

**CITY OF STEVENS POINT
REGULAR COUNCIL MEETING**

Zoom Teleconferencing

By Computer:

<https://us02web.zoom.us/j/81291825158?>

Meeting ID: 812 9182 5158

Passcode: 704916

December 21, 2020

7:00 PM

By Phone: +1-312-626-6799

Meeting ID: 812 9182 5158

Passcode: 704916

Agenda

1. Roll Call.
2. Salute to the Flag and Mayor's opening remarks.
3. Persons who wish to address the Mayor and Council on specific agenda items other than a "Public Hearing" must register their request at this time. Those who wish to address the Common Council during a "Public Hearing" are not required to identify themselves until the "Public Hearing" is declared open by the Mayor.
4. Persons who wish to address the Mayor and Council for up to three (3) minutes regarding a non-agenda item.
5. Presentation to the Council: Colin Hanson - "A Walk in Their Shoes".

Consideration and Possible Action on the Following:

6. Consent Agenda:
 - Minutes of the Common Council Meeting of November 16, 2020, and the Special Common Council Meeting of December 14, 2020.
 - Minutes and Actions of the Police and Fire Commission meeting of November 3, 2020:
 10. Confirmation of Bills.
 - Minutes and Actions of the Park Commission meeting of December 2, 2020:
 4. Approval of John S. Groholski Park master plan.
 5. Approval of color selection for Goerke Park Tennis Court resurfacing.
 7. Approval of reclassification and title change for Park Maintenance Supervisor, City Forester and Facilities Supervisor I positions.
 - Minutes and Actions of the Special Park Commission meeting of December 7, 2020:
 4. Approval of Bukolt Park playground location.

- Minutes and Actions of the Plan Commission meeting of December 7, 2020:
 10. A request from Lineage Logistics for a Site Plan Review to construct a processing plant, freezer, office and loading dock addition to an existing cold-storage facility at 5700 E M Copps Drive.
 11. A request from the City of Stevens Point and Lineage Logistics for the dedication of a Sanitary Sewer easement adjacent to the E M Copps Drive Right of Way (Parcel ID 281230801120003).
 12. October and November 2020 Monthly Reports.
- Minutes and Actions of the Board of Water and Sewerage Commissioners meeting of December 14, 2020:
 2. Approval of the November 9, 2020 minutes.
 3. Approval of Department Claims.
 9. Proposed amendment to Chapter 13 of the RMC requiring the installation of plumbing for test ports for meters larger than 2" on new construction.
- Minutes and Actions of the Airport Commission meeting of December 14, 2020:
 2. Approval of November 9, 2020 minutes.
 3. Approval of Department Claims.
 4. Airport fence construction-Project update and recommendation.
- Minutes and Actions of the Transportation Commission of December 14, 2020:
 2. Approval of the November 9, 2020 Transportation Commission meeting minutes.
 3. Approval of the November 2020 financial/claims report.
 4. Consideration for a partial refund to Whiting and Crossroad Commons due to Cares Act funding in CY2020.
- Minutes and Actions of the Personnel Committee meeting of December 14, 2020:
 2. Reclassification of Park, Recreation and Forestry positions: Park Maintenance Supervisor, City Forester, and Facilities Supervisor.
- Minutes and Actions of the Board of Public Works meeting of December 14, 2020:
 4. Approval to negotiate a contract with Rettler Corporation for professional services related to the Plover River Crossing Trail Project.
- Minutes and Actions of the Public Policy and General Government meeting of December 14, 2020:
 2. License List.
- Minutes and Actions of the Finance Committee meeting of December 14, 2020:
 4. Approve funding for initial design engineering and geotechnical work related to the Plover River Crossing project.
 11. Approval of transfer from the General Fund to the Capital Projects Fund.
 12. Approve the write-off of uncollectible personal property taxes and accounts receivable.
 13. Approval of Claims Paid.
- Statutory Monthly Financial Report by Comptroller/Treasurer.
- Mayoral Appointments - Smongeski Health Fund Committee: Lawrence Sowka to the unexpired term of Bill Zimdars (expires 09/01/2021) and Tourism Commission: Tom Schrader to the unexpired term of Jim Oliva (expires 04/30/2021).

7. Resolution - Hmong New Year 2020.
8. Resolution - World Migratory Bird Day.
9. Request for approval of overlap hiring with regards to Assistant to the Mayor retirement.
10. Request for reconsideration on Council action from November 16, 2020 regarding Edgewater Manor.
11. Resolution - A request from Mark Erwin for a conditional use permit to construct multiple storage buildings consistent with Ch. 23.01(13)(f) and 23.02(4)(e)(3.4)(1) at 5017 Heffron Street (Parcel ID 281230802230112).
12. Resolution - A request from Jeff Disher, representing Disher Properties LLC, to rezone the property at 4912 County Road HH (Parcel ID 281230803400213) from "B-1" Neighborhood Business to "B-4" Commercial.
13. Resolution - A request from Jeff Disher, representing Disher Properties LLC, for a conditional use permit to construct an office addition consistent with Ch. 23.01(13)(f) and Ch. 23.02(2)(d)(3)(i) at 4912 County Road HH (Parcel ID 281230803400213).
14. Resolution - A request from William Yudchitz for a conditional use permit to construct a storage facility consistent with Ch. 23.01(13)(f) at 1309 Dubai Avenue (Parcel ID 281240820200009).
15. Resolution - A request from Holy Spirit Parish for a sign variance to construct a second freestanding sign at 838 Fremont Street (Parcel ID 281240828300801).
16. Ordinance Amendment - Section 13.04 (5) as it relates to Service Connections.
17. Final Resolution - For special assessments for sidewalk installations on Walter Street in the Road Resurfacing Project #20-01.
18. Final Resolution - Special Assessments for sidewalk installations in the Street Improvements Project #20-02.
19. Ordinance Amendment - in Section 9.05 as it relates to parking.
20. Request from the City of Stevens Point to purchase 17.35 acres in the East Park Commerce Center (Parcel ID 281230801120001).
21. Request from the City of Stevens Point to sell 15.6 acres of land in the East Park Commerce Center (Parcel ID 281230801120001).
22. Resolution - Amendment to the 2020 Budget.
23. To award the McDill Dam Monitoring and Control System Project #20-14 to Van Ert Electric in the amount not to exceed \$109,017.70.

24. Enter into closed session pursuant to Wisconsin Statutes 19.85(1)(e) and 19.85 (1) (g) for deliberating or negotiating the purchasing of public properties, investing of public funds, or conducting other specified business, whenever competitive or bargaining reasons require a closed session, AND 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. Negotiating the purchase of properties and easements near Ben's Lane.

25. 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 Strong's 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**

Zoom Conference Call Meeting

**November 16, 2020
7:00 PM**

Minutes

1. Roll Call.

Mayor Wiza, Presiding

PRESENT	Ald. Jennings, Shorr, Zarazua, Johnson, Slowinski, Kneebone, Leek, Dalton, Fishler, Morrow.
EXCUSED	Ald. Nebel.
OTHERS PRESENT	Clerk Yenter, Attorney Beveridge, C/T Ladick, Dir. Lemke, Dir. Kernosky, Dir. Kremer, Dir. Beduhn, H/R Manager Jakusz, Mayoral Assistant Pazdernik, Associate Planner/Zoning Administrator Kuhn, Asst. Chief Rottier, Asst. Chief Gemza, Deputy C/T Freeberg.

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

Minutes of the Common Council Meeting of October 19, 2020.

Minutes and Actions of the Police and Fire Commission meeting of October 6, 2020:

3. Confirmation of bills.

8. Update to Police Department Policies 1012 (Drug and Alcohol Free Workplace), 328 (Discriminatory harassment), 340 (Standards of Conduct) and 300 (Use of Force).

Minutes and Actions of the Park Commission meeting of November 4, 2020:

- 3. Approval of 2021 2024 lease agreement with Northward Peddle and Paddle for Iverson Park beach and office buildings.**
- 4. Approval of Iverson Park Candlelight Snowshoe special event on January 30, 2021 submitted by Northward Peddle and Paddle.**
- 5. Approval of five year Green Circle Trail maintenance agreement between Portage County Parks Department, Stevens Point Parks Department and Green Circle Trail Committee.**
- 6. Approval of Iverson Park Winter Sports Area modified opening plans.**
- 7. Approval of Celebration Memorial Bench program and marketing brochure for Living Trees and Celebration Memorial Bench Program in City Parks.**
- 8. Approval of awarding site analysis and project engineering to Rettler Corporation for Bukolt Park playground replacement project.**

Minutes and Actions of the Plan Commission meeting of November 2, 2020:

- 5. July, August and September, 2020 Monthly Report.**

Minutes and Actions of the Board of Water and Sewerage Commissioners meeting of November 9, 2020:

- 3. Approval of department claims.**

Minutes and Actions of the Airport Commission meeting of November 9, 2020:

- 3. Approval of department claims.**

Minutes and Actions of the Transportation Commission of November 9, 2020:

- 3. Approval of the October 2020 financial/claims report.**
- 4. Approval to use general funds in the amount of \$5,165 for one(1) driver protection barrier not covered under the Cares Act funding.**
- 5. Approval to apply for 5311/85.20 grant funding to support the CY-2021 program operating expenses.**

Minutes and Actions of the Personnel Committee meeting of November 9, 2020:

- 3. Request for new position Inspection Technician - Utility.**
- 4. Amendments to Administrative Policy 1.07 - Harassment.**
- 5. Amendment to Administrative Policy 3.02 - Vacation Carryover.**

Minutes and Actions of the Board of Public Works meeting of November 9, 2020:

- 2. Trash and recycling pickup at 2 (two) municipal parcels owned by the Stevens Point Housing Authority.**
- 4. To accept the proposal from Gremmer & Associates, Inc. for design assistance for the 2021 Street Improvements Project #21-01 for an estimated fee of \$174,000.**

Minutes and Actions of the Public Policy and General Government meeting of November

9, 2020:

2. License List.

3. Request to Hold Event/Street Closing.

Minutes and Actions of the Finance Committee meeting of November 9, 2020 and the Special Finance Committee meeting of October 26, 2020:

4. Consideration of Change Order No. 1 to the AECOM agreement for changes in scope related to the Business 51 Planning Study in the amount of \$28,986.

5. Consideration of Change Order No. 2 to the AECOM agreement for the addition of visualizations related to the Business 51 Planning Study in the amount of \$26,954.

7. Additional funding for Plover River Crossing property acquisition.

9. Approval of Claims Paid.

Statutory Monthly Financial Report by Comptroller/Treasurer.

Mayoral Appointments - Historical Preservation/Design Review Commission: Joseph DeBauche to the unexpired term of Lee Beveridge (Expires 04/30/2022) and Ginger Keymer to the unexpired term of Alt. Joseph DeBauche (expires 04/30/2021).

Transportation Commission: Marc Christianson to the unexpired term of Fred Hopfensperger (Expires 04/30/21).

Supplemental Poll Worker List.

22. Resolution - Council comment on Police and Fire Commission actions.

Ald. Johnson **moved**, Ald. Slowinski seconded, to approve the resolution.

Ald. Kneebone **moved**, Ald. Morrow seconded, to amend the resolution to remove bullet points five and six.

Call for the Vote: Ayes: Kneebone, Leek, Dalton, Fishler, Morrow.

Nays: Jennings, Shorr, Zarazua, Johnson, Slowinski. Motion tied.

Mayor Wiza said in the event of a tie he can vote, and voted Aye. The motion passed.

Ald. Zarazua **moved**, Ald. Johnson seconded, to amend the resolution to take possible drinking related incidents and change it to drinking related allegations and the former Chief's behavior to former Chief's alleged behavior.

Call for the Vote: Ayes: Kneebone, Johnson, Zarazua, Shorr, Jennings.

Nays: Morrow, Fishler, Dalton, Leek, Slowinski. Motion tied.

Mayor Wiza did not vote on the amendment, and the motion failed due to the lack of a majority.

Bob Woehr, 727 Second Street, said that Council is trying to get involved in something they have no

authority over and should go back to doing the job of the City Council.

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

6. Resolution - A request from Marshfield Clinic for a conditional use permit pursuant to Ch. 23.02(2)(d)(3)(a) to construct a hospital addition to the property at 4100 State Highway 66 (Parcel ID 281240822340017).

Ald. Johnson **moved**, Ald. Kneebone seconded, to approve the resolution for a request from Marshfield Clinic for a conditional use permit pursuant to Ch. 23.02(2)(d)(3)(a) to construct a hospital addition on the property at 4100 State Highway 66.

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

7. Resolution - Request from the City of Stevens Point to amend Chapter 23, Zoning Ordinance, of the Revised Municipal Code, specifically Section 23.02(1)(h), to remove conditional use permit requirements and allow as a permitted use reduced setbacks in the "R-TND" Traditional Neighborhood Development Overlay Zoning District.

Ald. Kneebone **moved**, Ald. Leek seconded, to approve the resolution for a request from the City of Stevens Point to amend Chapter 23 Zoning Ordinance of the Revised Municipal Code specifically section 23.02(1)(h), to remove conditional use permit requirements and allow as a permitted use reduced setbacks in the "R-TND" Traditional Neighborhood Development Overlay Zoning District.

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

8. Approval of Groholski Park donation agreement for 9.25 acre parcel on River View Avenue (HH).

Ald. Shorr **moved**, Ald. Zarazua seconded, to approve the Groholski Park donation agreement for 9.25 acre parcel on River View Avenue (HH).

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

9. Request from Jenna Becker, representing Compass Rentals, LLC, for a façade improvement grant to replace second story windows, repair an existing chimney, repair loose brick and other general improvements at 1201 Main Street (Parcel ID 281240832202706).

Ald. Jennings **moved**, Ald. Zarazua seconded, to approve the request from Jenna Becker, representing Compass Rentals, LLC, for a façade improvement grant to replace second story windows, repair an existing chimney, repair loose brick and other general improvements at 1201 Main Street.

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

10. Ordinance Amendments regarding Bicycle Lanes in Section 9.12 and Parking in Section 9.05.

Ald. Johnson **moved**, Ald. Leek seconded, to approve the ordinance change.

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

11. Public Hearing on the City Budget for 2021.

Mayor Wiza declared the public hearing open. As no one wished to speak, the Mayor closed the public hearing.

12. Resolution Adopting the Budget (Capital and Operating) for the City of Stevens Point for the Year 2021.

Ald. Shorr **moved**, Ald. Johnson seconded, to approve the resolution adopting the budget for the City of Stevens Point for the year 2021.

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

13. Resolution Appropriating Necessary Funds for the City of Stevens Point for 2021 and Levying the Tax Rate for the Year 2020.

Ald. Johnson **moved**, Ald. Morrow seconded, to approve the resolution appropriating necessary funds for the City of Stevens Point for 2021 and levying the tax rate for the year 2020.

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

14. Resolution Providing for Writing Special Assessments and Special Charges into the

Tax Roll for 2020.

Ald. Johnson **moved**, Ald. Zarazua seconded, to approve the resolution on Special Assessments.

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

15. Evaluation of options and developing a long--term strategy for Edgewater Manor

Mary Meyer, Edgewater Manor, asked Council to put out requests for proposals for a buyer of Edgewater Manor that will keep Edgewater Manor as affordable senior apartments.

Ald. Jennings **moved**, Ald. Johnson seconded, to implement the grant program and start putting together a transition plan to close the building.

Ald. Johnson **moved**, Ald. Kneebone seconded, to amend the motion to not accept new applicants for residency effective November 16,2020.

Call for the Vote: Ayes: Majority.
Nays: Minority. Motion adopted.

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

16. A Resolution Authorizing and Providing for the Issuance and Establishing Parameters for the Sale of Not to Exceed \$4,170,000 General Obligation Promissory Notes, Series 2020A, and All Related Details.

Dawn Gunderson Schiel, Ehlers Public Finance Advisors, said the sale will be considered on November 30. The resolution establishes the authorization to proceed with the sale.

Ald. Johnson **moved**, Ald. Shorr seconded, to approve the resolution authorizing and providing for the issuance and establishing parameters for the sale of not to exceed \$4,170,000 in general obligation promissory notes, series 2020a, and all related details.

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

17. A Resolution Authorizing and Providing for the Issuance and Establishing Parameters for the Sale of Not to Exceed \$3,590,000 Taxable General Obligation Community Development Bonds, Series 2020B, and All Related Details.

Ald. Morrow **moved**, Ald. Johnson seconded, to approve the resolution authorizing and providing for the issuance and establishing parameters for the sale of not to exceed \$3,590,000 taxable general obligation community development bonds, series 2020B, and all related details.

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

Nays: None. Motion adopted.

18. Resolution Authorizing the Redemption of Certain Outstanding 2013 Debt.

Ald. Slowinski **moved**, Ald. Fishler seconded, to approve the resolution authorizing the redemption of certain outstanding 2013 debt.

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

Nays: None. Motion adopted.

19. Development Agreement between the City of Stevens Point and Mid-State Technical College for the construction of the Advanced Manufacturing, Engineering Technology, Apprenticeship Center.

Ald. Johnson **moved**, Ald. Morrow seconded, to approve the development agreement between the City of Stevens Point and Mid-State Technical College for construction of the advanced manufacturing, engineering technology, apprenticeship center.

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

Nays: None. Motion adopted.

20. Development Agreement between the City of Stevens Point and General Capital Group for the redevelopment of 1300 Maria Drive (Convent).

Sig Strautmanis, General Capital, said they have completed the preliminary environmental testing and found up to 1.2 million potential environmental issues. More invasive testing will begin upon receiving the tax credits.

Ald. Morrow **moved**, Ald. Jennings seconded, to approve the development agreement.

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

Nays: None. Motion adopted.

21. Request for Proposals Award to General Capital Group for the construction of a Multi-Use Trail along the north side of Maria Drive as part of the redevelopment of 1300 Maria Drive (Convent).

Ald. Morrow **moved**, Ald. Shorr seconded, to approve the proposal.

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

Nays: None. Motion adopted.

23. Adjournment.

Adjourned at 10:10 p.m.

**CITY OF STEVENS POINT
SPECIAL COMMON COUNCIL MEETING MINUTES**

Zoom Teleconferencing

**December 14, 2020
6:30 PM**

Minutes

1. Roll Call

Mayor Wiza, Presiding

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

EXCUSED Ald. Nebel, Zarazua.

OTHERS PRESENT Clerk Yenter, Attorney Beveridge, C/T Ladick, Chief Finn, Interim Chief Zenner, Dir. Lemke, Dir. Kernosky, Dir. Kremer, Dir. Beduhn, Deputy C/T Freeberg, Engineering Administrative Assistant Church, Brandi Makuski – Metro Wire, Alan Hovorka - Stevens Point Journal, Taylor Hale - Portage County Gazette.

Consideration and Possible Action on the Following:

2. Funding for the purchase and installation of a software program for the Police and Fire Departments, approval of a Cost Sharing Agreement with Portage County, and approval of shared agency agreements with Motorola.

Ald. Slowinski **moved**, Ald. Johnson seconded, to approve the funding.

Call for the Vote: Ayes: Jennings, Shorr, Johnson, Slowinski, Kneebone, Leek, Dalton, Fishler, Morrow.

Nays: None. Motion adopted.

3. Adjournment.

Adjourned at 6:33 p.m.

