	3
Hosp to Hosp		0	0

Totals			
	Month	YTD	2022 YTD
Responses	365	4078	3677
Transport/Treat ALS	216	2506	2385
Transports BLS	7	116	102
Cancel/Refuse/No Trans	142	1226	1171
Hosp to Hosp	3	21	20

Simultaneous Calls			
Units	Month	2023 YTD	2022 YTD
2	67	818	711
3	15	135	79
4	2	19	20
5	2	6	5

Car 5 Response			
	Month	2023 YTD	2022 YTD
Responses	24	233	209

RRU Response Location			
		2023 YTD	2022 YTD
V Plover	1	18	18
V Almond		0	0
V Amherst		1	2
V Amherst Jct		0	0
V Jct City	1	11	5
V Nelsonville		0	0
V Park Ridge		0	0
V Rosholt	1	10	9
V Whiting	4	41	26
T Alban	1	3	10
T Almond		1	0
T Amherst		0	2
T Belmont		0	0
T Buena Vista		1	1
T Carson	2	20	16
T Dewey	1	21	7
T Eau Pleine	1	13	5
T Grant		0	0
T Hull	1	42	49
T Lanark		2	1
T Linwood	1	6	11
T New Hope		0	0
T Pine Grove	1	1	1
T Plover		6	3
T Sharon	3	19	11
T Stockton	6	20	27
Other		0	0
St Point		3	0

Vehicle	Year	Make	Model	Current Vehicle Miles
51Med1-A918	2021	IH	CV	**35800**
51Med2-A187	2018	Ford	F-550	**100592**
51Med3-A184	2018	Ford	F-550	**85237**
51Med4-A211	2015	Ford	F-550	**75719**
51Med5-A554	2010	IH	4300	**162940**

Automatic Aid Agreement Fore Fire Protection and Other Emergency Services

This agreement, is made and entered into by and between the municipalities and jurisdictional entities enumerated on the signature page of this agreement through the duly authorized representatives of the respective governing bodies, to provide automatic assistance for fires and other emergency incidents as described under the terms of the agreement.

WITNESSETH:

Whereas, agreement for automatic assistance for fire protection and response to other emergencies have existed between specific municipalities and governmental jurisdictions; and

Whereas, it is the desire of the Automatic Aid System participants joining this agreement to continue and improve the nature and coordination of emergency assistance to incidents that threaten loss of life or property within geographical boundaries of their respective jurisdictions; and

Whereas, it is further the determination of each party hereto that the decision to enter into this Automatic Aid Agreement constitutes a fundamental governmental policy of the parties hereto which is automatic in nature, and includes the determination of the proper use of the resources available with respect to the providing governmental services and the utilization of existing resources of each of the parties hereto, including the use of equipment and personnel.

Whereas, Wisconsin Statues 66.03125 authorizes fire departments to engage in mutual assistance within a requesting fire department's jurisdiction; and

WHEREAS, it is the desire of these municipalities and governmental jurisdictions to initiate and/or renew and "Automatic Aid Agreement" for fire department services.

NOW THEREFORE, BE IT RESOLVED,

1. The geographical area to be governed under this agreement shall be known as the boundaries of the City of Stevens Point.

2. The parties hereto acknowledge that this Agreement is being entered into pursuant to the Wisconsin Statues regarding intergovernmental agreements.

3. That the Automatic Aid System participants executing this agreement agree to be dispatched to through the Computer Aided Dispatch (CAD) system operated by the Portage County Sheriff's Department.

4. It is agreed that the scope of this agreement includes automatic aid assistance in responding to structure fire emergency incidents that are within the scope of the services provided by fire departments in the Automatic Aid Agreement effective 24 hours a day seven days a week.

5. Nothing in this agreement shall limit the ability of any party from agreeing to participate in more specific contracts for service, or mutual assistance and automatic response

agreements; nor shall this agreement prohibit any party from providing emergency assistance to another jurisdiction which is not a participant in this agreement.

6. Each participating municipality shall retain ownership of any equipment or property it brings to the performance of this agreement and shall retain ultimate control of its employees.

7. Each participating municipality agrees to participate in the State of Wisconsin, Portage County, Division 110, Mutual Aid Box Alarm System (MABAS), as created under section 166.03(2)(a)3 of the Wisconsin Statues.

8. Each participating municipality further agrees to follow the standard of service criteria as the primary response element of this Automatic Aid Agreement, including, but not limited to the following:

    - Utilization of Computer Aided Dispatch (CAD) system;

    - Develop communication protocols for communication frequencies, tactical frequencies, paging personnel, etc.;

    - Operate under the National Incident Management System (NIMS) and the Incident Command System (ICS) for efficient management of the emergency and for the safety of firefighters through; standard terminology, reporting relationships, and support structures including the use of the Safety officer at emergency scenes;

    - Provide (1) one truck company equipped with firefighting equipment;

    - Given the utmost importance of service delivery and personnel safety, participants recognize that the minimum staffing level for apparatus is (4) four firefighter I certified members.

    - Participants shall be responsible for completing a National Fire Incident Reporting System (NFIRS) fire report following each incident response.

9. No term or provision of this Agreement is intended to, or shall, create rights in any person, firm, corporation, other entity not a party hereto, and no such person or entity shall have cause or action hereunder.

10. Except as specifically agreed by both parties for a particular incident, neither party shall be reimbursed by the other party for any costs incurred pursuant to this agreement. In the event of a declared disaster, participants may apply for reimbursement from County, State, and Federal Agencies.

11. Each party waives all claims against the other party for compensation for any property loss or damage, and/or personal injury or death occurring as a consequence of the performance of

this Agreement. Each party shall bear the liability and/or cost of damage to its equipment and the death of, or injury to, its personnel, whether the death, injury or damage occurs at an emergency within the described boundary. To the extent allowed by law, each department shall indemnify, defend and hold harmless all other parties for damages, claims, demands, suits, judgments, costs and expenses arising from loss of or damage to private property and/or the death of or injury to private persons whether caused by either department responding within the parameters of this Agreement. Provided, however, nothing contained herein shall expand the immunity of a party granted to it by law.

12. Each party waives all claims against the other party for compensation for any property loss or damage, and/or personal injury or death occurring as a consequence of any negligent acts, conduct, instructions, or commands given by the individual that assumes command (Incident Commander) at any Emergency Incident. This provision shall not apply to any acts, conduct, instructions, or commands given by an officer in the capacity of Incident Commander, which are later determined at any time to have been grossly negligent, willful, wanton or reckless.

13. The parties further agree that his agreement supersedes all previous Automatic Aid Agreements between parties.

14. The Automatic Aid Agreement shall commence upon approval of each municipality's governing body and shall automatically renew each year thereafter. The agreement shall continue in force until termination by formal act of the parties. If any party wishes to terminate its participation in this agreement, 90 days written notice in writing of intention to terminate shall be given to the other parties.

_____

Date:_____
Stevens Point Fire Chief
Jb Moody

_____

Date:_____
Rudolph Fire Chief
Tony Konkol

_____

Date:_____
Police and Fire Commission President
Jerry Moore

_____

Date:_____
Rudolph Fire Department - President
Kendra Kluck

After reviewing all three positions JDQ's, department schedule and what works better for the department/community, along with having outside legal counsel Attorney Macy review the positions, and a re-evaluation by Bakertilly the following finds have occurred. Both Div. Chiefs will remain salary and be non-exempt employes. The Deputy Fire Marshal will remain salary but be a non-exempt employee who will be intitled to overtime.

Thanks,

Jb Moody
Fire Chief - Stevens Point Fire Department
1701 Franklin Street
Stevens Point, WI 54481
Office: 715-346-1441
Station #1: 715-344-1833
moodyjb@stevenspoint.com

From: Sandy Frasch <sfrasch@stevenspoint.com>
Sent: Tuesday, December 19, 2023 12:26 PM
To: Matthew Adams <madams@stevenspoint.com>
Subject: 2024 Wage and Hour Analysis - Exempt or Non-Exempt Status

Hi Matthew,

On December 7, 2023, James R. Macy at vonBriesen & Roper, s.c. completed the Wage and Hour Analysis – Exempt or Non-Exempt Status to the following positions:

Department	Title	2024 Pay Type:	2024 FLSA Status
Admin Services	Executive Assistant	Salary	Non-Exempt
Attorney	Paralegal	Salary	Non-Exempt
DPW	Fleet Manager	Salary	Exempt
DPW -ENG	Project Manager	Salary	Exempt
DPW -ENG	Engineering Technician II	Hourly	Non-Exempt
Fire Department	Division Chief / Fire Marshal	Salary	Exempt
Fire Department	Division Chief / Training Officer	Salary	Exempt
Fire Department	Deputy Fire Marshal/EM Coord	Salary	Non-Exempt
Municipal Court	Municipal Court Clerk	Salary	Non-Exempt
Police Department	Records Bureau Supervisor	Salary	Exempt

Please make the appropriate payroll changes effective 01/01/2024.

Thank you,

Sandy Frasch
Human Resource Manager | City of Stevens Point
1515 Strongs Avenue, Stevens Point, WI 54481
P: 715-346-1594
sfrasch@stevenspoint.com | stevenspoint.com

SECTION 3.04
Compensatory and Overtime for Non-Represented Personnel

Hourly employees fall under City Policies for hours of work and overtime pay.

Chiefs, ~~and~~ Assistant Chiefs, and Division Chiefs are considered to be in exempt positions and do not receive overtime/credit for hours worked beyond a normal 40 hour work week. These ~~Chiefs~~ personnel are expected to manage the schedules of their personnel to comply with the Fair Labor Standards Act (FLSA) and applicable state laws.

[Revised: Janurary~~February~~ 4, 2024~~14~~]

Date Paid	Vendor Name	Description	Amount Paid
12/28/2023	STEVENS POINT PUBLIC UTILITIES	4401 INDUSTRIAL PARK RD	245.14
12/13/2023	BUTLER, JAKE	MILEAGE REIMB - CERTIFIED AMB DOCUM SPEC (CADS), WATE	183.40
12/13/2023	IAFF LOCAL 484	TREADMILL DIAGNOSIS & PARTS	41.94
12/13/2023	POINT TROPHY LLC	EVOC TROPHY ENGRAVING	12.00
Grand Totals:			482.48

STEVENS POINT POLICE & FIRE COMMISSION AUTHORIZED REPRESENTATIVE

*The Uniform Allowance line item is also used for the total annual allowance of $5015, which is paid on the second payroll check in January. Due to this amount being paid through payroll, it will not show on this report.

CITY OF STEVENS POINT
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

GENERAL FUND - AMBULANCE

		BUDGET	CURRENT MO	YTD ACTUAL	BALANCE	%
UNIFORM ALLOWANCE	100.52.25300.1670	12,600	15,660	15,660	(3,060)	124.28
GAS/ELECTRIC CHARGES	100.52.25300.2200	20,029	15,800	15,800	4,229	78.88
TELEPHONE UTILITY CHARGES	100.52.25300.2203	7,000	7,421	7,421	(421)	106.01
WATER/SEWER UTILITY CHARGES	100.52.25300.2204	2,705			2,705	.00
TV SERVICES	100.52.25300.2212	1,500	885	885	615	59.03
IT/COMPUTER EQUIPMENT	100.52.25300.2800	2,000	140	140	1,860	7.00
CONTRACTED SERVICES - GEN	100.52.25300.2902	2,000	3,282	3,282	(1,282)	164.08
IT CONTRACTED SERVICES	100.52.25300.2906					.00
SOFTWARE LICENSE FEES	100.52.25300.2907	12,000	17,343	17,343	(5,343)	144.53
CONTRACTED RADIO/COMM MAINT	100.52.25300.2913	500	628	628	(128)	125.66
GENERAL OFFICE SUPPLIES	100.52.25300.3001	1,500	1,682	1,682	(182)	112.14
GENERAL EQUIPMENT	100.52.25300.3025	5,163	30,939	30,939	(25,776)	599.24
MEMBERSHIP DUES	100.52.25300.3202	500	918	918	(418)	183.50
MILEAGE EXPENSES	100.52.25300.3301	1,000	361	361	639	36.12
GEN BUILDING MAINT & SUPPLIES	100.52.25300.3550	10,500	9,833	9,833	667	93.65
MISCELLANEOUS EXPENSES	100.52.25300.5000		90	90	(90)	.00
WELLNESS EXPENSES	100.52.25300.5021	3,000	3,340	3,340	(340)	111.32
GEN HEALTH/SAFETY EXP	100.52.25300.5601	500	265	265	235	52.93
PUBLIC EDUCATION EXP	100.52.25300.5650	2,000	2,012	2,012	(12)	100.60
COVID-19 EXPENDITURES	100.52.25300.5700					.00
GEN SEMINAR/EDUCATION EXP.	100.52.25300.5910	5,000	5,329	5,329	(329)	106.59
PRE-EMPLOYMENT TESTING	100.52.25300.5911	3,000	5,874	5,874	(2,874)	195.80
EDUCATIONAL COMPENSATION	100.52.25300.5912	4,000			4,000	.00
REGULATED MANDATED EXPEND	100.52.25300.5913	1,000			1,000	.00
CONTRACT'L RTN OF SURPLUS FDS	100.52.25300.5980					.00
COMPUTER SYSTEM UPGRADES	100.52.25300.8000					.00
STATION UPGRADES	100.52.25300.8100					.00
	TOTAL FUND EXPENDITURES	97,497	121,801	121,801	(24,304)	124.93

Date Paid	Vendor Name	Description	Amount Paid
11/30/2023	STEVENS POINT PUBLIC UTILITIES	1701 FRANKLIN ST	686.36
12/28/2023	STEVENS POINT PUBLIC UTILITIES	4401 INDUSTRIAL PARK RD	245.14
12/13/2023	PER MAR SECURITY SERVICES	SERVICE CALLS - BROKEN KEY FOB SCANNER	135.00
12/13/2023	PER MAR SECURITY SERVICES	SERVICE CALLS - BROKEN KEY FOB SCANNER	39.38
12/13/2023	WIL-KIL PEST CONTROL	PEST CONTROL - FIRE STATION #2	60.00
12/13/2023	WIL-KIL PEST CONTROL	PEST CONTROL - FIRE STATION #1	63.30
12/13/2023	MALIN, JUSTIN	MEAL REIMB 10/22/23-10/27/23, ADVANCED PUBLIC INFO OFFIC	175.00
12/13/2023	IAFF LOCAL 484	TREADMILL DIAGNOSIS & PARTS	41.94
Grand Totals:			1,446.12

STEVENS POINT POLICE & FIRE COMMISSION AUTHORIZED REPRESENTATIVE

*The Uniform Allowance line item is also used for the total annual allowance of $7185, which is paid on the second payroll check in January. Due to this amount being paid through payroll, it will not show on this report.

CITY OF STEVENS POINT
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

GENERAL FUND - FIRE DEPARTMENT

		BUDGET	CURRENT MO	YTD ACTUAL	BALANCE	%
UNIFORM ALLOWANCE	100.52.25270.1670	18,900	21,627	21,627	(2,727)	114.43
GAS/ELECTRIC CHARGES	100.52.25270.2200	18,029	15,800	15,800	2,229	87.64
TELEPHONE UTILITY CHARGES	100.52.25270.2203	5,000	11,602	11,602	(6,602)	232.04
WATER/SEWER UTIL CHARGES	100.52.25270.2204	2,705	3,841	3,841	(1,136)	142.01
TV SERVICES	100.52.25270.2212	1,325	1,246	1,246	79	94.05
IT/COMPUTER EQUIPMENT	100.52.25270.2800					.00
CONTRACTED SERVICES - GEN	100.52.25270.2902	2,000	2,524	2,524	(524)	126.19
IT CONTRACTED SERVICES	100.52.25270.2906	2,000	194	194	1,806	9.70
SOFTWARE LICENSE FEES	100.52.25270.2907	15,000	20,158	20,158	(5,158)	134.39
CONTRACTED RADIO/COMM MAINT	100.52.25270.2913	2,000	2,301	2,301	(301)	115.06
GENERAL OFFICE SUPPLIES	100.52.25270.3001	3,000	3,147	3,147	(147)	104.90
MEMBERSHIP DUES	100.52.25270.3202	4,500	1,143	1,143	3,358	25.39
MILEAGE EXPENSES	100.52.25270.3301	1,000	629	629	371	62.89
GEN BUILDING MAINT & SUPPLIES	100.52.25270.3550	10,000	14,095	14,095	(4,095)	140.95
FIRE HOSES & FITTINGS	100.52.25270.3650	1,000	79	79	921	7.94
GENERAL FIRE EQUIPMENT	100.52.25270.3651	8,975	49,765	49,765	(40,790)	554.48
PERSONAL FIRE EQUIPMENT	100.52.25270.3652	2,500	3,229	3,229	(729)	129.14
MISCELLANEOUS EXPENSES	100.52.25270.5000		307	307	(307)	.00
GEN HEALTH/SAFETY EXP	100.52.25270.5601	2,000	214	214	1,786	10.68
PUBLIC EDUCATION EXP	100.52.25270.5650	5,000	4,282	4,282	718	85.65
GEN SEMINAR/EDUCATION EXP	100.52.25270.5910	17,500	21,881	21,881	(4,381)	125.03
PRE-EMPLOYMENT TESTING	100.52.25270.5911	3,630	7,381	7,381	(3,751)	203.34
EDUCATIONAL COMPENSATION	100.52.25270.5912	10,000	651	651	9,349	6.51
FIRE DEPT DONATION EXP	100.52.25270.5930		27,991	27,991	(27,991)	.00
COMPUTER SYSTEM UPGRADES	100.52.25270.8000	2,000			2,000	.00
STATION UPGRADES	100.52.25270.8100	2,500	6,776	6,776	(4,276)	271.06
BREATHING APPARATUS	100.52.25270.8500	3,500	2,118	2,118	1,382	60.52
	TOTAL FUND EXPENDITURES	144,064	222,981	222,981	(78,917)	154.78

Date Paid	Vendor Name	Description	Amount Paid
12/28/2023	PORTAGE COUNTY TREASURER	CITY SHARE - RANGE ELECTRIC BILL - October	30.28
12/28/2023	PORTAGE COUNTY TREASURER	CITY SHARE - RANGE ELECTRIC BILL - November	29.31
12/28/2023	VERIZON WIRELESS - NJ	POLICE DEPT - CELL PHONES	718.17
12/28/2023	CHARTER COMMUNICATIONS - 223085	SPECTRUM BUSINESS TV - SPPD - 933 MICHIGAN AVE	81.22
12/28/2023	NORTHWAY COMMUNICATIONS INC	TESTING RADIO EQUIPMENT & LABOR	900.00
12/28/2023	LANGUAGE LINE SERVICES	INTERPRETER SERVICES - 11/26/23, 11/30/23 SPANISH	506.35
12/13/2023	COMPLETE OFFICE OF WI INC	PAPER TOWEL, BOXES OF COPY PAPER (4)	177.94
12/28/2023	DOLCE DIGITAL IMAGING & PRINTING	BUSINESS CARDS - HARPER, LAWRYNK, KLEIN	90.00
12/13/2023	DETECTACHEM INC	DRUG TEST KITS	443.70
12/13/2023	DETECTACHEM INC	DRUG TEST KITS	659.70
12/28/2023	MIDSTATE LOCK & SAFE LLC	WATER TOWER KEYS & SQUAD KEYS	74.50
12/15/2023	O'REILLY AUTO PARTS	SPARK PLUG	31.50
12/15/2023	O'REILLY AUTO PARTS	WINDSHIELD WASHER FLUID	59.22
12/15/2023	O'REILLY AUTO PARTS	HVAC ACTIVATOR	29.28
12/15/2023	O'REILLY AUTO PARTS	HVAC ACTIVATOR	29.28
12/28/2023	O'REILLY AUTO PARTS	OIL	28.99
12/28/2023	O'REILLY AUTO PARTS	SERPENTINE BELT	35.50
12/28/2023	O'REILLY AUTO PARTS	BATTERY/CORE	218.49
12/15/2023	REGISTRATION FEE TRUST-3279	LICENSE PLATE RENEWAL	115.00
11/30/2023	STEVENS POINT AUTO CENTER	SHIELD ASSEMBLY AND BRACKET	272.12
12/28/2023	STEVENS POINT AUTO CENTER	WATER PUMP/SEALS/THERMOSTAT	155.57
12/28/2023	STEVENS POINT AUTO CENTER	COOLANT HOSE	57.88
12/28/2023	STEVENS POINT AUTO CENTER	CREDIT	24.33-
12/13/2023	JOHNSON TOWING OF STEVENS POINT	TOWED TO IMPOUND (C23-07287)	190.60
12/13/2023	JOHNSON TOWING OF STEVENS POINT	TOWED TO IMPOUND (C23-13100)	230.00
12/28/2023	JOHNSON TOWING OF STEVENS POINT	TOWED VEHICLE TO IMPOUND C23-13454	340.00
12/22/2023	RAY O'HERRON CO INC	VEST/CARRIER-HARPER	459.11
12/28/2023	GALLS LLC	SWAT COMMENDATION BARS (3)	54.60
12/28/2023	GALLS LLC	SWAT COMMENDATION BARS (5)	91.00
12/28/2023	LONG, MICHAEL	REIMB - DAMAGED SHIRT C23-13411	98.99
12/13/2023	RAY O'HERRON CO INC	NEW OFFICER UNIFORM - HARPER	364.79
12/28/2023	RAY O'HERRON CO INC	NAME BAR - HARPER	25.56
12/28/2023	MID WISCONSIN FLOORING LLC	NEW CARPET - SPRVSR OFFICE, BRIEFING ROOM, PATROL HA	9,882.00
12/13/2023	POINT TROPHY LLC	FLAG BOX - RETIREMENT JOE QUISLER	29.34
12/28/2023	TRUCKSHOP USA	SPRAYED ON BEDLINER (CSO TRUCK)	590.00
12/13/2023	ASPIRUS INC	ETOH BLOOD DRAWS	231.00
12/13/2023	RAY O'HERRON CO INC	PATCHES/NAME BARS - AUXILIARY	25.56
12/13/2023	RAY O'HERRON CO INC	SHIRTS - AUXILIARY	117.11
12/13/2023	HERO INDUSTRIES INC	STUFFED DOGS - K9 COYE & K9 WILLOW	1,665.00
12/28/2023	MARCHEL, KRIS	K-9 MILEAGE REIMB	28.69
12/28/2023	OAKVIEW VETERINARY MEDICAL CENTER INC	BOARDING - K9 COYE	290.00
12/28/2023	NISSEN, JORDAN	MEAL REIMB - 12/11/23-12/15/23 FBI NEGOTIATOR TRAINING, ST	158.00
12/13/2023	WILLIAMS, DANA	BOOK REIMB - FALL 2023	76.81
12/13/2023	WILLIAMS, DANA	TUITION REIMB - FALL 2023	1,623.00
12/28/2023	STEVENS POINT PUBLIC UTILITIES	933 MICHIGAN AVE	584.17
12/28/2023	AUTOMATED LOGIC CONTRACTING SERVICES	CONTROL VALVE FOR HEATING UNIT	214.82
12/13/2023	NASSCO INC	SCOTCHGUARD CLEANER	130.95
12/13/2023	NASSCO INC	BATH TISSUE, PAPR TWL, CAN LNR, BOWL CLNR, MOP, AIR FR	394.34
12/28/2023	PALMS, JEFFREY L	MAINTENANCE SERVICES AT SPPD/933 MICHIGAN AVE THRU 1	672.00
12/28/2023	TWEET/GAROT MECHANICAL INC- 8706	REPLACE RTU #3 MOTOR & SERVICE OTHER RTU'S ON ROOF	4,829.90
12/28/2023	TWEET/GAROT MECHANICAL INC- 8706	REPAIR RTU #2 (NOT COOLING)	3,095.35
12/13/2023	WM CORPORATE SERVICES INC	GARBAGE/RECYCLING - SPPD 933 MICHIGAN AVE	317.13
Grand Totals:			31,529.49

Date Paid	Vendor Name	Description	Amount Paid

STEVENS POINT POLICE & FIRE COMMISSION AUTHORIZED REPRESENTATIVE

*The Uniform Allowance line item is also used for the total annual allowance of $5700, which is paid on the second payroll check in January. Due to this amount being paid through payroll, it will not show on this report.

CITY OF STEVENS POINT
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

GENERAL FUND - POLICE DEPARTMENT

		BUDGET	CURRENT MO	YTD ACTUAL	BALANCE	%
GENERAL UTILITY CHARGE	100.52.20100.2200		250	250	(250)	.00
TELEPHONE UTILITY CHARGES	100.52.20100.2203	28,000	31,377	31,377	(3,377)	112.06
TV SERVICES	100.52.20100.2212	900	897	897	3	99.66
IT/COMPUTER EQUIPMENT	100.52.20100.2800	5,000	1,020	1,020	3,980	20.41
TIME SYSTEM SERVICES	100.52.20100.2821	4,000	5,495	5,495	(1,495)	137.38
IT CONTRACTED SERVICES	100.52.20100.2906	5,000	1,055	1,055	3,945	21.11
SOFTWARE LICENSE FEES	100.52.20100.2907	43,000	30,954	30,954	12,046	71.99
CONTRACTED RADIO/COMM MAINT	100.52.20100.2913	7,000	5,032	5,032	1,968	71.89
GENERAL SERVICES	100.52.20100.2932	3,400	17,214	17,214	(13,814)	506.30
GENERAL SUPPLIES	100.52.20100.3001	12,500	23,548	23,548	(11,048)	188.38
CRIMINAL INV SUPPLIES	100.52.20100.3003	7,000	6,224	6,224	776	88.92
MEMBERSHIP DUES	100.52.20100.3202	800	588	588	212	73.46
GENERAL TRAVEL EXPENSES	100.52.20100.3300	400	388	388	12	97.02
MILEAGE EXPENSES	100.52.20100.3301	200	59	59	141	29.55
GAS & OIL CHARGES	100.52.20100.3401	80,000	80,583	80,583	(583)	100.73
COMMUNITY/PUBLIC RELATIONS	100.52.20100.3450	3,000	3,057	3,057	(57)	101.90
PARTS & SUPPLIES	100.52.20100.3501	15,000	22,119	22,119	(7,119)	147.46
VEHICLE TOWING CHARGES	100.52.20100.3504	800	1,810	1,810	(1,010)	226.28
VEHICLE CLEANING EXP	100.52.20100.3508	3,300	3,111	3,111	189	94.29
OPERATIONS SPT FLEET EQUIPMENT	100.52.20100.3510	6,000	919	919	5,081	15.32
PROTECTIVE VESTS	100.52.20100.3603	5,000	4,281	4,281	719	85.62
TASER EQUIPMENT	100.52.20100.3605	5,000	3,366	3,366	1,634	67.32
CAMERA EQUIPMENT	100.52.20100.3606	7,000	1,380	1,380	5,620	19.71
RANGE SUPPLIES	100.52.20100.3607	1,500	261	261	1,239	17.41
SWAT SUPPLIES	100.52.20100.3608	1,000	708	708	292	70.84
AMMO & SUPPLIES	100.52.20100.3609	11,000	13,404	13,404	(2,404)	121.86
UNIFORM REPLACEMENTS	100.52.20100.3801	11,500	7,424	7,424	4,076	64.55
MISCELLANEOUS EXPENSES	100.52.20100.5000	12,000	1,789	1,789	10,211	14.91
OSHA BLOOD PATH PROG EXP	100.52.20100.5600	1,000			1,000	.00
EVIDENTIAL BLOOD DRAW EXPENSE	100.52.20100.5610	4,200	3,571	3,571	629	85.03
INVESTIGATION BUREAU EXP	100.52.20100.5611	1,000	1,000	1,000		100.00
PRISONER EXPENSES	100.52.20100.5615	3,000			3,000	.00
CRIME PREVENT PROG EXP	100.52.20100.5704	3,000	2,649	2,649	351	88.30
LEXIPOL	100.52.20100.5705	9,600	10,961	10,961	(1,361)	114.18
AUXILIARY POLICE UNIT	100.52.20100.5706	1,150	1,150	1,150		100.00
K-9 UNIT EXPENSES	100.52.20100.5712	1,000	2,188	2,188	(1,188)	218.75
BICYCLE PATROL EQUIPMENT	100.52.20100.5713	300	456	456	(156)	152.15
GENERAL TRAINING EXPENSES	100.52.20100.5907	24,000	17,620	17,620	6,380	73.42
IN-SERVICE TRAINING	100.52.20100.5909	6,880	6,880	6,880		100.00
EDUCATIONAL COMPENSATION	100.52.20100.5912	3,000	5,250	5,250	(2,250)	175.00
PROMOTION/RECRUIT TESTING	100.52.20100.5921	4,000	5,064	5,064	(1,064)	126.60
GAS/ELECTRIC CHARGES	100.52.20105.2200	62,605	48,181	48,181	14,424	76.96
WATER/SEWER UTIL. CHARGES	100.52.20105.2204	2,320	1,531	1,531	789	66.01
CONTRACTED BUILDING MAINT	100.52.20105.2922	55,000	58,957	58,957	(3,957)	107.19
GEN BLDG EXPENSES & SUPPLIES	100.52.20105.3550	3,000	5,886	5,886	(2,886)	196.21
TOTAL FUND EXPENDITURES		464,355	439,659	439,659	24,696	94.68

Candy Tork

From: Andrew Beveridge
Sent: Thursday, January 4, 2024 4:52 PM
To: Jb Moody; Candy Tork
Cc: Becky Kalata
Subject: RE: Rudolph Auto Aid
Attachments: Rudolph auto aid agreement ALB version 1-4-24.docx

My suggested changes are attached. I will be out of the office Friday – did you need this included on the PFC agenda?

Thanks,
Logan

Andrew Logan Beveridge
City Attorney
City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481
(715) 346-1695
abeveridge@stevenspoint.com

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From: Jb Moody <moodyjb@stevenspoint.com>
Sent: Wednesday, January 3, 2024 1:42 PM
To: Andrew Beveridge <ABeveridge@stevenspoint.com>
Subject: Rudolph Auto Aid

Logan-

We would like to enter into an Auto Aid agreement with the Rudolph Fire Department in 2024. Could you take a minute and look over the draft I provided you, so I can present it at the PFC Meeting next week and get it signed.

Thanks,

Automatic Aid Agreement Fore Fire Protection and Other Emergency Services

This Aagreement ("Agreement"), is made and entered into by and between the municipalities and jurisdictional entities enumerated on the signature page of this agreement through the duly authorized representatives of the respective governing bodiesthe Stevens Point Fire Department ("SPFD") and the Rudolph Fire Department ("RFD"),(individually a "Party" and collectively the "Parties") to provide automatic assistance for fires and other emergency incidents as described under the terms of the aAgreement.

WITNESSETH:

Whereas, agreements for automatic assistance for fire protection and response to other emergencies are customaryhave existed between specific geographically-close municipalities and governmental jurisdictions; and

Whereas, it is the desire of the Automatic Aid System participants joining this agreementthe Parties seek to continue and improve the nature and coordination of cooperative emergency assistance to incidents that threaten loss of life or property within geographical boundaries of their respective jurisdictions; and

Whereas, it is further the determination of each party hereto that the decision to enter into this Automatic Aidthis Agreement constitutes a fundamental governmental policy of the Pparties hereto which is automatic in nature, and indicates their consensus on the use and deployment of emergency response resources as indicated herein; andincludes the determination of the proper use of the resources available with respect to the providing governmental services and the utilization of existing resources of each of the parties hereto, including the use of equipment and personnel.

Whereas, Wisconsin Statues 66.03125 authorizes fire departments to engage in mutual assistance within a requesting fire department's jurisdiction; and

WHEREAS, it is the desire of these municipalities and governmental jurisdictionsthe Parties to initiate and/or renew and "Automatic Aid Agreement" for fire department services.

NOW THEREFORE, BE IT RESOLVED,

1. The geographical area to be governed under this aAgreement shall be known as the boundaries of the City of Stevens Point.

2. The Pparties hereto acknowledge that this Agreement is being entered into pursuant to the Wisconsin Statues regarding intergovernmental agreements.

3. That the Automatic Aid System participants executing this agreementParties agree that staff and resourceste governed by this Agreement shall be dispatched to throughvia the Computer Aided Dispatch (CAD) system operated by the Portage County Sheriff's Department.

4. It isThe Parties agreed that the scope of this Aagreement includes automatic aid assistance in responding to structure fire emergency incidents that are within the scope of the services

provided by fire departments in the Automatic Aid Agreement effective 24 hours a day seven days a week.

5. Nothing in this ~~a~~Agreement shall limit the ability of ~~any~~ either ~~p~~Party from agreeing to participate in more specific contracts for service, or mutual assistance and automatic response agreements; nor shall this ~~a~~Agreement prohibit any party from providing emergency assistance to another jurisdiction which is not a participant in this ~~a~~Agreement.

6. Each ~~participating municipality~~Party shall retain ownership of any equipment or property it brings to the performance of this ~~a~~Agreement and shall retain ultimate control of its employees.

7. Each ~~participating municipality~~Party agrees to participate in the State of Wisconsin, Portage County, Division 110, Mutual Aid Box Alarm System (MABAS), as created under section 166.03(2)(a)3 of the Wisconsin Statues.

Commented [AB1]: There is no chapter 166. Any idea what this is referencing?

8. Each ~~participating municipality~~Party further agrees to follow the standard of service criteria as the primary response element of this Automatic Aid Agreement, including, but not limited to the following:

   - Utilization of Computer Aided Dispatch (CAD) system;
   - Develop communication protocols for communication frequencies, tactical frequencies, paging personnel, etc.;
   - Operate under the National Incident Management System (NIMS) and the Incident Command System (ICS) for efficient management of the emergency and for the safety of firefighters through; standard terminology, reporting relationships, and support structures including the use of the Safety officer at emergency scenes;
   - Provide (1) one truck company equipped with firefighting equipment;
   - Given the utmost importance of service delivery and personnel safety, participants recognize that the minimum staffing level for apparatus is (4) four firefighter I certified members.
   - Participants shall be responsible for completing a National Fire Incident Reporting System (NFIRS) fire report following each incident response.

9. No term or provision of this Agreement is intended to, or shall, create rights in any person, firm, corporation, other entity not a party hereto, and no such person or entity shall have cause or action hereunder.

10. Except as specifically agreed by both ~~p~~Parties for a particular incident, neither ~~p~~Party shall be reimbursed by the other ~~p~~Party for any costs incurred pursuant to this agreement. In the event of a declared disaster, ~~participants~~ the Parties may apply for reimbursement from County, State, and Federal Agencies.

11. Each P~~p~~arty waives all claims against the other P~~p~~arty for compensation for any property loss or damage, and/or personal injury or death occurring as a consequence of the performance of this Agreement. Each ~~p~~Party shall bear the liability and/or cost of damage to its equipment and the death of, or injury to, its personnel, whether the death, injury or damage occurs at an emergency within the described boundary. To the extent allowed by law, each department shall indemnify, defend and hold harmless ~~all other parties~~the other Party for damages, claims, demands, suits, judgments, costs and expenses arising from loss of or damage to private property and/or the death of or injury to private persons whether caused by either department responding within the parameters of this Agreement. Provided, however, nothing contained herein shall expand the immunity of a ~~p~~Party granted to it by law.

12. Each ~~p~~Party waives all claims against the other party for compensation for any property loss or damage, and/or personal injury or death occurring as a consequence of any negligent acts, conduct, instructions, or commands given by the individual that assumes command (Incident Commander) at any Emergency Incident. This provision shall not apply to any acts, conduct, instructions, or commands given by an officer in the capacity of Incident Commander, which are later determined at any time to have been grossly negligent, willful, wanton or reckless.

13. The ~~p~~Parties further agree that this ~~a~~Agreement supersedes all previous Automatic Aid Agreements between ~~p~~Parties.

14. The Automatic Aid Agreement shall commence upon approval of each municipality's governing body and shall automatically renew each year thereafter. The ~~a~~Agreement shall continue in force until termination by formal act of the ~~p~~Parties. If any ~~p~~Party wishes to terminate its participation in this agreement, 90 days written notice in writing of intention to terminate shall be given to the other ~~p~~Party~~ies~~.

Date:_____	Date:_____
Stevens Point Fire Chief	Rudolph Fire Chief
Jb Moody	Tony Konkol

Date:_____
Police and Fire Commission President
Jerry Moore

Date:_____
Rudolph Fire Department - President
Kendra Kluck

2023 Benefit Open Enrollment Announcement - Deadline Today

Sandy Frasch <sfrasch@stevenspoint.com>
Fri 11/18/2022 2:17 PM

4 attachments (679 KB)

City of Stevens Point Open Enrollment Benefits Election Form-City Form 2023- FILLABLE.PDF; City of Stevens Point FSA ONLINE Enrollment Letter 2023.docx; 2023 HSA Enrollment-Change Form.pdf; Nicolet Bank HSA form.pdf;

Just a reminder....

2023 BENEFIT OPEN ENROLLMENT
November 14 – 18, 2022

Deadline today!

Any changes to your current insurance coverage(s) require the Open Enrollment Benefits Election Form to be completed and returned to Human Resources by the end of the day today, **November 18, 2022**. If you are not changing benefits (Health, Dental, Vision, Accidental/Hospital Indemnity/Critical Illness), you do not need to fill out Open enrollment form.

If you want to continue or wish to begin participation in the Flexible Spending Account (FSA), you will need to enroll online, see attachment for instructions. Deadline to enroll is **Nov 18, 2022.**

If you want to continue or wish to begin participation in the Health Savings Account (HSA), you will need to fill out the attached 2023 HSA enrollment- change form. Please return completed form to Human Resources by the end of the day today, **November 18, 2022**.

Attached is the recorded **2023 Benefit Open Enrollment Zoom Meeting** to learn more about important updates and information and on how to enroll in City of Stevens Point 2023 benefits.

City of Stevens Point 2023 Open Enrollment Presentation

▶ Watch Now

Or navigate directly to:https://view.knowledgevision.com/presentation/d3ea83c56d774d21b0ec8174fcb864b7?kvid=sfrasch@stevenspoint.com&sharedBy=email

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To report abuse, please forward this entire message to reportabuse@openexc.com

NEW CHANGES for 2023!

- New third-party administrator (TPA); UMR
- 4 Tier Levels to the High Deductible Health Plan (HDHP) and Premiums

☐ Single	$ 84.40/month
☐ Employee and Spouse	$ 168.80/month
☐ Employee and Child(ren)	$ 151.92/month
☐ Family	$ 236.32/month

- Delta Dental Premiums
- Heath Savings Account Contributions
- Online Flexible Benefit Plan Enrollment and Rollover option

Please let me know if you have any questions.

5G

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City of Stevens Point

2023

OPEN ENROLLMENT PRESENTATION

- Annual Open Enrollment
- Important Announcements
- Your Benefit Options
  - Primary
  - Financial
  - Protection
  - Wellness
- Action Items

stevenspoint.com

5G

Hospital and Clinics

$1,500 HDHP In-Network Medical Plan Highlights

UMR Network: Choice Plus Network	HSA HDHP $1,500 / $3,000	
	Single	Family
Deductible	$1,500	$3,000
Coinsurance	90%	
Out-of-Pocket Maximum	$2,500	$5,000
Office Visits Primary Care Specialty Care	90% after Deductible 90% after Deductible	
Routine Preventive Care	Select Services Covered in Full	
Telemed	100% after Deductible	
Urgent Care	90% after Deductible	
Hospital Visits	90% after Deductible	
Emergency Care	90% after Deductible	
Prescription Drugs	90% after Deductible	

2023 EMPLOYEE PREMIUMS

Health Insurance

Monthly Employee Premium Rates

Deductible Plan	Monthly Premium

stevenspoint.com

City of Stevens Point

HDHP Summary of Benefits

Medical Benefits

Covered Services	In-Network Providers	Non-Network Providers
Calendar Year Deductible		
Per Person	$1,500	$2,500
Family	$3,000	$5,000
Maximum Out-of-Pocket Expense Per Calendar Year		
Per Person	$6,400	$8,900
Family	$12,900	$17,900
Prescriptions (Optum Rx) – included with Medical	90% after in-network deductible	
Primary Care Physician Office Visits	90% after deductible	70% after deductible
Specialist Office Visits	90% after deductible	70% after deductible
Physician Office Services	90% after deductible	70% after deductible
Urgent Care Visit	90% after deductible	70% after deductible
Emergency Room	$100 Co-pay (Waived if admitted within 24-hours) 90%; after in-network deductible	
Ambulance	90%; after in-network deductible	
Durable Medical Equipment	90% after deductible	70% after deductible
Outpatient Diagnostic X-ray and Lab	90% after deductible	70% after deductible
Outpatient Hospital Services	90% after deductible	70% after deductible
Inpatient Hospital Services	90% after deductible	70% after deductible
Physical Therapy	90% after deductible	70% after deductible
Speech, Hearing Occupational Therapy	90% after deductible	70% after deductible
Preventive/Routine Exams	100%; deductible waived	70% after deductible
Immunizations	100%; deductible waived	70% after deductible
Preventive/Routine Diagnostic Lab and X-Rays	100%; deductible waived	70% after deductible
Mammograms	100%; deductible waived	70% after deductible
Preventive/Routine Pap Test	100%; deductible waived	70% after deductible
Preventive/Routine PSA and Prostate	100%; deductible waived	70% after deductible
Preventive/Routine Colonoscopy, Sigmoidoscopy and Other Similar Procedures	100%; deductible waived	70% after deductible
Preventive/Routine Hearing Exams	100%; deductible waived	70% after deductible
Women's Preventive Health Care	100%; deductible waived	70% after deductible

UMR Customer Service: 1-800-826-9781 www.umr.com
Submit Claims to: UMR P.O. Box 30541 Salt Lake City, UT 84130-0541
Optum Rx Member Services: 1-877-559-2955

Stevens Point Police Department
933 Michigan Avenue
Stevens Point, WI 54481
Phone: 715-346-1500 / Fax: 715-346-1684

"Innovative Policing through Partnerships with the Community"

Robert J. Kussow, Chief of Police

Malerie K. Gaylord graduated from Stevens Point Area High School in May of 2022 and is currently enrolled at Midstate Technical College working on her Associates Degree in Criminal Justice. Malarie is expected to graduate in May of 2024.

