

**City of Stevens Point  
REGULAR COUNCIL MEETING**

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

**October 19, 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.
5. Recognition by the Daughters of the American Revolution (Beverly West) to the Stevens Point Police Dept.

**Consideration and Possible Action on the Following:**

6. Minutes of the Regular Common Council meeting of September 21, 2015.
7. Minutes and actions of the Plan Commission meeting of October 5, 2015.
8. Resolution – Conditional Use Permit – 1200 Crosby Avenue (Pfiffner Pioneer Park) – activities relating to open space leisure, instructional, or recreational activities requiring disruption of natural conditions, specifically relating to the construction of Cultural Commons.
9. Ordinance Amendment – City of Stevens Point Comprehensive Plan Extraterritorial Land Use Map – for the purposes of classifying a future land use designation, Commercial / Office, for 1230 Second Street.
10. Minutes and actions of the Public Protection Committee meeting of October 12, 2015.
11. Minutes and actions of the Board of Public Works meeting of October 12, 2015.
12. Ordinance Amendment – Traffic – Parking restrictions on sections of Isadore Street.
13. Minutes and actions of the Personnel Committee meeting of October 12, 2015.
14. Ordinance Amendment – Alderperson position salary adjustment.
15. Resolution – Municipal Court Judge salary adjustment.

16. Review of Administrative Policy 2.11 for disciplinary language clarification (Discussion only).
17. Minutes and actions of the Finance Committee meeting of October 12, and the minutes of the Special Finance Committee meeting of September 21, 2015.
18. Withdrawal from the Local Government Property Insurance Fund.
19. Minutes and actions of the Board of Water and Sewerage Commissioners meeting of October 12, 2015.
20. Minutes and actions of the Board of Park Commissioners meeting of October 5, 2015.
21. Minutes and actions of the Police and Fire Commission meeting of September 1, 2015 and the Special Police and Fire Commission meetings of September 15, 21, 23, and 30, 2015.
22. Minutes and actions of the Airport Commissioners meeting of October 12, 2015.
23. Minutes and actions of the Smongeski Health Fund meeting of October 12, 2015.
24. Statutory Monthly Financial Report of the Comptroller-Treasurer.
25. Adjournment.

#### RMC – Revised Municipal Code

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

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

September 21, 2015  
7:00 P.M.

**Mayor Mike Wiza Presiding**

**ROLL CALL:** Ald. Doxtator, Mrozek, Ryan, Van Stippen, Slowinski, Kneebone, Phillips  
Morrow.

**EXCUSED:** Ald. Oberstadt, Patton, McComb.

**ALSO**

**PRESENT:** City Attorney Beveridge, C/T Ladick, City Clerk Moe; Assistant Fire Chief  
Gemza, Interim Police Chief Skibba; Directors Laidlaw, Lemke, Schrader,  
Schatschneider, Ostrowski; City Assessor Shepro; Human Resource Manager  
Jakuz; Nate Enwald, Portage County Gazette; Brandi Makuski, City Times;  
LarryLee, WSAU.

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

Mayor Wiza reminded everyone school is in session, fall is on the way and to be respectful of fellow citizens.

**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.**

Mayor Wiza stated anyone who wished to register to speak, should do so at this time.

**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 Street, asked why Mary Meyer and Jim Hamilton were allowed to speak at the September 9, 2015 meeting to discuss Edgewater when it was a discussion only meeting.

David Knaapen, 3197 Dans Drive, introduced himself as a candidate for Judge. He stated he has 30 years of prosecuting and defending experience and is currently serving as President of Justice Works which involves alternative sentencing. Mr. Knaapen is running to fill Judge Finn's seat.

Cathy Dugan, 612 Sommers Street, stated she wanted to remind everyone of the various plans that will impact the City of Stevens Point. She cited the Comprehensive Plan, the Redevelopment Authority discussion concerning the Housing Trust Fund

revenue, the Vehicle and Parking Analysis study to name a few and how all of these proposals will require careful thought, deliberation and follow through.

**5. Presentation on the Vehicle and Bicycle Parking Analysis.**

Greg Finstad with Short, Elliot, Henderson presented an overview of the Vehicle and Bicycle Parking Analysis with near, mid and long-term recommendations for the City. He stated the recommendations included strategies involving UW Stevens Point and the downtown district which would enhance future vehicle and bicycle parking management programs such as kiosk meters, enforcement of parking ordinances, bike racks and permit parking in designated areas.

Ald. Doxtator asked for clarification on the multi-space meters.

Mr. Finstad stated multi-space meters are a kiosk which can handle 10 to 12 street spaces and approximately 50 lot spaces and are very efficient. He added there is software attached to these meters which is very user friendly to enforcement staff with monitoring the use and availability of the meters and also provides a printout audit trail with cash or credit card use.

Mayor Wiza stated an example of kiosk parking can be found south of Fire Station 1 which UW Stevens Point implemented.

Ald. Morrow asked how parking is enforced with the kiosks.

Mr. Finstad stated the computer program provides data on expired meters which would allow enforcement staff to go directly to those expired meters and issue tickets.

Ald. Ryan asked if there was a way to add more time to the meter using a smart phone application.

Mr. Finstad replied yet.

Mayor Wiza stated it costs a lot of money to provide parking.

**Consideration and Possible Action on the Following:**

**6. Minutes of the Regular Common Council meeting of August 17, and the Special Common Council meeting of September 9, 2015.**

Ald. Phillips **moved**, Ald. Slowinski seconded, to approve the minutes of the Regular Common Council meeting of August 17, 2015 and the Special Common Council meeting of September 9, 2015.

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

**7. Minutes and actions of the Plan Commission meeting of September 8, 2015.**

Ryan Petro, 2901A Fifth Avenue, Apartment A, stated he is in favor of the bike friendly analysis. He stated designated bike lanes assist with safety, promote sustainability and positively impact the environment with less carbon emissions.

Bob Fisch, 1033 Smith Street, discussed the benefits of biking and walking. He urged the City Council to confirm the recommendation of the Plan Commission and adopt the Portage County Bicycle and Pedestrian Plan as an official planning document for the City of Stevens Point.

Robert Abrahamian, 201 Minnesota Avenue, Apt. 10, stated he is a student at UW Stevens Point and feels it is crucial for the City to have better bike and pedestrian traffic lanes. He added he hoped the City Council will adopt the bicycle and pedestrian plan for the City.

Trevor Roark, 601 Washington, on behalf of the Bicycle and Pedestrian Advisory Committee, thanked the City, County and various citizen volunteers who helped contribute to the development of the Committee. He stated the plan was thorough, realistic, necessary and urged the City Council to adopt the plan.

Cathy Dugan, 612 Sommers, stated the mission of the Bicycle-Pedestrian task force was to meet the needs of the present without compromising the future. She reviewed the Land Use and Development goals and stated many of these have already been started and accomplished.

Ald. Morzek **moved**, Ald. Ryan seconded, to approve the minutes and actions of the Plan Commission meeting of September 8, 2015.

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

**8. Resolution – Conditional Use Permit – 3296 Church Street – to operate an indoor archery range.**

Gary Hintz, 3296 Church Street, the applicant is available for questions from Alderpersons.

Ald. Phillips **moved**, Ald. Morrow seconded, to approve the Resolution – Conditional Use Permit – 3296 Church Street – to operate an indoor archery range.

Call for the Vote: Ayes: Ald. Morrow, Phillips, Kneebone, Slowinski, Van Stippen, Ryan, Mrozek, Doxtator.  
Nays: None. Motion adopted.

**9. Resolution – Conditional Use Permit – 648 Walker Street – to utilize the Traditional Neighborhood Overlay District setback standards to construct a new attached garage.**

Ald. Doxtator **moved**, Ald. Mrozek seconded, to approve the Resolution - Conditional Use Permit at 648 Walker Street to utilize the Traditional Neighborhood Overlay District setback standards to construct a new attached garage.

Call for the Vote: Ayes: Ald. Doxtator, Mrozek, Ryan, Van Stippen, Slowinski  
Kneebone, Phillips, Morrow.  
Nays: None. Motion adopted.

**10. Resolution – Conditional Use Permit – 1200 Crosby Avenue – to perform environmental cleanup activities including dredging in the Wisconsin River and at Pfiffner Pioneer Park.**

Ald. Slowinski **moved**, Ald. Phillips seconded, to approve the Resolution – Conditional Use Permit – 1200 Crosby Avenue – to perform environmental cleanup activities including dredging in the Wisconsin River and at Pfiffner Pioneer Park.

Call for the Vote: Ayes: Ald. Morrow, Phillips, Kneebone, Slowinski Van Stippen,  
Ryan, Mrozek, Doxtator.  
Nays: None. Motion adopted.

**11. Resolution – Conditional Use Permit – 5225 Joerns Drive – to construct a wireless communication tower.**

Ald. Mrozek **moved**, Ald. Doxtator seconded, to approve the resolution – conditional use permit at 5225 Joerns Drive to construct a wireless communication tower.

Call for the Vote: Ayes: Ald. Doxtator, Mrozek, Ryan, Van Stippen, Slowinski,  
Kneebone, Phillips, Morrow.  
Nays: None. Motion adopted.

**12. Resolution – Conditional Use Permit – 3500 Prais Street and partially on 3241 Prais Street – to construct parking within and outside the right-of-way on Prais Street, south of Washington School.**

Ald. Doxtator **moved**, Ald. Morrow seconded, to approve the Resolution – Conditional Use Permit at 3500 Prais Street and partially on 3241 Prais Street to construct parking within and outside of the right-of-way on Prais Street, south of Washington School.