CITY OF STEVENS POINT POLICE AND FIRE COMMISSION

Tuesday, November 3, 2020

1. Roll Call: Commissioners Carlson, Kirschling, Moore, Ostrowski, Wescott

Also Present: Fire Chief Finn, Police Chief Zenner, Assistant Chief Moody, Assistant Chief Gemza, Interim Assistant Chief Kussow, Ron Heibler, Trevor Howard, Andrew Egan, Dean Dietrich, Alderperson Shorr, Brandi – SP Metro Wire

2. Recognition of Life Saving Award – Captain Heibler

Chief Finn has honored Captain Ron Heibler for saving the life of a stranger in Milwaukee in February 2020 while he was off duty.

Heibler was at Mitchell International Airport on February 15, 2020 headed home from a trip when he noticed a Milwaukee County Sheriff's Deputy running through the baggage area in response to a medical alert in another part of the building. Heibler said he followed the deputy towards a middle aged woman in cardiac arrest lying on the floor. Heibler informed everyone on scene that he was a paramedic and asked if he could help. At this point he learned that the airport's responding firefighters were not certified paramedics and decided to take charge of the scene.

Heibler alternated with deputies in performing CPR on the woman. Heibler talked his fellow emergency workers through cutting the woman's shirt open, placing AED pads in her skin and administering an electric shock. The woman needed two shocks but by the time the ambulance arrived she was breathing on her own.

Chief Finn presented the award to Heibler via zoom and said he would present the award in person as soon as possible, as the department is currently in a state of emergency due to COVID 19. Finn praised Heibler for his actions and stated his actions were directly responsible for saving the woman's life.

Heibler is one of the first firefighter/Paramedics in Portage County, being a member of the first class to graduate from the county wide paramedic system that was created in 1998.

Heibler has been notified by the Milwaukee County Sheriff's office that he is being honored by that department for his actions that day but no date has been set for the presentation due to the pandemic.

3. COVID 19 update – Police and Fire Departments
A. Update status of need for state of emergency

President Wescott reported since the last commission meeting, which was October 6, 2020 the State of Wisconsin reported an increase of 95,917 positive cases and an increase of 651 deaths.

Chief Finn would like to continue the state of emergency resolution which was approved by the PFC on October 26, 2020 minimally through November 10, 2020.

In an effort to contain the spread of COVID 19 at the Fire Department, the following procedures have been acted:

- Before entering the FD an employee fills out a daily screening. Two times per day the employee checks their temperature and records it in a program on the computer.
- Employees are the only people allowed in the fire house. There are no visitors or commercial gatherings at the fire house.
- At every entry to the fire house there is a sanitation unit and employees must put on PPE before entry into the department.
- Meal times are staggered so employees are not gathering at the same time.
- Pods have been created for each employee. After an employee wipes down their pod they are considered isolated.
- Lexipol has been implemented a little earlier than planned. This gives the employee time to review and ask questions about changes to revamped policies.

4. Update on Police Chief Search

The position was posted on various sites on October 7, 2020.

President Wescott read into the record the following regarding the type of individual being sought to fill the police chief vacancy: "The Police and Fire Commission is seeking a community focused, collaborative and innovative professional to lead the Police Department. The police chief must possess an unwavering commitment to transparency and accountability, a contemporary leadership style that is deeply rooted in community policing and a demonstrated aptitude for seeking creative, partnership-driven approaches that improve community health and safety."

The commission is continuing to receive applications and the process will remain open until a satisfactory number of qualified applicants have applied.

5. Update on annual performance evaluations of the Police and Fire Chiefs

Completed evaluations are due to Human Resource Manager Lisa Jakusz by December 4, 2020.

Commissioner Moore and Interim Chief Zenner have met and reviewed the Chief's evaluation.

Commissioner Kirschling and Chief Finn also have spoken. Commissioner Kirschling will have the Chief's evaluation completed by the deadline date.

6. Policy updates – Police Department

Commissioner Moore and Chief Zenner met and decided no change would be made from last month's discussion on Policy 328 – Discriminatory harassment. It was decided they didn't want to put restrictions on to whom a victim is able to report harassment.

The following language, which was reported to the Commission at the October 6 meeting, was added under 328.4.1, Supervisor Responsibility:

The Supervisor or manager shall notify the Chief of Police in writing of the circumstances surrounding any reported allegations or observed acts of discrimination, harassment, or retaliation as soon as practicable.

If the reported allegation or observation involves the rank of Division Chief or above, the Chief of Police shall notify the Police and Fire Commission of the complaint no later than the next business day.

The chief feels these changes are sufficient to appropriately report any harassment through the chain of command.

7. Fire Chief's Report/EMS report

EMS Training:

- SPFD completed the practical driving obstacle course for Emergency Vehicle Operations Course (EVOC)
- Tempus Monitor Training. Each crew was trained on how to use the Tempus Pro ALS Monitor
- Ketamine Presentation and Case Review presented by Dr. Clark

COVID bi-weekly meeting: Continue to participate in the virtual bi weekly EMS-Hospital-Long term care and Portage County Covid 19 Community Response.

Covid 19 testing: Stevens Point Fire Department has participated in two testing dates and two strike team operations with Portage County Health Department

UWSP flu clinic: Assisted UWSP with their flu vaccine clinic.

Significant Events:

- Mutual aid received from the Town of Hull FD for a call on Wellfield Road North
- Mutual aid received from the Village of Plover FD for a hazmat call at 209 Division Street
- Inspections and training have stopped due to the State of Emergency the Stevens Point Fire Department is in.
- Metro Fire calls (1)
- Structure fires (0)
- Vehicle fires (1)
- Brush, grass, wildland fires (0)
- Cooking fire contained (0)
- Overheated cooking (3)
- Other fires (5)
- Rescue (1)
- EMS assist calls (52)
- False alarm responses (15)
- Hazardous materials responses (6)

- Other responses (3)
- Total fire losses (\$0)
- Total Property saved (\$0)
- Total responses (86)
- Training: EMS Infectious Disease Control; EVOC 4 hour practical training; Fleet Program Adjusting to Changing Conditions for Emergency Vehicle Operators; Fleet Program Safe Backing for Emergency Vehicle Operators; High Rise SOP review; Hydrant operations. Total training hours: 456.5.
- Fire inspections: Certificate of occupancy (2); fire alarm inspections (1); general fire inspection (124); general/liquor license inspection (0); re-inspection/liquor license inspection (1); re-inspection (6); sprinkler system (3); complaint inspection (0); special event permit (0); ANSUL/Hood inspections (0); self-certification (0); tent inspection (0); consultation (65); re-inspection certificate of occupancy (2)
Total inspections: 204
- Public Activities: No public activities due to COVID-19. Number of attendees: 0

Commissioner Wescott moved, seconded by Commissioner Kirschling to accept the Fire Chief's Report for October 2020.

Ayes, all; nays, none. Motion carried.

8. Police Chiefs report

COVID-19 related:

- Auxiliary Unit operating in limited capacity.
- Fingerprinting services remain suspended until further notice.
- Patrol continues to work a modified schedule to limit shift change interactions.
- Investigations Bureau, Records Bureau and Administrative personnel operating normal scheduling hours.
- Lieutenant Jeremy Mueller remains the Department Point of Contact for all COVID 19 related communication and FEMA data collection.

Notes of interest:

- OWI/Crash: On Highway 10 East a vehicle sped past an officer in a fully marked squad at 68 miles per hour. The Vehicle turned east onto Old Highway 18 as officer attempted to unsuccessfully catch up. As officer came upon the vehicle, it had lost control and crashed. Accident was a rollover with ejection of the driver. Officer gave male first aid until medics arrived and was transported to Wausau Aspirus. Subject was arrested for operating while under the influence of intoxicants.
- Disturbance: Officers responded to a disturbance with six individuals involved in a disagreement over a speaker. During the confrontation, a female subject grabbed a pick axe and damaged a vehicle's window. Two subjects involved in the disturbance entered the vehicle and fled the scene, running over another individual involved in the disturbance. Call was received by a witness and all subjects had left prior to officer arrival. All were eventually located, including one who had fled into a residence and overdosed on prescription medication. Narcan was administered and subject recovered. Request for charges on damage to property and arrests for active warrants made.
- Drug take back: Drug take back conducted on October 24th. With the drugs taken in, and those through the lobby drop off points at our PD, Plover PD and

the Sheriff's Office, we transported 32 boxes/432.4 pounds of surrendered drugs to the regional drop off point for destruction.

- Peer Group Call in: Members of our Peer Group called in to conduct a diffusion with officers who had responded to a completed suicide involving an individual they had previous contact with.
- Pizza day for cadets: Pizza purchased for cadets at Bannach Elementary School in recognition of their exemplar service.

Drug Enforcement:

- Officers responded to a call of a methamphetamine lab at Point Motel. Initial information obtained indicated a minor explosion had taken place and strong smell of the chemical reaction was present. Large scale incident involving Fire Department and later Wisconsin Department of Criminal Interdiction. Active small scale meth lab located, along with materials used to make methamphetamine. Search involved two rooms. Nuisance abatement current underway on the Point Motel.
- Detective conducted a search of a residence within the city where pills were being sold under claim of being homemade oxycodone. Contents suspected of being fentanyl.

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

Number of Use of Force incidents 4 (38)

- September 29th – officers were dealing with a male subject with a Schizophrenia diagnosis who had physically assaulted his mother. The male attempted to leave. Officers were forced to take the subject to the ground (decentralize) and use force on the subject's arms and wrists to get his arms behind his back. No injuries.
- September 30th – SPPD/Plover SWAT conducted a search warrant in the City of Stevens Point. During the execution of the warrant SWAT members pointed their service pistols/rifles at subjects who were taken into custody. There was also a less lethal gun deployed during the execution of the warrant. There were no injuries during the execution of the warrant.
- October 8th – Officer were looking for a female suspect in a domestic battery case reportedly armed with a knife. Officers located the female suspect hiding in a garage. Officers pointed their service weapons at the suspect due to the threat of her being in possession of a knife. Subject taken in to custody without incident. No injuries.
- October 22nd – Officers were struggling with an intoxicated and manic female who was at the hospital. The female had struck an officer in the chest with her fist. A second officer used a wrist compliance hold to handcuff her to the bed to avoid further assault on other officers. No injuries.
- Report of disturbance with information that suspect may be in possession of a gun and knife. Felony traffic stop with display handguns. No injuries.

Mental health related incidents:

Officers responded to the following:

- 31 welfare checks
- 11 voluntary commitments
- Eight emergency detentions
- Two alcohol commitments
- One attempted suicide

K-9 Unit

- Six (6) deployments including:
 - Three mutual aid assist Portage County and Plover PD
 - Three combined traffic stops
 - Four searches were conducted

Staffing:

- Officer Patrick Stanislawski retired October 29, 2020 after 28 years of service with the Stevens Point Police Department.
- Detective Mike Schultz reassigned to Administrative Officer vacancy created by Officer Stanislawski, creating a vacancy in the Investigation Bureau.
- Detective John Lawryn appointed to Acting Sergeant in the Investigation Bureau due to reassignment of Officer Mike Schultz.
- Officer Zachary Gartmann and Officer Kimberly DesRosier have entered the final stages of the Field Training Program and we anticipate solo patrol this month for both.
- Officer Cody Stankowski will begin Step 2 of the Field Training process and progressing on schedule.
- Leopoldo Soria will begin employment November 9th as Community Resource Officer, filling a vacancy created by a recent resignation.

Training:

- Annual handgun qualifications successfully completed for all sworn personnel.
- Sergeant Jeremiah Ballew currently attending Vohne Liche Kennels in the State of Indiana as he completes his training as a K9 Recertification Instructor.
- Brian Brooks and Justin Klein completed a one week training on Death Investigations held in Eau Claire Wisconsin.

Auxiliary Unit:

- Auxiliary participated in one event, Tesla Car Show at the City parking lot in the 1200 block of Main Street. Total volunteer hours: 8.50 hours

Facilities:

- Absentee voting held in the Community Overflow room.
- Community television has completed their move.

Commissioner Wescott moved, seconded by Commissioner Ostrowski to accept the Police Chief's Report for October 2020.

Ayes, all; nays, none. Motion carried.

9. Approval of minutes

Commissioner Moore moved, seconded by Commissioner Kirschling to approve the October 6, 2020 minutes.

Ayes, all; nays, none. Motion carried.

10. Confirmation of bills

Commissioner Ostrowski moved, seconded by Commissioner Wescott, to approve the confirmation of the October 2020 bills.

Ayes, all; nays, none. Motion carried.

11. Review Wisconsin State Statute 62.13, role of Police and Fire Commission

President Wescott reported that the State legislators' primary purpose in creating police and fire commissions was to remove the administration of police and fire departments from city politics and place it in the hands of an impartial and non-political citizen board. The state legislature enacted the law about 100 years ago.

Attorney Dean Dietrich was asked to clarify for the commission in writing the authority of the police and fire commission, specifically an optional powers commission. In his memo Dean states a number of questions have been raised regarding the authority of the Police and Fire Commission and the discretion exercised by the Police and Fire Commission regarding the handling of the disciplinary proceedings involving the former Police Chief.

Attorney Dietrich's memo addresses the questions and concerns that have been raised and provides guidance to the Commissioners going forward with their role and responsibilities within local government in the City of Stevens Point.

A copy of Dean Dietrich's memo is attached.

12. Consideration of motion to adjourn into closed session pursuant to Wis. Stats. Section 19.85 (1) (a), (f) and (g) of the Wisconsin Statutes for the purpose of preliminary consideration of disciplinary matters and charges against specific persons which if discussed in public would likely have an adverse effect upon the reputation of individuals names in those charges, for the purpose of deliberating regarding preliminary matters relating to the disciplinary proceedings, and conferring with legal counsel who is rendering advice concerning strategy to be adopted by the Commission with respect to litigation it may become involved in including discussion regarding preliminary proceedings relating to a hearing on the Statement of Charges against a firefighter employee.

Commissioner Wescott moved, seconded by Commissioner Carlson to adjourn into closed session.

Ayes, all; nays, none. Motion carried.

13. Adjournment

The meeting adjourned at 11:30 a.m.

Dean R. Dietrich
Shane J. VanderWaal
Arthur M. Scheller, III



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MEMORANDUM

TO: Police and Fire Commission
City of Stevens Point

FROM: Dean R. Dietrich
Dietrich VanderWaal, S.C.

DATE: November 2, 2020

RE: Questions Regarding Authority of Police and Fire Commission

Dear Commissioners:

A number of questions have been raised regarding the authority of the Police and Fire Commission and the discretion exercised by the Police and Fire Commission regarding the handling of the disciplinary proceedings involving the former Police Chief.

We are providing this document to the Commissioners in order to address the questions and concerns that have been raised and to provide guidance to the Commissioners going forward with their role and responsibilities within local government in the City of Stevens Point. Attached to this Memorandum is a document presented to the Commission on September 6, 2016, by the City and Villages Mutual Insurance Company which outlines the duties and responsibilities of a Police and Fire Commission and contains background information regarding the Stevens Point Code of Ordinances and applicable state statutes. We are providing this document as background and a reminder of the duties and responsibilities of a Police and Fire Commission in the City of Stevens Point. While this document is four years old, the information contained in this document is still valid and may be relied upon by the Commission as it continues to assess its duties and responsibilities. We are also providing this document to avoid any duplicity of information received by the Commission.

SUMMARY OF BACKGROUND INFORMATION

While there is a great deal of information provided in the background materials as well as applicable state statutes, we wish to provide a brief summary of this information for consideration by the Commission:

- The Stevens Point Police and Fire Commission is appointed under Section 3.29 of the Stevens Point Code of Ordinances and has the powers and authority conferred under Section 62.13 of the Wisconsin Statutes;

- The Stevens Point Police and Fire Commission has optional powers as described in Section 62.13(6) of the Wisconsin Statutes which provides additional authority to the Commission to:
 - Organize and supervise the police and fire departments;
 - Describe rules and regulations for controlling and managing the departments;
 - Contract for and purchase all necessary apparatus and supplies for the use of the departments;
 - Audit all bills, claims, and expenses of the fire and police departments before such bills are paid by the municipal treasurer;
- The police and fire commission with optional powers does not have the authority to exercise discretion over the “erection and control” of the police and fire stations. The common council is responsible for providing funds to pay for the operation of the police department and the fire department;
- One of the main functions of a police and fire commission is to establish a hiring process for the hiring of staff for the police department and the fire department. This responsibility is to be exercised by the police and fire commission without restriction or influence from the common council or city officials other than the determination of the amount of money that would be directed for the operation of the police department and the fire department;
- One of the main functions of a police and fire commission (whether with optional powers or not) is to oversee and exercise discretion regarding the discipline of all members of the police department and fire department. The exercise of discretion over disciplinary matters is solely vested in the police and fire commission and may not be subject to the influence or direction of the common council or city officials in any manner. This is one of the primary purposes for the creation of a separate police and fire commission.

ADDITIONAL DISCUSSION ITEMS

Media coverage over the past week has suggested that there is confusion regarding the authority of the Common Council and authority of the Police and Fire Commission. This is not unusual because of the general confusion over authority of respective local government bodies and the desire of local elected officials to exercise control over local happenings whether under their authority and jurisdiction or not. We would like to address several of these questions to provide further clarification to the Commission.

Authority of Common Council to Address Personnel Matters in the Police and Fire Departments

As noted above, the Police and Fire Commission has sole and exclusive authority to address personnel matters in the Police and Fire Departments. Typically, personnel matters are addressed through the filing of charges for disciplinary action against an individual member of the Department

or the issuance of disciplinary action by the Police Chief/Fire Chief and the processing of an appeal of that disciplinary action to the Commission. In the case of the Stevens Point Police and Fire Commission (with optional powers), the Commission has the sole and exclusive authority to establish, review, and oversee the personnel policies and procedures of each Department. This is incorporated into Section 62.13(6)(a)(1) of the Wisconsin Statutes which provides that a police and fire commission with optional powers has the power “to organize and supervise the fire and police... departments and to prescribe rules and regulations for their control and management.”

When the Police and Fire Commission is exercising its decision-making authority regarding personnel matters, the Commission is to exercise its judgment and discretion in accordance with its independent view of what is reasonable and appropriate under the circumstances. It is not unusual for other elected officials to disagree with the decision made by the Commission (as a whole); however, the responsibility rests solely with the Commission. The Commission is authorized and expected to exercise its discretion without undue influence from others when considering personnel matters involving a member of the Police or Fire Department.

Sharing of Personnel Information During an Investigation

Section 62.13(5) of the Wisconsin Statutes provides the statutory procedure for the conduct of a hearing and the issuance of discipline by the Police and Fire Commission. Under the requirements of that state statute, a proper investigation must be conducted before a hearing is held and then a hearing must be held before the Commission to determine whether or not discipline should be issued and to determine what is the appropriate discipline. The hearing process is designed to allow the Commissioners to obtain information and receive responses from all parties before a final decision is made regarding a disciplinary matter. It would be inappropriate to disclose information regarding a personnel investigation prior to the conduct of a hearing before the Commission. The release of information to various parties prior to a hearing could constitute a due process flaw in the proceedings before the Commission.

Authority for Hiring of Police Chief or Fire Chief

As noted above, the Police and Fire Commission (whether holding optional powers or not) has the sole and exclusive responsibility for the hiring of a Police Chief or Fire Chief. That is one of the main functions of a Commission. As noted in the materials, the purpose for delegating this authority to the Police and Fire Commission is to eliminate the inappropriate influence of political considerations when hiring a Police Chief or Fire Chief that is responsible for overseeing order within the community.