Malerie completed her internship with the Stevens Point Police Department the fall of 2023 and it was apparent to all that she has the potential of being a great Law Enforcement Officer. During Malerie's time at the SPPD she also participated in a small groups of practical exercises of the new high risk traffic vehicle contacts. A veteran Officer stated, "Despite having no experience, Malerie was not hesitant to jump in after watching for a few rounds. Malerie appeared confident and looked like she had been in law enforcement for years."

The references the background investigator spoke to described Malerie as responsible, reliable, and someone who deals with stressful situations well.

We are asking for the Police and Fire Commission's approval to hire Malerie K. Gaylor as a Patrol Officer, w/out recruit schooling, with the Stevens Point Police Department upon the successful completion of both the, psychological and medical screening.

Expected start date of June 4, 2024, with the expected start date of the 720 hour Law Enforcement Academy on Wednesday June 5, 2024 at Fox Valley Technical College.

Respectfully submitted,

Chief Robert Kussow

Stevens Point Police Department
933 Michigan Avenue
Stevens Point, WI 54481
Phone: 715-346-1500 / Fax: 715-346-1684

"Innovative Policing through Partnerships with the Community"

Robert J. Kussow, Chief of Police

Clayton C. Madison-Dawson grew up in California and graduated from Monte Vista High School in Danville. Clayton moved to Wisconsin approx. 2 years ago and attended Midstate Technical College where he graduated with an Associates Degree in Criminal Justice, then went on to the 720 hour Law Enforcement Academy graduating in December of 2023.

Clayton is currently a volunteer firefighter with the Town of Hull, a part time/reserve deputy for Wood County Sheriff's Office and has been on the Stevens Point Police Department's Auxiliary for almost 2 years now.

Clayton's background revealed that people describe him as a great human being, a hard worker, eager to learn, very focused, driven, and as someone who has very high integrity.

We are asking for the Police and Fire Commission's approval to hire Clayton C. Madison-Dawson as a Patrol Officer with the Stevens Point Police Department upon the successful completion of both the psychological and medical screening.

Expected start date would be Monday, March 4, 2024.

Respectfully submitted,

Chief Robert Kussow

Stevens Point Police Department
933 Michigan Avenue
Stevens Point, WI 54481
Phone: 715-346-1500 / Fax: 715-346-1684

"Innovative Policing through Partnerships with the Community"

Robert J. Kussow, Chief of Police

Luke Hughes is clearly a very smart and hardworking individual. Luke attended Milton High School where he graduated with a GPA of 4.192 even while taking classes that are above and beyond the required classes to include: Honors Biology, Honors Chemistry, AP Biology, AP Chemistry, 3 years of Spanish, and AP Calculus. Luke began attending UWSP in fall of 2020 and graduated with a Bachelor Degree in Conservation Law Enforcement with a Criminal Justice Minor in December of 2023. While attending UWSP, Luke also completed the 720-hour Law Enforcement Academy and received his diploma on 5-18-23 from Midstate Technical College.

Luke explained that he really wants to work for the Stevens Point Police Department and has not applied to any other agencies because he loves the area. Luke worked for the University of Stevens Point as a Student Security Officer and Student dispatcher from 9/2021 till graduation and this summer Luke also worked as a Community Service Officer for the Lake Geneva Police Department to gain even more experience.

We are asking for the Police and Fire Commission's approval to hire Lucas Hughes as the next Stevens Point Police Department Patrol Officer upon the successful completion of both the psychological and medical screening.

Expected start date would be Monday, February 5, 2024.

Respectfully submitted,

Chief Robert Kussow

Stevens Point Police Department
933 Michigan Avenue
Stevens Point, WI 54481
Phone: 715-346-1500 / Fax: 715-346-1684

"Innovative Policing through Partnerships with the Community"

Robert J. Kussow, Chief of Police

Reinaldo A. Barcenas (Ray) appears to have a strong desire to become a Law Enforcement Officer, and everyone interviewed spoke highly of him, stating he is a trustworthy and honest person who is always looking to help others.

Reinaldo grew up in Wisconsin Rapids, WI and graduated from Lincoln High School. He then attended the University of Wisconsin Platteville and graduated with a bachelor's degree in criminal justice. After graduating from UW Platteville Reinaldo went on to complete the 720 Law Enforcement Academy from the Milwaukee Area Technical College. Reinaldo interned and was a community service officer for the Dubuque, IA Police Department but wanted to get closer to home and is currently working for the Adams County Sheriff's Office as a dispatcher in their communications center.

We are asking for the Police and Fire Commission's approval to hire Reinaldo Barcenas as the next Stevens Point Police Department Patrol Officer upon the successful completion of both the psychological and medical screening.

Expected start date would be Monday, February 5, 2024.

Respectfully submitted,

Chief Robert Kussow

Stevens Point Police Department
933 Michigan Avenue
Stevens Point, WI 54481
Phone: 715-346-1500 / Fax: 715-346-1684

"Innovative Policing through Partnerships with the Community"

Robert J. Kussow, Chief of Police

January 2, 2024

Chief Kussow

January 11, 2024 marks the end of the 18 month probationary period for Officer Samuel Hessel. I am pleased to recommend Officer Hessel for permanent status.

Officer Hessel has shown consistent progress over the past 18 months. His job performance and willingness to become more involved with the department are all strong assets to his character and dedication. Officer Hessel has shown consistent improvement in his job performance becoming more confident in his abilities. His relationships with his coworkers has grown throughout the year and has become a reliable member of the team.

Officer Hessel has successfully completed his 18 month period as a probationary Officer and I recommend that he be placed on permanent status effective January 11, 2024.

Respectfully,

Lieutenant Michael J. Long
Stevens Point Police Department

Stevens Point Police Department
933 Michigan Avenue
Stevens Point, WI 54481
Phone: 715-346-1500 / Fax: 715-346-1684

"Innovative Policing through Partnerships with the Community"

Robert J. Kussow, Chief of Police

December 15, 2023

Chief Kussow

December 27, 2023 marks the end of the 18 month probationary period for Officer Jason Dienger. I am pleased to recommend Officer Dienger for permanent status.

Officer Dienger came to the Stevens Point PD with just over four years of experience at other area departments. He has showcased his experiences during his probationary period with his good decision-making skills, knowledge of the job, motivation, and willingness to help. Officer Dienger has been consistently active during his shifts conducting traffic stops, backing up other officers, and jumping calls for others. From the start Officer Dienger has shown a desire to grow both his skill set and his role within the department, having been recently appointed the newest canine officer and range instructor, along with applying for the latest Lead Officer position in the department. Officer Dienger has great relationships both with his coworkers and the public, and it has been a pleasure to have worked with him over the last year.

Officer Dienger has successfully completed his 18 month period as a probationary Officer and I recommend that he be placed on permanent status effective December 28, 2023.

Respectfully,

Lieutenant Michael J. Long
Stevens Point Police Department

CITY OF STEVENS POINT
POLICE AND FIRE COMMISSION MINUTES
MEETING OF FEBRUARY 6, 2024

1. **Roll Call:** Commissioners Kirschling, Moore, Ostrowski, Zenner

   Excused: Commissioner Mrozek

   Also Present: Police Chief Kussow, Fire Chief Moody, Assistant Chief Williams, Assistant Chief Gemza, Assistant Chief Zvara, Division Chief Ewing, Comptroller/Treasurer Ladick, Records Bureau Supervisor Tork, Alderperson Kneebone, Alderperson Shuda, Brandi Makuski – Point/Plover Metro Wire

2. **President's Report**

   President Moore stated that his term ends in April and has spoken with the Mayor and has requested not to be reappointed. Anyone interested in being on the Police and Fire Commission should contact Mayor Wiza at 715-346-1570 or contact the City Clerk's Office for more information at 715-346-1569, or stop down at City Hall.

3. **Approval of Minutes**

   Commissioner Zenner moved, seconded by Commissioner Moore, to approve the minutes of the January 9, 2024, meeting as presented.

   Ayes, all; nays, none. Motion carried.

4. **Confirmation of Bills**

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

   Ayes, all; nays, none. Motion carried.

5. **Update on contract/bargaining with the Stevens Point Police Officers Organization.**

   The current contract recently ended in 2023. Both parties went into

mediation and came up with an agreement. The union voted to approve it. It will be going to ratification with the committees and Council in the next two weeks.

6. **Police Chief's Report**

See attached report.

Commissioner Moore moved, seconded by Commissioner Zenner, to approve the Police Chief's report and place it on file for January 2024.

Ayes, all; nays, none. Motion carried.

7. **Discussion, with possible action, to approve Probationary Firefighter/Paramedics Nathan Mack, Tyler Kruger, and Naomi Hionis to the position of Firefighter/Paramedic with the completion of their probation effective January 16, 2024.**

Commissioner Zenner moved, seconded by Commissioner Ostrowski, to approve Probationary Firefighter/Paramedics Nathan Mack, Tyler Kruger, and Naomi Hionis to the position of Firefighter/Paramedic with the completion of their probation effective January 16, 2024 (postmarked).

Ayes, all; nays, none. Motion carried.

8. **Discussion, with possible action, to approve Probationary Deputy Fire Marshal/Emergency Management Coordinator Justin Malin to the position of Deputy Fire Marshal/Emergency Management Coordinator with the completion of his probation effective February 7, 2024.**

Commissioner Kirschling moved, seconded by Commissioner Ostrowski, to approve Probationary Deputy Fire Marshal/Emergency Management Coordinator Justin Malin to the position of Deputy Fire Marshal/Emergency Management Coordinator with the completion of his probation effective February 7, 2024.

Ayes, all; nays, none. Motion carried.

9. **Discussion, with possible action, to approve a memorandum of agreement between the City of Stevens Point and Stevens Point Fire Union Local 484 regarding Instructor Pay.**

Commissioner Kirschling moved, seconded by Commissioner Zenner, to approve a memorandum of agreement between the City of Stevens Point and Stevens Point Fire Union Local 484 regarding Instructor Pay.

Ayes, all; nays, none. Motion carried.

10. **Discussion, with possible action, to approve and accept the 100% funded 2024 Firehouse Subs Public Safety Foundation Grant for $34,205.00 toward Nozzles and Hose.**

Commissioner Ostrowski moved, seconded by Commissioner Kirschling, to approve and accept the 100% funded 2024 Firehouse Subs Public Safety Foundation Grant for $34,205.00 toward Nozzles and Hose.

Commissioner Kirschling stated that he didn't realize that Firehouse Subs gave back that much to their community. He also commended the Chiefs and their teams for working hard on grants throughout the year. Commissioner Ostrowski also commended Firehouse Subs for their incredible program.

Ayes, all; nays, none. Motion carried.

11. **Discussion, with possible action, to approve the Stevens Point Fire Department moving forward with a 2024 Referendum for 9 additional FF/PM Positions.**

Chief Moody provided information via a PowerPoint presentation and video regarding his 2024 Referendum request. This was followed by a lengthy discussion by the Commissioners, and additonal questions asked to Chief Moody. Alderperson Kneebone spoke at the podium expressing her approval (as a city resident) of Chief Moody's request. Commissioner Ostrowski also stated his agreement with Alderperson Kneebone.

All Commissioners discussed their agreement/concerns with Chief Moody's presentation and/or method of bringing the topic to the Commission. Initial motion by Commissioner Kirschling was removed, followed by more discussion by the Commission if a vote was needed on a non-official act. Comptroller/Treasurer Ladick took to the podium to explain how the Referendum would be approved under state statutes.

Commissioner Zenner moved, seconded by Commissioner Ostrowski, to make a recommendation that the Fire Chief move forward with his proposed Referendum to the appropriate governing bodies.

Ayes: Commissioner Zenner, Commissioner Ostrowski, Commissioner Kirschling; Nays: Commissioner Moore. Motion carried.

12. Update on the Auto Aid Agreement with Rudolph Fire Department.

Chief Moody informed that the Auto Aid Agreement between the Rudolph Fire Department and the Stevens Point Fire Department has been signed by

everyone. It has been logged with the PFC, the Rudolph Fire Department, and the Comm Center. The agreement has already been used since it was put in place and is working very well. Thank you for the support.

13. Fire Chief's Report/EMS Report

See attached report.

Commissioner Kirschling moved, seconded by Commissioner Zenner, to approve the Fire Chief's report and place it on file for January 2024.

Ayes, all; nays, none. Motion carried.

14. Adjournment.

The meeting adjourned at 3:52 p.m.

Date Paid	Vendor Name	Description	Amount Paid
01/26/2024	AT&T MOBILITY II LLC	WIRELESS SERVICE - PATROL LAPTOP/DATA CHARGES	510.86
01/26/2024	CHARTER COMMUNICATIONS - 223085	CABLE SERVICES - SPPD 933 MICHIGAN AVE	81.22
01/26/2024	PORTAGE COUNTY TREASURER	TIME SYSTEM BILLING (CITY SHARE FOR DISPATCH)	620.00
01/26/2024	WISCONSIN DEPT OF JUSTICE - TIME	TIME SYSTEM ACCESS - QUARTERLY CHARGE/OFFICER SUPP	741.00
01/26/2024	FLOCK GROUP INC	FLOCK CAMERAS (10)	13,321.92
01/26/2024	FLOCK GROUP INC	ADVANCE SEARCH TOOLS	2,500.00
01/26/2024	COMPLETE OFFICE OF WI INC	PRINTER TONER, BANKER BOXES, LAMINATE SHEETS, FOLDR	1,880.90
01/26/2024	COMPLETE OFFICE OF WI INC	STAMPER BLUE INK REFILLS	5.21
01/26/2024	COMPLETE OFFICE OF WI INC	PACKAGING TAPE	28.98
01/26/2024	NCCPA - NORTH CENTRAL CHIEF OF POL ASSOC	2024 NCCPA MEMBERSHIP DUES	25.00
01/26/2024	MIDSTATE LOCK & SAFE LLC	DEPARTMENT KEYS (5)	17.00
01/26/2024	O'REILLY AUTO PARTS	SPARK PLUG	40.08
01/26/2024	O'REILLY AUTO PARTS	WIPER FLUID	157.92
01/26/2024	O'REILLY AUTO PARTS	BATTERY	177.22
01/26/2024	O'REILLY AUTO PARTS	BATTERY	187.22
01/26/2024	REGISTRATION FEE TRUST-3279	LIC PLATE RENEWAL #411	115.00
01/09/2024	REGISTRATION FEE TRUST-7949	TITLE/LICENSE PLATE FEES-VIN 3KALVEV8LL261577-PD	169.50
01/09/2024	REGISTRATION FEE TRUST-7949	TITLE/LICENSE PLATE FEES-VIN 1FMCU9H61LUC78459-PD	169.50
01/09/2024	REGISTRATION FEE TRUST-7949	TITLE/LICENSE PLATE FEES-VIN 1FMCU9G65NUA72467 PD	169.50
01/09/2024	REGISTRATION FEE TRUST-7949	TITLE/LICENSE PLATE FEES-VIN 2FMPK4J90LBA32846-PD	169.50
01/09/2024	REGISTRATION FEE TRUST-7949	TITLE/LICENSE PLATE FEES-VIN 5NMS2CAD9LH148822-PD	169.50
01/09/2024	REGISTRATION FEE TRUST-7949	TITLE/LICENSE PLATE FEES-VIN 2FMPK4J98LBB20088-PD	169.50
01/26/2024	STEVENS POINT AUTO CENTER	WATER PUMP/SEALS/THERMOSTAT/U-BELT	201.92
01/26/2024	STEVENS POINT AUTO CENTER	COOLANT HOSE	71.30
01/26/2024	STEVENS POINT AUTO CENTER	COOLANT HOSE	86.24
01/26/2024	STEVENS POINT AUTO CENTER	COOLANT HOSE	75.00
01/26/2024	STEVENS POINT AUTO CENTER	EGR VALVE/GASKET	150.36
01/26/2024	KUSTOM SIGNALS INC	DASH MOUNTED RADAR DEVICE	1,353.28
01/17/2024	AXON ENTERPRISE INC	TASER HOLSERS (3)	240.00
01/26/2024	AXON ENTERPRISE INC	BDY & SQUAD CAMERAS, LICENSES, ELECTRONIC STORAGE	43,262.76
01/26/2024	HARPER, JAMES	UNIFORM REIMB - UNIFORM BOOTS	126.60
01/26/2024	RAY O'HERRON CO INC	NAME BAR - HUGHES	24.90
01/26/2024	CNA SURETY DIRECT BILL	NOTARY BOND - POESCHEL	30.00
01/26/2024	CNA SURETY DIRECT BILL	NOTARY BOND - BALLEW	30.00
01/26/2024	POINT TROPHY LLC	ENGRAVED FLAG BOX - RETIREMENT JOHN MOSS	32.22
01/26/2024	RAY O'HERRON CO INC	AUXILIARY PATCHES (100)	202.15
01/26/2024	V.A.&C.	AUXILIARY UNIFORM ALTERATIONS	32.00
01/26/2024	THERAPY ANIMALS UNLEASHED LLC	WILLOW - THERAPY DOG	50.00
01/26/2024	HAKES WELLNESS SOLUTIONS LLC	PEER SUPPORT TRAINING (Q1-Q3 2024)	675.00
01/26/2024	CHILDS PHD S.C., CRAIG D	POLICE OFFICER NEW HIRE EVALUATIONS (2)	1,040.00
01/26/2024	CONFIDENTIAL RECORDS INC	ON-SITE SHREDDING - SPPD	117.00
01/26/2024	PER MAR SECURITY SERVICES	CCTV SERVICE AGREEMENT & FIRE ALARM INSPECTION	760.68
01/26/2024	WM CORPORATE SERVICES INC	GARBAGE/RECYCLING - SPPD 933 MICHIGAN AVE	313.30
01/26/2024	NASSCO INC	BATH TISSUE, PAPER TOWELS, CAN LINERS, TOILET BRUSHES	284.40
Grand Totals:			70,585.64

S/b Capital Acct

Date Paid	Vendor Name	Description	Amount Paid

STEVENS POINT POLICE & FIRE COMMISSION AUTHORIZED REPRESENTATIVE

*The Uniform Allowance line item is also used for the total annual allowance of $5700, which is paid on the second payroll check in January. Due to this amount being paid through payroll, it will not show on this report.

CITY OF STEVENS POINT
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2024

GENERAL FUND - POLICE DEPARTMENT

		BUDGET	CURRENT MO	YTD ACTUAL	BALANCE	%
GENERAL UTILITY CHARGE	100.52.20100.2200	305			305	.00
TELEPHONE UTILITY CHARGES	100.52.20100.2203	37,622	511	511	37,111	1.36
TV SERVICES	100.52.20100.2212	900	81	81	819	9.02
IT/COMPUTER EQUIPMENT	100.52.20100.2800	5,000			5,000	.00
TIME SYSTEM SERVICES	100.52.20100.2821	4,000	1,361	1,361	2,639	34.03
IT CONTRACTED SERVICES	100.52.20100.2906	5,000			5,000	.00
SOFTWARE LICENSE FEES	100.52.20100.2907	60,000	15,822	15,822	44,178	26.37
CONTRACTED RADIO/COMM MAINT	100.52.20100.2913	7,000			7,000	.00
GENERAL SERVICES	100.52.20100.2932	7,500			7,500	.00
GENERAL SUPPLIES	100.52.20100.3001	12,500	1,915	1,915	10,585	15.32
CRIMINAL INV SUPPLIES	100.52.20100.3003	7,000			7,000	.00
MEMBERSHIP DUES	100.52.20100.3202	800	25	25	775	3.13
GENERAL TRAVEL EXPENSES	100.52.20100.3300	400			400	.00
MILEAGE EXPENSES	100.52.20100.3301	200			200	.00
GAS & OIL CHARGES	100.52.20100.3401	83,000			83,000	.00
COMMUNITY/PUBLIC RELATIONS	100.52.20100.3450	3,000			3,000	.00
PARTS & SUPPLIES	100.52.20100.3501	15,000	2,296	2,296	12,704	15.31
VEHICLE TOWING CHARGES	100.52.20100.3504	800			800	.00
VEHICLE CLEANING EXP	100.52.20100.3508	1,800			1,800	.00
OPERATIONS SPT FLEET EQUIPMENT	100.52.20100.3510	6,000	1,353	1,353	4,647	22.55
PROTECTIVE VESTS	100.52.20100.3603	5,000			5,000	.00
TASER EQUIPMENT	100.52.20100.3605		240	240	(240)	.00
CAMERA EQUIPMENT – fixing account next month	100.52.20100.3606	7,000	43,263	43,263	(36,263)	618.04
RANGE SUPPLIES	100.52.20100.3607	1,500			1,500	.00
SWAT SUPPLIES	100.52.20100.3608	1,000			1,000	.00
AMMO & SUPPLIES	100.52.20100.3609	14,000			14,000	.00
UNIFORM REPLACEMENTS	100.52.20100.3801	11,500	152	152	11,349	1.32
MISCELLANEOUS EXPENSES	100.52.20100.5000	9,000	92	92	8,908	1.02
OSHA BLOOD PATH PROG EXP	100.52.20100.5600	1,000			1,000	.00
EVIDENTIAL BLOOD DRAW EXPENSE	100.52.20100.5610	3,500			3,500	.00
INVESTIGATION BUREAU EXP	100.52.20100.5611	1,000			1,000	.00
PRISONER EXPENSES	100.52.20100.5615	1,500			1,500	.00
CRIME PREVENT PROG EXP	100.52.20100.5704	3,000			3,000	.00
LEXIPOL	100.52.20100.5705	9,600			9,600	.00
AUXILIARY POLICE UNIT	100.52.20100.5706	1,150	234	234	916	20.36
K-9 UNIT EXPENSES	100.52.20100.5712	1,000			1,000	.00
BICYCLE PATROL EQUIPMENT	100.52.20100.5713	300			300	.00
GENERAL TRAINING EXPENSES	100.52.20100.5907	24,000			24,000	.00
IN-SERVICE TRAINING	100.52.20100.5909	6,880	675	675	6,205	9.81
EDUCATIONAL COMPENSATION	100.52.20100.5912	5,000			5,000	.00
PROMOTION/RECRUIT TESTING	100.52.20100.5921	4,000	1,040	1,040	2,960	26.00
GAS/ELECTRIC CHARGES	100.52.20105.2200	64,363			64,363	.00
WATER/SEWER UTIL. CHARGES	100.52.20105.2204	2,320			2,320	.00
CONTRACTED BUILDING MAINT	100.52.20105.2922	50,000	1,191	1,191	48,809	2.38
GEN BLDG EXPENSES & SUPPLIES	100.52.20105.3550	8,000	284	284	7,716	3.56
	TOTAL FUND EXPENDITURES	493,440	70,536	70,536	422,904	14.29

CITY OF STEVENS POINT
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2023

GENERAL FUND - POLICE DEPARTMENT

		BUDGET	CURRENT MO	YTD ACTUAL	BALANCE	%
GENERAL UTILITY CHARGE	100.52.20100.2200		341	341	(341)	.00
TELEPHONE UTILITY CHARGES	100.52.20100.2203	28,000	34,892	34,892	(6,892)	124.62
TV SERVICES	100.52.20100.2212	900	978	978	(78)	108.68
IT/COMPUTER EQUIPMENT	100.52.20100.2800	5,000	1,020	1,020	3,980	20.41
TIME SYSTEM SERVICES	100.52.20100.2821	4,000	5,495	5,495	(1,495)	137.38
IT CONTRACTED SERVICES	100.52.20100.2906	5,000	1,055	1,055	3,945	21.11
SOFTWARE LICENSE FEES	100.52.20100.2907	43,000	30,954	30,954	12,046	71.99
CONTRACTED RADIO/COMM MAINT	100.52.20100.2913	7,000	6,733	6,733	267	96.19
GENERAL SERVICES	100.52.20100.2932	3,400	18,327	18,327	(14,927)	539.04
GENERAL SUPPLIES	100.52.20100.3001	12,500	23,063	23,063	(10,563)	184.50
CRIMINAL INV SUPPLIES	100.52.20100.3003	7,000	7,710	7,710	(710)	110.14
MEMBERSHIP DUES	100.52.20100.3202	800	938	938	(138)	117.21
GENERAL TRAVEL EXPENSES	100.52.20100.3300	400	420	420	(20)	104.94
MILEAGE EXPENSES	100.52.20100.3301	200	59	59	141	29.55
GAS & OIL CHARGES	100.52.20100.3401	80,000	85,744	85,744	(5,744)	107.18
COMMUNITY/PUBLIC RELATIONS	100.52.20100.3450	3,000	3,057	3,057	(57)	101.90
PARTS & SUPPLIES	100.52.20100.3501	15,000	25,537	25,537	(10,537)	170.25
VEHICLE TOWING CHARGES	100.52.20100.3504	800	2,571	2,571	(1,771)	321.35
VEHICLE CLEANING EXP	100.52.20100.3508	3,300	3,111	3,111	189	94.29
OPERATIONS SPT FLEET EQUIPMENT	100.52.20100.3510	6,000	919	919	5,081	15.32
PROTECTIVE VESTS	100.52.20100.3603	5,000	4,740	4,740	260	94.80
TASER EQUIPMENT	100.52.20100.3605	5,000	3,366	3,366	1,634	67.32
CAMERA EQUIPMENT	100.52.20100.3606	7,000	1,380	1,380	5,620	19.71
RANGE SUPPLIES	100.52.20100.3607	1,500	261	261	1,239	17.41
SWAT SUPPLIES	100.52.20100.3608	1,000	1,047	1,047	(47)	104.74
AMMO & SUPPLIES	100.52.20100.3609	11,000	13,404	13,404	(2,404)	121.86
UNIFORM REPLACEMENTS	100.52.20100.3801	11,500	7,913	7,913	3,587	68.81
MISCELLANEOUS EXPENSES	100.52.20100.5000	12,000	12,738	12,738	(738)	106.15
OSHA BLOOD PATH PROG EXP	100.52.20100.5600	1,000			1,000	.00
EVIDENTIAL BLOOD DRAW EXPENSE	100.52.20100.5610	4,200	4,033	4,033	167	96.03
INVESTIGATION BUREAU EXP	100.52.20100.5611	1,000	1,000	1,000		100.00
PRISONER EXPENSES	100.52.20100.5615	3,000			3,000	.00
CRIME PREVENT PROG EXP	100.52.20100.5704	3,000	2,997	2,997	3	99.90
LEXIPOL	100.52.20100.5705	9,600	10,961	10,961	(1,361)	114.18
AUXILIARY POLICE UNIT	100.52.20100.5706	1,150	1,150	1,150		100.00
K-9 UNIT EXPENSES	100.52.20100.5712	1,000	1,000	1,000		99.95
BICYCLE PATROL EQUIPMENT	100.52.20100.5713	300	456	456	(156)	152.15
GENERAL TRAINING EXPENSES	100.52.20100.5907	24,000	18,889	18,889	5,111	78.70
IN-SERVICE TRAINING	100.52.20100.5909	6,880	7,105	7,105	(225)	103.27
EDUCATIONAL COMPENSATION	100.52.20100.5912	3,000	6,950	6,950	(3,950)	231.66
PROMOTION/RECRUIT TESTING	100.52.20100.5921	4,000	5,435	5,435	(1,435)	135.88
GAS/ELECTRIC CHARGES	100.52.20105.2200	62,605	52,670	52,670	9,935	84.13
WATER/SEWER UTIL. CHARGES	100.52.20105.2204	2,320	2,116	2,116	204	91.19
CONTRACTED BUILDING MAINT	100.52.20105.2922	55,000	71,240	71,240	(16,240)	129.53
GEN BLDG EXPENSES & SUPPLIES	100.52.20105.3550	3,000	5,886	5,886	(2,886)	196.21
	TOTAL FUND EXPENDITURES	464,355	489,663	489,663	(25,308)	105.45

Date Paid	Vendor Name	Description	Amount Paid
01/24/2024	IAFF LOCAL 484	INITIAL ISSUE UNIFORMS - KRATZKE, ROWE, MEYERS, HYNES	977.00
01/24/2024	IMAGETREND INC	IMAGE TREND CAD - ANNUAL FEE	1,856.57
01/24/2024	IMAGETREND INC	ANNUAL FEE: VAULT RECORDS WITH ATTACHMENTS	437.09
01/24/2024	STREAMLINE AUTOMATION SYSTEMS LLC	FIRE INSPECTION SOFTWARE ANNUAL LICENSE	3,800.00
01/24/2024	DALCO	HAND TOWELS, TOILET TISSUE	415.98
01/11/2024	CSI EMERGENCY APPARATUS LLC	FIRE HOSE	30,024.00
01/24/2024	RESCUE DIRECT	TECH RESCUE - ROPES & EQUIPMENT	530.10
01/24/2024	RESCUE DIRECT	ROPE PULLEY	89.09
01/24/2024	POINT TROPHY LLC	LOCKER & ACCOUNTABILITY TAGS - HYNES, MEYERS, ROWE,	117.20
01/24/2024	MID-STATE TECHNICAL COLLEGE	MALIN - FIRE INSPECTOR 1 PRACTICAL	80.00
Grand Totals:			38,327.03

STEVENS POINT POLICE & FIRE COMMISSION AUTHORIZED REPRESENTATIVE

*The Uniform Allowance line item is also used for the total annual allowance of $7185, which is paid on the second payroll check in January. Due to this amount being paid through payroll, it will not show on this report.

CITY OF STEVENS POINT
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2024

GENERAL FUND - FIRE DEPARTMENT

		BUDGET	CURRENT MO	YTD ACTUAL	BALANCE	%
UNIFORM ALLOWANCE	100.52.25270.1670	18,900	18,637	18,637	263	98.61
GAS/ELECTRIC CHARGES	100.52.25270.2200	19,791			19,791	.00
TELEPHONE UTILITY CHARGES	100.52.25270.2203	13,731			13,731	.00
WATER/SEWER UTIL CHARGES	100.52.25270.2204	3,551			3,551	.00
TV SERVICES	100.52.25270.2212	1,325			1,325	.00
IT/COMPUTER EQUIPMENT	100.52.25270.2800					.00
CONTRACTED SERVICES - GEN	100.52.25270.2902	2,000			2,000	.00
IT CONTRACTED SERVICES	100.52.25270.2906	2,000			2,000	.00
SOFTWARE LICENSE FEES	100.52.25270.2907	15,000	6,094	6,094	8,906	40.62
CONTRACTED RADIO/COMM MAINT	100.52.25270.2913	2,400			2,400	.00
GENERAL OFFICE SUPPLIES	100.52.25270.3001	3,000			3,000	.00
MEMBERSHIP DUES	100.52.25270.3202	2,500			2,500	.00
MILEAGE EXPENSES	100.52.25270.3301	500			500	.00
GEN BUILDING MAINT & SUPPLIES	100.52.25270.3550	10,500	416	416	10,084	3.96
FIRE HOSES & FITTINGS	100.52.25270.3650	1,000			1,000	.00
GENERAL FIRE EQUIPMENT	100.52.25270.3651	10,575	30,643	30,643	(20,068)	289.77
PERSONAL FIRE EQUIPMENT	100.52.25270.3652	3,000	117	117	2,883	3.91
MISCELLANEOUS EXPENSES	100.52.25270.5000	2,000			2,000	.00
GEN HEALTH/SAFETY EXP	100.52.25270.5601	2,000			2,000	.00
PUBLIC EDUCATION EXP	100.52.25270.5650	5,000			5,000	.00
GEN SEMINAR/EDUCATION EXP	100.52.25270.5910	20,000	680	680	19,320	3.40
PRE-EMPLOYMENT TESTING	100.52.25270.5911	3,630			3,630	.00
EDUCATIONAL COMPENSATION	100.52.25270.5912	10,000			10,000	.00
FIRE DEPT DONATION EXP	100.52.25270.5930					.00
COMPUTER SYSTEM UPGRADES	100.52.25270.8000	2,000			2,000	.00
STATION UPGRADES	100.52.25270.8100	2,500			2,500	.00
BREATHING APPARATUS	100.52.25270.8500	3,500			3,500	.00
	TOTAL FUND EXPENDITURES	160,403	56,587	56,587	103,816	35.28

CITY OF STEVENS POINT
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2023

GENERAL FUND - FIRE DEPARTMENT

		BUDGET	CURRENT MO	YTD ACTUAL	BALANCE	%
UNIFORM ALLOWANCE	100.52.25270.1670	18,900	21,686	21,686	(2,786)	114.74
GAS/ELECTRIC CHARGES	100.52.25270.2200	18,029	17,615	17,615	414	97.70
TELEPHONE UTILITY CHARGES	100.52.25270.2203	5,000	13,191	13,191	(8,191)	263.82
WATER/SEWER UTIL CHARGES	100.52.25270.2204	2,705	2,852	2,852	(147)	105.44
TV SERVICES	100.52.25270.2212	1,325	1,524	1,524	(199)	114.99
IT/COMPUTER EQUIPMENT	100.52.25270.2800					.00
CONTRACTED SERVICES - GEN	100.52.25270.2902	2,000	2,945	2,945	(945)	147.24
IT CONTRACTED SERVICES	100.52.25270.2906	2,000	194	194	1,806	9.70
SOFTWARE LICENSE FEES	100.52.25270.2907	15,000	20,158	20,158	(5,158)	134.39
CONTRACTED RADIO/COMM MAINT	100.52.25270.2913	2,000	2,301	2,301	(301)	115.06
GENERAL OFFICE SUPPLIES	100.52.25270.3001	3,000	3,364	3,364	(364)	112.12
MEMBERSHIP DUES	100.52.25270.3202	4,500	1,409	1,409	3,092	31.30
MILEAGE EXPENSES	100.52.25270.3301	1,000	804	804	196	80.39
GEN BUILDING MAINT & SUPPLIES	100.52.25270.3550	10,000	14,512	14,512	(4,512)	145.12
FIRE HOSES & FITTINGS	100.52.25270.3650	1,000	79	79	921	7.94
GENERAL FIRE EQUIPMENT	100.52.25270.3651	8,975	83,900	83,900	(74,925)	934.81
PERSONAL FIRE EQUIPMENT	100.52.25270.3652	2,500	3,240	3,240	(740)	129.58
MISCELLANEOUS EXPENSES	100.52.25270.5000		307	307	(307)	.00
GEN HEALTH/SAFETY EXP	100.52.25270.5601	2,000	775	775	1,225	38.77
PUBLIC EDUCATION EXP	100.52.25270.5650	5,000	4,282	4,282	718	85.65
GEN SEMINAR/EDUCATION EXP	100.52.25270.5910	17,500	23,065	23,065	(5,565)	131.80
PRE-EMPLOYMENT TESTING	100.52.25270.5911	3,630	9,748	9,748	(6,118)	268.54
EDUCATIONAL COMPENSATION	100.52.25270.5912	10,000	773	773	9,227	7.73
FIRE DEPT DONATION EXP	100.52.25270.5930		27,991	27,991	(27,991)	.00
COMPUTER SYSTEM UPGRADES	100.52.25270.8000	2,000			2,000	.00
STATION UPGRADES	100.52.25270.8100	2,500	14,112	14,112	(11,612)	564.47
BREATHING APPARATUS	100.52.25270.8500	3,500	27,020	27,020	(23,520)	772.01
	TOTAL FUND EXPENDITURES	144,064	297,845	297,845	(153,781)	206.74

Date Paid	Vendor Name	Description	Amount Paid
01/24/2024	IMAGETREND INC	IMAGE TREND CAD - ANNUAL FEE	1,856.58
01/24/2024	IMAGETREND INC	ANNUAL FEE: VAULT RECORDS WITH ATTACHMENTS	437.09
01/24/2024	DALCO	HAND TOWELS, TOILET TISSUE	415.98
Grand Totals:			2,709.65

STEVENS POINT POLICE & FIRE COMMISSION AUTHORIZED REPRESENTATIVE

*The Uniform Allowance line item is also used for the total annual allowance of $5015, which is paid on the second payroll check in January. Due to this amount being paid through payroll, it will not show on this report.

CITY OF STEVENS POINT
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2024

GENERAL FUND - AMBULANCE

		BUDGET	CURRENT MO	YTD ACTUAL	BALANCE	%
UNIFORM ALLOWANCE	100.52.25300.1670	12,600	11,417	11,417	1,183	90.61
GAS/ELECTRIC CHARGES	100.52.25300.2200	20,734			20,734	.00
TELEPHONE UTILITY CHARGES	100.52.25300.2203	8,000			8,000	.00
WATER/SEWER UTILITY CHARGES	100.52.25300.2204	2,500			2,500	.00
TV SERVICES	100.52.25300.2212	1,700			1,700	.00
IT/COMPUTER EQUIPMENT	100.52.25300.2800	4,000			4,000	.00
CONTRACTED SERVICES - GEN	100.52.25300.2902	8,000			8,000	.00
IT CONTRACTED SERVICES	100.52.25300.2906					.00
SOFTWARE LICENSE FEES	100.52.25300.2907	16,000	2,294	2,294	13,706	14.34
CONTRACTED RADIO/COMM MAINT	100.52.25300.2913	535			535	.00
GENERAL OFFICE SUPPLIES	100.52.25300.3001	2,500			2,500	.00
GENERAL EQUIPMENT	100.52.25300.3025	10,000			10,000	.00
MEMBERSHIP DUES	100.52.25300.3202	1,090			1,090	.00
MILEAGE EXPENSES	100.52.25300.3301	1,070			1,070	.00
GEN BUILDING MAINT & SUPPLIES	100.52.25300.3550	12,000	416	416	11,584	3.47
MISCELLANEOUS EXPENSES	100.52.25300.5000					.00
WELLNESS EXPENSES	100.52.25300.5021	4,000			4,000	.00
GEN HEALTH/SAFETY EXP	100.52.25300.5601	535			535	.00
PUBLIC EDUCATION EXP	100.52.25300.5650	5,000			5,000	.00
COVID-19 EXPENDITURES	100.52.25300.5700					.00
GEN SEMINAR/EDUCATION EXP.	100.52.25300.5910	10,000	600	600	9,400	6.00
PRE-EMPLOYMENT TESTING	100.52.25300.5911	7,000			7,000	.00
EDUCATIONAL COMPENSATION	100.52.25300.5912	4,280			4,280	.00
REGULATED MANDATED EXPEND	100.52.25300.5913	1,070			1,070	.00
CONTRACT'L RTN OF SURPLUS FDS	100.52.25300.5980					.00
COMPUTER SYSTEM UPGRADES	100.52.25300.8000					.00
STATION UPGRADES	100.52.25300.8100					.00
TOTAL FUND EXPENDITURES		132,614	14,727	14,727	117,887	11.10

CITY OF STEVENS POINT
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2023

GENERAL FUND - AMBULANCE

		BUDGET	CURRENT MO	YTD ACTUAL	BALANCE	%
UNIFORM ALLOWANCE	100.52.25300.1670	12,600	15,718	15,718	(3,118)	124.75
GAS/ELECTRIC CHARGES	100.52.25300.2200	20,029	17,615	17,615	2,414	87.95
TELEPHONE UTILITY CHARGES	100.52.25300.2203	7,000	8,236	8,236	(1,236)	117.65
WATER/SEWER UTILITY CHARGES	100.52.25300.2204	2,705	2,166	2,166	539	80.07
TV SERVICES	100.52.25300.2212	1,500	1,051	1,051	449	70.05
IT/COMPUTER EQUIPMENT	100.52.25300.2800	2,000	140	140	1,860	7.00
CONTRACTED SERVICES - GEN	100.52.25300.2902	2,000	3,282	3,282	(1,282)	164.08
IT CONTRACTED SERVICES	100.52.25300.2906					.00
SOFTWARE LICENSE FEES	100.52.25300.2907	12,000	17,343	17,343	(5,343)	144.53
CONTRACTED RADIO/COMM MAINT	100.52.25300.2913	500	628	628	(128)	125.66
GENERAL OFFICE SUPPLIES	100.52.25300.3001	1,500	1,910	1,910	(410)	127.33
GENERAL EQUIPMENT	100.52.25300.3025	5,163	33,064	33,064	(27,901)	640.40
MEMBERSHIP DUES	100.52.25300.3202	500	958	958	(458)	191.50
MILEAGE EXPENSES	100.52.25300.3301	1,000	545	545	455	54.46
GEN BUILDING MAINT & SUPPLIES	100.52.25300.3550	10,500	10,697	10,697	(197)	101.88
MISCELLANEOUS EXPENSES	100.52.25300.5000		90	90	(90)	.00
WELLNESS EXPENSES	100.52.25300.5021	3,000	3,340	3,340	(340)	111.32
GEN HEALTH/SAFETY EXP	100.52.25300.5601	500	463	463	37	92.53
PUBLIC EDUCATION EXP	100.52.25300.5650	2,000	2,012	2,012	(12)	100.60
COVID-19 EXPENDITURES	100.52.25300.5700					.00
GEN SEMINAR/EDUCATION EXP.	100.52.25300.5910	5,000	7,729	7,729	(2,729)	154.59
PRE-EMPLOYMENT TESTING	100.52.25300.5911	3,000	8,241	8,241	(5,241)	274.69
EDUCATIONAL COMPENSATION	100.52.25300.5912	4,000			4,000	.00
REGULATED MANDATED EXPEND	100.52.25300.5913	1,000			1,000	.00
CONTRACT'L RTN OF SURPLUS FDS	100.52.25300.5980					.00
COMPUTER SYSTEM UPGRADES	100.52.25300.8000					.00
STATION UPGRADES	100.52.25300.8100					.00
TOTAL FUND EXPENDITURES		97,497	135,226	135,226	(37,729)	138.70

Stevens Point Police Department
933 Michigan Avenue
Stevens Point, WI 54481
Phone: 715-346-1500 / Fax: 715-346-1684

"Innovative Policing through Partnerships with the Community"

Robert J. Kussow, Chief of Police

February 6, 2024

Police and Fire Commission
City of Stevens Point

Re: January 2024 Chief of Police Report

Commissioners:

The Department would like to make you aware of the following updates:

Personnel: 42/49

Note of Interest:

- Pastor Brian Better Jr. joined the Portage County Chaplin Program and was added to the on-call list.
- Lt. Johnson conducted 5 short de-escalation training for City Poll Workers during their required training that took place in the Community Room through Clerk, Kari Yenter's, Office.
- 1-5-24 School Resource Officer Joe Quisler retired after 26+ years with the Stevens Pont Police Department. Flag flown over the Police Department for 24 hours and presented to Officer Quisler for his service with the City of Stevens Point.
- 1-9-24 – Sergeant. Justin Klein promoted to Lieutenant and Lead Officer Austin Lee promoted to Sergeant. (Swore into their new positions 2-1-24)
- 1-19-24 – Crossing Guard Camryn Brewbaker resigned her crossing guard position. CSO Hensel is filling the spot for now and Lt. Johnson is seeking to hire a new guard to fill this position.
- 1-22-24 – Lt. Johnson and Ast. Chief Rottier met with L.A.W Publications and were able to raise money for new literature resources for the police department. Some of the new resources will be books on: narcotics ID and abuse, personal safety, scams and frauds, elder abuse, Vaping, distracted driving, your life, your choices, conflict resolution, active shooter preparedness, as well as coloring books like let's play it safe, Out and about with Officer Stevens, Bradford Beaver and the new Bully on the block, and kids on the move.
- 1-26-24 – Assistant Chief Williams attended Justice Coalition meeting for Runaway Response. (County wide meeting)

- 1-31-24 – Lt. John Moss retires after 25+ years of service with the Stevens Point Police Department. Flag flow over the Police Department for 24 hours and presented to Lt. Moss for his service with the City of Stevens Point.
- 2-5-24 – Lucas Hughes swore in as 283rd Officer with the Stevens Point Police Department

Calls of Interest:

- **01-23-24 Domestic disturbance**, Officers responded to report of mobile domestic occurring inside a moving vehicle. Officers made contact with female who reported a physical disturbance with the male. Male had left the area and was later taken into custody in Plover with Plover PD. Male arrested on Domestic Battery and Disorderly Conduct charges.
- **01-23-24, Disturbance Portage Co Library**, Officers responded to report of a physical disturbance between persons inside the library. Upon arrival and further investigation, SPPD Officers learned one male had been stabbed with an edged weapon. The victim was transported for stab wound to chest. The other male suspect was taken into custody.
- **01-18-24, Sexual Assault YMCA**, it was reported to a SPPD Officer, two males had been in the steam room. The victim report unwanted touching by the suspect male. Further investigation pending.
- **01-21-24, Disturbance 3800 blk Roberts Place,** Officers responded to a physical disturbance between a group of unhoused squatting in the basement of the complex. A suspect fled the area on a moped resulting in a short vehicle pursuit. The moped driver evaded officers after taking the moped off road in Iverson Park. The suspect is known to officers.
- **01-21-24 Disorderly Patron Partners Pub**, Officers responded for a disorderly customer. The female suspect had been released from Jail earlier in the day. The uncooperative female was physically removed from the bathroom and transported to jail.
- **01-20-24, Disturbance 400 blk Michigan**, Officers responded to report of intoxicated female in the wrong building causing a disturbance. Female was arrested on bail jumping for possession of drugs and disorderly conduct.
- **01-17-24, Fire Call 2200 blk Eagle Sumit,** Officers responded and assisted with evacuation of residence of elderly residential facility due to smoke and flames.
- **01-15-24, Disturbance with gun EM Copps and Week St**, Officers responded to disturbance between semi-truck drivers. During the disturbance one of the drivers displayed made a threat with a handgun. The driver who displayed the firearm was arrested on reckless endangerment with firearm and no concealed carry permit.
- **01-12-24, Disturbance 1000 Shaurette**, Officers responded to report of disturbance with a male who was going after the snow plow driver. Officers made contact with the male who is known to law enforcement. Male as uncooperative and was tased after which he resisted arrest. The male was taken to jail after medical clearance as he claimed to have a heart attack.

