

**BOARD OF PUBLIC WORKS MEETING**  
**Monday, December 9, 2013**  
**Lincoln Center – 1519 Water Street, Stevens Point, WI 54481**

## **MINUTES**

**PRESENT:**

Mayor Andrew Halverson, Comptroller/Treasurer (C/T) Corey Ladick, Director of Public Works Scott Schatschneider and Tricia Church; **Alderspersons:** George Doxtator(1<sup>st</sup>), JoAnne Suomi(2<sup>nd</sup>), Michael O’Meara(3<sup>rd</sup>), Tony Patton(8<sup>th</sup>) and Randal Stroik(9<sup>th</sup>).

**ALSO PRESENT:**

**DIRECTORS:** Michael Ostrowski – Community Development, and Tom Schrader – Parks and Recreation.

**ALDERPERSONS:** Mike Wiza(4<sup>th</sup>), Mary Stroik(5<sup>th</sup>), Jeremy Slowinski(6<sup>th</sup>), Roger Trzebiatowski(7<sup>th</sup>), Mike Phillips(10<sup>th</sup>) and Jerry Moore(11<sup>th</sup>).

**CITY STAFF MEMBERS:** City Attorney A. Logan Beverage, City Clerk John Moe, Fire Department Chief Tracey Kujawa, and Assistant Police Chief Tom Zenner.

**OTHERS PRESENT:** Brandi Makuski – Stevens Point City Times, Nate Enwald – Portage County Gazette, Chuck Rasmussen – Engineer with OTIE, MaryAnn Laszewski – 1209 Wisconsin Street, Cathy Dugan – 615 Sommers Street, William Pickford – 1316 Michigan Avenue, Bob Fisch – 1033 Smith Street, and Barb Jacob – 1616 Depot Street.

**Mayor Andrew Halverson called the Board of Public Works meeting to order on December 9, 2013 at 6:19 P.M. The meeting was held at The Lincoln Center at 1519 Water Street in Stevens Point, WI 54481.**

**1. Consideration and possible to approve the Relocation Orders for 100 and 104 Second Street North and Relocation Map for Maria Drive at Second Street North.**

Mayor Halverson mentioned that the Director added a memo highlighting the reasons for us moving forward with the acquisition and the reconstruction of this intersection.

*Aldersperson O’Meara moved approval adding that we needed to do this for a long time; seconded by Aldersperson Suomi.*

Aldersperson Patton asked if there was anything that Kent had to do. Director Schatschneider stated yes, Kent was sent the letter along with The Rights of Landowners that is included in the packet.

Aldersperson Trzebiatowski asked if we plan on vacating the excess property where the current street goes through. Director Schatschneider said we would retain it.

*Ayes all; nays none; motion carried*

## 2. Consideration and possible action to correct parking concerns along Wilshire Boulevard North between Stanley Street and Doolittle Drive.

Director Schatschneider explained that he received a call from Bonnie, the current owner of the vacant land to the east of Kwik Trip. She voiced her concerns because she is interested in selling the lot and feels it will not look good with all the cars that use Wilshire Boulevard North as a park and ride on a daily basis. She also feels it is a safety hazard for cars and semi-trucks that travel in and out of Kwik Trip. Bonnie asked that it be brought before the Board of Public Works for review so that is the reason it is on the agenda. Director Schatschneider added that he feels if we post No Parking, it would push the cars to park on Doolittle Drive.

Mayor Halverson asked what the concerns have been regarding semi traffic and turning radii in and out of Kwik Trip. Director Schatschneider said it causes sight issues and congests the entrances blocking the vision of not only the fuel trucks but customers as well and added that it is worse in summer.

Aldersperson Patton asked if we knew any of the folks that are doing the park and ride. Mayor Halverson said it is hard to track but the thoughts are from workers commuting from the Interstate and some may be university students.

Aldersperson Patton suggested we park them at the Airport if we go through with this so they don't move to Doolittle Drive. Mayor Halverson said in the past we have referenced a partnership between the Airport and University for a park and ride location for commuting students but it never went any further. As long as there would be some amount of revenue that would benefit the airport, it would be allowable under FAA Regulations.

Aldersperson O'Meara said he would be willing to entertain a motion for No Parking on the west side but feels the east side is not an issue at this point. If someone wanted to develop that lot we could look at it again.

*Aldersperson O'Meara made a motion to prohibit parking on the west side of Wilshire Boulevard; Aldersperson Patton agreed and seconded the motion.*

Aldersperson Patton asked what the zoning is for the lot. Director Ostrowski said the lot is zoned multi-family.

Aldersperson Stroik asked about putting a 2 hour parking restriction to eliminate the all-day parking. Mayor Halverson said we can limit the parking to whatever we want but then we have another area we would have to monitor.

Aldersperson Wiza asked if we have had any issues or complaints regarding the parking on the west side. Director Schatschneider said there have been random complaints and some with close calls but nothing constant. He said when Bonnie called with her concerns regarding her lot she requested it be brought before the Board of Public Works for review.

Aldersperson Wiza pointed out that we have parking issues all over the city. He doesn't feel it is needed when a property owner has a perception that parked cars would inhibit the ability to market the land. The cars are legally parked and unless it is a proven safety hazard, he cautions against placing parking limitations or restrictions.

*Ayes 5; nays 2; motion carried*

### **3. Consideration and possible action to accept an independent review consultant to assist in the public involvement and potential funding sources for the Business 51 Project.**

Director Schatschneider stated that this is before the board as a result of the last public information meeting. There were concerns from the public that were expressed and the included memo summarizes our concerns on where we feel we are at with this project. We feel we need to step back and re-evaluate where we are at with the public involvement. We are requesting assistance from Chuck Rasmussen from the Department of Transportation who is currently with the engineering firm OTIE (Oneida Total Integrated Enterprises). We feel he could assist in presenting this project in a different manner and possibly break the corridor into smaller groups and so we are able to engage the public in a meaningful way.

Aldersperson O'Meara added that Mr. Rasmussen was his boss for over 20 years and is very skilled in high controversy projects. He feels that he is very talented and his skillset matches the extent of this project.

*Aldersperson O'Meara moved to recommend hiring Mr. Rasmussen without reservation in an amount not to exceed \$30,000.00; seconded by Mayor Halverson.*

Aldersperson Patton affirmed that basically we are hiring Mr. Rasmussen to sell this project to the public. He asked if fundamentally the project would change. Aldersperson O'Meara said it states he is going to relook at the project along with funding and phasing. In doing that, things may change.

Mayor Halverson stated we were preparing to bring Mr. Rasmussen on as a consultant initially in the past to supplement AECOM from an internal WisDOT funding perspective. He is knowledgeable in all the different dollars that are available to us and when we can retain eligibility for them. We felt he would be an important financial consultant. We would also like someone to present this project from a different point of view.

Aldersperson Patton stated he thought that was what we were getting when we hired AECOM and commented that this sounds like we are hiring a consultant for the consultants. He would feel more comfortable if AECOM was hiring Mr. Rasmussen and paying the \$30,000.000.

Aldersperson Suomi wanted clarification that this is going to cost us \$30,000.00. Mayor Halverson reported that it is not to exceed \$30,000.00, it may only be \$10,000.00 but we wanted to set an amount we felt comfortable with and have it approved not to exceed based on time and materials.

Aldersperson Wiza feels we are forming up the same thing historically with what happened in the tearing down of the mall. He feels that nobody short of City staff and AECOM has been in favor of bringing the project to 2-lanes. He feels we are trying to bring on another firm to try to "convince" or "educate" the public onto the City's way of seeing things again. He feels we should use the \$30,000.00 towards the project and do it right from the beginning or not do it at all. He stated he could never vote for something that everyone else is against.

Mayor Halverson stated that the issue is being bolstered by that misconception, which is that the project as presented appears we have not been listening to the people when in fact we really have. The main concerns AECOM heard from businesses and property owners were that they did not want to lose their businesses or homes. So AECOM went back and redesigned the corridor to a model that still maintains the amount of traffic flow that we need and minimize those relocations.

