

**City of Stevens Point
REGULAR COUNCIL MEETING**

**Council Chambers
County-City Building
1516 Church St**

**April 20, 2015
7:00 P.M.**

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 on a non-agenda item.

Consideration and Possible Action on the Following:

5. Minutes of the Regular Common Council meeting of March 16, 2015 and the Special Common Council meeting of April 13, 2015.
6. Appointment Process for 4th District Alderperson.
7. Minutes and actions of the Plan Commission meeting of April 6, 2015.
8. Resolution – Conditional Use – Request to construct a residence using the "R-TND" Traditional Neighborhood Development Overlay District reduced setback requirements at 225 West Cornell Avenue.
9. Resolution – Conditional Use – Request to amend conditional use permit to construct an approximate 300 square foot office building at 3901-41 Doolittle Drive.
10. Resolution – Conditional Use – Request to amend conditional use permit to construct an approximate 6,400 square foot airplane hangar at the City of Stevens Point Municipal Airport / Mattson Field, 4401-4501 Highway 66.
11. Resolution – Conditional Use – Request to amend conditional use permit to add additional conditions to the gas station use to protect the groundwater supply within Groundwater (Wellhead) Protection Overlay District B at 1201 Badger Avenue.
12. Resolution – Subdivision plat request to amend Carol's Lane subdivision plat, located on the southwest corner of the intersection of Carol's Lane and Mary's Drive.
13. Minutes and actions of the Public Protection Committee meeting of April 6, 2015 and the actions of the Special Public Protection Committee meeting of April 20, 2015.
14. Ordinance Amendment – Creation of a Social Host Ordinance (24.53 of the RMC).

15. Minutes and actions of the Board of Public Works meeting of April 6, 2015.
16. Minutes and actions of the Finance Committee meeting of April 6, 2015.
17. Minutes and actions of the Personnel Committee meeting of April 6, 2015 and the actions of the Special Personnel Committee meeting of April 20, 2015.
18. 2015 Base Wage Collective Bargaining Agreement with Teamsters Local 662.
19. Minutes and actions of the Board of Water and Sewerage Commissioners meeting of April 6, 2015.
20. Minutes and actions of the Police and Fire Commission meeting of March 3, 2015 and the Special Police and Fire Commission meetings of March 12 and 24, 2015.
21. Minutes and actions of the Board of Park Commissioners meeting of April 1, 2015.
22. Minutes and actions of the Transportation Commission meeting of March 26, 2015.
23. Statutory Monthly Financial Report of the Comptroller-Treasurer.
24. Recognition of and remarks by Mayor Wescott, Alderpersons Walther, O'Meara, M. Stroik, Trzebiatowski, R. Stroik and Moore.
25. Adjournment.

Public Notice is Hereby Given that a quorum of the City of Stevens Point's Common Council may attend the following event:

Appreciation of Service Party
Monday, April 20, 2015
Immediately following the Council Meeting
at
Kristin's Riverwalk Food & Spirits
1140 Clark Street
Stevens Point

RMC – Revised Municipal Code

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

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

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

**City of Stevens Point
REGULAR COUNCIL MEETING**

Council Chambers
County-City Building
1516 Church St.

March 16, 2015
7:00 P.M.

Mayor Gary Wescott, presiding

Roll Call: Ald. Doxtator, Walther, O'Meara, Wiza, M. Stroik, Slowinski, Trzebiatowski, Patton, R. Stroik, Phillips, Moore.

Also

Present: City Clerk Moe, Attorney Beveridge, C/T Ladick; Directors Schatschneider, Schrader, Ostrowski, Fire Chief Finn, Police Chief Ruder, Assistant Police Chiefs Zenner and Skibba, Kelley Pazdernik, Mayoral Assistant, Nate Enwald, Portage County Gazette; Brandi Makuski, City Times, Sari Lesk, Stevens Point Journal.

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

Mayor Wescott reminded the City Council members regarding the Business Council's training for local elected officials. He encouraged participation.

Mayor Wescott congratulated UW-Stevens Point and UW-Madison's men's basketball teams as they advanced to the Final Four.

Mayor Wescott acknowledged first quarter retirees: Steve Lewis, Streets; Scott Ironside and Tim Davy, the Police Department with 60 years of experience between the both of them. He said in April Brent Curless, with 41 years in the Inspection Department, will also be retiring.

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.

There were no public hearings on the agenda.

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

Reid Rocheleau, 408 Cedar, Whiting, asked the City Council and the Mayor to follow Robert's Rules of Order and not to become immersed in leading discussions.

Mildred Nebel, 1709 Jefferson Street, requested the City Council to not approve the actions and minutes until they are approved by the respective committee.

Mary McComb, 2100 Elk Street, stated she recently attended the Historic Preservation Design Review Commission meeting and feels the Commission failed in its duties to approve the best facade option.

Bob Fisch, 1033 Smith Street, representing Poky Pedaling of Stevens Point, urged the Council to support safety for bicyclists and pedestrians with making the City of Stevens Point more bike friendly and less fossil fuel dependent.

Sal Cuomo, 2141 California, candidate running for the 7th District Aldermanic seat reviewed his personal, professional and volunteer accomplishments and asked for everyone's support and vote.

5. 2014 Stevens Point Police Department Annual Report.

Police Chief Ruder reviewed the 2014 Stevens Point Police Department Annual Report. He said there are four areas which included the Community Proactive Campaign, Community Action Programs, Interdependent Programs and Major Initiatives. Chief Ruder touched on each of the major topics and cited projects such as Guns and Hoses, Never Forgotten Honor Flight, Citizen Recognition Program, prescription drop-off box, the addition of a Computer Forensic officer and hiring of three new officers and the development of the Municipal Court as well as the hiring of three new officers.

Chief Ruder stated effective April 10, 2015, he would retire. He expressed his thanks and gratitude to everyone who supported him through his years with the Stevens Point Police Department.

Mayor Wescott said Chief Ruder has served the City of Stevens Point well, with honor and has been an exceptional public servant.

Consideration and Possible Action on the Following:

6. Consideration and possible action of the minutes of the Regular Common Council meeting of February 16, 2015.

Ald. Slowinski **moved**, Ald. Moore seconded, to approve the action and minutes of the Regular Common Council meeting of February 16, 2015.

Call for the Vote: Ayes: All.
Nays: None. Motion adopted.

7. Minutes and actions of the Plan Commission meeting of March 2, 2015.

Reid Rocheleau, 408 Cedar, Whiting, asked that the UW-Stevens Point parking plans be postponed until after the EIS has been approved and the new Mayor and Council are in office.

Mildred Nebel, 1709 Jefferson Street, stated there were too many parking spaces unaccounted for.

Garrett Ryan, 1708 Clark Street, Old Main Neighborhood Association, said he supports the UW-Stevens Point building plans. He suggested the City receive guarantees in writing from the University concerning parking lot changes and feels Lot Y should be open before Lot X is closed.

Carl Rasmussen, 1848 Maria Drive, representing UW-Stevens Point, stated this is a \$75 million Project. This is the first large project in 44 years and would generate over \$200 million in economic stimulus. He stated the new science building is compatible with all areas of the City. Mr. Rasmussen stated the University is participating in a transportation study with the City of Stevens Point.

Ald. Wiza asked what assurances can be given regarding parking concerns in the future.

Mr. Rasmussen stated a possibility would be to eliminate freshman parking, but this could reduce student recruitment in the future.

Mayor Wescott stated the City, UW-Stevens Point and Saint Michael's Hospital have embarked on the parking study which is due in late summer, early fall.

Ald. Trzebiatowski asked if an EIS was required, why wasn't it completed before going to the Plan Commission for approval.

Attorney Beveridge stated an EIS is not required for a project of this size.

Mr. Rasmussen stated the University contracted with an independent third party, Central Wisconsin Engineers, public hearings were held and they were posted and published.

Ald. Moore **moved**, Ald. Phillips seconded, to approve the minutes and actions of the Plan Commission meeting of March 2, 2015.

Call for the Vote: Ayes: Ald. Moore, Phillips, R. Stroik, Patton, Trzebiatowski, Slowinski,
M. Stroik, Wiza, O'Meara, Walther, Doxtator.
Nays: None. Motion adopted.

8. 2014 Community Development Department Annual Report.

Ald. R. Stroik **moved**, Ald. O'Meara seconded, to approve the 2014 Community Development Department Annual Report.

Call for the Vote: Ayes: All.
Nays: None. Motion adopted.

9. Minutes and actions of the Public Protection Committee meeting of March 9, 2015 and the actions taken at the Special Public Protection Committee meeting of March 16, 2015.

Clerk Moe reported that they Public Protection Committee approved a request for road closure from the Stevens Point YMCA for the Dualathon.

Ald. Slowinski **moved**, Ald. Trzebiatowski seconded, to approve the minutes and actions of the Public Protection Committee meeting of March 9, 2015 and the actions of the Special Public Protection Committee meeting of March 16, 2015.

Call for the Vote: Ayes: All.
Nays: None. Motion adopted.

10. Minutes and actions of the Board of Public Works meeting of March 9, 2015.

Ald. O'Meara **moved**, Ald. Walther seconded, to approve the minutes and actions of The Board of Public Works meeting of March 9, 2015.

Call for the Vote: Ayes: Ald. Doxtator, Walther, O'Meara, Wiza, M. Stroik, Slowinski, Trzebiatowski, Patton, R. Stroik, Phillips, Moore.
Nays: None. Motion adopted.

11. Ordinance Amendment – Creation of an Airport Commission (Section 3.53 of the RMC).

Ald. Moore **moved**, Ald. Wiza seconded, to approve the ordinance amendment on the creation of an Airport Commission.

Call for the Vote: Ayes: Ald. Moore, Phillips, R. Stroik, Patton, Trzebiatowski, Slowinski, M. Stroik, Wiza, O'Meara, Walther, Doxtator.
Nays: None. Motion adopted.

12. Ordinance Amendment – Amending the airport regulations to reflect the creation of an Airport Commission (Section 8.16 of the RMC).

Ald. Wiza **moved**, Ald. Moore seconded, to approve the ordinance amendment amending the airport regulations to reflect the creation of an Airport Commission.

Call for the Vote: Ayes: Ald. Doxtator, Walther, O'Meara, Wiza, M. Stroik, Slowinski, Trzebiatowski, Patton, R. Stroik, Phillips, Moore.
Nays: None. Motion adopted.

13. Ordinance Amendment – Amending the No Parking Ordinance on Jefferson Street and Pinecrest Avenue (Section 9.05(j) of the RMC).

Ald. Wiza requested Director Schatschneider provide clarification on this amendment.

Director Schatschneider provided a map of the area in question. He stated that Worzalla Publishing was not happy but understood that safety is a concern. He stated Worzalla wanted to know if the City would consider putting in a street light (not a signal) on the north side of Texas once the parking was eliminated.

Ald. O'Meara **moved**, Ald. Slowinski seconded to amend the ordinance to eliminate parking on the north side of Jefferson St. between Texas and Pinecrest.

Ald. Trzebiatowski stated he could not support the motion.

Ald. Walther stated he would like to see businesses contacted in the future regarding street/parking changes.

Mayor Wescott stated that since there has been a substantial change to the ordinance amendment, Attorney Beveridge's recommendation was to approve the ordinance as it is presented and then to handle the remainder of this in the month of April.

Ald. O'Meara and Ald. Slowinski withdrew their motion and second.

Ald. Wiza **moved**, Ald. Slowinski seconded to approve the ordinance amendment amending the No Parking Ordinance on Jefferson Street and Pinecrest Avenue and bring any revisions forward to the April Board of Public Works meeting.

Call for the Vote: Ayes: Ald. Moore, Phillips, R. Stroik, Patton, Trzebiatowski, Slowinski, M. Stroik, Wiza, O'Meara, Walther, Doxtator.
Nays: None. Motion adopted.

14. Minutes and actions of the Finance Committee meeting of March 9, 2015.

Ald. R. Stroik **moved**, Ald. Phillips seconded, to approve the minutes and actions of the Finance Committee meeting of March 9, 2015.

Call for the Vote: Ayes: Ald. Doxtator, Walther, O'Meara, Wiza, M. Stroik Slowinski, Trzebiatowski, Patton, R. Stroik, Phillips, Moore.
Nays: None. Motion adopted.

15. Second Amendment to the Sublease and Developer's Agreement with Great Lakes Educational Loan Services, Inc.

Ald. R. Stroik **moved**, Ald. Moore seconded, to approve the second amendment to the Sublease and Developer's Agreement with Great Lakes Educational Loan Services, Inc.

Call for the Vote: Ayes: Ald. Moore, Phillips, R. Stroik, Patton, Trzebiatowski, Slowinski, M. Stroik, Wiza, O'Meara, Walther, Doxtator.
Nays: None. Motion adopted.

16. Settlement Agreement with 104 2nd St. LLC related to the acquisition of a portion of the property located at 104 Second Street North, Stevens Point, WI 54481.

Ald. Walther **moved**, Ald. Wiza seconded, to approve the settlement agreement with 104 2nd St., LLC related to the acquisition of a portion of the property located at 104 Second Street North, Stevens Point, WI 54481.

Call for the Vote: Ayes: Ald. Doxtator, Walther, O'Meara, Wiza, M. Stroik, Trzebiatowski, Patton, Phillips, Moore.
Nays: Ald. Slowinski, R. Stroik. Motion adopted.

17. Minutes and actions of the Personnel Committee meeting of March 9, 2015 and the actions taken at the Special Personnel Committee meeting of March 16, 2015.

Attorney Beveridge provided the City Council with the actions of the Personnel Committee meeting of March 16, 2015. There was a motion to enter into closed session. After deliberation in closed session, the Committee entered into open session where a motion was made to deny the grievance and carried.

Ald. Wiza **moved**, Ald. O'Meara seconded, to separate the March 9th minutes from the actions of the March 16th meeting.

Ald. Slowinski stated he would need to abstain from items #1 and #2 from the March 9, 2015 Personnel Committee minutes.

Ald. Slowinski **moved**, Ald. Moore seconded, to pull items #1 and #2 from the Personnel Committee meeting of March 9, 2015.

Call for the Vote: Ayes: All.
Nays: None. Motion adopted.

Ald. Moore **moved**, Ald. Wiza seconded, to approve items #1 and #2 of the March 9, 2015 Personnel Committee meeting.

Call for the Vote: Ayes: All.
Nays: None. Abstain Slowinski. Motion adopted.

Ald. Phillips **moved**, Ald. Patton seconded, to approve the remainder of the March 9, 2015 Personnel Committee minutes and actions.

Call for the Vote: Ayes: All.
Nays: None. Motion adopted.

Ald. Moore **moved**, Ald. Phillips seconded, to approve the actions the Special Personnel Meeting of March 16, 2015.

Call for the Vote: Ayes: Ald. Moore, Phillips, Patton, Trzebiatowski, Slowinski, Walther.
Nays: Ald. R. Stroik, M. Stroik, Wiza, O'Meara, Doxtator.
Motion adopted.

Ald. Wiza said the reason why he opposed the decision was due to the fact that the contract language does not define a work week and is not clear regarding this.

Ald. Wiza stated the contract language does not define a work week and there is foginess regarding this. He stated there were several requests for vacation that were denied because of a staff shortage.

18. Ordinance Amendment – Appointment and Retention of Department Heads (Sections 3.08 and 3.35(2) of the RMC).

Cathy Dugan, 615 Sommers Street, stated she supports this amendment as it would be in the best interest of the City. However, she pointed out there could be concerns if the appointed Department Head's opinion did not compliment the ideas of the elected officials.

Ald. Trzebiatowski asked what would occur should a Department Head's opinion be contrary to the goals of the Common Council or the Mayor.

Mayor Wescott replied that the Department Heads are professionals who would not 'go rogue' and there are sufficient safeguards in place to prevent this from occurring.

Ald. Moore stated he has wanted to see this goal accomplished and that it will assist in the future recruitment of additional professionals.

Ald. R. Stroik **moved**, Ald. Moore seconded, to approve the ordinance amendment for appointment and retention of Department Heads.

Call for the Vote: Ayes: Ald. Doxtator, Walther, O'Meara, Wiza, M. Stroik, Slowinski, Trzebiatowski, Patton, R. Stroik, Phillips, Moore.
Nays: None. Motion adopted.

19. Minutes and actions of the Board of Water and Sewerage Commissioners meeting of March 9, 2015.

Ald. Slowinski **moved**, Ald. M. Stroik seconded, to approve the minutes and actions of the Board of Water and Sewerage Commissioners meeting of March 9, 2015.

Call for the Vote: Ayes: Ald. Moore, Phillips, R. Stroik, Patton, Trzebiatowski, Slowinski, M. Stroik, Wiza, O'Meara, Walther, Doxtator.
Nays: None. Motion adopted.

20. Minutes and actions of the Police and Fire Commission meeting of February 3, 2015.

Ald. R. Stroik **moved**, Ald. Wiza seconded, to approve the minutes and actions of the Police and Fire Commission meeting of February 3, 2015.

Call for the Vote: Ayes: All.
Nays: None. Motion adopted.

21. Minutes and actions of the Transportation Commission meeting of February 26, 2015.

Ald. O'Meara **moved**, Ald. Doxtator seconded, to approve the minutes and actions of the Transportation Commission meeting of February 26, 2015.

Call for the Vote: Ayes: All.
Nays: None. Motion adopted.

22. Statutory Monthly Financial Report of the Comptroller-Treasurer.

Ald. Moore **moved**, Ald. Walther seconded, to accept the Statutory Monthly Financial Report of the Comptroller-Treasurer.

Call for the Vote: Ayes: All.
Nays: None. Motion adopted.