Appointment Process

Appointments to the Police and Fire Commission are governed by state statutes and the City Code of Ordinances. Under the City Ordinances, a member of the Commission is appointed by the Mayor between the third Monday in April and the third Monday in May with the appointment to be conducted for one member of the Commission on an annual basis. The Mayor is to ensure that no more than three members of the Commission would belong to the same political party. This is consistent with the requirements under state statute. Commissioners may only be removed from

their position for cause as provided under Section 17.12(1)(cm) of the Wisconsin Statutes.

What Does Optional Powers Really Mean?

As noted above, the Stevens Point Police and Fire Commission has optional powers under Section 62.13(6) of the Wisconsin Statutes. This state statute describes the powers of the Police and Fire Commission (with optional powers) and establishes the procedure for the community to authorize the granting of optional powers to the Commission. The Common Council may not unilaterally grant or repeal the grant of optional powers to the Commission.

Simply stated, the Police and Fire Commission with optional powers performs all of the functions of local government as it relates to the operation of the Police Department and the Fire Department. The Commission stands in place of the Common Council except as it relates to the location and construction of buildings to house the Police Department and the Fire Department or to establish the annual allocation of funds to be used to operate the Police Department and the Fire Department. In all other respects, the Commission serves as the decision-making body and the oversight body for the operation of the Police Department and the Fire Department.

CONCLUSION

The above represents a summary of the background information provided to the Commission regarding the duties and responsibilities of a Police and Fire Commission in the City of Stevens Point. We recognize that often tension can arise between a Commission and other local elected officials. The Legislature determined many years ago to create different authority and responsibility for the operation of the Police and Fire Department in a community in order to avoid the mixing of local politics with enforcement of public safety in the community.

If any Commissioner has any questions about this information, please feel free to contact us directly.

Attachment

**REGULAR MEETING MINUTES
Board of Park Commissioners**

December 2, 2020 - 6:30 PM

Meeting will be held via Zoom online meeting

Click to Connect: [Zoom Meeting](#)

Dial in Number: (312)-626-6799 - Meeting ID: 897 9812 8520 Passcode: 578558

Discussion and Possible Action on:

1. Roll Call

Present: Freckmann, Glododosky, Hall, Kirsch, McDonald, Okonek, Przybylski, Shorr, Sorenson, Alder Zarazua

Excused: Alder Slowinski

Also Present: Director Kremer, Gregg Trudell

2. Approval of November 4, 2020 meeting minutes

Motion by Okonek, second by Glodosky to approve of November 4, 2020 meeting minutes.

Ayes, all; Nays, none; Motion carried.

3. Update on John S. Groholski Park.

Director Kremer gave an update on the newly acquired John S. Groholski Park.

4. Approval of John S. Groholski Park master plan.

Motion by Glodosky, second by Przybylski to approve the John S. Groholski Park master plan.

Ayes, all; Nays, none; Motion carried.

5. Approval of color selection for Goerke Park Tennis Court resurfacing.

Motion by Okonek, second by Przybylski to approve the blue color option 1 for the Goerke Park Tennis court.

Ayes, all; Nays, none; Motion carried.

6. Approval of Bukolt Park playground replacement location.

Motion by Okonek, second by Kirsch to table the Budolt Park playground replacement location.

Ayes, all; Nays, none; Motion carried.

7. Approval of reclassification and title change for Park Maintenance Supervisor, City Forester and Facilities Supervisor I positions.

Motion by Shorr, second by Okonek approve the reclassification and title change of Park Maintenance Supervisor, City Forester and Facilities Supervisor I positions.

Ayes, all; Nays, none; Motion carried.

8. Director's Report
- Parks Update
- Forestry Update
- KB Willett Update

Director Kremer delivers a review of current and upcoming activities within the Parks, Recreation and Forestry Department.

9. Adjournment

Meeting adjourned at 7:18 pm

Ayes, all; Nays, none; Motion carried.

**SPECIAL MEETING MINUTES
Board of Park Commissioners**

December 7, 2020 - 5:00 PM

Meeting will be held via Zoom online meeting

Click to Connect: [Zoom Meeting](#)

Dial in Number: (312)-626-6799 - Meeting ID: 875 2769 6639 Password: 900543

3:00 PM - Park Tour @ Bukolt Park (Meet adjacent skate park)

A walking tour to view park property will take place during this time. A quorum may be present but no City business will be conducted.

Discussion and Possible Action on:

1. Roll Call

Present: Glodosky, Hall, McDonald, Okonek, Przybylski, Alder Slowinski, Alder Zarazua

Excused: Freckman, Kirsch, Alder Shorr, Sorenson

Also Present: Director Kremer, Scott Halvorsen, Brandi Rose

2. Approval of December 2, 2020 meeting minutes

Motion by Hall, second by Glodosky to approve the December 2, 2020 meeting minutes.

Ayes, all; Nays, none; Motion carried.

3. Approval of Bukolt Park playground location.

Motion by Zarazua, second by Hall to approve the Bukolt Park playground relocation to the current volleyball court site, if the site is deemed unusable due to underground utilities then the current site of the playground is to be used with land alterations.

Ayes, all; Nays, none; Motion carried.

4. Adjournment

Motion by Slowinski, second by Glodosky to adjourn the meeting at 5:14 pm.

Ayes, all; Nays, none; Motion carried.

REPORT OF CITY PLAN COMMISSION

December 7, 2020 – 6:00 PM
Zoom Conference Call Meeting

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

ALSO PRESENT: Director Kernosky, Associate Planner/Zoning Administrator Kuhn, City Attorney Beveridge, Alderperson Nebel, Alderperson Slowinski, Alderperson Morrow, Charles Glodowski, and unidentified audience members via Virtual Zoom Meeting.

INDEX:

1. Roll call.

Discussion and possible action on the following:

2. Report of the November 16, 2020 Special City Plan Commission meeting
 3. Public Hearing and action on a request from Mark Erwin for a conditional use permit to construct multiple storage buildings consistent with Ch. 23.01(13)(f) and 23.02(4)(e)(3.4)(1) at an unaddressed lot on Heffron Street (Parcel ID 281230802230112).
 4. Public Hearing and action on a request from Jeff Disher, representing Disher Properties LLC, to rezone the property at 4912 County Road HH (Parcel ID 281230803400213) from “B-1” Neighborhood Business to “B-4” Commercial.
 5. Public Hearing and action on a request from Jeff Disher, representing Disher Properties LLC, for a conditional use permit to construct an office addition consistent with Ch. 23.01(13)(f) and Ch. 23.02(2)(d)(3)(i) at 4912 County Road HH (Parcel ID 281230803400213).
 6. Public Hearing and action on a request from William Yudchitz for a conditional use permit to construct a storage facility consistent with Ch. 23.01(13)(f) at 1309 Dubai Avenue (Parcel ID 28124020200009).
 7. Request from Holy Spirit Parish for a sign variance to construct a second freestanding sign at 838 Fremont Street (Parcel ID 281240828300801).
 8. Request from the City of Stevens Point to purchase 17.35 acres in East Park Commerce Center (PID 281230801120001).
 9. Request from the City of Stevens Point to sell 15.6 acres of land in East Park Commerce Center (PID 281230801120001).
 10. Request from Lineage Logistics for a Site Plan Review to construct a processing plant, freezer, office, and loading dock addition to an existing cold-storage facility at 5700 EM Copps Drive.
 11. Request from the City of Stevens Point & Lineage Logistics for the dedication of a Sanitary Sewer easement adjacent to the EM Copps Drive Right of Way (PID 281230801120003)
 12. October & November 2020 Monthly Reports
 13. Director's Report
 14. Adjourn
-

1. Roll call.

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

Discussion and possible action on the following:

2. Report of the November 16, 2020 Special City Plan Commission meeting

Motion by Commissioner Cooper to approve the report of the November 16, 2020 Plan Commission meeting; seconded by Commissioner Hoppe.

Motion carried 7-0.

3. Public Hearing and action on a request from Mark Erwin for a conditional use permit to construct multiple storage buildings consistent with Ch. 23.01(13)(f) and 23.02(4)(e)(3.4)(1) at an unaddressed lot on Heffron Street (Parcel ID 281230802230112).

Associate Planner/Zoning Administrator Kuhn reviewed the request to construct four self-service storage buildings at the unaddressed lot. The development would include a total of 49 units, be broken into four phases, and was expected to be completed within 3-5 years. He reviewed the proposed concept plan, phase overview, and recommended approval

Mayor Wiza declared the public hearing open.

Charles Glodowski (5276 Howard Ave) adjacent land owner, inquired on whether the applicant planned on asphalt or gravel use, and what would be in place to shield neighbors from an influx of persons coming to and from the rental units.

Alder Slowinski (District Six), alder for the district, stated that he supported the request so long as light pollution was contained, and if all wellhead protections requirements had been met. He had not heard of concerns from constituents.

Mayor Wiza read a prepared statement by the applicants Mark and Bobbie Erwin who could not attend due to schedule conflicts.

Mayor Wiza declared the public hearing closed.

Commissioner Arntsen stated concern with stormwater management based on the amount of proposed impervious surface.

Associate Planner/Zoning Administrator Kuhn stated that the site would be paved with asphalt. As part of the conditions, a buffer would be required between the development and residents in the form of perimeter landscaping. Regarding stormwater concerns, staff was working with Utilities to make sure facilities were adequate for management.

Commissioner Arntsen noted continued wellhead protection concerns, stating that it wasn't just a quantity issue, but a quality issue. He asked that these items be considered during staff review.

Mayor Wiza stated confidence in the Water Department to assure the submitted plans met requirements, but also asked that Commissioner Arntsen contact the department considering his expertise in the hopes of dispelling concerns.

Alderperson Kneebone, while not concerned with the current request, noted an overarching question on what the City was doing to protect areas that should perhaps not be developed at all.

Commissioner Haines stated that a map of the area would have been helpful as the unaddressed parcel could not be located.

Mayor Wiza confirmed that maps would be included for all unaddressed parcels in the future.

There was a brief discussion for the location of surrounding wellhead protection areas of Plover and Whiting, to which staff confirmed that the area in question was within the City of Stevens Point. Staff would connect with the Water Department to request and distribute maps of the wellhead protection zones to all commissioners.

Alderperson Kneebone asked that there be enough vegetative barrier for the property owners to the south, with Commissioner Arntsen asking that staff consider the type of vegetation in the wellhead carefully.

Mayor Wiza confirmed that the City's forester would be involved in making sure vegetation used would be appropriate for the wellhead protection area.

Motion by Commissioner Arntsen to approve the request from Mark Erwin for a conditional use permit to construct multiple storage buildings consistent with Ch. 23.01(13)(f) and 23.02(4)(e)(3.4)(1) at an unaddressed lot on Heffron Street (Parcel ID 281230802230112) with the following:

1. **The applicant shall submit a stormwater plan, subject to the review and approval by Utilities Department staff.**
2. **The applicant shall install landscaping along southern perimeter of the property, subject to the review and approval by Community Development staff meeting applicable landscaping requirements.**
3. **The applicant shall obtain an erosion control permit through the Utilities Department prior to any soil grading occurring on the property, meeting applicable erosion control guidelines.**
4. **The applicant shall obtain a right-of-way permit through the Public Works Department prior to installing the driveway, meeting applicable design requirements.**
5. **A curb stop shall exist for the required parking stall as it directly abuts a proposed storage building.**
6. **The applicant shall meet applicable parking stall requirements, subject to the review and approval of Community Development staff meeting Zoning Code standards.**
7. **Proposed signage shall meeting applicable Sign Code regulations, subject to the review and approval of Community Development staff.**
8. **Staff shall have the authority to approve minor changes to the site plan.**
9. **All applicable building permits shall be applied for an obtained prior to commencement of construction.**

seconded by Commissioner Haines.

Motion carried 7-0.

4. Public Hearing and action on a request from Jeff Disher, representing Disher Properties LLC, to rezone the property at 4912 County Road HH (Parcel ID 281230803400213) from "B-1" Neighborhood Business to "B-4" Commercial.

Associate Planner/Zoning Administrator Kuhn reviewed the request to construct a 1,200 square foot office addition onto an existing office and storage building. Due to the legal non-conforming use, any major alteration would require the property to meet present Zoning Code standards. Since Electrical Contracting offices were neither permitted of conditional within the B-1 District, the request had come forward for a rezoning to B-4 Commercial, in which the use was permitted.

Mayor Wiza declared the public hearing open.

Alderperson Nebel (District Three) stated concerns with potential corner traffic issues to the amount of uses and buildings already on the property, to which staff confirmed that all clear view requirements would still need to be met.

Mayor Wiza declared the public hearing closed.

Motion by Commissioner Hoppe to approve the request from Jeff Disher, representing Disher Properties LLC, to rezone the property at 4912 County Road HH (Parcel ID 281230803400213) from “B-1” Neighborhood Business to “B-4” Commercial; seconded by Alderperson Kneebone.

Motion carried 7-0.

5. Public Hearing and action on a request from Jeff Disher, representing Disher Properties LLC, for a conditional use permit to construct an office addition consistent with Ch. 23.01(13)(f) and Ch. 23.02(2)(d)(3)(i) at 4912 County Road HH (Parcel ID 281230803400213).

Associate Planner/Zoning Administrator Kuhn reiterated that since a legal non-conforming status of the office use was also proposed, a conditional use permit was required to allow more than one principal use on one lot.

Mayor Wiza declared the public hearing open.

Mayor Wiza declared the public hearing closed.

Commissioner Hoppe inquired on any additional parking stall installation, to which staff confirmed that while there were existing stalls, the addition would trigger additional stalls subject to review. Staff would continue to work with the applicant to make sure standards were being met.

Motion by Commissioner Hoppe to approve the request from Jeff Disher, representing Disher Properties LLC, for a conditional use permit to construct an office addition consistent with Ch. 23.01(13)(f) and Ch. 23.02(2)(d)(3)(i) at 4912 County Road HH (Parcel ID 281230803400213) with the following:

1. **The applicant shall provide eleven parking stalls, meeting applicable parking stall design and ADA parking requirements. Such parking stalls shall be subject to the review and approval of Community Development staff.**
2. **The applicant shall submit a stormwater management plan, subject to the review and approval by Utilities Department staff meeting applicable stormwater management codes.**
3. **The applicant shall submit a landscaping plan, subject to the review and approval by Community Development staff meeting applicable Zoning Code guidelines.**
4. **The applicant shall submit and receive approvals for any future additions or alterations to the property, consistent with City Zoning Code requirements.**
5. **Staff shall have the ability to approve minor changes to the site plan.**
6. **All applicable building and erosion control permits shall be applied for and obtained prior to commencement of construction.**

seconded by Commissioner Cooper

Motion carried 7-0.

6. Public Hearing and action on a request from William Yudchitz for a conditional use permit to construct a storage facility consistent with Ch. 23.01(13)(f) at 1309 Dubai Avenue (Parcel ID 28124020200009).

Associate Planner/Zoning Administrator Kuhn reviewed the request to construct a 2,120 square foot storage facility intended to be utilized for retail. He reviewed the site plan, which included three existing buildings, two of which were utilized for storage and warehouse purposes, and another for office use. Due to having more than one principal building or use, the lot required a conditional use permit.

Commissioner Arntsen inquired on whether there were concerns from the Fire Department due to the number of buildings already on the property when the nearest fire hydrant was so far.

There was a brief discussion in which it was explained that the City had mutual aid by surrounding municipalities for fire emergency, and that their equipment could address a fire. However, any additional fire suppression would be required if additional buildings were pursued. While there were long term plans to bring water connections down DuBay Avenue, the plan was several years off. The Fire Department was supportive of the request with the conditions outlined in the staff report.

Mayor Wiza opened the public hearing.

Alderperson Morrow (District Eleven), alder for the area, confirmed that they had spoken with the applicant about the project. He had heard no additional concerns from local constituents and urged approval of the request.

Director Kernosky read a prepared statement by Richard Lila, on behalf of Gladys Lila, into the record, citing property line disputes between them and the applicant.

Staff explained that property line disputes were considered a civil matter and did not impact the Conditional Use Permit request.

Mayor Wiza declared the public hearing closed.

Motion by Commissioner Cooper to approve the request from William Yudchitz for a conditional use permit to construct a storage facility consistent with Ch. 23.01(13)(f) at 1309 Dubay Avenue (Parcel ID 28124020200009) with the following:

1. **The applicant shall submit a stormwater management plan to determine if proposed and existing stormwater retention areas can support the proposed building and if additional stormwater techniques are required, subject to the review and approval of the Utilities Department meeting applicable stormwater management codes.**
2. **The applicant shall enter into agreement or memorandum of understanding that no additional buildings shall be constructed on the property without the extension of fire protection (hydrants) or proper fire suppression system being installed consistent with Fire Department and Community Development Department approval.**
3. **Staff shall have the authority to approve minor changes to the site plan.**
4. **The applicant shall obtain an erosion control permit.**
5. **The applicant shall obtain a right-of-way permit for the proposed driveway, subject to the review and approval of Public Works and Community Development Department staff meeting applicable right-of-way and Zoning Code standards.**
6. **All applicable building permits shall be applied for and obtained prior to commencement of construction.**

seconded by Commissioner Haines

Motion carried 7-0.

7. Request from Holy Spirit Parish for a sign variance to construct a second freestanding sign at 838 Fremont Street (Parcel ID 281240828300801).

Associate Planner/Zoning Administrator Kuhn reviewed the request for a sign variance to install an approximately five-foot tall, 20 square feet freestanding sign at 838 Fremont Street. A maximum of one freestanding sign was allowed in the R-2 District, thus the request. Staff reviewed sign renderings, location of existing and proposed signage, and recommended approval with conditions outlined in the staff report.

Mayor Wiza asked for comments from the audience.

Alderson Nebel agreed in granting the variance as not doing so could pose a practical difficulty or unnecessary hardship.

Motion by Alderson Kneebone to approve the request from Holy Spirit Parish for a sign variance to construct a second freestanding sign at 838 Fremont Street (Parcel ID 281240828300801) with the following:

1. The brightness of said color display shall be reduced during dusk-to-dawn hours to reduce any obstructions to commuters, subject to the review and approval of Community Development staff.
2. The freestanding sign shall be set back at least five feet from the property line.
3. The freestanding sign shall be set back at least ten feet from the parking lot entrance/exit to meet clearview requirements.
4. The sign shall conform to all other applicable requirements within the sign ordinance.
5. Applicable building permits shall be obtained.
6. Minor modifications to the proposed sign may be approved by staff.

seconded by Commissioner Hoppe

Motion carried 7-0.

8. Request from the City of Stevens Point to purchase 17.35 acres in East Park Commerce Center (PID 281230801120001).

Mayor Wiza explained that the next following items and requests were all related.

Director Kernosky provided the following summarized details:

1. Working with Lineage Logistics for another rapid expansion, or Phase Six. Part of that process would be to acquire land in East Park Commerce Center, the sale of land to Lineage, a Site Plan Review, and an easement approval.
 - a. Phases 1-3 were previously completed.
 - b. Phase 4 was completed in the summer.
 - c. Phase 5 was currently under construction
 - d. Phase 6 would be a 263,070 square foot addition to the existing facility and contain freezer space and packaging processing plant, office space, and additional dock areas.
2. Reviewed conditions of approval for each request, confirmed that they had met all requirements, and recommended approval with conditions.
3. Noted that the proposed expansion was expected to be their final expansion eastward due to the future planned rail spur.