- **01-11-24, Assist Plover PD with call reported man with Gun**. Detectives assisted as well as patrol on standby and assisted with calls in Plover PD Jurisdiction.
- **01-11-24 Disturbance w/ mention of firearm,** Officers responded to 1300 Briggs Ct. to investigate report of woman claiming her adult son was on drugs and throwing things around. The woman reported her son had a gun and was threatening to shot people. Woman caller was determined to possibly have dementia. Further investigation resulted in contact with adult son who appeared under the influence, but cooperative. The apartment had significant property damage. Consent search of the department locate trace of meth , air soft gun and real AR -15 with 60 round magazine. Contraband seized with further investigation pending.
- **01-03-24 Disturbance 900 blk Second**, Officers responded to two 911 calls with the female caller locked in her bathroom. Male suspect was contacted on the front porch screaming at the top of his lungs. Criteria met for domestic arrest. Female reported male had taken meth 2 days prior. Male was transported to jail.

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

Number of Use of Force Incidents: 2 (2)

January Use of Force Summaries

- 1/13/24 – SPPD Officers were called to a location reference a suspicious person following another person in their vehicle. The suspect was possibly armed with a handgun as well. When Officers arrived on scene the suspect was not making much sense and asking irrelevant questions. The suspect began to lunge into the vehicle and came back out hysterically, stepping aggressively towards officers. One Officer had their taser out and due to fear of the suspect assaulting an officer, the officer shot the suspect with the taser in the leg. The suspect fell to the ground, where officers were able to take the suspect into custody. The suspect had several knives on them. No injuries
- 1/27/24 – SPPD Officers assisted Portage County Sheriff's Office with a physical disturbance located just outside of the City of Stevens Point. When the SPPD Officer arrived on scene there was a physical disturbance going on between two parties in a bedroom. The aggressor had tackled a victim onto the bed in front of the Officer. The Officer was alone and could not tell if the suspect had any weapons. Due to this, the Officer drew and deployed their taser at the suspect, striking the suspect in the side. The deployment was effective and caused the suspect to fall off the victim, onto the ground, allowing Officers to handcuff the suspect. The case was then turned over to the Portage County Sherriff's Office. No injuries

Mental health related incidents: Officers Responded to the following in December:

- Total welfare checks for 2024 = 78
- 10 Voluntary Commitments
- 2 Chapters

- 1 Alcohol Commitment

Auxiliary Unit:

- January Auxiliary Meeting focused on CPR/First Aid.

Training:

01/01/24	Caliber Press Vault	Virtual	
1/15-19/2024	Field Training Officer	Fox Valley Tech	Lee
01/18-19-24	Evidence Storage and Management	2023 training	Mueller
01/23/24	Crypto Currencty	West Allis HITDA	Lepinski
01/23/24	Crypto Currencty	West Allis HITDA	Drossel

Field Training (FTO):

- Ofc. James Harper completed step 1and is in Step 2 of FTO with Sgt. Roser.

School Resource Officers:

SPASH

- 100 Calls for service including:
  - 2 citations for disorderly conduct
  - 3 referrals for disorderly conduct due to a fight.
  - 6 "securely" alerts on keyboard internet searches. (cleared)
  - 6 drug/vaping investigations – cleared with school consequences.
  - 2 vehicle accidents.

PJ Jacobs

- Officer Chi Yang assigned as new School Resource Officer with SRO Quisler's retirement.
- 124 Calls for service including:
  - 25 school consequences
  - 3 disorderly conduct referrals
  - 9 "securely" alerts – 1 incident resulted in 2 students receiving 5 day out of school suspensions.
- Also acquired a vape disposal kit through Marathon County and the Tobacco Prevention Alliance of Central Wisconsin, which provided a container and free disposal of vapes that are recovered or turned in at school where no law enforcement action is taken.

Ben Franklin

- 94 Calls for service including:
  - 9 citations issued – 3 for disorderly conduct and 6 for truancy
  - 2 Yes (Youth Enrichment Services) program referrals
  - 35 school consequences assigned
  - 11 bullying reports
  - 16 "securely" alerts on keyboard internet searches.

- Also acquired a vape disposal kit through Marathon County and the Tobacco Prevention Alliance of Central Wisconsin, which provided a container and free disposal of vapes that are recovered or turned in at school where no law enforcement action is taken.

K9

- Therapy Dog Willow continued making a noticeable impact assisting students dealing with anxiety and emotional issues.

Respectfully submitted,

Chief Robert Kussow
Stevens Point Police Department

STEVENS POINT **FIRE DEPARTMENT**
1701 FRANKLIN STREET STEVENS POINT, WI 54481
715-344-1833 FAX: 715-346-1599

JB D. MOODY
FIRE CHIEF

Police & Fire Commission
Fire Chief's Report – January 2024

48 Members Approved
46 positions Funded & Staffed

Significant Events

- Recruit academy 2401 with 4 new hires started on Jan 8th 2024
- Matt Zander completed the Alabama Smoke Diver School
- Chief Rick Lasky Pride and Ownership Presentation March 2nd 2024

Monthly Training:

- Red Power Pump Training
- Weapons of Mass Destruction
- Highrise Pack Overview
- HIPPA & Bloodborne Pathogens
- Ice Rescue Scenario Wisc. River
- First in Reports
- Confined Space PJ Jacobs Middle School
- MABAS Card Updates
- SCBA and N-95 Porta-count In-Service

Public Activities:

• 1905 2nd Street North smoke detector install	01/03/2024
• Witness Fire Drill 41 Park Ridge Drive	01/04/2024
• 4U adult Daycare Station Tour	01/01/2024
• Explorer Post Meeting	01/17/2024
• 4U Adult Daycare Station Tour	01/18/2024
• Police Auxiliary CPR and First Aid	01/18/2024
• UWSP Hands Only CPR/AED	01/19/2024

Reports Attached:

Incident Types Top 15
Incidents by Category Monthly and Yearly
Aid Given and Received Monthly
Aid Given and Received Yearly
Property Loss Incidents Monthly
Property Loss Incidents Yearly Top 20

STEVENS POINT **FIRE DEPARTMENT**
1701 FRANKLIN STREET STEVENS POINT, WI 54481
715-344-1833 FAX: 715-346-1599

Jb Moody
FIRE CHIEF

Stevens Point Fire and EMS Department
Activities Report
January 2024

Mid- State Technical College Paramedic Interns: SPFD welcomes two paramedic interns from the Mid-State Technical College Paramedic Program. The paramedic interns work along side our paramedics and learn valuable patient assessment and general field skills while still in school.

Training:

1. Weapons of Mass Destruction
2. Blood Bourne Pathogens
3. Health Insurance Portability and Accountability Act

Public Education:

1. Stevens Point Police Auxiliary *First Aid and Hands Only CPR*
2. UWSP Staff *First Aid and Hands Only CPR*

Respectfully submitted,

Joseph A. Gemza, Jr.

Joseph A. Gemza, Jr.
Assistant Chief of EMS

January 2024
Monthly EMS Report

Medic 1			
	Month	2024 YTD	2023 YTD
Responses	194	194	212
Transport/Treat	138	138	157
Cancel/Refuse/No Trans	56	56	55
Hosp to Hosp	2	2	2

Medic 2			
	Month	2024 YTD	2023 YTD
Responses	144	144	124
Transport/Treat	111	111	78
Cancel/Refuse/No Trans	33	33	46
Hosp to Hosp	0	0	0

Medic 3			
	Month	2024 YTD	2023 YTD
Responses	19	19	8
Transport/Treat	11	11	5
Cancel/Refuse/No Trans	8	8	3
Hosp to Hosp	0	0	0

Medic 4			
	Month	2024 YTD	2023 YTD
Responses	4	4	10
Transport/Treat	4	4	7
Cancel/Refuse/No Trans	0	0	3
Hosp to Hosp	0	0	0

Medic 5			
	Month	2024 YTD	2023 YTD
Responses	0	0	0
Transport/Treat	0	0	0
Cancel/Refuse/No Trans	0	0	0
Hosp to Hosp	0	0	0

Fire Department Apparatus			
	Month	2024 YTD	2023 YTD
Responses	1	1	0
Transport/Treat	0	0	0
Cancel/Refuse/No Trans	1	1	0
Hosp to Hosp	0	0	0

Totals			
	Month	2024 YTD	2023 YTD
Responses	362	362	354
Transport/Treat	265	265	247
Cancel/Refuse/No Trans	97	97	107
Hosp to Hosp	2	2	1

Simultaneous Calls			
Units	Month	2024 YTD	2023 YTD
2	73	73	73
3	12	12	5
4	1	1	1
5	0	0	0

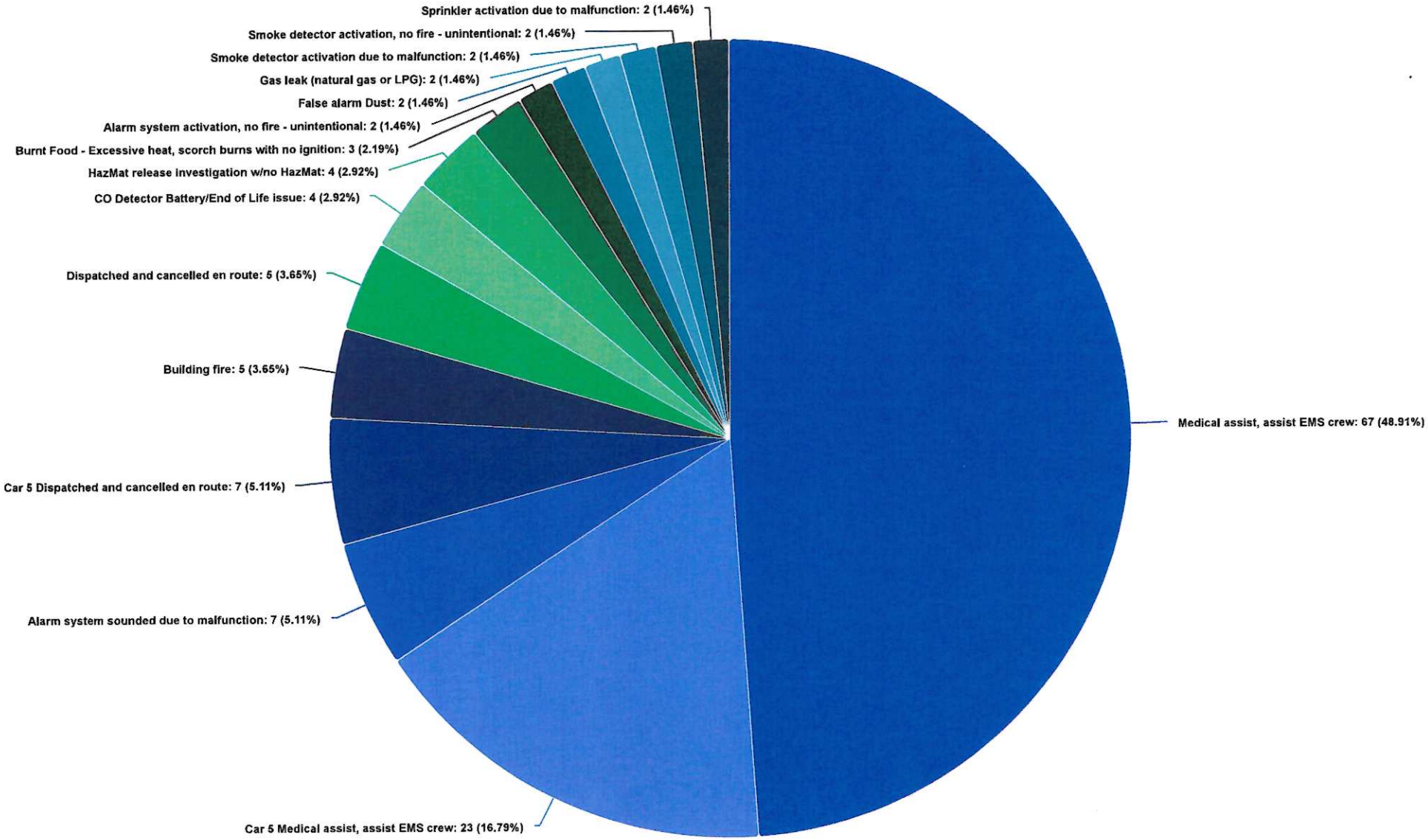
Car 5 Response			
	Month	2024 YTD	2023 YTD
Responses	24	24	26

RRU Response Location			
	Month	2024 YTD	2023 YTD
V Plover	1	1	4
V Almond		0	0
V Amherst		0	0
V Amherst Jct		0	0
V Jct City	1	1	1
V Nelsonville		0	0
V Park Ridge		0	0
V Rosholt	2	2	1
V Whiting	2	2	1
T Alban	3	3	1
T Almond		0	0
T Amherst		0	0
T Belmont		0	0
T Buena Vista		0	0
T Carson	3	3	2
T Dewey	2	2	5
T Eau Pleine		0	0
T Grant		0	0
T Hull	4	4	5
T Lanark		0	1
T Linwood	1	1	0
T New Hope		0	0
T Pine Grove		0	0
T Plover	1	1	2
T Sharon	2	2	0
T Stockton	1	1	3
Other		0	0
St Point	1	1	0

Vehicle	Year	Make	Model	Current Vehicle Miles
51Med1-A918	2021	IH	CV	37613
51Med2-A187	2018	Ford	F-550	102513
51Med3-A184	2018	Ford	F-550	85645
51Med4-A211	2015	Ford	F-550	75805
51Med5-A555	2010	IH	4300	163086

Incident Types (Top 15)

Jan 01, 2024 to Jan 31, 2024



Incidents by Category Monthly & Yearly

Jan 01, 2023 12:00 AM to Feb 02, 2024 12:10 PM

	2024		2024		2023	
Incident Type Category	Jan	Feb	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Inciden
1 - Fire	6	1	7	4%	3	
2 - Overpressure Rupture, Explosion, Overheat (No Fire)	4	0	4	2%	5	
3 - Rescue & Emergency Medical Service Incident	95	4	99	61%	79	
4 - Hazardous Condition (No Fire)	5	0	5	3%	4	
5 - Service Call	3	0	3	2%	1	
6 - Good Intent Call	17	0	17	11%	4	
7 - False Alarm & False Call	26	0	26	16%	9	
Grand Total	**156**	**5**	**161**	**100%**	**105**	

Aid Given and Received Monthly

Jan 01, 2024 to Jan 31, 2024

Fire Department	Automatic Aid Given	% of Total Automatic Aid Given	Automatic Aid Received	% of Total Automatic Aid Received	Mutual Aid Given	% of Total Mutual Aid Given	Mutual Aid Rec
Amherst Fire Department	0	0%	0	0%	0	0%	
Dewey Fire Department	0	0%	0	0%	0	0%	
Hull Fire Department	0	0%	1	100%	0	0%	
Plover Fire Deparment	1	100%	0	0%	1	100%	
Rudolph Fire Department	0	0%	0	0%	0	0%	
Stockton Fire Department	0	0%	0	0%	0	0%	
Overall	**1**	**100%**	**1**	**100%**	**1**	**100%**	

Aid Given and Received Yearly

Jan 01, 2024 to Dec 31, 2024

Fire Department	Automatic Aid Given	% of Total Automatic Aid Given	Automatic Aid Received	% of Total Automatic Aid Received	Mutual Aid Given	% of Total Mutual Aid Given	Mutual Aid Rec
Amherst Fire Department	0	0%	0	0%	0	0%	
Dewey Fire Department	0	0%	0	0%	0	0%	
Hull Fire Department	0	0%	1	100%	0	0%	
Plover Fire Deparment	1	100%	0	0%	1	0%	
Rudolph Fire Department	0	0%	0	0%	0	0%	
Stockton Fire Department	0	0%	0	0%	1	0%	
Overall	**1**	**100%**	**1**	**100%**	**2**	**100%**	

Property Loss Incidents Monthly

Jan 01, 2024 to Jan 31, 2024

Agency Name	Incident Date Time	Incident Number	Property Use	Street Number	Street Name	City	State	Postal Code	Proper
Stevens Point Fire Dept. & Ambulance	1/17/2024 10:44 PM	24SF00073	Residential board and care (CBRF)	2225	EAGLE	STEVENS POINT	WI	54482	
Stevens Point Fire Dept. & Ambulance	1/21/2024 2:02 PM	24SF00085	Multifamily dwelling	116	MINNESOTA	STEVENS POINT	WI	54481	
Stevens Point Fire Dept. & Ambulance	1/8/2024 5:53 AM	24SF00027	Residential board and care (CBRF)	5625	SANDPIPER	STEVENS POINT	WI	54482	
Stevens Point Fire Dept. & Ambulance	1/17/2024 5:37 AM	17823	Multifamily dwelling	401	MICHIGAN	STEVENS POINT	WI	54481	

Property Loss Incidents Yearly (Top 20)

Jan 01, 2024 to Dec 31, 2024

Agency Name	Incident Date Time	Incident Number	Property Use	Street Number	Street Name	City	State	Postal Code	Proper
Stevens Point Fire Dept. & Ambulance	1/17/2024 10:44 PM	24SF00073	Residential board and care (CBRF)	2225	EAGLE	STEVENS POINT	WI	54482	
Stevens Point Fire Dept. & Ambulance	2/1/2024 5:54 AM	24SF00132	1 or 2 family dwelling	4384	OAKRIDGE	STEVENS POINT	WI	54482	
Stevens Point Fire Dept. & Ambulance	1/21/2024 2:02 PM	24SF00085	Multifamily dwelling	116	MINNESOTA	STEVENS POINT	WI	54481	
Stevens Point Fire Dept. & Ambulance	1/8/2024 5:53 AM	24SF00027	Residential board and care (CBRF)	5625	SANDPIPER	STEVENS POINT	WI	54482	
Stevens Point Fire Dept. & Ambulance	1/17/2024 5:37 AM	17823	Multifamily dwelling	401	MICHIGAN	STEVENS POINT	WI	54481	

MEMORANDUM OF AGREEMENT
BETWEEN
CITY OF STEVENS POINT
AND
STEVENS POINT FIRE UNION LOCAL 484

THIS AGREEMENT, made and entered into between the City of Stevens Point (City) and Stevens Point Fire Union Local 484 (Union) regarding 2023 Instructor Pay occurring on January 10, 2024 is as follows:

Compensation:

Instruction While On Duty: those members of the Department who are appointed by the Chief, while on duty, that instruct a minimum of 40 hours from November 1st to November 1st of the following year will be compensated $600.00. The tracking of the hours taught on duty will be the responsibility of the employee, with verification and written request for payment received by any chief no later than December 1st.

The City and the Union agree, solely for the purpose of resolving the instructor pay issue of December 2023, that the City will compensate Ethan Przybylski $600 for instructor pay 2023, and an additional $600 for instructor pay 2024, should he complete the minimum 40 hours requirement.

This Agreement shall be applicable to language in any future labor agreements between the City and Union to the extent that those agreements contain language identical to Article 19, Paragraph F of the Contract.

Dated this 10th day of January 2024

STEVENS POINT FIREFIGHTERS
CITY OF STEVENS POINT IAFF LOCAL 484

Mike Wiza, Mayor
City of Stevens Point

Justin Thomson, President
Local 484

Kari Yenter, City Clerk
City of Stevens Point

Matt Zander, Bargaining Chair
Local 484

Jerry Moore, President
Police and Fire Commission

REGULAR MEETING MINUTES
Board of Park Commissioners
February 7, 2024 - 6:30 PM

Community Room
933 Michigan Avenue, Stevens Point, WI

OR

Zoom Teleconferencing

Meeting ID: 833 5273 0060 | Passcode: 154067
By Computer: Join
By Phone: +1-312-626-6799 (US Chicago)

Discussion and Possible Action on:

1. Roll Call.

Present: Alder Broderick, Freckmann, Disher, Glodosky, Alder Keymer, McDonald, Okonek, Przybylski, Alder Shorr, Sorenson
Also Present: Steven McKay, Todd Ernster, Trent Baneck
Excused: Carrie Winn

2. Approval of January 3, 2024 meeting minutes

Motion to approve by McDonald, second by Disher, passed 10-0.

3. Presentation by Trent Baneck, UWSP Forestry Department intern, on the relationship between trees and hardscape surfaces.

No action.

4. Forestry division operational update presented by Forestry Superintendent, Todd Ernster

No action.

5. Award of project #24-01 Groholski Park Development Project Contract A and Contract A-1, General Site Construction and Granite Trail Construction, to Fahrner Excavating Inc. in the not-to-exceed amount of $200,000.

Motion to award Fahrner Excavating project #24-01 Groholski Park Development Project Contract A and Contract A-1, General Site Construction and Granite Trail Construction in the not-to-exceed amount of $200,000 by Glodosky, second by Okonek; passed 10-0.

6. Award of project #24-01 Groholski Park Development Contract B, Solar Canopy and Electrical Construction, to Northwind Solar in the not-to-exceed amount of $97,500.

Motion to award Northwind Solar project #24-01 Groholski Park Development Contract B, Solar Canopy and Electrical Construction in the not-to-exceed amount of $97,500 by Keymer, second by Disher; passed 10-0.

7. Adoption of policy #1.05 related to the sale of gift cards by the Parks, Recreation and Forestry Department.

Motion to approve policy as presented by Disher, second by Przybylski; passed 10-0.

8. Director's Report

1. KB Willett and Community Stadium Project - February Finance and Council Meetings
2. Seramur Pavilion project update
3. Winter sports area, ice rink updates
4. February training month for full-time staff
5. Pfiffner Pioneer Park contamination update (Cultural Commons area)
6. McDill Disc Golf course and restoration from dredging project update
7. Convent Park parcel and partnership with UWSP Forestry Recreation Planning and Site Design Class

No action.

9. Adjournment.

Motion to adjourn by Disher, second by Glodosky; meeting adjourned at 7:10.

REPORT OF CITY PLAN COMMISSION

February 5, 2024 – 6:00 PM
In-Person & Zoom Conference Call Meeting

PRESENT: Mayor Wiza, Alderperson Kneebone, Commissioner Arntsen, Commissioner Beacom, Commissioner Cooper, and Commissioner Schuler.

ALSO PRESENT: Director Kernosky, Associate Planner/Zoning Administrator Kuhn, Neighborhood Planner Klesmith, Technician Mohr, Alderperson Broderick, Trevor Roark, Lynn Markham, Gary Hagen and unidentified audience members via Virtual Zoom Meeting.

INDEX:

Opening Section:

1. Roll call.

Discussion and possible action on the following:

2. Report of the January 2, 2024 meeting of the City Plan Commission.
3. Public Hearing and action on a request from Patrick Johnson, representing Rydell Management Company, to rezone the property located at 3609 Stanley Street (Parcel ID 281240827230020) from the "R-2" Single Family Residence District to the "B-4" Commercial District.
4. Public Hearing and action on a request from Samantha Pech to rezone the property located at 3324 Jefferson Street (Parcel ID 281240833101713) from the "R-2" Single-Family Residence District to the "B-1" Neighborhood Business District.
5. Public Hearing and action on a request from William Schierl, representing Claflin House, LLC, to amend the City of Stevens Point Comprehensive Plan Future Land Use Map for the purpose of amending the future land use designation of the property located at 1665 Main Street (Parcel ID 281240832102001) from 'Multi-Family Residential' to 'Residential.'
6. Public Hearing and action on a request from William Schierl, representing Claflin House, LLC, to rezone the property located at 1665 Main Street (Parcel ID 281240832102001) from the "R-4" Multiple Family I Residence District to the "R-3" Single- and Two-Family Residence District.
7. Public Hearing and action on a request from William Schierl, representing IBEX 1641 Main Street, LLC, to rezone the property located at 1641 Main Street (Parcel ID 281240832102003) from the "R-4" Multiple Family I Residence District to the "R-3" Single- and Two-Family Residence District.
8. Public Hearing and action on a request from William Schierl, representing IBEX 1649 Main Street, LLC, to rezone the property located at 1649 Main Street (Parcel ID 281240832102002) from the "R-4" Multiple Family I Residence District to the "R-3" Single- and Two-Family Residence District.
9. Public Hearing and action on a request from the City of Stevens Point to amend Section 23.04(2), Zoning Ordinance of the Revised Municipal Code of the City of Stevens Point. Said amendment transfers maximum size restrictions for attached garages and accessory structures from the Stevens Point Building Code to the Stevens Point Zoning Code.
10. Public Hearing and action on a request from the City of Stevens Point to amend Section 23.02(4)(e), Zoning Ordinance of the Revised Municipal Code of the City of Stevens Point. Said amendment outlines conditional and prohibited uses within the Groundwater Protection Overlay District Zone B.

11. Public Hearing and action on a request from the City of Stevens Point to amend Section 23.04(2), Zoning Ordinance of the Revised Municipal Code of the City of Stevens Point. Said request amends the definition for the term 'home occupation/professional office.'
12. A request from the City of Stevens Point to acquire 620 square feet of land located at 1017 Maria Drive (Parcel ID 281240829300335) for right-of-way purposes.
13. A request from the City of Stevens Point to annex the property located at 5498 Golla Road (Parcel ID 020240826-13.05), an unaddressed parcel bounded by Golla Road (Parcel ID 020240826-13.10), an unaddressed parcel bounded by Golla Road and Regent Street (Parcel ID 020240826-14.03), an unaddressed parcel bounded by Golla Road and Regent Street (Parcel ID 020240826-13.07), an unaddressed parcel bounded by Regent Street and Brilowski Road (Parcel ID 020240826-13.09), and adjacent Regent Street, Golla Road and Brilowski Road Right-of-Way from the Town of Hull to the City of Stevens Point.
14. Director's Report.

Closing Section:

15. Adjourn.

Opening Section:

1. Roll call.

   Present: Wiza, Kneebone, Arntsen, Beacom, Cooper, Schuler
   Excused: Rice

Discussion and possible action on the following:

2. Report of the January 2, 2024 meeting of the City Plan Commission.

   Motion by Commissioner Schuler to approve the report of January 2, 2024 meeting of the City Plan Commission; seconded by Commissioner Arntsen.

   Motion carried 6-0.

   Mayor Wiza explained Public Hearing rules.

3. Public Hearing and action on a request from Patrick Johnson, representing Rydell Management Company, to rezone the property located at 3609 Stanley Street (Parcel ID 281240827230020) from the "R-2" Single Family Residence District to the "B-4" Commercial District.

   Staff provided a summary of the agenda item.

   Mayor Wiza declared the public hearing open.

   No comments were made.

   Mayor Wiza declared the public hearing closed.

   Motion by Commissioner Schuler to approve the request from Patrick Johnson, representing Rydell Management Company, to rezone the property located at 3609 Stanley Street (Parcel ID 281240827230020) from the "R-2" Single Family Residence District to the "B-4" Commercial District; seconded by Commissioner Cooper.

   Motion carried 6-0.

4. Public Hearing and action on a request from Samantha Pech to rezone the property located at 3324 Jefferson Street (Parcel ID 281240833101713) from the "R-2" Single-Family Residence District to the "B-1" Neighborhood Business District.

   Staff provided a summary of the agenda item.

Mayor Wiza declared the public hearing open.

No comments were made.

Mayor Wiza declared the public hearing closed.

Motion by Commissioner Beacom to approve the request from Samantha Pech to rezone the property located at 3324 Jefferson Street (Parcel ID 281240833101713) from the "R-2" Single-Family Residence District to the "B-1" Neighborhood Business District; seconded by Alderperson Kneebone.

5. Public Hearing and action on a request from William Schierl, representing Claflin House, LLC, to amend the City of Stevens Point Comprehensive Plan Future Land Use Map for the purpose of amending the future land use designation of the property located at 1665 Main Street (Parcel ID 281240832102001) from 'Multi-Family Residential' to 'Residential.'

   Staff provided a summary of related agenda items 5-8.

   Mayor Wiza declared the public hearing open.

   No comments were made.

   Mayor Wiza declared the public hearing closed.

   Motion by Commissioner Schuler on a request from William Schierl, representing Claflin House, LLC, to amend the City of Stevens Point Comprehensive Plan Future Land Use Map for the purpose of amending the future land use designation of the property located at 1665 Main Street (Parcel ID 281240832102001) from 'Multi-Family Residential' to 'Residential.'; seconded by Commissioner Beacom.

   Motion carried 6-0.

6. Public Hearing and action on a request from William Schierl, representing Claflin House, LLC, to rezone the property located at 1665 Main Street (Parcel ID 281240832102001) from the "R-4" Multiple Family I Residence District to the "R-3" Single- and Two-Family Residence District.

   Mayor Wiza declared the public hearing open.

   Gary Hagen (1648 Main St) inquired on whether the razing or moving of the residence was being considered at the meeting, to which staff explained that it was not, and any subsequent action in doing either would involve administrative internal approvals and permit requirements.

   Mayor Wiza declared the public hearing closed.

   Motion by Commissioner Cooper to approve the request from William Schierl, representing Claflin House, LLC, to rezone the property located at 1665 Main Street (Parcel ID 281240832102001) from the "R-4" Multiple Family I Residence District to the "R-3" Single- and Two-Family Residence District; seconded by Commissioner Arntsen.

   Motion carried 6-0.

7. Public Hearing and action on a request from William Schierl, representing IBEX 1641 Main Street, LLC, to rezone the property located at 1641 Main Street (Parcel ID 281240832102003) from the "R-4" Multiple Family I Residence District to the "R-3" Single- and Two-Family Residence District.

   Mayor Wiza declared the public hearing open.

   No comments were made.

   Mayor Wiza declared the public hearing closed.

   Motion by Alderperson Kneebone to approve the request from William Schierl, representing IBEX 1641 Main Street, LLC, to rezone the property located at 1641 Main Street (Parcel ID 281240832102003) from the "R-4" Multiple Family I Residence District to the "R-3" Single- and Two-Family Residence District.; seconded by Commissioner Arntsen.

Motion carried 6-0.

8. Public Hearing and action on a request from William Schierl, representing IBEX 1649 Main Street, LLC, to rezone the property located at 1649 Main Street (Parcel ID 281240832102002) from the "R-4" Multiple Family I Residence District to the "R-3" Single- and Two-Family Residence District.

   Mayor Wiza declared the public hearing open.

   Gary Hagen (1648 Main St) agreed with the rezonings and asked what the future entailed, to which staff indicated that they could pass on the owner information to discuss further directly.

   Mayor Wiza declared the public hearing closed.

   Motion by Commissioner Arntsen to approve the request from William Schierl, representing IBEX 1649 Main Street, LLC, to rezone the property located at 1649 Main Street (Parcel ID 281240832102002) from the "R-4" Multiple Family I Residence District to the "R-3" Single- and Two-Family Residence District; seconded by Commissioner Beacom

   Motion carried 6-0.

9. Public Hearing and action on a request from the City of Stevens Point to amend Section 23.04(2), Zoning Ordinance of the Revised Municipal Code of the City of Stevens Point. Said amendment transfers maximum size restrictions for attached garages and accessory structures from the Stevens Point Building Code to the Stevens Point Zoning Code.

   Staff provided a summary of the agenda item.

   Mayor Wiza declared the public hearing open.

   No comments were made.

   Mayor Wiza declared the public hearing closed.

   Motion by Commissioner Cooper to approve the request from the City of Stevens Point to amend Section 23.04(2), Zoning Ordinance of the Revised Municipal Code of the City of Stevens Point. Said amendment transfers maximum size restrictions for attached garages and accessory structures from the Stevens Point Building Code to the Stevens Point Zoning Code; seconded by Commissioner Schuler.

   Motion carried 6-0.

10. Public Hearing and action on a request from the City of Stevens Point to amend Section 23.02(4)(e), Zoning Ordinance of the Revised Municipal Code of the City of Stevens Point. Said amendment outlines conditional and prohibited uses within the Groundwater Protection Overlay District Zone B.

    Staff provided a summary of the agenda item.

    Commissioner Arntsen stated his concerns for moving the use from Prohibited to Conditional, which was less restrictive.

    Mayor Wiza declared the public hearing open.

    Lynn Markham (302 Georgia St N), with a background in zoning education focused on water quality, provided testimony outlining concerns for moving prohibited uses to conditional, and discussed how City soils were susceptible to contamination. They also reviewed risks associated with expanding the uses.

    Trevor Roark (601 Washington Ave) provided testimony opposing the request, citing protections to the groundwater.

    Mayor Wiza declared the public hearing closed.

    There was a back-and-forth discussion amongst staff and commissioners.

Motion by Mayor Wiza to postpone action and direct staff to further review the uses, and to look at drafting a list of mandatory conditions on chemical containment; seconded by Commissioner Arntsen.

Motion carried 6-0.

11. Public Hearing and action on a request from the City of Stevens Point to amend Section 23.04(2), Zoning Ordinance of the Revised Municipal Code of the City of Stevens Point. Said request amends the definition for the term 'home occupation/professional office.'

    Staff provided a summary of the agenda item.

    Mayor Wiza declared the public hearing open.

    Lynn Markham (302 Georgia St N) noted seeing earlier reiterations and had no issue with the most current request.

    Trevor Roark (601 Washington Ave) asked for clarification on what the definition of employee was, to which it was provided.

    Mayor Wiza declared the public hearing closed.

    Motion by Commissioner Schuler to approve the request from the City of Stevens Point to amend Section 23.04(2), Zoning Ordinance of the Revised Municipal Code of the City of Stevens Point. Said request amends the definition for the term 'home occupation/professional office.'; seconded by Commissioner Cooper.

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

12. A request from the City of Stevens Point to acquire 620 square feet of land located at 1017 Maria Drive (Parcel ID 281240829300335) for right-of-way purposes.

    Staff provided a summary of the agenda item.

    Mayor Wiza asked for comments from the audience.

    Trevor Roark (601 Washington) inquired on why so much right-of-way was needed, to which staff noted that 60-feet was the minimum, as more than just surface right-of-way needed to be considered, such as underground utilities.

    Motion by Commissioner Schuler to request from the City of Stevens Point to annex the property located at 5498 Golla Road (Parcel ID 020240826-13.05), an unaddressed parcel bounded by Golla Road (Parcel ID 020240826-13.10), an unaddressed parcel bounded by Golla Road and Regent Street (Parcel ID 020240826-14.03), an unaddressed parcel bounded by Golla Road and Regent Street (Parcel ID 020240826-13.07), an unaddressed parcel bounded by Regent Street and Brilowski Road (Parcel ID 020240826-13.09), and adjacent Regent Street, Golla Road and Brilowski Road Right-of-Way from the Town of Hull to the City of Stevens Point; seconded by Commissioner Beacom.

    Motion carried 6-0.

13. A request from the City of Stevens Point to annex the property located at 5498 Golla Road (Parcel ID 020240826-13.05), an unaddressed parcel bounded by Golla Road (Parcel ID 020240826-13.10), an unaddressed parcel bounded by Golla Road and Regent Street (Parcel ID 020240826-14.03), an unaddressed parcel bounded by Golla Road and Regent Street (Parcel ID 020240826-13.07), an unaddressed parcel bounded by Regent Street and Brilowski Road (Parcel ID 020240826-13.09), and adjacent Regent Street, Golla Road and Brilowski Road Right-of-Way from the Town of Hull to the City of Stevens Point.

    Staff provided a summary of the agenda item.

    Motion by Alderperson Kneebone to approve the request from the City of Stevens Point to annex the property located at 5498 Golla Road (Parcel ID 020240826-13.05), an unaddressed parcel bounded by Golla Road (Parcel ID 020240826-13.10), an unaddressed parcel bounded by Golla Road and Regent Street (Parcel ID 020240826-14.03), an unaddressed parcel bounded by Golla Road and Regent Street (Parcel ID

020240826-13.07), an unaddressed parcel bounded by Regent Street and Brilowski Road (Parcel ID 020240826-13.09), and adjacent Regent Street, Golla Road and Brilowski Road Right-of-Way from the Town of Hull to the City of Stevens Point; seconded by Commissioner Beacom.

Motion carried 6-0.

14. Director's Report.

    Director Kernosky provided relevant department and economic updates.

    Motion by Commissioner Beacom to accept the report and place it on file; seconded by Alderperson Kneebone.

    Motion carried 6-0.

Closing Section:

15. Adjourn.

    Meeting adjourned at 7:27 PM.

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

Attachment relating to Agenda Item 10: Testimony

David L. Ladick
4517 Nicolet Ave
Stevens Point, WI 54481

February 01, 2024

Memo to: The City of Stevens Point Plan Commission

Please accept this memo as a letter of support for amending Chapter 23 of the Revised Municipal Code specifically Section I of the Zoning Ordinance to include Automobile, truck, agricultural implement and equipment, municipal, small engine and other vehicle repair of a commercial nature as a Conditional Use within the Groundwater Protection Overlay District B.

This will make the vacant land available much more attractive for development and add to the the City Tax Base.

David L. Ladick

City of Stevens Point
Board of Water and Sewerage Commissioners
February 12, 2024 - 12:00 PM

Stevens Point Public Utilities
300 Bliss Avenue, Stevens Point, WI

OR

Zoom Teleconferencing

Meeting ID: | 820 26885705
By Computer: https://us02web.zoom.us/j/82026885705
By Phone: (303) 715-8592

MINUTES

Discussion and Possible Action on:

1. Roll Call.

PRESENT: Paul Adamski, Carl Rasmussen, Anna Haines and Ray Schmidt

EXCUSED ABSENCE: Mae Nachman

ALSO PRESENT: Joel Lemke, Jennifer Schmeiser, Eric Southworth, Chris Lefebvre, Shane Kohnen, Jason Draheim, Ald. Lang and Jaime Zdroik

2. Approval of Minutes

Motion made by Anna Haines, seconded by Ray Schmidt to approve the January 8, 2024, meeting minutes of the Board of Water & Sewerage Commission.

Ayes all. Nays none. Motion carried.

3. Approval of Department Claims

Motion made by Carl Rasmussen, seconded by Anna Haines to approve the department claims for the month of January as audited and read.