Call for the Vote: Ayes: Ald. Morrow, Phillips, Kneebone, Slowinski, Van Stippen,  
Ryan, Mrozek, Doxtator.  
Nays: None. Motion adopted.

**13. Resolution – Conditional Use Permit Amendment – 1201 Northpoint Drive – to install exterior heating, ventilation and air conditioning equipment.**

Don Keck, 2130 Wisconsin Avenue, applicant, stated the Plan Commission decided the best option was to construct a masonry fence. He stated a cost comparison between a masonry fence and a cement board fence was completed and the difference was \$40,000 for the masonry fence and as low as \$15,000 for the cement board fence. Mr. Keck asked the City Council to allow the Stevens Point Area School District to use the cement board for the fence.

Dir. Ostrowski stated the recommendation by the Plan Commission was for a masonry fence which would be consistent with the façade of the other part of the building.

Ald. Morrow **moved**, Ald. Doxtator seconded, to approve the Conditional Use Permit Amendment for 1201 Northpoint Drive to install exterior heating, ventilation and air conditioning equipment, as recommended by the Plan Commission.

Ald. Kneebone asked if this project was for the masonry wall.

Mayor Wiza replied that is correct.

Call for the Vote: Ayes: Ald. Doxtator, Mrozek, Ryan, Van Stippen, Slowinski  
Kneebone, Phillips, Morrow.  
Nays: None. Motion adopted.

**14. Ordinance Amendment – Official Street Map of the City of Stevens Point to add Skyward Drive; a variable width private street from its intersection with E.M. Copps Drive to approximately 500 feet north thereof.**

Ald. Doxtator **moved**, Ald. Ryan seconded, to approve the Ordinance Amendment for the official street map of the City of Stevens Point to add Skyward Drive; a variable width private street from its intersection with E.M. Copps Drive to approximately 500 feet north thereof.

Call for the Vote: Ayes: Ald. Morrow, Phillips, Kneebone, Slowinski, Van Stippen,  
Ryan, Mrozek, Doxtator.  
Nays: None. Motion adopted.

**15. Minutes and actions of the Public Protection Committee meeting of September 14, 2015 and the minutes of the Special Public Protection Committee of August 17, 2015.**

Ald. Mrozek **moved**, Ald. Van Stippen seconded, to approve the minutes and actions of the Public Protection Committee meeting of September 14, 2015 and the minutes of the Special Public Protection Committee of August 17, 2015.

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

**16. Minutes and actions of the Board of Public Works meeting of September 14, 2015.**

Ald. Slowinski **moved**, Ald. Morrow seconded, to approve the minutes and actions of the Board of Public Works meeting of September 14, 2015.

Call for the Vote: Ayes: Ald. Doxtator, Mrozek, Ryan, Van Stippen, Slowinski,  
Kneebone, Phillips, Morrow.  
Nays: None. Motion adopted.

**17. Ordinance Amendment – Amend traffic restrictions on sections of Prais Street and Ellis Street (Sections 9.05(d),(g),(j), 9.06(a) and 16.09 of the RMC).**

Ald. Doxtator **moved**, Ald. Mrozek seconded, to approve the ordinance amendment to amend traffic restrictions on sections of Prais Street and Ellis Street.

Call for the Vote: Ayes: Ald. Morrow, Phillips, Kneebone, Slowinski, Van Stippen, Ryan, Mrozek, Doxtator.  
Nays: None. Motion adopted.

**18. Minutes and actions of the Finance Committee meeting of September 14, and the actions taken at the Special Finance Committee meeting of September 21, 2015.**

Clerk Moe provided a brief summary of the actions of the Special Finance Committee meeting of September 21, 2015 which included the transfer of \$100,000 from the general fund to the soil remediation fund for the purpose of soil remediation at the site of the former Lullaby site. The motion was adopted.

Ald. Slowinski **moved**, Ald. Phillips seconded, to approve the minutes and actions of the Finance Committee meeting of September 14, and the actions taken at the Special Finance Committee meeting of September 21, 2015.

Call for the Vote: Ayes: Ald. Doxtator, Mrozek, Ryan, Van Stippen, Slowinski, Kneebone, Phillips, Morrow.  
Excused: Ald. Oberstadt, Patton, McComb.  
Nays: None. Motion adopted.

**19. Minutes and actions of the Personnel Committee meeting of September 14, 2015.**

Mayor Wiza stated that item #1 would be pulled at the request of the Police and Fire Commission President and postponed until next month.

Barb Jacob, 1616 Depot Street, stated she wanted to discuss item #4, the pay increase for the part-time seasonal positions. She stated this action will hurt the employee in the long-run with Social Security retirement benefits as well as the overall Social Security Program. Ms. Jacob stated some employees have not seen an increase in eight years.

C/T Ladick stated disability eligibility would be available through Supplemental Security Income for those individuals who do not have enough work history credit through Social Security disability. He stated other municipalities who use this program include Green Bay, Manitowoc, DePere, Kaukauna, Kenosha and others.

Ald. Morrow asked if Social Security benefits are based on years or hours.

C/T Ladick stated the Social Security Administration averages the highest paid 35 years; additional years of work are not averaged into the formula.

Ald. Kneebone stated she was not in favor of this program as it would hurt the employee in the long-run when it comes to retirement benefits.

Ald. Ryan **moved**, Ald. Mrozek seconded, with the exception of 2.6, to approve the minutes and actions of the Personnel Committee meeting of September 14, 2015.

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

**20. Amendment to City Administrative Policy 3.01 – Standard Benefits Incorporating the FICA Alternative Plan.**

Ald. Phillips **moved**, Ald. Slowinski seconded, to approve the Amendment to the City Administrative Policy 3.01.

Call for the Vote: Ayes: Ald. Morrow, Phillips, Slowinski, Van Stippen, Ryan, Mrozek, Doxtator.  
Nays: Ald. Kneebone. Motion adopted.

**21. Side letter with IAFF Local 484 relating to annual performance evaluations.**

Ald. Phillips **moved**, Ald. Morrow seconded, to approve the side letter with IAFF Local 484 relating to annual performance evaluations.

Call for the Vote: Ayes: Ald. Doxtator, Mrozek, Ryan, Van Stippen, Slowinski, Kneebone, Phillips, Morrow.  
Nays: None. Motion adopted.

**22. Minutes and actions of the Board of Water and Sewerage Commissioners meeting of September 14, 2015.**

Ald. Doxtator asked what was occurring at 1917 Cypress Street.

Director Lemke stated a counter offer has been received, but the information has not been discussed with the Commissioners yet. He added the site would make future building plans more useful.

Ald. Doxtator **moved**, Ald. Slowinski seconded, to approve the minutes and actions of the Board of water and Sewerage Commission meeting of September 14, 2015.

Call for the Vote: Ayes: Ald. Morrow, Phillips, Kneebone, Slowinski, Van Stippen, Ryan, Mrozek, Doxtator.  
Nays: None. Motion adopted.

**23. Minutes and actions of the Board of Park Commissioners meeting of September 2, 2015.**

Ald. Slowinski **moved**, Ald. Kneebone seconded, to approve the minutes and actions of the Board of Park Commissioners meeting of September 2, 2015.

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

**24. Minutes and actions of the Police and Fire Commission meeting of August 4, 2015 and the Special Police and Fire Commission meeting of August 18, 2015.**

Ald. Doxtator **moved**, Ald. Mrozek seconded, to approve the minutes and actions of the Police and Fire Commission meeting of August 4, 2015 and the Special Police and Fire Commission meeting of August 18, 2015.

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

**25. Minutes and actions of the Airport Commissioners meeting of September 14, 2015.**

Ald. Doxtator **moved**, Ald. Ryan seconded, to approve the minutes and actions of the Airport Commissioners meeting of September 14, 2015.

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

**26. Statutory Monthly Financial Report of the Comptroller-Treasurer.**

Ald. Doxtator referred to the September 9, 2015 Special Common Council meeting on Edgewater, and wanted clarification if no Housing Trust Fund loans were given out in the past four years.

Mayor Wiza stated the Housing Trust Fund loans are not reflected in the monthly Financial Report.

Dir. Ostrowski stated a few loans were made during this time frame. He stated an average loan is approximately \$20,000 to \$25,000. He stated the interest accumulated on the HTF ranges from \$60,000 to \$90,000, depending on interest rates, and about 3 to 4 projects per year can be accomplished. He stated matching funds can sometimes be acquired which adds to the number of projects that can be completed.

Ald. Ryan **moved**, Ald. Kneebone seconded, to approve and place on file the Statutory Monthly Financial Report of the Comptroller-Treasurer.

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

**27. Mayoral Appointments:  
Smongeski Health Fund**

Ald. Phillips **moved**, Ald. Mrozek seconded, to approve the Mayoral Appointments for the Smongeski Health Fund.

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

**28. Enter into closed session under Wisconsin Statutes 19.85(1)(e) (the deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining**





REPORT OF CITY PLAN COMMISSION  
October 5, 2015 – 6:00 PM  
Lincoln Center – 1519 Water Street

PRESENT: Mayor Wiza, Alderperson Mary Kneebone, Commissioner Bob Brush, Commissioner Hoppe, Commissioner Garry Curless, and Commissioner Dave Cooper.