**23. Mayoral Appointments:
Supplemental Poll Workers**

Ald. R. Stroik **moved**, Ald. Wiza seconded, to approve the Mayor Appointments for Supplemental Poll Workers.

Call for the Vote: Ayes: All.
Nays: None. Motion adopted.

24. Adjourn into closed session (approximately 8:30 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. Discussion on negotiating the potential sale/lease of 933 Michigan Avenue (Former Mid-State Technical College) with the University of Wisconsin-Stevens Point.

B. Negotiating the terms of a development agreement for 1017 Third Street.

Cathy Dugan, 615 Sommers Street, wanted to comment on item B and asked Council members keep in mind minimum wage jobs, the neighborhood and landscaping that will ultimately be affected by the agreements.

Ald. Trzebiatowski **moved**, Ald. Doxtator seconded, to adjourn into closed session at 9:00 p.m.

Call for the Vote: Ayes: Ald. Doxtator, Walther, O'Meara, Wiza, M. Stroik, Slowinski, Trzebiatowski, Patton, R. Stroik, Phillips, Moore.
Nays: None. Motion adopted.

25. Adjournment.

The meeting was adjourned at 9:13 p.m.

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

Former Mid-State Building
933 Michigan Ave.

April 13, 2015
5:55 P.M.

Mayor Gary Wescott, Presiding

Roll Call: Alderpersons Doxtator, Walther, O’Meara, Wiza, M. Stroik, Trzebiatowski, Patton, R. Stroik, Phillips and Moore.

Excused: Alderperson Slowinski.

Also

Present: City Attorney Beveridge; City Clerk Moe; C/T Ladick; Directors Ostrowski, Schatschneider, Lemke and Schrader; Interim Police Chief Skibba; Fire Chief Bob Finn; City Assessor Shepro; Personnel Specialist Jakusz; Tricia Church; Barb Jacob; Sheldon Schroeder; Jacob Mathias; Reid Rocheleau; Bruce Gerland.

Discussion and Possible Action on the Following:

2. **“Class B” Combination Beer and Liquor License - P & D North Point Pub LLC, 1640 Willow Springs Drive, Stevens Point at North Point Pub, 348 Second Street N, Stevens Point for license period beginning April 15, 2015.**

Ald. Moore **moved**, Ald. Phillips seconded, to approve the “Class B” Combination Beer and Liquor License.

Ald. Trzebiatowski asked if the request was vetted.

Mayor Wescott responded that it had.

Roll Call: Ayes: Alderpersons Moore, Phillips, R. Stroik, Patton, Trzebiatowski, M. Stroik, Wiza, O’Meara, Walther and Doxtator.

Nays: None.

Excused: Slowinski, motion adopted.

3. Adjournment.

Meeting adjourned at 5:57 P.M.

To: Common Council
Fr: John Moe, City Clerk
Date: April 16, 2015
Re: Fourth Aldermanic District Vacancy

Mayor-Elect Wiza has notified the City of his resignation as Fourth District Alderperson effective at the end of the day on April 20, 2015. The Council will be accepting nominations for the vacant office which will be considered at the Regular May Council meeting.

Individuals interested in the position will need to fill out a Declaration of Candidacy for Appointment by the Common Council to fill the vacancy. They are also welcome to provide any additional information, such as a letter of interest, resume, references or other materials he or she believes will assist the Council in the selection process. The appointment application can be picked up at the City Clerk's office during normal business hours. All information presented to the City Clerk's office on or before the Wednesday prior to the next Regular Council meeting will be provided to Council members in their packets. Information received after that date will be mailed to the Council the same day it is provided to the City Clerk's office.

At the Regular May Common Council meeting candidates will be allowed to introduce themselves to the Council, answer questions posed by Council members and then the Council will proceed to a vote. There will be a run off until a candidate receives a majority vote of the Council. If a candidate does not receive a majority vote the first round, the two candidates receiving the most votes will move forward in a runoff. If there is a tie for second, a runoff is held to see which person will run against the highest vote getter. If there is a tie for first place, the Council will be allowed to ask additional questions of those candidates, if needed, before another round of voting takes place. Only after two rounds of voting can the Mayor vote in order to break the tie.

The person selected shall serve for the remainder of the unexpired term.

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

REPORT OF CITY PLAN COMMISSION
April 6, 2015 – 6:00 PM
Lincoln Center – 1519 Water Street

PRESENT: Mayor Gary Wescott, Alderperson Jerry Moore, Commissioner Tony Patton, Commissioner Anna Haines, Commissioner Daniel Hoppe, Commissioner Garry Curless, and Commissioner Dave Cooper.

ALSO PRESENT: Community Development Director Michael Ostrowski, Economic Development Specialist Kyle Kearns, City Attorney Beveridge, Director Joel Lemke, Alderperson Wiza, Alderperson Mary Stroik, Alderperson Slowinski, Alderperson Trzebiatowski, Alderperson Randy Stroik, Alderperson Phillips, Mykayla Hilgart, Nate Enwald, Mary Kneebone, Mark Mauternach, Galen Mauternach, Corrine Formella, Arthur Zagrzebski, Janet Asplin, Tom Wood, Norman Strojny, John Strojny, Andrew Delforge, Yvonne Stroik, Norbert Stroik, Bob Woehr, Rey Vega, Karen Fadner, Susan Hansen, Bill Wallner, Tari Wallner, Fritz Schierl, Cathy Dugan, David Pray, Joan Enright, Bob Enright, Mike Kubley, Sue Kubley, Jerry Fahrner, and Meryl Nelson.

INDEX:

1. Report of the March 2, 2015 Plan Commission meeting.
 2. **Public Hearing** - Request from Central Wisconsin Habitat for Humanity for a conditional use permit for the purposes of constructing a residence using the "R-TND" Traditional Neighborhood Development Overlay District reduced setback requirements at **225 West Cornell Avenue (Parcel ID 2408-31-1012-02)**.
 3. Action on the above.
 4. **Public Hearing** - Request from Premier Real Estate for a conditional use permit amendment to construct an approximate 300 square foot office building at **3901-41 Doolittle Drive (Parcel ID 2408-27-2300-30)**.
 5. Action on the above.
 6. **Public Hearing** - Request from Twenty Second Street LLC for a conditional use permit amendment to construct an approximate 6,400 square foot airplane hangar at **the City of Stevens Point Municipal Airport / Mattson Field, 4401-4501 Highway 66 (Parcel ID 2408-23-2300-01)**.
 7. Action on the above.
 8. **Public Hearing** - Request from the City of Stevens Point for a conditional use permit amendment to add additional conditions to the gas station use to protect the groundwater supply within Groundwater (Wellhead) Protection Overlay District B at **1201 Badger Avenue (Parcel ID 2408-36-1200-01)**.
 9. Action on the above.
 10. **Public Hearing** - Request from the Rettler Corporation for a subdivision plat amendment of Carol's Lane Subdivision, located on the southwest corner of the intersection at **Carol's Lane and Mary's Drive (Parcel ID's 2408-35-3000-19 to 2408-35-3000-27)**.
 11. Action on the above.
 12. Adjourn.
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1. Report of the March 2, 2015 Plan Commission meeting.

Motion by Alderperson Moore to approve the report of the March 2, 2015 Plan Commission; seconded by Commissioner Patton. Motion carried 7-0.

2. **Public Hearing** - Request from Central Wisconsin Habitat for Humanity for a conditional use permit for the purposes of constructing a residence using the "R-TND" Traditional Neighborhood Development Overlay District reduced setback requirements at **225 West Cornell Avenue (Parcel ID 2408-31-1012-02)**.

Director Ostrowski explained that the request from Habitat for Humanity is for a reduced front, street yard setback from 25 feet to 12 feet. Staff has reviewed the request and found that it meets the standards of review. Furthermore, it is consistent with other properties in the vicinity. Staff would recommend approval with the conditions outlined in the staff report.

Commissioner Patton pointed out that West Cornell is a quiet street.

Commissioner Curless asked if traffic flow was one way on that block to which Director Ostrowski stated it was.

Mayor Wescott declared the public hearing open.

Bob Woehr, 727 Second Street, representing Habitat for Humanity, emphasized the staff report findings that all the conditions have been met for a conditional use permit.

Randy Stroik, 433 West Trillium Court, stated he is not opposed to the reduced setback, but wanted the Commission to know that the area by the ballpark and community gardens can get congested during baseball season. Furthermore, he stated any city plans to move West Cornell over to accommodate the ball field, may be jeopardized.

Bob Woehr, 727 Second Street, explained that Habitat for Humanity is aware of the congestion in the area, and preferred to place the house closer to the street to give the family a larger, safer back yard for the children to play.

Mayor Wescott declared the public hearing closed.

3. Action on the above.

Motion by Commissioner Cooper to approve the request from Central Wisconsin Habitat for Humanity for a conditional use permit for the purposes of constructing a residence using the "R-TND" Traditional Neighborhood Development Overlay District reduced setback requirements at 225 West Cornell Avenue (Parcel ID 2408-31-1012-02) with the following conditions:

- **The minimum street yard setback shall be 12 feet.**
- **Uncovered steps which are necessary for access to the home may be located in all yards within the required setbacks. A covered porch or deck does not constitute steps.**
- **All necessary building permits shall be obtained for the proposed work.**
- **All other applicable ordinance requirements shall be met.**
- **Staff shall have the right to make minor modifications to the plans.**

seconded by Commissioner Haines. Motion carried 7-0.

4. **Public Hearing** - Request from Premier Real Estate for a conditional use permit amendment to construct an approximate 300 square foot office building at **3901-41 Doolittle Drive (Parcel ID 2408-27-2300-30)**.

Director Ostrowski explained the request is for a 300 square foot office building in the southern end of the property. Because there is a change to the original site plan, they are required to get a conditional use permit amendment. Staff recommends approval of this amendment with conditions listed in the staff report.

Mayor Wescott declared the public hearing open.

Tom Wood, 2718 N. Main St, Appleton, WI, identified that the building would be 14 feet by 22 feet and be used primarily for office space relating to the multi-family use. Currently, a rental unit is being used for office purposes, but the owners would like to free up that space and use it for a tenant.

Mayor Wescott declared the public hearing closed.

5. Action on the above.

Motion by Commissioner Curless to approve the request from Premier Real Estate for a conditional use permit amendment to construct an approximate 300 square foot office building at 3901-41 Doolittle Drive (Parcel ID 2408-27-2300-30) with the following conditions:

- **At least 25% of the façade of the building shall be covered with masonry or decorative stone or block.**
- **At least one plant for each 30 inches of building facing the street/internal parking lot shall be planted. The size of the plants shall be a minimum of 18 inches at the time of planting.**
- **All necessary building permits shall be obtained for the proposed work.**
- **All other applicable ordinance requirements shall be met.**
- **Staff shall have the right to make minor modifications to the plans.**

seconded by Alderperson Moore. Motion carried 7-0.

6. **Public Hearing** - Request from Twenty Second Street LLC for a conditional use permit amendment to construct an approximate 6,400 square foot airplane hangar at **the City of Stevens Point Municipal Airport / Mattson Field, 4401-4501 Highway 66 (Parcel ID 2408-23-2300-01).**

Director Ostrowski explained that the proposed private hangar is approximately 6,400 square feet. Since the airport is a conditional use within the R-2 Single Family Residential District, the conditional use permit must be amended to allow the construction.

Commissioner Patton asked if the office area by the maintenance hangar will be removed to which Director Ostrowski stated yes. Commissioner Patton also asked if there would be enough room for emergency vehicles to get through and if water retention by the solar hangar will be an issue. Director Lemke explained that the hangar would be parallel with the driveway as it would continue inwards from Highway 66, and the swale for the hangar would be on the roadside, not causing an issue.

Mayor Wescott declared the public hearing open.

Mike Wiza, 717 Franklin Street, questioned if the proximity to the solar hangar would cause interference, to which Director Ostrowski not that he is aware.

Mayor Wescott declared the public hearing closed.

7. Action on the above.

Motion by Commissioner Patton to approve the request from Twenty Second Street LLC for a conditional use permit amendment to construct an approximate 6,400 square foot airplane hangar at the City of Stevens Point Municipal Airport / Mattson Field, 4401-4501 Highway 66 (Parcel ID 2408-23-2300-01) with the following conditions:

- **All applicable building permits shall be obtained.**
- **Approvals and or permits from the FAA and any other agencies shall be obtained.**

seconded by Commissioner Haines. Motion carried 7-0.

8. **Public Hearing** - Request from the City of Stevens Point for a conditional use permit amendment to add additional conditions to the gas station use to protect the groundwater supply within Groundwater (Wellhead) Protection Overlay District B at **1201 Badger Avenue (Parcel ID 2408-36-1200-01)**.

Director Ostrowski explained that back in 2012 the Commission and Council approved a Conditional Use Permit for "The Store" gas station at 1201 Badger Avenue which is in the B-5 Highway Commercial Zoning District and Zone B of the Wellhead Protection area. Due to a spill that occurred either during construction or after the station opened, the city would like to place two additional conditions on the Conditional Use Permit, as well as modifying the expiration date.

Commissioner Curless asked if the spill occurred on the service or during construction, to which Director Ostrowski stated it had not been determined.

Mayor Wescott declared the public hearing open.

Bill Schierl, 2201 Madison Street, explained that the spill was an isolated event which occurred during construction. The spill is in the process of being cleaned up.

Mary Kneebone, 5718 Sandpiper Drive, stated she was opposed to the gas station use originally, and also suggested that Town of Hull be notified of all spills.

Andrew Delforge, 4081 N. 20th Avenue, Wausau, WI, stated he is working with the Schierl Company regarding the spill. He explained the spill study discovered that the leak occurred during construction, and since, there has been an installation of a recovery well. He also identified the leak as less than five gallons, contained within the confines of the property.

Bob Enright, 5753 Algoma Street, wanted to re-emphasize that the Town of Hull should be notified if there is a spill, as well as supplying protections for Hull residents.

Mayor Wescott declared the public hearing closed.

9. Action on the above.

Mayor Wescott explained that there have been continuous conversations with Town of Hull Chairman Holdridge regarding this event. Commissioner Patton asked if a courtesy call would be placed to which Mayor Wescott stated they have already added them to the check list of calls for persons and agencies notified.

Motion by Mayor Wescott to approve the request from the City of Stevens Point for a conditional use permit amendment to add additional conditions to the gas station use to protect the groundwater supply within Groundwater (Wellhead) Protection Overlay District B at 1201 Badger Avenue (Parcel ID 2408-36-1200-01) of the following:

- **Any spills, releases, leaks, or discharges shall be remediated by the owner, at the owner's expense, to a "non-detect" level. If a "non-detect" level is not reasonably and financially achievable, then any spills, releases, leaks, or discharges shall be remediated to a level agreed to by a groundwater professional representing the City that poses no risk to the groundwater supply.**
- **Any known spills, releases, leaks, or discharges shall be reported to the Director of Utilities and Transportation within twenty four (24) hours of detection.**
- **The conditional use permit shall expire April 30, 2016, and may be renewed by staff for subsequent one year approvals if all conditions are met.**

seconded by Commissioner Patton. Motion carried 7-0.

10. **Public Hearing** - Request from the Rettler Corporation for a subdivision plat amendment of Carol's Lane Subdivision, located on the southwest corner of the intersection at **Carol's Lane and Mary's Drive (Parcel ID's 2408-35-3000-19 to 2408-35-3000-27)**.

Director Ostrowski explained that the final plat was approved for ten (10) lots, and now the owner wants to split to make 18 lots in order to sell duplexes as zero lot line homes. One of the original lots had already been split with a CSM and that is why it is not a 20-lot subdivision. Staff recommends approval of this request as no significant changes to the original development plan have occurred.

Commissioner Curless asked for clarification that the request is truly for zero lot line homes, and not condo properties, to which Director Ostrowski confirmed.

Commissioner Haines asked how big the proposed lots would be and if they would be big enough for construction of a single family home or duplex. Director Ostrowski clarified that the proposed lots do not meet the lot requirements for single family homes. If a single family home was to be constructed, lots would have to be combined.

Mayor Wescott summarized that the request was just for lot spits, to which Director Ostrowski confirmed.

Mayor Wescott declared the public hearing open.

Mayor Wescott declared the public hearing closed.

11. Action on the above.

Motion by Alderperson Moore to approve the request from the Rettler Corporation for a subdivision plat amendment of Carol's Lane Subdivision, located on the southwest corner of the intersection at Carol's Lane and Mary's Drive (Parcel ID's 2408-35-3000-19 to 2408-35-3000-27); seconded by Commissioner Curless. Motion carried 7-0.

12. Adjourn.

Meeting Adjourned at 6:35pm.

RESOLUTION

[225 WEST CORNELL AVENUE – TND SETBACKS FOR NEW HOME]

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 **225 West Cornell Avenue (Parcel ID 2408-31-1012-02)**, described as LOT 1 BLK 1 AVERY ADD S31 T24 R8, City of Stevens Point, Portage County, Wisconsin, is hereby granted a Conditional Use Permit for the purposes of constructing a residence, as per the attached plans, using the “R-TND” Traditional Neighborhood Development Overlay District setback requirements, with the following conditions:

1. The minimum street yard setback shall be 12 feet.
2. All necessary building permits shall be obtained for the proposed work.
3. All other applicable ordinance requirements including setbacks shall be met.
4. Staff shall have the right to make minor modifications to the plans.

Such approval constitutes a Conditional Use under the City’s ordinances.