Ayes all. Nays none. Motion carried.

4. Commission Compensation - *Joel Lemke*

Joel was asked to bring information to the meeting about increasing the monthly stipend.

Paul asked if the COLA for 2023 and 2024 were applied to their stipends without them voting on it. Joel explained that the COLA was applied to all employees through our financial software without realizing that it had actually applied to the Commissioners' monthly stipend as well. Joel also explained the COLA for 2022 which was 2.30% was not added to the stipend. If the COLA was applied in 2022, the current annual compensation would be $966.75 and $810.26 for the President and Commissioners respectively.

The Commissioners like the COLA approach of increasing the monthly stipend but would like to be notified of what the COLA increase will be. If this route is taken, they wouldn't have to revisit the Commission compensation increase every few years like they have in the past.

Motion made by Anna Haines, seconded by Ray Schmidt to approve the adoption of increasing the stipend for the Commission President to $966.75 and Commissioners to $810.26 with a COLA adjustment every year thereafter, in accordance to what is approved for all City employees annually.

Ayes all. Nays none. Motion carried.

5. Water Supply and Distribution Reports - *Eric Southworth*

The pumpage reports were reviewed by the Commission. Eric stated he had nothing to add.

6. Sewage Treatment Operations Report - *Chris Lefebvre*

Chris stated the WWTP met all permit requirements for January. He stated we have someone interested, on a temporary basis, in our Class A biosolids for agricultural fertilizer. We won't know if this will be permanent until late spring or early summer.

7. Construction and Maintenance Report - *Shane Kohnen*

Shane stated the crews are working on typical winter operations. They are doing the tree cutting by the tower.

8. Directors Report - *Joel Lemke*

Joel stated there was a public informational meeting at the Town of Hull for the project in the area of Regent, Golla & Joe Streets where the City is doing some development. We will be running utilities through the Town of Hull on Joe Street to get to the City's property for that development. There will be deferred assessments levied against the Town of Hull properties for when they would have to connect to the City. At that time, they'd pay for the utilities that were installed.

9. Adjournment.

Motion made by Ray Schmidt to adjourn the meeting.

Ayes all. Nays none. Motion carried.

Meeting Adjourned: 12:20PM

REPORT TO THE FEBRUARY 12, 2024
MEETING OF THE BOARD OF WATER AND SEWERAGE COMMISSIONERS

WATER DEPARTMENT

FINANCES:

Bank balance as of January 1, 2023	$ 6,835,563.55
Bank deposits recorded in January 2024	$ 1,049,458.65
	$ 7,885,022.20

CHECKS ISSUED JANUARY 2024:

58570	Mae Nachman	Salary	57.37
58571	Community Foundation of Central WI	Employee Contribution	10.00
58572	United Way Of Portage County	United Way	151.00
58573	Advance Auto Parts	Supplies	22.44
58574	AnSer	After hours - answering service	155.00
58575	Aramark	Rug Service	45.90
58576	Aspirus Medical Group, Inc.	Wellness Program Costs	101.00
58579	Baker Tilly Virchow Krause LLP	Audit expenses	504.30
58580	Fastenal Company	Locate paint and washers, work gloves	262.43
58584	Midstate Lock & Safe LLC	Replacement handle - bathroom door	375.00
58585	Petty Cash	Stamps & supplies	191.03
58587	Anthony Sterling	2024 Boot Allowance	107.60
58588	Wi State Laboratory of Hygiene	Fluoride testing	28.00
58589	Aramark	Rug Service	46.82
58590	Batteries Plus LLC	Alarm Batteries	35.49
58591	Candlewood Prop Management	Refund Check 039694-000, 824B Union St	77.53
58592	City Of Stevens Point	Info Send Credit for Printing Issue	130.00
58593	Clark Dietz	Professional Services 2024 Street Improvement	12,851.87
58595	Division of Unemployment Insurance	Unemployment Claims	85.69
58597	Jeff Filtz	Refund Check 029526-000, 5216 Heffron Ct #4	78.42
58598	Jeff Filtz	Refund Check 040155-000, 5216 Heffron Ct #3	43.20
58599	Jeff Filtz	Refund Check 040371-000, 5216A Heffron Ct #1	14.40
58600	INFOSEND INC	Printing, Postage & Mailing of Monthly Invoices & Notices	5,217.73
58603	Mastercard	Supplies	247.59
58604	Pixelle Specialty Solutions LLC	Annual Bridge Maint. Fee	1,000.00
58610	Strand Associates Inc	Projfessional Services Well 12	314.81
58611	Dan Woitczak	Uniform Reimbursement	73.83
58612	Community Foundation of Central WI	Employee Contribution	10.00
58613	United Way Of Portage County	United Way	51.00
58616	Badger Heating & Air Conditioning	Troubleshoot alarms	908.00
58617	Batteries Plus LLC	Batteries	85.13
58618	Beaver Of WI Inc	Supplies	45.00
58619	City Of Stevens Point	Workers Comp Insurance Premiums	1,607.39
58620	Department of Natural Resources	Cert Exam Fee-Jared Reigel	50.00
58623	Ferguson Waterworks #1476	Inventory	5,510.00
58627	Bill Cook Chapter of the Izaak Walton	Annual 1st Right of Refusal Payment	6,832.25
58629	Robert Rogalski	Refund Check 028085-000, 3369 April Lane	39.66
58630	Strand Associates Inc	Professional Services 2024 Street Improvements	27,576.66
58631	Mastercard	Adapter for skid steer, Conference expenses, Supplies, GIS Webservice, Spot Light, Dolly, Floor Sweeper	1,650.33
58632	Aspirus Health	Refund Check 012573-000, 2501 Main St	26.50
58633	Aspirus Health Attn: Matt Munson	Refund overpayments made for 2501 Main St.12575-000 12573-000	3,376.86
58634	Badger Heating & Air Conditioning	Well 11 Furnace Repairs	503.35
58636	Batteries Plus LLC	Battery for saftety lights in garage	47.30
58637	Central States H & W Fund	Health Insurance Premiums	34,188.66
58638	Ferguson Waterworks #1476	Pad lock	229.00
58639	First Supply LLC -Plover	Nipples	69.68
58640	Hawkins Inc	Chemicals	2,796.27
58641	Heartland Business Systems, LLC	Managed Services	220.84
58643	Hannah Kruger	Refund Check 039369-000, 924 Songbird Ln Unit J2	17.66
58649	Springbrook Holding Company LLC	Customer Portal Charges	1,351.00
58650	Star Business Machines	Copier Maintenance Charge	213.95

58651	USA Blue Book	Fluoride reagant	534.21	
58658	AnSer	After hours answering service	140.00	
58659	Aramark	Rug service	46.82	
58660	Badger Heating & Air Conditioning	Replaced failed expansion tank	5,500.00	
58661	Fastenal Company	Bolts	33.86	
58662	Ferguson Waterworks #1476	Meter gaskets	316.00	
58664	John Fabick Tractor Co	Maintenance	1,198.29	
58665	McDonald Title Co Inc	Refund Check 032957-000, 1059 Clark St	130.27	
58666	Midstate Lock & Safe LLC	Maintenance of door strike plate	105.00	
58667	Kelly Mueller	Refund Check 029060-000, 924 Songbird Ln Unit I3	71.87	
58668	Petty Cash	Mileage, Postage for Water Samples	284.91	
58669	Premier Real Estate Mgmt LLC	Refund Check 040391-000, 924 Songbird Ln Unit F11	7.21	
58671	Water & Environmental Analysis Lab	Monitoring Well Testing	2,322.00	
58672	Wisconsin Division of Energy EAP-UN	Refund Check 009788-000, 2757 Minnesota Ave	109.63	
58673	Worzellas Point Supply	Cleaning supplies	91.20	
	WPS	Utility Charges	35,240.56	
	Payroll	Payroll	41,882.45	
	IRS PR Tax	Payroll Taxes - Federal	35,876.60	
	DOR PR Tax	Payroll Taxes - State	7,453.29	
	Verizon Cell & iPad Charges	Phone & iPad Charges	1,112.91	
	DOR Garnishment	Garnishment	9.32	
	HRA Admin Fees	Renewal & Admin Fees	30.00	
	TOTAL EXPENSES LISTED		$ 242,131.34	$ 242,131.34
	BALANCE ON HAND JANUARY 31, 2024			

Balance on Hand	$ 7,642,890.86
Plus uncleared checks	$ 10,446.72
Less checks previously written clearing this month	$ (96,701.04)
Ending Cash Balance matching Bank Statements	$ 7,556,636.54
Less Restricted Funds	$ (1,139,384.96)
Cash on Hand	$ 6,417,251.58

REPORT TO THE FEBRUARY 12, 2024
MEETING OF THE BOARD OF WATER AND SEWERAGE COMMISSIONERS
SEWAGE DEPARTMENT

FINANCES:

Bank Balance as of January 1, 2023	$ 8,029,980.44
Bank Deposits recorded in January 2024	$ 826,393.58
	$ 8,856,374.02

CHECKS ISSUED IN JANUARY 2024:

58575	Aramark	Rug Service	198.29
58576	Aspirus Medical Group, Inc.	Wellness Program Costs	50.50
58578	Badger Laboratories, Inc.	Nitrate sampling	26.00
58579	Baker Tilly Virchow Krause LLP	Audit expenses	372.46
58580	Fastenal Company	Locate paint and washers	667.35
58581	Grainger	Auto valve for polymer system, Chrome Bubbler Kit	185.14
58582	Lou's Gloves	Exam Gloves	996.00
58583	MacQueen Equipment	Vac truck parts	240.88
58586	The Sherwin-Williams Co	Wall paint	175.07
58589	Aramark	Rug Service	198.29
58591	Candlewood Prop Mgmnt	Refund Check 039694-000, 824B Union St	140.27
58593	Clark Dietz	Professional Services 2024 Street Improvement	3,212.97
58594	Cooper Oil Company Inc	Lubricants	1,815.88
58595	Division of Unemployment Insurance	Unemployment Claims	85.69
58597	Jeff Filtz	Refund Check 029526-000, 5216 Heffron Ct #4	131.58
58598	Jeff Filtz	Refund Check 040155-000, 5216 Heffron Ct #3	38.05
58599	Jeff Filtz	Refund Check 040371-000, 5216A Heffron Ct #1	12.69
58601	Marathon County Treasurer/Solid Waste	Sludge Hauling	5,792.35
58602	Outlaw and Sons Construction LLC	Repair of Water Damage	4,700.00
58603	Mastercard	Supplies	26.45
58605	Rasmussen Plumbing & Heating	New Lab Drains	1,474.06
58606	SERVPRO	Clean up due to sewer main blockage	7,375.49
58607	The Sherwin-Williams Co	Paint	146.40
58608	Solenis LLC	Biosolids Polymer	20,060.40
58609	Staab Construction Corp	Repiars to Condensate Pipe	4,800.00
58614	Airgas USA, LLC	Nitrogen	2,502.98
58615	AT&T	Phone charges	44.98
58619	City Of Stevens Point	Workers Comp Insurance Premiums	947.48
58620	Department of Natural Resources	Cert Exam Fee-Dan Ehmann	50.00
58621	Fastenal Company	Supplies, Tools	221.29
58622	Michael Federwitz	Boot Allowance	250.00
58624	Harter's Fox Valley Disposal	Dumpster Service	675.44
58625	Hawkins Inc	Chemical-Azone	612.50
58626	Heartland Business Systems, LLC	Replmt laptop for televising truck	1,910.98
58628	J & W Instruments Inc	Replacement display for sludge flow meter	1,834.36
58629	Robert Rogalski	Refund Check 028085-000, 3369 April Lane	45.74
58630	Strand Associates Inc	Professional Services 2024 Street Improvements	6,894.17
58631	Mastercard	Supplies, GIS Webservice, Flash Light, IT Pipes Web Service	811.78
58635	Badger Laboratories, Inc.	Nitrate	26.00
58637	Central States H & W Fund	Health Insurance Premiums	17,275.98
58641	Heartland Business Systems, LLC	Managed Services	220.84
58643	Hannah Kruger	Refund Check 039369-000, 924 Songbird Ln Unit J2	18.10
58644	NAPA	Brake Cleaner	59.88
58645	NCL of Wisconsin Inc	Lab supplies	438.28
58646	PBBS Equipment Corp	Trouble shooting digester heating broilers	992.40
58647	Precision Glass & Door LLC	Door actuator	2,700.00
58648	Rice Lake Weighing Systems	Re-certification of lab weights	135.00
58652	UW Stevens Point	Intern wages	820.11
58659	Aramark	Rug service	198.29
58663	Hach Company	Chemicals	568.30
58665	McDonald Title Co Inc	Refund Check 032957-000, 1059 Clark St	213.24
58667	Kelly Mueller	Refund Check 029060-000, 924 Songbird Ln Unit I3	73.68
58668	Petty Cash	Employee Anniversary Gift	15.00
58669	Premier Real Estate Mgmt LLC	Refund Check 040391-000, 924 Songbird Ln Unit F11	7.27
58670	USA Blue Book	Supplies	671.82
58672	Wisconsin Division of Energy EAP-UN	Refund Check 009788-000, 2757 Minnesota Ave	218.99
	Inventory	Inventory Used	9,851.06
	WI DOJ	Background Check	7.00
	Shared Operating Costs	Sewer Portion	38,212.97

HRA	HRA Admin Fee	30.00		
Verizon Charges	Verizon Charges	409.68		
WPS Utility Charges	Gas & Electric	24,542.24		
Sewer Payroll	Payroll	55,715.53		
Payroll Taxes	Payroll Taxes	3,858.50		
TOTAL OF EXPENSES LISTED		$ 227,004.12	$	227,004.12
BALANCE ON HAND JANUARY 31, 2024			$	8,629,369.90
	Balance on Hand		$	8,629,369.90
	Plus uncleared checks		$	4,762.33
	Less checks previously written clearing this month		$	(36,522.86)
	Ending Cash Balance matching Bank Statements		$	8,597,609.37
		Less Restricted Balance	$	(7,126,087.85)
		TOTAL	$	1,471,521.52

***Additional restricted cash of $250,000.00 is invested in CDs.

REPORT TO THE FEBRUARY 2024
MEETING OF THE BOARD OF WATER AND SEWERAGE COMMISSIONERS

STORM WATER DEPARTMENT

FINANCES:

Bank balance as of January 1, 2023	$ 3,537,623.27
Bank deposits recorded in January 2024	$ 278,893.14
	$ 3,816,516.41

CHECKS ISSUED JANUARY 2024:

58576	Aspirus Medical Group, Inc.	Wellness Program Costs	50.50	
58579	Baker Tilly Virchow Krause LLP	Audit expenses	371.85	
58593	Clark Dietz	Professional Services 2024 Street Improvement	3,212.96	
58595	Division of Unemployment Insurance	Unemployment Claims	85.68	
58596	Jeff Filtz	Refund Check 023928-000, 5216 Heffron Ct- Storm Water	19.59	
58603	Mastercard	Vac Truck Supplies, Uniform-Bibs & Gloves	754.36	
58619	City Of Stevens Point	Workers Comp Insurance Premiums	594.28	
58620	Department of Natural Resources	Cert Exam Fee-Brad Kucharzak	50.00	
58629	Robert Rogalski	Refund Check 028085-000, 3369 April Lane	16.53	
58630	Strand Associates Inc	Professional Services 2024 Street Improvements, Professional Services FEMA BRIC Grant Application	7,584.17	
58631	Mastercard	GIS Webservice, Clamp, Tool Rack	507.56	
58637	Central States H & W Fund	Health Insurance Premiums	10,541.76	
58641	Heartland Business Systems, LLC	Managed Services	220.84	
58642	Jeff Hoffman	Uniform Reimbursement & Boot Allowance 23-24	355.48	
58665	McDonald Title Co Inc	Refund Check 032957-000, 1059 Clark St	15.25	
	Inventory	Inventory Used	31,441.86	
	Shared Operating Costs	Stormwater portion	20,549.45	
	Verizon	iPad & cell phone charges	577.97	
	Payroll	Payroll	20,157.97	
	IRS	Payroll Taxes	2,032.78	
	WPS	Monthly Utility Charges	592.81	
	TOTAL OF EXPENSES LISTED		$ 99,733.65	$ 99,733.65
	BALANCE ON HAND JANUARY 31, 2024			$ 3,716,782.76

Balance on Hand	$ 3,716,782.76
Plus checks written after the end of this month	
Plus uncleared checks	$ 81.78
Less checks previously written clearing this month	$ (96,213.89)
Ending Cash Balance matching Bank Statements	$ 3,620,650.65

REPORT TO THE FEBRUARY 2024
MEETING OF THE BOARD OF WATER AND SEWERAGE COMMISSIONERS

FIBER (COMMUNITY AREA NETWORK)

FINANCES:

Bank balance as of January 1, 2024		$ 444,301.21
Bank deposits recorded in January 2024		$ 31,658.67
		$ 475,959.88

CHECKS ISSUED JANUARY 2024:

58577	Astrea	Fiber Lateral Installation	2,179.00	
	Fiber Payroll	Payroll	1,482.55	
	Inventory	Inventory Used	12.41	
	TOTAL OF EXPENSES LISTED		$ 3,673.96	$ 3,673.96
	BALANCE ON HAND JANUARY 31, 2024			$ 472,285.92

Balance on Hand	$ 472,285.92
Plus checks written after the end of this month	
Plus uncleared checks	
Less checks previously written clearing this month	$ (46.87)
Ending Cash Balance matching Bank Statements	$ 472,239.05

City of Stevens Point
Airport Commission
February 12, 2024 - 12:20 PM

Stevens Point Public Utilities
300 Bliss Avenue, Stevens Point, WI

OR

Zoom Teleconferencing

Meeting ID: | 820 2665705
By Computer: https://us02web.zoom.us/j/82026885705
By Phone: (303) 715-8592

MINUTES

Discussion and Possible Action on:

1. Roll Call.

PRESENT: Paul Adamski, Carl Rasmussen, Anna Haines and Ray Schmidt

EXCUSED ABSENCE: Mae Nachman

ALSO PRESENT: Joel Lemke, Jennifer Schmeiser, Shane Kohnen, Chris Lefebvre, Eric Southworth, Jason Draheim, Ald. Lang and Jaime Zdroik

2. Approval of Minutes

Motion made by Carl Rasmussen, seconded by Anna Haines to approve the January 8, 2024 meeting minutes of the Airport Commission.

Ayes all. Nays none. Motion carried.

3. Approval of Department Claims

Paul questioned how often maintenance has to be done on the fuel farm. Jason explained that approximately 75% of the fuel farm maintenance item listed was annual maintenance. There were additional costs this year because we had fuel hoses due for replacement. Jason explained what was included in the fuel farm maintenance and why it is necessary.

Motion made by Anna Haines, seconded by Ray Schmidt to approve the claims for the month of January as audited and read.

Ayes all. Nays none. Motion carried.

4. Written/Verbal Report - *Jason Draheim*

Reports were reviewed by the Commission.

5. Adjournment.

Motion made by Carl Rasmussen to adjourn the meeting.

Ayes all. Nays none. Motion carried.

Meeting Adjourned: 12:23 P.M.

REPORT TO THE FEBRUARY 12, 2024
MEETING OF THE AIRPORT COMMISSION

FINANCES:

Bank balance as of January 1, 2024				$	177,504.70
Bank deposits recorded in January 2024				$	28,482.09
				$	205,986.79

CHECKS ISSUED IN JANUARY 2024

2801	Baker Tilly Virchow Krause LLP	Audit expenses	126.17		
2802	Halron Lubricants Inc	MB5 Annual Maintenance	1,562.42		
2803	Stevens Point Public Utilities	Gate 7 - WPS Charges, Ipad data charges	841.25		
2804	Wing Aero Products	Charts	62.05		
2805	ULINE	Bulk Janitorial Supplies	897.26		
2806	Walt's Petroleum Service Inc.	Fuel farm maintenance	15,520.15		
2807	Abel Ruga	December 2023 Cleaning Service	175.00		
2808	City of Stevens Point	Workers Comp	318.56		
2809	Stevens Point Public Utilities	Snow removal by Utility employees	2,065.30		
2810	Mastercard	Cintas, cable & office supplies	467.09		
2811	Heartland Business Systems, LLC	Monthly Managed Services	76.45		
2812	NAPA	Parts for MB	127.16		
EFT	Payroll	1/4/2024	3,958.61		
EFT	Payroll	1/18/2024	4,567.58		
	Delta Dental	Dental Insurance Premiums	71.38		
	Wisconsin Public Service	Utility Charges	3,601.89		
	WI Dept of Revenue	Fuel Tax	222.00		
	WI Dept of Revenue	Sales Tax	60.14		
	IRS	Payroll Taxes	2,774.55		
	WI Dept of Revenue	Payroll Taxes	474.38		
	TOTAL EXPENSES LISTED		$ 37,969.39	$	37,969.39
	BALANCE ON HAND JANUARY 31, 2024			$	168,017.40

Balance on Hand	$	168,017.40
Plus checks written after end of month		
Plus uncleared checks		
Less checks previously written clearing this month	$	(598.68)
Ending Cash Balance matching Bank Statements	$	167,418.72

PERSONNEL COMMITTEE
February 12, 2024 - 6:00 PM

Community Room
933 Michigan Avenue, Stevens Point, WI

OR

Zoom Teleconferencing

MINUTES

Discussion and Possible Action on:

1. Roll Call.

Present: Shorr, Broderick, Lang, Plaisance, Birr.

Others Present: Mayor Wiza, Chief Moody, Ald. Christianson, Ald. Shuda, Chief Kussow, Ald. Kneebone, Ald. Keymer, Clerk Yenter, Ald. Morrow, Director Beduhn, Admin Assistant Church, Member Tiffany, C/T Ladick, Deputy C/T Freeberg, Director Kremer, Director Kernosky.

2. Amendment to Administrative Policy 2.07 Pay and Classification Plan - Pay Plan

H/R Manager Frasch gave an overview of the updates.

Ald. Broderrick moved, Ald. Birr seconded, to approve the amendment.

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

3. Discussion, with possible action, to approve Memorandum of Agreement between the City and Fire Union Local 484 regarding Instructor Pay.

Chief Moody gave an overview of the memorandum of agreement between the City and Fire Union Local 484.

Ald. Plaisance moved, Ald. Broderick seconded, to approve.

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

4. Ratification to approve 2024-2025 collective bargaining agreement with the Stevens Point Police Officers Organization

Chief Kussow gave an overview of the agreement.

Ald. Lang moved, Ald. Plasiance seconded, to approve the agreement.

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

5. Adjournment.

Adjourned at 6:06 p.m.

CITY OF STEVENS POINT

BOARD OF PUBLIC WORKS MEETING
February 12, 2024 - 6:20 PM
Community Room
933 Michigan Avenue, Stevens Point, WI

MINUTES

Roll Call

PRESENT	Chairperson Mayor Wiza, Ald. Ginger Keymer, Chris Tiffany, Ald. Mary Kneebone, Ald. Shaun Morrow, and Ald. Dean Shuda
EXCUSED	Ald. Keely Fishler
OTHERS PRESENT	**Directors:** Public Works Scott Beduhn and Parks & Rec Dan Kremer. **Alderpersons:** Marc Christianson District 1, David Shorr District 2, Lara Broderick District 4, Allison Bir District 5, David Plaisance District 6, and Sam Lang District 9. **City Staff:** City Clerk Kari Yenter, HR Manager Sandy Frasch, C/T Corey Ladick, Police Chief Robert Kussow, Fire Chief JB Moody, Assistant Fire Chief's Joe Gemza and Dennis Zvara, Fire Marshall Terrance Sinner, Fire Training Officer Anthony Ewing, and SPFD's Ethan Przybylski, Justin Thomson, Jake Butler and Jason Pettis. **Others Present:** Tim Schierl with Team Schierl and Trevor Roark.

Informational

1. **Director's Report**
   a. Country Club Drive
   b. Division and Church Streets Reconstruction Project
   c. 2024 Streets Improvement Project (Northside)
   d. 2024 Streets Improvement Project (Southside)

Director Beduhn gave updates on the highlighted items in his agenda.

Ald. Morrow **moved**, Ald. Shuda **seconded**, to approve the Director's Report and place it on file.

Call for the Vote: **Ayes**: All
Nays: None. Motion **Carried**.

Discussion and Possible Action

2. **Consideration on the intersection options (signals or roundabout) at Division Street and Fourth Avenue as it relates to the Business 51 Reconstruction Project.**

Ald. Morrow voiced his concerns if a roundabout were to be at this specific location with the high volume of pedestrian students.

Chairperson Wiza agreed with Ald. Morrow with his concerns at this intersection.

Chairperson Wiza **Moved**, for the signalized option at Division Street and Fourth Avenue as it relates to the Business 51 Reconstruction Project; Ald. Morrow **Seconded.**

Ald. Keymer disagrees with the signalized intersection and explained her reasons why she feels a roundabout would work better because of the high volume of pedestrians. Ald. Kneebone echoed Ald. Keymer and explained her reasons why she is for a roundabout also.

Chris Tiffany noted that he is all for roundabouts, but is concerned about this specific intersection with all the traffic and pedestrians. Ald. Shuda agreed with Mr. Tiffany and stated his reasons why his is for a signalized intersection.

Ald. Birr sated that she is in favor of the roundabout and believes they are safer for traffic and pedestrians because of the slower speeds and one lane of traffic at a time. Trevor Roark echoed Ald. Birr and added that the data that AECOM gave in the memo proves that they are safer for pedestrians.

Ald. Plaisance agrees with a signal light at this intersection and explained his reasons why.

Ald. Christianson stated that we should all look at all the facts from traffic engineers and added other reason why he is for a roundabout. Ald. Broederick echoed Ald. Christianson and stated that at the Transportation Academy a couple months ago there was evidence from WisDOT and examples from other universities around the country who have successfully implemented a roundabout. The example she brought up was the University of Kentucky with around 30,000 students where as UWSP has maybe 8,000 students.

Police Chief Kussow gave real vehicle accident stats from the roundabout at Division Street and North Point Drive. He stated from 2013 to 2018 when it was a signalized intersection there were 47 total accidents and from 2018 to the end of 2023 it went up to 115 total accidents. He also pointed out that of the 115 accidents, there were two

years where SPASH and Sentry Insurance were out for COVID. Ald. Shuda pointed out that under the conclusions area in the AECOM memo it states that there is a slight increase in delay and queuing when there is high volume of pedestrians and newly installed roundabouts may cause an increase in sideswipe and rear-end crashes.

Ald. Shorr agreed with Ald. Birr's reasons why he feels a roundabout is safer for traffic and pedestrians mixed.

Call for the vote: **Ayes**, Mayor Wiza, Chris Tiffany, Ald. Morrow, and Ald. Shuda; **Nays**, Ald. Kneebone and Ald. Keymer; Motion **Carried**.

Adjourn

Adjourned at 6:47 p.m.

CITY OF STEVENS POINT
PUBLIC POLICY AND GENERAL GOVERNMENT COMMITTEE MINUTES
February 12, 2024 - 6:07 PM

Community Room
933 Michigan Avenue, Stevens Point, WI

OR

Zoom Teleconferencing

1. Roll Call.

Present: Ald. Keymer, Kneebone, Lang, Plaisance.

Excused: Ald. Fishler.

Others Present: Mayor Wiza, Clerk Yenter, C/T Ladick, Chief Moody, Asst. Chief Gemza, Director Kernosky, Director Kremer, Human Resources Manger Frasch, Chief Kussow, Director Beduhn, Attorney Beveridge, Admin Assistant Church, Director Lemke, Associate Planner Kuhn, Ald. Birr, Ald. Broderick, Ald. Christianson, Ald. Morrow, Ald. Shuda, Ald. Shorr.

2. License List:

A. Change of Agent: Schierl Sales Corporation, 2201 Madison St, Stevens Point, WI; Tony Tumbarello, 201 W Clark St, Stevens Point, agent at The Store #57, 201 W Clark St, Stevens Point, replacing Michelle Hizer.

Ald. Kneebone moved, Ald. Lang seconded, to approve the change of agent.

No concerns from law enforcement.

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

B. "Class B" Beer & Liquor License: South Point of Stevens Point Inc. at 3057 Church St, Stevens Point for license period beginning March 1, 2024.

Ald. Plaisance moved, Ald. Kneebone seconded, to approve the license.

No concerns from law enforcement.

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

C. **Extension of Licensed Premise: SPAYHA, 801 Badger Ave, Stevens Point request for extension of premise to include the concession area, the 7.5' x 15' area "Beer Garden" which is immediately in front of the warming room, inside the hockey rink next to the bleachers, as well as the grass area from the rear of the building to the tree line and running the 130' length of the building, East to West. (See attached diagrams and maps)

Ald. Kneebone moved, Ald. Plaisance seconded, to approve the extension of licensed premise.

No concerns from law enforcement.

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

3. Request to Hold Event/Street Closing:

A. Point Bock Run on March 1 and 2, 2024.

Ald. Plaisance moved, Ald. Lang seconded, to approve the event.

No concerns from law enforcement.

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

4. Ordinance Amendment – Chapter 30, Building Code.

Ald. Plaisance moved, Ald. Kneebone seconded, to approve the ordinance amendment.

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

5. Ordinance Amendment – Section 16.06, Snow and Ice Removal.

Ald. Kneebone moved, Ald. Plaisance seconded, to approve the ordinance amendment.

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

6. Adjournment.

Adjourned at 6:15 p.m.

CITY OF STEVENS POINT

FINANCE COMMITTEE AGENDA
February 12, 2024 - 6:48 PM

Community Room
933 Michigan Avenue, Stevens Point, WI

OR

Zoom Teleconferencing

Meeting ID: 832 1775 8191 | Passcode: 552949
By Computer: Zoom Link
By Phone: +1-312-626-6799 (US Chicago)

MINUTES

Non-Action Items:

1. Roll Call.

PRESENT Ald. Christianson, Morrow, Shorr, Shuda, and Broderick

OTHERS PRESENT Mayor Wiza; C/T Ladick; City Attorney Beverage; Clerk Yenter; Deputy C/T Freeberg; Alderpersons Kneebone, Keymer, Birr, Plaisance, Lang; Dept Heads Lemke, Beduhn, Kernosky, Kremer; Fire Chief Moody; Police Chief Kussow; Superintendent Hylla; A/C Gemza; D/C Sinner; D/C Ewing; MPO Thomson; MPO Pettis; FF/PM Przybylski; FF/PM Butler; Planner Kuhn; Tax Specialist Pagel; Brandi Makuski; Tim Schierl; Chris Tiffany; Trevor Roark; Wayne Sankey; David Hauser, Brad Duckworth

Discussion and Possible Action on:

2. Approval of a capital reallocation and additional funding for repairs to the Willett Arena, and update on the overall Goerke/Willett/Community Stadium project.

Director Kremer and Tim Schierl gave a presentation.

Ald. Shorr **moved**, Ald. Shuda seconded, to approve the capital reallocation and

additional funding for repairs to the Willett Arena in an amount up to $150,000.00.

Brad Duckworth thanked everyone for their support on this project.

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

3. Approval of proposal from Ehlers Inc. for professional services related to the creation of Tax Incremental Financing District 14.

Ald. Shorr **moved**, Ald. Morrow seconded, to approve the proposal from Ehlers Inc. for professional services related to the creation of Tax Incremental Financing District 14.

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

4. Request to issue RFP for Demolition of the Shopko property at 1200 Main Street.

Ald. Morrow **moved**, Ald. Broderick seconded, to approve the request to issue a request for proposal for the demolition of the Shopko property, located at 1200 Main Street.

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

5. Request from the City of Stevens Point to acquire a portion of 281240829300335 for purposes of Right of Way extension for Third St.

Ald. Morrow **moved**, Ald. Shorr seconded, to approve the request to acquire a portion of 281240829300335 for purposes of Right of Way extension for Third Street.

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

6. Authorization to apply for an Energy Innovation Grant from the Wisconsin Public Service Commission.

Ald. Shorr **moved**, Ald. Broderick seconded, to authorize applying for an Energy Innovation Grant from the Wisconsin Public Service Commission.

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

7. Preliminary approval of a referendum to exceed levy limits for the purpose of hiring 9 additional firefighter/paramedics.

Ald. Morrow **moved**, Ald. Broderick seconded, to preliminarily approve a referendum to exceed levy limits for the purpose of hiring 9 additional firefighter/paramedics.

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

8. Approval of Claims Paid.

Ald. Shorr **moved**, Ald. Broderick seconded, to approve the claims paid in the amount of $10,408,470.91.

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

9. Enter into closed session pursuant to Wisconsin Statutes 19.85 (1) (g) for Conferring with legal counsel for the governmental body who is rendering

oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, relating to the following:
A. Property tax exemption litigation with Marshfield Clinic, Inc., 4100 State Highway 66.

Ald. Shorr **moved**, Ald. Morrow seconded, to adjourn into closed session at 8:08 p.m.

Roll Call: Ayes: Ald. Christianson, Morrow, Shorr, and Broderick Nays: None
Motion carried.

Closing Section:

10. Adjournment

Adjournment at 8:26 p.m.

COMPTROLLER-TREASURER REPORT
for the period ending December 31, 2023

	Bal December 1, 2023	Receipts	Disbursements	Bal December 31, 2023
GENERAL OPERATING CASH	$3,410,184.72	$28,280,010.80	$21,105,114.41	$10,585,081.11
UTILITIES & TRANSPORTATION (Cash and Investments)	$21,117,929.44	$999,384.53	$967,754.31	$21,149,559.66

INVESTMENTS	Bal December 1, 2023	TRANSFER IN	TRANSFER OUT	Bal December 31, 2023
GENERAL	$18,012,171.50	$17,269,131.81	$0.00	$35,281,303.31
SPECIAL REVENUE	$753,577.86	$0.00	$0.00	$753,577.86
DEBT SERVICE	$24,603.76	$358,752.54	$0.00	$383,356.30
CAPITAL PROJECTS	$5,445,499.55	$0.00	$0.00	$5,445,499.55
INTERNAL SERVICE	$0.00	$0.00	$0.00	$0.00
TRUST	$4,018,991.87	$0.00	$0.00	$4,018,991.87
TOTALS	$28,254,844.54	$17,627,884.35	$0.00	$45,882,728.89

EXPENDITURES:	BUDGET	YTD	%
GENERAL GOVT	$4,182,374	$4,231,750	101.18%
POLICE	$6,221,666	$6,160,175	99.01%
FIRE	$5,695,911	$5,669,108	99.53%
PUBLIC WORKS	$6,327,205	$5,958,758	94.18%
PARK & REC	$2,257,650	$2,161,620	95.75%
CAPITAL PROJECTS	$9,388,250	$16,856,756	179.55%
DEBT SERVICE	$8,927,825	$7,767,763	87.01%
YTD TARGET	100.00%		

REVENUES:	BUDGET	YTD	%
GENERAL	$27,066,706	$25,880,169	95.62%

Supplemental Poll Worker List
2024-2025

LAST NAME	FIRST NAME	PARTY
Barnett	Andy	DEM
Bernsteen	Anette	UN
Bernsteen	Lex	UN
Bigalke	Jerome	REP
Brewster	Barbara	UN
Krause	Connie	REP
Odogba	Ismaila	UN
Rosicky	Dlae	REP
Rosicky	Mary	REP
Vodra	John	REP
Vodra	Mary	REP

Contract Ratification Terms

2 Year contract 2024 - 2025

Wages:	1/01/2024	1/1/2025
Lt. 3	6.5%	3% + 1% wage adj.
Lt.	6.5%	3% + 1% wage adj.
Sgt.	6.5%	3% + 1% wage adj.
7yr.	6%	3%
3yr.	5%	3%
1.5yr.	5%	3%
New	5%	3%

Lead Officer 2% additional on current wage.

MOU- Recruit Officer.

See attached.

Article 4 – Overtime

A. 3.

All overtime will be paid or given as compensatory time off at the option of the officer, as specified by the Federal Fair Labor Standards Act subject to the limitations outlined in #4 below. The maximum accumulation of compensatory time allowed will be 480 hours after which employees will be required to take payment for overtime hours. ~~All compensatory time earned prior to 01-01-99 will be grandfathered, but employees will not be able to add to said amount until the accumulation falls below the 480 hour maximum cap.~~

C. Court Appearances

1. When an officer is required to appear in court on the officers ~~his regular~~ off duty time, the officer shall be compensated at the overtime rate of pay for all court time and shall be compensated with a minimum of three (3) hours at the officer's overtime rate of pay. If the court time occurs either before or after the end of the officer's duty time, up to a maximum of thirty (30) minutes, court time pay does not apply and the officer will receive the 18 overtime rate of pay for such court time.

Article 9 – Holiday Pay

B. Clarify that holiday pay is at the time and one-half rate based upon hours actually worked, not double time.

Article 11 – Funeral Leave

B. Other: Funeral leave of one working day without loss of pay shall be granted in the event of a death of a relative not a member of the immediate family, provided the employee attends the funeral. Included would be a grandparent, aunt, uncle, nephew or niece of the employee or spouse. The provisions of this article shall be construed to aid the employee in attending the funeral.

Article 17 – Clothing Allowance

A. New Issue. New officers shall receive an initial clothing issue upon hire as is required for full uniforming of the officer (to include two pairs of footwear). Officers who do not successfully complete the probationary period shall reimburse the City for the cost of the initial issue uniform. The Uniform allowance of $700 shall not be received until after one full calendar year of service, except for employees hired prior to July 1st, who will receive their uniform allowance the first January of their employment. Officers hired after June 30th will receive their $700 uniform allowance the second January of their employment. ~~Upon completion of one year of service, the officer shall receive a prorated clothing allowance in cash of $58.33 for each month thereafter for the remainder of that calendar year.~~ Thereafter, all officers shall receive an annual clothing allowance of $700.00 by check, payable in the first pay day of January of each year.

Article 18 – Training

F. Officers who are called to duty to serve as a police instructor are eligible to receive call-time for instructing providing the instructor is on duty at a time other than ~~regularly~~ scheduled duty, but he/she is not subject to call-time when serving as an instructor for training and it is a continuation from ~~regularly~~ scheduled duty. ~~The instructors may be allowed to take time off, instead of compensation, at the discretion of the officer, provided, however in the case of budget necessity, the Chief of Police shall have the discretion.~~

Article 23 – Grievance Procedure

Clarify or change '5 working days" language throughout this article.

Union would like it to say "business days"

AECOM Imagine it. Delivered.

AECOM
1350 Deming Way
Middleton, WI 53562
aecom.com

Project name:
Business 51 Corridor Study

Project ref: 60619808

To:
Scott Beduhn, City of Stevens Point

CC:
Bill Schilling, AECOM
Jeff Sandberg, AECOM

From:
Karen Olson

Date:

February 2, 2024

Memorandum

Subject: Business 51 and 4 Avenue Roundabout Evaluation

Introduction

This memo compares the feasibility of building and operating a roundabout or a signalized intersection at the Business 51 and 4th Avenue intersection in the City of Stevens Point. The safety of pedestrians and operational capacity were evaluated. Roundabout advantages and disadvantages are also discussed in this memo.

The Business 51 and 4th Avenue intersection is adjacent to the University of Wisconsin – Stevens Point. The pedestrian volume is high between class times. A review of 2015-2019 crash data and crash reports obtained from the UW WisTransportal shows this intersection had 51 crashes. This crash data was compared with a crash listing provided by the City of Stevens Point. A cross-referencing of these two crash data resources indicated the total number of crashes was similar, though there were discrepancies regarding specific crashes included. A table summarizing these discrepancies is attached.

Twelve of those crashes involved an injury. A crash diagram can be found in Exhibit 1. Six crashes involved pedestrians or bikes, and all five were caused by driver/pedestrian error. See Table 1.

Bike and Pedestrian Crashes at Fourth Avenue and Division Street						
Date	Time	Pavement Conditions	Bike or Ped	Cause	Location of Car Driver	Location of Bike or Ped
13-Feb-15	11:53 AM	Dry	Bike	Car Right Turn on Red Light	SB Division St.	WB Fourth Ave.
30-Jul-15	5:05 PM		Bike	The car hit brakes to avoid a pedestrian and was rear-ended	SB Division St.	SB Division St.
23-Sep-15	3:26 PM	Dry	Ped	Car Ran Red Light	NB Division St.	WB Fourth Ave.
2-May-17	4:45 PM	Dry	Ped	Car Right Turn on Red	EB Fourth Ave.	NB Division St.
21-Sep-17	5:30 PM	Dry	Bike	Car Right Turn on Red	NB Division St.	WB Fourth Ave.
26-Jul-18	11:57 AM	Dry	Bike	Bike Ran Red Light	NB Division St.	EB Fourth Ave.

Table 1

Pedestrian volumes were collected in 15-minute intervals. Delays due to large volumes of pedestrians during the 10-minute peak of pedestrian traffic between classes will be slightly more than our models predict but will be of short duration and should not appreciably affect delays on the mainline(Business 51).

Microsimulation was used to evaluate the traffic operation of the roundabout. A video file of the operations of the roundabout alternative will be distributed separately. Synchro was used to evaluate the operation of the signalized intersection.

Lastly, research into communities with experience building and maintaining roundabouts was performed. Interviews with public works directors and literature reviews are summarized in this memo. The examples are all single-lane roundabouts from communities with pedestrian generators near or adjacent to the roundabout. The intersections used as examples of a roundabout have speed limits on the legs of the intersection of 35 MPH or less and are in urban or suburban areas.

Vissim Modeling

To better understand and verify how this roundabout would operate with the forecast volumes of pedestrian and vehicular traffic, AECOM performed a microsimulation of the roundabout at the Business 51 and 4th Avenue intersection.

Vissim Network – Spatial Limits

A Vissim microsimulation model was created for the proposed roundabout at Business 51 & 4th Avenue to analyze traffic operations specifically focused on the operational effects of high pedestrian volumes. The model's limits include Business 51, extending from Main Street on the south end to Maria Drive on the north end. The Main Street and Maria Drive intersections are signalized and included in the Vissim model to capture potential platooning effects from the signals. The Vissim model only contains three intersections (Main Street, 4th Avenue, and Maria Drive). Other unsignalized intersections along Business 51 are not included in the model.