EXCUSED: Commissioner Anna Haines

ALSO PRESENT: Community Development Director Michael Ostrowski, City Attorney Andrew Beveridge, Comptroller/Treasurer Corey Ladick, Parks and Rec. Director Schrader, Alderperson Phillips, Alderperson Morrow, Alderperson Oberstadt, Alderperson Ryan, Nate Enwald, Barb Jacob, Kevin Quevillon, Katja Marquart, Susan Zach, Leon Ostrowski, Aaron Kadoch, Don Keck, Jim Anderson, Cliff King, Neil Prendergast, Dave Wilz, Brandi Makuski, Janice Doxtater, Cathy Dugan, John Holdridge, Mark Erwin, Bobbie Erwin, Dick Judy, Sari Lesk, Dino Tlachac, Todd Kuckkuhn, Jerry Moore, Bob Fisch, and Bailey Bushman.

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1. Roll call.

Discussion and possible action on the following:

2. Report of the September 8, 2015 Plan Commission meeting.
3. **Public Hearing** – Request from the City of Stevens Point for a conditional use permit to perform activities relating to open space leisure, instructional, or recreational activities requiring disruption of natural conditions, specifically relating to the construction of Cultural Commons at Pfiffner Pioneer Park, 1200 Crosby Avenue (Parcel ID 2408-32-2008-05).
4. **Action on the above. This item will be discussed jointly with the Parks Commission.**
5. Request from Bailey Bushman, representing the Boys and Girls Club, for a sign variance to construct a freestanding sign exceeding the quantity requirements and having an electronic message center at 2442 Sims Avenue / 1000 Minnesota Avenue (Parcel ID 2408-33-2001-05).
6. Request from Chris Fish (Graphic House, Inc.), representing Point of Discovery School, for a sign variance to construct a wall sign exceeding the size requirement at 1900 West Zinda Drive (Parcel ID 2408-31-4008-01), formerly Jackson School.
7. Request from Mark and Roberta Erwin to amend the City of Stevens Point Comprehensive Plan Extraterritorial Land Use Map (Map 8.7A) for the purposes of classifying a future land use designation, Commercial / Office, for 1230 Second Street (County Parcel ID 020-24-0817-12.03). *Note the Public Hearing for this item occurred at last month's Plan Commission meeting (9/8/2015).*
8. Request from the City of Stevens Point to sell a portion of property at 1000 Sixth Avenue (Parcel ID 2408-29-3003-22) to Vincent and Gina Miresse.

9. Director's Update.

10. Adjourn.

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1. Roll call.

**Present: Wiza, Kneebone, Brush, Hoppe, Curless, Cooper**

Discussion and possible action on the following:

2. Report of the September 8, 2015 Plan Commission meeting.

**Motion by Commissioner Cooper to approve the minutes of the September 8, 2015 Plan Commission meeting; seconded by Commissioner Curless. Motion carried 6-0.**

3. **Public Hearing** – Request from the City of Stevens Point for a conditional use permit to perform activities relating to open space leisure, instructional, or recreational activities requiring disruption of natural conditions, specifically relating to the construction of Cultural Commons at Pfiffner Pioneer Park, 1200 Crosby Avenue (Parcel ID 2408-32-2008-05).

Aaron Kadoch, 718 Linwood Avenue, explained the proposal is for a pocket type park inside of Pfiffner Park. This location was chosen because of it being a gateway to the river as well as the natural circular zone that everyone uses to approach the river and park. In the time of events, this area does not have a lot of activity, but just resembles a gateway to the park. The area would commemorate the sister/partner cities of Stevens Point. The area designated as 2 in the diagram would be an area of exhibit spaces and kiosks that could be set up for festivals on a rotating basis. The entrance would be a point of beginning to the commons. There would be an outdoor class room area as well as an interactive walking labyrinth. This designed area would be a gateway to the city as well as the downtown and would also have an interactive mobile application to explain the history and the area. The hope is for simple maintenance of the landscaping. The Rotary has already given some assistance in the development and they would be commemorated by the multiple gear symbols throughout the park.

Mayor Wiza stated some of the photos are more representative of what they are trying to do in the area as this is only a conceptual plan at this time. The existing area is small, and this would be a tremendous example of several community groups all coming together to try and do something significant for the community in an underutilized area of park space. This also will assist in connecting Main Street with the riverfront. Lastly, there is no tax money involved in this project. There will be a fundraiser to install the park and the continued maintenance of this area.

Mayor Wiza declared the public hearing open.

Cathy Dugan, 615 Sommers Street, stated she feels the commissions should delay this approval. She does not believe this is in line with the Park Board mission and has not been planned by the

Park Board. She stated a concern for the ramifications of getting rid of the serenity of the green space, and the development should come from the commissions, not citizens telling them what to do.

Bob Fisch, 1033 Smith Street, stated this idea has potential for the community, but he has a concern if this is the right project for this space. He feels that other areas should have been looked into and is not sure if the park plan calls for a development like this. He requested the commissions to postpone this for a month and look at more appropriate areas.

Mayor Wiza declared the public hearing closed.

4. Action on the above. **This item will be discussed jointly with the Parks Commission.**

Mayor Wiza explained that this location was chosen due to its lack of utilization in the existing park.

Director Schrader explained that this location was chosen due to this area already having close parking, the close proximity to rest rooms, easy accessibility, and being centrally located. This area used to be used as the Wells Fargo exercise area. There have been several groups that have brought ideas to the Parks Board, and they are told to have prepared costs and plans before it is brought directly to the board for review.

Commissioner Frechman stated he feels the plan may be too much for the area, and suggested to keep the design simple.

Commissioner McDonald is glad there is utilization of local experts in this plan and asked if the kiosks would be kept consistent in appearance. She asked about the design of the archway and if it could involve field stone or sandstone to keep a consistency with other city park features.

Aldersperson Oberstadt is excited about the location and would love to see more use to the proposed space.

Commissioner Sorenson asked what would be the estimated maintenance costs, to which Director Schrader stated there would be an endowment fund as well as a maintenance agreement.

Mr. Kadoch stated that the use of the stone is possible and feels it is a good idea as well as tying into the Polish heritage of the area with the use of the stone. He mentioned that the space will be kept simple to make it easier to maintain as well as the development would take place in phases and can continue to grow as time goes on. He continued stating this site was chosen due to it being the location that Stevens Point first began and it incorporates the Native American, logging, and marketplace history of the city.

Mayor Wiza feels the mini-amphitheater would be good for the schools, boy scouts, and local musicians to use. This project shows great community involvement to enhance our community.

Aldersperson Kneebone suggested that the perception of lack of citizen input could be compromised with citizen input on the kiosks. Mayor Wiza explained that the kiosks may be used but not installed right now. Mr. Kadoch added that they intend them to be removable and temporary.

Commissioner Brush asked what would be the advantage of the amphitheater and would there be other places to sit. Mr. Kadoch explained there are areas of shade structures and benches in the plan, as well as seating areas around the sculptures.

**Motion by Mayor Wiza to approve the request from the City of Stevens Point for a conditional use permit to perform activities relating to open space leisure, instructional, or recreational activities requiring disruption of natural conditions, specifically relating to the construction of Cultural Commons at Pfiffner Pioneer Park, 1200 Crosby Avenue (Parcel ID 2408-32-2008-05) with the following conditions:**

- **Applicable zoning and/or building permits shall be obtained prior to work occurring.**
- **Staff shall have the authority to approve minor project changes.**

**seconded by Aldersperson Kneebone.**

Commissioner Cooper clarified that we are approving the conceptual plan. Mayor Wiza explained that this is an approval of the space and general design and that the details are left open.

Commissioner Curless stated this is a good use in that location and we have excellent parks within the City of Stevens Point and we should be proud of what we have there.

**Motion carried 6-0**

5. Request from Bailey Bushman, representing the Boys and Girls Club, for a sign variance to construct a freestanding sign exceeding the quantity requirements and having an electronic message center at 2442 Sims Avenue / 1000 Minnesota Avenue (Parcel ID 2408-33-2001-05).

Director Ostrowski explained the reason this is before you is that this is a single property within Goerke Park, it has numerous freestanding signs already, and our sign ordinance only allows for a single freestanding sign. We have signs at PJ's, Park and Rec, old Mid-State, and then this one for the Boys and Girls Club. Staff feels this is appropriate. The size meets the size requirements within the ordinance. There is one concern regarding the electronic reader board, along the busy

street, which can be resolved with adding a delay mechanism to the changing of the reader board and avoiding any flashing signs. Staff recommends approval with some conditions.

Commission Curless asked if the sign would scroll, and what would the direction of the sign to the street be, to which Director Ostrowski answered it will not scroll and would be required to be static for a period of 20 seconds and the sign would be perpendicular to the street.

Aldersperson Kneebone pointed out the past concern for the sign at the Fire Department along Division Street, citing this may be the same situation with being so close to the school. Mr. Quevillon of the Boys and Girls Club stated they have addressed the safety aspect of the sign. Commissioner Hoppe added that this sign would be much smaller than the Fire Department sign.