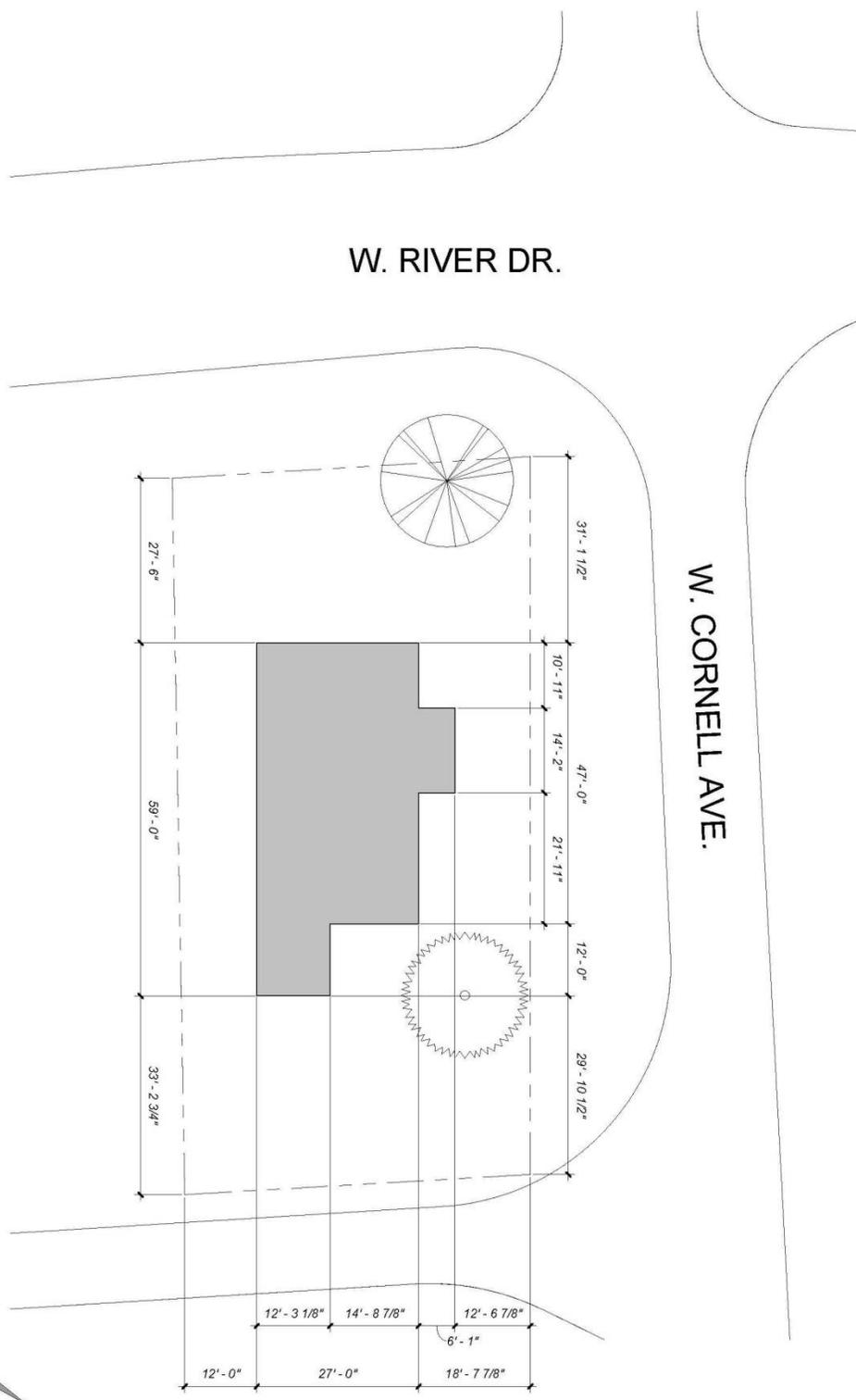
Approved: _____
Gary Wesscott, Mayor

Attest: _____
John Moe, City Clerk

Dated: April 20, 2015
Adopted: April 20, 2015

Drafted by: Michael Ostrowski
Return to: City Clerk

A Site Plan
 1/16" = 1'-0"



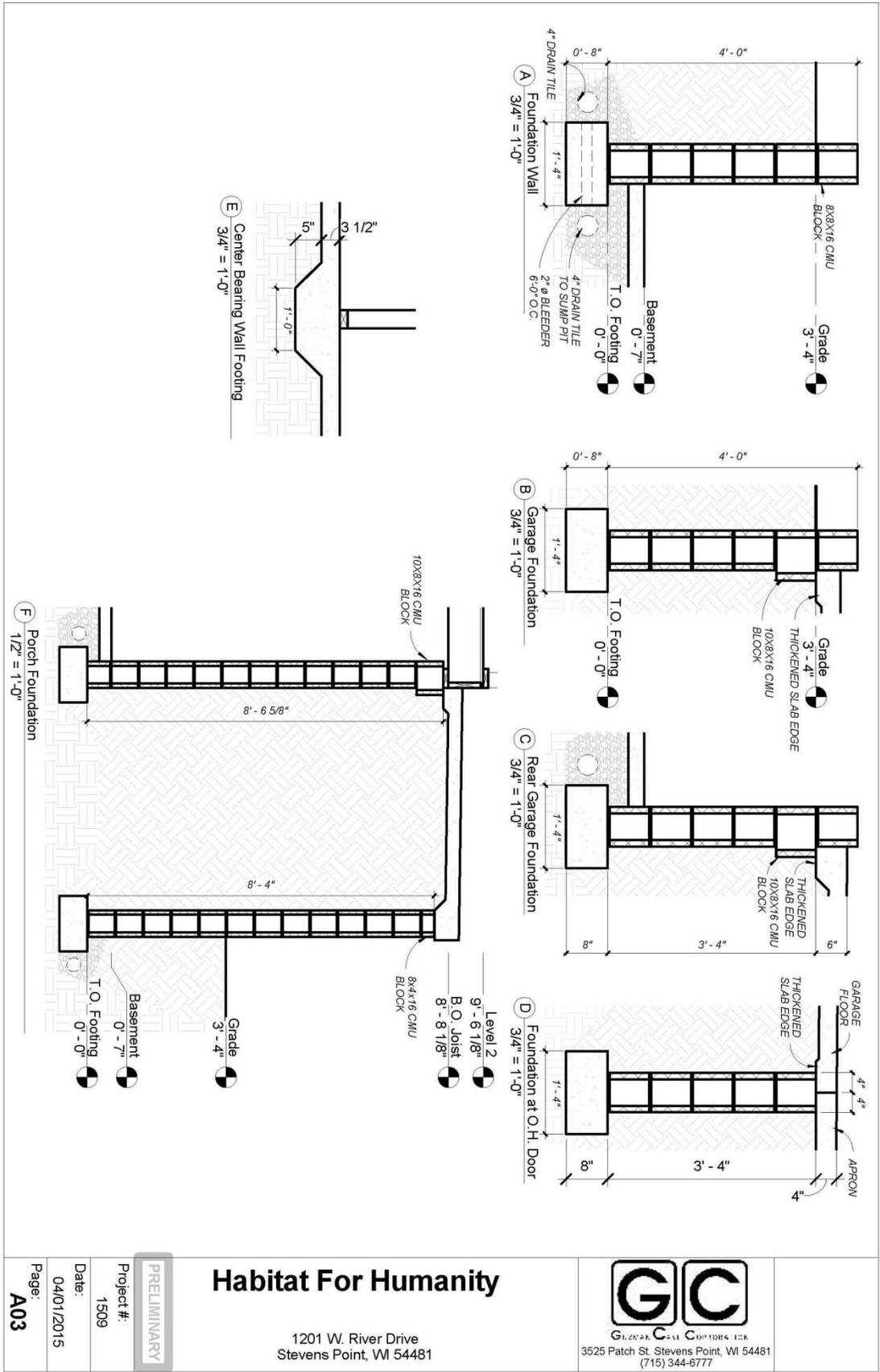
PRELIMINARY
 Project #: 1509
 Date: 04/01/2015
 Page: A01

Habitat For Humanity

1201 W. River Drive
 Stevens Point, WI 54481



GLENN C. COOPER
 3525 Patch St. Stevens Point, WI 54481
 (715) 344-6777



Habitat For Humanity

1201 W. River Drive
Stevens Point, WI 54481



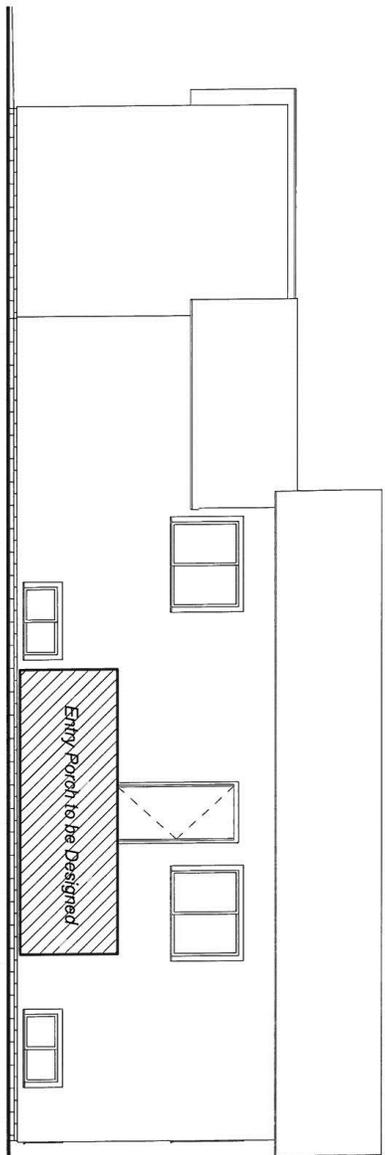
GENERAL CONTRACTOR
3525 Patch St. Stevens Point, WI 54481
(715) 344-6777

PRELIMINARY

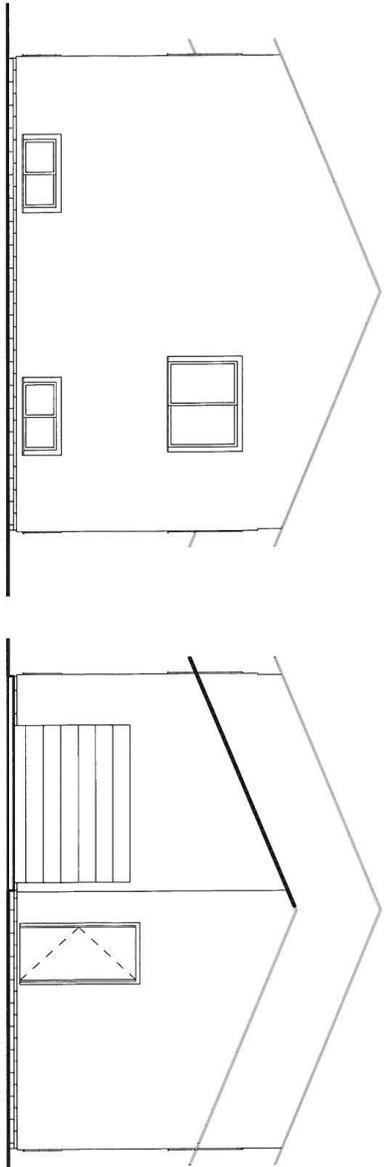
Project #:
1509

Date:
04/01/2015

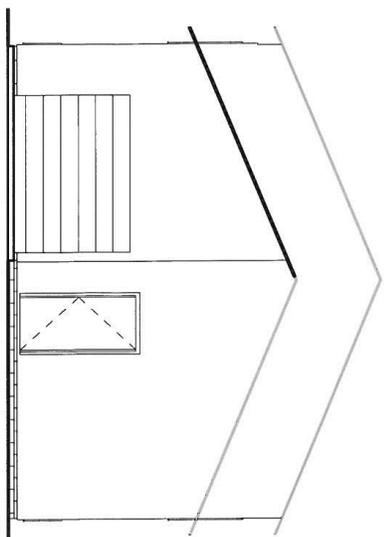
Page:
A03



1 Cornell Steet Elevation
1/8" = 1'-0"



2 W. River Elevation
1/8" = 1'-0"



3 Alley Way Elevation
1/8" = 1'-0"



RESOLUTION

[3901-41 DOOLITTLE DRIVE – AMENDMENT – OFFICE BUILDING]

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 **3901-41 Doolittle Drive (Parcel ID 2408-27-2300-30)**, described as LOT 2 CSM #8022-31-2&A BNG PRT SW NW S27 T24 R8, City of Stevens Point, Portage County, Wisconsin, is hereby granted a Conditional Use Permit Amendment for the purposes of constructing an approximate 300 square foot office building, as proposed on the attached plans, with the following conditions:

1. At least 25% of the façade of the building shall be covered with masonry or decorative stone or block.
2. At least one plant for each 30 inches of building facing the street/internal parking lot shall be planted. The size of the plants shall be a minimum of 18 inches at the time of planting.
3. All necessary building permits shall be obtained for the proposed work.
4. All other applicable ordinance requirements shall be met.
5. Staff shall have the right to make minor modifications to the plans.

Such approval constitutes a Conditional Use under the City's ordinances.

Approved: _____
Gary Wescott, Mayor

Attest: _____
John Moe, City Clerk

Dated: April 20, 2015
Adopted: April 20, 2015

Drafted by: Michael Ostrowski
Return to: City Clerk

RESOLUTION

**[4401-4501 HIGHWAY 66 – STEVENS POINT MUNICIPAL AIRPORT]
[TWENTY SECOND STREET LLC HANGAR]**

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 the **4401-4501 Highway 66 (Parcel ID 2408-23-2300-01)**, described as Lot 1 CSM #10340-46-70 BNG PRT SECTS 14,22,23,26 & 27 T24 R8 LYG IN CITY LMTS; SUBJ TIMBER RTS & AVIG 676.96A M/L 172/149-172/153 213/217 223/404-6 223/409&10 286/580&81 330/444 332/453 335/648&9 337/157 345/617 488/1034 520/567-ANNX 767856-LS 770637-ACLS LP#66-1967 783042-AFF CSM (PRT AIRPORT PARCEL) 791445-RES, Portage County, Wisconsin, hereby be granted a Conditional Use Permit Amendment to construct an approximate 6,400 square foot airplane hangar and waive the parking requirements at the City of Stevens Point Municipal Airport, as shown on the attached plans, with the following conditions:

1. All applicable building permits shall be obtained.
2. Approvals and or permits from the FAA and any other agencies shall be obtained.

Such approval constitutes a Conditional Use under the City's ordinances.

Approved: _____

Gary Wescott, Mayor

Attest: _____

John Moe, City Clerk

Dated: April 20, 2015

Adopted: April 20, 2015

Drafted by: Michael Ostrowski

Return to: City Clerk

City of Stevens Point Public Utilities Map Exhibit A



The City of Stevens Point Public Utilities Department does not guarantee the accuracy of this map and should be used for reference only. Please contact the Public Utilities office with any questions.



Eric Southworth
03/06/2015

**City of Stevens Point Public Utilities Map
Exhibit B**



Proposed 80' x 80' Hangar

4441



The City of Stevens Point Public Utilities Department does not guarantee the accuracy of this map and should be used for reference only. Please contact the Public Utilities office with any questions.



*Eria Southworth
02/13/2015*

RESOLUTION

[1201 BADGER AVENUE – THE STORE]

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 **1201 BADGER AVENUE, (Parcel ID 2408-36-1200-01**, and described a portion of LOT 1 CSM 10311-46-41 BNG PRT NWNE & ING/EGR ESMT OVR OL1 CSM 46/41 AS DES IN 779383 S36 T24 R8 2.70A 775103-ANNX 775916-RES 779137 779383, City of Stevens Point, Portage County, Wisconsin, is here by granted a Conditional Use Permit Amendment for the purpose of operating a gas station and convenience store within Groundwater (Wellhead) Protection Overlay District B as shown on the attached plans. The Conditional Use Permit is subject to the following condition(s):

1. Wetlands shall be identified and preserved as natural areas.
2. All landscaping requirements shall be met and maintained as per Chapter 23 of the Revised Municipal Code, and the 1998 Intergovernmental Agreement.
3. All stormwater requirements shall be met as per Chapter 31 of the Revised Municipal Code.
4. There shall be no light spill over past the property line and that no lights shall be directed towards adjacent properties. All light fixtures shall be cut-off fixtures that are pointed down.
5. An illumination / lighting plan shall be submitted prior to construction. The maximum illumination levels shall be 0.5 footcandles at the property lines, except at the driveways, where it shall not exceed 1.0 footcandles. All light fixtures shall be cut-off fixtures that are pointed down.
6. The screening for the refuse containers match the main exterior material of brick that is on the main building. The access gates shall not face south.
7. The diesel canopy to the north will need to be at least 10 feet from the side property line. However, if a street is installed, the setback would be increased to 40 feet. In addition, the parking lot will need a 10 foot setback from the north property line. However, if a street is installed, the setback would be increase to 20 feet.
8. Sidewalks, at least 5 feet in width, shall be installed along the property on both Highway 10 and Badger Avenue. In addition, if the proposed drive to the north is installed, sidewalks shall be added within one year at the owner's expense.
9. A landscape base shall be provided per Chapter 25 of the Revised Municipal Code for the freestanding sign.