Aldersperson Trzebiatowski was concerned because in prior RFP's we received for engineering projects, they were received with a resume. He asked if Mr. Rasmussen had a resume available we could make public and for the Common Council Meeting Monday.

Cathy Dugan, 615 Sommers Street asked if OTIE or AECOM could also do a destination study to help us to know who is using the corridor regularly. She was involved in the planning sessions for the comprehensive plan for the downtown and they did it with consultants who brought people together in small groups. It seems when you get people in smaller groups you can explain things better and keep people calm so they have an understanding of what is being presented. She also feels we should involve the people who use the corridor on a daily basis versus just the people who own businesses or properties along that stretch.

**6:57 P.M. – MAYOR HALVERSON RECESSED THE BOARD OF PUBLIC WORKS MEETING FOR THE FINANCE COMMITTEE MEETING.**

**Aldersperson Moore called to order the Finance Committee and then we will recess the Finance Committee and let the Board of Public Works finish before we come back to order.**

**6:58 P.M. – MAYOR HALVERSON RECONVENED THE BOARD OF PUBLIC WORKS MEETING.**

Aldersperson O'Meara stated that he has been hearing that there was nobody who was on either side but he feels that one side was just more vocal then the other. He pointed out from an engineer's perspective that they deal in cost benefit ratios. The capacity of a 4-lane undivided highway like we have now is about 25,000 vehicles per day. The capacity of a 3-lane with 2-way left turn lane in the middle is about 24,000 vehicles per day. If we were to go up to a 5-lane twittle as we currently have by Fleet Farm, you are only up to 24,000 vehicles per day. For 5,000 vehicles per day, he doesn't feel it would be worth all the businesses and homes that would need to be moved or taken. People conclude that the capacity would double when you add extra lanes but it doesn't. If you study it, the 3-lane solution is more elegant and works better. If you look at the Federal Highway's website to see the maximum capacities, you will see that the first 2 lanes are the lanes that do all the work.

Aldersperson Stroik is aware that this is potentially a 50 to 70 year solution. He suggested that we ask the Stevens Point residents to vote their opinions at the spring election instead of spending the \$30,000.00 on forwarding the project with another consultant. He would like to see his resume before he would vote in favor.

**7:05 P.M. – MAYOR HALVERSON RECESSED THE BOARD OF PUBLIC WORKS MEETING FOR THE FINANCE COMMITTEE MEETING AND SPECIAL COMMON COUNCIL.**

**7:18 P.M. – MAYOR HALVERSON RECONVENED THE BOARD OF PUBLIC WORKS MEETING.**

Aldersperson Stroik feels there needs to be more discussion at the Common Council Meeting. He would like to see this with no action and have a debate on the council floor.

Bob Fisch, 1033 Smith Street commented on a few things. He felt that at the last meeting, the participation was hostile and intimidating to anyone who wanted to actually say something in favor of the project. He was in assumption that one of the key features that we were trying to achieve with this project was improved safety and he feels safety issues have been ignored in public comment. There has been a process and those who wished to engage in the process, the opportunities have been available but he also understands that people have not been heard. The process has to be about getting good ideas and finding the right balance. Nobody will be

happy with the project as a whole. There will be some portions that some will be happy with and some portions they won't.

Barb Jacob, 1616 Depot Street doesn't feel at this point spending \$30,000.00 is going to be beneficial. She suggested the council members hold meetings in their own districts and bring that information to the council. She feels that people in each district won't be as hostile to the alderpersons as they will be to Mayor Halverson or Director Schatschneider or AECOM.

Aldersperson Wiza said he likes Aldersperson Stroiks idea of the referendum but doesn't feel it would be effective. He feels that Aldersperson O'Meara brought up a good point with the cost of the relocations versus only an additional 5,000 vehicles per day.

Aldersperson Doxtator pointed out that \$30,000.00 is nothing when we are looking at a \$30 million dollar project. He also pointed out that this project involves infrastructure and not just blacktopping a road. There is a lot of money and foresight involved and he feels if Mr. Rasmussen can bring federal monies to the table, then he supports bringing him on board.

Aldersperson O'Meara explained when you have large design projects, the designer get attached to the design and then do not want to change it. He feels that Mr. Rasmussen is skilled with this f and has enough of an ego to tell people that he disagrees with what they have done or that they should be thinking something else. He would be a referee to see if all the assumptions that were made during the design are still valid. He feels it is a reasonable use of money and stressed that a good review of an engineering project doesn't cost money, it saves money.

Aldersperson Suomi asked what the plan would be if we hired Mr. Rasmussen.

Mr. Rasmussen with OTIE said the first thing he would try to do is ask that a smaller group or representative of each of the 3 phases (meaning the south commercial district, the residential district and the north commercial district) be assembled. He would explain to them the design process and where we at. There are 5 elements to the facilities development or design process and we are in stage 2. From there, he would go into the environmental document which is a critical document that talks first about purpose and need, then about alternatives under consideration and the impacts the alternatives have, then how to minimize those impacts, then solutions. The other element in the environmental document is ICE (indirect and cumulative effects) the project might have on community. The last component would be utilized as these items are being worked on is to apply CSS (Community Sensitive Solutions) or find what flexibility in the design exists. With all the input there would be recommendations that would be made to the Board and Council. How those recommendations are extracted would be up to you. He would try to bring out what he has been hearing at this meeting tonight. He said there is always compromise on a project this complex.

Aldersperson Suomi asked if he had any examples of other projects in similar communities he has dealt with. Mr. Rasmussen stated the City of Stevens Point with the south side business district. He has worked with Plover and Whiting to come up the corridor there. He has also worked in the Cities of Wausau and Marshfield on projects. The same concept would be used that has been used in several communities in Central Wisconsin over the last 20 years that he was Project Development and Planning and Programming Chief.

*Ayes 6; nays 1; motion carried*

**4. Consideration and possible action to accept the Director's Report and place it on file.**

Director Schatschneider explained the total expenditures so far on the Seawall Project that was added at the end of his report. There will still be a potential invoice from FERC for licensing that will be between \$7,000 and \$10,000 but it will still come out to be significantly less than \$550,000 that was estimated for the project.

*Alderman Patton moved that we accept the Director's Report and place it on file; seconded by Alderman Doxtator.*

*Ayes all; nays none; motion carried*

**5. ADJOURNMENT: Mayor Andrew Halverson adjourned the December 9, 2013 Board of Public Works Meeting at 7:39 P.M.**

# Carl (Chuck) W. Rasmussen

321 Canterbury Drive, Plover, WI 54467 | (715)-344-8910 | chuck.w.rasmussen@gmail.com

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## Career Profile

36 Years of experience working with the Wisconsin Department of Transportation, with a broad background in delivering all aspects of transportation projects, including scoping, scheduling, financial management, preliminary and final design and construction. Skilled in a broad general use of planning, program, and project management techniques and principles, as well as general public and community communication practices.

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## Professional Experience

### Wisconsin Department of Transportation

June 1976 – July 2012

March 1992 to July 2012, served in various District/Region Manager positions

#### *North Central Region Planning and Programming Manager*

*May 2006 – July 2012*

Responsible for leading a professional staff in longer range planning of region transportation facilities, program development and management of state and local highway projects, for access management along the state transportation system, and leading in the development of regional tribal inter-relationship efforts.

#### *District 4 (Wisconsin Rapids) Project Development Manager*

*June 1998 – May 2006*

Responsible for leading professional staff and consultants in the development and implementation of a large program of scheduled projects.

#### *District 4 Chief Construction Engineer*

*April 1996 – June 1998*

Responsible for leading professional staff and consultants in the implementation of construction contracts, materials quality control, and labor compliance.

#### *District 4 Design Engineer*

*March 1994 – April 1996*

Lead professional engineering teams and consultants in the design of a broad spectrum of highway projects.