**Motion by Commissioner Brush to approve the request from Bailey Bushman, representing the Boys and Girls Club, for a sign variance to construct a freestanding sign exceeding the quantity requirements and having an electronic message center at 2442 Sims Avenue / 1000 Minnesota Avenue (Parcel ID 2408-33-2001-05) with the following conditions:**

- The sign height shall not exceed 5 feet.
- The sign size shall not exceed 20 square feet in area.
- A landscape base at least 30 square feet in size shall be installed around the sign. Landscaping shall be approved by community development department staff.
- The design and materials of the sign shall complement the design and materials on the Boys and Girls club Building.
- Option 1 as indicated below shall be pursued for internal sign illumination where only the letters and logo are illuminated.
- The illumination of the sign shall be limited to the hours of operation of the Boys and Girls Club, or 7:00am – 9:00pm, whichever is more stringent.
- Electronic message center guidelines below shall be followed:
  - a. Electronic message center hours of operation shall match the operational hours of the Boys and Girls Club, or 7:00am-9:00pm, whichever is more stringent.
  - b. All message center display, including text and photographs shall have a display time of a minimum of 20 seconds.
  - c. All message center display, including text and photographs shall not flash or scroll for any period or interval.
- The sign shall conform to all other applicable requirements within the zoning ordinance, including vision triangle requirements.
- Applicable building permits shall be obtained.
- Minor modifications may be approved by staff.

**seconded by Commissioner Hoppe. Motion carried 6-0.**

6. Request from Chris Fish (Graphic House, Inc.), representing Point of Discovery School, for a sign variance to construct a wall sign exceeding the size requirement at 1900 West Zinda Drive (Parcel ID 2408-31-4008-01), formerly Jackson School.

Director Ostrowski explained the sign is a little bit larger than the requirements, as Jackson School is set back a significant distance from the road. This request is before you since it is a residentially zoned property. Staff recommends approval as presented.

**Motion by Commissioner Cooper to approve the request from Chris Fish (Graphic House, Inc.), representing Point of Discovery School, for a sign variance to construct a wall sign exceeding the size requirement at 1900 West Zinda Drive (Parcel ID 2408-31-4008-01), formerly Jackson School with the following conditions:**

- **The sign size shall not exceed 60 square feet in area.**
- **The sign shall conform to all other applicable requirements within the zoning ordinance, including vision triangle requirements.**
- **Applicable building permits shall be obtained.**
- **Minor modifications may be approved by staff.**

**Seconded by Commissioner Curless. Motion carried 6-0.**

7. Request from Mark and Roberta Erwin to amend the City of Stevens Point Comprehensive Plan Extraterritorial Land Use Map (Map 8.7A) for the purposes of classifying a future land use designation, Commercial / Office, for 1230 Second Street (County Parcel ID 020-24-0817-12.03). *Note the Public Hearing for this item occurred at last month's Plan Commission meeting (9/8/2015).*

Director Ostrowski explained under state statutes the Plan Commission has 30 days to give a recommendation to the Common Council. Following that, the council has to act on the request without their recommendation. This will be before the Common Council whether or not there is a recommendation. Sent via email are the most recent correspondence from the DNR, the Erwin's, and the Town of Hull. Staff still recommends approval of the change to the extraterritorial map, as they did last month.

Commissioner Brush asked if the storm water drainage has been resolved, to which Director Ostrowski stated it has been discussed in the recent DNR memo and permits have been pulled. If this property is annexed, it will have to be brought to the city's standards. Commissioner Brush also pointed out that he did not feel the roof facing the west gutter would be able to handle the water issues for this structure.

Director Ostrowski explained that in the past, the city did not see any future development in this area and so it was not addressed at the time in the comprehensive plan. If this property were to be annexed, the progression would be first to address it in the future land use extraterritorial map, then annex the property, and finally to assign permanent zoning.

John Holdridge, Town of Hull, stated that the issues between the Erwin's and the Town of Hull are not resolved due to the lack of involvement of the business owners with the Town of Hull. The DNR has let this go forward without a stormwater management plan and he would like to see plan concepts and a boundary plan before anything is addressed with this property.

Bob Konkol, attorney for Town of Hull, explained that there are still issues with the DNR and protection of town roads as well as the stormwater management. There is an issue of the maintenance agreement for the roads and ground water that have not been resolved with the township.

Mayor Wiza asked for the City Attorney's point of view on the legal issues. Attorney Beveridge stated that there is no way for the change in the comprehensive plan map to affect the legal issues that the property owner and township are involved in.

Mark Erwin, 533 Second Street North, stated he has multiple properties in the city and would like to have all of his properties in the city limits. He is asking the commission to approve this amendment so they can look at future annexation.

Aldersperson Morrow pointed out if annexation occurred, the Erwin's would still have to comply with the city and county ordinances. He has talked with the owner of Point Log and the property owners have worked out all the issues. He is urging the commission to approve the request.

Jeff Schuler, Portage County Planning and Zoning, stated there are no violations in place on this property. The gutter specifically is designed to conduct the water to remain on the property. He has walked the site and stated that no water would adversely affect Stans Drive or Second Drive, or the neighboring property. As far as the extraterritorial map, commercial makes sense to map it and address this property for future use.

Jerry Moore, 317 Division Street North, stated he was on the Plan Commission at the time of the comprehensive plan development and this was viewed as a guideline for future use. He supports the amendment to the map.

Bob Enright, 5753 Algoma Street, stated part of comprehensive planning is to be involved in intergovernmental agreements and to plan in advance for land use. He is against this amendment.

Mayor Wiza stated the Common Council will act on this request in October and hopes that the commission can come to some recommendation for them.

Aldersperson Kneebone stated that the eastern half of her district is adjacent to the Town of Hull and feels that we should discuss where we would want to have the city go.

Director Ostrowski stated there are several areas in the city where the town is connected by a 7 foot wide area. This area was not going to be developed, but feels that we need to identify what future areas along the interstate would be for a land use classification.

Mayor Wiza emphasized that the request came from the land owner not the city, and that the chairman of the town are working on meeting regarding boundary agreements.

Commissioner Cooper asked which zoning district would first allow for storage facilities, to which Director Ostrowski stated B-1, as a conditional use for the expansion of existing facilities.

**Motion by Commissioner Brush to deny the request from Mark and Roberta Erwin to amend the City of Stevens Point Comprehensive Plan Extraterritorial Land Use Map (Map 8.7A) for the purposes of classifying a future land use designation, Commercial / Office, for 1230 Second Street (County Parcel ID 020-24-0817-12.03); seconded by Aldersperson Kneebone. Motion carried 4-2, with Commissioner Cooper and Mayor Wiza voting in the negative.**

8. Request from the City of Stevens Point to sell a portion of property at 1000 Sixth Avenue (Parcel ID 2408-29-3003-22) to Vincent and Gina Miresse.

Mayor Wiza explained this came about by a series of events. This parcel includes the Third Street right-of-way. The city has always intended at some point to put Third Street through. The parcel contains more than the right of way and, and it was previously used as a community garden site and will no longer be used as a garden site due to poor site drainage. The resident to the east has made an offer to purchase the land that is not the potential street right-of-way and incorporate it into their property to make their property more conforming with setbacks. The city assessor looked at the property and has assessed it at \$4,900 for the 8,300 square foot area.

**Motion by Commissioner Curless to approve the request from the City of Stevens Point to sell a portion of property at 1000 Sixth Avenue (Parcel ID 2408-29-3003-22) to Vincent and Gina Miresse; seconded by Commissioner Hoppe. Motion carried 6-0.**

9. Director's Update.

Director Ostrowski stated that the bike pedestrian committee has been created and have recommendations to bring forward to the Plan Commission likely in November or December. The Comprehensive Plan meetings will continue with modifying the vision statement and will continue in November for a date and time that works with everyone's schedule.

10. Adjourn.

Meeting adjourned at 7:20 PM.



**RESOLUTION**

**[PFIFFNER PIONEER PARK - CULTURAL COMMONS]**

**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 on the **Pfiffner Pioneer Park, 1200 Crosby Avenue (Parcel ID 2408-32-2008-05)**, described as THAT PRT OF NENE S31 T24 R8 & NWNW S32 T24 R8 LYG ELY WIS RIVER, N OF MAIN ST WLY OF CROSBY AV, EXC PRTSOLD CENTRAL CO 185/136 (INCL PRT BLKS 1 & 19 S E & O) RR ROW 179/546 - 273/409 452/554, City of Stevens Point, Portage County, Wisconsin, is hereby granted a Conditional Use Permit for the purposes of performing activities relating to open space leisure, instructional, or recreational activities requiring disruption of natural conditions, specifically relating to the construction of Cultural Commons at Pfiffner Pioneer Park, as shown on the attached plans. The Conditional Use Permit is subject to the following conditions:

- 1) Applicable zoning and/or building permits shall be obtained prior to work occurring.
- 2) Staff shall have the authority to approve minor project changes.