10. All piping shall be double wall flexible piping, where if product is released from the primary pipe it would be contained in a liquid tight pipe. Other type of piping, that is not flexible if it can be proven that it provides similar protection. This shall be approved by the State of Wisconsin and City Staff prior to permit issuance.
11. All piping shall be sloped to either a tank sump or a dispenser sump.
12. Sumps shall be located at the submersible head on each tank and also under each product dispenser. All sumps shall be equipped with a liquid sensor that sounds an alarm immediately if any liquid enters the sump.
13. All tanks shall be at minimum double walled with a liquid sensor that sounds an alarm immediately if any liquid is detected.
14. Electronic line leak detection shall be installed in the pipe run for each product dispensed. These units shall shut down flow to the pipe if there is a loss of pressure to the product pipe.
15. Dispenser and tank sump containment and spill buckets shall be double walled.
16. All monitoring shall be continuous monitoring, meaning that an alarm shall sound and proper authorities shall be immediately notified if a leak is detected.
17. Overfill devices shall be required to be installed to prevent the overfilling of the underground tanks from a transport truck, including installing one in the fill pipe of each tank, as well as an audible alert at 90% and an auto shut-off at 95% capacity, to ensure that overfilling will not occur.
18. Catch basins shall be installed around every fill point to catch product that may drip from the loading hose during the product transfer process.
19. Functionality tests shall be done semi-annually on all line monitors to ensure proper operation.
20. A tank bed and line liner shall be placed in the underground storage tank bed and in excavation trenches for fuel lines. This requirement can be waived if equal or greater protection is provided. If a liner is installed, a hydro geologist shall approve such liner and its ability to function correctly without causing negative impacts to the piping and tanks.
21. Monitoring wells shall be installed throughout the property at locations determined, prior to any permit issuance, by the Director of Water and the City Engineer. Sampling and analyses shall be done quarterly, at the expense of the gas station operator. City staff shall be given unrestricted access for compliance purposes.
22. Dispensing pads shall be Portland cement. Cracks and joints that open on dispensing pads shall be filled and fixed immediately to avoid the infiltration of hazardous chemicals.
23. All downspouts from the building and canopies shall be directly connected into the stormwater piping and directed to the stormwater pond. No surface drainage shall occur.
24. The tank sump for each tank shall have the electrical conduit at the highest elevation practical above the transition points of the product piping.
25. Piping contractor shall install tracer wire on the outside of the product lines. The tracer wire and grounding mechanism shall be terminated in one tracing terminal.
26. A clay liner shall be installed in the stormwater pond to eliminate infiltration of hydrocarbons, and other potential groundwater contaminants.
27. All state requirements outlined in Chapter SPS 310: Flammable, Combustible and Hazardous Liquids, pertaining to this request must be met.

28. A groundwater protection plan shall be submitted to, and approved by, City of Stevens Point personnel prior to permit issuance, and implemented prior to construction, and shall cover the following:

- A complete description of spill prevention and control measures for the facility. Spill prevention begins with the customer. Signs shall be posted at each dispenser instructing customers not to top off fuel tanks and to notify an employee in the event of a spill. Emergency shutoff switches shall be plainly labeled.
- An estimate of the maximum quantity of fuel that could be spilled in the event of an equipment failure, along with an analysis of its fate and a plan for preventing it from reaching groundwater or surface water shall be created. The plan shall include descriptions of containment and/or diversionary structures or equipment needed in the event of a spill, and a demonstration that the needed equipment, personnel, and other resources would be available to respond to a spill.
- A notification list, including the names and phone numbers of local management, remote management, fire and police, local and state agencies needing to be notified, and spill response contractors shall be created and kept readily available to gas station personnel.
- Routine spot cleaning of small spills at fueling areas with dry methods. Dry methods include using rags or absorbents. Fueling areas shall never be washed down unless the water is collected and disposed of properly. The plan must specify that an adequate supply of absorbent materials be kept readily available.
- Proper storage and disposal of used sorbents and/or rags. Used sorbents must be picked up prior to contact with rainwater or snowmelt, and stored for proper disposal.
- Maintenance of the stormwater management system, including best management practices (BMPs). The maintenance agreement must be recorded with the Portage County Register of Deeds.
- Provisions to ensure that snow plowing and other maintenance will not interfere with the proper functioning of stormwater management, spill containment, and leak detection systems shall be provided to and approved by City of Stevens Point personnel prior to permit issuance.
- Employee training: Employees must be trained (upon hiring and annually thereafter) in all aspects of routine operation and maintenance, including routine spill cleaning and containment of contaminated stormwater, as well as spill response and other emergency procedures.

29. The City reserves the right to establish new conditions for the purpose of protecting the groundwater supply.

30. If any equal or superior alternative exists over any of the conditions, as determined by the Director of Water, the state, and the Director of Community Development, City Stevens Point personnel shall have the ability to modify such condition(s).

31. All costs associated with the conditions within this resolution shall be at the expense of the operator and/or owner. All required reports relating to sampling, analysis, and/or testing shall be provided to the City upon completion of such sampling, analysis, and/or testing.
32. City Staff shall have the ability to approve modifications to the site plan as long as the modifications meet the requirements of the zoning ordinance.
33. The underground storage tanks shall be anchored underground to prevent shifting from high groundwater.
34. Any spills, releases, leaks, or discharges shall be remediated by the owner, at the owner's expense, to a "non-detect" level. If a "non-detect" level is not reasonably and financially achievable, then any spills, releases, leaks, or discharges shall be remediated to a level agreed to by a groundwater professional representing the City that poses no risk to the groundwater supply.
35. Any known spills, releases, leaks, or discharges shall be reported to the Director of Utilities and Transportation within twenty four (24) hours of detection.
36. The conditional use permit shall expire April 30, 2016, and may be renewed by staff for subsequent one year approvals if all conditions are met.

Such approval constitutes a Conditional Use under the City's ordinances.

Approved: _____
Gary Wescott, Mayor

Attest: _____
John Moe, City Clerk

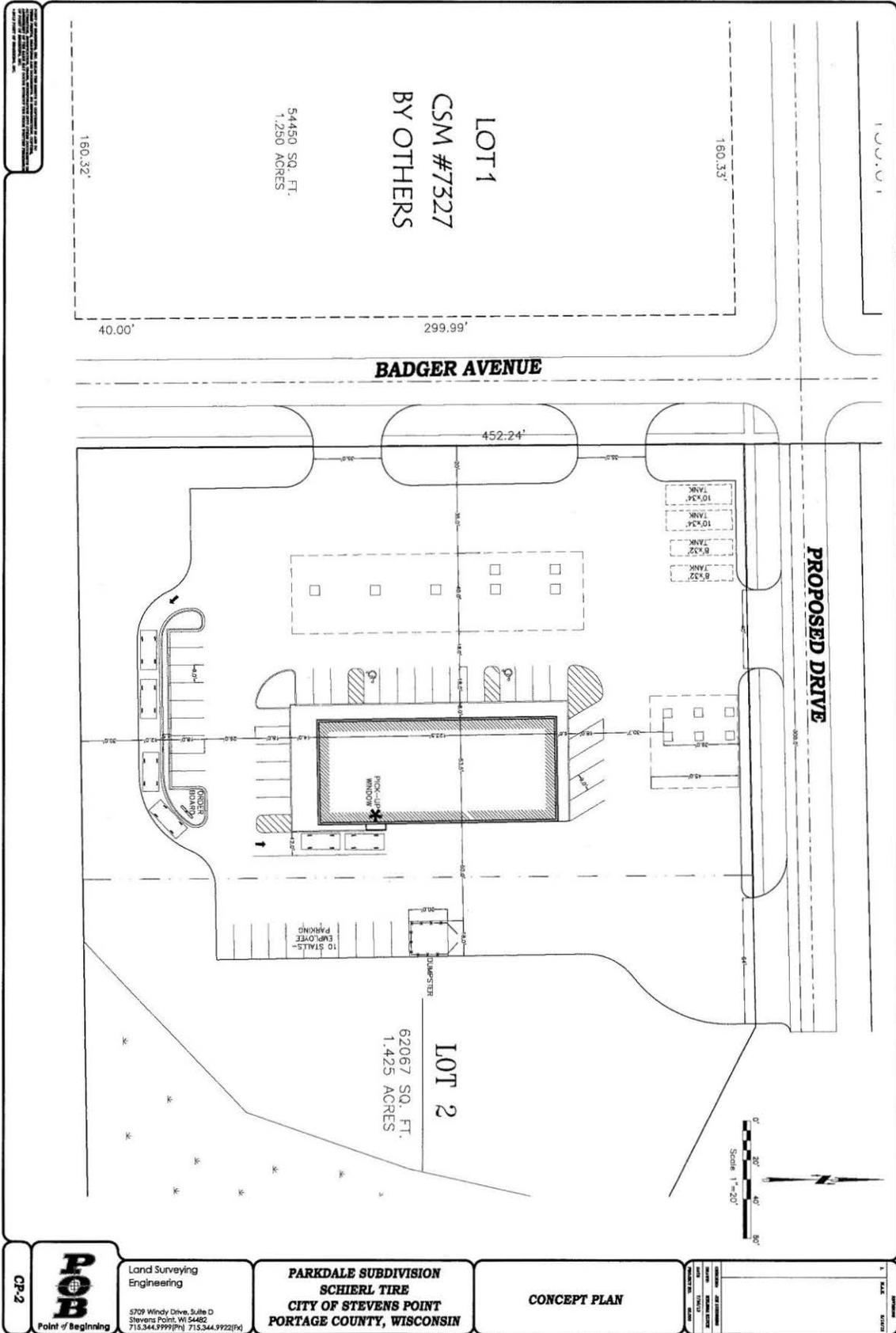
Dated: April 20, 2015

Adopted: April 20, 2015

Drafted by: Michael Ostrowski

Return to: City Clerk

DOC# 775916



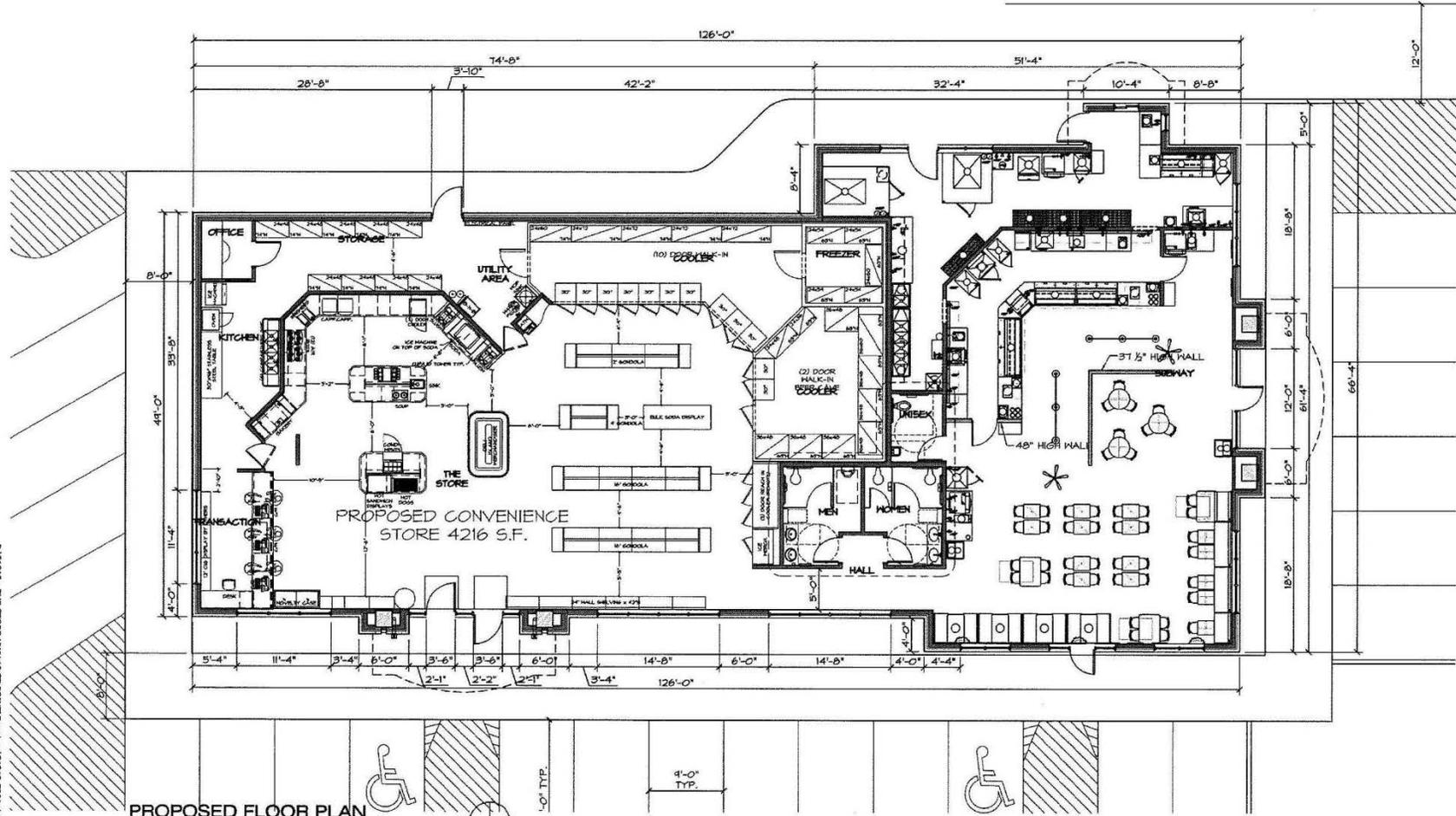
POB
Point of Beginning
CP-2

Land Surveying
Engineering
5709 Windy Drive, Suite D
Stevens Point, WI 54482
715.344.9999(P) 715.344.9922(F)

**PARKDALE SUBDIVISION
SCHIERL TIRE
CITY OF STEVENS POINT
PORTAGE COUNTY, WISCONSIN**

CONCEPT PLAN

NO.	DATE	DESCRIPTION
1	10/1/2020	PRELIMINARY PLAN
2	10/1/2020	CONCEPT PLAN
3	10/1/2020	FINAL PLAN



PROPOSED FLOOR PLAN
3/32" = 1'-0"

TEAM SCHIERL CO.
HWY 10 EAST STEVENS POINT
AUGUST 14, 2012



P:\121212 - THE STORE HWY 10 ST POINT\Drawings\121212-F001.dwg 8/14/2012 2:55:07 PM

UNDERGROUND UTILITIES

THESE RECORD DRAWINGS HAVE BEEN PREPARED IN PART ON THE BASIS OF INFORMATION OBTAINED FROM PUBLIC RECORDS. THE SURVEYOR AND ARCHITECT SHALL NOT BE RESPONSIBLE FOR ANY ERRORS OR OMISSIONS WHICH HAVE BEEN INCORPORATED INTO THIS DOCUMENT AS A RESULT. SOME UTILITIES HAVE BEEN LOCATED BY WIRE PROVIDED BY STUDIES - LOCATIONS ARE APPROXIMATE. SOME UTILITIES MAY EXIST BUT ARE NOT SHOWN ON ANY CONDUCTIVE SYSTEMS SURVEY FOR LOCATING. FIELD VERIFY SANITARY AND STORM SEWER PIPE SIZE AND LOCATION. UNDERGROUND UTILITIES SHOWN ON THIS MAP ARE BASED ON DATA FURNISHED BY DOUGLAS HORVIG, PROJECT #201212-10153.

DESCRIPTION

LOTS LOCATED IN THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 36, TOWNSHIP 24 NORTH, RANGE 8 EAST, TOWN OF HULL, PORTAGE COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATE

I, RONALD J. BULL, A REGISTERED LAND SURVEYOR IN THE STATE OF WISCONSIN, DO HEREBY CERTIFY THAT THIS IS A TRUE AND CORRECT COPY OF A MEASUREMENT SURVEY AS DONE UNDER MY DIRECTION ON JULY 3, 2017.

SIGNED THIS _____ DAY OF _____
 RONALD J. BULL, JR. 23301
 REGISTERED LAND SURVEYOR

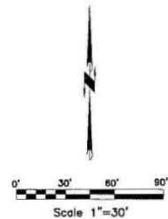
BENCH MARK

ELEVATIONS ARE REFERENCED TO THE CITY OF STEVENS POINT TRIANGULAR BENCHMARK IN THE CITY OF STEVENS POINT, PORTAGE COUNTY, WISCONSIN. BENCHMARK #1 IS PLUMBED TO THE INTERSECTION OF THE NORTHWEST CORNER OF THE INTERSECTION OF MADISON AVENUE AND WINDY DRIVE.

LEGEND

- THESE COLORED SYMBOLS ARE USED TO IDENTIFY THE FOLLOWING ---
- SANITARY SEWER ---
- STORM SEWER ---
- BURIED ELECTRIC ---
- WATER MAIN ---
- CONTOUR LINE ---
- ⊕ ELECTRIC MANSOLE
- ⊕ MANSOLE
- ⊕ UTILITY MANSOLE
- ⊕ WELL
- TREE
- 1" O.D. IRON PIPE FOUND

109315 SQ. FT.	HIGH GROUND AREA
2.51 ACRES	
8086 SQ. FT.	WETLAND AREA
0.19 ACRES	
117401 SQ. FT.	TOTAL AREA
2.70 ACRES	

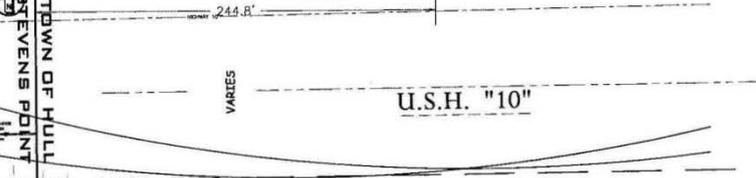
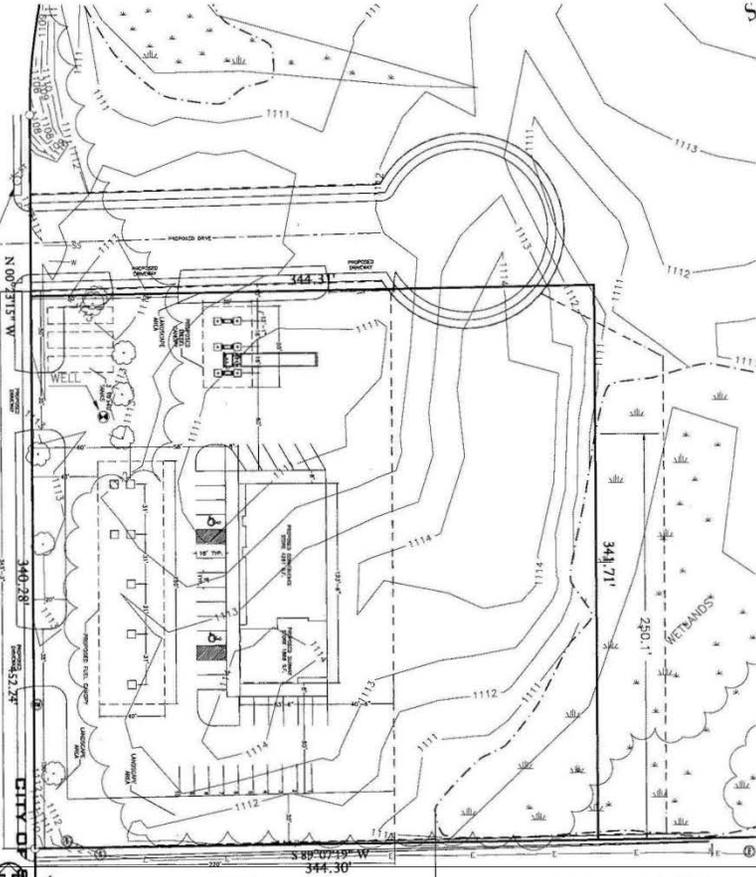


CITY OF STEVENS POINT

WINDY DR.