#### *District 4 Planning, Programming and Local Assistance Manager*

*March 1992 – January 1994*

Responsible for leading an experienced staff in all aspects of program development, long range planning, and assisting local government with transportation program assistance.

#### *Construction Supervisor, District 1 (Madison)*

*November 1985 – March 1992*

One of five supervisors responsible for leading staff and consultants in the implementation of a large and diverse highway construction program.

#### *Staff Engineer, District 7 (Rhineland)*

*December 1980 – November 1985*

Served in the design, construction and planning pool, with various assignments to develop a broad understanding of engineering skills to deliver transportation projects.

#### *Staff Engineer, District 8 (Superior)*

*June 1976 – December 1980*

Served in the design, construction and planning groups.

## Education

Michigan Technological University, BSCE in Civil Engineering, Class of '76

## Professional Certification

Registered Professional Engineer in Wisconsin since June 1980

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



## Public Works

Engineering Department:  
Phone: 715-346-1561  
Fax: 715-346-1650

Streets Department:  
Phone: 715-346-1537  
Fax: 715-346-1687

December 3rd, 2013

To: Board of Public Works

From: Scott Schatschneider, Director of Public Works

Re: 100 Second St. North and 104 Second St. North Relocation Order:

Recently, a property at the Northwest Quadrant of the intersection of Second Street North and Maria Drive has come up for sale. Given the property's location and condition, staff believes this is a project worth pursuing and wanted to present our ideas to the Board of Public Works.

Due to the property's location, the intersection of Second Street North and Maria is offset which in turn creates a confusing situation for motorists and pedestrians. The actual building is so close to Second Street North that any vehicle attempting to go East on Maria Drive has to pull into the intersection to see around the building. The portion of Maria Drive that is adjacent to this building only has a 30 foot Right of Way. This lack of Right of Way has created hardships for the City in terms of trying to make any type of improvements in this immediate area.

Another aspect to consider for this potential project is this intersection is the main entrance for vehicles and buses accessing Madison Elementary. Given the physical constraints listed in the previous paragraph, school buses and passenger vehicles coming and going need to use a significant amount of patience and caution. In addition, this intersection also serves as a pedestrian school crossing zone.

Photos of the property and the intersection have been included with this memo.

If this project is allowed to move forward, a formal process will need to be followed pursuant to Wisconsin State Statutes **Chapter 32 Eminent Domain**. I sent an introduction letter and the pamphlet pursuant to Chapter 32 to the two property owners that may be affected by this potential project. I did not want the property owners to learn about this project in a second hand type of nature. Copies of the introduction letter(s) and pamphlet have been included with this memo for your review.

In addition, you will also notice in your packet a document called RELOCATION ORDER. This document is also part of the process and was included to help further describe the physical area required. From the drawing you will notice an additional ten feet of interest from the property owner to the north at 104 Second Street North. This additional ten feet is important in order for the northerly R/W lines which run east and west to line up. This will allow us to have the necessary room to make proper improvements currently and give the City the ability to make improvements in the future, if necessary.

Thank you for your time and consideration.

Sincerely,

A handwritten signature in black ink that reads "Scott Schatschneider". The signature is written in a cursive style with a large initial 'S'.

Scott Schatschneider  
Director of Public Works

MICKEY'S



KENT'S SERVICE CENTER  
& QUALITY LUBE



KENT'S SERVICE CENTER  
& QUALITY LUBE



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



**Public Works**  
Engineering Department

Phone: 715-346-1561  
Fax: 715-346-1650

November 26, 2013

Joan P. Lodzinski Survivor's Trust  
Joan P. Lodzinski, Trustee  
425 West Wilson Ave.  
Stevens Point, WI 54481

**Re: City of Stevens Point's Potential Acquisition of 100 Second St. North**

Dear Ms. Lodzinski:

In light of the property at 100 Second St. N being listed for sale, the City of Stevens Point is considering acquiring it in order to improve traffic and pedestrian safety at the intersection of Second St. N and Maria Dr. As such, the City is legally obligated to inform you of your rights under state law and provide certain other information as required under section 32.05 of the Wisconsin Statutes. Please see and review the informational packet included with this letter.

The City's acquisition of the property requires approval by the City Council, which has not yet occurred. The purpose of this letter is simply to inform you of the potential for such acquisition and advise you of your rights should that process move forward. If you have any questions, please contact me at 715-346-1564.

Sincerely,

A handwritten signature in black ink that reads "Scott Schatschneider".

Scott Schatschneider  
Director of Public Works  
City of Stevens Point

cc: File  
Mayor Halverson

Enclosure: The Rights of Landowners Under Wisconsin Eminent Domain Law Brochure

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



**Public Works**  
Engineering Department

Phone: 715-346-1561  
Fax: 715-346-1650

November 26, 2013

Kent's Service Center/Towing  
Kent Worzalla  
1608 Woodview Dr.  
Stevens Point, WI 54482

**Re: City of Stevens Point's Potential Acquisition of a Portion of 104 Second St. North**

Dear Mr. Worzalla:

In light of the property at 100 Second St. N being listed for sale, the City of Stevens Point is considering acquiring it in order to improve traffic and pedestrian safety at the intersection of Second St. N and Maria Dr. The City's preliminary drawings of such intersection improvements indicate that a small portion along the southern edge of the 104 Second St. N property would also be required for right of way acquisition. As such, the City is legally obligated to inform you of your rights under state law and provide certain other information as required under section 32.05 of the Wisconsin Statutes. Please see and review the informational packet included with this letter.

The City's acquisition of the property in question requires approval by the City Council, which has not yet occurred. The purpose of this letter is simply to inform you of the potential for such acquisition and advise you of your rights should that process move forward. If you have any questions, please contact me at 715-346-1564.

Sincerely,

A handwritten signature in black ink that reads "Scott Schatschneider".

Scott Schatschneider  
Director of Public Works  
City of Stevens Point

cc: File  
Mayor Andrew Halverson

Enclosure: The Rights of Landowners Under Wisconsin Eminent Domain Law Brochure



# THE RIGHTS OF LANDOWNERS

Under Wisconsin  
Eminent Domain Law

Procedures Under  
sec. 32.05  
Wisconsin Statutes

Highways, Streets, Storm & Sanitary Sewers,  
Watercourses, Alleys, Airports, and Mass Transit Facilities

Revised February, 2012

## **FOREWORD**

This pamphlet is published by the Wisconsin Department of Administration in cooperation with the Attorney General, pursuant to sec. 32.26 (6), of Wisconsin statutes. The pamphlet is to be given to property owners or their representatives by the acquiring authority prior to initiation of negotiations for property being acquired for a public project.

The material in this pamphlet provides information on how the condemnation process works in Wisconsin. It should serve as a reference for you, but it is not intended to cover every possible eventuality or every right you may have in individual cases. A further source of information is Chapter 32 of the Wisconsin statutes which contains the law that is summarized in this pamphlet.

Direct questions about this pamphlet to:  
Relocation Unit  
State Energy Office  
Wisconsin Department of Administration  
P.O. Box 7868, Madison, WI 53707  
(608) 267-0317

The Department of Administration does not discriminate on the basis of disability in the provision of services or in employment. If you need this printed material interpreted or in a different form, or if you need assistance with DOA services, please contact us.

## INTRODUCTION

Community growth sometimes necessitates the public's need to own certain properties and right-of-ways for the greater public good. This need may conflict with private ownership. Consequently, government has had to resort to its right to acquire private land for public uses even without the consent of private owners—the eminent domain power.

This power derives from the Wisconsin Constitution, Art. IX, sec. 3. The Legislature has

### FEDERAL LAW

When a project is receiving federal financial assistance, the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) may provide additional or different protections than those outlined in this pamphlet. You should receive supplemental information from the acquiring authority if federal law applies.

delegated this power by statute to numerous authorities and has specified the purposes for which such power can be used. Generally, departments, municipalities, boards, commissions, public officers, and various public and quasi-public corporations are delegated this power. Some of the purposes for which the Legislature has specified that condemnation can be used are highway construction or improvement, reservoirs, dams, public utility sites, waste treatment facilities, city redevelopment and energy lines.