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

Approved: \_\_\_\_\_  
Mike Wiza, Mayor

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

Dated: October 19, 2015

Adopted: October 19, 2015

Drafted by: Michael Ostrowski

Return to: City Clerk

## Features of Site

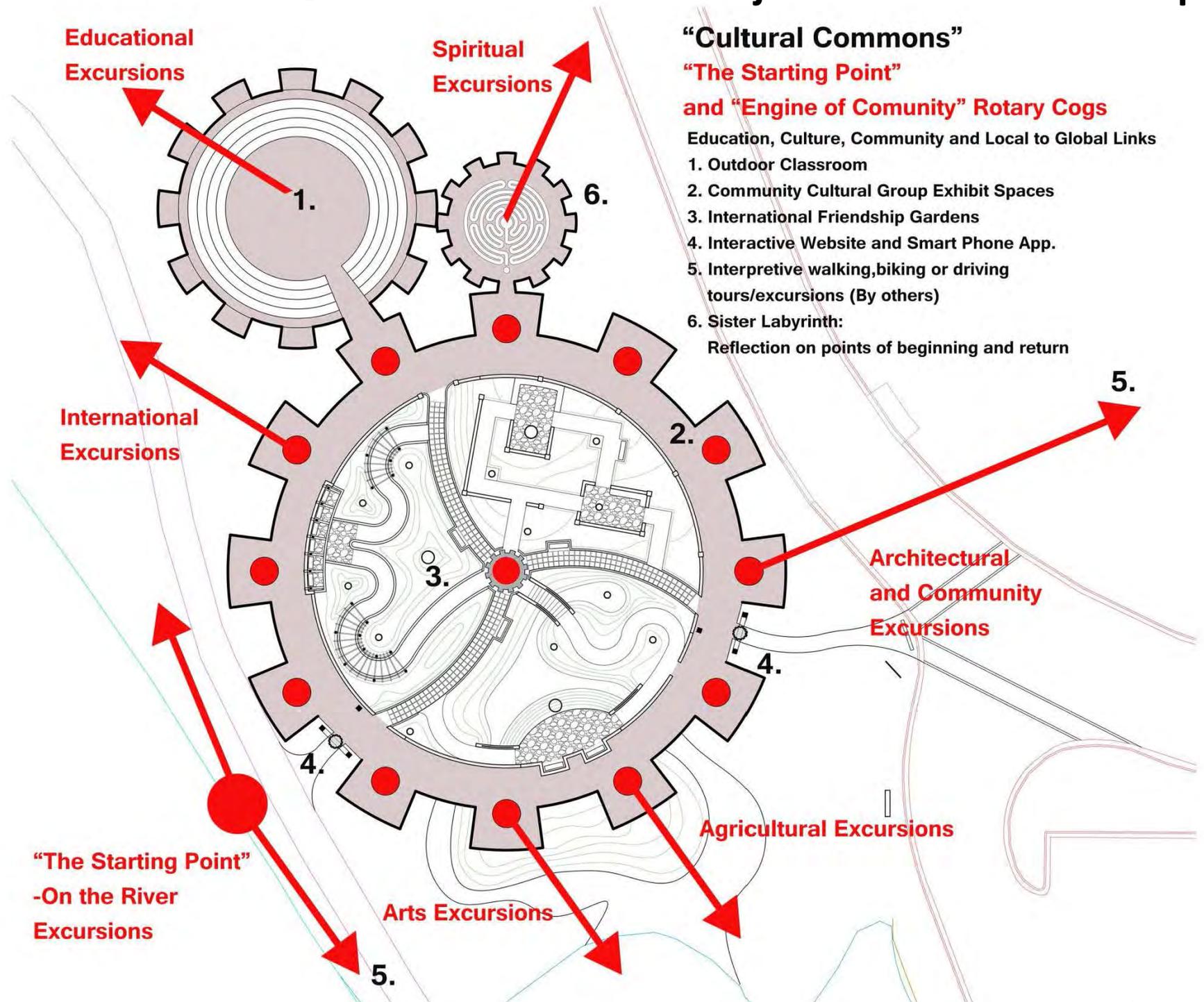
- Central location on main pedestrian park access
- Beautiful river connection
- Separated/protected from bandstand viewing area
- Excellent visibility and walkability through park
- Close to all amenities, and gallery
- On Green Circle Trail
- Project will stimulate necessary improvements of pedestrian access to the riverfront from Crosby and Center Point Dr.