The Vissim network was built using 2020 aerial photos and CAD files of the proposed roundabout alternative to trace links and connectors. A speed limit of 25 mph was assumed for the proposed Business 51 corridor, and signal timings and lane configurations were taken from Synchro models of the proposed alternatives at Main Street and Maria Drive.

Vissim Network – Temporal Limits

Starting with traffic counts collected at the project intersection on September 19, 2023, the peak hour was identified as 4:30 – 5:30 PM. This hour was selected based on the vehicle peak and high pedestrian count, which was about 1830 vehicles/hour and 80 peds/hour for intersection totals. Peak pedestrian counts occur during the mid-day (1:30-2:30 PM) with about 110 pedestrians/hour, though the total number of vehicles entering the intersection is less, with about 1120 vehicles/hour. An AM peak was not modeled due to the PM peak having higher pedestrian and vehicle volumes. Single-unit truck and tractor-trailer truck percentages for the simulation were derived from the September 2023 counts.

The model period was then extended from 4-6 PM to add 30-minute warm-up and cool-down periods. The 15-minute vehicle and pedestrian counts were then used to simulate 15-minute variations in traffic (flow profile). The pedestrian peak of 15 minutes was shifted to coincide with the 15-minute vehicle peak to maximize the potential for vehicle-pedestrian interactions (worst-case scenario).

Only the 2045 PM peak build scenario was simulated in Vissim. Vehicle and pedestrian volumes at the Business 51 & 4th Avenue intersection were projected to 2045 PM volumes using a 0.5% annual growth rate. This annual growth rate matches the growth rate used in the Business 51 Corridor Study. Volumes at the Main Street and Maria Drive intersections were proportionally adjusted to match the 4th Avenue intersection volume.

Vissim Calibration

The roundabout simulation was calibrated based on speed and capacity. Vissim reduced speed areas and desired speed decisions at the roundabout, following guidance from Wisconsin roundabout research[1] for deceleration, approach speed, and reduced speed area placement. These parameters are shown in Table 1.

The model was calibrated to WisDOT roundabout capacity using equations 20.1 – 20.3 from TEOpS 16-15-20.2.1. The model was calibrated by creating an infinite queue of entering vehicles and varying circulating vehicles to test roundabout calibration at different values of circulating traffic. Conflict areas for entering vehicles had a modified front gap and safety distance, and the Wiedemann 74 driver behavior variables of bxAdd and bxMult were modified, as shown in Table 1.

Table 1. Vissim Calibration Parameters

	Vissim Default	Calibrated
Approach Reduced Speed Area (RSA) Deceleration (ft/s^2)	6.56	4.19
Approach RSA Speeds (Approx Avg, mph)	NA	13
Circulating Speeds (mph)	NA	18 - 22
Conflict Area Front Gap (sec)	0.5	0.0
Conflict Area Safety Distance Factor (unitless)	1.5	0.5
W74 bxAdd (unitless)	2.0	1.5
W74 bxMult (unitless)	3.0	2.5

[1] Li, et al. "Calibration of VISSIM Roundabout Model: A Critical Gap and Follow-up Headway Approach." TRB 92nd Annual Meeting in Washington, D.C., January 13-17, 2013.

The resulting capacity from Vissim was slightly less than WisDOT's roundabout capacity equations, as shown in Figure 1. A closer match between the WisDOT capacity equation and Vissim capacity could only be achieved with aggressive changes to parameters shown in Table 1 or unrealistic increases in driving speed. The green diamonds in Figure 1 indicate the northbound and southbound 2045 PM volumes are 38% and 28% below average simulated capacity, respectively. Lower capacity in Vissim may result in conservatively larger estimates of delay and queue. Vehicles in Vissim also consistently yield to pedestrians, which may result in conservative queues. All operational results from the Vissim model are based on ten simulation runs.

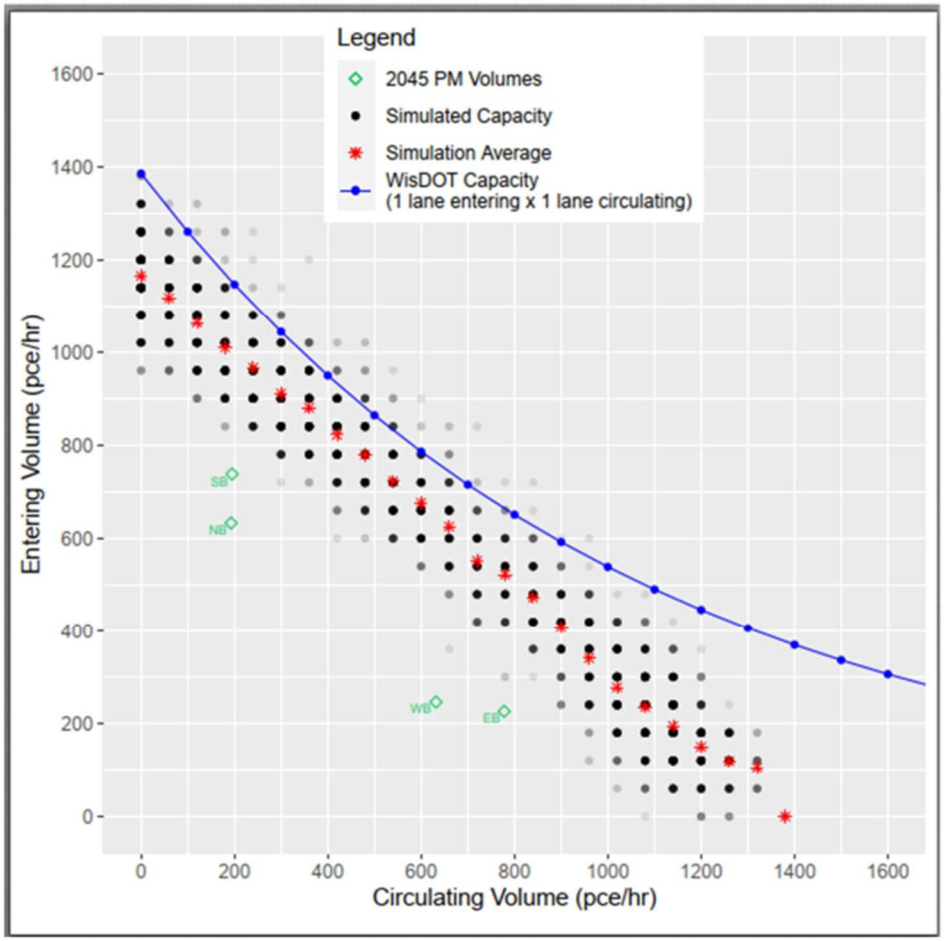


Figure 1: Capacity Comparison Graph

Synchro Analysis

A Synchro analysis of the signalized alternative was performed using the same volumes as the microsimulation analysis. The Peak Hour Factor (PHF) used was 0.91.

The signal timing was developed with protected-permitted left turn phasing for the northbound and southbound legs. Two separate models were created for two different types of side road left turn phasing. The first model (Synchro Signalized Intersection with pedestrians) includes permissive-only side road left turn phasing. The second model (Synchro signalized intersection with pedestrians & left turn phasing on 4th Ave) includes protected/permitted left turn phasing for the side road. A 90-second cycle length was used. This allows the intersection to be coordinated with the adjacent intersections. The adjacent intersections were not analyzed.

Roundabout and Signalized Intersection Results

The microsimulation of the roundabout was performed with and without pedestrians. The simulation indicates a 25% higher queue on the southbound approach and a 3-second/vehicle higher delay with pedestrians. Overall, the roundabout will operate at a Level of Service C with an average delay of 19 seconds per vehicle entering.

The Synchro analysis of the signalized intersection results in Level of Service C with an average delay of 19.6-25 seconds per vehicle entering, depending on left turn phasing. 95th percentile queues for the signalized alternative are 10%-13% longer than the roundabout alternative.

Operational Analysis Results - 2045 PM

Intersection Performance (Vissim Roundabout with pedestrians)	Total	NB			SB			EB			WB		
		L	T	R	L	T	R	L	T	R	L	T	R
Volume		35	545	50	45	655	30	50	95	80	70	90	85
LOS	C		C			C			C			B	
Delay (s/veh)	19.0		19.0			21.9			17.9			12.0	
95th Q (ft)			410			510			140			130	

Intersection Performance (Vissim Roundabout excluding pedestrians)	Total	NB			SB			EB			WB		
		L	T	R	L	T	R	L	T	R	L	T	R
Volume		35	545	50	45	655	30	50	95	80	70	90	85
LOS	C		C			C			B			B	
Delay (s/veh)	16.0		18.0			16.9			14.0			10.0	
95th Q (ft)			400			410			120			130	

Intersection Performance (Synchro Signalized Intersection with pedestrians)	Total	NB			SB			EB			WB		
		L	T	R	L	T	R	L	T	R	L	T	R
Volume		35	545	50	45	655	30	50	95	80	70	90	85
Lane configuration		L	T+R		L	T	R	L	T	R	L	T	R
LOS	C	B	B		A	B	A	C	C	C	D	C	C
Delay (s/veh)	19.6	10.1	15.2		9.4	16.0	7.3	34.8	31.3	31.5	35.9	31.2	31.6
95th Q (ft)		25	450		25	575	0	50	100	25	75	75	25

Intersection Performance (Synchro Signalized Intersection with pedestrians & left turn phasing on 4th avenue)	Total	NB			SB			EB			WB		
		L	T	R	L	T	R	L	T	R	L	T	R
Volume		35	545	50	45	655	30	50	95	80	70	90	85
Lane configuration		L	T+R		L	T	R	L	T	R	L	T	R
LOS	C	B	C		B	C	B	C	D	D	C	C	C
Delay (s/veh)	25.0	14.4	21.7		13.4	23.3	10.3	30.5	35.2	35.5	31.1	34.4	34.9
95th Q (ft)		25	600		25	675	0	50	100	25	50	100	25

Advantages of Roundabouts

Safety performance benefits are a product of a roundabout geometric design. Vehicles travel in the same direction, eliminating left-turn and head-on conflicts associated with non-roundabout intersections. The roundabout design prioritizes speed control, typically requiring entry and circulating

speeds of 15 mph to 25 mph. Speed control is provided by geometric features and complemented by signing and pavement marking. Because of this, roundabouts can achieve speed control at all times of the day. Other intersection forms rely on traffic control devices or the impedance of other traffic to reduce speeds. Lower vehicle speeds contribute to the following safety benefits:

- More time for entering drivers to judge, adjust speed, and enter a gap in circulating traffic.
- Smaller sight triangles are needed for users to see one another.
- Increased likelihood of drivers yielding to pedestrians.
- More time for all users to detect and correct their mistakes or adjust to the mistakes of others.
- Less frequent and less severe crashes involving pedestrians and bicyclists.
- Easier intersection navigation for novice users.

As documented in WisDOT's Phase 3 Roundabout Safety Evaluation, single lane roundabouts reduce severe crashes by up to 41% compared to signalized or stop-condition intersections. Roundabouts achieve this reduction for the following reasons:

- Drivers have no lane-use decisions to make.
- Pedestrians cross one lane of traffic at a time.
- Lower speeds allow for comfortably mixed bicycle and motor vehicle flow.

The preferred roundabout geometric design locates the pedestrian crossing 1-2 vehicle lengths from the circulatory entrance to improve the likelihood that drivers and bicyclists will pay attention to the pedestrian crossing before entering the roundabout. The presence of a splitter island with a pedestrian crossing refuge separates the crossing into two stages. This generally simplified crossing environment allows the person crossing to focus their attention on one direction of oncoming traffic at a time.

A four-leg stop-controlled or signalized intersection with four legs and a single lane on each approach has been traditionally described as having 32 conflict points for motor vehicles: 16 crossing, 8 merging, and 8 diverging. Pedestrians have 16 conflicting movements. Figure 2 shows this configuration.

Figure 2: Conflict Point Diagram for Signalized or Stop-Controlled Intersections: 32 Conflict Points

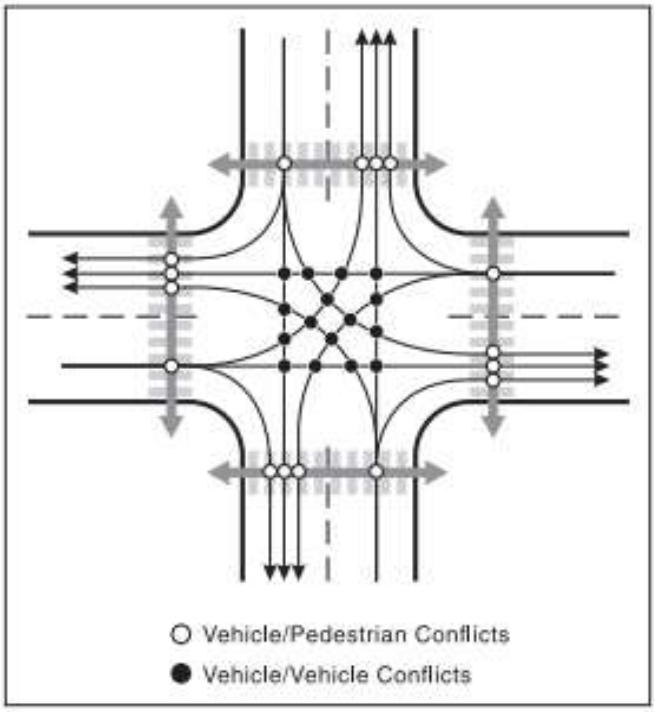
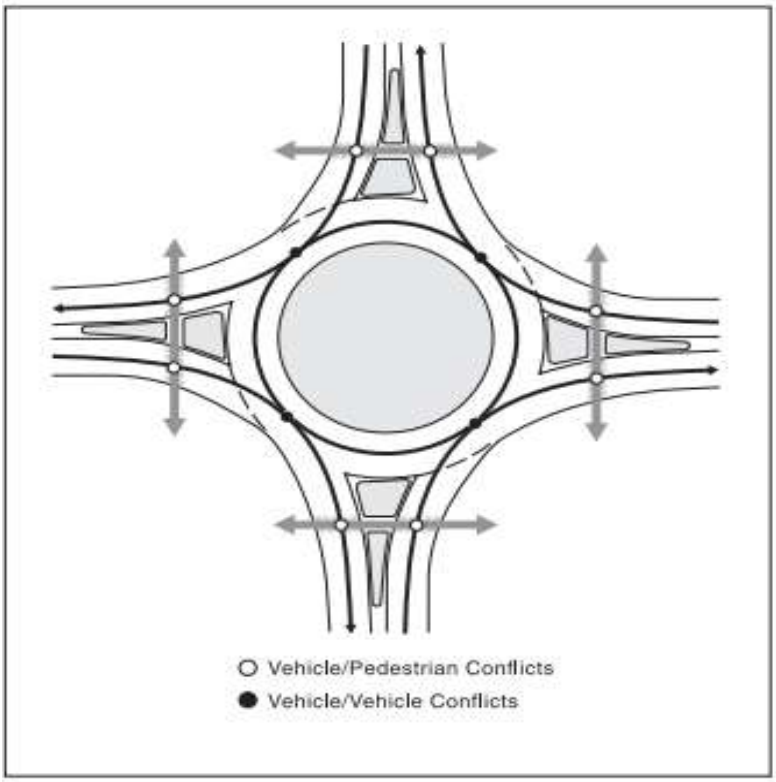


Figure 3: Conflict Point Diagram for Single-Lane Roundabouts: 8 Conflict Points



In a single-lane roundabout, the conflict points are reduced to 8, as seen in Figure 3. Pedestrian conflicts are reduced to 8. The geometry of the roundabout primarily manages these conflicts by:

- Eliminating the more severe crossing conflicts for left-turning vehicles.
- The remaining crossing conflicts have lower speeds because of the geometric design.

Disadvantages of Roundabouts

1. Roundabouts can have significant property impacts
2. Roundabouts are quite ubiquitous in Wisconsin, but they may still be unfamiliar to a significant segment of the driving population. An outreach plan and education resources can mitigate this.
3. Roundabouts can be challenging to navigate for visually impaired pedestrians. A gap in traffic must occur, and pedestrians must be able to recognize when a gap is present. Studies show that single-lane roundabouts are much easier for the visually impaired to navigate than multi-lane roundabouts.
4. The travel path for pedestrians can be longer.
5. There is a lack of control for first responders, meaning pre-empting the operation of the intersection is not possible.

Examples of Roundabouts Near Pedestrian Generators

City of De Pere, Wisconsin:

The first roundabout in Brown County was constructed in 1999. There are currently 86 roundabouts built by the county, state, and local communities in Brown County. Brown County has embraced the safety components of roundabouts and has published information on pedestrian safety and public outreach that can be found here: https://www.browncountywi.gov/departments/planning-and-land-services/planning/roundabouts-and-traffic-calming/. Brown County highly recommends investing in outreach if a roundabout is chosen as the best alternative. AECOM attempted to contact the City of De Pere but did not get a response.

The Chicago St. and Libal St. roundabout is an example of a well-functioning roundabout with vehicular and pedestrian traffic mixing at peak hours. It is surrounded by homes, businesses, and two schools in the City of De Pere. The roundabout is a single-lane facility that serves as the main entrance to the high school. Mainline AADT is approximately 10,000 (~77% of the Business 51 mainline AADT), while the side road AADT of 4,000 is similar to Business 51. This roundabout is one in a series of four roundabouts along Chicago St. (CTH G).

Chicago St – Libal St

Figure 4

The Chicago St. and Swan Rd. is another roundabout in the City of De Pere that is located near pedestrian generators. This intersection is primarily surrounded by businesses and a middle school. It also serves as the entrance to a medical clinic. Mainline AADT is approximately 10,000 (~77% of the Business 51 mainline AADT). Sideroad AADT is not available.

Chicago St – Swan Rd

Figure 5

City of Carmel, Indiana:

Carmel is internationally known for the abundance of roundabouts in their community. Since the early 1990s, more than 150 have been built to date. The city reports that the number of injury crashes in the community has dropped by 80%, and the total number of crashes has been reduced by 40%. Mayor James Brainard: “We made the decision to build roundabouts because they are safer, less expensive, and aesthetically more pleasing.” The city’s web pages highly recommend outreach and education when implementing a roundabout project. AECOM attempted to contact the City of Carmel but did not get a response.

An example of a roundabout in Carmel near pedestrian generators is at the E Main -N Richland – 4 Ave SE intersection. Mainline AADT is approximately 10,000 (~77% of the Business 51 mainline AADT), while the sideroad AADT is approximately 3,000(~75% of Business 51). This roundabout is near the Carmel Arts & Design District entrance and the entrance to a local high school, with pedestrian generators in all quadrants of the intersection. More information on Carmel's roundabout initiative can be found here: https://www.carmel.in.gov/government/departments-services/engineering/roundabouts

E Main St - N Richland Ave - 4 Ave SE Roundabout

Figure 6

City of River Falls, Wisconsin:

The City of River Falls has a series of 2 roundabouts on E. Cascade Avenue through the UW-River Falls campus. This area is quite similar to the Business 51 and 4th Avenue intersection. Mainline AADT is approximately 10,000 (~77% of the Business 51 mainline AADT, while the sideroad AADT is approximately 3,000(~75% of Business 51). Todd Nickleski, City Engineer for the City of River Falls, says that Cascade Ave. currently works well, and they do not experience significant vehicular delays, the roundabout and roadway design keeps traffic speed low, which, coupled with lighted pedestrian crossings, has provided safe pedestrian crossings since the projects were complete. He recommends investing in education and outreach if a roundabout is the best alternative. There is a learning curve for drivers.

E. Cascade Ave Roundabouts

Figure 7

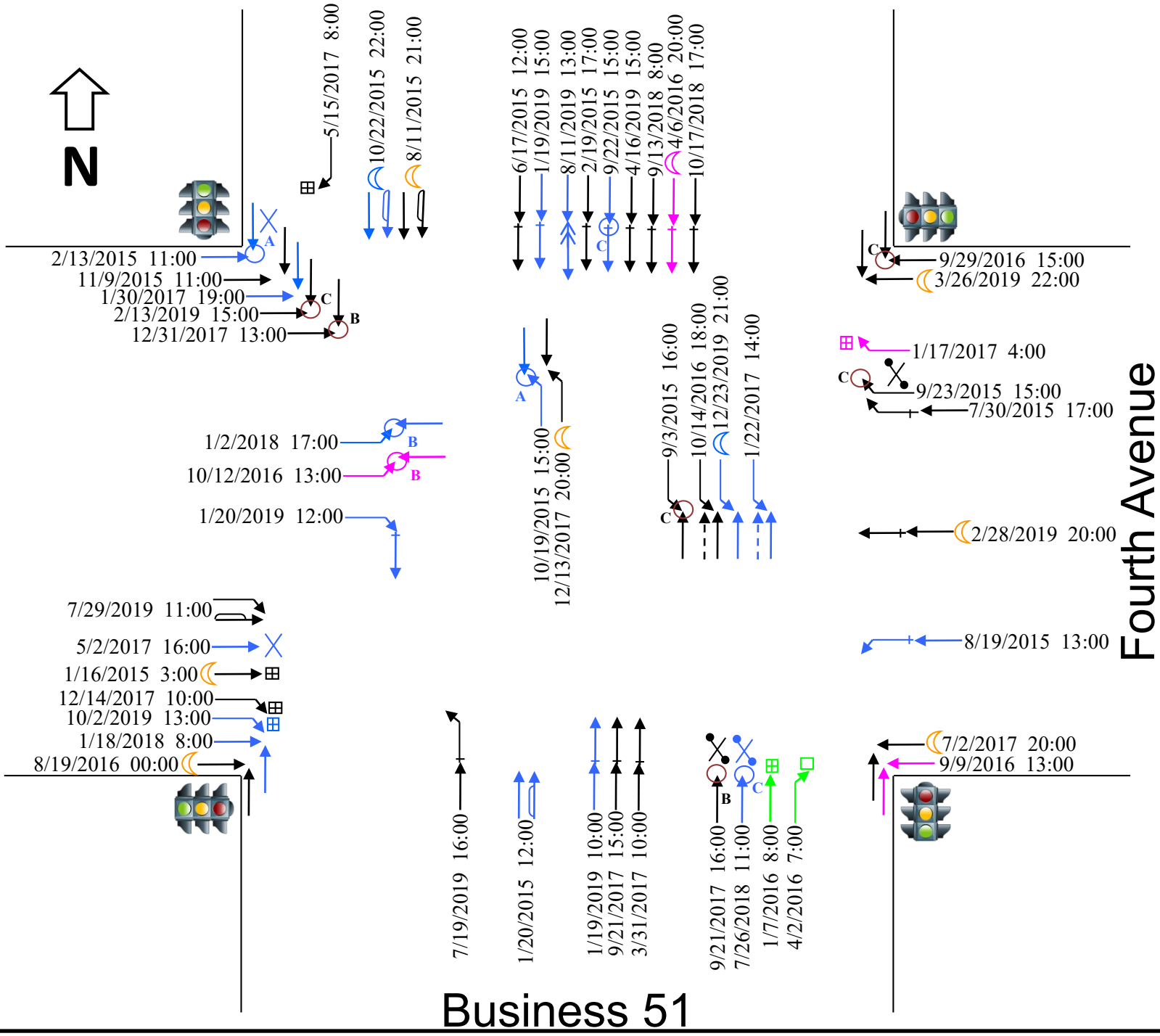
Conclusions

The evaluation of the proposed roundabout at the Business 51 & 4th Ave intersection indicates the presence of high pedestrian activity causes a slight increase in delay and queuing compared to the scenario with no pedestrians. Despite this, a roundabout is expected to operate acceptably with lower levels of delay and shorter queue lengths than the signalized alternative.

The community examples included in this memo provide anecdotal evidence that roundabouts near pedestrian generators can operate at a reasonable level of service and provide safe crossings for pedestrians. What was reinforced by all the communities contacted was the need for education and public outreach. Roundabouts are very different than traditional intersections, and when a new roundabout is installed, the intersection may see an increase in sideswipe and rear-end crashes. Brown County and Carmel have many resources on their websites to help with this outreach and education effort.

2015 - 2019 Fourth Avenue

51 Crashes City of Stevens Point



Legend

Stopped	Night	Injury	Cloudy
Sideswipe	Fixed Object	Fatality	Snow/Ice
Backing	Traffic Signal	Injury Severity (A, B, C)	Rain
Overtaking	Pedestrian		Fog/mist
Non-Contact	Bicyclist	Construction	

Exhibit 1

Crash Data Cross-Referenced

Accident Date	Database that Identifed the Crash
1/16/2015	UW WisTransportal
1/20/2015	Both
2/13/2015	Both
2/19/2015	Both
4/1/2015	Both
4/27/2015	Both
6/17/2015	Both
7/30/2015	UW WisTransportal
8/11/2015	Both
8/19/2015	Both
9/3/2015	Both
9/22/2015	Both
9/23/2015	UW WisTransportal
10/4/2015	Stevens Point *
10/19/2015	Both
10/22/2015	Both
11/9/2015	Both
1/7/2016	Both
4/2/2016	Both
4/5/2016	UW WisTransportal
4/6/2016	Both
4/7/2016	Stevens Point *
5/2/2016	Both
8/11/2016	Both
8/19/2016	Both
9/9/2016	Both
9/29/2016	Both
10/12/2016	UW WisTransportal
10/14/2016	Both
1/17/2017	UW WisTransportal
1/22/2017	Both
1/30/2017	UW WisTransportal
3/31/2017	Both
5/2/2017	UW WisTransportal
5/15/2017	UW WisTransportal
7/2/2017	UW WisTransportal
7/3/2017	Stevens Point *
9/21/2017	UW WisTransportal
9/21/2017	Both

Accident Date	Database that Identifed the Crash
9/29/2017	Both
11/4/2017	Both
12/13/2017	Both
12/14/2017	Both
12/31/2017	UW WisTransportal
1/2/2018	Both
1/18/2018	Both
2/3/2018	Both
4/9/2018	Both
7/13/2018	Both
7/26/2018	Both
9/13/2018	Both
10/17/2018	Both
10/31/2018	UW WisTransportal
11/13/2028	Both
12/14/2018	Both
1/19/2019	Both
1/19/2019	Both
1/20/2019	Both
2/13/2019	UW WisTransportal
2/18/2019	Stevens Point *
2/28/2019	UW WisTransportal
3/26/2019	Both
4/16/2019	Both
5/9/2019	Both
7/19/2019	UW WisTransportal
7/29/2019	UW WisTransportal
10/2/2019	Both
11/1/2019	Both
12/21/2019	Both
12/23/2019	Both

*Crash Report not available and not included in the crash diagram

Highlighted crashes determined not to have occurred at the intersection and not included in the crash diagram

City of Stevens Point
2442 Sims Avenue
Stevens Point, WI 54481-3594

Memo

TO: Parks Commission and Common Council
FROM: Dan Kremer, Director of Parks, Recreation, Forestry
DATE: February 2, 2024
RE: Approval of Groholski Park Development Contract A and B

The development of Groholski Park was bid in January using two individual contracts with different scopes of work. Contract A includes the site construction, grading, concrete work, asphalt work, construction of the driveway and parking lot, and turf establishment; Contract B includes installation of the solar roof open-air shelter, installation of the electric car charging station, and the associated electrical work for the site. Contract A-1 was an alternate bid item to construct the gravel pedestrian trail around the site.

Eight bids were received for Contract A, and three bids were received for Contract B. The bid tab is attached to this memo for review. The lowest bid received for Contract A and A-1 was Fahrner Excavating Inc., who submitted a bid of $173,789.65. The lowest bid received for Contract B was Northwind Solar, who submitted a bid of $84,840. Both low bidders are highly qualified contractors for their scope of work.

The 2024 capital budget allocated $390,000 to complete the project. Contract B is eligible for up to thirty percent reimbursement through federal solar tax credits. The Parks Department will initiate the reimbursement process immediately upon completion of construction for Contract B.

Recommendation:

1. Award Contract A and A-1 to Fahrner Excavating Inc. in the not-to-exceed amount of $200,000 (includes a 15% contingency).
2. Award Contract B to Northwind Solar in the not-to-exceed amount of $97,500 (includes a 15% contingency).

Total project award amount with contingency: $297,500 (includes both Contract A and Contract B).

RETTLER corporation

Bid Tabulation Summary for: City of Stevens Point
Graholski Park - Park Development Project
Bid Date: January 31, 2024

Company	Bid Bond	Addendas	Qualifications	Contract "A" General Site Construction Base Bid	Contract "A" Alternate Bid A1 Granite Trail Construction	Contract "B" Solar Canopy & Electrical Construction	Voluntary Alternates
Fahrner Excavating, Inc.				$165,089.65	$8,700.00	No Bid	N/A
Green Thumb Sprinklers & Landscaping LLC				$168,914.00	$7,612.50	No Bid	N/A
Stuczynski Trucking & Excavating, Inc.				$174,384.70	$6,503.25	No Bid	N/A
Altmann Construction Company				$177,318.75	$17,400.00	No Bid	N/A
Haas Sons, Inc.				$227,073.25	$10,875.00	No Bid	N/A
The Boldt Company				$228,942.96	$15,616.50	No Bid	N/A
Earth, Inc.				$262,490.00	$13,050.00	$89,840.00	N/A
Janke General Contractors, Inc.				$353,488.50	$13,811.25	$98,000.00	N/A
Northwind Solar				No Bid	No Bid	$84,840.00	N/A

City of Stevens Point - Groholski Park - Park Development Project

Bid Date and Time: 1/31/2024 11:00:00 AM

CONTRACT "A" - GENERAL SITE CONSTRUCTION - BASE BID

Item No.	Item Description	Units	Estimated Quantity	Fahrner Excavating, Inc. Unit Price	Fahrner Excavating, Inc. Extension	Green Thumb Sprinklers & Landscaping LLC Unit Price	Green Thumb Sprinklers & Landscaping LLC Extension	Stuczynski Trucking & Excavating, Inc. Unit Price	Stuczynski Trucking & Excavating, Inc. Extension	Altmann Construction Company Unit Price	Altmann Construction Company Extension	Haas Sons, Inc. Unit Price	Haas Sons, Inc. Extension	The Boldt Company Unit Price	The Boldt Company Extension	Earth, Inc. Unit Price	Earth, Inc. Extension	Janke General Contractors, Inc. Unit Price	Janke General Contractors, Inc. Extension	Northwind Solar Unit Price	Northwind Solar Extension
DEMOLITION / EARTHWORK / EROSION CONTROL																					
1.	Mobilization	L.S.	1	$17,875.00	$17,875.00	$6,500.00	$6,500.00	$20,000.00	$20,000.00	$22,000.00	$22,000.00	$29,500.00	$29,500.00	$21,269.20	$21,269.20	$15,000.00	$15,000.00	$21,000.00	$21,000.00		$0.00
2.	Clearing & Grubbing	L.S.	1	$6,000.00	$6,000.00	$3,500.00	$3,500.00	$6,500.00	$6,500.00	$16,900.00	$16,900.00	$14,241.00	$14,241.00	$4,965.84	$4,965.84	$9,000.00	$9,000.00	$28,000.00	$28,000.00		$0.00
3.	Common Excavation	L.S.	1	$23,598.00	$23,598.00	$21,400.00	$21,400.00	$22,500.00	$22,500.00	$14,200.00	$14,200.00	$20,370.00	$20,370.00	$7,503.94	$7,503.94	$45,000.00	$45,000.00	$63,500.00	$63,500.00		$0.00
4.	Strip and Remove Topsoil	L.S.	1	$3,151.00	$3,151.00	$17,000.00	$17,000.00	$9,000.00	$9,000.00	$8,000.00	$8,000.00	$34,368.00	$34,368.00	$1,655.28	$1,655.28	$20,000.00	$20,000.00	$47,500.00	$47,500.00		$0.00
5.	Excavation below Subgrade (Remove Unsuitable Material and Replace with Granular Fill)	C.Y.	500	$12.50	$6,250.00	$23.00	$11,500.00	$12.00	$6,000.00	$21.00	$10,500.00	$33.00	$16,500.00	$27.59	$13,795.00	$28.00	$14,000.00	$70.00	$35,000.00		$0.00
6.	Erosion Control - Tracking Pad	EACH	1	$1,200.00	$1,200.00	$750.00	$750.00	$1,500.00	$1,500.00	$1,015.00	$1,015.00	$2,500.00	$2,500.00	$2,207.04	$2,207.04	$2,250.00	$2,250.00	$2,180.00	$2,180.00		$0.00
7.	Erosion Control - Concrete Truck Wash Out Area	EACH	1	$900.00	$900.00	$400.00	$400.00	$2,500.00	$2,500.00	$500.00	$500.00	$2,500.00	$2,500.00	$551.76	$551.76	$650.00	$650.00	$652.00	$652.00		$0.00
8.	Erosion Control - Inlet Protection, Type A	EACH	3	$75.00	$225.00	$50.00	$150.00	$100.00	$300.00	$200.00	$600.00	$300.00	$900.00	$551.76	$1,655.28	$200.00	$600.00	$90.00	$270.00		$0.00
9.	Erosion Control - Silt Sock	L.F.	930	$4.00	$3,720.00	$2.50	$2,325.00	$3.00	$2,790.00	$4.00	$3,720.00	$12.00	$11,160.00	$3.56	$3,310.80	$8.50	$7,905.00	$6.00	$5,580.00		$0.00
10.	Erosion Mat, Class 1 - Type A	S.Y.	1,035	$1.90	$1,966.50	$1.75	$1,811.25	$2.00	$2,070.00	$5.00	$5,175.00	$3.50	$3,622.50	$3.73	$3,860.55	$3.50	$3,622.50	$2.00	$2,070.00		$0.00
11.	Erosion Control Maintenance	L.S.	1	$700.00	$700.00	$500.00	$500.00	$600.00	$600.00	$1,500.00	$1,500.00	$2,500.00	$2,500.00	$1,103.52	$1,103.52	$2,250.00	$2,250.00	$200.00	$200.00		$0.00
12.	Landscape Restoration (Topsoil, Seed, Fertilize, and Mulch)	L.S.	1	$13,900.00	$13,900.00	$19,100.00	$19,100.00	$30,000.00	$30,000.00	$9,800.00	$9,800.00	$43,300.00	$43,300.00	$50,761.96	$50,761.96	$42,000.00	$42,000.00	$49,000.00	$49,000.00		$0.00
13.	Seeded Turf and Landscape Maintenance	L.S.	1	$1,750.00	$1,750.00	$1,500.00	$1,500.00	$1,500.00	$1,500.00	$500.00	$500.00	$9,700.00	$9,700.00	$2,207.04	$2,207.04	$7,500.00	$7,500.00	$4,800.00	$4,800.00		$0.00
UTILITIES																					
14.	SDR 35 PVC Storm Pipe, 8-inch	L.F.	15	$32.00	$480.00	$46.60	$699.00	$40.00	$600.00	$25.00	$375.00	$95.00	$1,425.00	$110.35	$1,655.25	$95.00	$1,425.00	$74.00	$1,110.00		$0.00
15.	2' x 3' Concrete Storm Sewer Structure w/ Neenah R-3067 Type R Grate	EACH	1	$3,800.00	$3,800.00	$5,800.00	$5,800.00	$3,500.00	$3,500.00	$3,800.00	$3,800.00	$4,400.00	$4,400.00	$3,420.91	$3,420.91	$5,850.00	$5,850.00	$4,600.00	$4,600.00		$0.00
16.	8" Mitered Drain Endwall	EACH	1	$950.00	$950.00	$1,500.00	$1,500.00	$750.00	$750.00	$300.00	$300.00	$1,250.00	$1,250.00	$1,103.52	$1,103.52	$950.00	$950.00	$307.00	$307.00		$0.00
HARD SURFACE PAVEMENT																					
17.	HMA Pavement, 3.5-inch depth	S.Y.	725	$30.00	$21,750.00	$29.00	$21,025.00	$28.40	$20,590.00	$31.00	$22,475.00	$28.70	$20,807.50	$31.34	$22,721.50	$29.50	$21,387.50	$28.40	$20,590.00		$0.00
18.	Base Aggregate Dense, 1 1/4 inch, 8-inch depth	S.Y.	795	$7.03	$5,588.85	$9.75	$7,751.25	$5.66	$4,499.70	$8.00	$6,360.00	$8.00	$6,360.00	$24.28	$19,302.60	$12.50	$9,937.50	$16.00	$12,720.00		$0.00
19.	Concrete Sidewalk and Plaza, 5-inch depth, Fiber Reinforced	S.F.	3,955	$7.88	$31,165.40	$7.00	$27,685.00	$6.50	$25,707.50	$8.00	$31,640.00	$8.00	$31,640.00	$8.67	$34,289.85	$8.00	$31,640.00	$7.60	$30,058.00		$0.00
20.	Concrete Drive Apron, 6-inch depth, Fiber Reinforced	S.F.	340	$9.77	$3,321.80	$8.00	$2,720.00	$7.50	$2,550.00	$9.00	$3,060.00	$10.30	$3,502.00	$16.48	$5,603.20	$8.60	$2,924.00	$8.10	$2,754.00		$0.00
21.	Base Aggregate Dense, 3/4 inch, 6-inch Depth	S.Y.	525	$5.52	$2,898.00	$10.00	$5,250.00	$6.50	$3,412.50	$7.75	$4,068.75	$6.15	$3,228.75	$8.83	$4,635.75	$11.40	$5,985.00	$13.00	$6,825.00		$0.00
22.	Pavement Striping	L.S.	1	$1,103.00	$1,103.00	$1,100.00	$1,100.00	$1,050.00	$1,050.00	$1,200.00	$1,200.00	$1,100.00	$1,100.00	$1,158.70	$1,158.70	$1,150.00	$1,150.00	$1,050.00	$1,050.00		$0.00
23.	Concrete Curb and Gutter, 24-inch	L.F.	235	$42.95	$10,093.25	$28.50	$6,697.50	$28.00	$6,580.00	$49.00	$11,515.00	$40.90	$9,611.50	$61.05	$14,346.75	$46.10	$10,833.50	$45.00	$10,575.00		$0.00
24.	Entrance Curb and Gutter, 30-inch	L.F.	45	$44.73	$2,012.85	$35.00	$1,575.00	$33.00	$1,485.00	$52.00	$2,340.00	$42.60	$1,917.00	$110.86	$4,988.70	$50.00	$2,250.00	$47.50	$2,137.50		$0.00
25.	Detectable warning fields	EACH	1	$441.00	$441.00	$425.00	$425.00	$400.00	$400.00	$440.00	$440.00	$420.00	$420.00	$413.82	$413.82	$425.00	$425.00	$400.00	$400.00		$0.00
26.	ADA Parking Sign	EACH	1	$750.00	$750.00	$250.00	$250.00	$500.00	$500.00	$335.00	$335.00	$250.00	$250.00	$455.20	$455.20	$455.00	$455.00	$570.00	$570.00		$0.00
GENERAL																					
27.	In Kind Donation	L.S.	1	-$500.00	-$500.00	$0.00	$0.00	-$2,500.00	-$2,500.00	-$5,000.00	-$5,000.00	$0.00	$0.00	$0.00	$0.00	-$2,500.00	-$2,500.00	$0.00	$0.00		$0.00
28.	Construction Layout	L.S.	1	By Owner	By Owner	By Owner	By Owner	By Owner	By Owner	By Owner	By Owner	By Owner	By Owner	By Owner	By Owner	By Owner	By Owner	By Owner	By Owner	By Owner	By Owner
29.	Construction Testing	L.S.	1	By Owner	By Owner	By Owner	By Owner	By Owner	By Owner	By Owner	By Owner	By Owner	By Owner	By Owner	By Owner	By Owner	By Owner	By Owner	By Owner	By Owner	By Owner
Total Base Bid - Contract "A"- Site Construction					**$165,089.65**		**$168,914.00**		**$174,384.70**		**$177,318.75**		**$277,073.25**		**$228,942.96**		**$262,490.00**		**$353,448.50**		**NO BID**
			As Written		**$166,089.65**		**$168,936.25**		**$174,384.70**		**$177,345.00**		**$277,073.25**		**$228,953.79**		**$262,490.00**		**$353,448.50**		
			Difference		**-$1,000.00**		**-$22.25**		**$0.00**		**-$26.25**		**$0.00**		**-$10.83**		**$0.00**		**$0.00**		

CONTRACT "A, ALTERNATE 1" - GRANITE TRAIL CONSTRUCTION																					
Item No.	Item Description	Units	Estimated Quantity	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
1.	8" Crushed Granite Surface Course - 8' Perimeter Walking Trail	SY	725	$12.00	$8,700.00	$10.50	$7,612.50	$8.97	$6,503.25	$24.00	$17,400.00	$15.00	$10,875.00	$21.54	$15,616.50	$18.00	$13,050.00	$19.05	$13,811.25		$0.00
nate 1 - Contract "A" - Granite Trail Construction					**$8,700.00**		**$7,612.50**		**$6,503.25**		**$17,400.00**		**$10,875.00**		**$15,616.50**		**$13,050.00**		**$13,811.25**		**NO BID**
			As Written		**$8,700.00**		**$7,612.50**		**$6,503.25**		**$17,400.00**		**$10,875.00**		**$15,616.50**		**$13,050.00**		**$13,811.25**		
			Difference		**$0.00**		**$0.00**		**$0.00**		**$0.00**		**$0.00**		**$0.00**		**$0.00**		**$0.00**		

CONTRACT "B" - SOLAR CANOPY & ELECTRICAL CONSTRUCTION - BASE BID

				Fahrner Excavating, Inc.		Green Thumb Sprinklers & Landscaping LLC		Stuczynski Trucking & Excavating, Inc.		Altmann Construction Company		Haas Sons, Inc.		The Boldt Company		Earth, Inc.		Janke General Contractors, Inc.		Northwind Solar	
CONTRACT "B" - SOLAR CANOPY & ELECTRICAL CONSTRUCTION																					
Item No.	Item Description	Units	Estimated Quantity	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
1	Solar Canopy & Electrical Construction	L.S.	1		$0.00		$0.00		$0.00		$0.00		$0.00		$0.00	$89,840.00	$89,840.00	$98,000.00	$98,000.00	$84,840.00	$84,840.00
ract "B" - Solar Canopy & Electrical Construction					NO BID		NO BID		NO BID		NO BID		NO BID		NO BID		$89,840.00		$98,000.00		$84,840.00
			As Written														$89,840.00		$98,000.00		$84,840.00
			Difference														$0.00		$0.00		$0.00

VOLUNTARY ALTERNATES																					
Item No.	Item Description	Units	Estimated Quantity	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
1					$0.00		$0.00		$0.00		$0.00		$0.00		$0.00		$0.00		$0.00		$0.00
	Total Voluntary Alternates				N/A		N/A		N/A		N/A		N/A		N/A		N/A		N/A		N/A

RESOLUTION

[REZONE 3609 STANLEY STREET FROM THE "R-2" SINGLE-FAMILY RESIDENCE DISTRICT TO THE "B-4" COMMERCIAL DISTRICT]

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 3609 Stanley Street **(Parcel ID 281240827230020)** and described as PT SWNW S27 T24 R8 COM 50'E&1055.6'N SW/C;TH NELY ALG SL HWY 66,163'-POB TH S196.5',TH E,158';TH N, 350.5';TH SWLY ALG HWY66,217' TO POB 884162, City of Stevens Point, Portage County, Wisconsin, is hereby rezoned from the "R-2" Single-Family Residence District to the "B-4" Commercial District.