Mayor Wiza commended Lineage Logistics success and dedication to the City.

Mayor Wiza asked for comments from the audience.

Alderson Nebel (District Three) expressed concern over additional financial assistance to the applicant for additional expansions, to which staff noted that there would be no assistance with the sale of land, and any additional assistance for expansions would fall under the purview of the Finance Committee. The requests for construction were separate.

Motion by Commissioner Hoppe to approve the request from the City of Stevens Point to purchase 17.35 acres in East Park Commerce Center (PID 281230801120001); seconded by Commissioner Haines

Motion carried 7-0.

9. Request from the City of Stevens Point to sell 15.6 acres of land in East Park Commerce Center (PID 281230801120001).

Mayor Wiza reiterated that any land acquisition or disposition needed Plan Commission approval.

Mayor Wiza asked for comments from the audience.

Aldersperson Nebel (District Three) expressed continued concern for the purchase of property only to resell it to Lineage for a loss.

Staff confirmed that the funds would come from the TID District, but all costs had been previously negotiated through the East Park Commerce Center. The return to the tax payer would come in the form of property taxes and community benefits.

Motion by Commissioner Cooper to approve the request from the City of Stevens Point to sell 15.6 acres of land in East Park Commerce Center (PID 281230801120001); seconded by Aldersperson Kneebone

Motion carried 7-0.

10. Request from Lineage Logistics for a Site Plan Review to construct a processing plant, freezer, office, and loading dock addition to an existing cold-storage facility at 5700 EM Copps Drive.

Mayor Wiza reiterated that the property was located within the Planned Industrial Development District, which required a Site Plan Review.

Commissioner Hoppe asked for confirmation that this request was related to the stormwater and additional landscaping conditions, to which that was confirmed accurate.

Motion by Commissioner Hoppe to approve the request from Lineage Logistics for a Site Plan Review to construct a processing plant, freezer, office, and loading dock addition to an existing cold-storage facility at 5700 EM Copps Drive with the following:

1. Lineage Logistics shall acquire the land for the proposed expansion. If the land is not acquired, or if the applicant fails to perform the improvements outlined within this staff report within 12 months of approval, this approval shall be void.
2. A landscaping plan shall be submitted to be reviewed and approved by the community development department. The landscaping plan shall include and identify an extension of the existing landscaping in relation to the proposed addition. The landscaping plan should incorporate and continue previous requirements to the extent applicable with the project which include:
 - a. Landscaping and screening shall be installed to screen additional new parking within 6 months of the completion of any addition or expansion.
 - b. The southern trailer parking area shall be screened with a decorative fence of at least 6 feet tall or a berm (minimum of 6 feet) with landscaping.
 - c. Additional landscape screening, to be approved by staff, shall be installed along the southern and western property lines, as well as along the sides of the parking areas.
 - d. Street trees shall be installed along the street at a rate of 1 per every 75 lineal feet.
 - e. Landscaping shall be irrigated and maintained in perpetuity.
 - f. Stormwater detention areas shall be maintained.
3. The applicant shall provide a fire sprinkler plan, subject to the review and approval of the Fire Marshal meeting applicable fire code standards.
4. The applicant shall provide a fire hydrant plan, subject to the review and approval of the Fire Marshal meeting applicable fire code standards.

5. **A sampling manhole shall be constructed near the EM Copps Drive Right of Way for wastewater sampling of the packaging processing plant, subject to the review and approval of Utilities Department staff meeting applicable wastewater standards.**
6. **The applicant shall enter into a revocable occupancy easement agreement to allow stormwater management facilities to be located in the E M Copps Drive Right-of-Way.**
7. **Proposed driveways shall be separated by a distance not less than 150' measured centerline to centerline of the proposed driveways, subject to the review of Public Works and Community Development staff meeting applicable Zoning Code and right-of-way standards.**
8. **Occupancy standards shall be met for the proposed packaging processing plan, subject to the review and administration of the Building Inspections Division of the Community Development Department meeting applicable Commercial Building Code requirements.**
9. **Minimum standards of the proposed parking lots, including ADA parking stalls, proper landscaping, and others, shall be provided meeting applicable design standards subject to the review and approval of Community Development staff.**
10. **Staff shall have the authority to approve minor changes to the site plan.**

seconded by Commissioner Arntsen.

Motion carried 7-0.

11. Request from the City of Stevens Point & Lineage Logistics for the dedication of a Sanitary Sewer easement adjacent to the EM Copps Drive Right of Way (PID 281230801120003)

Mayor Wiza reiterated that the public easement required Plan Commission and Common Council approval.

Mayor asked for comments from the audience.

Aldersperson Nebel (District Three) inquired on the expansion of the road that had already occurred for Phase 4 and 5, to which Director Kernosky clarified that at the time of recording the Certified Survey Map in 2019, it stated that they were to enter into an easement for construction of deep sewer. Since the recording of that easement had never occurred, staff was working with Lineage to complete that requirement now.

Aldersperson Nebel (District Three) asked if Lineage would be paying for the installation of the deep sewer, to which Director Kernosky stated that the extensions would be paid through the TID, but Lineage was indirectly paying for them.

Aldersperson Nebel (District Three) expressed concern that Lineage was not directly paying for these extensions instead of it coming through the TID.

Mayor Wiza understood the Aldersperson's concern and added that incentives provided would never exceeded the capacity of the City to collect revenue to maintain that infrastructure. He further confirmed that the additional increment generated would go back into paying for any extensions installed and perpetual maintenance of those expansions.

Motion by Aldersperson Kneebone to approve the request from the City of Stevens Point & Lineage Logistics for the dedication of a Sanitary Sewer easement adjacent to the EM Copps Drive Right of Way (PID 281230801120003); seconded by Commissioner Cooper

Motion carried 7-0.

12. October & November 2020 Monthly Reports

Director Kernosky briefly explained that end of year valuation had continued to increase year after year, highlighting the issuance of the North Side Yard project for 23 million, for a year-to-date of approximately 153 million.

Mayor Wiza commended Community Development staff for their efforts.

Motion by Commissioner Hoppe to approve the October & November 2020 Monthly Reports and place them on file; seconded by Commissioner Arntsen.

Motion carried 7-0.

13. Director's Report

Director Kernosky summarized updates from his memorandum, which had been included in the Agenda Packet:

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

Mayor Wiza asked for an update on the Belke property, to which the Director confirmed that the house had been razed, and staff continued to work with the developer for a 2021 project groundbreaking. Mayor Wiza also added that there were several groups that worked on salvaging as much as they could from the house that had been razed.

Aldersperson Nebel (District Three) asked when the Traditional Neighborhood Overlay Code Amendment had been completed and adopted, and if a copy could be provided. Director Kernosky confirmed that approval had occurred in the past month, and a copy would be provided.

Motion by Mayor Wiza to approve the December 2020 Director's Report and place it on file; seconded by Commissioner Arntsen.

Motion carried 7-0.

14. Adjourn.

Meeting adjourned at 7:26 PM.

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

Attachment relating to agenda Item 3: Mark Erwin Conditional Use Permit

From: erwinsrentals@charter.net [mailto:erwinsrentals@charter.net]
Sent: Sunday, December 6, 2020 12:05 PM
To: Adam Kuhn <akuhn@stevenspoint.com>; Ryan Kernosky <rkernosky@stevenspoint.com>
Cc: 'merwin5054@aol.com' <merwin5054@aol.com>
Subject: Statement for Monday Plan Commission Meeting

Ryan and Adam,

Unfortunately, due to work schedules, we will not be able to join you for the meeting on Monday, December 7.
The following is the requested statement:

Regarding the proposed project, we look forward to continuing to work with your office to ensure all is in order.
Thanks to Adam Kuhn and Eric Southworth for taking the time to meet with us 2 weeks ago at the land to walk through and talk through the project development.

We have completed multiple successful building development projects within the city in the past and are familiar with the process to bring projects to a favorable end to fit into the city's development plan.

Thank you for your time,
Mark and Bobbie Erwin

Attachment relating to agenda Item 6: William Yudchitz Conditional Use Permit

From: ralila@charter.net [mailto:ralila@charter.net]
Sent: Monday, December 7, 2020 3:26 PM
To: Adam Kuhn <akuhn@stevenspoint.com>
Subject: Update RE: Public Hearing 1309 Dubai Ave

Adam,

Just wanted to update you before tonight's meeting about my family's efforts to verify the possible property line controversy at 1309 Dubai Ave. An inquiry to the Register of Deeds was unsuccessful. We now have a request in to the Clerk of Courts, but that may take as long as 10 days.

My brother, John Lila, has spoken to Mr. Yudchitz and he seems open to an amicable settlement based upon our findings. We'll be in touch with Mr. Yudchitz when we get further information from the Clerk of Courts.

Richard Lila

From: ralila@charter.net
To: "akuhn@stevenspoint.com"
Cc:
Sent: Thursday December 3 2020 5:55:17PM
Subject: Public Hearing 1309 Dubai Ave

Adam,

This email is a followup to our conversation on Dec 3rd about a Plan Commission hearing scheduled for Dec 7, 2020 about the William Yudchitz property at 1309 Dubai Ave Stevens Point.

I am writing on behalf of my mother, Gladys Lila, for which I am the POA. Our concern stems from the newly placed property boundary stakes between her property and the property of Mr. Yudchitz. My parents went to court in the early 70's over that boundary and won their case in court. At that time the adjacent property was owned by a Mr. Zuenoff. The newly placed property boundary stakes appear to put the contested property back to Mr. Yudchitz, and we wish to dispute the location of those stakes.

Thank you.

Richard Lila
W8795 Niblick Rd
Beaver Dam WI 53916
920 887 1652

City of Stevens Point
Board of Water and Sewerage Commissioners
December 14, 2020 - 12:30 PM
(or immediately following the previous scheduled meeting)

Meeting will be held via a Zoom Meeting URL to connect:
<https://us02web.zoom.us/j/82026885705> Dial in number: (301) 715-8592
Meeting ID: 820 2688 5705

MINUTES

Discussion and Possible Action on:

1. Roll Call

Present: Paul Adamski, Carl Rasmussen, Mae Nachman, Anna Haines and Ray Schmidt

Others Present: Joel Lemke, Eric Southworth, Mary Klesmith, Craig Czaikowski, Chris Lefebvre, Jason Draheim and Jaime Zdroik

2. Approval of November 9, 2020 minutes

Motion made by Anna Haines, seconded by Mae Nachman to approve the minutes of the November 9, 2020 meeting of the Board of Water & Sewerage Commission.

Ayes all. Nays none. Motion carried.

3. Approval of Department Claims

Motion made by Ray Schmidt, seconded by Carl Rasmussen to approve the department claims for the month of November as audited and read.

Ayes all. Nays none. Motion carried.

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

Eric provided the Commission with a spreadsheet showing the mills usage compared to our monthly pumping. The mills usage generally stays the same. Carl wanted to know what the significant jump was in September, October and November compared to previous years. Carl stated if it is not the mill or another major user then what is causing the higher consumptions in these months. Eric stated there is another spreadsheet that he can do in order to compare all commercial, industrial, and residential customers as well that might provide more information. Paul suggested if it

is not too time consuming, Eric should generate that spreadsheet and bring it back to next month's meeting. Eric also stated he has an annual spreadsheet that he can bring as well.

Eric also stated the Well Site Investigation Report for Well 4 replacement is in the DNR's hand and they are to decide whether they approve the new wellsite by January 31, 2021. Well 5 is raised and abandoned. The crew finished tearing down that building last week. Our repiping project at Well 7 out in wellfield is currently taking place and is coming along well. That project should be done shortly after January 1st.

Joel explained that we have two possible locations for Well 4 that the DNR is currently reviewing. The locations are both near Well 4 but up on top of the bluff. One would involve a small property acquisition and the other might be in some existing City parcel or right-a-way.

5. Sewage Treatment Operations Report - *Chris Lefebvre*

Chris stated all permit limits were met for the month of November. We produced 44% of our own electricity and 66% of the heat used on site. Everything is going well.

6. Construction and Maintenance Report - *Craig Czaikowski*

Craig stated Well 5 was torn down last week. Storm crew finished up a project on W. Gates Drive and it just needs to be seeded. The Water Department crew is currently working on hydrant maintenance.

7. Community Area Network Report - *Joel Lemke*

Nothing to report.

8. Update on assessment of late fees. - *Joel Lemke*

The PSC started a docket stating utilities needed to send a letter to them stating their intent to start the assessment of late fees again now that the State action prohibiting the assessment of late fees is over. Joel wanted to notify the Commission of our intent to start assessing late fees once again.

9. Proposed amendment to Chapter 13 of the RMC requiring the installation of plumbing for test ports for meters larger than 2" on new construction - *Joel Lemke*

Joel explained that we go onsite to test all meters over 2 inches in the City. We would like to have new meter installations, where it is new construction, to have the contractor plumb a pipe from where the meter is to the outside of the building. Then we would not have to run hoses through the building where there are finished areas in order to complete the meter testing. The large meters stay in place while we test them. Smaller meters we take out and bring them back to the shop to test. This a developing trend in

the industry on new construction, to have them facilitate our testing at the outside of the building with piping that goes through the building wall.

Motion made by Ray Schmidt, seconded by Mae Nachman to approve the proposed amendment to Chapter 13 of the RMC requiring the installation of plumbing for test ports for meters larger than 2 inches on new construction.

Ayes all. Nays none. Motion carried.

10. Notice of employee seeking elected office - Joel Lemke

Joel explained that it is in the City's Administrative Policy to have all employees notify us when seeking an elected office. Joel does not identify any conflict with this at all.

11. Directors Report - Joel Lemke

Nothing to report.

12. Adjournment

Motion made by Anna Haines to adjourn the meeting.

Ayes all. Nays none. Motion carried.

Meeting Adjourned: 1:34PM

REPORT TO THE DECEMBER, 2020
MEETING OF THE BOARD OF WATER AND SEWERAGE COMMISSIONERS

WATER DEPARTMENT

FINANCES:

Bank balance as of November 1, 2020

\$ 4,027,795.49

Bank deposits recorded in November 2020

\$ 270,695.21

\$ 4,298,490.70

CHECKS ISSUED NOVEMBER 2020:

54846	Mae Nachman	Salary	48.20
54847	Community Foundation of Central WI	Employee Contribution	10.00
54848	United Way Of Portage County	United Way	6.99
54849	Advance Auto Parts	Supplies	51.43
54850	Aramark	Rug service	24.79
54851	AT&T	Long distance phone charges	38.41
54852	AT&T	Utility Garage - Phone Charges	383.38
54853	AWWA - Annual	Membership Renewal	2,289.00
54854	Bauernfeind Business Technologies	Quarterly Printer Maintenance	114.10
54855	Mary Ann Brezinski	Refund Brezinski, Mary Ann 191758 197437 314-16 Frontenac Ave	171.39
54857	Chet's Plumbing	Furnace Repair - Well 9	450.00
54859	Complete Office of WI	Soap	15.52
54861	Ferguson Enterprises Inc #3326	Repair locator	111.54
54862	Ferguson Waterworks #1476	3/4" meters	6,886.55
54863	First Supply LLC -Plover	Backflow Preventors - Hydrant Mtrs	2,510.90
54864	Franks Hardware Co Inc	Supplies	209.42
54865	Grainger	Parts	7.80
54868	Hawkins Inc	Chemicals	2,217.51
54871	John Fabick Tractor Co	Cutting edges for back hoes	350.02
54874	L.W. Allen, LLC	Well 11 Pump Repairs	324.28
54877	New Midwest Rentals LLC	Refund overpymt New Midwest Rentals LLC 2733 Stanley St 197164	325.56
54878	Northern Lake Services Inc	Manganese & Nitrate Samples	106.00
54880	Mastercard	Grit & Tools, insulation, ink for printer, Hub & charges for meter reading	1,181.14
54881	Premier Real Estate Mgmnt LLC	Refund - billing error - 817 Whiting Ave	2,597.38
54882	Strand Associates Inc	Professional Services - Well 4 Rplmt	1,582.72
54886	WI Public Service	October Gas & Electric Utility Charges	22,701.96
54889	Department of Natural Resources	Certification 34506 M Vassar	70.00
54890	Community Foundation of Central WI	Employee Contribution	10.00
54891	United Way Of Portage County	United Way	6.90
54895	AnSer	After hours answering service	106.00
54896	Aramark	Rug Service	24.79
54897	AT&T	Phone Charges	593.48
54899	Central States H & W Fund	Health Insurance Premiums	26,620.40
54900	Centro Print Solutions	2020 YE Forms	110.88
54901	City Of Stevens Point	Utility Portion of City's 2020 Construction Projects	601,113.47
54902	Cityworks	Annual Software Renewal	6,666.67
54903	CORE & MAIN LP	Hydrant oil	341.37
54907	Diggers Hotline Inc	Locate Charges - Prepay	500.00
54908	Donna's Cleaning Service	Cleaning service	290.00
54911	Fastenal Company	Gloves	470.97
54912	Ferguson Waterworks #1476	Radio Reading Devices, Upgraded registers	3,549.03
54915	Heartland Business Systems, LLC	IT Services	1,666.67
54916	INFOSEND INC	Printing & Postage-Monthly Statements	1,460.99
54918	NAPA	Parts for wellfield mower	39.95
54919	Northern Lake Services Inc	Water samples	37.00
54920	Point Title, LLC	Refund Point Title - 1917 Fremont St.	77.47
54921	Premier Real Estate Mgmnt LLC	Refund to Premier Real Estate-924 Songbird F12-final bill Alt	65.81
54922	Rasmussen Plumbing & Heating	Repair shut off valve- gates dropped 2325 Michigan Ave	112.60
54923	Roberts Irrigation Company Inc	Parts for hydrant meter	166.97

54926	Service Motor Company	Parts for wellfield mower	322.59		
54927	Staples Credit Plan	Office supplies	140.62		
54928	Anthony Sterling	Uniform Reimbursement	90.70		
54930	Teamsters Union Local 662	Union dues	755.26		
54931	Mastercard	Marking wands for painting locates, Adobe software, cleaning supplies	207.68		
54932	USA Blue Book	Lab supplies	463.55		
54934	WDATCP	Annual Lab Test Fee	408.00		
54935	West Bend Mutual Insurance	Notary Insurance - Pam Filtz	20.00		
	Payroll	November Payroll	48,985.00		
	IRS	Payroll Taxes	17,467.67		
	IRS	Payroll Taxes	16,609.06		
	WI Dept of Revenue	Payroll Taxes	3,649.04	\$	777,936.58
	TOTAL EXPENSES LISTED			\$	777,936.58
	BALANCE ON HAND NOVEMBER 30, 2020			\$	3,520,554.12
		Balance on Hand		\$	3,520,554.12
		Plus uncleared checks		\$	639,935.97
		Less checks previously written clearing this month		\$	(74,037.22)
		Ending Cash Balance matching Bank Statements		\$	4,086,452.87
		Less Restricted Funds		\$	(591,088.53)

REPORT TO THE DECEMBER, 2020
MEETING OF THE BOARD OF WATER AND SEWERAGE COMMISSIONERS
SEWAGE DEPARTMENT

FINANCES:

Bank Balance as of November 1, 2020
Bank Deposits recorded in November 2020

\$	6,513,528.74
\$	288,605.69
\$	6,802,134.43

CHECKS ISSUED IN NOVEMBER 2020:

54848	United Way Of Portage County	United Way	0.01
54850	Aramark	Rug service	169.83
54858	City Of Stevens Point	Interest Payment Revenue Bonds	39,700.00
54860	Cooper Oil Company Inc	Diesel & lubricants	3,090.80
54861	Ferguson Enterprises Inc #3326	Repair locator	111.53
54864	Franks Hardware Co Inc	Supplies	309.05
54867	Harter's Fox Valley Disposal	Dumpster service	341.50
54870	Point Title, LLC	Ref Inv #52 included Puro Clean charges were paid by Intercon&PU	3,312.85
54876	MC Tools and Repair LLC	Jetter head	2,771.00
54879	Pember Companies Inc	Lift Station Project	122,369.71
54880	Mastercard	Ink for Plotter, Heater	281.43
54884	USA Blue Book	Sludge Judge	267.68
54885	UW Stevens Point	Intern Wages	3,309.41
54886	WI Public Service	October Gas & Electric Utility Charges	13,346.99
54887	WI State Laboratory of Hygiene	Sample Testing	1,110.00
54888	Worzellas Point Supply	Spray bottles	31.86
54891	United Way Of Portage County	United Way	0.10
54892	AFLAC	Insurance Premiums	26.50
54893	All-Lift Systems Inc	Lift Inspection	515.50
54894	American Asphalt Of WI	Hot Mix	104.84
54896	Aramark	Rug Service	148.19
54897	AT&T	Phone Charges	473.95
54899	Central States H & W Fund	Health Insurance Premiums	12,410.80
54901	City Of Stevens Point	Utility Portion of City's 2020 Construction Projects	412,229.70
54902	Cityworks	Annual Software Renewal	6,666.67
54905	Dakota Electric Services Inc	Blow Motor Repairs	546.29
54906	Rebecca Danczyk	Boot allowance	125.00
54907	Diggers Hotline Inc	Locate Charges - Prepay	250.00
54908	Donna's Cleaning Service	Cleaning service	25.00
54909	Donohue & Associates, Inc.	Engineering Services - WWTP Digestion, Dewatering & Drying Improvements; Engineering Services - Lift Station Replacements	1,120.00
54910	EBI	Office Furniture -Craig	2,116.83
54913	Grainger	Strut channel	10.37
54914	Hawkins Inc	Azone - Chemical	459.27
54915	Heartland Business Systems, LLC	IT Services	1,666.67
54917	L.W. Allen, LLC	Meter calibration	135.00
54924	Sabel Mechanical LLC	Labor & Equipment Charges	3,155.75
54925	Scaffidi Motors Inc	Repairs - Truck 4	155.86
54929	Summit Companies	Annual Maint & Inspection of Fire Extinguishers	790.15
54930	Teamsters Union Local 662	Union dues	473.54
54931	Mastercard	Marking wands for painting locates, fridge & cleaning supplies, thermometer calibrator, office supplies, ladders	1,562.06
	Revenue Bond	Intestertest Payment	21,050.00
	UPS	Inventory Used	2,357.89
	Water Dept	Percent of billing	34,558.87
	HRA	Admin Fees	20.00
	Sewer Payroll	November Payroll	27,797.24
	WI Dept of Revenue	Garnishment of wages	7.83
	IRS	Payroll Taxes	11,062.87

WI Dept of Revenue	Payroll Taxes	2,122.03	
TOTAL OF EXPENSES LISTED		<u>\$ 734,668.42</u>	<u>\$ 734,668.42</u>
BALANCE ON HAND NOVEMBER 30, 2020			<u>\$ 6,067,466.01</u>
	Balance on Hand		<u>\$ 6,067,466.01</u>
	Plus uncleared checks		<u>\$ 438,898.08</u>
	Less checks previously written clearing this month		<u>\$ (235,734.33)</u>
	Ending Cash Balance matching Bank Statements		<u><u>\$ 6,270,629.76</u></u>

Less Restricted Balance

TOTAL \$ 6,270,629.76

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

REPORT TO THE DECEMBER 2020
MEETING OF THE BOARD OF WATER AND SEWERAGE COMMISSIONERS

STORM WATER DEPARTMENT

FINANCES:

Bank balance as of November 1, 2020
 Bank deposits recorded in November 2020

\$	1,278,583.21
\$	77,388.75
\$	1,355,971.96

CHECKS ISSUED NOVEMBER 2020:

54856	Brooks Tractor Inc.	Replacement bucket edge for backhoe	600.00		
54861	Ferguson Enterprises Inc #3326	Repair locator	111.53		
54864	Franks Hardware Co Inc	Supplies	89.32		
54869	Jeff Hoffman	Uniform Reimbursement/Boot Allowance	161.91		
54872	Johnson Nursery Inc	Trees	10,767.25		
54873	Shane Kohnen	Boot allowance	125.00		
54880	Mastercard	Ink for Plotter	181.44		
54883	Transmotion LLC	Hose & parts	90.48		
54886	WI Public Service	October Gas & Electric Utility Charges	72.95		
54894	American Asphalt Of WI	Hot Mix	314.52		
54898	Brown & Caldwell	Engineering Fees - Northside Storm Sewer	3,126.30		
54899	Central States H & W Fund	Health Insurance Premiums	7,486.40		
54901	City Of Stevens Point	Utility Portion of City's 2020 Construction Projects	423,261.83		
54902	Cityworks	Annual Software Renewal	6,666.66		
54904	Craig Czaikowski	Boot Allowance	125.00		
54907	Diggers Hotline Inc	Locate Charges - Prepay	250.00		
54908	Donna's Cleaning Service	Cleaning service	25.00		
54910	EBI	Office Furniture -Craig	2,116.83		
54915	Heartland Business Systems, LLC	IT Services	1,666.66		
54918	NAPA	Replacement Battery	160.57		
54930	Teamsters Union Local 662	Union dues	212.20		
54931	Mastercard	Marking wands for painting locates	89.60		
54933	Volm Companies	Landscape fabric	501.00		
	Inventory	Inventory Used	4,319.67		
	Water Dept	Percent of billing	19,281.14		
		Fiber Checks Issued	8,089.07		
		November Payroll	13,671.97		
	IRS	Payroll Taxes	5,247.50		
	WI Dept of Revenue	Payroll Taxes	1,057.60		
	TOTAL OF EXPENSES LISTED		\$ 509,869.40	\$	509,869.40
	BALANCE ON HAND NOVEMBER 30, 2020			\$	846,102.56
		Balance on Hand		\$	846,102.56
		Plus checks written after the end of this month			
		Plus uncleared checks		\$	443,446.22
		Less checks previously written clearing this month		\$	(73,506.89)
	Ending Cash Balance matching Bank Statements			\$	1,216,041.89

City of Stevens Point Airport Commission

December 14, 2020 - 12:00 PM

Meeting will be held via a Zoom Meeting URL to connect:
<https://us02web.zoom.us/j/82026885705> Dial in number: (301) 715-8592
Meeting ID: 820 2688 5705

MINUTES

Discussion and Possible Action on:

1. Roll Call

Present: Paul Adamski, Carl Rasmussen, Mae Nachman, Anna Hianes and Ray Schmidt

Staff Present: Joel Lemke, Jason Draheim, Eric Southworth, Chris Lefebvre, Craig Dzaikowski, Mary Klesmith, and Jaime Zdroik

Others Present: Nancy & Todd Huspeni - resident of E. Maria Dr., Dave Wilz -1909 Mary's Drive-Town of Hull, Kurt Mansavage- resident of E. Maria Dr., Cortney Chaffin - resident 4930 Barbara's Lane, Karin Sieg -resident -125 Virginia Circle, Jill Klesmith- resident E. Maria Dr., Amanda Zag, Greg Aiken -resident -5195 E. Maria Dr., Jody Allred - E. Maria Dr, Angel Gebeau.

2. Approval of November 9, 2020 Minutes

Motion made by Mae Nachman, seconded by Anna Haines to approve the minutes of the November 9th, 2020 meeting of the Airport Commission.

Ayes all. Nays none. Motion carried.

3. Approval of Department Claims

Motion made by Anna Haines, seconded by Mae Nachman to approve the department claims for the month of November as audited and read.

Ayes all. Nays none. Motion carried.

4. Airport fence construction - Project update and recommendation - Joel Lemke/Jason Draheim

Joel presented the Airport Fence Construction Project explaining the history of how this came about and provided maps of where the proposed fence would go.

Joel stated that the basis for the project came out of the vulnerability assessment that municipal operations and sensitive operations had to do following 9/11. It was also due to the control of large animals, for example deer and coyotes that could cause damage to aircraft and for noncompliant use of the Airport property.

We knew that valued community assets would be severely impacted by the construction of a fence on the boundary of the Airport property line. Most notable were the Green Circle Trail, the Izaak Walton driveway, cross-country ski trails, and walking/hiking trails. Because of this, staff worked on preserving the use of the lands by these groups, as much as possible.

Much of the land adjacent to the Airport property was acquired for the purpose of developing and operating wells for the Stevens Point Water Department. The Water Department and Airport currently operate as one, the Department of Public Utilities and Transportation. Because of this, a land release solved several of the issues of how the fence project would impact community assets.

Lands were swapped between the Airport and the Stevens Point Water Department allowing land to be used by the public as it had been for many years, more flexibility in the relocation of the Izaak Walton League's driveway and the part of the Green Circle Trail. This also resolved issues with runway protection zones for the Airport not actually falling within airport property.

In addition to the request for land release, we needed to gain permission for utility activities to take place on what would then be Airport property. The "Request for Concurrent use of Land from Land Covenants" was made to get state and federal approval. The "State Release of Land" came in in August of 2016 and the "Federal Release of Land" came in March of 2018. All conditions for the releases were met and the property that was in question officially transferred between the Water Department and the Airport. With the property transfers complete and concurrent use agreement in place, the design of the fence had been completed, leaving us at our current point in time.

In January 2020, letters were sent to adjacent property owners describing the project and providing contact information for comments and concerns. Comments were delivered to the City and OMNI the design consultant. In March/April conversations were held with Kurt Mansavage, an E. Maria resident.

In June 2020, Kurt Mansavage logged comments on the OMNI website. City staff had conversations with him about concerns of the appearance of the fence. August 17, 2020 ended the official comment period which was published in the official paper of the City.

September 16, 2020, the Mayor's office was sent a letter from the Town of Hull asking for input on the fence placement and stated similar concerns as Mr. Mansavage. November 5, 2020 an onsite meeting was held with E. Maria residents, Amanda and Joe Zagrzebski.

November 16, 2020 email correspondence and conversations with Dave Wilz, Town of Hull Supervisor were held addressing resident concerns.

On November 24, 2020 a letter and petition from Kurt Mansavage and Todd Huspeni was sent to Mayor Wiza. The petition asked for the fence to be moved back a few hundred feet where the property line is adjacent to E. Maria Drive.

Joel explained that we understand the residents of E. Maria Drive currently look across the road at a woods and would prefer to not look across the road at a fence. We also understand that the grant assurances that we sign in order to stay eligible for our entitlement dollars talk about responsible use of property. In order to be consistent with those grant assurances we are proposing that we do a 15 ft offset of the fence for space to allow for some screening whether that be intentional or natural.

Commissioner, Ray Schmidt, asked how far back from the property line we are required to have the fence? Can we move closer to the runway? Joel stated we do have stricter limitations in certain areas, object free zone areas, they wouldn't want it closer (to the runways) in those areas.

Commissioner, Anna Haines, questioned how the 15ft was decided upon? Joel explained we just did not want it to be excessive so that we would be going through much more established woods where there would be more maintenance that would have to be done on both sides of the fence. Jason Draheim also explained there is also the interest in equability with the other surrounding landowners and in other areas where there is sensitive approach equipment where we can't get much closer. The 15ft works in all those areas.

Commission President, Paul Adamski asked Joel to show the difference as to what the petition is requesting verses staff recommendations. Joel explained the residents are requesting we move the fence line more north, farther away from the road. If we go more into the wooded area it would be more costly.

Commissioner, Carl Rasmussen questioned whether the area of concern is just on E. Maria Drive or is it along Highway 66 as well? Joel stated it is also a concern along Highway 66. The residences that face Highway 66, their rear property line is also our property line. Carl asked if they are suggesting 100 ft back their as well? Joel stated we

have not heard anything from those residents. We cannot be more flexible because of the taxi way in that area.

Jason stated in the land release/land swap, the Airport lost the ability to increase the runway protection zone in the 3-0 threshold which was a major concession by the Airport in order for the land to continue to be used recreationally.

Ray Schmidt questioned if we moved the fence further north would there still be a concern with large animals entering? Joel stated no, it is a continuous fence. Ray stated he would like to see the area that can have vegetation further north of E. Maria, 30ft.

Paul Adamski wanted to stress that is not a public hearing. We wanted residents to be able to voice their concerns. Time will be limited to 5 minutes per person.

Nancy Huspeni, resident of E. Maria Drive, speaking on behalf of Town of Hull and Stevens Point residents that walk and bike along E. Maria Drive. Our concern is with the placing of the fence along E. Maria Drive. We do not feel that 15ft allows enough space for appropriately sized vegetation to mask the size and scope of the fence. We know that there will need to be a buffer between fence and vegetation and power lines and vegetation. So that does not leave much room for the sizable vegetation required to minimize the fences visual impact. We are only concerned with E. Maria Drive because it is across the street from the properties and we are not able to landscape it ourselves. If we landscaped our own properties to mask the fence it doesn't help all of the people whom walk/bike along E. Maria Drive. She is representing 120+ whom signed the petition, the couple hundred feet that was originally requested was intentionally vague in an effort to open the conversation and to show our willingness to discuss and compromise. We hope you take this request into consideration today and we thank you for your time and consideration.

Jill Klesmith, resident of E. Maria Drive and represented in the petition, in previous discussions you talked about the established woods and maintaining a perimeter so that you had it as usable land. There have not been any plans so far that she has heard of for that wooded area. Are there plans for that wooded area that need to be considered? If not, why do we have to keep that area as usable land for the Airport if there are not any plans for it in the future. Joel explained there are not any immediate plans. There are object free zones as well. There could be grass strip runways or hangars in the future. We do not want to have to incur any costs in the future to move the fence back if we move it too far north now. Jill was then concerned with protecting the view and moving back the fence only 15ft if in the future some the of woods would be cleared for these potential projects. Joel stated the woods has been actively managed and not cut for a while but there will have to be forest management done in the future. He does not believe it will ever be clear cut.

Amanda Zagrzebski, resident of 4429 E. Maria Drive, she referenced the Airport's 5-year plan that talked about possible projects such as Super Club Drive; a new hangar

for super light planes, and a snow removal building of which she would be concerned as to where the hangar would be built, in relationship to her property. Joel stated neither the City nor the Airport operation would pay for a hangar that would have to be paid for and built by a private owner. Again, there is no immediate plans and grass runway strip is not in so it would not trigger anybody to be interested in building a hangar there. Jason also reiterated that there are no near-term plans for that area since Super Club Drive is an access road along our already existing hangar area that was just updated.

Karin Sieg, resident of 125 Virginia Circle and on the petition, she stated this land is also highly used by City of Stevens Point residents as well and she is aware of the City making concessions for certain trees in sidewalks for example. We are looking for a buffer of some significance and feels that moving back the fence only 15ft is not enough to do that.

Kurt Mansavage, resident of E. Maria Drive, he thanked everyone for taking time to let us have some input on this. The concern is feeling like living near a prison because the fence is intimidating. 15ft would not mask it. Green space is a commodity and if it is there, we need to cherish it and if there are no plans for the wooded land then we would like the City to consider moving the fence back further.

Amanda Zagrzebski asked how much time has been spent in looking at different fencing alternatives? She has looked into what other municipalities are using and a lot are going with black colored fences. Black seems to be much better esthetically. Have you looked at the possibility of electric fences? Who can make the decision about fence color? Joel stated over the years there has been evaluation of fence styles. There will be different fence near the buildings then what is along the remainder of the property line. Color can be reviewed. We could get bids for different colors.

Dave Wilz, 1909 Mary's Drive - Town of Hull, he appreciated Joel's write up and complimented the citizens and the community for how they are handling it. He is advocating for his citizens and the Town of Hull is willing to sit down with Joel and the City and help facilitate this project.

Todd Huspeni, resident of E. Maria Drive, he understands the additional costs that could be involved with moving the fence further into the Airport property. He thinks the solution is within a compromise. He explained that across from Amanda and Joe Zagrzebski's property there is some existing vegetation that goes in about 90ft and thinks that would be a good place to start the fence and go straight down the property line to Wellfield Road from there.

Jill Klesmith, resident of E. Maria Drive, she is concerned with the fence and how it is meant to be a physical and psychological deterrent.

Cortney Chaffin, 4930 Barbara's Lane, the front of her property doesn't face the wooded area in question but her entire back yard does. She did sign the petition but

wanted to voice her opinion officially. She also would like the fence moved back to protect the view. She has a young child and feels the prison-like large fence with barbed wire on top creates a different impression for their children to live by verses just a beautifully wooded area. She thanked them for listening to their requests and taking them into consideration.

Gregg Aiken, 5195 E. Maria Drive, stated the area is highly used by hikers, bikers, and for dog walking etc. His preference would be to go around the entire wooded area and the community would be better served.

Kurt Mansavage also stated if more people knew about this project there would be more people concerned and a lot more interest on this topic.

Joel stated the use of the wooded area has been brought up and he walks it himself. The use of that area changed in 2018 and technically the use of that property for recreational purposes makes us noncompliant. There has not been a huge effort to crack down on this because we knew the fence project was coming and would take care of that. We are held accountable for the use of that property.

Ray Schmidt questioned if the wooded area would be clear cut? Joel said it will not be clear cut, just forest management in the future and cut only for the fence area.

Paul Adamski asked how many feet would be on each side of the fence? It is not detailed on the plan yet but about 15ft on each side of fence.

Carl Rasmussen stated the fence will age and will have to be maintained so we can't have vegetation growing through it.

Paul Adamski asked if the trees between the street and the fence would not be cut down?

Joel stated that is the Town of Hull right-a-way so hopefully the Town of Hull will work within that as well in regards to landscaping.

Anna said she understands where the property owners are coming from but it is our responsibility to make sure we are doing things legally for the Airport in terms of FAA and the long term fiscal responsibility. She can see moving it to 30ft back with a 15ft buffer of landscaping and hopefully the Town of Hull would work in the right-a-away with landscaping as well.

Mae feels the same as Anna and would like to walk that area to see the area they are talking about. She does understand where the property owners are coming from.

Paul said there are 3 options right now; we can accept the staff recommendations of 15ft, or Commissioner recommendation of 30ft or table it and have the Commissioners walk that area first before making a decision.

Joel said if there is general support between the difference of 15ft to 30 ft, staff would be on board with that.

Anna said due to be equitable, she doesn't feel it necessary to change it on the properties that are on Highway 66, only on E. Maria Drive.

Paul asked if the residents would agree to this compromise of moving the fence back 30ft verses the 15ft?

Joel stated we are probably fine at the 30ft from property line except for by the object free zone and 30ft everywhere else. If there are any issues with this from a regulatory perspective then we could bring this item back.