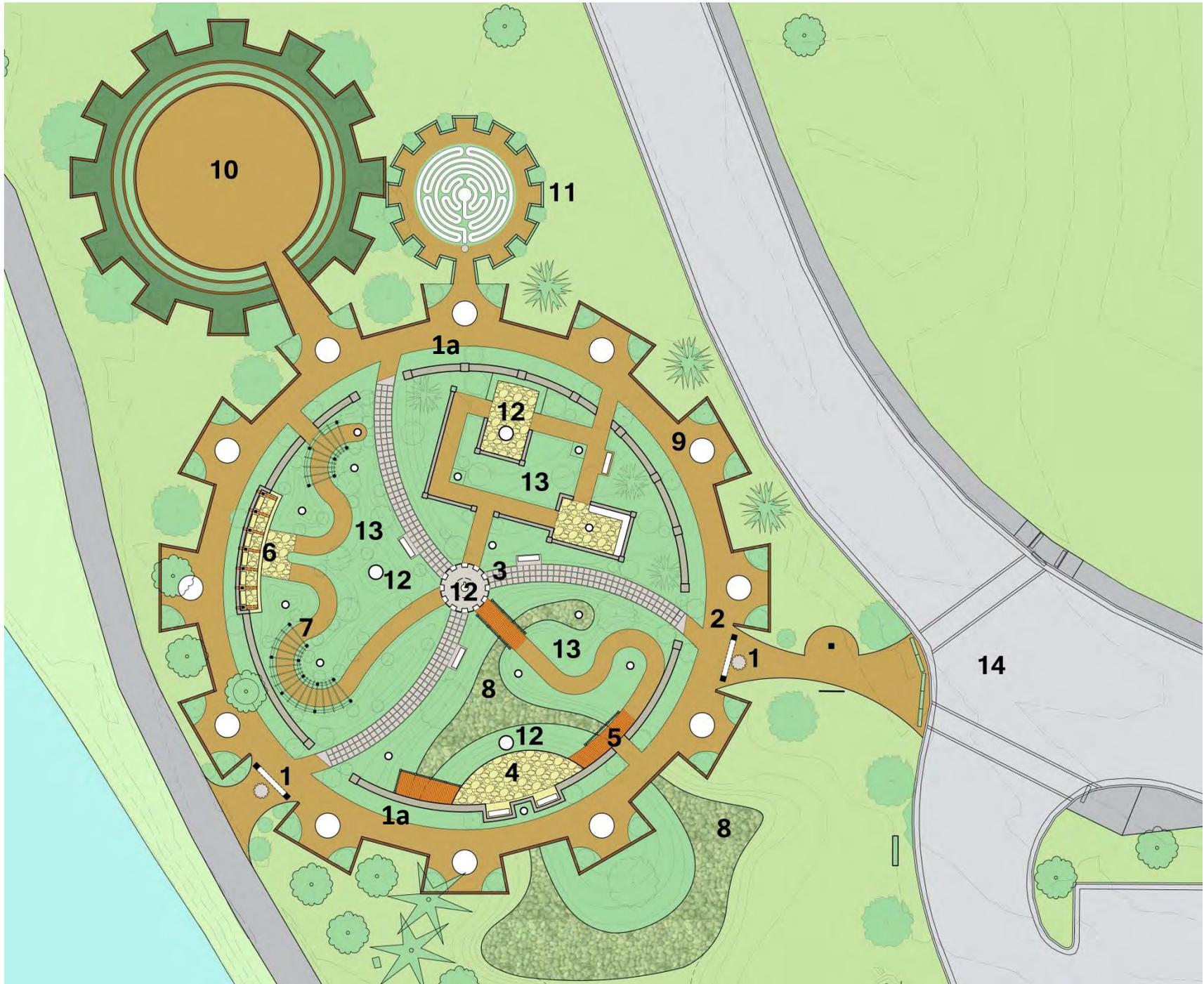
GIS Photo: NOT TO SCALE



# The Cultural Commons: Design Information

# Project Features – Info Graphic



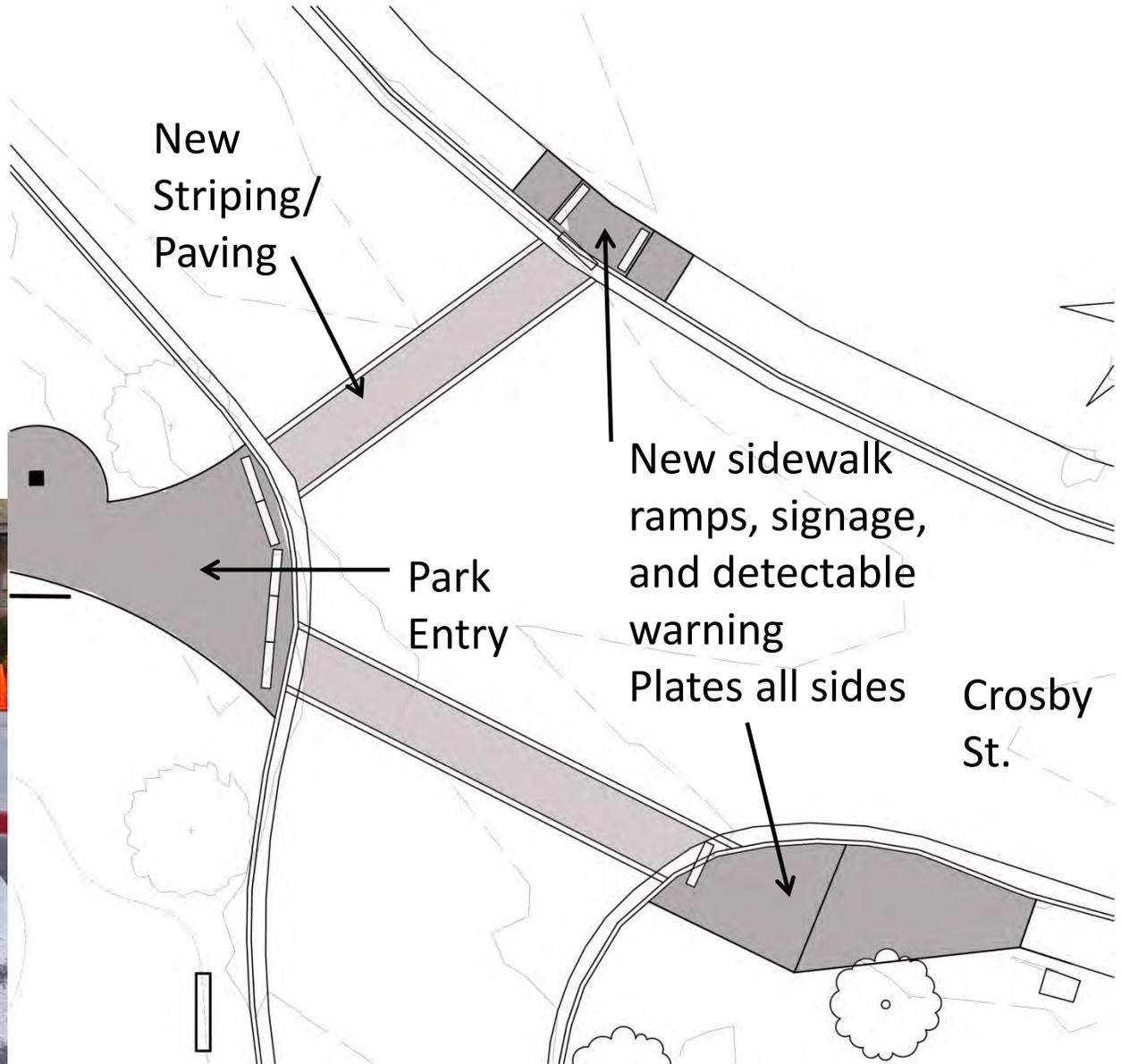


# The Cultural Commons: Design Information

# Project Features

See Exhibit A “Drawings” for Cross Reference

**14: Improved Pedestrian Access:** Improve Cross-Walk access and ADA accessibility to park gateway on Crosby Street. New striping, curbing turndowns and metal detectable warning strips.





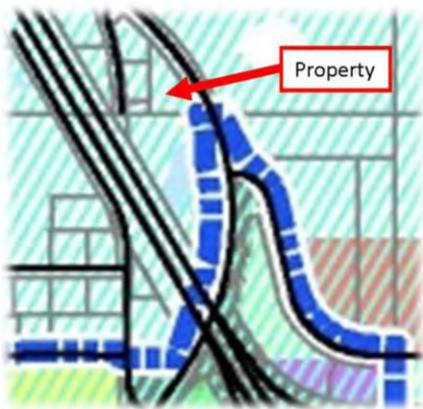
**ORDINANCE AMENDING THE COMPREHENSIVE PLAN  
OF THE CITY OF STEVENS POINT, WISCONSIN**

**[COMPREHENSIVE PLAN – EXTRATERRITORIAL LAND USE MAP]**

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

**SECTION I:** That the Comprehensive Plan of the City of Stevens Point, pursuant to Section 66.1001(4)(c) of the Wisconsin Statutes, which is on file in the City Clerk’s Office, is hereby amended as follows:

The Map 8.7A, Extraterritorial Land Use Map, of the City of Stevens Point's Comprehensive Plan is amended for the purposes of classifying a future land use designation, Commercial / Office for 1230 Second Street (County Parcel ID 020-24-0817-12.03).



Future Land Use	
[Yellow Box]	Residential
[Orange Box]	Multi-family (2+ units)
[Light Orange Box]	Mobile Home Park
[Red Box]	Commercial / Office
[Light Red Box]	Office / Multi-Family
[Brown Box]	Downtown District
[Pink Box]	Business Park District
[Blue Box]	Institutional / Government
[Light Blue Box]	UNSP
[Purple Box]	Industry
[Green Box]	Park
[Light Green Box]	Not Developable / Restrictive Ownership
[Grey Box]	Vacant
[Black Box]	Road Right-of-Way
[Blue Box]	Water Bodies
[Red Dashed Line]	Municipal Boundary
[Red Solid Line]	Extraterritorial Boundary
Depth to Groundwater	
[Light Blue Box]	0 - 3 feet
[Dark Blue Box]	3 - 5 feet



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

Approved: \_\_\_\_\_  
Mike Wiza, Mayor

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

Dated: October 19, 2015  
Adopted: October 19, 2015  
Published: October 23, 2015



**CITY OF STEVENS POINT  
PUBLIC PROTECTION COMMITTEE  
Monday, October 12, 2015 – 6:00 P.M.  
Lincoln Center – 1519 Water Street**

**Present:** Alderpersons: Mrozek, Ryan, Van Stippen, Morrow

**Excused:** Alderperson Doxtator

**Also**

**Present:** Mayor Wiza; City Attorney Beveridge; Comptroller/Treasurer Ladick; City Clerk Moe; Alderpersons Oberstadt, Slowinski, Kneebone, Patton, McComb and Phillips; Director Ostrowski; Interim Police Chief Skibba; Superintendant Laidlaw; Barb Jacob; Dawn Klish; Lindsey Kemnitz; Justin Johnson; Neil Pendergast; Nate Enwald – Gazette; Brandi Makuski – City Times

Clerk Moe said Chairman Doxtator was not able to attend the meeting; therefore, the Committee would need to select a Chair.

Ald. Morrow **moved**, Ald. Ryan seconded, to select Ald. Van Stippen to serve as Chair for this meeting.

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

**1. License List:**

**A. New Operator's (Bartender's) Licenses.**

Ald. Morrow asked the Police Department if there were any issues with any of the applicants.

Interim Police Chief Skibba said all the applicants have met the requirements for obtaining a license.

Ald. Mrozek **moved**, Ald. Morrow seconded, to approve the new operator's licenses.

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

**B. Transfer of a Class B Combination Beer and Liquor Retail License – Premise to Premise: Transfer of Class B Combination License for El Jefe Corporation, 3280 Thompson Ct, Stevens Point, WI from The Boss Bar, 920B Clark Street, Stevens Point, WI to El Jefe Tacos Y Tequila, 924 Clark Street, Stevens Point, WI effective October 20, 2015.**

Chairman Van Stippen informed the Committee that El Jefe Corporation had withdrawn this request. He then proceeded to read their withdrawal letter.

**2. Request to Hold Event/Street Closings: Association of Downtown Businesses – Annual Christmas Parade on November 20, 2015 – Request for the street closure of the Downtown Square and a section of Main Street.**

Ald. Morrow **moved**, Ald. Ryan seconded, to approve the request for street closings.

Mayor Wiza noted that all the Alderpersons will be in the Holiday parade.

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

### **3. Monthly Inspection Report.**

Ald. Ryan **moved**, Ald. Mrozek seconded, to approve the report and place it on file.

Mayor Wiza noted that the City now has an Enforcement Officer who is out in the community informing the public about the city ordinances.

Ald. Van Stippen asked if there was anything specific that people were not aware of.

Mayor Wiza said one was the requirement that vehicles need to be parked on a hard surface.

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

### **4. Adjournment.**

Adjournment at 6:07 p.m.

# CITY OF STEVENS POINT

## BOARD OF PUBLIC WORKS MEETING

Monday, October 12, 2015  
Lincoln Center – 1519 Water Street  
Stevens Point, WI 54481

## MINUTES

**PRESENT:** Mayor Mike Wiza, Comptroller/Treasurer (C/T) Corey Ladick, Director of Public Works Scott Schatschneider and Dawn Klish; **Alderspersons:** Garrett Ryan(3<sup>rd</sup>), Heidi Oberstadt(4<sup>th</sup>), Mary Kneebone(7<sup>th</sup>) and Mary McComb(9<sup>th</sup>) .

**EXCUSED:** George Doxtator(1<sup>st</sup>).

**ALSO PRESENT:**

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

**ALDERPERSONS:** Denise Mrozek(2<sup>nd</sup>), Brian Van Stippen(5<sup>th</sup>), Jeremy Slowinski(6<sup>th</sup>), Tony Patton(8<sup>th</sup>), and Mike Phillips(10<sup>th</sup>).

**CITY STAFF MEMBERS:** City Attorney Andrew Beveridge, Human Resources Manager Lisa Jakusz, Streets Superintendent Dennis Laidlaw, City Clerk John Moe and Interim Police Chief Martin Skibba.

**OTHERS PRESENT:** Nate Enwald – P.C. Gazette, Brandi Makuski – Stevens Point City Times, Bob Fisch – 1033 Smith Street, Barb Jacob – 1616 Depot Street, Tori Jennings – 1632 Ellis Street, Justin Johnson – 1224 Portage Street, Lindsey Kemnitz – 2035 Ellis Street, Neil Prendergast – 1924 Plover Street and Trevor Roark – 601 Washington Avenue.

**Mayor Mike Wiza called the Board of Public Works meeting to order at 6:10 p.m. on October 12, 2015. The meeting was held at the Lincoln Center located at 1519 Water Street in Stevens Point.**

**Mayor Mike Wiza asked for a roll call.**

All were present with the exception of Alderperson George Doxtator who was excused.

**1. Consideration and possible action to accept the Directors Report and place it on file.**

Director Schatschneider introduced Dawn Klish from the Streets Department, filling in as recording secretary in the absence of Tricia Church.