Wisconsin has long had statutes regulating the exercise of eminent domain power. This pamphlet is intended to give citizens information about Wisconsin's eminent domain procedure, the workings of the condemnation process, and the rights of property owners in this process. It is, by necessity, of a general nature and is not a substitute for legal advice in individual cases, since many aspects of Wisconsin law cannot be covered in general terms. Another source of information for citizens is the particular authority which is acquiring the property.

The goal is to achieve equality of information for both parties during the negotiation process and to reach satisfactory settlements, equitable to both the property owner and the public.

## THE LANGUAGE OF EMINENT DOMAIN

(This glossary defines terms used in the pamphlet)

### Acquiring Authority

A public or quasi-public entity vested with the constitutional or statutory power to acquire private property for a public use.

### Additional Items Payable

Persons displaced by the public project are to be fairly compensated by the payment of relocation assistance and assistance in the acquisition of replacement housing.

### Appraisal

A written report, by a professional and disinterested person skilled in valuation, describing the property that is to be acquired and reaching a documented conclusion as to the fair market value of such property.

**Award of Compensation**

A document which is served upon a property owner after a refusal of a jurisdictional offer, stating the amount of just compensation. It names all persons with a record interest in the property, describes the property acquired, and includes the date of occupancy by the acquiring authority. The recording of this document passes title in the property to the acquiring authority. This term also describes the payment made to the property owner for the property. For negotiated sales, the amount of compensation is stated in the conveyance.

**Condemnation Commission**

A group of local residents, appointed by the circuit court of a county for fixed terms, who have the authority to determine just compensation for the property being acquired.

**Date of Acquisition and Date of Evaluation**

The day on which the award of compensation is recorded in the office of the register of deeds in the county where the land is located. The fair market value of the property on this day is just compensation to the property owner for the acquisition. For negotiated sales, the date of acquisition and the date of evaluation is the date the conveyance is recorded with the register of deeds.

**Easement**

An interest in real property which gives the acquiring authority the legal right to use the property for a specific purpose or to restrict the property owner's use of the land. Ownership and title to the property remain with the property owner.

**Eminent Domain**

The power of the state to acquire private property for a public use.

**Fair Market Value**

The amount for which property could be sold in the open market between a willing buyer and a willing seller.

**Full Narrative Appraisal**

A detailed and comprehensive description of the process an appraiser uses to reach a documented conclusion of a property's fair market value. The report must contain the appraiser's rationale for determining value and be documented by market data which supports the appraiser's rationale.

**Incidental Expenses**

Reasonable and necessary amounts, defined by statute, payable to the owner of real property acquired for a public use. Generally, incidental expenses compensate for expenses you may incur in transfer of your property to the acquiring authority. They include recording fees, mortgage prepayment penalties and other items.

**Jurisdictional Offer**

A written notice given by the acquiring authority to the owner of property and any mortgagee of record which informs the recipients of the proposed public use, what property is being acquired, and the amount of compensation to be paid.

**Kline Law**

A special condemnation procedure provided by the Legislature for condemnations by the City of Milwaukee.

**Lis Pendens**

A notice filed with the register of deeds within 14 days of the jurisdictional offer to notify all interested parties that the property described is in the process of being acquired for a public use.

**Litigation Expenses**

The sum of the costs, disbursements and expenses including reasonable attorney, appraisal and engineering fees necessary to prepare for, or participate in, actual or anticipated proceedings before a condemnation commission or any court.

**Relocation Order**

An order issued by the acquiring authority describing the proposed public project. It describes the old and new locations and includes all property needed for the project. Within 20 days after its issuance it must be filed with the county clerk in the county in which the lands are located.

**Severance Damages**

Damages which may result when only part of a person's property is condemned. Generally, these items of damage compensate for any loss in value of the remaining property due to the acquisition.

**Uneconomic Remnant**

Any portion of the property remaining after a partial acquisition which is of little value or substantially impaired economic viability due to its size, shape or condition.

**PART ONE  
BEFORE NEGOTIATIONS TO ACQUIRE PROPERTY BEGINS**

After you have been contacted by the acquiring authority, you have the right to a full narrative appraisal of the property sought to be acquired. This appraisal is done by an appraiser hired or employed by the agency, and the law requires the appraiser to confer with the owner or the owner's representative, if reasonably possible, when making the appraisal. Any and all appraisals made by the acquiring authority must be provided to you.

You have the right to have your own full narrative appraisal of the property made by a qualified appraiser. The reasonable cost of this appraisal may be submitted to the acquiring authority for payment, if the appraisal meets the standards set forth in sec. 32.09 of Wisconsin statutes, but, if you have such an appraisal made and wish to be paid for its cost, it must be submitted to the authority within 60 days after you receive the authority's full narrative appraisal. Your appraisal will be considered during negotiations.

The acquiring authority is required to file a relocation order with the county clerk of the county in which your property is located, unless the appraisal estimates that compensation will be less than \$1,000 in the aggregate. This order describes the layout of the project, old and new locations, and the property interests sought to be acquired. It must be filed within 20 days after its issuance by the agency, and is available for public inspection.

If a public project, other than a town highway, involves the acquisition of any interest in any farm operation of more than five acres, the Department of Agriculture, Trade and Consumer Protection (DATCP) may be required to prepare an agricultural impact statement prior to the acquisition of any land. Even if the acquisition is less than five acres, DATCP may prepare a statement if the acquisition will have a significant effect on the farm operation.

If an environmental impact statement is required by another statute, the requirements of the agricultural impact statement may be met by the environmental impact statement. Also, if an

easement for an electric transmission line, excluding a high voltage line, is being acquired over a farm operation, an agricultural impact statement is not required.

A “farm operation” is defined by law as an activity conducted primarily for the production of commodities for sale or home use in such quantity that the commodities contribute materially to the support of the farm operator. The acquiring authority may gather the necessary information for the impact statement. DATCP must prepare the statement within 60 days after receiving the information from the acquiring authority. After preparation, the statement must be published by DATCP. For a 30 day period after publication, the acquiring authority is precluded from negotiating with the property owner or making a jurisdictional offer.

The law also requires that the agricultural impact statement be distributed by DATCP to various offices and individuals. You can obtain a copy from your local library or from any local unit of government in the area affected. You may also request a copy directly from DATCP.

## **PART TWO THE NEGOTIATION PERIOD**

After a relocation order has been filed and appraisals are completed, the acquiring authority must attempt to negotiate with the owner or the owner’s representative for purchase of the needed property. The statutes require that you be provided an informational pamphlet on eminent domain procedure before negotiation begins. If you are also displaced as a result of the acquisition, the law requires that you receive a pamphlet on relocation benefits. The owner’s full narrative appraisal must be considered as a part of the negotiation. Also, any rights you may have for additional items payable (relocation benefits) can be included in the negotiations.

During negotiations, the acquiring authority must provide a map showing all property affected by the proposed project. Along with this map you must be given the names of at least 10 neighboring landowners to whom offers are being made. The names of all offerees if less than 10 owners are affected must be given. Any maps in the possession of the authority showing the property affected can be inspected, and copies will be made available at reasonable cost. At this point, condemnation is not involved, only negotiations for purchase.

If you agree to a negotiated purchase, the acquiring authority must record the conveyance with the register of deeds in the county where the land is located. Also, all owners of record should receive by certified mail the conveyance and a notice of their right to appeal within six months after the date of the recording of the conveyance. Such an appeal would challenge the amount of compensation received by the property owner. The procedure used for this appeal is described in Parts 6 and 7 of this pamphlet, except that an appeal from a negotiated price must be taken within six months. The date the conveyance is recorded is the date of acquisition.

## **PART THREE PARTIAL ACQUISITIONS AND EASEMENTS**

If only a part of your property is acquired, other than for an easement, two different calculations may be made to determine the fair market value of the part acquired. In such partial acquisitions, fair market value is the greater amount of either the fair market value of the part acquired or the difference between the value of your property before the acquisition and its value after, giving effect to severance damages set forth in sec. 32.09 of Wisconsin Statutes.