Approved: _____
Mike Wiza, Mayor

Attest: _____
Kari Yenter, City Clerk

Dated: February 5, 2024
Adopted: February 19, 2024

Drafted by: Adam Kuhn
Return to: City Clerk

RESOLUTION

[REZONE 3324 JEFFERSON STREET FROM THE "R-2" SINGLE-FAMILY RESIDENCE DISTRICT TO THE "B-1" NEIGHBORHOOD BUSINESS DISTRICT]

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 3324 Jefferson Street **(Parcel ID 281240833101713)** and described as E 75' OF THE W 637.56' OF THE N 163' OF THE S 190' OF SE NE S33 T24 R8 825238;825300COC, City of Stevens Point, Portage County, Wisconsin, is hereby rezoned from the "R-2" Single-Family Residence District to the "B-1" Neighborhood Business District.

Approved: _____
Mike Wiza, Mayor

Attest: _____
Kari Yenter, City Clerk

Dated: February 5, 2024
Adopted: February 19, 2024

Drafted by: Adam Kuhn
Return to: City Clerk

RESOLUTION

[COMPREHENSIVE PLAN AMENDMENT – AMEND FUTURE LAND USE DESIGNATION FOR 1665 MAIN STREET]

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 1665 Main Street **(Parcel ID 281240832102001)** and described as L1 CSM#10814-49-94 BNG LOTS 1 & 2 BLK 14 SMITH BRIGGS & PHILLIPS ADD ACCESS RIGHTS-419/403-4 .28A 816599 W/STIP 832189RES 872492;872493, City of Stevens Point, Portage County, Wisconsin, amends the City of Stevens Point Comprehensive Plan to amend the future land use designation of the subject property from 'Multi-Family Residential' to 'Residential.'

Approved: _____
Mike Wiza, Mayor

Attest: _____
Kari Yenter, City Clerk

Dated: February 5, 2024
Adopted: February 19, 2024

Drafted by: Adam Kuhn
Return to: City Clerk

RESOLUTION

[REZONE 1665 MAIN STREET FROM THE "R-4" MULTIPLE FAMILY I RESIDENCE DISTRICT TO THE "R-3" SINGLE- AND TWO-FAMILY RESIDENCE DISTRICT]

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 1665 Main Street **(Parcel ID 281240832102001)** and described as L1 CSM#10814-49-94 BNG LOTS 1 & 2 BLK 14 SMITH BRIGGS & PHILLIPS ADD ACCESS RIGHTS-419/403-4 .28A 816599 W/STIP 832189RES 872492;872493, City of Stevens Point, Portage County, Wisconsin, is hereby rezoned from the "R-4" Multiple Family I Residence District to the "R-3" Single- and Two-Family Residence District.

Approved: _____
Mike Wiza, Mayor

Attest: _____
Kari Yenter, City Clerk

Dated: February 5, 2024
Adopted: February 19, 2024

Drafted by: Adam Kuhn
Return to: City Clerk

RESOLUTION

[REZONE 1641 MAIN STREET FROM THE "R-4" MULTIPLE FAMILY I RESIDENCE DISTRICT TO THE "R-3" SINGLE- AND TWO-FAMILY RESIDENCE DISTRICT]

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 1641 Main Street **(Parcel ID 281240832102003)** and described as W 1/2 LOT 4 & ALL LOT 5 BLK 14 SMITH BRIGGS & PHILLIPS ADD BNG PRT NWNE S32 T24 R8 ACCESS RTS- 419/890-91 846958;872495, City of Stevens Point, Portage County, Wisconsin, is hereby rezoned from the "R-4" Multiple Family I Residence District to the "R-3" Single- and Two-Family Residence District.

Approved: _____
Mike Wiza, Mayor

Attest: _____
Kari Yenter, City Clerk

Dated: February 5, 2024
Adopted: February 19, 2024

Drafted by: Adam Kuhn
Return to: City Clerk

RESOLUTION

[REZONE 1649 MAIN STREET FROM THE "R-4" MULTIPLE FAMILY I RESIDENCE DISTRICT TO THE "R-3" SINGLE- AND TWO-FAMILY RESIDENCE DISTRICT]

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 1649 Main Street **(Parcel ID 281240832102002)** and described as LOT 3 & E1/2 LOT 4 BLK 14 SMITH BRIGGS & PHILLIPS ADD BNG PRT NW NE S32 T24 R8 ACCESS RTS- 419/183 846957;875492;872494, City of Stevens Point, Portage County, Wisconsin, is hereby rezoned from the "R-4" Multiple Family I Residence District to the "R-3" Single- and Two-Family Residence District.

Approved: _____
Mike Wiza, Mayor

Attest: _____
Kari Yenter, City Clerk

Dated: February 5, 2024
Adopted: February 19, 2024

Drafted by: Adam Kuhn
Return to: City Clerk

Memo

Chris Klesmith
Neighborhood Planner / Economic Development Specialist
City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481
(715) 341-4171 | cklesmith@stevenspoint.com

To: City of Stevens Point Common Council
From: Chris Klesmith
CC: Ryan Kernosky
Date: February 15, 2024
Subject: Request to Apply to Resilient Food Systems Infrastructure Program

Councilmembers,

Economic Development staff have been reviewing opportunities to initiate modern economic development practices and concluding a feasibility study of creating a food manufacturing incubator in the City of Stevens Point. Our draft report identifies that state and federal funding will likely be needed to create a facility but can be designed to be financially self-sustaining in the right market conditions. Fortunately, with the current population of small food manufacturers, local food producers, and availability of state and federal funding, there is a palpable opportunity to generate a self-sustaining incubation facility and associated programs.

An unprecedented amount of funding is currently available for incubation-type programming and middle of the supply chain support for our food systems. The Resilient Food Systems Infrastructure (RFSI) Program is the most recent program to be announced, which is passed through the Wisconsin Department of Agriculture, Trade and Consumer Protection. The RFSI program awards up to $3 million for construction and equipment costs to expand capacity and infrastructure for the aggregation, processing, manufacturing, storing, transporting, wholesaling, and distribution of locally and regionally produced food products. Staff are seeking your permission to apply for the maximum award to initiate the project; additional funds from the Economic Development Administration and United States Department of Agriculture will be requested at a later date to enhance the project.

Staff have sought partnerships that will increase the success of the project, namely in Central Rivers Farmshed and the University of Wisconsin – Stevens Point. Both partners would provide significant programmatic support, and when complete, would result in a state-of-the-art co-packing, independent food manufacturing, and food packaging research and development center in our city, which is mutually beneficial for the sustainability and impact of our local food producers, processors, and organizations.

Staff are further expecting this project to result in one of the largest public-private partnerships in the City of Stevens Point. If the financing is not awarded or one of the partnerships becomes unavailable, staff are cognizant of the financial implications and will chart a new course.

Cheers,

Christopher Klesmith
Neighborhood Planner & Economic Development Specialist
City of Stevens Point

RESOLUTION

RELATIVE TO AUTHORIZING SUBMITTAL OF APPLICATION TO WISCONSIN DEPARTMENT OF AGRICULTURE, TRADE AND CONSUMER PROTECTION'S RESILIENT FOOD SYSTEMS INFRASTRUCTURE PROGRAM

WHEREAS, the Resilient Food Systems Infrastructure (RFSI) Program is established to provide funding for the capital construction and equipment costs to expand capacity and infrastructure for the aggregation, processing, manufacturing, storing, transporting, wholesaling, and distribution of locally and regionally produced food products; and

WHEREAS, the Resilient Food Systems Infrastructure Program is administered by the Wisconsin Department of Agriculture, Trade and Consumer Protection; and

WHEREAS, the City of Stevens Point has identified Central Rivers Farmshed and the University of Wisconsin – Stevens Point as partners and is concurrently working to formalize this partnership to expand the capacity of local food processors and research and development; and

WHEREAS, local municipalities are an eligible applicant and can apply for said grant funds, as well as the partners identified above; and

WHEREAS, the City of Stevens Point Common Council is called upon to support economic development initiatives as identified in the comprehensive plan, and the establishment of such a facility is supported by the goals, actions, and policies in Sections 6.10(B)1.1(b), 6.10(B)1.1(f), 6.10(B)2.1(b), and 6.10(B)2.1(o); and

WHEREAS, the City of Stevens Point is requesting to apply for an infrastructure grant to rehabilitate an existing and underutilized building to support the aggregation, processing, manufacturing, storing, transporting, wholesaling, and distribution of locally and regionally produced food products; and

WHEREAS, the RFSI Program may fund infrastructure projects of by up to $3,000,000 and requires the applicant to provide a one-to-one match; and

WHEREAS, the assessed value of the existing building is $2,636,000; and

WHEREAS, the application is contingent on the donation of the existing building, in part or in whole, to the City of Stevens Point as a contribution to the matching requirement, which is confirmed to be an eligible in-kind contribution; and

WHEREAS, such a facility has been deemed feasible to be financially self-supporting by City staff and by PlaceDynamics, LLC, a consulting firm hired to evaluate the feasibility of establishing a manufacturing incubator in the City of Stevens Point.

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of Stevens Point hereby authorizes proper City officials to submit an application to the Wisconsin Department of Agriculture, Trade, and Consumer Protection for the Resilient Food Systems Infrastructure Program up to the maximum amount of $3,000,000 to support the construction of a food manufacturing incubator in the City of Stevens Point.

BE IT FURTHER RESOLVED that if said grant funds are awarded, proper City officials are hereby authorized and directed to accept said funds, pursuant to the terms of the grant application, and to execute any and all documents and assurances which may be required for purposes of the same.

Approved: _____
Mike Wiza, Mayor

Attest: _____
Kari Yenter, City Clerk

Dated:
Adopted:

Drafted by: Christopher Klesmith
Return to: City Clerk

City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481-3594

Department of Community Development
Adam Kuhn
Associate Planner
Zoning Administrator
Ph: (715) 346-1567
Fax: (715) 346-1498

MEMORANDUM

To: Plan Commission

From: Adam Kuhn, AICP
Associate Planner / Zoning Administrator

Date: February 5, 2024

RE: Ordinance Amendment – Maximum Size Restrictions for Attached and Detached Garages

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Background: For years, the City has been regulating the size of accessory buildings that are permitted for single- and two-family residential lots. For attached garages, one attached garage is permitted per lot at a size not to exceed 1,200 square feet. Additionally, an unlimited number of detached accessory structures (i.e., sheds, carports, detached garages, pergolas, etc.) are permitted so long as the cumulative size of all structures does not exceed 900 square feet. Setback and height restrictions also apply and are currently governed by the City's Zoning Code.

Currently, the above size regulations are governed by the Stevens Point Building Code. As City staff are currently working on minor updates to the Building Code, I believe that now is an appropriate time to transfer these regulations to the Zoning Code. As other project elements are already regulated by the Zoning Code (i.e., setbacks, height, separation from principal structure, environmental considerations, etc.), staff believes that transferring these ordinance provisions are appropriate.

Please note that the size restrictions currently in place (900 and 1,200 square feet) are not proposed to change with this ordinance amendment request. Rather, one slight change is recommended. Currently, property owners seeking a variance from the 900 square foot rule are required to obtain a variance from the City's Zoning Board of Appeals. If a property owner is seeking a variance to construct a larger attached garage (i.e., more than 1,200 square feet), it would be up to the Common Council to consider the variance request. I believe that there should be uniformity in what committee reviews a variance from these standards. As such, the attached

Open Records Rider: The City of Stevens Point is subject to Wisconsin Statutes relating to public records. Communication, such as this document, sent or received by City employees are subject to these laws. Unless otherwise exempted from the public records law, senders and receivers of City communication should presume that the communications are subject to release upon request, and to state record retention requirements.

amendment would seek to have variance requests for both attached and detached accessory structures to be considered by the City's Zoning Board of Appeals.

If you have any questions, please do not hesitate to contact me.

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

[Chapter 23 of the Revised Municipal Code – Zoning Ordinance – Accessory Building Definition]

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

SECTION I: That Section 23.04(2), Zoning Ordinance of the Revised Municipal Code of the City of Stevens Point, shall be amended to transfer maximum size restrictions for attached garages and accessory structures from the Stevens Point Building Code to the Stevens Point Zoning Code as follows:

Sec. 23.04: Definitions and Rules

2) Definitions.

ACCESSORY BUILDING OR USE is a building, use, or activity which is conducted or located on the premises or immediately across the street from the principal use served, clearly incidental to, subordinate in purpose to, and clearly operated and maintained solely for the comfort, convenience, necessity, or benefit of the occupant, employee, customer, or visitor of or to the principal use. The accessory use may not be located on a parcel where the principal use is not permitted. Any accessory use which is not on the site of, or is across the street from, the principal use must be reviewed and approved by the Common Council.

The sum of all detached private garages or accessory structures for single- and two-family residential land uses shall not total more than 900 square feet in footprint area per zoning lot. In addition, one open-sided accessory building of up to 170 square feet is allowed. An open-sided building is defined as a structure with no more than one side enclosed by a wall or other materials.

One attached garage shall be allowed per single- and two-family residence at a size not to exceed 1,200 square feet.

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

Approved: _____
Mike Wiza, Mayor

Attest: _____
Kari Yenter, City Clerk

Dated: February 5, 2024
Adopted: February 19, 2024

Drafted by: Adam Kuhn
Return to: City Clerk

City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481-3594

Department of Community Development
Adam Kuhn
Associate Planner
Zoning Administrator
Ph: (715) 346-1567
Fax: (715) 346-1498

MEMORANDUM

To: Plan Commission

From: Adam Kuhn, AICP
Associate Planner / Zoning Administrator

Date: February 5, 2024

RE: Ordinance Amendment – Home Occupations

Background: For the last year, the Commission spent time discussing potential amendments to the Zoning Code's definition of the term 'home occupation.' Since the current iteration of the City's Zoning Code was adopted in 1979, the following regulations have applied for operating a home-based business:

> *<u>HOME OCCUPATION/PROFESSIONAL OFFICE</u> - is any occupation or profession carried on by a member of the immediate family residing on the premises provided that such occupation is incidental to the use of the premises for residential purposes and does not affect any substantial change in the external arrangement of the building or in the character of the neighborhood; no substantial amount of stock in trade is kept of commodities sold; no more than one person beyond the immediate family may be employed in said home occupation. A professional person may use his residence for consultation, emergency treatment, or performance of religious profession. Home occupations are not permitted which involve the presence of any kind of animal, rodent, or aquatic life on the premises as an essential part of such home occupation.*

Administering the above home occupation definition does come with challenges. Terms used within the definition, such as 'incidental' and 'substantial,' provides a degree of subjectivity that makes it challenging to uniformly apply it given the wide degree of home-based businesses that exist. Truth be told, I have had prospective home-based businesses choose not to operate within city limits due to how subjective

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the City's ordinance is, and the fear that future City staff could administer the ordinance differently.

In discussing ways to amend this definition, several factors were considered and were discussed over the last month. Such factors include:

1. Reduce the level of subjectivity by providing more objective standards.
2. As other ordinance provisions within the City's Revised Municipal Code govern some of the concerns that residents have with such a use (e.g., excessive noise, traffic generation, etc.), the attached resolution leverages existing ordinances to address these concerns. For example, the City's Noise Ordinance is referenced within the resolution.
3. Apply targeted revisions to the City's current home occupation definition to encourage small-business start-ups. For example, the current definition allows no more than one employee who is not a permanent resident of the property in question to be employed in a home-based business. Under the proposed resolution, that number increases to two.

As this was raised during the last discussion, I would like to remind the Commission that the proposed resolution, if adopted, would apply <u>only</u> to new home-based businesses that are established after the adoption date. Existing businesses would not be subject to these provisions if the size and scope of business operations did not change. Likewise, professional offices would not be subject to the regulations within the resolution.

The attached resolution is for your consideration. If you have any questions, please do not hesitate to contact me.

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

[Chapter 23 of the Revised Municipal Code – Zoning Ordinance – Home Occupation Definition]

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

SECTION I: That Section 23.04(2), Zoning Ordinance of the Revised Municipal Code of the City of Stevens Point, shall be amended as it relates to defining the term 'home occupation' as follows:

Sec. 23.04: Definitions and Rules

2) Definitions.

~~HOME OCCUPATION/PROFESSIONAL OFFICE - is any occupation or profession carried on by a member of the immediate family residing on the premises provided that such occupation is incidental to the use of the premises for residential purposes and does not affect any substantial change in the external arrangement of the building or in the character of the neighborhood; no substantial amount of stock in trade is kept of commodities sold; no more than one person beyond the immediate family may be employed in said home occupation. A professional person may use his residence for consultation, emergency treatment, or performance of religious profession. Home occupations are not permitted which involve the presence of any kind of animal, rodent, or aquatic life on the premises as an essential part of such home occupation.~~

HOME OCCUPATION – is any business or commercial activity that is conducted within a dwelling unit. The purpose of this section is to strike a balance between fostering small-scale businesses and the residential character of areas not zoned commercial in a manner that is:

1) **Accessory and subordinate to the primary residential use of the property;**
2) **Conducted in a manner that is compatible with the residential premises; and**
3) **Not detrimental to the residential character, appearance and livability of surrounding properties within which such uses and activities are conducted.**

For residential dwellings located in commercial and industrial zoning districts, the provisions of this definition shall apply only to the extent that such occupations or businesses are accessory uses and are not a principal or conditional use that may be allowed in those zoning districts.

General requirements. All home occupations shall comply with all of the following requirements:

1) **Prohibited home occupations. The following uses are prohibited as part of a home occupation:**

    a) **Any occupation involving the purchase and resale, exchange, production, refinement, packaging or handling of explosives, or hazardous materials or substances, as defined pursuant to the Comprehensive Environmental Response Compensation and Liability Act.**
    b) **Adult stores**
    c) **Dance or night clubs**
    d) **The service, repair, or painting of any motorized vehicle including, but not limited to, motor vehicles, trailers, boats, personal watercraft, recreation vehicles and snowmobiles**
    e) **Automobile sales, excluding the sale of the residents' personal vehicle(s)**
    f) **Pet boarding exceeding three animals on the premises at any one time**
    g) **Automotive towing and wrecking services**
    h) **For dwellings located within the Groundwater Protection Zones A, B and C, no use listed as 'prohibited' within their respective groundwater protection zone is allowed as a home occupation.**

2) **The owner or proprietor of a home occupation shall reside in the dwelling from which the home occupation is being conducted.**
3) **No more than two employees who do not permanently reside in the dwelling from which the home occupation is being conducted may**

be employed in said home occupation. For the purpose of this section, 'employee' shall refer to a person for whom the property where the home occupation is taking place is their place of work.

4) Signage is permitted on the property in accordance with Chapter 25, Sign Ordinance of the City of Stevens Point.
5) The residential dwelling shall remain in character and appearance that is typical and customary for dwellings located in the zoning district within which the home occupation is located. Alterations that make the dwelling, building and/or site appear or function similar to a commercial operation are prohibited.
6) Exterior entryways that are created solely for conducting a home occupation are permitted along the interior side and rear elevation of the residence. This provision shall not apply for the construction of an accessory commercial unit.
7) There shall be no exterior storage of materials to operate a home occupation that is visible from a public right-of-way. Machinery and trailers permitted for lawful operation upon a public road, as defined within Section 21.03, shall be exempt from this provision.
8) The home occupation shall not result in a public nuisance as defined in Chapter 21.15(1) of the City of Stevens Point Revised Municipal Code. Examples of a public nuisance include, but are not limited to, noise, smoke, dust, odor, heat, glare or electronic disturbance.
9) There shall be no commodities sold or services rendered that require regular receipt and delivery of merchandise, goods or equipment by other than passenger motor vehicle, the United States Mail Service, UPS, FedEx and similar delivery services. Deliveries by hydraulic lift gate vehicles shall be limited to twice monthly. The use of a semi-trailer for a home occupation is prohibited.
10) The home occupation shall not involve the storage of more than two commercial vehicles on the property for the delivery of materials to or from the premises. For the purpose of this Section, a commercial vehicle shall be defined as a vehicle not exceeding 2.5 tons in capacity.
11) No more than four visitors on the premises for the sole purpose of the home occupation shall be permitted. This provision shall not apply for in-home day care uses.

Approvals. A permit shall not be required to conduct a home occupation. Property owners requesting a zoning verification statement that the home occupation conducted on the property meets the provisions of this Section may receive one from the Zoning Administrator.

Appeals. An applicant may request waiving of one or more, or a portion thereof, of the requirements of this section. The special request, requiring a Class II Public Hearing, may be reviewed by the Plan Commission and Common Council. In reviewing the request, the Common Council shall

use the conditional use standards found within this Ordinance to determine compliance.

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

Approved: _____
Mike Wiza, Mayor

Attest: _____
Kari Yenter, City Clerk

Dated: February 5, 2024
Adopted: February 19, 2024

Drafted by: Adam Kuhn
Return to: City Clerk

City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481-3594

Department of Community Development
Redevelopment Authority
Director Ryan J. Kernosky, MPA
Ph: (715) 346-1567
Fax: (715) 346-1498

TO: City Plan Commission

FROM: Ryan Kernosky, Director of Community Development

DATE: February 5, 2024

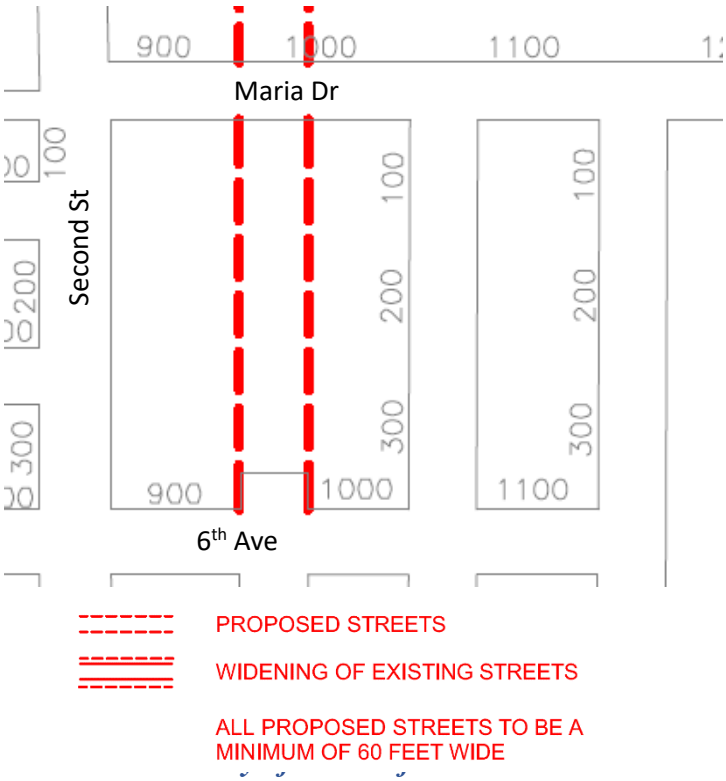
RE: Acquisition of 612 sf Strip for Third Avenue Right of Way

---

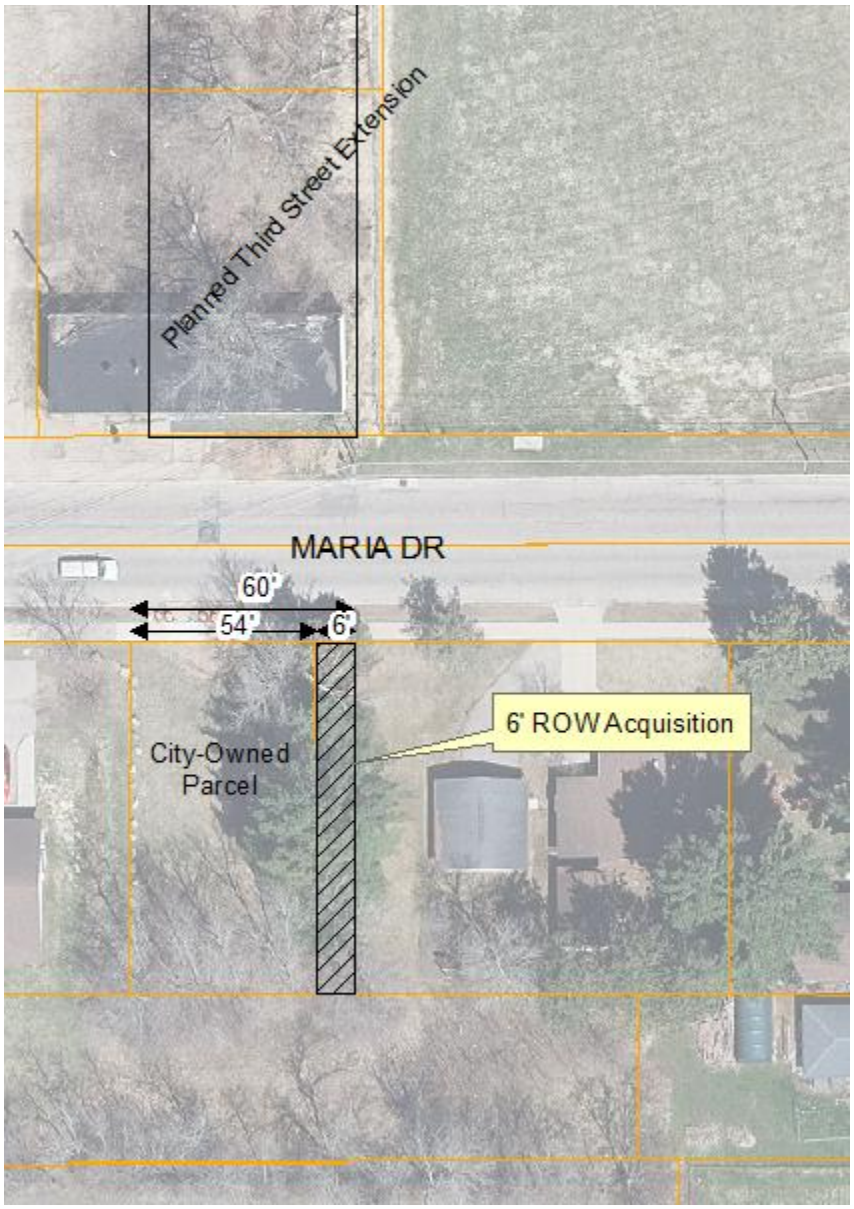
Commissioners –

As part of the Maria Drive reconstruction project planned for 2024, City staff has been working to ensure that we are implementing our future road map and to plan for future road construction projects. As you may be aware, the extension of Third Street from Sixth Avenue to Maria Drive has been part of the Official Street Map for several years. The existing City-owned parcel is 54' in width, the City's desire is to have a minimum 60' width for Right of Way. As such, we have negotiated a purchase of ~612 sq ft of land east of the existing City-owned parcel with the adjacent property owner.

1 Future Street Map



Consistent with §62.23(5) this matter is before the Plan Commission for recommendation to the Common Council. A visual detail is included below:



Staff Recommendation: Staff recommends APPROVAL of the proposed acquisition as presented.

DOCUMENT NO.

QUIT-CLAIM DEED

THIS INDENTURE, made by **Gregory J. Marsicek, Jr. and Lauren N. Marsicek**, husband and wife as survivorship marital property, Grantor, hereby Quit-Claim to the **CITY OF STEVENS POINT**, a Wisconsin Municipal Corporation, Grantee, the following tract of land in Portage County, State of Wisconsin:

Part of Tax Parcel No. 281-2408-29-3003-35

A parcel of land being part of the Northeast Quarter of the Southwest Quarter of Section 29, Township 24 North, Range 8 East, City of Stevens Point, Portage County, Wisconsin described as follows:

NAME AND RETURN ADDRESS
Kari A. Yenter, Clerk
City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481

_ 281-2408-29-3003-35____
PARCEL IDENTIFICATION NUMBER

Commencing at the west quarter corner of Section 29; thence North 89 degrees 44 minutes 39 seconds East along the north line of the Southwest Quarter of said Section 29 a distance of 1,556.40 feet; thence South 00 degrees 15 minutes 21 seconds East 30.71 feet to the south right of way line of Maria Drive and the **point of beginning**; thence North 89 degrees 46 minutes 21 seconds East along said south right of way line 6.12 feet; thence South 00 degrees 10 minutes 46 seconds West 102.04 feet to the south line of lands recorded with the Portage County Register of Deeds as Document Number 868253; thence South 89 degrees 49 minutes 18 seconds West along said south line 6.03 feet to the southwest corner of said lands; thence North 00 degrees 07 minutes 44 seconds East along the west line of said lands to the **point of beginning** and there terminating. Said parcel of land contains 620 square feet (0.014 acres).

Subject to restrictions, covenants and easements of record.

This real estate transaction is exempt from fee pursuant to Wis. Stats. 77.25(2r).

This (is or is not) homestead property.

Dated this _____ day of January, 2024.

_____(SEAL)
Gregory J. Marsicek, Jr.

_____(SEAL)
Lauren N. Marsicek

AUTHENTICATION

Signature(s)_____
_____
authenticated this _____ day of January, 2024.

_____
ANDREW LOGAN BEVERIDGE
Member, State Bar of Wisconsin

THIS INSTRUMENT WAS DRAFTED BY
Andrew Logan Beveridge, City Attorney
1515 Strongs Avenue
Stevens Point, WI 54481
(715) 346-1556

ACKNOWLEDGMENT

State of Wisconsin)
)ss
County of Portage)

Personally came before me this _____ day of January, 2024, the above named **Gregory J. Marsicek, Jr. and Lauren N. Marsicek** to me known to be the persons who executed the foregoing instrument and acknowledge the same.

_____
BECKY KALATA
Notary Public, Portage County, Wisconsin
My commission Expires _____.

Legal Description

Subject to restrictions, covenants and easements of record.

LEGAL DESCRIPTION

A parcel of land being part of the Northeast Quarter of the Southwest Quarter of Section 29, Township 24 North, Range 8 East, City of Stevens Point, Portage County, Wisconsin described as follows:

Commencing at the west quarter corner of Section 29; thence North 89 degrees 44 minutes 39 seconds East along the north line of the Southwest Quarter of said Section 29 a distance of 1,556.40 feet; thence South 00 degrees 15 minutes 21 seconds East 30.71 feet to the south right of way line of Maria Drive and the **point of beginning**; thence North 89 degrees 46 minutes 21 seconds East along said south right of way line 6.12 feet; thence South 00 degrees 10 minutes 46 seconds West 102.04 feet to the south line of lands recorded with the Portage County Register of Deeds as Document Number 868253; thence South 89 degrees 49 minutes 18 seconds West along said south line 6.03 feet to the southwest corner of said lands; thence North 00 degrees 07 minutes 44 seconds East along the west line of said lands to the **point of beginning** and there terminating.

Said parcel of land contains 620 square feet (0.014 acres).

City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481-3594

Department of Community Development
Redevelopment Authority
Director Ryan J. Kernosky, MPA
Ph: (715) 346-1567
Fax: (715) 346-1498

TO: City Plan Commission

FROM: Ryan Kernosky, Director of Community Development

DATE: February 5, 2024

RE: Request from the City of Stevens Point to annex PID 020240826-13.05, 020240826-14.03, 020240826-13.10, 020240826-13.07, 020240826-13.09 consistent with Wis. Stats. 66.0223

Commissioners –

The City acquired 5595 Regent Street in January 2023 for the purposes of facilitating annexation of the planned future subdivision along Brilowski Road and Golla Road. As you are aware, the City has acquired several parcels in the Brilowski Road/Golla Road area to assist in the creation of a subdivision. As part of the subdivision development, annexation is a critical component of utility extensions and protection of municipal wellheads as the area develops.

There are several types of annexations allowed through Wis. Stats. They are:

- Annexation by Unanimous Approval
- Annexation by One-Half Approval
- Annexation by Referendum
- Annexation by City or Village Initiated Referendum
- Annexation of Town Islands
- Annexation of Territory Owned by a City or Village

The City owns all the parcel subject to the annexation request, which allows us to pursue a simplified annexation process through Wis. Stats. 66.0223. The more common way of annexation is through Unanimous Approval (Wis. Stats. 66.0217(2), which requires a petition from the property owners, contiguity to the municipality, and WI-DOA concurrence (which requires the Township and the annexing municipality to review as well). The Annexation of Territory Owned by a City only requires an ordinance approval, and *does not* require contiguity to the annexing municipality. It also does not require any DOA concurrence.

Enclosed in this memorandum is the ordinance annexing the subject parcel and a map to provide a visual for the annexation. Staff is preparing for the development of the subdivision, and annexation is the first step.

AN ORDINANCE ANNEXING TERRITORY TO THE CITY OF STEVENS POINT

Right of way and property at 5498 Golla Road (PID. 020-2408-26-13.05), and right of way and unaddressed parcels along Golla Road, Regent Street, and Brilowski Road (PID.'s 020-2408-26-13.10, 020-2408-26-14.03, 020-2408-26-13.07, and 020-2408-26-13.09)

Return to:
City of Stevens Point
City Clerk
1515 Strongs Avenue
Stevens Point, WI 54481

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

SECTION 1: Territory Annexed. Pursuant to Wis. Stat. §66.0223(1) the following described territory shall be detached from the Town of Hull, Portage County, Wisconsin and is annexed to the City of Stevens Point, Portage County, Wisconsin:

The land description is attached hereto as Exhibit 'A' and a scale Annexation Map is attached hereto as Exhibit 'B' and shall become a part of this ordinance.

SECTION II: Effect of Annexation. From and after the date of this ordinance, the territory described in Section I shall be a part of the City of Stevens Point for any and all purposes provided by law and all persons coming or residing within such territory shall be subject to all ordinances, rules and regulations governing the City of Stevens Point and school district.

SECTION III: Zoning Classification. All such land being annexed to the City of Stevens Point shall be temporarily designated "RLD" Residential Low Density District for zoning purposes. Permanent zoning shall be approved by the Common Council of the City of Stevens Point.

SECTION IV: State Legislative, County Supervisory, and City Aldermanic District Designation. The territory described in Section 1 lying in the **Town of Hull** shall remain a part of the 24th State Senate District, remain a part of the 71st State Assembly District, shall become a part of the 10th County Board Supervisory District, become a part of the 7th Aldermanic District, and shall become a part of the 20th Ward of the City of Stevens Point subject to the ordinances, rules and regulations of the City, County, and State governing districts.

SECTION V: Population. The population of the annexed territory is zero (0).

SECTION VI: Severability. If any provision of this ordinance is invalid or unconstitutional or if the application of this ordinance to any person or

circumstance is invalid or unconstitutional, such invalidity or unconstitutionality shall not affect any provisions or application of this ordinance which can be given effect without the invalid or unconstitutional provision or application.

SECTION VII: Tax Payment. Pursuant to Wis. Stat. §66.0217 (14) the City of Stevens Point shall pay annually to the Town of Hull for a period of five years, an amount equal to the amount of property taxes that the Town levied for municipal purposes on the annexed territory, as shown by the tax roll under Wis. Stat. §70.65, in the year in which the annexation is final.

SECTION VIII: Review. The annexation of City-owned property is not subject to review by the Department of Administration pursuant to Wis. Stat. §66.0223.

SECTION IX: Effective Date. This ordinance shall take effect upon passage and publication as provided by law.

APPROVED: _____
Mike Wiza, Mayor

ATTEST: _____
Kari Yenter, City Clerk

Dated: February 1, 2024

Adopted: February 19, 2024

Published: February 23, 2024

This instrument drafted by:
Pat Fuehrer
Engineering Division
City of Stevens Point

EXHIBIT 'A'

ANNEXATION LEGAL DESCRIPTION

All of Lots 1 and 2 of Portage County Certified Survey Map Number 4939-17-194 & 194A and all of Lots 1, 3, and Outlot 1 of Portage County Certified Survey Map Number 011720 located in the Northwest Quarter of the Southeast Quarter and the Northeast Quarter of the Southeast Quarter, and that part of the Southwest Quarter of the Southeast Quarter and the Southeast Quarter of the Southeast Quarter of Section 26, and that part of the Northwest Quarter of the Southwest Quarter of Section 25, Township 24 North, Range 8 East, Town of Hull, Portage County, Wisconsin, more particularly described as follows:

Commencing at the southeast corner of Section 26; thence North 00 degrees 13 minutes 39 seconds West along the east line of the Southeast Quarter of Section 26 a distance of 1,354.26 feet to the easterly extension of the north right of way line of Regent Street and the **point of beginning of this annexation**; thence North 89 degrees 32 minutes 36 seconds East 38.86 feet to the southwest corner of Lot 35 of Eastwood Subdivision and the northeast corner of Regent Street and Brilowski Road; thence North 00 degrees 00 minutes 22 seconds West along the east right of way line of Brilowski Road 149.79 feet to the easterly extension of the south line of Lot 2 of said Portage County Certified Survey Map Number 011720; thence South 89 degrees 51 minutes 11 seconds West along said easterly extension 66.00 feet to the southeast corner of said Lot 2 and the west right of way line of said Brilowski Road; thence South 89 degrees 51 minutes 11 seconds West along the south line of said Lot 2 a distance of 632.15 feet to the southwest corner thereof; thence North 00 degrees 00 minutes 22 seconds West along the west line of said Lot 2 a distance of 461.17 feet to the northwest corner thereof and the south right of way line of Golla Road; thence South 89 degrees 57 minutes 13 seconds East along said south right of way line 491.84 feet; thence continuing North 89 degrees 55 minutes 39 seconds East along said south right of way line 0.33 feet to the southerly extension of the west line of Lot 3 of Portage County Certified Survey Map Number 4939-17-194 & 194A; thence North 00 degrees 18 minutes 08 seconds West along said southerly extension 66.00 feet to the southwest corner of said Lot 3 and the north right of way line of said Golla Road; thence North 00 degrees 18 minutes 08 seconds West along the west line of said Lot 3 a distance of 281.66 feet to the northwest corner thereof; thence North 89 degrees 51 minutes 34 seconds East along the north line of said Lot 3 a distance of 141.69 feet to the northeast corner thereof and the west right of way line of said Brilowski Road; thence North 89 degrees 51 minutes 34 seconds East along the easterly extension of said north line 66.00 feet to the east right of way line of said Brilowski Road; thence North 00 degrees 03 minutes 23 seconds West along said east right of way line 330.45 feet to the northwest corner of Outlot 2 of said Eastwood Subdivision; thence South 89 degrees 51 minutes 11 seconds West along the westerly extension of the north line of said Outlot 2 a distance of 43.47 feet to the east quarter corner of Section 26; thence South 89 degrees 57 minutes 47 seconds West along the easterly extension of the north line of said Lot 2 of Portage County Certified Survey Map Number 4939-17-194 & 194A a distance of 22.53 feet to the northeast corner of said Lot 2 and the west right of way line of said Brilowski Road; thence South 89 degrees 57 minutes 47 seconds West along the north line of said Lot 2 a distance of 1,617.29 feet to the northwest corner thereof and the east right of way line of Maple Bluff Road; thence South 00 degrees 32 minutes 46 seconds East along the west line of said Lot 2 a distance of 911.51 feet to the southwest corner thereof and said north right of way line of Golla Road; thence South 00 degrees 22

minutes 10 seconds East along the southerly extension of said west line 68.06 feet to the northwest corner of Lot 1 of said Portage County Certified Survey Map Number 4939-17-194 & 194A and the south right of way line of said Golla Road; thence South 00 degrees 22 minutes 12 seconds East along the west line of said Lot 1 a distance of 310.82 feet to the southwest corner thereof and the north right of way line of said Regent Street; thence South 00 degrees 22 minutes 12 seconds East along the southerly extension of said west line 66.00 feet to the south right of way line of said Regent Street; thence North 89 degrees 55 minutes 04 seconds East along said south right of way line 21.95 feet to the southwest corner of North Maple Bluff Court and Regent Street; thence continuing North 89 degrees 55 minutes 04 seconds East along the easterly extension of said south right of way line 66.00 feet to the southeast corner thereof; thence continuing North 89 degrees 55 minutes 04 seconds East along said south right of way line 243.45 feet to the northeast corner of Lot 54 of the Third Addition to Maple Bluff Subdivision and the northwest corner of Lot 15 of the Second Addition to August Firkus Subdivision; thence continuing North 89 degrees 51 minutes 11 seconds East along said south right of way line 129.81 feet to the southwest corner of Evelyn Court and Regent Street; thence continuing North 89 degrees 51 minutes 11 seconds East along the easterly extension of said south right of way line 66.00 feet to the southeast corner thereof; thence continuing South 89 degrees 51 minutes 11 seconds East along said south right of way line 126.98 feet to the northeast corner of Lot 14 of said Second Addition to August Firkus Subdivision and the west line of Lot 1 of the First Addition to August Firkus Subdivision; thence North 00 degrees 14 minutes 21 seconds West along said west line 3.00 feet to the Northwest corner thereof; thence continuing North 89 degrees 51 minutes 11 seconds East along said south right of way line 126.98 feet to the southwest corner of Joe Street and Regent Street; thence continuing North 89 degrees 51 minutes 11 seconds East along the easterly extension of said south right of way line 66.00 feet to the southeast corner thereof; thence continuing North 89 degrees 51 minutes 11 seconds East along said south right of way line 126.94 feet to the northeast corner of Lot 8 of said First Addition to August Firkus Subdivision and the northwest corner of Lot 7 of August Firkus Subdivision; thence continuing North 89 degrees 51 minutes 11 seconds East along said south right of way line 169.92 feet to the southwest corner of Leonard Street and Regent Street; thence continuing North 89 degrees 51 minutes 11 seconds East along the easterly extension of said south right of way line 60.00 feet to the southeast thereof; thence continuing North 89 degrees 51 minutes 11 seconds East along said south right of way line 198.50 feet to the northeast corner of Lot 11A of Portage County Certified Survey Map Number 1192-4-250; thence North 00 degrees 13 minutes 52 seconds West along the northerly extension of the east line of said Lot 11A a distance of 63.00 feet to said north right of way line of Regent Street; thence North 89 degrees 51 minutes 11 seconds East along said north right of way line 203.97 feet to the southeast corner of Lot 3 of said Portage County Certified Survey Map Number 011720 and the northwest corner of Regent Street and Brilowski Road; thence continuing North 89 degrees 51 minutes 11 seconds East along the easterly extension of said north right of way line 27.14 feet to the **point of beginning** and there terminating.