AVENUE

BADGER



CONTRACTOR: DOUGLAS J. BULL
 OWNER: STEVENS POINT
 DATE: 11/17/2018
 PROJECT NO.: 2430

TOPOGRAPHIC MAP

**PARRDALE GAS STATION
 TOWN OF HULL
 PORTAGE COUNTY
 WISCONSIN**

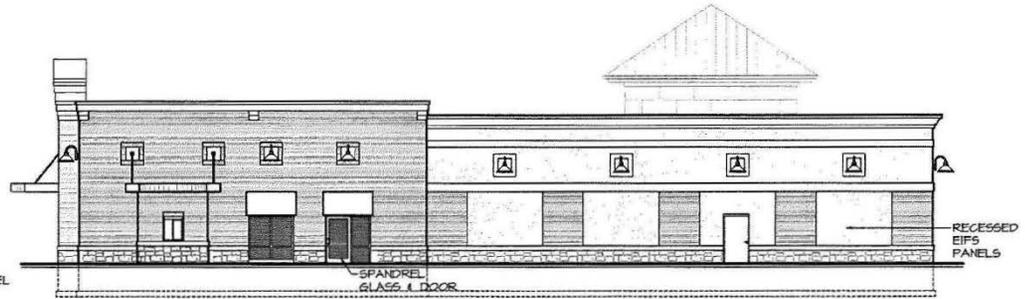
Land Surveying
 Engineering
 5709 Windy Drive, Suite D
 Stevens Point, WI 54481
 (715) 844-8991 / (715) 844-8928 (fax)

POB
 Point of Beginning

TOPO



PROPOSED SOUTH ELEVATION
1/16" = 1'-0"



PROPOSED EAST ELEVATION
1/16" = 1'-0"



PROPOSED NORTH ELEVATION
1/16" = 1'-0"

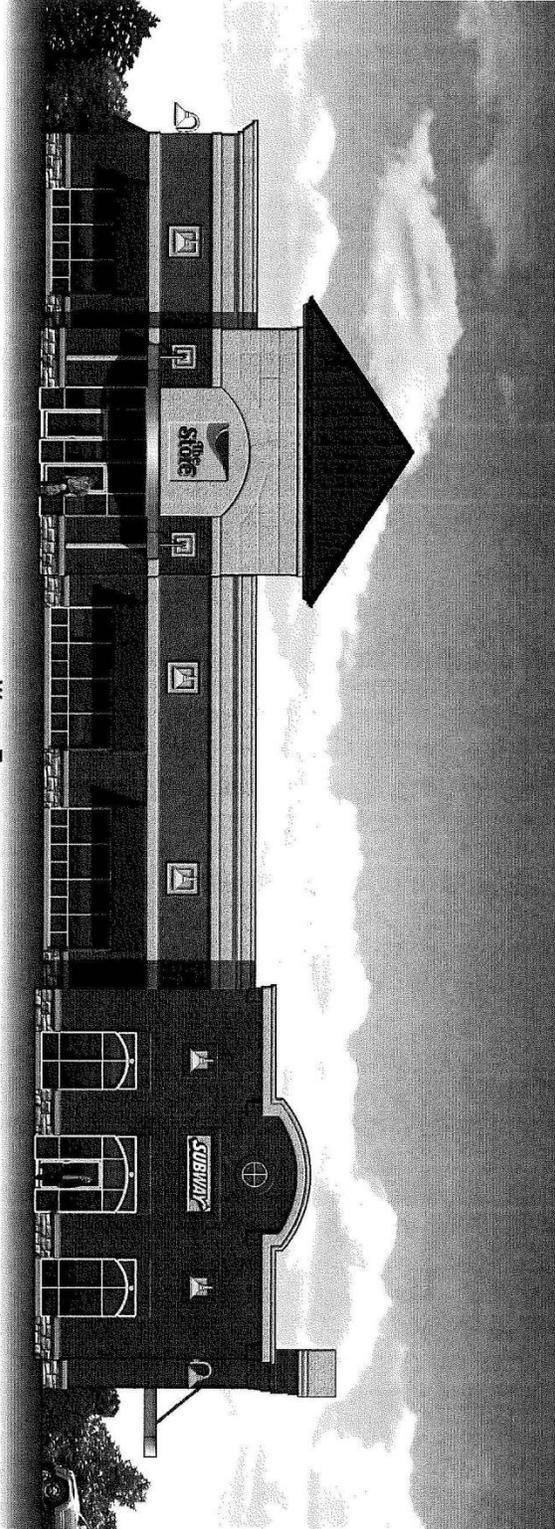


PROPOSED WEST ELEVATION
1/16" = 1'-0"

TEAM SCHIERL CO.
HWY 10 EAST STEVENS POINT
AUGUST 14, 2012



DOC# 775916



WEST ELEVATION

TEAM SCHIERL CO.
HWY 10 EAST
STEVENS POINT, WISCONSIN

 Mudrovich
architects
AUGUST 14, 2012

RESOLUTION
[CAROL'S LANE SUBDIVISION – FINAL PLAT AMENDMENT]

BE IT RESOLVED by the Common Council of the City of Stevens Point, Portage County, Wisconsin, that the **Final Plat for Carol's Lane Subdivision**, located LOTS 2-10 CAROL'S LANE SUBDIVISION BNG PRT SWSW; SUBJ TO PC-750011 S35 T24 R8 749276, City Of Stevens Point, Portage County, Wisconsin, be amended and approved as shown on the attached map, with the following condition(s):

1. Developments shall meet the Wellhead Protection overlay District requirements.

The exterior boundary of said parcel of land is described as follows:

COMMENCING AT THE SOUTH ¼ CORNER OF SECTION 35; THENCE S 89° 18' 57" W ALONG THE SOUTH LINE OF THE SW ¼ 917.76'; THENCE N 00° 46' 40" E 1122.61' TO A POINT ON THE WEST RIGHT OF WAY OF WOODWARD DRIVE THE SOUTHEAST CORNER OF CSM #10002-44-32 AND THE POINT OF BEGINNING; THENCE S 89° 53' 34" W ALONG THE SOUTH LINE OF SAID CSM 953.91' TO THE SOUTHEAST CORNER OF LOT 1 THEREOF; THENCE N 00° 46' 40" E ALONG THE EAST LINE OF SAID LOT 1 210.03' TO THE SOUTH RIGHT OF WAY OF CAROL'S LANE; THENCE N 89° 53' 34" E ALONG SAID RIGHT OF WAY 953.91' TO THE WEST RIGHT OF WAY OF WOODWARD DRIVE; THENCE S 00° 46' 40" W ALONG SAID RIGHT OF WAY 210.03' TO THE POINT OF BEGINNING AND THERE TERMINATING.

Approved: _____
Gary Wescott, Mayor

Attest: _____
John Moe, City Clerk

Dated: April 20, 2015

Adopted: April 20, 2015

Published: April 24, 2015

Drafted by: Michael Ostrowski

Return to: City Clerk

**CITY OF STEVENS POINT
PUBLIC PROTECTION COMMITTEE
Monday, April 13, 2015 – 6:18 P.M.
Former Mid-State Building – 933 Michigan Avenue**

Present: Alderpersons: Wiza, Trzebiatowski, M. Stroik, Doxtator

Excused: Alderperson Slowinski

Also

Present: Mayor Wescott; City Attorney Beveridge; Comptroller/Treasurer Ladick; Alderpersons Walther, O’Meara, Patton, Phillips and Moore; Directors Schrader, Lemke and Schatschneider; Fire Chief Finn; Interim Police Chief Skibba; Barb Jacob; Cathy Dugan; Denise Mrozek; Reid Rocheau; Gene Kemmeter – Gazette; Mykayla Hilgart – The Pointer

1. License List:

A. New Operator’s (Bartender’s) Licenses.

B. Temporary Class “B” / “Class B” License (Picnic):

- i. St. Peter’s Parish Picnic Committee, 800 Fourth Avenue, Stevens Point for St. Peter’s Parish Picnic on June 13 and June 14, 2015 at 708 First Street. Licensed operator on the premise: Gene Kemmeter. (Beer and Wine)
- ii. Stevens Point/Plover Breakfast Optimist Club, P.O. Box 929, Stevens Point for Art Dollars for Youth on April 21, 2015 at 2501 Church Street. Licensed operator on the premise: Jeff Tewes. (Wine only)
- iii. Wisconsin League of Musky Anglers, 1816 Julie Lane, Stevens Point for WILMA Fundraiser on May 12, 2015 at 501 Franklin Street. Licensed operator on premise: Jozef Wojciehoski. (Beer Only)
- iv. Holy Spirit Parish of St. Stan’s and Newman, 838 Fremont Street, Stevens Point for Parish Picnic on July 26 and 27, 2015 at 838 Fremont Street. Licensed operator on the premise: Robert Ostrowski. (Beer and Wine)
- v. St. Stephen Parish, 1401 Clark Street, Stevens Point for St. Stephen Family Fest on June 21, 2015 at 1335 Clark Street. Licensed operator on the premise: Gary Marquard. (Beer and Wine)
- vi. Stevens Point Area Catholic Schools, 1004 First Street, Stevens Point for Panacea on September 11, 12 and 13, 2015 at 1301 Maria Drive. Licensed operator on premise: Kenneth Raflik and Todd Kuckkahn. (Beer and Wine)

C. Class “B” Fermented Malt Beverage and “Class C” Wine License - Stan Chu, 5720 Windy Drive, Stevens Point, WI for Chef Chu’s , 5720 Windy Drive, Stevens Point for license period beginning April 21, 2015.

D. Change of Agent - PH Hospitality Group LLC, 2120 Pewaukee Road Suite 200, Waukesha, WI 53188, Christopher Luddington, 511 13th Ave N., Wisconsin Rapids, WI; agent at Pizza Hut, 417 Division Street replacing Andrea Kowalski.

E. Corporation or Limited Liability Company Name Change - Ultimate Mart LLC, P O Box 473, Milwaukee, WI 53201 for Cops Food Center #8132 at 1500 Pinecrest Avenue.

F. Taxicab Drivers:

- i. Jose, David O., 9527 Cty Rd SS, Nelsonville WI 54458
- ii. Nauta, Jeanette B., 8469 Stratton Lake Rd, Almond, WI 54909

Ald. Trzebiatowski **moved**, Ald. Doxtator seconded, for approval of 16 new operator's licenses, Temporary Class "B" / "Class B" License for St. Peter's Parish Picnic Committee for St. Peter's Parish Picnic on June 13 and June 14, 2015 with Gene Kemmeter as the licensed operator, Stevens Point/Plover Breakfast Optimist Club for Art Dollars for Youth on April 21, 2015 with licensed operator being Jeff Tewes, Wisconsin League of Musky Anglers for WILMA Fundraiser on May 12, 2015 at 501 Franklin Street with licensed operator being Jozef Wojciehoski, Holy Spirit Parish of St. Stan's and Newman for Parish Picnic on July 26 and 27, 2015 with Robert Ostrowski as the licensed operator, St. Stephen Parish for St. Stephen Family Fest on June 21, 2015 with licensed operator being Gary Marquard, Stevens Point Area Catholic Schools for Panacea on September 11, 12 and 13, 2015 with licensed operators being Kenneth Raflik and Todd Kuckkahn, Class "B" Fermented Malt Beverage and "Class C" Wine License for Stan Chu at Chef Chu's for license period beginning April 21, 2015, Change of Agent for PH Hospitality Group LLC at Pizza Hut, 417 Division Street replacing Andrea Kowalski, Corporation or Limited Liability Company Name Change - Ultimate Mart LLC for Copps Food Center #8132 at 1500 Pinecrest Avenue, and Taxicab driver licenses for David Jose and Jeanette Nauta.

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

2. Request to Hold Event/Street Closings:

- A. Special Olympics State Summer Games – June 4-6, 2015. Closure of portions of Reserve Street and Illinois Avenue.**
- B. Stevens Point Police Officers Organization – Run from the Cops 5K on September 26, 2015. Closure of a portion of Church St.**

Ald. Doxtator **moved**, Ald. M. Stroik seconded, approval of the Special Olympics State Summer Games and Stevens Point Police Officers Organization Run.

Interim Police Chief Skibba stated these are annual events and the Police Department does not have any issues with the requests.

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

3. Ordinance Amendment – Creation of a Social Host Ordinance (24.53 of the RMC).

City Attorney Beveridge said this ordinance will hold the owner or tenant accountable for house parties where underage drinking takes place.

Garrett Ryan, 1708 Clark Street, supports this ordinance and believes this will improve the quality of life.

Barb Jacob, 1616 Depot Street, said she has a problem with the ordinance because it will encourage underage individuals to drink out in the woods and then drive.

Ald. Doxtator said the individuals are driving to house parties so they will either drive in town or out in the country.

Ald. Trzebiatowski asked what powers this ordinance will give officers to enter a home when the tenants do not answer the door.

City Attorney Beveridge stated an officer cannot enter a property without probable cause. He said this ordinance will provide a way to hold the tenant accountable and deter them for holding such parties.

Interim Chief Skibba said the ordinance will give the police one more step they can use to hold the individuals accountable and help reduce the number of underage parties.

City Attorney Beveridge noted a lot of other communities in the state already have ordinances similar to this.

Denise Mrozek, 600 Illinois Avenue, asked if this will apply to an owner of home who is out of town and their child has a party while they are away.

City Attorney Beveridge said in section (3) of the ordinance it states "knowing permit or fail to take reasonable steps to prevent the possession or consumption of alcohol by an underage person" so if a parent is not home and had no knowledge of the party then they could not be held accountable under the language of the ordinance.

Ms. Mrozek asked if there is an option to perform community service rather than pay a fine.

City Attorney Beveridge said the underage person will still be charged with an underage violation. He said the legislation is not written to include community service. The Attorney said community service is something that can be handled through a deferred prosecution agreement but it is not very common.

Ald. Trzebiatowski **moved**, Ald. Doxtator seconded, to approve the ordinance and forward it to the Common Council for consideration.

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

4. Monthly Inspection Report.

Ald. M. Stroik **moved**, Ald. Doxtator seconded, to accept the report and place it on file.

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

5. Adjournment.

Adjournment at 6:38 p.m.

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

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

SECTION I: That Section 24.53 of the Revised Municipal Code, Social Host, is hereby **created** to read as follows:

24.53 (1) **FINDINGS AND DELCARATION OF POLICY.** The common council intends to discourage underage possession and consumption of alcohol, even if done within the confines of a private residence, and intends to hold persons civilly responsible who host events or gatherings where persons under 21 years of age possess or consume alcohol regardless of whether the person hosting the event or gathering supplied the alcohol. The common council finds:

(a) Events and gatherings held on private or public property where alcohol is possessed or consumed by persons under the age of twenty-one are harmful to those persons and constitute a potential threat to public health requiring prevention or abatement.

(b) Prohibiting underage consumption acts to protect underage persons, as well as the general public, from injuries related to alcohol consumption, such as alcohol overdose or alcohol related traffic collisions.

(c) Alcohol is an addictive drug which, if used irresponsibly, could have drastic effects on those who use it as well as those who are affected by the actions of an irresponsible user.

(d) Often, events or gatherings involving underage possession and consumption occur outside the presence of parents. However, there are times when the parent(s) is/are present and condone the activity, and in some circumstances, provide the alcohol.

(e) A deterrent effect will be created by holding a person responsible for hosting an event or gathering where underage possession or consumption occurs.

(2) **DEFINITIONS.** For purposes of this chapter, the following terms have the following meanings:

(a) “Control” means the power to direct, manage, oversee, supervise, organize, conduct, and shall also mean hosting, allowing, permitting or sponsoring. A person need not be present on the premises to be in control.