If only part of your property is acquired and you are left with an uneconomic remnant, the acquiring authority must also offer to acquire the uneconomic remnant. You must consent to the acquisition in order for the remnant to be acquired.

When an easement over your property is acquired, the compensation required is the difference between the value of your property immediately before the date of evaluation and its value immediately after the date of evaluation. Severance damages may also be paid where such damages exist and are allowed by statute.

If your land is zoned or used for agricultural purposes and an easement is acquired for a high voltage transmission line or a fuel pipeline, you will be entitled to choose between a lump sum payment for the easement or an annual payment representing just compensation for the acquiring of the easement for one year. The acquiring authority should be able to answer any questions on your eligibility for this choice and the terms of each alternative. Sec. 32.09 (6r) (a), (b), and (c) of Wisconsin statutes details the law on lump sum versus annual payments.

## **PART FOUR THE JURISDICTIONAL OFFER TO PURCHASE**

If negotiations do not lead to a purchase of the needed interest by the acquiring authority, a jurisdictional offer must be given to the owner and to any mortgagee of record. You will receive the notice by personal service or by certified mail.

This very important document will provide you with vital information on the acquisition of your property. Items that must be included are a statement of the nature of the project, a description of the property to be acquired, and a statement of the proposed date the acquiring authority will occupy the property. Included in the document is the amount of compensation to be paid for your property, including a statement that any additional items payable may be claimed for relocation assistance. An owner has 20 days from the receipt of this offer to accept or reject it.

Within fourteen days from the day you receive the jurisdictional offer, a lis pendens will be filed with the register of deeds in the county where the property is located. The lis pendens provides notice to any interested party of the possibility that the property may be acquired for a public use.

If you accept the jurisdictional offer, title will be transferred and you will be paid the amount specified in the offer within 60 days. This 60 day period can be extended by mutual written consent of the property owner and the acquiring authority. Incidental expenses for which you may be eligible under sec. 32.195 of the statutes relating to transfer of your property to the acquiring authority will also be paid. If the property owners of record reject the jurisdictional offer in writing, or do not act upon it within the 20 day period, the acquiring authority may make an award of compensation.

## **PART FIVE THE AWARD OF COMPENSATION**

This procedure allows the acquiring authority, after the jurisdictional offer is rejected or not accepted, to make a written declaration stating the amount of compensation to be paid, the description of the property, the date of occupancy and other information. The amount of compensation offered must be equal to or more than the amount of the jurisdictional offer. You will receive a copy of the award by personal service or certified mail.

You will then receive payment for your property, by check, for the amount of compensation provided in the award less any outstanding tax liens and prorated taxes. The acquiring authority may mail the check to you or deposit it with the clerk of the circuit court for your benefit. After payment is made, the award will be recorded with the register of deeds in the county where the land is located. This action passes title to the property to the acquiring authority. This date becomes the "date of acquisition" and any questions as to the value of your property will be resolved based on the value on this date.

## **PART SIX HEARING BEFORE THE COUNTY CONDEMNATION COMMISSION**

As of the date of acquisition, a property owner may appeal to the county condemnation commission from the amount of an award within two years, or from the amount of a conveyance within six months. This is accomplished by applying to the circuit court or county judge in the county where the land is located. Alternatively, this procedure may be waived and a property owner may appeal directly to circuit court. (See Part 7)

A county will have six to 12 commissioners, depending on the county population. They are local individuals, residents of the county or adjoining county, and are appointed by the circuit court. They serve staggered three year terms and generally sit in groups of three.

Within seven days after the chairperson of the commission is notified of the petition by the judge, three of the commissioners are selected to hear the case. The hearing date, time, and place are fixed by the chairperson, and will not be less than 20 days nor more than 30 days from the day the court assigned the petition to the chairperson. At least 10 days prior notice will be given to all parties. The commission proceedings are more informal than court proceedings, and are governed by statute. The amount of the jurisdictional offer or award of compensation cannot, by law, be disclosed to the commission. You have a right to appear and to present evidence. A majority of the members have the power to make all decisions. Within 10 days after the end of the hearing, a written award is made and filed with the clerk of circuit court. The clerk will notify the parties of the award.

Should the commission's award exceed the amount paid by the acquiring authority, and if neither party appeals from the award of the commission to the circuit court, interest is paid on the amount of the increase for the period from the date of acquisition until the date of the commission award, if the amount of the increase is paid within 14 days of the commission award.

If you or the acquiring authority are dissatisfied with the award of the condemnation commission, either can appeal to the circuit court of the county where the property is located. This must be done within 60 days of the filing of the condemnation commission's award. In case of such appeal by you or the acquiring authority, the amount of compensation awarded by the commission is not paid pending outcome of the appeal.

## **PART SEVEN APPEAL OF JUST COMPENSATION TO CIRCUIT COURT**

As of the date of acquisition, a property owner has two years to appeal from the amount of an award of damages, or six months to appeal from the amount of a conveyance. An owner may choose to go first to the condemnation commission (see Part 6), or go directly to circuit court.

The statutes require certain notices and papers to be filed to accomplish an appeal. It would be advisable to secure legal counsel to aid you in your appeal. The procedure may be found in sec. 32.05 (9) of Wisconsin statutes.

You have a right to a jury trial on the issue of just compensation. The measure of just compensation is the fair market value of the property acquired from you as of the date of acquisition, as calculated under sec. 32.09, stats.

You have the right to appeal from the judgment of the circuit court to the court of appeals within six months of the notice of the entry of judgment of the circuit court.

## **PART EIGHT ACTION TO CONTEST THE RIGHT OF CONDEMNATION**

This action challenges the right of the authority to condemn the property described in the jurisdictional offer. This action must be commenced in circuit court within 40 days from the postmark of the certified letter containing notice of the jurisdictional offer.

If you do not challenge the acquiring authority's right to acquire your property within this 40 day period, you will lose your right to do so.

In addition, if you accept and retain any money awarded for your property, you may not challenge the acquiring authority's right to acquire.

In this proceeding, you may challenge any defects in the procedure the authority has used and the "public" nature and necessity of the proposed use.

## **PART NINE LITIGATION EXPENSES AND COSTS**

The law provides for the payment of litigation expenses by the acquiring authority under any one of the following circumstances:

- if it is determined by a court that the acquiring authority does not have the right to condemn;
- if the award of the condemnation commission is greater than the jurisdictional offer, or the highest written offer prior to the jurisdictional offer, by at least \$700. and 15%, and the award is not appealed;
- if the jury verdict approved by the court exceeds the jurisdictional offer or the highest written offer prior to the jurisdictional offer, by at least \$700. and 15%.
- if the property owner appeals an award of the condemnation commission which exceeds the jurisdictional offer or the highest written offer prior to the jurisdictional offer, by at least \$700. and 15%, and the court-approved jury verdict exceeds the award of the condemnation commission by at least \$700. and 15%;
- if the acquiring authority appeals an award of the condemnation commission, and the court-approved jury verdict is \$700. and 15% greater than the jurisdictional offer or the highest written offer prior to the jurisdictional offer;
- if the property owner appeals an award of the condemnation commission which is not 15% greater than the jurisdictional offer or the highest written offer prior to the jurisdictional offer, and court-approved jury verdict is at least \$700 and 15% higher than the jurisdictional offer or highest written offer prior to the jurisdictional offer.

Unless you come under one of these specific categories, you will not be able to recover litigation expenses from the acquiring authority.