Neil Prendergast, 1924 Plover Street stated that he had a suggestion regarding the lane closure on the Clark Street Bridge and felt it was an appropriate time to gather

data regarding how that bridge operates with fewer lanes given some of the potential changes that could happen downtown for walkability and bike mobility.

Mayor Wiza clarified that there was a suggestion about adding a bike lane from the Emy J's Coffeehouse and Café' area all the way across the bridge to Mead Park and the bridge scour project is affording us the opportunity to see what affect the closure would have, even though it does not go the whole length of the project area. This is something we are currently looking at because the possibility exists of implementing a bike lane.

There were no other questions or comments regarding the Director's Report.

*Aldersperson Ryan made a motion to accept the Director's Report and place it on file; seconded by Aldersperson Oberstadt.*

*Ayes all; nays none; motion carried.*

## **2. To accept the Isadore Parking Ordinance Amendments in Sections 9.06.**

Director Schatschneider said the map on page seven shows the three areas we are proposing to create no parking zones. This a result of Lot Y coming online. These no parking zones are adjacent to a driveway to Fire Station #1 and the driveway to Lot Y. This is just reinforcing that you cannot park there.

There were no questions or further comments regarding the Parking Ordinance Amendments.

*Aldersperson Ryan moved to accept the Isadore Parking Ordinance Amendment; seconded by Aldersperson Kneebone.*

*Ayes all; nays none; motion carried.*

## **3. Follow up discussion regarding the SEH Parking Management Plan and future RFP regarding multi-space parking meters.**

Director Schatschneider referenced the memo on page eight and said he wanted to have a discussion among the council on this parking plan and to consider how we want to move forward. Director Ostrowski's attendance was acknowledged to help answer any questions. We thought a good first step was to briefly go over the plan again and see if there are any questions and possibly move forward next month with an RFP, the RFP would go out after council approval to kind of get a feel for what multi-space parking meters would cost and by getting the idea of what the meters would cost, it would also give us an idea on what we have to do to build an infrastructure to support these new meters. The RFP doesn't commit us to anything but the RFP will give us functional information about the meters because that is one of the critical aspects of this. It doesn't mean we can't have further discussion about anything in the plan. But, we want to keep this ball in the air, because sometimes

what happens is plans are done and they get put off to the side and we don't want to see that happen.

Mayor Wiza stated that one of the things that we want to do is to keep things moving, we are not committing to putting meters anywhere. All we would be doing is looking at what these space meters cost. If they are \$50,000 apiece and it is going to take another \$100,000 of resources on the city's side to maintain them and interface with them maybe that is not something we want to do yet. So, we are not looking at where we are going to put any of this stuff. We just want some ideas on how the council wants to move forward with any of these suggestions. One of the things that was standing out for me was making Isadore and Reserve one way streets between Fourth Avenue and Maria. That would give us the ability to put hundreds of additional parking spots on campus for students, taking that parking burden off some of the surrounding neighborhoods. That is something we can do relatively easy, a couple of ordinance changes and some paint and we are good to go. But the meters as the director stated are going to require a little more thought. I am looking for some feedback on what your thoughts are. Maybe someone from the audience has thoughts or ideas on the plan. Possibly some priorities, on what you think we might want to move forward with right away or what we want to wait and see on.

Bob Fisch, 1033 Smith Street said that this is regarding the possibility of Isadore and Reserve becoming one way streets, these of course are currently very heavily used bicycle streets. Being one way streets would make bicycle travel very awkward. So if you were considering putting in angle parking, I would ask that you put in some type of bike lane so that bicycle travel would still be two way on Reserve and Isadore even though they are one way streets for motor vehicles.

Alderpersion Ryan said he had a meeting at UWSP with a bunch of university officials about street safety. The one way street topic was brought up and shared by multiple people, there concern is if we don't put in a bike lane in conjunction with changing the streets to one way to create parking you are going to push that bike traffic on to those sidewalks which are already heavily traveled. I think doing those two things in conjunction with each other would be successful.

Alderpersion Ryan also said I think the kiosks around the university are a good idea. I think the study was well done. The number one idea of concern is that we already have a lot of homes that the entire backyard is paved and if we put kiosks in all of those areas without a plan and push more parking into backyards, we will see a huge increase in that and we should have a plan to deal with that ahead of time.

Mayor Wiza said students can legally park there now. But, it is something to think about. Staff will be putting together an RFP and we will be looking at this next month.

There were no further questions or comments regarding the follow up discussion on the SHE Parking Management Plan and future RFP regarding multi-space parking meters.

**4. Discussion regarding proposed ordinance modifications to Chapter 7 Health and Sanitation, Section 7.06 Garbage Collection.**

Director Schatschneider said the item here tonight is for discussion only. We have included the two existing ordinance areas that need to be updated, along with the suggested updates. The cities solid waste/recycling program has changed and grown over the years and since Superintendent Laidlaw and Dawn Klish are at the meeting tonight, it is the perfect opportunity to bring this forward. We are looking to have something permanently in place by January of 2016.

Aldersperson Oberstadt said it was pretty obvious the ordinance needs updating.

Superintendent Laidlaw said Dawn Klish put a tremendous amount of thought and effort into these updates and I think she did a terrific job.

Mayor Wiza agreed and said there will be time to review this and if you have questions please feel free to contact my office or the director's office.

There were no further questions or comments on the discussion of the proposed ordinance modification to Chapter 7 Health and Sanitation, Section 7.06 Garbage Collection.

**5. Presentation of the City's winter road maintenance / snow and ice policy.**

**\*\*Due to the length of the presentation, please visit our website to view the PowerPoint slides and follow along with the presentation.\*\***

**6. To approve the purchase of a salter / sander insert for an existing plow truck from Truck Equipment, Inc. in the amount of \$33,363.00.**

Director Schatschneider referenced page 36 of this month's agenda and asked if anyone had any questions.

There were no further questions or comments about the purchase request of a salter / sander insert for an existing plow truck from Truck Equipment, Inc. in the amount of \$33,363.00.

*Aldersperson McComb moved that we purchase a salter / sander insert for an existing plow truck from Truck Equipment, Inc. in the amount of \$33,363.00; seconded by Aldersperson Oberstadt.*

*Ayes all; nays none; motion carried.*

**7. ADJOURNMENT: Mayor Mike Wiza adjourned the October 12, 2015 Board of Public Works Meeting at 6:43 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 subsection 151 of Section 9.05(j) of the Revised Municipal Code, **No Parking Here to Corner** is hereby **created** to read as follows:

9.05(j) 151. On the west side of Isadore Street from Portage Street to a point 16 feet north of Portage Street.

**SECTION II:** That subsection 315 of Section 9.05(g) of the Revised Municipal Code, **No Parking** is hereby **created** to read as follows:

9.05(g) 315. On the west side of Isadore Street from a point 58.5 feet north of Portage Street to a point 111 feet north of Portage Street.

**SECTION III:** That subsection 316 of Section 9.05(g) of the Revised Municipal Code, **No Parking** is hereby **created** to read as follows:

9.05(g) 316. On the west side of Isadore Street from a point 133 feet north of Portage Street to a point 184 feet north of Portage Street.

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

APPROVED: \_\_\_\_\_  
Mike Wiza, Mayor

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

Dated: October 5, 2015  
Approved: October 19, 2015  
Published: October 23, 2015



PERSONNEL COMMITTEE MEETING  
Monday, October 12, 2015 – 6:44 p.m.  
Lincoln Center ~ 1519 Water Street

PRESENT: Chairman Phillips; Alderpersons Slowinski, Mrozek, Patton, Oberstadt

OTHERS

PRESENT: Mayor Wiza; C/T Ladick; Attorney Beveridge; Clerk Moe;  
Alderperson(s) Ryan, Kneebone, Morrow, Van Stippen, McComb;  
Director(s) Lemke, Schatschneider, Ostrowski, Schrader; Chief Finn;  
Interim Chief Skibba; Barb Jacob; Carrie Freeberg; Layne  
Cozzolino; Nate Enwald ~ PC Gazette; Brandi Makuski ~ SPCT;  
Human Resource Manager Jakusz

Chairman Phillips called the meeting to order.

1. Aldermanic Salary Increase.

Mayor Wiza stated this topic has come up periodically over the past years, but the salary hasn't been increased for Alderpersons since 2005. He reminded those in attendance that, if approved, the increase would be for those Alderpersons elected in 2016; and then in 2017 as the Alderman cannot approve an increase for themselves. His recommendation is to increase the annual salary by \$500 and increase the pay for the Council President by \$200.

Barb Jacob spoke on the matter and voiced her opinion that it's about time the pay be increased. She also stated that a \$500 increase isn't enough. She feels the City should consider implementing a base pay and then a per meeting per diem such as the City of Marshfield because some alders serve on more committees than others.

Chairperson Phillips questioned whether the committee assignments are spread equally.

Mayor Wiza responded they pretty much are now; but that isn't always the case. He reminded that the alders are not giving themselves a raise per his earlier comments.

Alderman Morrow voiced his opposition to the per diem pay idea. He feels that it's hard to attend several additional meetings if you have a job. The way the committee structure currently functions is better in that there isn't an incentive to have extra meetings.

Motion by Alderman Patton, second by Alderman Oberstadt to approve the increase in Alderperson pay to \$5,300 for Alderman and an additional \$200 for the Council President, effective with the 2016 and 2017 elections.