- (b) “Event or gathering” means any group of three or more persons who have assembled or gathered together for a social occasion or other activity.
 - (c) “Host” or “allow” means to aid, conduct, entertain, organize, supervise, control or permit a gathering or event.
 - (d) “Knowingly permit” means there must be evidence or a reasonable inference from evidence that the person knew or should have known that consumption of alcoholic beverages would occur.
 - (e) “Premises” shall have the meaning under Section 125.02(14m) of the Wisconsin Statutes, and shall also include all public or private property, regardless of whether said property is described in a license or permit.
 - (f) “Public or private location” means any home, yard, farm, field, land, apartment, condominium, hotel or motel room or other dwelling unit, or a hall or meeting room, park or any other place of assembly, whether occupied on a temporary or permanent basis, whether occupied as a dwelling or specifically for a party or other social function, and whether owned, leased, rented or used with or without permission or compensation.
 - (g) “Underage person” is any individual under twenty-one (21) years of age.
- (3) **PROHIBITED ACTS.** No person may host or allow an event or gathering at any premises or public or private location under the person’s control, where alcohol is present, and knowingly permit or fail to take reasonable steps to prevent the possession or consumption of alcohol by an underage person. This subsection does not apply to legally protected religious observances.
- (a) A person is responsible for violating this section if the person intentionally aids, advises, hires, counsels or conspires with or otherwise procures another to commit the prohibited act.
 - (b) A person who hosts an event or gathering does not have to be present at the event or gathering to be responsible.
- (4) **EXCEPTIONS.**
- (a) This chapter does not apply to conduct solely between an underage person and his or her parents while the parent is present and in control of the underage person.
 - (b) This chapter does not apply to situations where underage persons are lawfully in possession of alcohol or alcoholic beverages during the course and scope of employment.

- (5) PENALTIES. A person who violates any provision of this ordinance is subject to a forfeiture of not less than \$300 nor more than \$2,000, plus the costs of prosecution.

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

APPROVED: _____
Gary Wescott, Mayor

ATTEST: _____
John Moe, City Clerk

Dated: February 26, 2015
Approved: April 20, 2015
Published: April 24, 2015

CITY OF STEVENS POINT

BOARD OF PUBLIC WORKS MEETING

Monday, April 13, 2015
Former Mid-State – 933 Michigan Avenue
Stevens Point, WI 54481

MINUTES

PRESENT: Mayor Gary Wescott, Comptroller/Treasurer (C/T) Corey Ladick, Director of Public Works Scott Schatschneider and Tricia Church; **Alderspersons:** George Doxtator(1st), Hans Walther(2nd), Michael O’Meara(3rd) and Randal Stroik(9th).

EXCUSED: Jeremy Slowinski(6th).

ALSO PRESENT:

DIRECTORS: Michael Ostrowski – Community Development, Joel Lemke – Public Utilities and Transportation, Tom Schrader – Parks and Recreation.

ALDERPERSONS: Mike Wiza(4th), Mary Stroik(5th), Roger Trzebiatowski(7th), Mike Phillips(10th), and Jerry Moore(11th).

CITY STAFF MEMBERS: City Attorney A. Logan Beveridge, City Clerk John Moe, Assistant Police Chief Martin Skibba, Fire Chief Bob Finn, City Assessor Steve Shepro, and Personnel Specialist Lisa Jakusz, .

OTHERS PRESENT: Nate Enwald – P.C. Gazette, Brandi Makuski – Stevens Point City Times, Barb Jacob – 1616 Depot Street, Shawn Morrow – 2509 Falcon Cove, Bob Fisch – 1033 Smith Street, Neil Prendergast – 1924 Plover Street, Heidi Oberstadt – 456 Wadleigh Street, Jeff Sandberg and Kevin Hagen – AECOM Technical Services.

Mayor Gary Wescott called the Board of Public Works meeting to order at 5:57 p.m. on April 13, 2015. The meeting was held at the former Mid-State Technical College located at 933 Michigan Avenue in Stevens Point, WI 54481.

- 1. Consideration and possible action to award the Brilowski Road Resurfacing and Sidewalk Project #15-01 to American Asphalt of WI our of Mosinee, WI in the amount not to exceed \$214,533.65.**

There were no questions or raised concerns regarding the approval of this project.

Aldersperson Stroik moved approval; seconded by Aldersperson Doxtator to award the Brilowski Road Resurfacing and Sidewalk Project to American Asphalt.

Ayes all; nays none; motion carried.

2. Consideration and possible action award the Reserve Street Lighting Project #15-02 to Van Ert Electric out of Wausau, WI in the amount not to exceed \$107,622.75.

Director Schatschneider pointed out that this project consists of the lighting on North Reserve Street from the I39 overpasses to the driveway at Harmony Village. Director Schatschneider went on to explain that Van Ert Electric was the only bidder, however; the price they bid was less than we had estimated for this project.

Aldersperson Walther moved approval; seconded by Aldersperson O'Meara to award the Reserve Street Lighting Project #15-02 to Van Ert Electric.

Ayes all; nays none; motion carried.

3. Consideration and possible action to award the Bituminous Patching Project #15-03 to Ron Christiansen Trucking out of Weston, WI in the amount not to exceed \$76,360.00.

Director Schatschneider stated there were three total bidders this year and added that Mid-State Asphalt did this project for us the last two years but this year RC Pavers was low.

Aldersperson O'Meara moved to award Ron Christiansen Trucking out of Weston, WI; Seconded by Aldersperson Walther.

Ayes all; nays none; motion carried.

4. Consideration and possible action to award the Community Stadium Resurfacing Project #15-06 to Merit Construction Services out of Farmington, MN in the amount not to exceed \$128,545.85.

Director Schatschneider explained that the bid results were passed out earlier and the low bidder was Merit Construction Services out of Farmington, MN in the amount not to exceed \$128,545.85.

Director Schrader took the podium to explain the background on this. He explained that in 2002 we sealed the stadium and tuck pointed it for about \$113,000.00. Now it has been a little over 12 years and the caulking is failing and the surface is wearing off in spots. The original company that did the project was Holton Brothers gave us an estimate of \$70,000.00 to \$75,000.00 to seal and re-calk it but they did not submit a bid. The funding for the project would come from room tax.

Aldersperson Stroik asked what part of the stadium this is referring to. Director Schrader said the large concrete stadium. He explained with the caulking failing we are starting to get leaking all the way through. This price includes removal of all the bleachers to do the work and putting them all back on.

Aldersperson Stroik moved approval for Merit Construction Services in the amount of \$128,545.85; Seconded by Aldersperson Doxtator.

Aldersperson Trzebiatowski questioned the credibility of Merit Construction given the disparity between the different prices and the fact that they are from out of state. Mayor Wescott said we have done our due diligent.

Ayes all; nays none; motion carried.

5. Consideration and possible action to approve the TIA/Design AECOM Contract for the E.M. Cops/Brilowski Road intersection.

Director Schatschneider explained that this is the AECOM Contract we had discussed last month.

Aldersperson Doxtator moved approval of the TIA/Design Contract with AECOM for E.M. Cops/Brilowski Road intersection; Seconded by Aldersperson Walther.

Barb Jacob asked if this was in our budget. Mayor Wescott said this is significantly under budget and the funds are there. C/T Ladick added that the funds would come from TIF IX and the funds are available for it.

Ayes all; nays none; motion carried.

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

Director Schatschneider added that this week Thursday, April 16th ends the 90 day public comment period. Friday, April 17th we will be calling Chicago to see if there was anyone who solicited questions regarding the Letter of Map Revision and if not we are off to the next step.

Director Schatschneider gave a heads up regarding the Brilowski Road Resurfacing Project. The contractor would like to begin the project on Monday, May 4th. Due to school being in session yet, there was a printed area of work and detour maps passed out earlier.

Mayor Wescott made a motion to accept the Director's Report and place it on file; Seconded by Aldersperson Walther

Ayes all; nays none; motion carried.

7. ADJOURNMENT: Mayor Gary Wescott adjourned the April 13, 2015 Board of Public Works Meeting at 6:06 p.m.

**FINANCE COMMITTEE
APRIL 13, 2015 AT 6:39 P.M.
FORMER MID-STATION TECHNICAL COLLEGE – 933 MICHIGAN AVENUE**

PRESENT: Ald. R. Stroik, O’Meara, Phillips and Patton

EXCUSED: Ald. Slowinski

ALSO

PRESENT: Mayor Wescott; C/T Ladick; City Attorney Beveridge; Clerk Moe; Directors Lemke, Ostrowski, Schrader, Schatschneider; Ald. Wiza, Trzebiatowski, Moore, M. Stroik, Doxtator, Walther; Fire Chief Finn; Interim Police Chief Skibba; Deputy C/T Freeberg; Steve Shepro; Nate Enwald; Larry Lee; Gene Kemmeter; Mykayla Hilgart; Mary McComb; Mary Kneebone; Shaun Morrow; Garrett Ryan; Denise Mrozek; Armin Nebel; Sheldon Schroeder; Joe Mapes; Cathy Dugan; Barb Jacob; Reid Rocheleau

ITEM #1 – 4TH QUARTER ROOM TAX REPORT.

C/T Ladick stated the Arts Endowment is now in the positive, after a few years in the negative. He thanked Director Schrader for his work on turning that around.

Motion made by Ald. Phillips, seconded by Ald. O’Meara, to approve the 4th quarter room tax report and place it on file.

Ayes: All

Nays: None

Motion carried.

ITEM #2 – PROPOSAL FROM EHLERS INC. TO AMEND THE PROJECT PLANS FOR TIF DISTRICTS 5, 6, AND 7.

C/T Ladick stated the basic concept is that we have several TIF Districts that are very strong and are generating positive increments, even surplus increments, and then we have the struggling downtown TIF District (#6). We want to use some of that excess increment from some of the stronger districts to support the downtown TIF (#6). This would require us to engage some professional services in order to complete the work and we would also have to convene the Joint Review Board to get approval from the other taxing jurisdictions. The proposal to do this is \$21,000. They also quoted amending the project plan for TIF #6, but with the cost of \$8,500, it was decided it was not worth doing so at this time. He recommended that we proceed with engaging Ehlers to amend the project plans for TIF Districts 5 and 7.

Ald. R. Stroik stated that if TIF 5 and 7 are doing well, we could retire them early and return that money to the taxpayers thus putting money back into other coffers sooner, or we can elect to support TIF 6. He would like an explanation as to why it is better to do this versus retiring them early and returning the money to the taxpayers. He questioned why not let TIF 6 show where it is and let 5 & 7 be successful.

C/T Ladick answered that one of the biggest issues is that TIF 6 is supported by the property tax levy by about \$650,000 of property tax dollars from the citizens of Stevens Point, so this would help pick up some of that burden. The other reason why we would like to strengthen TIF 6 is because there are still opportunities in that District, very specifically with the Lullabye site, but we need to shore up the TIF District to an extent to strengthen it in order to move forward.

Ald. R. Stroik stated if the TIF is still negative at the end of the TIF period, that goes into the property tax assessment so any shortfall gets picked up by the citizens.

C/T Ladick replied that the citizens are already picking up the difference in TIF 6. At the end of 2014, we will be looking at a total of about \$3.3 million that we have advanced from the general fund to TIF 6, which is all taxpayer dollars.

Ald. R. Stroik questioned if you take money out of 5 & 7, that then limits the future improvements that might happen in those TIF's because once you transfer that money out, it may not be available should an improvement in one of those TIF's come up.

C/T Ladick replied what we are seeing right now is prospects of both of the TIF's are actually improving. One of the positive things about TIF 5 (north side) is that all of our developer's agreements have caps on them and the largest of those will be hitting that cap this year making more increment available than in previous years. We are starting to see some positive trends for both TIF's. If we go through the process, it gives us the option to transfer that money. If, in the future, we would say that we have an exciting project in TIF 5 that we want to pursue, we can always make the decision to transfer a little less from TIF 5 to TIF 6 so that we can do another project.

Ald. Trzebiatowski questioned when the developers agreement was done for TIF 7, back in 2007 or 2008, one of the big guarantees to the developer was the return of all the excess tax money, how is this going to affect that pay down plan. He questioned if this is something we can even do.

C/T Ladick replied that we would be in full compliance with that agreement. He also stated that agreement also included a commitment to us as far as job guarantees, so if they do not make those numbers, that would make extra increment that would be available as well.

Ald. Moore stated that we are only allowed so many amendments per TIF District and questioned if all of these TIF's still have amendments left and if so, how many.

Director Ostrowski replied that the amendments apply towards boundary amendments, so if we were to add or take out property, that is where the amendments would count. We can amend the project plan as many times as we want.

Reid Rocheleau spoke against the plan and stated we should let TIF 6 fail and that this decision should be up to the new Council.

Ald. Phillips stated he is in favor of this because it will lessen the tax burden on the City taxpayers.

Motion made by Ald. O'Meara, seconded by Ald. Phillips, to accept the proposal from Ehlers for \$21,000 to provide professional services associated with amending TIF's 5 and 7.

Ayes: Ald. Patton, O'Meara, and Phillips Nays: Ald. R. Stroik Motion carried.

ITEM #3 – APPROVAL OF PAYMENT OF CLAIMS.

Motion made by Ald. Phillips, seconded by Ald. Patton to approve the payment of claims in the amount of \$406,437.97.

The claims were discussed.

Ayes: All Nays: None Motion carried.

ITEM #4 – ADJOURN INTO CLOSED SESSION (APPROXIMATELY 7:00 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) AND WISCONSIN STATUTES 19.85(1)(G) (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 LIKELY TO BECOME INVOLVED) A. DISCUSSION ON NEGOTIATING THE POTENTIAL SALE/LEASE OF 933 MICHIGAN AVENUE (FORMER MID-STATE TECHNICAL COLLEGE) WITH THE UNIVERSITY OF WISCONSIN – STEVENS POINT. B. CONSIDERATION OF CLAIM FOR EXCESSIVE ASSESSMENT BY ASSOCIATED BANK.

Motion made by Ald. Phillips, seconded by Ald. Patton, to adjourn into closed session at 6:58 P.M.

Roll Call: Ayes: Ald. Patton, O’Meara, Phillips and R. Stroik Nays: None
Motion carried.

ITEM #5 – RECONVENE INTO OPEN SESSION (APPROXIMATELY 7:20 P.M.) FOR POSSIBLE ACTION ON THE ABOVE REFERENCED CLOSED SESSION ITEM.

Motion made by Ald. Phillips, seconded by Ald. O’Meara to reconvene into open session at 7:33 P.M.

Roll Call: Ayes: Ald. Patton, O’Meara, Phillips and R. Stroik Nays: None
Motion carried.

Motion made by Ald. Phillips, seconded by Ald. O’Meara, to deny the claim for excessive assessment by Associated Bank.

Ayes: All Nays: None Motion carried.

Adjournment at 7:34 P.M.

PERSONNEL COMMITTEE MEETING
Monday, April 13, 2015 – 6:08 p.m.
Former Mid-State Technical College Building
933 Michigan Avenue

PRESENT: Chairman Phillips; Alderpersons Moore, Patton, Wiza, Walther

OTHERS

PRESENT: Mayor Wescott; C/T Ladick; Attorney Beveridge; Clerk Moe;
Alderperson(s) M. Stroik, R. Stroik, O'Meara; Mary Kneebone;
Director(s) Lemke, Schrader, Schatschneider; Chief Finn; Interim
Chief Skibba; Barb Jacob; Steve Shepro; Sheldon Shroede;
Reid Rocheleau; Jacob Mathias ~ SPCT; Human Resource
Manager Jakusz

Chairman Phillips called the meeting to order.

1. Request to fill vacancy in the Streets Department

This request is due to a resignation in the Streets Department. Funding for the position is included in the 2015 budget. Motion by Alderman Moore, second by Alderman Wiza to approve filling the vacancy. Ayes all, nays none. Motion carried.

2. Request to hire LTE(s) at the Municipal Airport

Director Lemke is requesting permission to hire two part time limited term employees to assist the Airport Manager in maintaining operations during the absence of a full time employee. Director Lemke indicated that the airport is a seven day a week operation; it isn't possible for one employee to run the fix based operation. Motion by Alderman Patton, second by Alderman Walther to approve the hiring of two part time limited term employees at the Municipal Airport. Ayes all, nays none. Motion carried.

3. Request to fill vacancy in Community Development

Director Ostrowski is requesting permission to fill the quarter time Plumbing Inspector position. Funding for this position is included in the 2015 budget. Director Ostrowski indicated that we will advertise to fill the vacancy, however with the qualifications required; it may be difficult to fill and may require that he contract with a firm. If the position is filled via contract, that contract will go before the Finance Committee for approval.

Motion by Alderman Moore, second by Alderman Wiza to refill the vacancy. Ayes all, nays none. Motion carried.

4. 2015 Base Wage Collective Bargaining Agreement with Teamsters Local 662

Motion by Alderman Patton, second by Alderman Walther to recommend ratification of the 2015 Base Wage Collective Bargaining Agreement with Teamsters Local 662. Ayes all, nays none. Motion carried.

5. Adjournment ~ 6:17 p.m.

Board of Water and Sewerage Commissioners
Monday, April 13, 2015
12:00 P.M.

MINUTES

PRESENT: Eugene Tubbs, Jim Cooper, Carl Rasmussen, and Mae Nachman.

ALSO PRESENT: Joel Lemke, Mary Klesmith, Rob Molski, Chris Lefebvre, Jaime Zdroik, and Angel Gebeau-AECOM.

EXCUSED ABSENCE: Paul Adamski

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ADMINISTRATION

1. Approval of minutes of the March 9, 2015 meeting.

Motion made by Carl Rasmussen, seconded by Mae Nachman to approve the minutes of the March 9, 2015 Water & Sewerage Commission meeting.

Ayes all. Nays none. Motion carried.

II. ACCOUNTING

2. Discussion and possible action on approval of department claims.

WATER DEPARTMENT

Eugene Tubbs presented the statement of claims for the Water Utility for March. The balance as of March 1, 2015 was \$5,390,792.57; the bank deposits recorded in March 2015 were \$694,659.78. Checks issued March 2015 numbered 48889 through 48958 were in the amount of \$594,755.17. The net balance on hand March 31, 2015 was \$5,490,697.18.