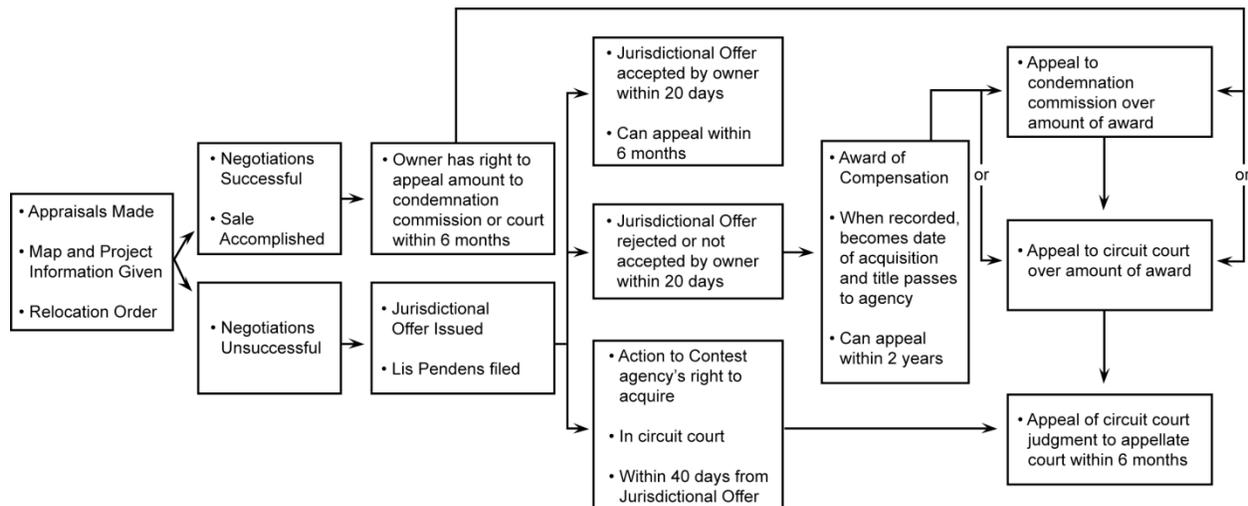
The Legislature has provided "costs" (statutorily determined payments to successful parties in proceedings challenging just compensation) to litigants who are successful but who do not fit into any of the categories mentioned above. If the just compensation awarded by the court or condemnation commission exceeds the jurisdictional offer or the highest written offer prior to the jurisdictional offer, the property owner will be deemed the "successful" party. You may be

required to pay “costs” to the acquiring authority if you are unsuccessful in challenging the compensation you have received or the acquiring authority’s right to acquire the property. “Costs” are defined in Ch. 814 of Wisconsin statutes.

## PART TEN OCCUPANCY

No occupant may be required to move from a dwelling or move a business or farm without at least 90 days’ written notice from the acquiring authority. An occupant shall have rent free use of the property for 30 days beginning with the 1st or 15th day of the month after title vests in an agency, whichever is sooner. Rent charged for use of a property between the date of acquisition and the date of displacement may not exceed the economic rent, the rent paid by a tenant to the former owner or the occupant’s financial means if a dwelling, whichever is less.

The acquiring authority may not require the persons who occupied the premises on the date title vested in the acquiring authority to vacate until a comparable replacement property is made available. If you damage or destroy any acquired property after the date that title vests in the acquiring authority, you may be liable for the damage.



Attila J. Weninger, Ph.D., Superintendent  
Bliss Educational Services Center  
1900 Polk Street, Stevens Point, WI 54481  
EMAIL: aweninge@pointschools.net  
TEL: (715) 345-5444 FAX: (715) 345-7302



December 3, 2013

Scott Schatschneider, Director  
The Board of Public Works  
City of Stevens Point  
1515 Strongs Ave.  
Stevens Point, WI 54481

Dear Mr. Schatschneider,

I am writing regarding the building and parcel located at 100 Second Street. The reason for our interest is that one of our Stevens Point elementary schools, Madison Elementary School, is located directly west of the building and parcel, on Maria Drive, and traffic flow to and from that area on Maria Drive has presented safety issues for our elementary students as they walk to and from school each day.

Currently, that parcel and building create a very narrow passage for motor vehicles that are entering and exiting Maria Drive off Second Street from any direction. Because line of sight is blocked from the north when turning west onto Maria Drive, this is a particularly hazardous intersection.

In addition, there is a fairly large volume of traffic at the intersection, Maria Drive and Second Street. Many students from Madison Elementary School must walk across that intersection and around either side of the building and parcel, causing another safety hazard. Due to the very limited, narrow passage way that Maria Drive presents on the south side of the building and parcel, there is no completely safe passage for students between the existing building and parcel and Maria Drive as they walk west to Madison Elementary School.

It is our understanding that the parcel of property and building at 100 Second Street, whose south side parallels Maria Drive, is now available for purchase. The District enthusiastically supports any effort by the City of Stevens Point to purchase this building and parcel, possibly remove the building structure, and widen Maria Drive. The addition of a wide travel area with open line of sight for drivers and students alike who use this intersection would be a valuable safety enhancement for them. Such an enhancement benefits the students, drivers, and community of Stevens Point.

If we can be of further support of this effort, please let me know.

Sincerely,

Attila J. Weninger, Ph.D., Superintendent

Cc Board of Education  
Cabinet  
Don Keck, Buildings and Grounds Manager  
John Shepard, Transportation Supervisor

## RELOCATION ORDER

Project Name: <b>Maria Drive Improvement Project</b>	Name of Street: <b>Maria Drive</b>
Right-of-way Plat Date: <b>December 9, 2013</b>	City, County: <b>Stevens Point, Portage County</b>
Previous approved Relocation Order Date: Not Applicable	Plat Sheet Number(s): <b>1 of 1</b>

That part of Lot One of Portage County Certified Survey Map Number 2612-9-170 and being part of the Southwest Quarter of the Northwest Quarter of Section 29, Township 24 North, Range 8 East, City of Stevens Point, Portage County, Wisconsin described as follows:

Commencing at the west quarter corner of said section 29; thence North 89 degrees 46 minutes 41 seconds East along the east-west quarter line of said Section 29 a distance of 880.09 feet to its intersection with the center line of First Street North and the **Beginning of this Relocation Order** (Sta. 8+80.09); thence continuing North 89 degrees 46 minutes 41 seconds East along said quarter line 247 feet to its intersection with the center line of Second Street North and the **End of this Relocation Order** (Sta. 11+27.09).

To properly establish, lay out, widen, enlarge, extend, construct, reconstruct, improve, or maintain a portion of the highway or road as designated above, it is necessary to relocate or change and acquire certain lands or interests in lands as shown on the right of way plat for the above project for the purpose of widening Maria Drive to its full width and re-designing the intersection of Maria Drive at Second Street North to improve safety.

To effect this change, pursuant to authority granted under Sections 32.05(1), 62.11(5), and 62.22(4) (d) Wisconsin Statutes, the Common Council of the City of Stevens Point orders that:

1. A map or plat is made showing the old and new locations and the required lands or interests in lands be shown on the plat. And that those lands shall be acquired by the City of Stevens Point through its City Attorney or agents, pursuant to the provisions of Chapter 32, Wisconsin Statutes.
2. The said street is laid out and established to the lines and widths as shown on said right of way plat.
3. The City Clerk is directed to file a copy of this Relocation Order and Relocation Map within 20 days after its issue with the Portage County Clerk, pursuant to the provisions of Chapter 32, Wisconsin Statutes.