Motion made by Anna Haines, seconded by Carl Rasmussen to move the fence back 30ft and in the color black if possible.

Ayes all. Nays none. Motion carried.

5. Written/Verbal Report - Jason Draheim

Jason stated it was a great month and they are prepared for winter.

6. Adjournment

Motion made by Ray Schmidt to adjourn the meeting.

Ayes all. Nays none. Motion carried.

Meeting Adjourned: 1:26pm

REPORT TO THE DECEMBER, 2020
MEETING OF THE AIRPORT COMMISSION

FINANCES:

Bank balance as of November 1, 2020

\$	393,205.82
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Bank deposits recorded in November 2020

\$	20,065.25
\$	413,271.07

CHECKS ISSUED IN NOVEMBER 2020:

2304	Mastercard	Toilet	99.00	
2305	WI Public Service	Monthly Utilities - Gas & Electric Charges	1,830.93	
2306	AT&T	Phone charges	2.90	
2307	Lee Truck Equipment Inc	Shoes for snow pusher	962.76	
2308	City of Stevens Point Public Utilities	Work completed for Airport	509.82	
2309	Donna's Cleaning Service	Cleaning Services	175.00	
2310	Voided Check	Voided Check		
2311	Titan Aviation Fuels	Fuel purchase	6,261.50	
2312	Mastercard	Internet and rug service	461.90	
EFT	Payroll	11/12/2020	3,571.09	
EFT	Payroll	11/25/2020	3,562.56	
	WI Dept of Revenue	Fuel Tax	316.86	
	IRS	Payroll Taxes	2,172.60	
	WI Dept of Revenue	Payroll Taxes	467.92	
TOTAL EXPENSES LISTED			\$ 20,394.84	\$ 20,394.84
BALANCE ON HAND NOVEMBER 30 , 2020				\$ 392,876.23

Balance on Hand	\$ 392,876.23
Plus checks written after end of month	
Plus uncleared checks	\$ 636.90
Less checks previously written clearing this month	\$ (411.57)
Ending Cash Balance matching Bank Statements	\$ 393,101.56



December 10, 2020

TO: Water and Sewerage Commission
Mayor Wiza
City of Stevens Point officials
Town of Hull officials
East Maria Drive Residents

As most of you are certainly aware, the Stevens Point Municipal Airport has been working with the State Bureau of Aeronautics for several years now on the design of a fence that will be constructed on the perimeter of the Airport land that is contiguous with the airfield. Lands not contiguous (like those on the west side of I-39) are not a part of this fencing project. Within this letter I hope to provide some details of the project and acknowledge some concerns of area residents. Finally, I will share what I believe to be the appropriate course of action with all of the information in-hand.

First, some history:

Many years ago (10 or more), a fence project surfaced as a likely future project for our airport, as it has for many airports in the same timeframe. When we started to discuss the possibilities of the construction of this fence, we were met with the fact that there would be several highly valued community assets that would be severely impacted by the construction of a fence on the boundary of the Airport property line. Most notable of the impacts was the Green Circle Trail, the Izaak Walton driveway, some cross-country ski trails, some informal walking/hiking trails, and impact we would have on the ability to connect from the area of E. Maria Drive to the general area of the old warming house on Hwy 66. This area could become impassable because the airport lands went all the way to the Plover River – possibly limiting access in some very highly used areas. Because of this we petitioned the state for a request for the release of land from land covenants in that area. That request was made in February of 2012.

Much of the land that is adjacent to the Airport property in this area was acquired for the purpose of developing and operating production wells for the Stevens Point Water Department many decades ago. At present, both the "Water Department" and the Airport operate as one Department, the Department of Public Utilities and Transportation. Because of this, we saw the opportunity to have the aforementioned land release resolve several issues at once. First, it would allow for the use of much of the land by the public as it had been for many years. Second, it would give us more flexibility in the relocation of the Izaak Walton League's driveway and part of the Green Circle Trail, which are/were both on airport property.

A third, and important, element is that the ultimate land release swapped land between airport “Federally Obligated” land and what we consider “Water Department” land, thereby solving some issues that existed with runway protection zones for the airport not actually falling within airport property boundaries. Doing this had ultimate build-out implications for the cross-wind runway that we can discuss. In the end, it really was a win-win proposal that allowed almost all of the recreational as well as departmental uses of the land to go on without impact.

In addition to the request for land release mentioned above, we needed to gain permission for utility activities to take place on what would then be Airport property. That request was made and on August 28, 2013 the report of “Request for Concurrent use of Land from Land Covenants” was delivered indicating that upon state and federal approval, the concurrent use would be an approved use.

On August 8, 2016 the State of Wisconsin sent the “State Release of Land” document that was executed by the City and returned.

On March 22, 2018 the FAA sent the “Federal Release of Land” document. This document indicated the conditions that needed to be met for the release to be completed.

All conditions to the above releases were met and the property that was in question officially transferred between different City entities (transfers between water dept. and airport).

With the property transfers complete and the concurrent use agreement in place, the design of the fence has been completed which leaves us, for the most part, at our current point in time. Additional parts of the design process are an environmental document, communication with surrounding properties (approx. 45 in this case), etc. In January of 2020, a letter was sent to adjacent property owners describing the upcoming project and giving contact information for comments and concerns. The comments that were delivered to the City and/or the design consultant OMNI were noted in the design documents. The most recent version of those comments consisted of one comment from a resident on E. Maria Drive. To date our communication consists of the following:

March/April – A few conversations with Kurt Mansavage (E. Maria resident)

June, 2020 – Kurt Mansavage logged comments on the OMNI website. City staff had a conversation with him about his concerns about the appearance of a fence.

August 17, 2020 – This date represents the end of the official comment period as was published in the official paper of the City.

September 16, 2020 – Mayor’s office was sent a letter from the town of hull asking for input on fence placement, stating similar concerns to Mr. Mansavage.

November 16, 2020 – Email correspondence with Dave Wilz (Town supervisor) indicating we are having conversations about the project and resident concerns. A couple of phone conversations happened around this time as well.

November 5, 2020 – An onsite meeting with E. Maria residents Amanda and Joe Zagrzebski.

November 24, 2020 – A letter from Kurt Mansavage and Todd Huspeni with a petition was sent to Mayor Wiza. The petition asks for the fence to be moved “back a few hundred feet” where it is adjacent to E. Maria Dr.

There are surely a few items that may not be summarized above, but the list fairly represents the timeline of conversations. This letter is intended to not only respond to the Town of Hull and concerned residents, but also to inform the Airport Commission as well as other City officials of the details to date.

The Airport response to the concerns above and our recommendation:

It is our true hope that our own concern about the ability of area residents to continue to use most of the land in the area of the airport like they have in the past is made clear by the fact that we went through a several year process to protect that use. We represented the community need for access to the Green Circle Trail and other unofficial recreational opportunities in the area. We made sure that relocation costs associated with disturbing certain portions of the trail as well as the Izaak Walton driveway were included in the project cost and not made a burden to those two entities. Land swaps were made between different city entities to ensure that both Airport and Utility operations were handled appropriately while preserving recreational opportunities.

With the change in land obligation that happened in the past several years, the land that is adjacent to E. Maria Drive is now federally obligated airport land. As such, the uses need to be brought into a compliant state with or without a fence. Recreational uses do need to cease on that portion of the property. A fence certainly will accomplish that, but it will also accomplish the goal of keeping deer and other animals away from the airfield.

An airport fence is, understandably, not a preferred aesthetic to the current view with no fence. While the Airport staff understands this, we cannot suggest that it be moved on to Airport property by a couple of hundred feet per the petition. It is the general stance of the Bureau of Aeronautics to place property fences as close to a property line as possible. That said, there are areas where the fence is immediately adjacent to residential properties, much closer than the other side of the street.

With recognition of the fact that we have preserved recreational opportunities as much as possible and with great respect for the fact that the construction of the fence does present a visible barrier to many property owners, we respectfully ask the commission to consider the following recommendation for the Airport fence construction and placement:

Placement of the fence, in order to limit the visibility in a way that does not simultaneously place large amounts of Airport land outside of the Airport fence, is recommended to be 15' from the property line of the Airport. This will show an equitable accommodation to not only those residents who see it across the street from their properties on E. Maria Drive, but will also serve as a buffer to those other residential properties that have an adjacent property line to the Airport. Airport property between the property line and the fence is still not able to be used for non-airport uses, but the extra distance should allow more space for vegetative screening to be established if/where desired.

The Airport Commission may also want to consider authorizing staff to work with the Town of Hull to use some tree planting and other natural screening measures along E. Maria Drive to further reduce the impact of the fence and its visibility.

Thank you for your time and consideration,

Joel Lemke

A handwritten signature in dark ink, appearing to read "Joel Lemke". The signature is fluid and cursive, with the first name "Joel" being more prominent than the last name "Lemke".

Director of Public Utilities and Transportation

City of Stevens Point
Transportation Commission Meeting
December 14, 2020 – 4:45 PM

MINUTES

1. **Roll Call.**
Present: Nichole Lysne- Chair, Karalyn Peterson-Vice Chair, Ald. Mary Kneebone, Ald. Thomas Leek, Tom Bertram, Greg Koepel

Excused: Marc Christianson

Others Present: Taylor Hale, Susan Lemke
2. **Approval of the November 9, 2020 Transportation Commission minutes.**
Karalyn Peterson moved to approve the November 9, 2020 Transportation Commission meeting minutes. Ald. Thomas Leek seconded. Ayes all; Nays none; Motion carried.
3. **Approval of the November 2020 financial/claims report.**
Tom Bertram moved to approve the November 2020 financial/claims report. Ald. Mary Kneebone seconded. Ayes all; Nays none; Motion carried.
4. **Consideration for a partial refund to Whiting and Crossroad Commons due to Cares Act funding in CY2020.**
Due to the COVID pandemic the transportation division received 100% operating reimbursement in the 5311/85.20 program for approximately 11 months of 2020, reducing the local share obligation. Whiting and Crossroad Commons/Plover subsidize the local share cost of the 5311/85.20 program, therefore the Transportation Superintendent recommended partial refunds be made to their subsidy amounts for CY2020. Greg Koepel moved to approve the refunds to Whiting and Crossroad Commons/Plover to offset their subsidies due to Cares Act funding in CY2020. Karalyn Peterson seconded. Ayes all; Nays none; Motion carried.
5. **Next meeting date.**
The next Transportation Commission meeting will be held on January 11, 2021 at 4:45 p.m. via Zoom.
6. **Adjournment.**
The meeting was adjourned by Chair Nichole Lysne at 5:14 p.m.

PERSONNEL COMMITTEE

December 14, 2020 - 6:45 PM

<https://us02web.zoom.us/j/89704297632?pwd=bnZlelNVaU1MSVpJWGFwaVNUbktUQT09>

Passcode: 756399

Dial in Number: +1 312 626 6799|Meeting ID: 897 0429 7632

MINUTES

Discussion and Possible Action on:

1. Roll Call

Present: Alderpersons Shorr, Dalton, Leek

Excused: Alderpersons Nebel, Zarazua

Others Present: Mayor Wiza; City Attorney Beveridge; Clerk Yenter; Comptroller/Treasurer Ladick; Alderpersons: Kneebone, Jennings, Fishler, Johnson, Morrow, Slowinski; Chief Finn; Interim Chief Zenner; Directors: Beduhn, Kernosky, Kremer, Lemke; Brandi Makuski – Metro Wire, Alan Hovorka - Stevens Point Journal, Taylor Hale - Portage County Gazette; Tricia Church; Steve Menzel; Bill Schofield; Dan Borchardt; Bob Woehr; Mary Meyer

2. Reclassification of Park, Recreation & Forestry positions:

*Park Maintenance Supervisor

*City Forester

*Facilities Supervisor

Motion by Alderperson Leek, second by Alderperson Shorr to approve the recommended reclassification of the Park Maintenance Supervisor, City Forester and Facilities Supervisor positions.

3. Notice of Reclassification Request for Utility Position (Equipment Operator). Informational only - no action required.

This item was for informational purposes only; no action was taken. The Director of Utilities and Transportation will be submitting the updated job description for review.

4. Adjournment

Meeting was adjourned at 7:37 p.m.

CITY OF STEVENS POINT

BOARD OF PUBLIC WORKS MEETING

December 14, 2020 - 7:44 PM

(or immediately following previously scheduled meeting)

Join Zoom Conference Call Meeting

Dial in #: +1-312-626-6799 US (Chicago)

<https://us02web.zoom.us/j/89704297632?pwd=bnZlelNVaU1MSVpJWGFwaVNUbktUQT09>

Meeting ID: 897 0429 7632 | Passcode: 756399

MINUTES

Roll Call

Mayor Wiza, Presiding

PRESENT Ald. Mike Wiza, Jeremy Slowinski, Mary Kneebone, Corey Ladick, Shaun Morrow, Tori Jennings

EXCUSED Ald. Mykeerah Zarazua

OTHERS Clerk Yenter, Attorney Beveridge, C/T Ladick, Chief Finn,

PRESENT Interim Chief Zenner, Dir. Lemke, Dir. Kernosky, Dir. Kremer, Dir. Beduhn, H/R Manager Jakusz, Mayoral Assistant Pazdernik, Clerk Administrative Assistant Loew, Brandi Makuski – Metro Wire, Alan Hovorka - Stevens Point Journal, Taylor Hale - Portage County Gazette.

Informational

1. **Director's Report**
 - a. **2021 Streets Improvement Project**

Discussion and Possible Action

2. To accept the Ordinance Amendments in Section 9.05 as it relates to parking.

Ald. Tori Jennings **moved**, Ald. Mary Kneebone seconded, to approve the Ordinance Amendments in Section 9.05.

Call for the Vote: Ayes: Mike Wiza, Jeremy Slowinski, Mary Kneebone, Corey Ladick, Shaun Morrow, Tori Jennings.
Nays: None. Motion adopted.

3. To award the McDill Dam Monitoring and Control Project #20-14 to Van Ert Electric out of Wausau in the amount not to exceed \$109,017.70

Ald. Slowinski **moved**, Ald. Morrow seconded, to award the McDill Dam Monitoring and Control Project #20-14 to Van Ert Electric in the amount not to exceed \$109,017.70.

Call for the Vote: Ayes: Mike Wiza, Mary Kneebone, Corey Ladick, Shaun Morrow, Tori Jennings.
Nays: none. Motion adopted.

4. Approval to negotiate a contract with Rettler Corporation for professional services related to the Plover River Crossing Trail Project pending the Finance Committee and Council approval.

Ald. Mary Kneebone **moved**, Ald. Tori Jennings seconded, to approve negotiations for a contract with Rettler Corporation for professional services related to the Plover River Crossing Trail Project.

Call for the Vote: Ayes: Mike Wiza, Mary Kneebone, Corey Ladick, Shaun Morrow, Tori Jennings.
 Nays: Jeremy Slowinski. Motion adopted.

Adjourn

Adjourned at 7:57 PM.

**CITY OF STEVENS POINT
PUBLIC POLICY AND GENERAL GOVERNMENT
December 14, 2020 - 7:37 PM**

Zoom Teleconferencing

MINUTES

Discussion and Possible Action on:

1. Roll Call

PRESENT Ald. Jennings, Kneebone, Leek, Fishler.

EXCUSED Ald. Nebel.

**OTHERS
PRESENT** Mayor Wiza; Clerk Yenter; Attorney Beveridge; C/T Ladick;
Alderpersons: Shorr, Johnson, Slowinski, Dalton, Morrow; Chief
Finn; Interim Chief Zenner; Directors: Beduhn, Kernosky, Kremer,
Lemke; Deputy C/T Freeberg; Engineering Administrative Assistant
Church; Brandi Makuski – Metro Wire; Alan Hovorka - Stevens
Point Journal; Taylor Hale - Portage County Gazette; Mary Meyer;
Steve Menzel; Bill Scholfield, Bob Woehr.

2. License List:

- A. Change of Agent: Schierl Sales Corporation, 2201 Madison Street, Stevens Point, WI; Kathryn Heibler, 1725 Reserve Street, Stevens Point, agent at The Store #55, 1201 Badger Avenue, Stevens Point, replacing Kimberly Hartvig.**
- B. Change of Agent: Schierl Sales Corporation, 2201 Madison Street, Stevens Point, WI; Charles Watts, 1925 Fremont Street, Stevens Point, agent at The Store #51, 708 Division Street, Stevens Point, replacing Melissa Wanta.**
- C. Change of Agent: Matsu Ya Inc., 5725 Windy Drive Suite A, Stevens Point, WI; Chen Chen Liu, 5751 Sandpiper Drive, Stevens Point, agent at Matsu Ya Sushi & Grill, 5725 Windy Drive Suite A, Stevens Point, replacing Dana Lawson.**
- D. Secondhand Jewelry/Secondhand Article/Pawnbroker License: EcoATM, LLC, 10121 Barnes Canyon Road, San Diego, CA, Hunter Bjorkman, manager at 1500 Pinecrest Avenue.**
- E. Secondhand Jewelry/Secondhand Article/Pawnbroker License: Grubba Jewelers Inc, 949 Main Street, Stevens Point, Mark and Charlie Grubba, owners.**
- F. Secondhand Jewelry/Secondhand Article/Pawnbroker License: Brody Designs LLC, 1525 Main Street, Brody Rice, owner.**

Ald. Fishler **moved**, Ald. Kneebone seconded, to approve the change of agents at Schierl Sales Corporations and Matsu Ya Inc.

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

Ald. Kneebone **moved**, Ald. Fishler seconded, to approve items D, E, and F.

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

3. Diversity Affairs and Inclusivity Committee Structure.

Ald. Johnson asked to postpone action on this item until a future date.

4. Adjournment

Adjourned at 7:44 p.m.

CITY OF STEVENS POINT

FINANCE COMMITTEE AGENDA

December 14, 2020 - 6:00 PM

(or immediately following previously scheduled meeting)

Zoom Teleconferencing By Computer:

URL: <https://us02web.zoom.us/j/89704297632?> | Meeting ID: 897 0429 7632 | Passcode: 756399

By Phone:

Dial In Number: +1 312 626 6799 | Meeting ID: 897 0429 7632 | Passcode: 756399

MINUTES

Discussion and Possible Action on:

1. Roll Call

PRESENT

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

OTHERS

PRESENT

Mayor Wiza; Clerk Yenter; Attorney Beveridge; C/T Ladick; Alderpersons: Kneebone, Jennings, Leek, Fishler; Chief Finn; Interim Chief Zenner; Directors: Beduhn, Kernosky, Kremer, Lemke; Deputy C/T Freeberg; Brandi Makuski – Metro Wire, Alan Hovorka - Stevens Point Journal, Taylor Hale - Portage County Gazette; Tricia Church; Steve Menzel; Bill Scholfield; Dan Borchardt; Bob Woehr; Mary Meyer

2. Approve funding for the purchase and installation of a software program for the Police and Fire Departments, approval of a Cost Sharing Agreement with Portage County, and approval of shared agency agreements with Motorola.

Ald. Slowinski **moved**, Ald. Shorr seconded, to approve funding for the purchase and installation of a software program for the Police and Fire Departments, cost sharing agreement with Portage County, and the shared agency agreements with Motorola.

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

3. Accept and place on file letters of support for the Plover River Crossing project.

Reviewed letters of support from the Audubon Society and the Stevens Point Brewery, and placed them on file. No action.