Said annexation contains 42.697 acres.

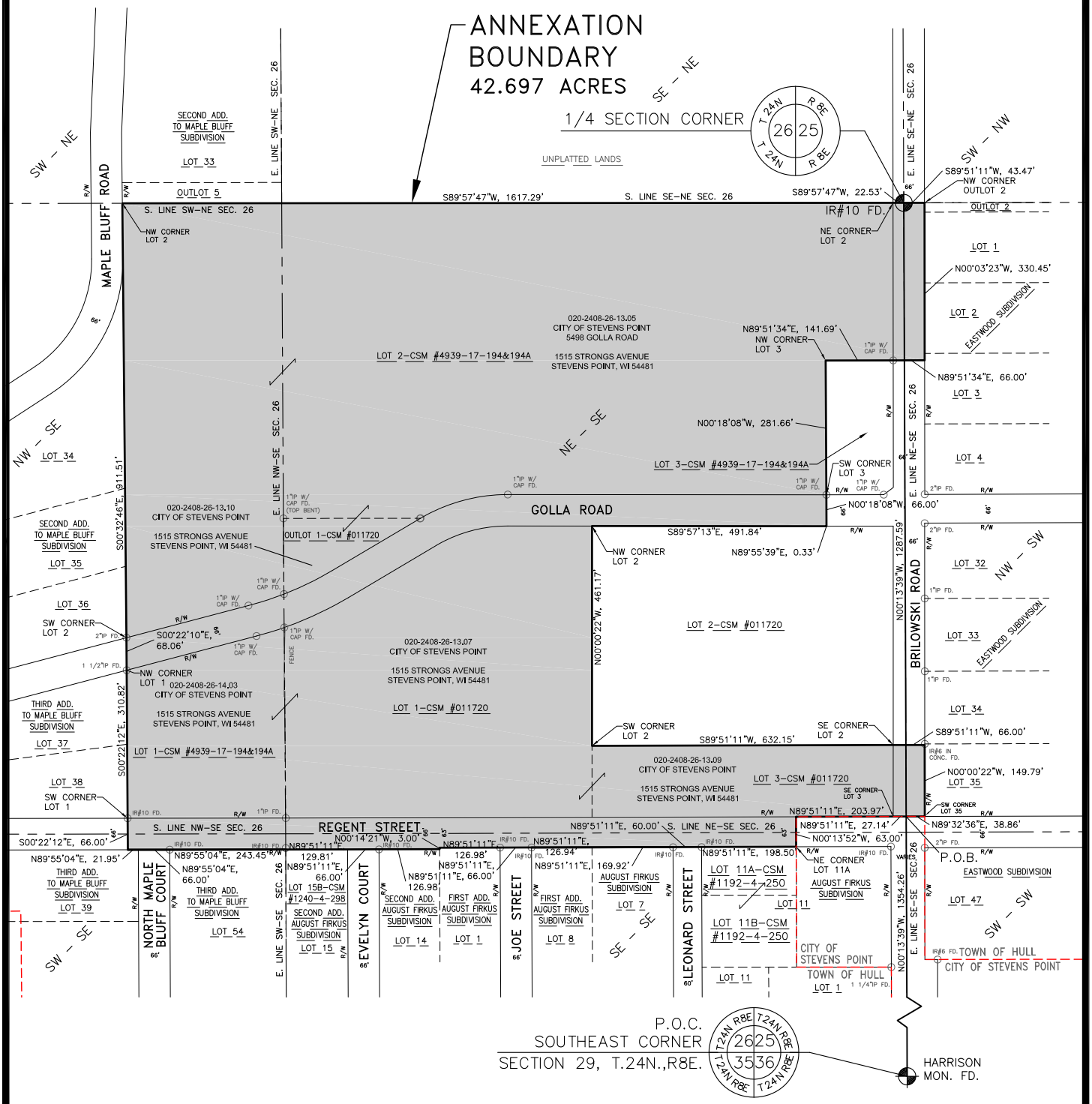
EXHIBIT 'B'

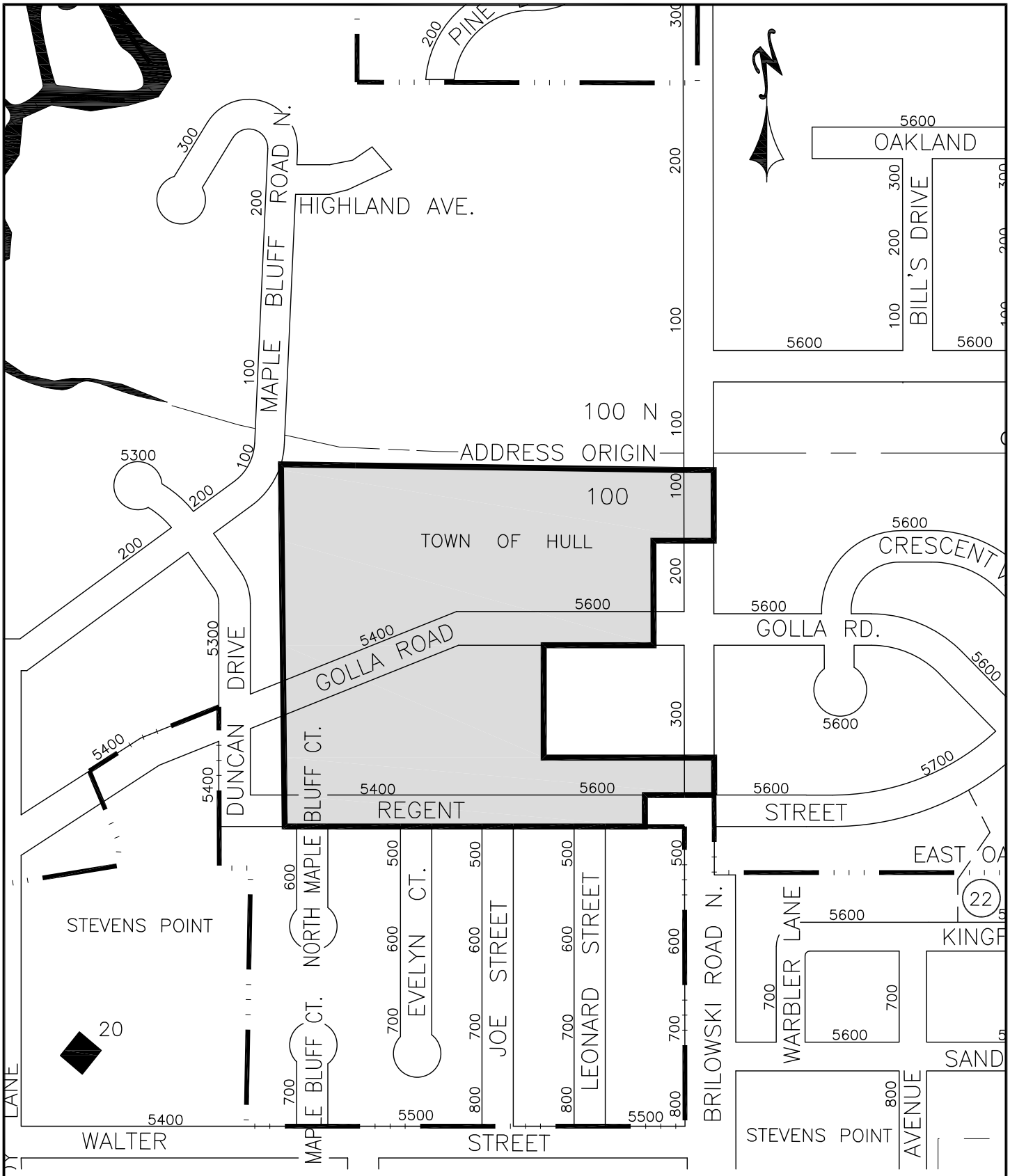
ANNEXATION MAP

BASIS FOR BEARING

THE BEARINGS HEREIN ARE REFERENCE TO WISCONSIN COUNTY COORDINATE SYSTEM–PORTAGE COUNTY–NAD 83. THE EAST LINE OF THE SOUTHEAST QUARTER OF SECTION 26 BEARS N00°13'39"W.

0' 150' 300'
1"=300'





THIS ANNEXATION

UNADDRESSED PARCELS INCLUDING 5498 GOLLA ROAD

City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481-3594

Department of Community Development
Redevelopment Authority
Director Ryan J. Kernosky, MPA
Ph: (715) 346-1567
Fax: (715) 346-1498

TO: Public Policy & General Government Committee

FROM: Ryan Kernosky, Director of Community Development

DATE: September 12, 2024

RE: Ordinance Amendments to Chapter 30 (Building Code)

Public Policy & General Government Committee-

Chapter 30, which is the city's building code, is being updated to reflect a title change from Building Inspection Superintendent to Chief Building Official. This change in title is a result of the wage study performed last year and has not changed the position in any way.

Another change is to remove the language limiting the size of certain buildings out of chapter 30.04 and relocating it to the zoning ordinance Chapter 23. Here again, no significant change to the code itself, just a clarification and relocation to Chapter 23.

The final change was to increase the maximum general penalty from Five Hundred Dollars ($500) to One Thousand Dollars ($1,000). This is based on the cost of construction projects, as it has increased over the last few years.

Staff recommends approval as presented.

CHAPTER 30

BUILDING CODE

Section
30.01 General Provisions
30.02 Definitions
30.03 Building Inspector and Permits
30.04 Accessory Structures
30.05 Inspections Required
30.06 Swimming Pools
30.07 Regulations for Moving or Razing Buildings
30.08 Building Numbering
30.09 Plumbing Service
30.10 Penalties

30.01 GENERAL PROVISIONS

(1) Scope. The provisions of this chapter shall apply to all buildings and structures within the City of Stevens Point and the installation of electrical, plumbing, mechanical, heating, ventilating, air conditioning or other systems or equipment within or associated with these buildings or structures. The provisions of this code supplement the laws of the State of Wisconsin pertaining to construction and use and the Zoning Code of the City and any amendments thereto subsequent to the date this Chapter was adopted. The provisions of this Chapter in no way supersede or nullify the City's Zoning Code.

(2) Title. These regulations shall be known and cited as "Municipal Building Code"; and shall be construed to secure their expressed and implied intent and to ensure public safety, health, and welfare insofar as they are dependent upon building construction, modification, maintenance, and use.

(3) Conflict:

(a) Any violations of previous versions of this Chapter shall continue to be adjudicated pursuant to the provisions of the version of this Chapter that was in effect at the time such violations occurred.

(b) The provisions of this chapter shall not be construed to prevent the enforcement of other ordinances or regulations of the City or of the State of Wisconsin which prescribe standards other than those provided herein. In case of conflicts among such regulations, the most restrictive standard shall apply.

(c) If any part of this ordinance is explicitly prohibited by federal or state statute, that part shall not be enforced.

(d) No provision of this code shall be construed to repeal, modify, or constitute an alternative to any lawful zoning regulations.

(e) Invalidity of Part. If any part, division, section, or portion of this code is adjudged to be unconstitutional or otherwise invalidated by a court of competent jurisdiction, the enforceability of the remainder of this code shall not be affected thereby.

(4) Codes adopted. The City adopts the following codes as minimum standards of construction for dwellings, public buildings, places of employment, accessory structures, garages and other structures as specifically mentioned and also the installation of electrical, plumbing, mechanical, heating, ventilating, air conditioning and other systems and equipment associated with these structures or premises. The adoption of these codes recognizes the intent of the State of Wisconsin to provide for a uniformity of standards within the state. The adoption of these codes is required by the State of Wisconsin to provide for a transfer of jurisdiction allowing the City to administer and enforce these codes.

(a) Uniform Dwelling Code ("UDC") adopted. The Wisconsin Administrative Code provisions describing and defining regulations with respect to one and two-family dwellings codified in Chapters SPS 320 through SPS 325 of the Wisconsin Administrative Code are hereby adopted and by reference made a part of this Chapter as if fully set forth herein. Residential detached garages and accessory buildings are subject to the Wisconsin Uniform Dwelling Code for One and Two-Family Dwellings and are included within the scope of this Code. Any act required to be performed or prohibited by an Administrative Code provision incorporated herein by reference is required or prohibited by this Chapter. Any future amendments, revisions, modification, or renumbering of the Administrative Code provisions incorporated herein are hereby adopted by and incorporated into this Chapter to secure uniform statewide regulation of one and two-family dwellings in this City. Such Administrative Code chapters may also be referred to as the UDC or residential building code.

(b) State Commercial Building Code ("CBC") adopted. Chapters SPS 360 through 366, Wisconsin Administrative Code (Wisconsin State Commercial Building Code for multi-family dwellings, public buildings and places of employment) and Chapters SPS 375 through 379 are hereby adopted and made a part of this Chapter with respect to those classes of buildings to which this building code specifically applies. Any future amendments, revisions, modifications, and renumbering of said Chapters SPS 360—366 and 375—379 are hereby adopted by and incorporated into this Chapter. Such Administrative Code chapters may also be referred to as the CBC or commercial building code.

(c) National Fuel Gas Code and Liquefied Petroleum Gas Code adopted. The National Fuel Gas Code NFPA 54 ANSI Z223.1, the Liquid Petroleum Gas Code NFPA 58, the documents listed in Chapter 2 of both codes, and any subsequent revisions to NFPA 54 and NFPA 58 and other listed documents are adopted and by reference made a part of this chapter as if fully set forth herein.

1. Application: The National Fuel Gas Code and the Liquefied Petroleum Gas Code are safety codes that shall apply to the installation of fuel gas piping systems to appliances, equipment and related accessories as listed within each code.

2. Gas piping, appliances, equipment and related accessories: New fuel gas piping systems to appliances, equipment and related accessories shall conform to the minimum standards of the National Fuel Gas Code and/or the Liquefied Petroleum Gas Code as applicable, the minimum installation requirements of the manufacturer, other provisions of Stevens Point Ordinances and any other minimum codes and standards as may apply in each separate installation as applicable.

New installations, alterations, additions, extensions, repairs or any other work involving fuel gas piping systems within the City shall conform to the most restrictive application of the above codes and standards.

(d) State electrical code adopted. The provisions and regulations of Wisconsin

Administrative Code Chapter SPS 316 in its entirety are hereby made a part of this chapter by reference and shall extend over and govern all electrical wiring installed, altered, repaired and presently existing in the city. Any further amendments, revisions, modifications, and renumbering of said Wisconsin Statutes and Wisconsin Administrative Code herein adopted shall be made part of this chapter as if set out fully herein.

(e) State plumbing code adopted. The provisions and regulations of Wis. Stats. Chs. 101 and 145, and Wisconsin Administrative Code Chapters SPS 325 and 381 through 387 are hereby made a part of this Chapter by reference and shall extend over and govern all new and existing plumbing installed, altered, repaired and maintained within the City. Any further amendments, revisions modifications, and renumbering of said Wisconsin Statutes and Wisconsin Administrative Code herein adopted shall be made part of this chapter.

(f) Credentials. Wisconsin Administrative Code Chapter SPS 305 governing licensing and credentialing shall hereby be adopted. Any further amendments, revisions, modifications, and renumber of said Wisconsin Statutes and Wisconsin Administrative Code chapters herein adopted shall be made part of this chapter. In addition to the requirements of this paragraph, the following provisions shall apply:

1. A residential property owner who installs, repairs, or maintains electrical wiring on premises that the property owner owns and occupies as a single-family principal residence may be issued a permit for such work without holding a credential for performing such work, provided that the City may issue a permit to the residential property owner only if the person desiring such permit shows that the person is competent to do such work in conformity with all rules and regulations governing installation of electrical wiring in residences, and such person pays the same fee as required of electrical contractors.

2. Unlicensed persons installing any portion of an electrical system wiring at a property other than a single family residence owned and occupied by the person performing the work, whether or not for compensation, shall be in violation of this section and subject to the penalties set forth in this chapter.

3. A residential property owner who installs, repairs, or maintains plumbing on premises that the property owner owns and occupies as their single-family principal residence, provided that the City may issue a permit to the residential property owner only if the person desiring such permit shows that the person is competent to do such work in conformity with all rules and regulations governing installation of plumbing, and such person pays the same fee as required of plumbing contractors. This section shall not apply to connections to municipal storm or sanitary sewers or water mains or their laterals.

4. A plumbing permit application submitted by the applicant will not be approved unless the individual or company listed to be performing the work is qualified as required by the Wisconsin Administrative Code provisions governing plumbing.

5. Unlicensed persons installing any portion of a plumbing system at a property other than a single family residence owned and occupied by the person performing the work, whether or not for compensation, shall be in violation of this section and subject to the penalties set forth in this chapter.

(5) Existing structures:

The following provisions shall apply to existing structures within the City. The enumeration of such provisions, however, shall not preclude the application of provisions contained elsewhere in this Code from applying to existing structures as either expressly or implicitly indicated in the Code:

(a) An existing building proposed to be occupied as a one- or two-family dwelling, when such building was not previously so occupied or used as a one or two-family dwelling.

(b) Alterations, regardless of cost, made to an existing dwelling when deemed necessary in the opinion of the Building Inspector shall comply with the requirements of this chapter for new buildings.

(c) Roof coverings. Whenever more than 25 percent of the roof covering bv area of a dwelling is replaced in any 12-month period, all new roof covering shall be in conformity with applicable sections of this chapter.

(d) Repairs. Repairs for the purpose of maintenance, or replacements in any existing building or structure, which do not involve the structural portions of the building or structures, or which do not effect room arrangement, light and ventilation, access to or efficiency of any exit stairways or exits, fire protection, or exterior aesthetic appearance and which do not increase a given occupancy use, shall be deemed minor repairs. Permits and licensing are not required for minor repairs, unless the type of work requires a permit per department list, which shall be approved by the Common Council and posted on the City's website. Changes to exterior aesthetic appearance shall not require permits unless the structure is located within an Historic District.

(e) Alterations When Not Permitted. When any existing building or structure, which for any reason whatsoever does not conform to the regulations of this Code, has deteriorated from any cause whatsoever to an extent greater than fifty (50) percent of the equalized value of the building or structure, no alterations or moving of such building or structure shall be permitted. Any such building or structure may be considered a menace to public safety and welfare and may be ordered vacated and thereafter demolished and debris removed from the premises.

(f) Alterations and Repairs Required. When any of the structural members of any building or structure have deteriorated from any cause whatsoever to less than their required strength, the owner of such a building or structure shall cause such structural members to be restored to their required strength per the respective adopted code. Unless and until such repairs occur, such structure shall be considered a menace to

public safety and shall be vacated and thereafter no further occupancy or use of the same shall be permitted until the regulations of this Code are complied with.

(g) Extent of Deterioration. The amount and extent of deterioration of any existing building or structure shall be determined by the Building Inspector.

(h) Use of Unsanitary Building. It shall be unlawful to occupy, use, or permit the occupancy or use of any building or structure that is so unsanitary, dilapidated, deteriorated, out of repair, or without running potable water that it is unfit for human habitation, occupancy or use. The Building Inspector has the authority to determine if a building is unfit for use under this section. Until the regulations of this Code have been complied with, such building shall not be used for human occupancy, habitation, or use.

(i) Responsibility. This chapter shall be binding alike upon every owner of a building or structure and every person who is in charge of or is responsible for or who causes the design, construction, alteration or repair of any building or structure or related electrical, plumbing, heating, ventilating or air conditioning equipment in the City.

(6) Sidewalks

No main building shall be erected without, prior to occupancy, having required sidewalks installed along that part of any public street that fronts the lot boundaries of the parcel on which the building is constructed. Such sidewalk installation requirement may be waived by the Building Inspector where there is no City plan for sidewalk installation. Any such sidewalk shall be constructed to the standards directed by the Department of Public Works.

30.02 DEFINITIONS

For the purpose of this Code, the following words and phrases shall have the meanings assigned to them in this section. Words and phrases defined in state statutes, administrative code chapters, or other municipal code sections referenced or adopted herein shall be as defined in the referenced codes, statutes, or regulations. Words and phrases not otherwise defined, shall have the meanings accepted by common usage or meanings generally recognized within the trades to which the term or phrase applies.

Accessory Building or Use - A building, use, or activity which is conducted or located on the premises of the principal use and serves, is clearly incidental to, is subordinate in purpose to, and is clearly operated and maintained solely for the comfort, convenience, necessity, or benefit of the occupant, employee, customer, or visitor of or to the principal use.

Addition - Any new construction whereby an existing building or structure, or building or structure in course of construction, is increased in footprint area, or volume content. For buildings or structures in the course of construction, "increased" shall mean an increase

beyond the footprint or volume identified in the plans upon which the building permit was issued.

Adjoining Lot Line - The line dividing adjoining lots, plots of land, or parcels of land of different or same ownership.

Alteration - Any change or modification other than an addition or repair to a building or to electrical, plumbing, heating, ventilating, air conditioning and other systems within a building or occupancy within a building.

Approved - Acceptable to the Building Inspector. (Approval is not to be construed as an assumption of any legal responsibility for the design or construction of the dwelling or building component.)

Building Inspector - The officer charged with the administration and enforcement of this Code as part of his/her regularly authorized duty. "Building Official", and "Authority Having Jurisdiction" when used in this Code shall refer to the Building Inspector. This term is further defined and explained in Section 30.03(1)(b) below.

Conditional Approval - Approval granted by the Department with the condition that the proposed building shall meet all regulations of this code, other municipal ordinances, and all laws of the State of Wisconsin.

Cubic Contents - The actual cubic contents enclosed within the outer surfaces of the exterior walls, outer surfaces of the roof, and the finished surfaces of the lowest floors of a building or structure. Does not include the contents of enclosed courts which are open to the sky.

Department – The Community Development Department of the City of Stevens Point.

Detached Garage- A private garage entirely separated from the principal building.

Dwelling - A building or portion thereof designed or used exclusively for residential occupancy, including single family dwellings, two-family dwellings, multiple-family dwellings and apartment hotels.

Established Grade - The grade of the street as established by ordinance at the center line of the street.

Fire Limits - All areas zoned Central Business Zoning District and the South Side Business District. (As defined by Map #1180)

Footings - That portion of the foundation of a structure which spreads and transmits loads directly to the soil or the piles.

Foundation - The supporting structure as a whole, below the lowest floor upon which rests the superstructure of a building or structure.

Garage - A building or portion thereof in which a motor vehicle containing gasoline, distillate, or other volatile, flammable liquid in its tank is stored, repaired, or kept.

Garage, Private - A detached accessory building or portion of a main building housing the motor vehicles of the occupants or owner of the one or two family dwelling.

Grade, Lumber - The classification of lumber in regard to stress and grade.

Lintel - The beam or girder placed over an opening in a wall which supports the wall construction above.

Loads. Dead Load - The weight of walls, floors, partitions, roofs, and other structural parts of a building or structure.

Live Load - All imposed, transient, moving loads, or loads due to impact, and including movable partitions in a building or structure other than dead loads.

Masonry, Solid - Masonry built without hollow spaces.

Person - The word "person" shall mean any individual, firm, association, corporation, or body politic, and includes any receiver, assignee, or similar representative thereof.

Principal Building - A single main building or structure on a lot for specific use or occupancies.

Repair - The reconstruction or renewal of any part of an existing building for the purpose of its maintenance or to correct damage. The words "repair" or "repairs" shall not apply to any change of construction type or structural components.

Stairway - Three or more risers shall constitute a stairway.

Square Footage of Building - The actual area in square feet enclosed by the exterior perimeter of the building walls on each separate floor level, measured from the exterior perimeter or as defined by the building type's respective code.~~.~~
Unusual Construction - Any construction methods or materials not covered in this code.

(1) Tenses and usage.

(a) Words used in the singular include the plural, and vice versa.

(b) Words used in the present tense include the future tense, and vice versa.

(c) The words "must," "will," "shall," and "may not" are mandatory.

(d) "May" is permissive.

(2) Conjunctions. Unless the context clearly indicates otherwise, the following conjunctions have the following meanings:

(a) "And" indicates that all connected items or provisions apply;

(b) "Or" indicates that the connected items or provisions may apply singly or in combination;

(c) "Either or" indicates that the connected items or provisions apply singly, but not in combination.

30.03 BUILDING INSPECTOR AND PERMITS

(1) General. The Department of Community Development – Division of Inspection Services is hereby created and the executive official in charge thereof shall be known as the Chief Building Official~~Building Inspection Superintendent~~.

(a) Chief Building Official~~Building Inspection Superintendent~~. The Chief Building Official~~Building Inspection Superintendent~~ shall be the executive official in charge of and responsible for all activities of the city building inspection division. All division inspectors, officers, technical assistants and employees shall report to the Chief Building Official ~~Building Inspection Superintendent~~ who shall in turn report directly to the Community Development Director. The Chief Building Official~~Building Inspection Superintendent~~ shall have the qualifications as required in his/her job description, which is on file in the City Human Resources department.

(b) Building Inspector. When used in this chapter, the term "Building Inspector" shall be liberally defined as the Chief Building Official~~Building Inspection Superintendent~~ and/or a commercial or UDC Building Inspector, a commercial or UDC electrical inspector, a commercial or UDC plumbing inspector or a commercial or UDC HVAC inspector and any duly appointed deputy or assistant officially authorized by the City to carry out the administrative and enforcement functions prescribed herein. The listed inspectors are not intended to indicate separate individuals. Rather it is intended to describe the range of inspector responsibilities and certifications that are necessary to complete the division of inspection services. Inspectors may hold any combination of inspector certifications to fit the needs of the inspection division. In no case shall an inspector do plan review or inspections without Wisconsin Department of Safety and Professional Services certification for the plans to be reviewed or the work to be inspected.

(c) Personal liability relief. No inspector, officer of employee charged with the administration and enforcement of this Chapter or Chapter 21 of the RMC, while acting on behalf of the City, shall thereby be rendered liable personally, and such inspector, officer or employee is hereby relieved of all personal liability for any damage occurring to persons or property as a result of any act required or permitted in the discharge of his or her official duties. Any suit initiated against any City inspector, officer or employee, because of an act performed by that person in the lawful discharge of his or her duties under the provisions of this Chapter or Chapter 21, shall be defended by the legal representative of the City until final termination of such proceedings. Such City employees and officials shall further enjoy any and all immunities, defenses, and limitations of liability afforded under the laws of the State of Wisconsin, and nothing contained herein shall constitute a waiver, express or implied, of any such protections. No inspector, officer or employee shall be liable for any costs in any action, suit or

proceeding instituted in pursuance of the provisions of this Chapter or Chapter 21, and such employee, acting in good faith and without malice, shall be free of liability for acts performed under any of its provisions or by reason of any act or omission in the performance of his or her official duties in connection therewith.

(d) Rights. The Building Inspector or authorized agent shall have the power and authority at all reasonable hours, for any proper purpose, to enter upon any public or private premises and make inspection thereof and to require the production of the permit for any building, plumbing, electrical, or heating work being done or the required license therefore. No person shall interfere with or refuse to permit access to any such premises to the above-described representatives of the municipality while in the performance of their duties.

(e) Power to stop work. Whenever any work is being done contrary to the provisions of this code, or is being done in an unsafe or dangerous manner, the Chief Building Official~~Building Inspection Superintendent~~ may order the work stopped by notice in writing served on any person engaged in the doing or causing of such work or a person who owns or controls the premises upon which the work is being performed, and any such person shall either forthwith stop such work or cause the work to be ceased until authorized by the Chief Building Official~~Building Inspection Superintendent~~ to recommence and proceed with the work.

(f) Order to Discontinue Occupancy or Use. The Building Inspector may issue an order to the owner of any building, structure, dwelling unit or equipment thereon, or to the person occupying or using any such building, structure, dwelling unit or equipment, to discontinue such occupancy or use if the building, structure, dwelling unit or equipment is, in the judgment of the inspector, in an unsafe condition or unfit for human habitation.

(g) Power to order building to be vacated. Whenever any building or portion thereof is being used or occupied contrary to the provisions of this code, the Chief Building Official~~Building Inspection Superintendent~~ may order such use or occupancy discontinued, and the building or portion thereof shall be vacated and a notice served on any person using or causing such use or occupancy, and such person shall vacate such building or portion thereof within the timeframe provided by the Chief Building Official~~Building Inspection Superintendent~~, or make the building or portion thereof comply with the requirements of this code provided. However, in the event of an emergency, the notice provisions in this section shall not be required prior to the occupancy or use being ordered to cease.

(h) Use Discontinued. Any building, structure, or premises, or any part thereof, which is vacated for a continuous period of six (6) months or more by any cause whatsoever shall not thereafter be occupied or used until approved by the Building Inspector if the Building Inspector determines that such period of vacancy may jeopardize public safety or heath if allowed to resume without actions to ensure that the resumption of use or occupancy can occur safely.

(i) Placarding of Unfit or Illegally Occupied Buildings.

1. If a building or any part thereof is unfit for human habitation, occupancy, or

use, or may be in danger of structural collapse, the inspector shall post a placard on the premises containing the following words: "Unfit For Human Habitation, Occupancy or Use." The Building Inspector shall prohibit the use of the building for human habitation by requiring the owner to vacate and prohibit further occupancy or use until the necessary repairs have been made.

2. Orders and placards shall remain effective until the required repairs or alterations have been made or demolition and removal have been completed. No person may alter or remove a posted order or placard, nor occupy, use or enter a posted or placarded building, structure or dwelling unit, except for the purpose of making the required repairs or alterations, without written permission from the Building Inspector.

(j) Not to Engage in Business. It shall be unlawful for an inspector to engage in, either directly or indirectly, the business of their respective trade. Inspectors shall have no financial interest in any concern in such business within the City of Stevens Point while holding office as an inspector. This shall apply to all trade credentials the inspector holds while in office. Any violation of this subsection shall be sufficient cause for dismissal.

(2) Permits required. No person shall excavate for, erect or construct, nor add to, enlarge, improve, repair, alter, convert, extend, move, or demolish any building or structure; perform any work with regards to electrical, plumbing, heating and ventilation, or cause the same to be done without first obtaining a permit therefore from the Division of Inspection Services. A list of activities for which a permit is required is on file in the department. The enumeration of such list does not preclude the Building Inspector from determining that an activity not appearing on the list nevertheless requires a permit, provided that the activity is within the general description of activities requiring permits contained in this paragraph.

(3) Historic Overlay District: In addition to the permits required for alterations and changes which affect buildings, any structure included in any Historic Overlay District shall be required to obtain a building permit for the installation of siding, windows and removal of original architectural details representative of an architecture style, a unique design element, or material.

(4) Permit fees

(a) The fees for activities and services performed by the city in carrying out its responsibilities under this code shall be as indicated in the most recently adopted Common Council fee schedule for the Community Development Department.

(b) Before any permit required by this code may be issued, the applicant must pay the appropriate fees as required by this code and the fee schedule under part (a).

(c) Before any permit required by this code may be issued, the applicant and/or property owner must be current on all personal property taxes within the city.

(d) Recreational Impact Fee. The City of Stevens Point hereby determines the

construction of residential dwelling units creates a demand for recreational facilities within the City. Therefore, it is the policy of the City to assess a portion of the costs for those facilities to the builders of new dwelling units in the City. New dwelling units shall be assessed an amount as indicated in the most recently Common Council adopted Department of Community Development Fee Schedule. Newly-approved mobile home parks shall be assessed an amount as indicated in the most recently Common Council adopted Department of Community Development Fee Schedule. This fee shall be due before issuing a building permit. This fee shall only apply to new construction and shall not apply to remodeling or existing units or the moving of existing mobile homes, unless such remodeling or moving results in an overall increase in the total amount of units.

(5) Application for permit.

(a) An application for a permit shall be submitted by the property owner or his/her authorized agent and shall comply with this Chapter and Wisconsin Administrative Codes SPS 320 and 361. The application shall include a Division of Inspection Services approved City of Stevens Point Permit Application Form in addition to any required information set forth in this section. Any application that is not fully completed, as determined by the Building Inspector, shall not be considered submitted for compliance with this section. Paying for the permit does not constitute automatic issuance of a permit.

(6) Inspection Division to Issue Permit.

(a) The Building Inspector shall not issue a permit until the building plans have been conditionally approved. After being conditionally approved, the plans and specifications shall not be altered in any respect which involves any of the ordinances, laws, or orders, or which involves the safety of the building, except with the written consent of the Building Inspector filed with such application.

(b) If the Building Inspector determines that submitted plans are inadequate, the Building Inspector may issue a permit for a part of the building prior to receiving the plans and specifications for the remaining portions of the building. It shall be unlawful to commence work on any premises, building, or alteration before the permit for such work has been issued. The issuance of a permit upon the plans and specifications shall not prevent the Building Inspector from thereafter requiring the correction of errors in said plans and specifications or from ordering such work to cease if it is being conducted in violation of any City Ordinance, Wisconsin Statute, Wisconsin Administrative Code Provision, or lawful orders issued pursuant thereto.

(c) For the construction of buildings requiring approval of building plans by the Department of Safety and Professional Services of the State of Wisconsin, no permit shall be issued until such approved plans are received by the Building Inspector.

~~(7)~~ **Waiver of Some Requirements.** At the option of the Chief Building Official~~Building Inspection Superintendent~~, plans data, specifications and survey information need not be submitted with **(7)** an application for permit provided the proposed construction is sufficiently

described in the application for permit.

(8) Posting of building permit: Except as specifically authorized by the Building Inspector, every permit issued shall be posted or displayed in a conspicuous location at the job site prior to commencement of construction and shall remain posted until all work authorized by such permit is completed and inspected.

(9) Expiration of permit.

(a) The permit shall become void unless operations are commenced within four (4) months from the date thereof, or if the building or work authorized by such permit is suspended at any time after work is commenced, for a period of sixty (60) days. This section may be waived at the discretion of the Chief Building Official~~Building Inspection Superintendent~~.

(b) Permits for new one- or two-family dwellings shall expire after two years.

(c) Permits for new commercial construction shall expire after two years.

(d) Permits for any commercial alterations or additions valued at or over $500,000.00 will expire after two years.

(e) Permits for any commercial alteration or addition valued under $500,000.00 will expire after one year.

(f) Permits for residential roofing, siding, decks, accessory structures and other similar projects will expire after six months.

(g) Permits for electrical, plumbing, HVAC or other similar systems will expire after six months unless the value of such work is over $50,000.00, in which case the permit will expire after one year.

(h) Permits for electrical, plumbing, HVAC or other similar systems in conjunction with new construction or alterations and additions will expire at the same time as the construction permit expires, regardless of the date issued.

(i) Permits for demolition and razing will expire after 90 days.

(j) Permits for moving structures will expire after 90 days.

* Exception for subsections (4) and (9) of this section: New permit or renewed permit fees for incomplete projects shall be the same fees of the last permit issued for the same project. The expiration time for each subsequent permit or renewal for the same project will be half of the prior time limit.

(10) Inspector may revoke permit.

(a) The Building Inspector may revoke any permit or approval issued under the regulations of this code and may stop construction or use of approved new

materials, equipment, methods of construction, devices, or appliances for any of the following reasons:

(i) Whenever there is a violation of any regulation of this code or of any other provision of the City Ordinances, Wisconsin or federal laws and regulations, or lawful orders issued pursuant to the same which reasonably relate to the subject matter of this Chapter.

(ii) Whenever the continuance of any construction becomes dangerous to property or the safety of the public.

(iii) Whenever there is any violation of any condition or provisions of the application for permit or of the permit.

(iv) Whenever in the opinion of the Building Inspector there is inadequate supervision provided on the job site.

(v) Whenever any false statement or misrepresentation has been made in the application for permit, plans, drawings, data specifications, or certified lot or plot plan on which the issuance of the permit or approval was based.

(vi) Whenever there is a violation of any of the conditions of an approval or occupancy given by the Building Inspector for the use of any new materials, equipment, methods of construction devices, or appliances.

(b) Whenever the Building Inspector revokes a permit under Paragraph (a) of this subsection, the Building Inspector shall comply with the following:

(i) The notice revoking a permit, certificate of occupancy or approval shall be in writing and may be served upon the applicant for the permit, owner of the premises, and the agent of the owner, if any, or on the person having charge of construction.

(ii) A revocation placard shall also be posted by the Building Inspector upon the building, structure, equipment, or premises in question.

(iii) After the notice is served and posted as indicated in parts (i) and (ii) above, it shall be unlawful for any person to proceed thereafter with any construction whatsoever on the premises, and the permit which has been so revoked shall be null and void. Before any construction or operation is again resumed on the premises, a new permit shall be procured and fees paid therefore in the same manner as otherwise required under this code for issuance for the initial permit. Thereafter the resumption of any construction or operation shall be in compliance with the regulation of this code.

(11) Stop work order: If the Building Inspector finds at any time that work on any building, structure or electrical, mechanical, plumbing or HVAC system is being performed contrary to the provisions of this chapter or in an unsafe or dangerous manner, the Building Inspector may order such work immediately stopped by issuing a written stop work order. Such order shall be posted in a conspicuous location at the job site or shall be served personally by the Building Inspector upon the property owner, the

owner's agent, or the person responsible for the work. A stop work order shall specify the nature of the violation and shall state the conditions under which work will be permitted to resume. Any person who shall continue to work in, on or about a building, structure or electrical, plumbing or HVAC system after a stop work order has been issued, except to complete such work as directed by the Building Inspector to correct the violation or unsafe condition, may be issued a citation for a violation of this chapter and shall be subject to penalties and forfeitures as described herein.

30.04 Accessory Structures

(1) Fees. The fees for activities and services performed by the city in carrying out its responsibilities under this section shall be as indicated in the most recently adopted common council fee schedule.

(2) Detached Garages. One and two family residential detached garages or structures shall be constructed in accordance with Chapters SPS 320-325 of the Wisconsin Administrative Code, also known as the Uniform Dwelling Code. Any further amendments, revisions and modifications of said Wisconsin Statutes and Wisconsin Administrative Code herein adopted are intended to be made part of this chapter.

(3) **Commercial accessory structures.** Accessory structures on parcels zoned non-residential shall be constructed according to the minimum standards of the Commercial Building Code.

~~(3)~~

30.05 Inspections Required

(1) Timely inspections. The permit applicant, owner or an authorized representative shall notify the Building Inspector after completion of each phase of construction and shall request all inspections as itemized in sections orally or in writing. The Building Inspector shall make every reasonable attempt to complete all inspections in a timely manner. Work on subsequent phases of construction shall not proceed until required inspections have been completed and approval has been granted by the Building Inspector. Construction may proceed on a one- or a two-family dwelling if an inspection has not been performed within two business days after proper notification has been given, and occupancy may occur five business days after a request for final

inspection if the final inspection has not yet been performed.. Construction may proceed on a commercial structure if an inspection has not been performed within five business days after proper notification has been given. The Building Inspector may also allow work to proceed when specific circumstances prevent the completion of an inspection within the allotted time period.

(2) Responsibility to call for inspection. It is the responsibility of the permit applicant, owner or an authorized representative to notify the Building Inspector that the construction or installation is ready for inspection. It is not the responsibility of the Building Inspector to track or estimate the time interval before the next inspection is needed, nor to notify the permit applicant that the permit has expired. The Building Inspector shall have the right and authority to order the removal of all coverings which may have been placed over such work before same has been inspected.

(3) Erosion control and site maintenance inspection. Erosion control measures shall be inspected after installation and concurrently with other required inspections throughout the construction period. Site maintenance and control of construction debris will be inspected concurrently with other required inspections.

(4) Construction inspections.

(a) **Foundation reinforcement inspection**. The placement of reinforcement shall be inspected where the reinforcement is required for code compliance prior to pouring concrete.

(b) **Drain tile inspection**. Below-grade drain tile systems shall be inspected after placement of tiles, washed stone and sump pits but prior to backfilling (exterior tiles) or placement of basement slab floors (interior tiles).

(c) **Footing and foundation inspection.** Footings shall be inspected after forms have been set, prior to pouring concrete. Foundations shall be inspected after forms have been removed and required insulation and waterproofing are in place, but prior to backfilling.

(d) **Under slab or under floor inspections.** The inspection of the basement floor or slab floor area before concrete is placed shall include the following: any required structural reinforcement, any underfloor plumbing, electrical, or HVAC; any interior drain tile with base course; the structural base course for the floor slab if required; the underfloor vapor retarder and underfloor insulation.