APPROVED: \_\_\_\_\_  
Andrew Halverson, Mayor

ATTEST: \_\_\_\_\_  
John Moe, City Clerk

Dated: December 9, 2013

Adopted: December \_\_\_\_\_, 2013

Drafted by: Andrew Logan Beveridge, Stevens Point City Attorney

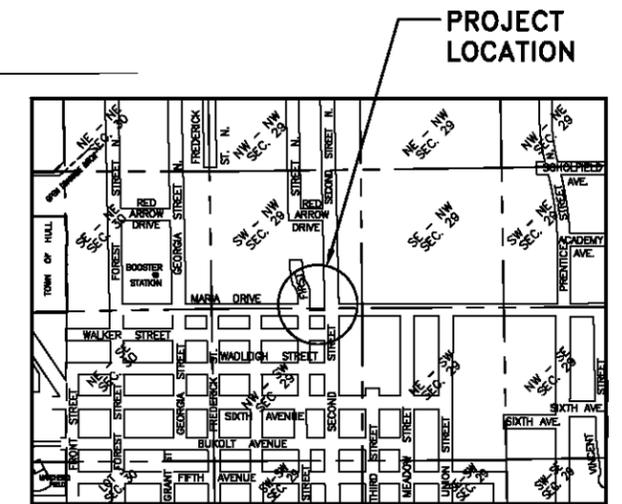
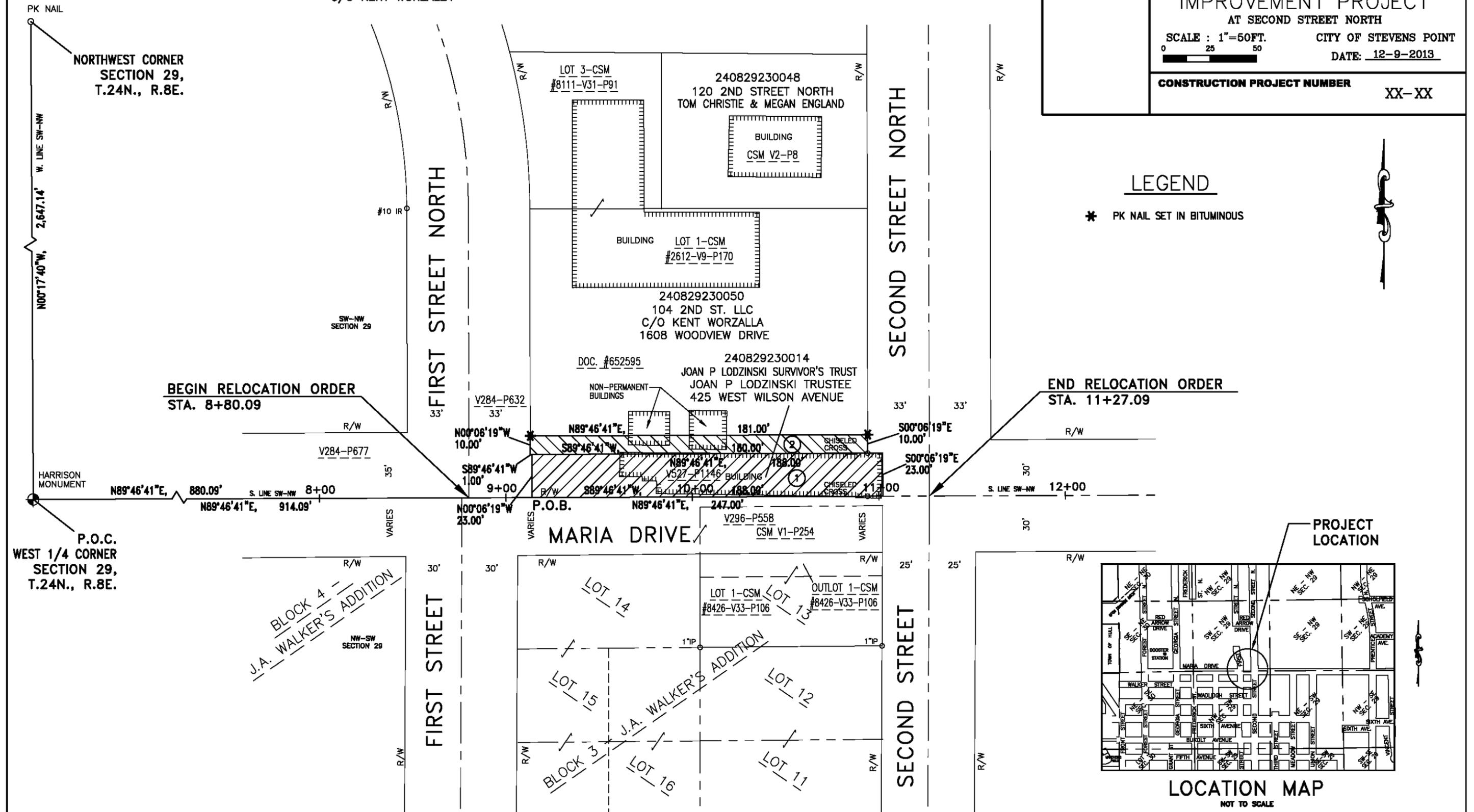
SCHEDULE OF LANDS AND INTERESTS

PARCEL NUMBER	OWNER	INTEREST REQUIRED	TOTAL SQ.FT. AREA	TOTAL SQ.FT. REQUIRED	TOTAL SQ.FT. REMAINING
①	JOAN P LODZINSKI SURVIVOR'S TRUST JOAN P LODZINSKI TRUSTEE	FEE	4,324	4,324	0
②	104 2ND ST. LLC C/O KENT WORZALLA	FEE	29,950	1,810	28,140

<b>REVISION DATE</b>	<b>R/W PROJECT</b> MARIA DRIVE IMPROVEMENT PROJECT	<b>SHEET NUMBER</b> 1 of 1
	<b>FEDERAL R/W PROJECT NUMBER</b> N/A	
<b>PLAT OF RIGHT OF WAY REQUIRED FOR</b> <b>MARIA DRIVE IMPROVEMENT PROJECT</b> AT SECOND STREET NORTH		
SCALE : 1"=50FT. 0 25 50		CITY OF STEVENS POINT DATE: 12-9-2013
<b>CONSTRUCTION PROJECT NUMBER</b>		XX-XX

LEGEND

\* PK NAIL SET IN BITUMINOUS



LOCATION MAP  
NOT TO SCALE

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



**Public Works**  
Engineering Department

Phone: 715-346-1561  
Fax: 715-346-1650

December 3rd, 2013

To: Board of Public Works

From: Scott Schatschneider, Director of Public Works

Re: Parking Concerns along Wilshire Boulevard North adjacent to the Kwik Trip located at 3533 Stanley Street:

The Engineering Department was recently contacted by Bonnie Vawislan who requested her concerns be brought before the Board of Public Works regarding vehicles parking on both sides of Wilshire Boulevard North adjacent to Kwik Trip. Ms. Vawislan is attempting to sell the vacant lot across the street and when perspective buyers view the property, concerns regarding the number of cars parked in front on this property are expressed. Ms. Vawislan has asked if parking along Wilshire North Boulevard North between Stanley Street and Doolittle Drive could be eliminated.

Staff has received concerns in the past regarding the number of vehicles parked in this particular area of Wilshire Boulevard. The parked vehicles do create sight distant issues for people coming and going from Kwik Trip and creates a narrowed roadway section, especially if someone doesn't pull over far enough onto the shoulder of the road.

Two attachments with photos are included with this memo. The first photograph is an overview of the area and indicates the lot that is for sale and the proximity to the Kwik Trip. The second attachment is photos taken to help indicate the number of cars that were parked at a random time.

Sincerely,

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

Scott Schatschneider  
Director of Public Works





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



**Public Works**

Engineering Department:  
Phone: 715-346-1561  
Fax: 715-346-1650

Streets Department:  
Phone: 715-346-1537  
Fax: 715-346-1687

December 3rd, 2013

DIRECTOR OF PUBLIC WORKS REPORT  
Scott Schatschneider

**1. Engineering Division**

• **Business 51 Status Report:**

The third Public Informational Meeting was held at Jefferson Elementary on Wednesday, November 20<sup>th</sup>. The meeting had a significant number of people attend and a number of people voiced their concerns. As a result of the meeting we are in the process of re-evaluating of where we are at as far as public involvement and what our next step should be.

• **E.M. Cops Extension:**

E.M. Cops Drive was paved the week of November 18<sup>th</sup>. The pedestrian trail will be paved in the spring along with some minor landscaping items.

• **Fire Station #1:**

Speaking with the architect and general contractor work is scheduled to begin January 6<sup>th</sup>.