4. Approve funding for initial design engineering and geotechnical work related to the Plover River Crossing project.

Steve Menzel, Current President of the Green Circle Committee and member of the Plover River Crossing planning group, spoke in favor of the funding and thanked everyone for their work on this project.

Ald. Shorr **moved**, Ald. Dalton seconded, to approve the funding for initial design engineering and geotechnical work related to the Plover River Crossing project.

Call for the vote: ayes, Ald. Morrow, Shorr, Johnson, and Dalton; nays, Ald. Slowinski; motion carried.

Finance Committee recessed at 6:30 p.m. for Special Council meeting and reconvened at 6:33 p.m.

5. Purchase of 17.35 acres in East Park Commerce Center (PID 281230801120001).

Ald. Slowinski **moved**, Ald. Morrow seconded, to approve the purchase of 17.35 acres in East Park Commerce Center in the amount of \$520,500 with funding to come from TIF #9.

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

6. Sale of 15.6 acres of land in East Park Commerce Center (PID 281230801120001).

Ald. Shorr **moved**, Ald. Slowinski seconded, to approve the sale of 15.6 acres of land in East Park Commerce Center in the amount of \$468,000.00.

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

7. Approving a framework for a grant program for Edgewater Manor residents.

Mary Meyer spoke in favor of the grant program and thanked the City for offering to help the residents of Edgewater Manor.

Staff was directed to complete more research, and no action was taken.

8. Review results of the competitive sale of City debt, 2020A and 2020B.

Review only item.

9. Review of expenditures related to Covid-19, and reimbursement through the Routes to Recovery (Cares Act) Grant.

Review only item.

10. Approval of amendments to the 2020 budget.

Ald. Shorr **moved**, Ald. Dalton seconded, to approve the amendments to the 2020 budget as presented.

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

11. Approval of transfer from the General Fund to the Capital Projects Fund.

Ald. Morrow **moved**, Ald. Dalton seconded, to approve the transfer from the General Fund to the Capital Projects Fund.

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

12. Approve the write-off of uncollectible personal property taxes and accounts receivable.

Ald. Morrow **moved**, Ald. Dalton seconded, approving the write-off of uncollectible personal property taxes and accounts receivable as presented.

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

13. Approval of Claims Paid

Ald. Morrow **moved**, Ald. Slowinski seconded, to approve the claims paid in the amount of \$3,507,032.63.

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

Finance Committee recessed at 7:26 p.m. to continue with other Committee meetings and reconvened at 7:57 p.m.

- 14. Adjourn into closed session (approximately 8:00 P.M.) pursuant to Wisconsin Statutes 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) on the following:**

A. Negotiating an amendment to the development agreement with Lineage Logistics.

Ald. Shorr **moved**, Ald. Slowinski seconded, to adjourn into closed session at 7:57 p.m.

Roll Call for the vote: ayes, Ald. Slowinski, Morrow, Shorr, and Johnson; nays, Ald. Dalton; motion carried.

15. Adjournment

Adjourned in closed session at 8:48 p.m.

COMPTROLLER-TREASURER REPORT
for the period ending October 31, 2020

	Bal October 1, 2020	Receipts	Disbursements	Bal October 31, 2020
GENERAL OPERATING CASH	\$2,008,287.87	\$4,627,028.85	\$5,154,622.03	\$1,480,694.69
UTILITIES & TRANSPORTATION (Cash and Investments)	\$13,404,255.18	\$2,645,820.97	\$2,163,814.95	\$13,886,261.20

INVESTMENTS	Bal October 1, 2020	TRANSFER IN	TRANSFER OUT	Bal October 31, 2020
GENERAL	\$24,355,571.44	\$672,309.58	\$2,526,656.02	\$22,501,225.00
SPECIAL REVENUE	\$756,824.62	\$0.00	\$0.00	\$756,824.62
DEBT SERVICE	\$0.00	\$0.00	\$0.00	\$0.00
CAPITAL PROJECTS	\$3,351,532.55	\$2,986.87	\$154,604.00	\$3,199,915.42
INTERNAL SERVICE	\$2,000,000.00	\$844.39	\$0.00	\$2,000,844.39
TRUST	\$3,235,944.80	<u>\$0.00</u>	<u>\$0.00</u>	\$3,235,944.80
TOTALS	<u>\$33,699,873.41</u>	<u>\$676,140.84</u>	<u>\$2,681,260.02</u>	<u>\$31,694,754.23</u>

EXPENDITURES:	BUDGET	YTD	%
GENERAL GOVT	\$3,858,347.00	\$3,337,868.02	86.51%
POLICE	\$5,700,710.00	\$4,633,329.78	81.28%
FIRE	\$5,507,623.00	\$4,485,963.37	81.45%
PUBLIC WORKS	\$6,285,626.00	\$4,609,737.84	73.34%
PARK & REC	\$2,017,013.00	\$1,546,640.90	76.68%
CAPITAL PROJECTS	\$6,131,094.00	\$5,550,856.06	90.54%
DEBT SERVICE	\$6,645,557.00	\$6,302,874.84	94.84%
YTD TARGET	83.33%		

REVENUES:	BUDGET	YTD	%
GENERAL	\$24,994,619.00	\$19,229,131.17	76.93%

Application Form

Name: Lawrence R. Soukha

Address: 309 St. Paul St., 54481

Phone: (715) 496-9795

Email: LSoukha@Charter.net

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

Flexible

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

Born & raised here in Point
but lived & worked as a
physician in Florida over
30 years. Periodic short
family visits during that
time & career.

Now retired & moved back this
year & home owner. Would
like to contribute whatever I
can to this fine community.

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

City of Stevens Point City Clerk's Office

1515 Strong's Avenue, Stevens Point WI, 54481

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

RECEIVED
AUG 28 2020
CITY CLERKS
OFFICE

Stevens Point

Boards, Commissions, &
Committees Application



CURRICULUM VITAE
LAWRENCE R. SOWKA, M.D.

Recent

HOME ADDRESS:

3659 Victoria Manor Dr.
APT B-303
LAKELAND, FL 33805
Phone: 863-450-4689
Cell: 863-327-3205

PRESENT POSITION:

VASCULAR SPECIALISTS OF LAKELAND
1305 LAKELAND HILLS BLVD
LAKELAND, FL 33805
Phone: 863- 577-0251
Fax: 866-391-1839

EDUCATION:

Premedical:

University of Wisconsin
Stevens Point, WI

1973-1976

Medical:

Medical College of Wisconsin
8701 Watertown Plank Road
Milwaukee, WI 53226
Phone: 414-456-8733

1980-M.D. Degree

BOARD CERTIFICATION:

Diplomat of the American Board of Surgery
Diplomat of the American Board of Thoracic Surgery

#32095-2/24/1987

#5016-5/8/1990

LICENSURE:

State of Florida

#55981

9/11/1989

Curriculum Vitae

Current Home Address.

Lawrence Sowka
309 Saint Paul Street
Stevens Point, WI 54481

Lawrence R. Sowka, M.D.

Page 2 of 4

PROFESSIONAL TRAINING

Internship:	St. Luke's Hospital 2900 West Oklahoma Ave. Milwaukee, WI Phone: 414-649-6558	July 1980-June 1981 Program Director: Tom O'Connor, M.D.
General Surgery-Residency:	Hahnemann University Broad & Vine Streets Philadelphia, PA 19102 Phone: 205-842-6640	July 1981-March 1983 Program Director: T. Matsumoto, M.D.
	Temple University 3401 North Broad Street Philadelphia, PA 19140 Phone: 215-707-3634	April 1983-June 1986 Program Director: Wallace Ritchie, M.D.
Vascular Surgery-Fellowship:	Baylor College Of Medicine One Baylor Plaza Department of Surgery Huston, TX 77030 Phone: 713-798-6078	July 1986-June 1987 Program Directors: E. Stanley Crawford, M.D. Hazim J. Safi, M.D.
Cardiothoracic Surgery-Residency:	University Of Miami School of Medicine Division of Cardiothoracic Surgery, CR-144 P.O Box 016960 Miami, FL 33101 Phone: 305-585-5270	July 1987-June 1989 Program Directors: Gerard A Kaiser, M.D. Richard Perryman, M.D.
Pediatric Cardiac Surgery-Fellowship:	Children's Hospital 34 th & civic Center Blvd Philadelphia, PA 19104 Phone: 215-290-1000	July 1989-February 1990 Program Director: William I. Norwood, M.D.

Lawrence R. Sowka, M.D.

Page 3 of 4

Adult Cardiac Surgery-Fellowship:

Lankenau Hospital
Medical Science Building
100 Lancaster Rd
Wynnewood, PA 19096
Phone: 610-896-9255

March 1990-June 1990

Program Director:
Scott M. Goldman, M.D.

Allegheny General Hospital
310 East North Avenue
Pittsburg, PA 15212
Phone: 412-359-3711

July 1993-June 1994

Program Director,
George Magovern Jr., M.D.

Senior Registrar:

The Hospital of Sick Children
Great Ormond Street
London, England WC1N 3J14
Phone 071-405-5298

July 1990-June 1991

Program Director:
Jaroslav Stark, M.D.

PAST POSITIONS:

Excela Health Cardio Thoracic
Surgical Associates:

Medical Commons Two
540 South Street, Suite 306
Greensburg, PA 15601
Phone: 724-837-8958

July 2010-June 2012

Cardiovascular/Thoracic Surgery:

Watson Clinic, LLP
1600 Lakeland Hills Blvd
Lakeland, FL 33805
Phone: 863-680-7000

November 1997-
June 2010

California Cardiac Surgeons:

1711 28th Street
Bakersfield, CA 93301
Phone: 805-327-8538

July 1994-
November 1997

Cardiac Surgery Associates:

Iowa Heart Center
411 Laurel Street-Suite 2250
Des Moines, IA 50314
Phone: 515-243-1010

July 1991-1993*

Program Director:
Robert Zeff, M.D.

Curriculum Vitae

Lawrence R. Sowka, M.D.

Page 4 of 4

Visiting Instructor in Surgery:

Rochester Medical Center
School of Medicine and Dentistry
601 Elmwood Avenue, Box 706
Rochester, NY 14642

September 2003-
November 2003

Senior Fellow Endovascular
Surgery:

Texas Tech University
Health Sciences Center
University Medical Center
Lubbock, TX 79409

September 2004-
November 2004

PROFESSIONAL MEDICAL SOCIETIES:

American College of Surgeons

American Medical Association

1980-1995

The Society of Thoracic Surgeons

1996 to Present

Florida Society of Thoracic Surgeons

1998 to Present

Society for Vascular Surgery

2006 to Present

Updated: 02/27/2014

December 14, 2020

Members of the Common Council
Stevens Point, Wisconsin

The following appointments are recommended for your consideration.

Smongeski Health Fund Committee – 1-year term expires September 1, 2021.

Appoint Lawrence Sowka 309 St. Paul Street (Expired term Zimdars)

Tourism Commission – 1-year term expires April 30, 2021

Appoint Tom Schrader 1825 Miller Court (Unexpired Jim Oliva)

Your confirmation of these appointments would be appreciated.

Mike Wiza

STEVENS POINT COMMON COUNCIL RESOLUTION
December 18, 2020

Hmong New Year Virtual Celebration Month

WHEREAS, the Hmong Community in Stevens Point is estimated to be nearly five percent (5%) and is the city's largest minority group.

WHEREAS, many Hmong soldiers fought alongside United States soldiers in the Secret War (1959-1975) in Southeast Asia; and

WHEREAS, our Hmong allies subsequently faced retaliation in their homeland for their cooperation with the United States after the end of the Vietnam War; and

WHEREAS, the United States offered protection to its Hmong allies after the war, allowing many Hmong refugees to resettle in the United States; and

WHEREAS the Hmong people started arriving in central Wisconsin in 1976, seeking asylum as political refugees after the communist takeover of Laos and Vietnam; and

WHEREAS, the Hmong refugees and their descendants have made their homes in Stevens Point, raising families, working, starting businesses, serving in local government, living, and going to school here since then; and

WHEREAS, the Hmong New Year is an important holiday to the Hmong people, which traces its history back to Hmong ancestors of China, Laos, Thailand and Vietnam.

WHEREAS, the Hmong New Year celebrations started in people's homes, gathering to celebrate a long harvest season and as a time for people to meet, enjoy their time away from the harvest field, and showcase their talents; and

WHEREAS, in addition to a celebration and festival the Hmong New Year is designed to preserve Hmong culture, traditions, to help young Hmong people feel pride in their Hmong heritage and to create an opportunity for city residents to learn about and enjoy the Hmong culture; and

WHEREAS, while this year's Hmong New Year Celebration is virtual, due to the COVID-19 pandemic, all facets of the culturally-rich celebration have not gone away.

NOW THEREFORE BE IT RESOLVED that the Mayor and Common Council of the City of Stevens Point declare December 2020 as Hmong New Year Virtual Celebration Month in Stevens Point, and encourages residents to celebrate the season by learning about Hmong history, commit to cultivating improved cultural understanding and relationships, and supporting our Hmong neighbors in Stevens Point and beyond.

APPROVED: _____
Mike Wiza, Mayor

ATTEST: _____
Kari Yenter, City Clerk

Dated: December 16, 2020
Adopted: December 21, 2020

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



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

WORLD MIGRATORY BIRD DAY

RESOLUTION

Whereas migratory birds are some of the most beautiful and easily observed wildlife that share our communities; and

Whereas many citizens recognize and welcome migratory songbirds as symbolic harbingers of spring; and

Whereas these migrants also play an important economic role in our community, controlling insect pests and generating millions in recreational dollars statewide; and

Whereas migratory birds and their habitats are declining throughout the Americas, facing a growing number of threats on their migration routes and in both their summer and winter homes; and

Whereas public awareness and concern are crucial components of migratory bird conservation; and

Whereas citizens enthusiastic about birds, informed about the threats they face, and empowered to help address those threats can directly contribute to maintaining healthy bird populations; and

Whereas since 1993 International Migratory Bird Day has become a primary vehicle for focusing public attention on the nearly 350 species that travel between nesting habitats in our community and throughout North America and their wintering grounds in South and Central America, Mexico, the Caribbean, and the southern U.S.; and

Whereas hundreds of thousands of people will observe IMBD, gathering in town squares, community centers, schools, parks and wildlife refuges to learn about birds, take action to conserve them, and simply to have fun; and

Whereas while IMBD officially is held each year on the second Saturday in May, its observance is not limited to a single day, and planners are encouraged to schedule activities on the dates best suited to the presence of both migrants and celebrants; and

Whereas IMBD is not only a day to foster appreciation for wild birds and to celebrate and support migratory bird conservation, but also a call to action; **NOW THEREFORE**

I, Mike Wiza, as Mayor of the City of Stevens Point, Wisconsin, do hereby proclaim June 5, 2021

WORLD MIGRATORY BIRD DAY

in the City of Stevens Point, and I urge all citizens to celebrate this observance and to support efforts to protect and conserve migratory birds and their habitats in our community and the world at large.

APPROVED: _____
Mike Wiza, Mayor

ATTEST: _____
Kari Yenter, City Clerk

Dated: December 7, 2020
Adopted: December 21, 2020

MEMORANDUM TO COUNCIL

TO: MAYOR AND CITY COUNCIL MEMBERS
FROM: KEELY FISHLER, DISTRICT 10 ALDER
THRU: KARI YENTER, CITY CLERK
DATE: DECEMBER 17TH, 2020
RE: EDGEWATER MANOR - REQUEST FOR RECONSIDERATION

SUMMARY: I am requesting a reconsideration of the Edgewater Manor motion from the November 16th Common Council Meeting. This request is based on information that was not available when the November 16th Council Meeting took place.

New information has been brought forth, regarding the potential for buyers of the Edgewater Manor. I feel that it would be in the best interest of the residents of Edgewater Manor and for the City, to re-examine allowance for RFPs to be brought forward.

PREVIOUS COUNCIL ACTION: A motion was approved, to move forward with implementation of a grant program to transition Edgewater residents to other housing options and close Edgewater Manor. The City would not be accepting any new applications, effective November 16th, 2020.

BACKGROUND: At the November 16th Council Meeting, it was stated that Edgewater Manor residents would only have a small window of opportunity to submit applications to the Berkshire. Edgewater Manor currently has 81 fully occupied units. From my understanding, the Berkshire has 88 units and has already received 102 applications of interest. Only 5 of those 88 units will be rentable to disabled applicants or veterans. The rest of the units will be rented on a sliding scale based on income. That being said, I am concerned that many of the Edgewater Manor residents may not be moving to the Berkshire. Of the applicants not accepted, those from Edgewater Manor will then be scattered between possible locations between Stevens Point, Plover and possibly further away.

The grant program that Comptroller-Treasurer Ladick is currently working on is designed to slowly move Edgewater residents out of the building as they are able to find housing. City staff will also need to keep track of all of these folks and any changes that occur over the next (possible) 20 years to their living situations and income.

Also at the November 16th Council Meeting, it was noted that the odds of receiving a proposal for repair and development of Edgewater Manor with rental restrictions or other provisions would be very slim.

DISCUSSION: As of today, there are two private parties interested in keeping Edgewater Manor a low-income senior housing facility. If there are two interested parties willing to buy this property, wouldn't it make sense to allow them to submit an RFP?

As Attorney Beveridge noted in the November 16th Council Meeting, we have existing provisions already outlined from previous discussions that we could reference.

If an acceptable RFP were to be allowed to come forward, perhaps it could eliminate the need for a grant program all together.

If the RFPs received would prove to be unacceptable, or do not follow provisions that Council would provide, then the grant program would still be a solution for Edgewater residents.

By allowing the submittal of RFPs, we will have done our part as Council to exhaust one last possible solution for the residents of Edgewater Manor.

RESOLUTION

[CONDITIONAL USE PERMIT – 5017 HEFFRON STREET – CONSTRUCT MULTIPLE STORAGE BUILDINGS]

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 **5017 Heffron Street (Parcel ID 281230802230112)**, and described as LOT 12 EASTSIDE INDUSTRIAL PRK SUB BNG PRT SW NW & SE NW S2 T23 R8 .76A 867641, City of Stevens Point, Portage County, Wisconsin, is hereby granted a Conditional Use Permit to construct multiple self-service storage facilities with the following conditions:

- 1) The applicant shall submit a stormwater plan, subject to the review and approval by Utilities Department staff.
- 2) The applicant shall install landscaping along southern perimeter of the property, subject to the review and approval by Community Development staff meeting applicable landscaping requirements.
- 3) The applicant shall obtain an erosion control permit through the Utilities Department prior to any soil grading occurring on the property, meeting applicable erosion control guidelines.
- 4) The applicant shall obtain a right-of-way permit through the Public Works Department prior to installing the driveway, meeting applicable design requirements.
- 5) A curb stop shall exist for the required parking stall as it directly abuts a proposed storage building.
- 6) The applicant shall meet applicable parking stall requirements, subject to the review and approval of Community Development staff meeting Zoning Code standards.
- 7) Proposed signage shall meeting applicable Sign Code regulations, subject to the review and approval of Community Development staff.
- 8) Staff shall have the authority to approve minor changes to the site plan.
- 9) All applicable building permits shall be applied for an obtained prior to commencement of construction.