(e) **Rough framing inspection.** General building construction shall be inspected after all rough framing work is finished but before such work is covered or concealed.

(f) **Insulation and energy inspection**. Insulation and vapor barriers shall be inspected after installation is complete but prior to being covered or concealed.

(g) **Above ceiling inspection**. Work shall be inspected prior ceiling be covered or concealed.

(h) **Final inspection.** A final inspection shall be completed after all work included within the scope and application of this chapter is substantially complete but prior to the use or occupancy of the building or structure or portion thereof. The structure may not be occupied until a final inspection has been made that finds no critical violations of this code that could reasonably be expected to affect the health or safety or a person using the structure.

(5) HVAC inspections.

(a) **Rough inspection.** All HVAC equipment or systems installations which are thereafter to be concealed or covered, shall be inspected after rough work is finished but before such work is covered or concealed.

(b) **Gas piping pressure test required.** It is unlawful for any person, firm or corporation to place into operation any gas equipment installed or replaced until the piping installation has been tested, inspected and approved.

(c) **Final inspection.** All HVAC equipment or systems shall be inspected after installation is complete. Equipment information and operating manuals shall be provided to the inspector and owner. Equipment shall be tested and balanced before inspection is requested. A final HVAC inspection shall be completed after all work included within the scope and application of this chapter is substantially complete but prior to the use of the recently installed HVAC system and equipment or use and occupancy of the building or structure.

(6) Electrical inspections.

(a) **Notification to Inspector.** Upon completion of the wiring of any building, the person, firm, or corporation doing the work or receiving the permit shall notify the electrical inspector who shall make inspections within 2 business days for rough in work or 5 business days for final inspection after being notified. All electrical work shall be left exposed until such time as the inspector has completed his/her inspection. Inspections include:

1. **Electric service inspection**. Electric service installations, upgrades or changes shall be inspected and approved before the electric utility shall energize the service

2. **Under slab or under floor inspections.** The inspection of the basement floor or slab floor area before concrete is placed shall include the following: any required structural reinforcement, any underfloor electrical; any interior drain tile with base course; the structural base course for the floor slab if required; the underfloor vapor retarder and underfloor insulation.

3. **Rough inspection.** General building electrical wiring, equipment, conduit or any miscellaneous electrical installations shall be inspected after all rough work is finished but before such work is covered or concealed.

4. **Final electrical inspection.** A final electrical inspection shall be completed

after all work included within the scope and application of this chapter is complete but prior to the use of the recently installed electrical system and equipment or the use and occupancy of the building or structure.

(b) **Authority to disconnect electrical service.** The Building Inspector may cause the immediate disconnection of electrical power or service to any defective equipment or system where he or she finds determines that the installation creates imminent danger to persons or property or that such electrical power may interfere with the work of the fire department in emergency situations. No person shall reconnect any electrical equipment or service so disconnected until necessary repairs or alterations are completed and approval is granted by the Building Inspector. The Building Inspector may also cause the discontinuance of electrical service to any premises to which he or she is denied access or entry as set forth in this section.

(7) Plumbing Inspections.

(a) **Notification to Inspector.** No soil, waste, vent and water piping shall be used until inspected by the plumbing inspector. The plumber or property owner receiving the permit shall notify the plumbing inspector whenever any work is ready for inspection. The inspector shall thereupon make inspections within 2 business days for rough in work or 5 business days for final inspection after being notified that the materials and fixtures are set and ready for inspection. All plumbing work shall be left exposed until such time as the inspector has completed the inspection. The inspector may require the plumber or property owner receiving the permit to make a water or air test on the whole or any part of the entire installation. Inspections include:

1. **Building sewer and water service inspection.** The building sewer and water service lines shall be inspected during testing as set forth in Wis. Admin. Code section SPS 382.21 prior to being covered or concealed.

2. **Rough underground plumbing inspection.** The building drain and vent piping and water service lines shall be inspected during testing before covering with concrete as set forth in Wis. Admin. Code section SPS 382.21 prior to being covered or concealed.

3. **Rough interior plumbing inspection.** The building drain and vent piping and water service lines shall be inspected during testing as set forth in Wis. Admin. Code section SPS 382.21 prior to being covered or concealed.

4. **Final plumbing inspection.** A final plumbing inspection shall be completed after all work included within the scope and application of this chapter is complete but prior to the use of the recently installed plumbing system or equipment or the use and occupancy of the building or structure.

(8) Re-inspections. Any noncompliance items noted at the time of inspection shall be corrected and re-inspected before it is covered or concealed.

(9) Voluntary inspections. The Building Inspector may, at the request of the owner or

the lawful occupant, enter and inspect structures subject to the provisions of this code to ascertain compliance with this code.

(10) Inspections by Chief Building Official~~Building Inspection Superintendent~~. The Chief Building Official~~Building Inspection Superintendent~~ may inspect any building, structure, dwelling unit or equipment thereon which is reported or found to be damaged, dangerous, unsafe, a fire hazard, or unfit for human habitation.

(11) Inspector interference. Any person who interferes with the Building Inspector in the performance of his or her lawful duties where a permit has been issued shall be deemed guilty of a violation of this chapter and shall be subject to penalties and forfeitures as described in section 30.10.

30.06 Swimming Pools

(1) Location. No swimming pool shall be erected to the front of the residence of the owner or occupant of the premises connected therewith. In the case of lots bordered on two sides by public streets, no area between the setback lines of the main building and the street right-of-way line; in no case less than 5 feet from any lot line or building wall.

(2) Definitions:

(a) A swimming pool, within the meaning of this ordinance, shall be any depression in the ground, either temporary or permanent, or a container of water, either temporary or permanent, and either above or below the ground in which water of more than 12 inches in depth is contained and which is used primarily for the purpose of bathing or swimming, except temporary pools with an area of 177 square feet or less shall not come within the provision of this ordinance.

(b) A child of tender years, within the meaning of this ordinance, shall be any child who has not obtained the age of 10 years.

(3) Obligations of owners. Every person, every member of a partnership, and every corporation that owns, directly or indirectly, or operates or uses or has custody or control of or has the exclusive right to use any swimming pool located in the City of Stevens Point, shall erect and maintain a fence or suitable barrier around such swimming pool of such size and construction as to safeguard a child of tender years to prevent such child from falling into such swimming pool or shall install and maintain a cover or other protective device over such swimming pool. If a cover is utilized, it shall be of such design and material that the same can be securely fastened in place and I be capable of supporting a person weighing 250 pounds without collapsing into the water. Such cover or other protective device shall be securely fastened in place at all times when the swimming pool is not in actual use for bathing or swimming purposes.

(4) Drainage from pools. No private swimming pool shall be constructed so as to allow water therefrom to drain into any sanitary sewer or septic tank, nor to overflow or

cause damage to any adjoining property. Provision may be made for draining the contents of any swimming pool into a storm sewer, but such installation shall be subject to prior approval of the Department of Natural Resources and Stevens Point Utilities. In all cases where a private swimming pool is to be constructed on premises served by a private sewage disposal system, approval of the Department of Health Services shall be necessary before the construction of any such pool may commence.

(5) Filtration. All private swimming pools must have a filtration system which assures proper circulation of the water therein and maintenance of the proper bacterial quality thereof. Such filtration system shall be property maintained in good working order and kept in use at all times the swimming pool is filled with water.

(6) Periodic inspection. All installations of swimming pools, drains, or other equipment made under the provisions of this ordinance shall be subject to periodic inspection by the City of Stevens Point.

(7) Materials. All swimming pools of a permanent type shall have the sides and bottom of a smooth finish and no sand or dirt bottom shall be permitted.

(8) Aquariums. Every person, every member of a partnership and every corporation that owns, directly or indirectly, or operates or uses or has custody or control of or has the right to use any commercial aquarium sufficiently large enough to present a drowning hazard located in the City of Stevens Point shall erect and maintain a fence or suitable barrier around such aquarium of such size and construction as to safeguard a child of tender years to prevent such child from falling into such aquarium.

30.07 Regulations for Moving or Razing Buildings

(1) General. No person shall move any building or structure upon any of the public ways of the municipality or raze any building without first obtaining a permit therefor from the Building Inspector and upon payment of the required fee. Every such permit issued by the Building Inspector shall designate the route to be taken, the conditions to be complied with, and shall appropriately limit the time during which said operations shall be conducted.

(2) Continuous Movement. The movement of buildings shall be a continuous operation during all the hours of the day until such movement is fully completed. All of such operations shall be performed with the least possible obstruction to thoroughfares. No building shall be allowed to remain overnight upon any street crossing or intersection, or so near thereto as to prevent easy access to any fire hydrant or any other public facility. Lights shall be operated in conspicuous places at each end of the building during the night.

(3) Street Repair. Every person receiving a permit to move or raze a building shall, within one day after completion, report that fact to the Building Inspector who shall thereupon, in the company of the Public Works Director, inspect the streets and highways and ascertain their condition. If the removal or moving of said building has caused any damage to any street or highway, the person to whom the permit was

issued shall forthwith place them in as good repair as they were before the permit was granted. If such repairs are not completed within 30 days of the inspection, the City may undertake to cause such repairs to be made and assess the costs of such work to the person to whom the permit was issued.

(4) Utility Notification and Backfill. Before a building can be demolished or removed, the owner or agent shall notify all utilities having service connections within the building, such as water, electric, gas, sewer, and other connections. A permit to demolish or to remove a building shall not be closed until it is ascertained that utility service connections and appurtenant equipment, such as meters and regulators, have been removed or sealed and plugged in a safe manner. This is the responsibility of the owner or agent to complete and notify the Building Inspector.

(5) Disposal of material. Demolition materials must be properly handled, hauled and disposed of per Wisconsin Department of Natural Resources regulations.

(6) Conformance with Code. No permit shall be issued to move a building within or into the City of Stevens Point and to establish it upon a location therein until the Building Inspector has made an investigation of such building at the location from which it is to be moved, and is satisfied from such investigation that said building is in a sound and stable condition and of such construction that it will meet the requirements of this Building Code. For pre-fabricated structures, a copy of the plans for the structure may be substituted for the in-person investigation at the discretion of the Building Inspector. A complete plan of all further repairs, improvements, and remodeling with reference to such building shall be submitted to the Building Inspector, who shall determine whether such repairs, improvements, and remodeling once completed will be in conformity with the requirements of this Building Code. In the event a building is to be moved from the municipality to some point outside the boundaries thereof, the provisions with respect to the furnishing of plans and specifications for proposed alterations to such building may be disregarded.

(7) Bond.

(a) **Bond required.** Before a permit is issued to move or raze any building in this municipality, the party applying therefor shall provide a bond, cash deposit, or a letter of credit to the City in a sum to be determined by the Building Inspector and which shall not be less than Five Thousand ($5,000) Dollars. Any such bond shall be executed by a corporate surety or two person sureties to be approved by the governing body or the Chief Building Official~~Building Inspection Superintendent~~. The permit applicant shall indemnify, defend, and hold harmless the City for any costs or expenses incurred by it in connection with any claims for damages to any person or property and the payment of any judgment together with the costs and expenses incurred by the municipality in connection therewith which arise out of the removal of the building for which the permit is issued and the completion of improvements to the property which the Building Inspector has required as a condition of granting the moving or razing permit.

(b) **Proximity to public thoroughfare**. Unless the Building Inspector finds that the excavation exposed by the removal of a building from its foundation is distant enough

from public thoroughfares to avoid creating a hazard for people and vehicles traveling thereupon and that the nature and physical characteristics of the premises and the exposed excavation do not present a hazard to children under 12 years of age, the bond required by (a) shall be further conditioned upon the permittee erecting adequate barriers around the excavation and within forty-eight (48) hours either filling in the excavation or employing other means, devices or methods approved by the Building Inspector to prevent hazards to the public. In any event, the excavation shall be filled with solid fill to match lot grade within 5 days of removal of the structure. Any excavation may be required to be protected with appropriate fences, barriers, and/or lights at the discretion of the Building Inspector.

(c) **Insurance**.In addition to the bond, cash deposit, or surety indicated in paragraph (a), the Building Inspector shall require liability insurance covering injury to one person in the sum of not less than One Hundred Thousand ($100,000) Dollars and for one accident in a sum not less than Two Hundred Thousand ($200,000) Dollars, together with property damage insurance in a sum not less than Fifty Thousand ($50,000) Dollars, or such other coverage as reasonably deemed necessary and sufficient based upon the nature of the work being performed.

30.08 Building Numbering

(1) Proper entrance. A "proper entrance" shall be defined as that entrance which is designated by the Building Inspector as the main entrance from the exterior to the interior of said house or building which leads to the living quarters, storage, or office space inside of any building located in the City of Stevens Point. There shall be designated only one proper entrance for each residence and the only one proper entrance for each storage space or business office located in any one building.

(2) Placement and form of physical numbering signs. Buildings shall have approved address numbers placed in a position to be plainly legible and visible from the street fronting the property, and shall not be obstructed by any structural element, plant, tree, shrub, or similar obstruction. These address numbers shall contrast with their background, be Arabic numerals or alphabet letters, and such address numbers shall not be written out in script. If in the opinion of the Building Inspector, or his/her designee, the address numbers are difficult to identify, the Building Inspector may approve alternate locations and/or requirements in order to improve the visibility of the physical numbering signage. Specific building types shall have address numbers as follows:

(a) All single-family and two-family residential buildings shall have address numbers not less than two inches in height. Such address numbers shall be located within four feet of the primary entrance door on the street side where the building is addressed. If such building is located more than 40 feet from the front property line, the property owner must place and maintain the required numbers on a mailbox or a signpost located at or near the front property line.

(b) All multifamily buildings shall have address numbers not less than six inches in height. Such address numbers shall be located within four feet of the primary entrance door on the street side where the building is addressed. At the entrance of each access

drive for three or more buildings there shall be a directory listing of the address numbers and building identifications that are accessible from said street, service drive, or parking lot.

(c) All commercial or industrial buildings shall have address numbers not less than six inches in height. Such address numbers shall be located within four feet of the primary entrance door on the street side where the building is addressed.

(d) All multiple tenant buildings shall have address numbers not less than six inches in height. Such primary address numbers shall be located on the exterior wall of the building on the street side where the building is addressed. In addition, each tenant suite shall maintain a separate individual address numbers not less than six inches in height. Such address numbers shall be located within four feet of the primary tenant entrance door. Furthermore, if tenants have a rear service door, contrasting and reflective address numbers not less than six inches in height shall be located on each door.

(3) Enforcement. If the owner, occupant, or agent of any house or building fails to attach and maintain the proper number assigned to said house or building, the Building Inspector shall serve notice to the property owner requiring him to properly display his assigned number on the house or building within ten (10) days after the serving of said notice. If the property owner neglects to do so, he shall be deemed to have violated this ordinance.

30.09 Plumbing Service

(1) Drain Ends and Connections Guarded. The ends of all sewer and drain pipes not immediately connected shall be securely closed so as to prevent the introduction of sand or earth.

(2) Old Pipe Drain. Whenever necessary to disturb a drain or sewer in actual use, the same shall not be obstructed or disconnected without special permission of the plumbing inspector and it shall be unlawful to make any new connections with or extensions to any old drain without permission of the plumbing inspector.

(3) Obstruction of Drain Course. In all cases where the course of any sewer or stormwater drain is obstructed by water, gas, steam or other pipes or conduits, the question of passing over or under such obstruction or of the raising or lowering thereof so as to permit the construction and installation of the sewer or stormwater drain shall be determined by the plumbing inspector.

(4) Use of Sewers Regulated. No person shall deposit or permit to be deposited in any public sewer or stormwater drain or in any sewer or stormwater drain connecting with such public sewer or stormwater drain any garbage, gas, tar, grease, rags or any other substance likely to cause any obstruction nuisance or explosion therein or to do any act which may cause injury thereto. Any person who shall violate any provision of this section shall, in addition to the penalty hereinafter provided, be liable to the City for

any damages, costs to remedy, or other costs associated with the unlawful deposit of materials into the sewer or stormwater drain. Nothing contained in this section, however, shall prohibit the installation and operation of garbage disposal or any similar device used for grinding and pulverizing kitchen garbage and refuse and the disposal of the remnants thereof in the city sanitary sewage system, provided such installation is approved by the city plumbing inspector.

(5) Plumbing Inspector authority. The Plumbing Inspector shall have the authority to require installation of interceptors or other means of preventing prohibited substances including grease from entering the sewer system. The Inspector shall have the authority to require regular maintenance of grease interceptors and may require the regular reporting of such maintenance to the City. Failure to install, maintain or to submit the required reports shall subject the owner to penalties as provided herein.

(6) Privies, Drywells Prohibited. No privy or privy vault or private sewage system or like appliance shall be constructed when a public sewer is available. All abandoned drywells, septic or other sewage tanks and privy vaults shall be cleaned and refilled with earth.

(7) Injury to Sewers, etc. Any person who shall intentionally, willfully, or maliciously injure or obstruct any sewer, house drain, catch basin or any plumbing fixture or apparatus pipes or other parts of any plumbing in a public building, or any sewer, water, or gas pipes or any parts or apparatus connected therewith, laid or constructed in the alleys, streets, or other public places, or under any sidewalks of the City of Stevens Point shall be subject to the penalty prescribed for violations of this Chapter.

(8) Water Service and Distribution.

Disconnection and Resumption of Service

(a) No plumber or unauthorized person shall turn on or leave open any water service curb stop after the completion and trial of his/her work which has been turned off by the water department. No plumber or unauthorized person shall turn on or off water after it has been turned on or off from a given service, nor shall any one turn water off or on at the main without a permit.

(b) No water service will be turned on or shall a meter be set by the water department until the work has been approved and an order signed by the plumbing inspector that the plumbing installation is satisfactory, except that permission may be given by the plumbing inspector in cases of new construction for a temporary turn on during the period of construction. It shall be unlawful for any person other than an authorized person of the water department to set a water meter.

30.10 Penalties

(1) General. It shall be unlawful for any person to erect, use, occupy, or maintain any building or structure in violation of any provisions of this Code, or to violate any other provisions, or to cause, permit or suffer any such violations to be committed. Any

person violating any of the provisions of this Chapter shall, upon conviction, be subject to a forfeiture of not less than Fifty Dollars ($50.00) and not more than One Thoudand~~Five Hundred~~ Dollars ($1,0500), together with all applicable costs and surcharges and, in default of payment thereof, shall be imprisoned for a period of not less than one (1) day or more than six (6) months or until such forfeiture and costs are paid. It shall be the responsibility of the offender to abate the violation as expeditiously as possible, and each day that such violation is permitted to continue shall constitute a separate offense. In any court action or legal proceeding, the fact that a permit was issued shall not constitute a defense, nor shall any error, oversight or dereliction of duty on the part of the Building Inspector constitute a defense.

(2) Work started without permit: When a permit is required by this code and work is started prior to obtaining such permit, the fees required for the permit shall be doubled. For the second offense against an applicant within a twelve (12) month period, starting work prior to obtaining a permit, the fee shall be quintupled. For the third such and subsequent offenses within a twelve (12) month period, the fees shall again be quintupled compounding. The payment of such doubled or quintupled fee shall not relieve any person from complying with the requirements of this code, or from any additional penalties proscribed herein.

(3) Failure to call for inspections. It shall be the responsibility of the permit applicant, owner or an authorized representative to contact the Building Inspector when inspections are needed. Applicants failing to contact the Building Inspector at the appropriate times may be assessed a penalty fee in the amount indicated on the most recently adopted city council fee schedule. For the second offense within a twelve (12) month period, failing to call for the required inspections, the fee shall be quintupled. For the third such and subsequent offenses within a twelve (12) month period, the fees shall again be quintupled compounding. The payment of such doubled or quintupled fee shall not relieve any person from complying with the requirements of this code, or from any additional penalties proscribed herein.

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 16.06 of the Revised Municipal Code, Snow and Ice Removal, is hereby **amended** to read as follows**:**

16.06 SNOW AND ICE REMOVAL

(l) Removal from Sidewalks. The owner, occupant, tenant, or person in charge (collectively, the "Responsible Person") of any parcel adjacent to a city sidewalk shall maintain such sidewalk in a reasonably snow and ice-free condition, which on corner lots shall include the sidewalk or ramps extending to the street. When ice has formed on any sidewalk that cannot be removed with reasonable effort, the Responsible Person shall keep the same in a non-slip condition with salt, sand, or other suitable and appropriate substances in such manner as to prevent the ice from being a slip hazard or dangerous. In the event of a measurable snowfall event as indicated by the local National Oceanic and Atmospheric Administration weather station located at the Stevens Point Municipal Airport, accumulated snow shall be removed from the abutting sidewalk by the owner or occupant of any premises within twenty-four (24) hours after the snow ceases to fall, except on those streets or portions thereof where no boulevard is located, in which case snow shall be removed within 48 hours. The Responsible Person shall also maintain sidewalks reasonably free of drifting and windblown snow to provide for safe use of the sidewalk by all users, including those using wheelchairs or other adaptive equipment. On sidewalks of substandard width where no boulevard is present, snow shall be removed within five days of the snowfall event.

(2) City May Remove and Place on Tax roll. If the Responsible Person fails to remove the snow or ice in accordance with Subsection 16.06(1), the city inspection department shall cause such snow and/or ice to be abated without notice to the property owner. When completed, the city shall prepare a bill of costs incurred for such snow and ice abatement, indicating the address or legal description of the real estate adjacent to which the work was performed. and provide this bill to the property owner of record via mail. If the cost of removal is not paid within the timetable indicated on such bill, it shall be placed in the next tax roll as a special charge pursuant to Wis. Stats. § 66.0627.

(3) No owner, occupant, or person shall place any snow or ice on or into any sidewalk, street, or alley without permission from the Public Works Director.

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: February 6, 2024
Approved: February 19, 2024
Published: February 23, 2024

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 16.06 of the Revised Municipal Code, Snow and Ice Removal, is hereby **amended** to read as follows**:**

16.06 SNOW AND ICE REMOVAL

(l) Removal from Sidewalks. The owner, occupant, tenant, or person in charge (collectively, the "Responsible Person") of any ~~building fronting upon or adjoining any street, and the owner or person in charge of an unoccupied dwelling or lot fronting as aforesaid~~parcel adjacent to a city sidewalk~~,~~ shall maintain such sidewalk in a reasonably snow and ice-free condition~~clean the sidewalk in front of or adjoining such building, or unoccupied lot or dwelling~~, which on corner lots shall include the sidewalk or ramps extending to the street~~, of snow and ice from such sidewalk and cause same to be kept clear of snow and ice~~. ~~, provided that w~~When ice has formed on any sidewalk ~~that it cannot be removed~~that cannot be removed with reasonable effort, the ~~persons herein referred to~~Responsible Person shall keep the same in a non-slip condition~~sprinkled~~ with salt, sand,~~ashes, sawdust,~~ or other suitable and appropriate substances in such manner as to prevent the ice from being a slip hazard or dangerous~~ sand~~. In the event of a measurable snowfall event~~storm~~ as indicated by the local National Oceanic and Atmospheric Administration weather station located at the Stevens Point Municipal Airport, accumulated snow shall be removed from the abutting sidewalk by the owner or occupant of any premises within twenty-four (24) hours after the snow ceases to fall, except on those streets or portions thereof where no boulevard is located, in which case snow shall be removed within 48 hours. The Responsible Person shall also maintain sidewalks reasonably free of drifting and windblown snow, so as to provide for safe use of the sidewalk by all users, including those using wheelchairs or other adaptive equipment. On sidewalks of substandard width where no boulevard is present, snow shall be removed within five days of the snowfall event.~~ Also excepting on those streets or portions thereof in areas where a substandard width sidewalk with no boulevard is located, in which case snow shall be removed within 120 hours~~.

(2) City May Remove and Place on Tax roll. ~~Whenever~~ If the ~~owner or occupant~~Responsible Person ~~of any lot or premises shall neglect or~~ fails to remove the snow or ice ~~in front of the same~~in accordance with Subsection 16.06(1)~~, in regard to the hours specified above~~, the city inspection department shall cause such snow and/or to be ~~removed~~abated without notice to the property owner~~, provided that when ice has so formed on any sidewalk that it cannot be removed, the same shall be sprinkled with sand.~~,~~ and w~~When completed, the city~~ clerk~~ shall prepare a bill of costs incurred ~~thereof~~for such snow and ice abatement, ~~describing~~ indicating the address or legal description of the real estate ~~in front of~~adjacent to which the work was performed~~is done.; i~~ and provide this bill to the property owner of record via mail. If the cost of removal is not paid within the timetable indicated on such bill, it shall be placed in the next tax roll ~~by the clerk in a separate column to be called "snow removal" and the same shall be collected in the like manner as other taxes are collected~~as a special charge pursuant to Wis. Stats. § 66.0627.

(3) No owner, occupant, or person shall place any snow or ice on or into any sidewalk, street, or alley without permission from the Public Works Director.

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: February 6, 2024
Approved: February 19, 2024
Published: February 23, 2024

City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481-3594

Department of Community Development
Adam Kuhn
Associate Planner
Zoning Administrator
Ph: (715) 346-1567
Fax: (715) 346-1498

MEMORANDUM

To: Finance Committee

From: Adam Kuhn, AICP
Associate Planner / Zoning Administrator

Date: February 12, 2024

RE: Authorization to Apply for an Energy Innovation Grant

Background: On November 30, 2023, the Wisconsin Public Service Commission opened their fifth round of the Energy Innovation Grant (EIG) Program. The EIG Program is intended to support "a wide variety of energy projects related to energy efficiency, renewable energy, energy storage, and energy planning." The program is open to local governments, tribes, municipal utilities, electric cooperatives, universities and colleges, public hospitals, non-profits, and manufacturers. OEI is accepting applications through March 1, 2024. Awards will likely be announced later in the spring, and contracts to be made in the summer. Projects will run for a 12-month performance period (roughly summer 2024 through summer 2025).

Proposal Information: Since 2022, the City has been a proud member of the Wisconsin Local Government Climate Coalition (WLGCC). For the last few months, WLGCC members have been working together on crafting a project proposal to apply for as part of the EIG Program. Our proposal seeks to break down key barriers that local governments face in inventorying and tracking greenhouse gas (GHG) emissions, a foundational building block of comprehensive energy and GHG emissions planning efforts. Through this engagement, we will achieve the following:

- **Set the stage for a statewide standard for measuring and tracking GHG emissions** at the local level, allowing for apples-to-apples comparisons across communities and timeframes.
- **Support WLGCC communities that have not yet completed a GHG inventory by offering access to ICLEI's Clearpath tool**, along with additional training and support to complete their first community-wide GHG emissions inventory. This

Open Records Rider: The City of Stevens Point is subject to Wisconsin Statutes relating to public records. Communication, such as this document, sent or received by City employees are subject to these laws. Unless otherwise exempted from the public records law, senders and receivers of City communication should presume that the communications are subject to release upon request, and to state record retention requirements.

initial support is critical. While the cost of a membership itself is not very costly, if it is not already approved within the member's budget and its value has not already been substantiated, this cost can be a key barrier that slows down progress.

- **Break down barriers related to data collection and create a more consistent, streamlined, and simplified process for communities.** The process of collecting emissions data from utilities, state agencies, and other entities can be burdensome for resource and time-constrained local governments. We will create a better process, coordinating together across WLGCC communities to relieve this burden now and in the future.
- **Support WLGCC communities in the implementation of key strategies** to mitigate GHG emissions, with specific focus on energy related sources. Cohort trainings will be offered to help members take the next steps in identifying and planning out new projects and strategies.
- **Support members in increasing awareness and community engagement** of climate and clean energy efforts by offering community dashboards that visualize progress to GHG and energy goals.

Financials: We plan to request approximately $175,000 in grant funds, in addition to providing in-kind match via the time spent by members in accessing the tools and trainings offered. No local match from the City is required to be awarded grant dollars.

Proposed Roles and Partners:

- **The City of Stevens Point:** The City would serve as the lead applicant on behalf of WLGCC. Stevens Point is ideally situated to serve as the lead applicant as a WLGCC member in the central region of the state. This role will entail application submittal by March 1, and if awarded, contracting with the State and subcontractors (WLGCC and ICLEI), as well as invoicing and submitting reporting over the 12-month project period. The grant amount will include dollars to cover the City's administrative efforts. Stevens Point will also benefit from the project as a member community.
- **WLGCC** will serve as the Project Manager. This will include overseeing the successful completion of all deliverables, coordinating with ICLEI, supporting member communities, and engaging with stakeholders to improve processes. WLGCC will also support the City in invoicing and producing reports for submittal.
- **ICLEI USA will serve as a contractor**, providing communities with access to Clearpath, along with the support, training, and services (completion of a GHG inventory, help desk, cohort trainings, dashboard access, as well as other support as needed).
- **WLGCC members:** Member local governments (including Stevens Point) will benefit from project offerings through access to tools, support, project trainings, and peer-to-peer learning opportunities.

City staff is requesting authorization to apply for this grant. If you have any questions, please do not hesitate to contact me.

RESOLUTION

[AUTHORIZATION TO APPLY FOR AN ENERGY INNOVATION GRANT]

WHEREAS, the Energy Innovation Grant Program, administered by the Wisconsin Public Service Commission, is established to support a wide variety of energy projects related to energy efficiency, renewable energy, energy storage and energy planning; and

WHEREAS, the Energy Innovation Grant is eligible for local governments, tribes, municipal utilities, electric cooperatives, universities and colleges, public hospitals, non-profits, and manufacturers; and

WHEREAS, the City of Stevens Point has identified the need to measure and track greenhouse gas emissions at the local level to establish a baseline for future sustainability projects; and

WHEREAS, ICLEI USA provides a Clearpath tool that provides means for the City to complete our first community-wide greenhouse gas emissions inventory; and

WHEREAS, the City of Stevens Point would serve as the lead applicant while the Wisconsin Local Government Climate Coalition, who the City of Stevens Point is a member of, will serve as the project manager of the grant; and

WHEREAS, grant funds in the amount of $175,000 are being requested.

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of Stevens Point hereby authorizes proper City officials to submit an Energy Innovation Grant to the Wisconsin Public Service Commission to obtain funds meeting minimum grant requirements.

BE IT FURTHER RESOLVED that if said grant funds are awarded, proper City officials are hereby authorized and directed to accept said funds, pursuant to the terms of the grant application, and to execute any and all documents and assurances which may be required for purposes of the same.

Approved: _____
Mike Wiza, Mayor

Attest: _____
Kari Yenter, City Clerk

Dated: February 12, 2024
Adopted: February 19, 2024

Drafted by: Adam Kuhn
Return to: City Clerk

STEVENS POINT **FIRE DEPARTMENT**
1701 FRANKLIN STREET STEVENS POINT, WI 54481
715-344-1833 FAX: 715-346-1599

JB MOODY
FIRE CHIEF

February 5, 2024

To: City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481

From: Jb D. Moody
Fire Chief
Stevens Point Fire Department

Bill to Address: 1701 Franklin Street
Stevens Point, WI 54481

Subject: Requisitioning the ability to move forward with a Sole Referendum for 9-Line Staff Positions within the Stevens Point Fire Department.

The Stevens Point Fire Department is looking to move forward with a 2024 Referendum asking for 9-Line Staff Positions this year in the fall election. If the referendum passes the Stevens Point Fire Department would start the onboarding process of the new positions in 2025. With the increased call volume last year alone up 17% and cost of overtime up 295% we must look at alternatives. This project has the potential to save 211k in the operational budget in the first year. Also, for the first time since 2015 the fire department is fully staffed, and we must look at recruitment and retention as well with the calls per person our line staff are faced with daily.

The referendum for 9 additional Firefighter/Paramedics will cost $967,638.

Moving forward with this referendum will change the staffing of our fire suppression apparatuses to a minimum of 3. Also, through this process we should see a reduction in overtime and the additional cost to the city. But most importantly we will see a decrease in calls per person on the line and hopefully an increase in recruitment and retention here at the Stevens Point Fire Department.

Professionally,

Jb D. Moody
Fire Chief
Stevens Point Fire Department

HARVESTING EQUIPMENT LEASE

This Equipment Lease Agreement ("Agreement"), is by and between the City of Stevens Point, a Wisconsin Municipal Corporation with principal offices located at 1515 Strongs Avenue, Stevens Point, WI 54481 ("City"), and the McDill Inland Lake Protection and Rehabilitation District, a Wisconsin public inland lake protection and rehabilitation district organized under Subch. IV of Ch. 33, Wisconsin Statutes, P.O. Box 443, Stevens Point, Wisconsin 54481 ("District").

In consideration of the following covenants and conditions, City leases to District and District leases from City at such rate of rental and for such periods of time as are stated in such schedule or schedules, subject to the following terms and conditions:

1. DEFINITION AND LOCATION OF EQUIPMENT:

a. The leased Equipment ("Equipment") is identified as two minimum of 7-foot-wide weed harvesters and one weed conveyer. The Equipment specifications are determined by the City. As of the effective date of this Agreement, the Equipment includes an Aquarius HM-420 model from 2011 and an Aquarius HM-420 model from 2024 which is not yet in the City's possession.

b. District shall operate the Equipment on McDill Pond, County of Portage, during all the Agreement term, and shall not be removed from that location without City's prior written consent.

c. District is responsible for providing one week's notice to the City before the conclusion of the harvesting season, which shall be no later than October 20. The City will then arrange for the Equipment to be picked up and stored at the City garage during the off-season. District is also responsible for notifying the City one month before the anticipated start of the harvesting season, at which point the City will deliver the Equipment to McDill Pond. For purposes of Section 9a, the "harvesting season" shall be defined as May 1 through October 20, regardless of whether the actual harvesting operation has begun or concluded as of those dates in a given year.

2. CARE OF EQUIPMENT:

a. District shall use the Equipment in a careful and proper manner and shall comply with all laws, ordinances, and regulations relating to the possession, use, and maintenance of the Equipment. District shall use the Equipment only in a manner consistent with any instructions or recommendations from the Equipment's manufacturer. District shall use such items of Equipment only for the stated uses within this Agreement.

b. District shall maintain records of all pre-trip inspections, including a log of Equipment greasing and lubrication, which District agrees to perform in accordance with the Equipment manufacturer's recommendations for frequency, location, and materials used for lubrication.

c. District shall have no title to any of the Equipment and shall not encumber or otherwise pledge or use the Equipment as security for any loan or other obligation.

3. OPERATION OF EQUIPMENT:

a. District agrees to provide, at its own and sole cost, personnel skilled in the operation of such aquatic plant harvester, shore conveyor and dump truck for the purpose of harvesting aquatic plants on McDill Pond. All operators of the dump truck shall have a valid Commercial Drivers License, Class B. All costs for fuel, oil and other expenses of operation shall be borne by the District. District further agrees to use leased Equipment in accordance with the McDill Pond Management Plan, and any associated aquatic plant management plan, as approved by the Wisconsin Department of Natural Resources.

b. District shall provide for the registration and licensing of any Equipment wherever required and shall ensure that the Equipment is not subjected to careless or needlessly rough usage.

c. District shall provide training and proof of training for all operators of the Equipment.

4. IDENTIFICATION OF EQUIPMENT:

a. If at any time City supplies District with labels, plates, or other markings stating that the Equipment is owned by City, District shall affix and keep such labels, plates or other markings in a prominent place on the Equipment. District shall not alter, disfigure, or cover up any such marks of identification displayed on the Equipment.

5. ALTERATIONS TO EQUIPMENT:

a. District agrees that it will make no alterations in or to the Equipment without obtaining prior written permission from City.

6. MAINTENANCE AND REPAIR:

a. District shall appoint a designated liaison who will report Equipment repair requests to the City Stock Clerk during regular stockroom business hours. The methods and timing of repairs will be at the discretion of the City, with a commitment to expedite repairs promptly.

b. District agrees to keep the Equipment in good repair and operating condition, allowing for reasonable wear and tear. District agrees to pay all expenses of routine maintenance and repairs of $X,X00.00 or less to keep the leased Equipment in good operating condition. City agrees to pay for repairs greater than $X,X00.00 not caused by the negligence or carelessness of the District or the District's employees. Expenses for repairs shall include labor, material, parts, and similar items.

7. CITY'S RIGHT OF INSPECTION:

Commented [AB1]: This may or may not be necessary in terms of them selecting a specific person and identifying who that is - but could certainly be useful in that it clarifies the communications chain for City staff regarding needed repairs.

Commented [AB2]: These cost thresholds need to be discussed.

a. City shall have the right at any time, during District's normal business hours, to enter the premises occupied by the Equipment and shall be given free access to and afforded necessary facilities for the purpose of inspecting the Equipment.

8. RETURN OF EQUIPMENT:

a. In the event this Agreement is terminated, District shall arrange for the return of the Equipment to the City within 30 days of such termination.

9. TERMINATION NOT FOR CAUSE:

a. Either party, if not in default in any obligation under this Agreement, may terminate this Agreement for any reason upon 30 days written notice to the other party, except that such notice of termination not for cause is only effective during the period outside the harvesting season as defined in Section 1c.

10. ACCEPTANCE OF EQUIPMENT:

a. Upon receipt of the Equipment at the start of the harvesting season, District shall immediately inspect the Equipment and notify City in writing of any discrepancies between such Equipment and the description, statement of condition, and valuation of such Equipment as agreed to in the attached schedule or schedules. If City receives no such written notice within ten days after delivery of any item of Equipment, District will be conclusively presumed to have accepted the Equipment as specified in the attached schedule or schedules.

11. CATASTROHPIC LOSS OR DAMAGE

a. In event of catastrophic loss or damage to the Equipment, District, at the option of City, shall either place the Equipment in good repair, replace the Equipment with like Equipment in good repair, or pay the City an amount equal to the fair market value of the Equipment prior to such catastrophic damage or l

12. LIABILITY AND INDEMNITY FOR PERSONAL INJURIES

a. All persons operating the Equipment for harvesting operations shall be employees of the District. Nothing contained in this Agreement or in any communications associated with this Agreement shall be construed to create an employee/employer relationship between the City and any person operating the Equipment for harvesting purposes. District assumes liability for injury, disability, and death of workers and other persons caused by operating and handling the Equipment during the term of this Agreement. District shall maintain a liability insurance policy providing coverage for its use of the Equipment in an amount of at least $1,500,000.00 (one and one half million dollars) and provide a certificate of insurance to the City before delivery of the Equipment each year. Such insurance policy shall name the City as an additional insured. District shall indemnify,

defend, and hold harmless the City and its officers, employees, insurers, and officials from any and all claims, suits, losses, and damages arising out of District's use of the Equipment.

b. Nothing contained within this Agreement is intended to be a waiver or estoppels of the City or its insurers to rely upon the limitations, defenses, and immunities contained within Wisconsin law, including those contained within Wisconsin Statutes §§ 893.80, 895.52, and 345.05.

13. CONTRACTORS EQUIPMENT INSURANCE

a. City, at all times, shall maintain contractors equipment insurance on the harvesting Equipment. The City agrees to contact its insurance carrier to obtain a waiver of subrogation rights by its insurer for any loss to the aquatic plant harvesting Equipment. City agrees to maintain insurance for the dump truck. District agrees to pay one half of the deductible in the event a claim is made from an incident while the Equipment was under the operation, or while in the possession, of the District.

14. FEES

a. City shall pay all license and registration fees related to the Equipment.

15. EVENTS CONSTITUTING DEFAULT

a. The following events shall constitute default under this lease:

   i. The nonperformance by District of any obligation arising under this lease that is not cured within 30 days after written notice from City.

16. CITY'S RIGHT TO PREVENT DEFAULT

a. Should District fail to make any payment or perform any act as provided in this lease, City shall have the right, but not the obligation, without notice to or demand on District, and without releasing District from any obligation, to make or do the same. All expenses so incurred by City shall be, without demand, immediately due and payable by District and shall bear interest at the rate of ten percent (10%) per annum until paid.

17. CITY'S RIGHTS ON DEFAULT

a. On the occurrence of any of the events defined in Section 16 as constituting default, City may without notice to or demand on District:

   i. Take possession of the Equipment and lease any portion of it, for such period and such amount, and to such persons, as City shall elect, and apply the proceeds of any such leasing, after deducting all costs and expenses incurred in connection with the recovery, repair, storage, and renting of the Equipment, in payment of the amounts and other

obligations due from District to City under this lease, District remaining responsible or any deficiency.

18. OWNERSHIP OF EQUIPMENT

a. Title to the Equipment shall at all times remain with the City unless transferred to District by sale, and District shall have only the right to retain the possession of such Equipment pursuant to the conditions of this lease. District shall give City immediate notice of any claim, levy, lien, or legal process against the Equipment.

19. ASSIGNMENT

a. District shall not assign this lease or any Equipment leased under the lease, or any interest in this lease or Equipment, without City's prior written consent. District shall not sublet the Equipment, or any item of it, without City's prior written consent.

b. City may assign this lease or any rights under this lease without District's consent; but City shall not, because of any such assignment, be excused from performing any of its obligations and duties under this lease.

20. TERMINATION OF LEASE

a. This lease will continue in force until terminated pursuant to the provisions contained herein. Upon termination of this lease the Equipment shall be returned to the City in a good state of repair. Nothing contained herein shall condition or preclude the District from purchasing the Equipment from the City. Any such purchase shall be pursuant to such terms as are mutually agreed upon at the time of sale.

21. WARRANTIES

a. City makes no warranties, expressed or implied, as to the condition of the Equipment leased, and assumes no responsibility for its condition.

22. NOTICES

a. Any notice to be given under this lease shall be mailed to the party to be notified at the address set forth at the beginning of this lease, by registered or certified mail with postage prepaid, and shall be deemed given when so mailed.

b. In witness whereof, each party has caused this agreement to be executed on the date indicated below.

EXECUTION:

In witness thereof we have executed the foregoing instrument this _____day of _____, 2024.

For City:

By: _____

Date:_____

Mike Wiza, Mayor

For District:

By: _____

Date:_____

Name:_____

Title:_____