WASTEWATER DEPARTMENT

Eugene Tubbs presented the statement of claims for the Sewage Treatment Utility for March. The balance as of March 1, 2015 was \$6,471,045.26; the bank deposits recorded in March 2015 were \$302,423.85. Checks issued March 2015 numbered 30921 through 30968 were in the amount of \$396,344.84. The net balance on hand March 31, 2015 was \$6,377,124.27.

STORMWATER DEPARTMENT

Eugene Tubbs also presented the statement of claims for the Stormwater Utility for March. The balance as of March 1, 2015 was \$626,070.98. The bank deposits recorded in March 2015 were \$89,807.13. Checks issued March 2015 meeting numbered 1330 through 1341 were in the amount of \$23,806.70. The net balance on hand March 31, 2015 was \$692,071.41.

AIRPORT

Eugene Tubbs also presented the statement of claims for the Airport for March. The balance as of March 1, 2015 was \$262,321.83. The bank deposits recorded in March 2015 were \$39,390.21. Checks issued in March 2015 numbered 1289 through 1296 were in the amount of \$72,999.32. The net balance on hand March 31, 2015 was \$228,712.72.

Motion made by Mae Nachman, seconded by Jim Cooper to approve the department claims for the month of March 2015 as audited and read.

Ayes all. Nays none. Motion carried.

III. WATER OPERATIONS

3. Report on water distribution operations.

The water operation reports were distributed and reviewed. A total of 111 valves have been operated in 2015.

4. Report on water supply operations.

Our pumpage in March was 146,717,000 gallons, a decrease of 844,000 gallons of water from March 2014.

IV. SEWAGE TREATMENT OPERATIONS

5. Report on Collection System Maintenance.

Rob stated everything is going well.

The sewer report for the month of March was reviewed by the Commission.

6. Report on sewage treatment operations.

Chris stated the permit limits were met for the month of March. We produced 94% of our own electricity which is a lower than normal due to cold weather and mixing our sludge storage tank.

Biosolids applications should be starting next week.

The HSW project will hopefully be operational next meeting. They are tying up some loose ends with force main, fiber optic, communications etc. Joel stated the contracted portion of the project will be done.

Joel stated the Commission can take a tour of the HSW station once staff gets a good handle on the operation, sometime this summer.

B.O.D. (6 average ppm), Phosphorus (0.577 average ppm) and Suspended Solid (6.86 average ppm) limits were met for the month of March 2015.

7. Report on Clean Water Fund Program Project Priority Scores.

Joel stated there are four projects we intend to apply for Clean Water Fund loans for, Rehab West Side Lift Station; Upgrade 2 Lift Stations (Heffron & 10/51); Replace Blower; and Construct Biosolids Facility-Cogeneration/Nutrient Harvesting. The DNR reviewed the CWFPP Priority Evaluation and Ranking Form we submitted and calculated the project priority scores for each project. Rehab West Side Lift Station scored 55.296, Upgrade 2 Lift Stations scored 55.296, Replace Blower scored 79.440, and Construct Biosolids Facility-Cogeneration/Nutrient Harvesting scored 79.440.

Joel believes the projects that scored 79.440, the blower replacement and the biosolids facility cogeneration/nutrient harvesting scored high enough to probably receive funding. Scoring is based on need and several other factors, median household income, etc.

Joel should have an update for the Commission by next month's meeting.

V. STORMWATER OPERATIONS

8. Report on Stormwater operations.

Joel stated they are starting to scope out the sewer lining project approved in the Capital Improvement & Maintenance Plan.

The crew is also working on spring maintenance.

The Commission questioned who does the street sweeping in the City and why it's not under the Stormwater Department. Joel explained street sweeping does greatly benefit the Stormwater Department when done well but it should be kept under a department that is tax payer funded due to the fact the street sweepers get called out to clean up accidents that occur in the City etc. We do fund a portion of the street sweeping because the Stormwater Dept. does benefit from this and we will have a say when sweepers need replacing. Currently they use mechanical street sweepers and vacuum sweepers are more effective and can be worked into our permit to claim more removal of solids.

Joel will see if we can be involved more with decisions as to what streets are in need for sweeping.

The entire City should get swept twice a year.

VI. DIRECTOR'S REPORT

9. Verbal Report.

The City is now going through a new Mayoral transition.

10. Issuance of updated Capital Improvement lists.

Joel updated the Capital Improvement sheets for the departments, showing the GIS and sewer lining projects.

The demo is set-up again to change our sludge to 20% solid. We are looking to see how to best handle the solids before we start the project.

Joel hasn't received any feedback from the Town of Hull once we presented them with our findings.

The next Water & Sewerage Commission meeting will be on Monday, May 11, 2015 at noon.

VII. ADJOURNMENT

Motion made by Carl Rasmussen to adjourn the meeting.

Ayes all. Nays none. Motion carried.

MEETING ADJOURNED
12:34pm

BOARD OF WATER AND SEWERAGE COMMISSIONERS

EUGENE TUBBS, SECRETARY



Police and Fire Commission

City of Stevens Point
1515 Strong's Avenue
Stevens Point WI 54481

David Schlehs, President
(715) 346-1508

March 3, 2015
4:31 p.m.

1. **Roll Call:** Commissioners Carlson, Kirschling, Ostrowski, and Schlehs

Also

Present: Police Chief Kevin Ruder, Fire Chief Bob Finn, Mayor Gary Wescott, Assistant Chief Martin Skibba, Assistant Chief Tom Zenner, Assistant Chief Joe Gemza, Assistant Chief Jeff Davis, Alderperson Tony Patton, Fire Department employees: Shane Westphal, David Briggs, Jason Karpinski, Larry Pingel, Mike Kasper; Tyler Deaver, Kyle Johnson, Andrew Weston, Joseph Sahn, Lee Ann Spoon, RB Supervisor

2. **People to be heard and announcements**

None.

Hearing no objection, the agenda was rearranged.

3. **Power Point Presentation – Explorer's**

The Commission was briefed via Power Point about the Stevens Point Fire Department's Explorer's Program.

4. **Power Point 2014 Annual report**

Chief Ruder addressed the commission with a power point on the 2014 Annual Report. Highlights of the Annual Report follow.

2014 Community Proactive Campaigns:

- Guns N' Hoses was a community fundraiser for the Never Forgotten Honor Flight which raised \$48,000.00. This is enough funds to send Portage County Veterans on the honor flight for two years. The 2015 fundraiser will support Portage County Veterans Emergency Fund.
- Heroin Summit
- AODA – County and University Level

2014 Community Action Programs:

- Citizen Recognition program. Two people were recognized in two separate incidents assisting in the apprehensions of robbery suspects and a sexual assault suspect. Three people were recognized in life saving events involving an incapacitated woman on the street in freezing

weather (ultimately performing CPR) and a drowning incident at a swimming pool.

- Pharmaceutical drop off box
- Auxiliary Police Unit Continued Success
 - 12 volunteers
 - Working many events in excess of 600 hours
 - Assisting in patrols during Halloween, traffic control, parades

2014 Interdepartmental Programs:

- Lexipol (fully implemented)
- Computer Forensic Officer
- Municipal Court
- Joint Dispatch Center
- Officer assigned as Crisis Intervention Specialist to assist people suffering from mental health issues. (Partnering with NAMI and Human Services)
- Community Service Officers
 - Assigned fingerprinting duties to keep officers on the street
 - Consistent parking enforcement (49% increase in parking tickets issued)

2015 Major Initiatives:

- Police Department facility review
- Stevens Point Police Department Strategic Direction
- Police officer hiring

Commissioner Schleihs moved, seconded by Commissioner Ostrowski, to accept the 2014 Police Department Annual Report as presented.

Ayes, all; nays, none. Motion carried.

5. **Consent Agenda:**

- a. Minutes
- b. Monthly bills
- c. Fire Chief's Report
 - UWSP Life Skills Presentation:** Assistant Chief Gemza and Assistant Chief Davis attended UWSP Life Skills meeting to give a 1 ½ hour power point presentation on the operations of the SPFD fire operations and EMS operations. This group is comprised of retired professionals from Portage County that meet once a month on different topics that involve the City of Stevens Point and Portage County. There were approximately 35 – 40 people in attendance, and the presentation was well received.
 - Radio Installation:** Northway Communications has installed a new base radio at SPFD Station #1 and started the process of installing new radios in all the fire and EMS apparatus. This project started last year under Chief Kujawa and the completion date is set for April 1, 2015.
 - Thermal Imaging Cameras:** Two new FLIR Thermal Imaging Cameras were purchased from Darley Fire Equipment. These cameras were part of the capital improvement budget for the Fire Department. Each crew is in the process of training with the new cameras. These cameras are scheduled to be placed into service on March 15, 2015.
- d. EMS report

Paramedic Refresher: All SPFD paramedics completed our Paramedic Refresher.

Team work: Our new EMS room along with Medication closet was completed and up and running. This project was conceived, coordinated and completed by SPFD personnel. A lot of hard work and cooperation helped make this project a success.

Public Education: FF/Paramedic Ben Schultz, FF/Paramedic Trevor Howard and Motor Pump Operator Larry Pingel conducted 2 separate "Hands Only CPR/AED" classes for the City Parks personnel and Streets Department Personnel.

Memorandum of Understanding: Stevens Point Fire Department and Portage County Health and Human Services Department Adult Protective Services (APS) and Crisis Intervention signed a Memorandum of Understanding (MOU) to facilitate better care and flow of information of our patients.

Joint Training: We participated in Portage County Sheriff's Special Response Team (SRT) and Joint Hostage Negotiation Team at the WIAA building with WIAA staff as actors. The scenario was a gunman entered the WIAA and shot multiple people including an officer, then took hostages. The goal was to get the patients removed Triaged, Treated and Transported while the SRT cleared the building and the Negotiators negotiated. Special thanks to the WIAA for hosting and providing lunch.

Rapid Response Vehicle:

There was a potential of 43 runs in February.

Cancelled en route:	2 times
Lieutenant not available:	2 times
Staffing not allowed:	0 times
RRU not available:	0 times
RRU responded:	39 times

Response Location of Rapid Response Vehicle:

Village of Plover	24
Village of Junction City	01
Village of Rosholt	01
Village of Whiting	04
Town of Carson	01
Town of Dewey	01
Town of Hull	05
Town of Plover	02
Town of Sharon	01
Town of Stockton	01
Stevens Point	02

Response type of Rapid Response Vehicle

Breathing problems	11
Cardiac arrest	01
Chest Pain	09
Diabetic problems	01
Fall victim	01
Overdose	01
Psychiatric problems	01

Seizures/convulsions	02
Sick person	01
Stab/gunshot wound	02
Stroke/CVA	03
Traffic/Transportation accident	03
Injury	01
Unconscious/fainting	03
Unknown problem/man down	03

Simultaneous Ambulance Requests:

Total number of Ambulance requests in February: 274

2 Ambulances out:	59 (20.43%)
3 Ambulances out:	06 (2.18%)
4 Ambulances out:	0
5 Ambulances out:	0

e. Police Chief's Report

- Chief Kurt Heuer and I met with Representative Shankland and Senator Lassa reference to heroin summits. Legislation we advocated such as shortening the term to register patients in the Prescription Monitoring Program and education for physicians about over prescribing will be introduced possibly this summer. Both Chief Heuer and I offered to go to Madison to testify in support of such legislation.
- The Department is exploring the development of a Retired Officer Association. Plans are to send an informational letter to all department retirees and meet at the police department for a casual gathering.
- Guns N Hoses II date has been set for August 22, 2015 at 1:00 p.m. at Bukolt Park. Dual causes this year include the Honor Flight and the Portage County Veteran Relief Fund.
- Police officer bargaining will be going into mediation and a date in April has yet to be solidified.
- The public forum for heroin and prescription drug abuse is set to be scheduled by the end of March. A guest speaker is being considered to offer testimony reference heroin addiction.
- The surveys for the police facility concerns were compiled. The top three concerns are security, HVAC and the ramp.

Commissioner Ostrowski moved, seconded by Commissioner Kirschling, to approve the consent agenda items as outlined above.

Ayes, all; nays, none. Motion carried.

6. **Adjourn into closed session pursuant to Wis. Stats. 19.85 (1) (e) (deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified business, whenever competitive or bargaining reasons require a closed session) for discussion on the following:**

- Update on ambulance contract negotiations with Portage County.
- Update on Fire Department bargaining.

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

Ayes, all; nays, none. Motion carried.

7. Adjournment

The meeting adjourned at 5:58 p.m.



Police and Fire Commission

City of Stevens Point
1515 Strongs Avenue
Stevens Point WI 54481

David Schleih, President
(715) 346-1508

March 12, 2015
4:03 p.m.

1. **Roll Call:** Commissioners Schleih, Ostrowski and Kirschling
2. **Also Present:** Mayor Gary Wescott, Alderperson Tony Patton
3. **Adjourn into closed session (approximately 4:00 p.m.) pursuant to Wis. Stats. 19.85 (1) (c) Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility) for annual performance evaluations of the Police and Fire Chiefs.**

Commissioner Schleih moved, seconded by Commissioner Kirschling to adjourn into closed session.

Ayes, all; nays, none. Motion carried.

4. **Adjournment**

The meeting adjourned at 5:05 p.m.



Police and Fire Commission

City of Stevens Point
1515 Strong's Avenue
Stevens Point WI 54481

David Schlehs, President
(715) 346-1508

March 24, 2015
3:31 p.m.

1. **Roll Call:** Commissioners Carlson, Kirschling, Ostrowski, and Schlehs

Also

Present: Mayor Gary Wescott, Assistant Chief Martin Skibba, Assistant Chief Tom Zenner, Alderperson Tony Patton, Alderperson Mike Wiza, City Attorney Andrew Beveridge, Brandi – Stevens Point City Times, Chris – Stevens Point Journal, Lee Ann Spoon, RB Supervisor

2. **Leadership Succession in Police Department**

Chief Ruder announced he would be retiring April 10th. Commissioner Schlehs met with management staff at the Police Department to discuss leadership succession in the Police Department. Commissioner Schlehs is recommending that the commission appoint Assistant Chief Skibba as Interim Police Chief effective April 11th. Commissioner Schlehs feels very confident in Assistant Chief Skibba's ability to lead the Department as well as to select an interim assistant chief in his absence. Mayor Wescott concurs with the Commission's appointment of AC Skibba as Interim Police Chief.

Commissioner Ostrowski moved, seconded by Commissioner Carlson, to appoint Assistant Chief Marty Skibba as Interim Police Chief effective April 11th. 2015.

Ayes, all; nays, none. Motion carried.

3. **Timeline for Hiring Chief of Police**

PFC Administrative Policy 3.01 outlines the process for hiring a police and fire chief. The commission will review their policy to see if it warrants any changes to the hiring process. Commissioner Schlehs would also like to get input into the hiring process from Human Resource Manager Lisa Jakusz when she returns from vacation. He hopes by the May 2015 meeting to have a more definitive time line for the hiring process.

4. **Adjourn into closed session pursuant to Wis. Stats. 19.85 (1) (c) (considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility) for the following:**

- a. Annual performance evaluations of the Police and Fire Chiefs
- b. Discussion of a contingency plan for filling the position of police chief.

Commissioner Kirschling moved, seconded by Commissioner Schleih, to adjourn into closed session.

Ayes, all; nays, none. Motion carried.

5. Reconvene into open session for possible action

Commissioner Carlson moved, seconded by Commissioner Schleih, to reconvene into open session.

Ayes, all; nays, none. Motion carried.

Commissioner Ostrowski moved, seconded by Commissioner Schleih to approve the performance evaluations of Chief Robert Finn and Chief Kevin Ruder as discussed.

Ayes, all; nays, none. Motion carried.

6. Adjournment

The meeting adjourned at 4:40 p.m.

**MEETING MINUTES
BOARD OF PARK COMMISSIONERS
WEDNESDAY, APRIL 1, 2015**

- 1. Roll Call**
- 2. Approval of the February 4, 2015 Minutes**
- 3. Update from Restroom sub-committee**
- 4. Review of 2014 Park Usage report**
- 5. Director's report**
- 6. Adjournment**

Roll Call

Present: Bahling, Freckmann, Glodosky, Hall, McDonald, Okonek, Ald. O'Meara, Sorenson, Ald. Wiza, Ald. Slowinski

Excused: West

Also Present: Director Tom Schrader, Ald. Phillips, Chris Wiza

2. Approval of the February 4, 2015 Minutes

Motion by O'Meara, seconded by Sorenson, to approve the February 4, 2015 minutes and place them on file.

Ayes all; Nays none; Motion carried.

3. Update from Restroom sub-committee

Schrader stated that the committee had met earlier tonight and decided to go with the shelter from RCP Shelters. We had received three proposals, ranging from \$58,000 to \$108,000. All proposals met the specs we were looking for, however the \$58,000 shelter was about half the size of the other two. Tonight's approval by the Commission of committee's recommendation is the first step in starting the project forward.

Bahling stated that committee also is looking at adding stone about half way up all the columns and an about a third up the exterior restroom's structure, if funds are available. The committee felt this would help break up the look of the building and make it more appealing.

McDonald asked what type of roof we were looking at. Schrader stated metal.

Slowinski asked how the building would be orientated. Bahling stated that it would most likely be orientated parallel to the river. That would allow users to see the river and also give the police a clear view of the inside of the shelter.

Sorensen asked what the timeline would be. Schrader said around 4 to 5 weeks.

Motion by O'Meara, seconded by Glodosky, to accept the RCP Shelter proposal and direct staff to proceed with the letting of the construction project.