Approved:

Mike Wiza, Mayor

Attest:

Kari Yenter, City Clerk

Dated: December 7, 2020
Adopted: December 21, 2020

Drafted by: Adam Kuhn
Return to: City Clerk

RESOLUTION

**[REZONE – 4912 COUNTY ROAD HH –
REZONE FROM “B-1” NEIGHBORHOOD BUSINESS TO “B-4” COMMERCIAL]**

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 **4912 County Road HH (Parcel ID 281230803400213)**, and described as L1 CSM 7/40 BNG PRT SESE EX 499/479 & 767319 FOR RD ROW S3 T23 R8 .75A 426/762;698679 ORD, City of Stevens Point, Portage County, Wisconsin, is hereby granted a rezone of the aforementioned property from “B-1” Neighborhood Business to “B-4” Commercial.

Approved:

Mike Wiza, Mayor

Attest:

Kari Yenter, City Clerk

Dated: December 7, 2020
Adopted: December 21, 2020

Drafted by: Adam Kuhn
Return to: City Clerk

RESOLUTION

[CONDITIONAL USE PERMIT – 4912 COUNTY ROAD HH – CONSTRUCT AN OFFICE ADDITION]

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 **4912 County Road HH (Parcel ID 281230803400213)**, and described as L1 CSM 7/40 BNG PRT SESE EX 499/479 & 767319 FOR RD ROW S3 T23 R8 .75A 426/762;698679 ORD, City of Stevens Point, Portage County, Wisconsin, is hereby granted a Conditional Use Permit to construct an office addition with the following conditions:

- 1) The applicant shall provide eleven parking stalls, meeting applicable parking stall design and ADA parking requirements. Such parking stalls shall be subject to the review and approval of Community Development staff.
- 2) The applicant shall submit a stormwater management plan, subject to the review and approval by Utilities Department staff meeting applicable stormwater management codes.
- 3) The applicant shall submit a landscaping plan, subject to the review and approval by Community Development staff meeting applicable Zoning Code guidelines.
- 4) The applicant shall submit and receive approvals for any future additions or alterations to the property, consistent with City Zoning Code requirements.
- 5) Staff shall have the ability to approve minor changes to the site plan.
- 6) All applicable building and erosion control permits shall be applied for and obtained prior to commencement of construction.

Approved:

Mike Wiza, Mayor

Attest:

Kari Yenter, City Clerk

Dated: December 7, 2020
Adopted: December 21, 2020

Drafted by: Adam Kuhn
Return to: City Clerk

RESOLUTION

[CONDITIONAL USE PERMIT – 1309 DUBAY AVENUE – CONSTRUCT A STORAGE FACILITY]

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 **1309 Dubai Avenue (Parcel ID 281240820200009)**, and described as LOT 2 CSM#8469-33- 149 & A BNG PRT SENW S20 T24 R8 518/665 727848 823599\POWTS, City of Stevens Point, Portage County, Wisconsin, is hereby granted a Conditional Use Permit to construct a retail storage facility with the following conditions:

- 1) The applicant shall submit a stormwater management plan to determine if proposed and existing stormwater retention areas can support the proposed building and if additional stormwater techniques are required, subject to the review and approval of the Utilities Department meeting applicable stormwater management codes.
- 2) The applicant shall enter into agreement or memorandum of understanding that no additional buildings shall be constructed on the property without the extension of fire protection (hydrants) or proper fire suppression system being installed consistent with Fire Department and Community Development Department approval.
- 3) Staff shall have the authority to approve minor changes to the site plan.
- 4) The applicant shall obtain an erosion control permit.
- 5) The applicant shall obtain a right-of-way permit for the proposed driveway, subject to the review and approval of Public Works and Community Development Department staff meeting applicable right-of-way and Zoning Code standards.
- 6) All applicable building permits shall be applied for and obtained prior to commencement of construction.

Approved:

Mike Wiza, Mayor

Attest:

Kari Yenter, City Clerk

Dated: December 7, 2020
Adopted: December 21, 2020

Drafted by: Adam Kuhn
Return to: City Clerk

RESOLUTION

[SIGN VARIANCE – 838 FREMONT STREET – CONSTRUCT A SECOND FREESTANDING SIGN]

BE IT RESOLVED by the Common Council of the City of Stevens Point, Portage County, Wisconsin, that based upon the application and after reviewing the Plan Commission record and hearing the testimony of interested parties, the Common Council determines that all conditions required have been met, the property located at **838 Fremont Street (Parcel ID 281240828300801)**, and described as LTS 1-18 INC BOY& ATWELL 4TH ADD&PT LTS7&8 BLK 1 HELMNSKI&O ADD & PRT ABND STNLY ST-589/133 EX 589/134 570/256;200/60;710271 807687ART;809053;811421DIS (ST STANISLAUS), City of Stevens Point, Portage County, Wisconsin, is hereby granted a sign variance to construct a second freestanding sign with the following conditions:

- 1) The brightness of said color display shall be reduced during dusk-to-dawn hours to reduce any obstructions to commuters, subject to the review and approval of Community Development staff.
- 2) The freestanding sign shall be set back at least five feet from the property line.
- 3) The freestanding sign shall be set back at least ten feet from the parking lot entrance/exit to meet clearview requirements.
- 4) The sign shall conform to all other applicable requirements within the sign ordinance.
- 5) Applicable building permits shall be obtained.
- 6) Minor modifications to the proposed sign may be approved by staff.

Approved:

Mike Wiza, Mayor

Attest:

Kari Yenter, City Clerk

Dated: December 7, 2020
Adopted: December 21, 2020

Drafted by: Adam Kuhn
Return to: City Clerk

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

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

SECTION I: That subsection (5) of Section 13.04 of the Revised Municipal Code, **Service Connections** is hereby **amended** to read as follows:

(5) The applicant of the water service shall provide an opening for a water meter according to dimensions provided by the water department.

- a) The meter shall be located in a horizontal position not more than 18 inches from where the water connection or main enters the premise.
- b) A water meter shall be installed after the plumbing inspector has authorized the Director to do so.
- c) **Installed meters more than 2" in size are required to have premise plumbing extended from a point immediately after the meter, inside by-pass plumbing, to the nearest exterior wall for the purpose of meter testing. The pipe size shall be approved by the Director, shall be at least 2" in size and shall be terminated through the exterior wall and shall have male 2.5" NST threaded fittings.**

Approved: _____
Mike Wiza, Mayor

Attest: _____
Kari Yenter, City Clerk

Dated: December 14, 2020
Approved: December 21, 2020
Published: January 1, 2021

FINAL RESOLUTION

WHEREAS, the Common Council of the City of Stevens Point, Wisconsin, held a public hearing at the Council Chambers at 7:00 P.M. on the 21st day of December, 2020, for the purpose of hearing all interested persons concerning the preliminary resolution and report of the Board of Public Works on the proposed public improvement consisting of the following:

A. FOR INSTALLATION OF SIDEWALK – PROJECT # 20-01.

- 1) For installation of sidewalk on property fronting upon the south side of *Walter Street* from its intersection with Sandy Lane to its intersection with Brilowski Road.

; and proposed assessments against benefitted property, and heard all persons who desired to speak at the hearing.

NOW, THEREFORE, BE IT RESOLVED, the Common Council of the City of Stevens Point, Wisconsin, determines as follows:

1. The report of the Board of Public Works, pertaining to installation of the above described public improvements, including plans and specifications and assessments set forth therein, is adopted and approved.
2. That the Board of Public Works has advertised for bids and has provided for the supervision of construction of the improvements in accordance with the report of the Director of Public Works.
3. That payment of the improvements be made by assessing the entire cost to the property benefitted as indicated in the report.
4. That the assessments shown on the report, representing an exercise of the police power, have been determined on a reasonable basis and are hereby confirmed.
5. That the assessments for all projects included in the report are hereby combined as a single assessment but any and all interested property owner may object to each assessment separately or all assessments jointly for any purpose.
6. That the assessments may be paid in cash or in five (5) annual installments at an interest rate of 2.25% per annum on the unpaid balance. Ten (10) annual installments is available at an interest rate of 3.75% per annum upon written request. A property owner shall have not more than 30 days in which to pay the balance in whole to avoid interest charges.
7. That the City Clerk shall publish this resolution as a Class I notice in the assessment district and mail a copy of this resolution and a statement of the final proposed assessment against the benefitted property to every property owner whose name appears on the assessment roll whose post office address is known or can with reasonable diligence be ascertained.

APPROVED: _____
Mike Wiza, Mayor

ATTEST: _____
Kari Yenter, City Clerk

Dated: November 2, 2020
Adopted: December 21, 2020
Published: December 25, 2020

FINAL RESOLUTION

WHEREAS, the Common Council of the City of Stevens Point, Wisconsin, held a public hearing at the Council Chambers at 7:00 P.M. on the 21st day of December, 2020, for the purpose of hearing all interested persons concerning the preliminary resolution and report of the Board of Public Works on the proposed public improvement consisting of the following:

A. FOR INSTALLATION OF SIDEWALK – PROJECT # 20-02.

- 1) For installation of sidewalk on property fronting upon a portion of the west side of ***Dearborn Avenue*** from its intersection with Jordan Lane to its intersection with Regent Street.
- 2) For installation of sidewalk on property fronting upon a portion of the north side of ***Jordan Lane*** from its intersection with Indiana Avenue to its intersection with Wilshire Boulevard.
- 3) For installation of sidewalk on property fronting upon a portion of the east and west sides of ***Sommers Street*** from its intersection with Praise Street to its intersection with Jordan Lane.
- 4) For installation of sidewalk on property fronting upon a portion of the east and west sides of ***Saint Paul Street*** from its intersection with Prais Street to its intersection with Regent Street.
- 5) For installation of sidewalk on property fronting upon a portion of the east and west sides of ***Wilshire Boulevard*** from its intersection with Prais Street to its intersection with Jordan Lane.

; and proposed assessments against benefitted property, and heard all persons who desired to speak at the hearing.

NOW, THEREFORE, BE IT RESOLVED, the Common Council of the City of Stevens Point, Wisconsin, determines as follows:

1. The report of the Board of Public Works, pertaining to installation of the above described public improvements, including plans and specifications and assessments set forth therein, is adopted and approved.
2. That the Board of Public Works has advertised for bids and has provided for the supervision of construction of the improvements in accordance with the report of the Director of Public Works.
3. That payment of the improvements be made by assessing the entire cost to the property benefitted as indicated in the report.
4. That the assessments shown on the report, representing an exercise of the police power, have been determined on a reasonable basis and are hereby confirmed.
5. That the assessments for all projects included in the report are hereby combined as a single assessment but any and all interested property owner may object to each assessment separately or all assessments jointly for any purpose.
6. That the assessments may be paid in cash or in five (5) annual installments at an interest rate of 2.25% per annum on the unpaid balance. Ten (10) annual installments is available at an interest rate of 3.75% per annum upon written request. A property

owner shall have not more than 30 days in which to pay the balance in whole to avoid interest charges.

7. That the City Clerk shall publish this resolution as a Class I notice in the assessment district and mail a copy of this resolution and a statement of the final proposed assessment against the benefitted property to every property owner whose name appears on the assessment roll whose post office address is known or can with reasonable diligence be ascertained.

APPROVED: _____
Mike Wiza, Mayor

ATTEST: _____
Kari Yenter, City Clerk

Dated: November 2, 2020
Adopted: December 21, 2020
Published: December 25, 2020

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

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

SECTION I: That subsection i of Section 9.05(aa)(3) of the Revised Municipal Code, **Permit Parking** is hereby **amended** to read as follows:

9.05(aa)(3) i Fourteen (14) permit parking spaces within Municipal Parking Lot No. 22 along the west side of the 1200 Block of Third Court north of Main Street.

SECTION II: That subsection 10 of Section 9.05(ag) of the Revised Municipal Code, **Two Hour Parking 7:00 A.M. to 5:00 P.M.** is hereby **created** to read as follows:

9.05(ag) 10 On the north side of Main Street from a point 35 feet east of Prentice Street to a point 50 feet west of Rogers Street, except Saturdays, Sundays, and Holidays.

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

Approved: _____
Mike Wiza, Mayor

Attest: _____
Kari Yenter, City Clerk

Dated: December 1, 2020
Approved: December 21, 2020
Published: December 25, 2020



MEMORANDUM

To: Plan Commission

From: Ryan Kernosky, Director of Community Development 

Date: December 7, 2020

RE: **Request from the City of Stevens Point for the Acquisition of Land in East Park Commerce Center (Parcel ID 281230801120001)**

Background: City staff has been working with Lineage Logistics (formally Service Cold Storage) on an expansion further east. The current building's footprint, most of which is under construction, is as far east as the current property line allows.

This is likely the last expansion east for Lineage's current building, as a planned siding track and rail spur is still desired by the City.

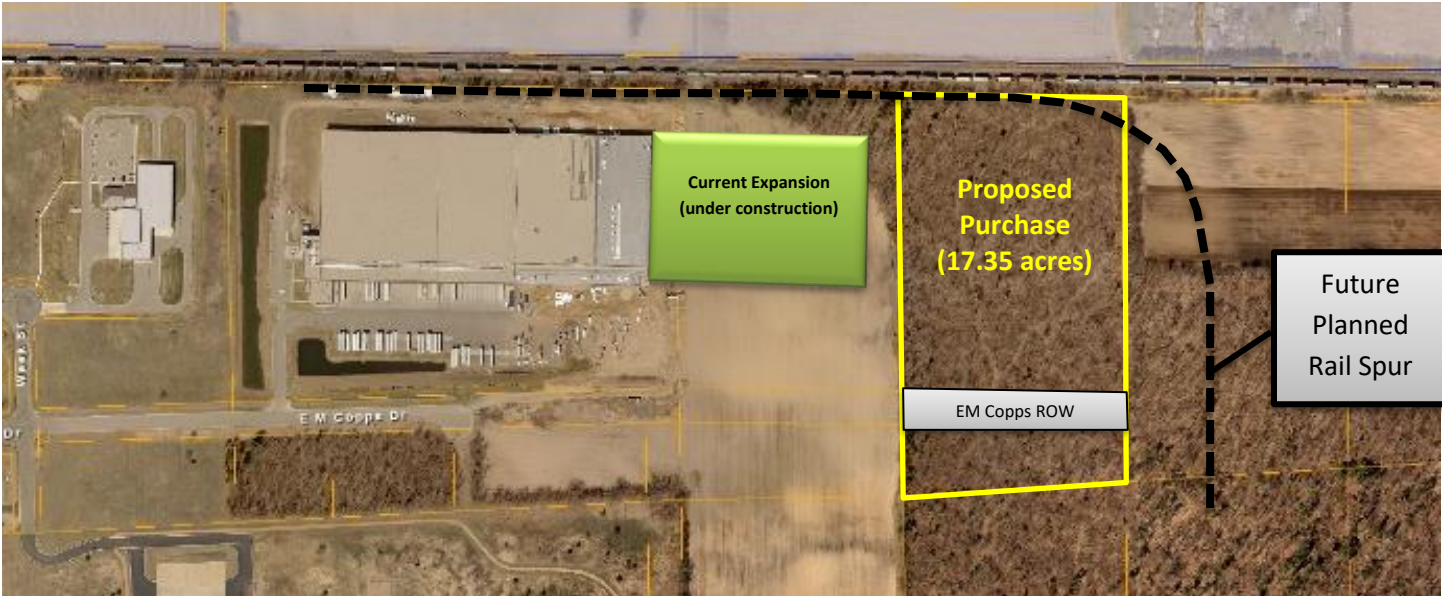
The City has a master purchase agreement with the individuals who own properties in East Park Commerce Center. The cost to purchase the entire property (17.35 acres) is \$520,500.

The City will be requesting that the next action item for Plan Commission is to authorize selling about 15.6 acres to Lineage for \$468,000. The remaining acreage will be used for an extension of EM Cops Drive. A visual is on the next page.

Staff Recommendation: I recommend **APPROVAL** as presented.

www.stevenspoint.com

Open Records Information: 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.





MEMORANDUM

To: Plan Commission

From: Ryan Kernosky, Director of Community Development 

Date: December 7, 2020

RE: **Request from the City of Stevens Point to Sell a portion of land in East Park Commerce Center (Parcel ID 281230801120001)**

Background: City staff has been working with Lineage Logistics (formally Service Cold Storage) on an expansion further east. The current building's footprint, most of which is under construction, is as far east as the current property line allows. In order to facilitate this expansion, the City will need to sell a portion of the property to Lineage (~15.6 acres).

This is likely the last expansion east for Lineage's current building, as a planned siding track and rail spur is still desired by the City.

The City has a master purchase agreement with the individuals who own properties in East Park Commerce Center. The cost to purchase the entire property (17.35 acres) is \$520,500.

Staff Recommendation: I recommend APPROVAL as presented.

www.stevenspoint.com

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**Resolution
Budget Amendment**

Pursuant to Sec 65.90(5)(a) Wisconsin Statutes the Common Council of the City of Stevens Point does hereby amend its Budget for the year 2020 in the Following Manner:

Expenditure Accounts:

1. Account 100.53.30233.3401 "Gas and Oil Charges" shall be reduced by \$35,000.00.
2. Account 100.51.19850.9050 "Levy for Contingencies" shall be reduced by \$70,000.00.
3. Account 100.59.99610.9500 "Trsf Emerg Mgmt Pay" shall be increased by \$13,300.00.
4. Account 100.51.12420.1950 "Medical Insurance Prem" shall be increased by \$11,000.00.
5. Account 100.51.12420.5350 "Election Expenses" shall be increased by \$3,000.00.
6. Account 100.51.12420.1530 "General Overtime Wages" shall be increased by \$5,500.00.
7. Account 100.51.19900.3006 "Postage" shall be increased by \$15,000.00.
8. Account 100.51.14520.1950 "Medical Insurance Prem" shall be increased by \$4,000.00.
9. Account 100.51.15540.2906 "IT Contracted Services" shall be increased by \$53,200.00.

Revenue Accounts:

1. Account 100.49.19311.59 "Transfer from Room Tax", shall be reduced by \$110,000.00.
2. Account 100.49.19615.59 "Transfer from Parking Fund", shall be reduced by \$60,000.00.
3. Account 100.41.00710.00 "Payment in Lieu of Taxes-Shopko", shall be increased by \$13,400.00.
4. Account 100.43.00540.51 "State Grant Revenue", shall be increased by \$16,340.00.
5. Account 100.48.00950.55 "Realized Capital Gains", shall be increased by \$35,000.00.
6. Account 100.48.00954.55 "Unrealized Capital Gains", shall be increased by \$105,260.00.

The Clerk is directed to publish this resolution relating to the Budget Alterations as a Class I notice within 15 days after adoption of this resolution.

Approved: _____
Mike Wiza, Mayor

Attest: _____
Kari Yenter, City Clerk

Dated: December 15, 2020
Adopted: December 21, 2020
Published:

2020 McDill Dam Monitoring and Control System Project (#7405838)

Owner: Stevens Point WI, City of

Solicitor: Stevens Point WI, City of

12/10/2020 10:00 AM CST

					Van Ert Electric		Current Technologies Inc	
Line Item	Item Code	Item Description	UofM	Quantity	Unit Price	Extension	Unit Price	Extension
1	SPV.0105.01	Supervisory Control and Data Acquisition System	L.S.	1	\$94,798.00	\$94,798.00	\$97,500.00	\$97,500.00
Base Bid Total:						\$94,798.00		\$97,500.00
Contingency (15%):						\$14,219.70		\$14,625.00
Total Bid with Contingency:						\$109,017.70		\$112,125.00