- **Seawall Schedule Checklist**

	<u>AGENCY</u>	<u>TASK</u>	<u>APPROXIMATE DATES</u>
<input checked="" type="checkbox"/>	City/NewPage	City accepts/allocates Construction money and Bidding/awarding of contracts in conjunction with NewPage	Began Construction: August 5 <sup>th</sup> Construction Complete: October 11 <sup>th</sup>
<input checked="" type="checkbox"/>	NewPage/ AECOM/EDC	Submission of Construction Report (39 pages) and "As-Built Drawings" to FERC for Federal Licensing.	Thursday, October 31 <sup>st</sup> (up to 60 days for review and approval)
<input type="checkbox"/>	AECOM	Submit FERC's approval Letter and the CLOMR to FEMA	Submission would be January 2 <sup>nd</sup> . FEMA review time at this point is extended from 90 days to 150 days.

A construction cost report has been attached to the Director's Report for your review.

In speaking with Tom Witt, the City will be responsible for review fees associated with the FERC licensing procedure. Those costs are estimated to be under \$10,000.00.

- **Additional Ongoing Director\City Engineer\City Surveyor Projects**

- o The Engineering Department has been working on a number of items and helping assist other departments in regards to design and project delivery:
  1. E. M. Copps Drive extension construction.
  2. Strong's Parking Lot construction.
  3. Washington Terrace Subdivision.
  4. Finalizing 2013 construction projects.
  5. Whiting Avenue Pit Crushing Contract

## 2. Streets Division

- **Street work**

- Continued garbage and recycling operations.
- Sign work continued.
- Street lamp maintenance continued.
- Pit operations continued.
- Patching continued.
- Street Sweeping continued.
- Christmas Decorations completed.
- Iverson Oak Wilt harvest began.
- Snow/Ice operations began.

- **Equipment maintenance/garage**

- There were a total of 77 repair orders completed in the month of November. When broke down by department there were;

Engineering	1
Inspection/Development	1
Police	2
Parks	18
Fire	7
Streets	47
Water/Waste water	1

- **Signs, posts, barricades, and flags**

- 51 signs were replaced or added, 4 because of accidents, 32 for usual maintenance, 2 signs were moved, 6 new signs were put up and 7 because of vandalism.
- 6 poles were replaced or added, 2 because of accidents, 1 for usual maintenance, 2 were moved and 1 new pole was put up
- Flags were put up and taken down for Veterans Day.
- Barricades and barrels were put up and taken down for the Christmas parade.

- **Garbage/recycling/yard waste/drop-off**

- Garbage and recycling carts repaired/replaced/distributed as needed.
- Regular and Holiday solid waste collection completed.
- Regular and Holiday recycling collection completed.
- City drop-off operations were completed.

- **Leave**

- 9 floating holidays, 7 days 4 hours of sick, 111 days 4 hours of vacation and 1 day 5.5 hours of work comp. time were utilized.

**Seawall Project Invoices**  
**401.57.70320.8230**

**Acct. Number**  
**Contract Amt.**

Bill Dates	Invoice #	Invoice Description	Total Invoice	
09/11/13	87708	ACME Galvanizing Inc.	\$ 211.20	<u>\$ 211.20</u>
11/06/13	37390928	AECOM Technical Svc.	\$ 437.00	
09/03/13	37373888	AECOM Technical Svc.	\$ 869.63	
08/05/13	37365858	AECOM Technical Svc.	\$ 125.00	
07/09/13	37357871	AECOM Technical Svc.	\$ 670.75	
06/04/13	37348290	AECOM Technical Svc.	\$ 1,180.00	
05/07/13	37340435	AECOM Technical Svc.	\$ 781.25	
04/09/13	37332041	AECOM Technical Svc.	\$ 2,315.75	
03/07/13	37323329	AECOM Technical Svc.	\$ 580.75	
02/06/13	37314581	AECOM Technical Svc.	\$ 329.75	
01/09/13	37305887	AECOM Technical Svc.	\$ 3,975.77	<u>\$ 11,265.65</u>
09/03/13	589-109356	Conway Freight	\$ 482.72	<u>\$ 482.72</u>
08/19/13	78	EDC Management Corp.	\$ 3,360.00	
08/30/13	90	EDC Management Corp.	\$ 2,220.00	
10/31/13	121	EDC Management Corp.	\$ 5,975.00	<u>\$ 11,555.00</u>
09/09/13	WISTE157988	Fastenal Company	\$ 14.40	
09/06/13	WISTE157912	Fastenal Company	\$ 239.97	<u>\$ 254.37</u>
09/03/13	7225	Feltz Lumber	\$ 186.00	<u>\$ 186.00</u>
08/15/13	1	Gremmer & Associates, Inc.	\$ 2,418.64	
09/25/13	2	Gremmer & Associates, Inc.	\$ 585.27	
09/18/13	3	Gremmer & Associates, Inc.	\$ 567.19	<u>\$ 3,571.10</u>
08/27/13	218898	Londerville Steel Enterprises Inc.	\$ 599.29	<u>\$ 599.29</u>
10/16/13	87279	Miron Construction Co Inc.	\$ 21,046.30	
10/16/13	87278	Miron Construction Co Inc.	\$ 122,797.59	
11/14/13	88314	Miron Construction Co Inc.	\$ 3,701.48	
11/14/13	88315	Miron Construction Co Inc.	\$ 411.51	<u>\$ 147,956.88</u>
10/11/13	W2008	Newpage	\$ 7,242.26	<u>\$ 7,242.26</u>
09/03/13	100786	Nummelin Testing Services, Inc.	\$ 357.00	
10/01/13	10875	Nummelin Testing Services, Inc.	\$ 142.50	<u>\$ 499.50</u>
09/10/13	108619	Sutton Transport, Inc.	\$ 81.46	<u>\$ 81.46</u>
11/04/13	72533	Van Ert	\$ 10,186.94	
11/07/13	72652	Van Ert	\$ 274.31	<u>\$ 10,461.25</u>
09/17/13	0265611-IN	Wisconsin Valley Concrete	\$ 91.13	
09/16/13	0265564-IN	Wisconsin Valley Concrete	\$ 1,182.00	
09/13/13	0265491-IN	Wisconsin Valley Concrete	\$ 13.95	
09/12/13	0265374-IN	Wisconsin Valley Concrete	\$ 194.80	
09/11/13	0265257-IN	Wisconsin Valley Concrete	\$ 594.00	
09/10/13	0265248-IN	Wisconsin Valley Concrete	\$ 664.73	
09/06/13	0265111-IN	Wisconsin Valley Concrete	\$ 12.95	
09/06/13	0265072-IN	Wisconsin Valley Concrete	\$ 693.00	
09/03/13	0264891-IN	Wisconsin Valley Concrete	\$ 217.75	
09/03/13	0264846-IN	Wisconsin Valley Concrete	\$ 594.00	
08/29/13	0264710-IN	Wisconsin Valley Concrete	\$ 594.00	
08/27/13	0264593-IN	Wisconsin Valley Concrete	\$ 594.00	
08/23/13	0264466-IN	Wisconsin Valley Concrete	\$ 594.00	
08/21/13	0264369-IN	Wisconsin Valley Concrete	\$ 618.75	
08/16/13	0264211-IN	Wisconsin Valley Concrete	\$ 221.40	
08/15/13	0264127-IN	Wisconsin Valley Concrete	\$ 383.45	
08/15/13	0264089-IN	Wisconsin Valley Concrete	\$ 594.00	
08/13/13	0264011-IN	Wisconsin Valley Concrete	\$ 105.00	
08/13/13	0264010-IN	Wisconsin Valley Concrete	\$ 7,198.98	
08/13/13	0263977-IN	Wisconsin Valley Concrete	\$ 495.00	
08/12/13	0263939-IN	Wisconsin Valley Concrete	\$ 498.08	
08/12/13	0263938-IN	Wisconsin Valley Concrete	\$ 1,323.00	<u>\$ 17,477.97</u>
<b>TOTAL</b>			<b>\$ 211,844.65</b>	<u><b>\$ 211,844.65</b></u>