Ayes all; Nays none; Motion carried.

4. Review of 2014 Park Usage report

Schrader presented the Commission with the 2014 summer/fall usage report and highlighted parts of the report.

- There were 249 lodge rentals averaging approx. 50 people/rental, total usage of 12,500
- Community TV saw 540 episodes aired, 130 new events advertised on the TV calendar, 450 agendas/minutes added to the website, 500 plus calendar events published, 575 new documents or changes to website, Face book saw a 20% increase with over 1,250 Face book posts and Twitter Tweets. The radio station should be up and running by this fall.

- Forestry department received \$55,000 in grants, 33rd Tree City USA Award/13th Tree City USA Growth Award, 290 trees planted on public property, 27 flower beds/10 downtown pots planted and maintained, 330 locations/addresses inspected, 1400 trees pruned, 1,000 trees mulched, all 26 playground equipment sets were inspected monthly, hosted a chainsaw training session for all Parks/Streets/Water departments.
- Pool had a good summer and the staff did a great job, 5 near drowning saves, secured 20 Free Swims funded by local businesses, completed some needed repairs
- Willett Arena had some major repairs again this past summer and that will probably continue. Because of the age of the refrigeration equipment we will be looking at replacing it all around 2018-2020, we had 4 new board advertisers this year bringing the income to over \$12,000. Replaced the sound system.
- Community Stadium had a total of 28 High School/UWSP/Jr. High football games, 16 USWP spring practices, 12 Youth football dates, 5 Semi Pro Football games, 2 High School Playoff games, 4 UWSP soccer games, 3 football camps, 9 track meets, WIAA Sectional finals, 12 public school summer school dates.
- Ball diamond usage was 262 tournament games, 805 league games(427 SPSA, 162 SPYBA, 204 Point Fast pitch, 12 Legion) 79 special events at Cub Mancheski Field

Motion by O'Meara, seconded by Slowinski, to accept the report and place it on file.

Ayes all; Nays none; Motion carried.

5. Director's report

Schrader reported:

- Memorial tree brochure was redone
- Tennis courts opened March 13th
- Community Stadium and track have been cleaned and are ready to go.
- All playgrounds were inspected in March.
- K.B. Willett Arena is now closed for the season
- Crews are currently working on getting the ball diamonds ready.
- Staff is in the process of interviewing and hiring summer seasonal staff.

6. Adjournment

Motion by Okonek, seconded by Hall, to adjourn the meeting.

Ayes all; Nays none; Motion carried. 6:55 p.m.

2014

General Park Usage/Events

(249) lodge rentals

(33) Meeting Room rentals

(110) Gym rentals

(3) fishing tournaments out of Bukolt Park and Tri-atholon

Over \$7,000 in tickets sold

Downtown: Crazy Days, Corn on the Curb

Pfiffner Pioneer Park Bandshell

Riverfront Rendezvous, (7) City Band concerts, 3 Movies in the Park, Reading First Event, Walk for Dabetes, SPASH/PJ Concert, KKOAA Car Show, Walk Wisconsin, Ciclovía, Memorial Day Ceremony, Taste of the Town, Justice Works Run, Jazz Fest, Art in the Park, (3) Private rentals,

Community Media

Recorded, Edited, Cablecast (TV), and Webcast approximately:

100 meetings (approximately - usually 7-8 per month)

14 episodes of "Portage County Matters" (1 per month)

4 episodes of "Community Focus" (started at the end of December, 2014)

Videotaped, edited, cablecast (TV), and uploaded to YouTube & Social Media:

Fourth of July Parade, Riverfront Rendezvous Fireworks, Christmas Parade, Wastewater Report, Candidates Forums, Governor Walker Visit, other special events.

TV Programs Produced/Submitted by the Public:

540 episodes (not including re-runs in this time period) of regularly-scheduled Public Access programs.

335 of those were completely new in this time period. Most were new weekly, some monthly.

8 new special (non-series) Public Access TV programs.

130 new events advertised on the TV Community Calendar.

Made several thousand changes to the Website, including:

700+ Changes made to Pages

450 Agendas & Minutes Added

500+ Calendar Events Published (375 Meetings, Pool Events, 130 Public Events, Concerts, etc.)

575 New Documents and changes made to Documents (Ordinances, Applications, Forms, etc.)

30 Job Postings Made

728 News Flashes Published

Note – 58 News Flashes were in the "City Employees" category. I think we're doing an outstanding job communicating with employees and their families via the website, social media, emails, etc.

Starting posting short, topical video segments of each Community Focus show for Facebook, Twitter, etc. They are very popular. They are typically 2-4 times more popular than a normal post. Planning to do the same with Patty Dreier's "Portage County Matters" show.

Started experimenting with “boosted” posts on Facebook. Spending as little as \$5 - \$20 makes certain posts receive far more views than normal, and also results in many additional Facebook Page likes and Twitter Followers. Job Postings are very popular.

Example - job announcement for Parks Maintenance reached 8,300 people because we boosted it for \$20. Building Inspector announcement, not boosted, only reached 117 people before boosting.

Facebook Page Likes have increased 20% since January, 2014. (They increased 10% in the last 3 months since we started posting segments of Community Focus.) **Twitter Followers** increased 37%.

Made over 1,250 Facebook posts and Twitter Tweets (one is created automatically for every news story, calendar event, and job posting on the website – and some are made manually). That’s about 4 posts (News Items and Calendar Events) every weekday!

Started LinkedIn page that mirrors Facebook, Twitter, and Google+ feeds.

LPFM Radio

Received Construction Permit after working with FCC and FAA
Applied for and received call letters WSNP-LP (after several attempts to get others)
Got quotes for Equipment (Transmitter, Emergency Alert System, Antenna, etc.)
Began working with contractors to get transmitter site hooked to city’s computer network.
Hope to be on the air late Spring or early Summer.

Forestry Department

Grants and Awards

Applied for and received \$2,000 from Wisconsin Public Service for tree planting.
Applied for and received \$2,000 from American Transmission Company for tree planting.
Applied for and received \$25,000 from Canadian National Railroad for tree planting and landscaping.
Applied for and received \$26,000 WI DNR Urban Forestry Grant for training, education and public relations. (This was a \$13,000 match grant)
Applied for and received Stevens Point’s 33rd Tree City USA Award and 13th Tree City USA Growth Award.

Tree, shrub, flower Planting

290 trees planted on public property. Tree planting occurs in spring and fall. 227 trees planted along streets, 25 trees planted in Forest Cemetery, 13 trees in parks, and 25 trees planted in Parking Lot 16.
27 annual flower beds and 10 downtown flower pots planted and maintained by staff.

Annual tree survey:

Issues addressed are things such as Dutch elm disease, oak wilt (public/private), blocked street signage, high risk street trees, etc. Performed after July 4th weekend.
330 locations/ addresses inspected due to survey in 2014.
69 Dutch elm disease notices sent in 2014.
59 public nuisance notices sent in 2014, included oak wilt notices.
11 public/private schools targeted for tree obstruction issues in two block radius.

Tree Pruning, Removal and Stump Removal:

Stump removals – Contractor removed 103 stumps along streets and 50 more in parks.
Tree removal – Tree removal done by contractor and /or forestry staff. In 2014 153 trees removed.
Contractor aiding in tree pruning of larger trees. Contractor pruned about 100 street trees. Forestry staff pruned about 1400 trees.
10 elm trees will be injected to prevent Dutch elm disease.

Watering & Mulching Street Trees/Flower Beds/Downtown Square:

6 perennial beds maintained by Master Gardeners.
2 Downtown parking lots bark was removed and re-mulched.
11 Downtown parking lots mulched.
About 1000 young or median trees mulched annually.
Manicure Pfiffner Park grounds for Riverfront Rendezvous.
Contract maintenance of Shopko, Parking Lot 16 and Square parking lots.

Public Relations

Six press releases to be submitted.
Three different Emerald ash borer door-hangers and a brochure produced through WI DNR Grant.
Tree watering Tree-Gator flier produced through WI DNR Grant.
Bus signage utilized.
Updated Forestry webpage updated with help of CA-3.

Construction

Bukolt Avenue construction monitored.
Sidewalk replacement throughout city coordinated with forestry/public works/street departments. In 2013 18% of sidewalk sections replaced may have been due to street tree roots. We provided root pruning and guidance on tree preservation.

Emerald Ash Borer

Small ash trees, ash trees under utility lines, and fair condition ash trees were removed. Trees will be replaced where space allows.
Six EAB detection traps installed and taken down. EAB not yet found in Stevens Point.
As of December 31st, 2014 there were 930 ash trees along city streets, which comprise 12.61% of city street trees.

Turf Maintenance/Herbicide Applications

Goerke synthetic turf broomed once a week, deep raked once, swept once, roller magnetized three times.
13 different athletic/turf areas managed (fertilizer, aerating herbicide application, seeding, topdressing, thatch)
All trees in Bukolt, Pfiffner, Mead and Iverson sprayed around with roundup to avoid mower/weedwhip damage.
This is done twice a year.
A total of 29 herbicide applications made.

Playground Inspection and repair :

26 play sets/swing sets are inspected monthly
In 2014 3 slides replaced, 1 tube tunnel slide replaced, 1 clatter bridge replaced.
Wood chipped low areas in all sets.
Texas Park all chips replaced.
Playground set at Veterans Park replaced with donations.
Swing sets repainted.

Track and Field/Tennis

Forestry Dept is responsible for preparing and maintaining facilities at Goerke Park for Tennis and Track and Field competitions. Public and private schools use the facilities for meets.
There were nine track meets held in 2014.
There were fourteen tennis matches in 2014.

General

July, August, and part of September have been dry and plants require much additional watering. All means are used to water plants.
The forestry dept. continues to look for groups to partner with to aid in accomplishing goals. Volunteers from Master Gardeners, Wisconsin Public Service, Audubon, UWSP, MSTC, and Lions Club help. A number of community service workers are utilized.

Much of our work is accomplished with 2 full-time employees, and 5 full-time seasonal staff. Staff from parks and streets departments aid in tree planting and removals when available. Sidewalk and parking lot snow removal responsibilities upheld.

Projects

- Chainsaw training for all 60 Forestry, Parks, Streets, & Water Dept. employees
- Street planting along Ellis St. (48 trees) - contractor
- Landscape new downtown lot (28 trees, 21 shrubs, 31 grasses) - contractor
- Spring street tree planting (125 trees) – Staff
- Fall street tree planting (65 trees) - Staff
- Mid-State Technical Forestry students Planting – Amber Avenue (30 trees)
- Bukolt Ave. reconstruction tree preservation
- International Society of Arboriculture Tour de Trees stop in Stevens Point
- Emerald ash borer literature distribution

Equipment Replacement

- Replace GA-60 Aerator

Pool

5 Injuries treated

5 Near Drowning Saves

0 Disciplinary Removals

5 Private Pool rentals held.

Completed and Passed annual Swimming Facility Inspection by the Portage County Health Dept.

Completed and Passed annual Fire Dept. Inspection

Completed and Passed 5yr. State of Wis. Waterslide Inspection

Pruned pool trees, removed trees and mulched

Numerous Irrigation repairs

Repaired pool tiles and depth markers

Repainted pool gutter

Held Blood Borne Pathogen Training and first aid training for 20 Seasonal Employees

20 Secured Free Swims funded by local businesses (\$425.00)each

Hosted numerous City and County Field Trips

Replaced 20 plus year old Pool Vacuum with new one

Replaced 56 Pool Filter Grids in the City Pool's Filtration System

Replaced/Repaired 6" PVC water feed line for Mushroom Water Feature

Willett Arena/Community Stadium

Major Floor Repairs/Leaks to Ice Arena Floor were corrected (That we know of) Tied us up most of the summer

Replaced bad ceiling tiles in building

Repaired emergency lighting system fixtures

Serviced all roof top units of facility

Changed out 30 plus air filters

Serviced and Passed Inspection of the building's Dry Fire Suppression system

Redesigned and built the storage areas for the concession stand products

Replaced rubber floor areas and step threads in building that were worn out

Replaced numerous bad light fixture ballasts in buildings lighting system

4 New board advertisers plus renewals totaling over \$12,000.00

Replaced hockey board plastics around the entire ice arena where needed

Back filled washed out/erosion areas around entire building
 Had entire exterior of building ground level, re-caulked for water leaks
 Held (1) Blood Borne Pathogen Training for City Ice Arena Employees
 Held (2) Evening Training for the Seasonal Employees. (30)
 Replaced 4 Broken Sheets of Ice Arena Tempered Glass
 Repainted the 4 original hockey locker rooms
 Replaced Ice Arenas Sound System
 Replaced 20yrs.plus old Rubber flooring in West Restrooms and Skate Rental Area
 Re Plumbing of the Zamboni Room water dispensing area
 Completed and Passed annual Concessions Food Safety Inspection by Portage County Health Dept
 Completed and Passed annual Wheel Chair lift Inspection by the State of Wis.
 Completed and Passed annual Building Fire Inspection by the City
 28 Junior High School, High School and College Football Games at Goerke
 16 UWSP Spring Football Practices
 7 YMCA Flag Football Saturdays
 12 Youth Tackle Football Dates
 5 Semi Pro Men's Games
 2 High School Football Playoff Games Not Local
 4 Soccer Games UWSP
 3 Football Camps
 9 Track Meets- Spash, PJ's and 1 Pacelli. 1 WIAA Sectional Final
 12 Public Schools Summer School Dates -Panther Fitness Class Grades 7-12

Parks Department

Ball diamonds

Tournament summary:

132 games SPYBA
 25 games Legion/Jr. Sixers
 105 games Point Fashpitch

Total 262 tournament games

League play summary:

427 games SPSA
 162 games SPYBA
 204 games Point Fastpitch
 12 games Legion/Jr. Legion

Total 805 league games

Total games played 1067

79 events this year to date at Bukolt Park Cub Mancheski Field (High school games, league games, tournaments and special events)

Maintenance / repairs

20 plumbing repairs
 12 electrical repairs
 29 irrigation repairs
 4 landscaping/road maintenance projects
 10 graffiti clean-ups
 10 Special Events locates
 21 General building repairs

Minutes
Transportation Commission Meeting
Conference Room- 2700 Week Street
March 26, 2015

Commission members in attendance: Chairperson Nichole Lysne, Elbert Rackow, Karalyn Peterson, Ald. Mary Stroik, Tom Bertram

Excused: Fred Hopfensperger, Ald. Jeremy Slowinski

Others present: Susan Lemke- Transit Manager

The meeting was called to order at 5:32 p.m. by the Chairperson Nichole Lysne.

1. Approval of the February 26, 2015 Transportation Commission minutes.

Elbert Rackow moved to approve the minutes from the February 26, 2015 Transportation Commission meeting. Karalyn Peterson seconded. Ayes all; Nays none; Motion carried.

2. February 2015 financial report.

Tom Bertram moved to approve the February 2015 financial report. Ald. Mary Stroik seconded. Ayes all; Nays none; Motion carried.

3. City/County Coordination.

Representatives from the City of Stevens Point and Portage County have resumed discussions pertaining to the coordination of the County ADRC transportation program and Stevens Point Transit City Bus operations. Coordination of the services would allow the programs to benefit from coordinated state/federal funding sources. Additional operating funds would be generated which could potentially be used to provide service to gap areas within the services.

Elbert Rackow moved to recommend the City of Stevens Point take the next steps to implement a coordinated transportation program with Portage County. Tom Bertram seconded. Ayes all; Nays none; Motion carried.

4. Next meeting date.

The next meeting is scheduled for Thursday, April 23, 2015 at 5:30 p.m.

5. Adjournment.

The meeting was adjourned at 6:52 p.m.

**COMPTROLLER-TREASURER REPORT
for the period ending February 28, 2015**

	Bal February 1, 2015	Receipts	Disbursements	Bal February 28, 2015
GENERAL OPERATING CASH	\$9,327,631.58	\$3,002,925.48	\$9,658,890.27	\$2,671,666.79
WATER & SEWER (CASH & INVEST) (includes airport, transit , stormwater)	\$13,203,125.05	\$1,550,205.55	\$1,211,444.10	\$13,541,886.50

INVESTMENTS	Bal February 1, 2015	TRANSFER IN	TRANSFER OUT	Bal February 28, 2015
GENERAL	\$26,375,033.44	\$0.00	\$0.00	\$26,375,033.44
SPECIAL REVENUE	\$598,249.11	\$0.00	\$0.00	\$598,249.11
DEBT SERVICE	\$0.00	\$0.00	\$0.00	\$0.00
CAPITAL PROJECTS	\$8,061,289.67	\$0.00	\$0.00	\$8,061,289.67
ENTERPRISE	\$0.00	\$0.00	\$0.00	\$0.00
TRUST	\$2,254,016.84	<u>\$0.00</u>	<u>\$0.00</u>	\$2,254,016.84
TOTALS	<u>\$37,288,589.06</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$37,288,589.06</u>

EXPENDITURES:	BUDGET	YTD	%	REVENUES	BUDGET	YTD	%
GENERAL GOVT	\$3,356,475.00	\$610,623.62	18.19%	GENERAL	\$21,955,766.00	\$11,705,855.42	53.32%
POLICE	\$5,107,435.00	\$959,676.75	18.79%				
FIRE	\$4,879,636.00	\$943,455.94	19.33%				
PUBLIC WORKS	\$5,768,897.00	\$909,255.71	15.76%				
PARK & REC	\$2,093,323.00	\$276,721.94	13.22%				
CAPITAL PROJECTS	\$750,000.00	\$32,267.32	4.30%				
DEBT SERVICE	\$5,665,506.00	\$2,333,250.93	41.18%				
YTD TARGET	16.67%						