Motion passed with a vote of 4 – 1; Alderperson Mrozek dissenting.

2. Salary for Municipal Court Judge for 2016 – 2020 term of office.

Mayor Wiza stated that although the Municipal Court has been up and running for just over a year, it has been successful. When the Municipal Court was initially established, the Joint Municipal Court Oversight Committee was conservative in setting the salary for the Judge. The Joint Municipal Court Oversight Committee met recently and recommended increasing the salary for the Judge to \$16,000 for the next term. Mayor Wiza stated that compared to the salaries of other Municipal Court Judges, we are low. He added that revenue is running slightly more than expenses right now so we are able to increase the salary.

Comptroller/Treasurer Ladick stated that some of the initial start-up costs have gone away. The Municipal Court is above the break-even point.

Human Resource Manager Jakusz questioned Mayor Wiza as to whether the action taken by the Personnel Committee this evening should be contingent upon the Village of Plover approving the salary increase as well. He indicated that was correct.

Motion by Alderman Slowinski, second by Alderman Patton to increase the Salary for the Joint Municipal Court Judge to \$16,000 for the 2016-2020 term of office contingent upon the Village of Plover also approving this salary.

Ayes all, nays none. Motion carried.

3. Implementation of a voluntary Dental/Vision Plan for City of Stevens Point employees who do not bargain over health related benefits.

Human Resource Manager Jakusz stated that in the past, City of Stevens Point employees have been able to “piggy back” on the voluntary dental plan offered by Portage County AFSCME. We were able to get a competitive quote for voluntary dental and vision so that we can offer the plan; this would allow employees to have the premiums deducted on a pre-tax basis.

Motion by Alderperson Mrozek, second by Alderman Slowinski to approve implementation of a voluntary Dental/Vision Plan for City of Stevens Point employees who do not bargain over health related benefits.

Ayes all, nays none. Motion carried.

4. Amendment to Administrative Policy 3.01 - add Inspectors to those receiving a stipend for safety toed shoes.

Human Resource Manager Jakusz stated that Director Ostrowski had requested this amendment to afford a safety toed shoe allowance for his four inspectors.

Alderperson Mrozek questioned whether employees who receive the stipend are required to wear the safety toed shoes. Human Resource Manager Jakusz stated that is correct; these employees would be required to wear the safety toed shoes whenever they are in the field doing inspections.

Motion by Alderman Patton, second by Alderperson Mrozek to approve the amendment to Administrative Policy 3.01 adding Inspectors to those receiving a stipend for safety toed shoes.

Ayes all, nays none. Motion carried.

5. Request to move Utility Management Employees to the Central States Health Plan effective 1/1/2016.

Chairman Phillips referred to Director Lemke’s memo that was included in the packet.

Human Resource Manager said that in the past few years there have been several promotions from the hourly employees to management positions. Because the hourly employees are on the Central States Plan and the management employees are on the City's self-funded health plan, those promoted have had to change health plans mid-year which meant the possibility of having to meet deductibles on two separate health plans.

Motion by Alderman Slowinski to approve moving the Utility Management Employees to the Central States Health Plan effective 1/1/2016, second by Alderperson Oberstadt.

Ayes all, nays none. Motion carried.

6. Adjustment to pay grade for Drop off Attendant Position.

Chairperson Phillips stated that after the completion of the pay study, he and the former Mayor were tasked with reviewing and making a determination for those employees who appealed the placement of their position. He stated that this employee did not appeal the grade placement for his position. He added that based on the information provided in Director Schatschneider's request, if the grade placement had been appealed, he would have been in favor of granting the appeal and placing the position in F. He noted that movement of this position to this grade will not result in any additional compensation because his pay is redlined in grade F as well.

Alderman Patton moved to approve the request, Alderman Slowinski seconded.

Ayes all, nays none. Motion carried.

7. Adjournment – 7:04 p.m.

SALARY COMPARISONS FOR MUNICIPAL JUDGES AND ADLERPERSONS

City/Village	Judge	FTE	Common Council
Antigo	NA	NA	\$900.00
Appleton	NA	NA	\$5,636.00
Baraboo	NA	NA	\$3,600.00
Brookfield	\$31,137.00	PT	\$9,911.00
Cederburg	\$74,000.00	FT	\$2,400.00
Chippewa Falls	NA	NA	\$3,000.00
De Pere	\$20,000.00	PT	\$6,392.00
Finchburg	\$15,000.00	PT	\$5,000.00
Fond Du Lac	NA	NA	\$5,000.00
Green Bay	\$69,367.00	\$0.65	\$9,887.00
Kaukauna	\$9,968.00	PT	\$3,600.00
Kenosha	\$63,000.00	FT	\$5,500.00
Lacrosse	\$34,264.50	16-20 hour	\$4,197.96
Manitowoc	\$22,440.00	PT	\$6,670.00
Marshfield	\$18,711.00	PT	\$4,500.00
Menasha	\$28,255.55	PT	\$5,190.00
Merrill	\$16,000.00	PT Less than 1200 hr a year	\$3,459.00
Milwaukee	\$133,049.02	FT	\$73,222.24
Muskego	\$11,000.00	PT	\$7,638.00
Neenah	\$28,255.55	PT	\$4,475.00
New Berlin	\$28,368.88	PT	\$7,000.00
Oconomowoc	NA	NA	\$6,436.00
Pewaukee	\$15,369.00	PT	\$5,040.00
River Falls	\$20,950.08	PT	\$6,000.00
South Milwaukee	\$19,300.00	PT	\$7,860.00
<b>Stevens Point</b>	<b>\$12,000.00</b>	<b>PT</b>	<b>\$4,800.00</b>
Sun Prairie	\$28,510.80	PT	\$6,500.00
Superior	NA	NA	\$4,800.00
Verona	\$8,885.00	PT	\$4,500.00
Watertown	\$29,203.00	PT	\$4,944.00
Waukesha	\$30,000.00	PT	\$6,500.00
Wausau	\$20,222.28	PT	\$5,350.00
West Allis	NA	NA	\$7,384.00
Wisconsin Rapids	\$16,098.61	PT	\$5,880.00



**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 3.39 of the Revised Municipal Code of the City of Stevens Point is hereby amended to read as follows:

3.39 That the salary for the office of Alderperson shall be as follows:

Commencing April 19, 2016 - \$5,300.00 per year

In addition the Alderperson elected as Council President shall receive an additional \$200.00 per year.

**SECTION II:** The annual salary shall be payable in quarterly installments or monthly, at the option of the alderperson.

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

APPROVED: \_\_\_\_\_  
Mike Wiza, Mayor

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

Dated: October 14, 2015  
Adopted: October 19, 2015  
Published: October 23, 2015



## RESOLUTION

**WHEREAS**, the Stevens Point – Plover Joint Municipal Court Committee has deemed it necessary to adjust the salary for the position of Municipal Court Judge for the upcoming and subsequent terms of office; and

**WHEREAS**, the Common Council concurs in the determination to adjust the salary for the position of Municipal Court Judge for the upcoming and subsequent terms of office;

**NOW THEREFORE BE IT RESOLVED**, that pursuant to Stevens Point Revised Municipal Code Section 33.03(f), the Common Council of the City of Stevens Point hereby directs that the salary for the position of Municipal Court Judge shall be sixteen-thousand dollars (\$16,000.00) per year for terms commencing after January 1, 2016.

APPROVED: \_\_\_\_\_  
Mike Wiza, Mayor

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

Dated:           October 14, 2015  
Adopted:       October 19, 2015





appropriate and not arbitrary and capricious, given the circumstances associated with the discipline.

- D. Some actions are so severe and damaging to the City or its employees that a supervisor may feel it is warranted to override the normal progressive discipline process and immediately proceed to a higher level of corrective action. If a supervisor feels more severe action is warranted, it is recommended that he/she discuss the case with his/her supervisor, the City Attorney, and/or the Personnel Office prior to administering the disciplinary measure.
- E. An employee has the right to representation at all steps of discipline; however, he/she may waive that right if they wish.

## 2. Progressive Discipline

### A. Verbal Warnings

A verbal warning is given for a less serious offense or performance problem. A verbal warning is a discussion with the employee of the specifics of the problem, including what performance or behavior is expected in the future. The supervisor should make a note of the warning and see that a copy is given to the Personnel Office for placement in the personnel file. The note should clearly indicate this is a verbal warning and should include the employees name, the date, time, place, and reason for the warning.

NOTE: As in all steps of progressive discipline, formal documentation is extremely important. Documentation is used to establish a pattern of behavior upon which to proceed to a higher level of discipline.

### B. Written Reprimands

- (1) A written reprimand is issued when verbal warnings prove unsuccessful or when an employee's behavior or conduct requires something more serious than a verbal warning.
- (2) A written reprimand should include the following information:
  - (a) A description of the specific problem or offense and when it occurred.
  - (b) What actions and/or previous disciplinary measures have been taken to correct the problem?

- (c) What behavior or performance expectations must be met in order to correct the problem?
  - (d) A warning that further unsatisfactory behavior or performance may result in additional discipline, up to and including dismissal.
  - (e) A notation that a copy has been placed in the employee's permanent personnel file. NOTE: If the employee is represented by a union, a copy of the reprimand should be forwarded to the union steward.
- (3) The Division Head or Department Head will review and sign the reprimand to ensure that it is consistent, fair and proper. The supervisor should then formally discuss the reprimand with the employee. Both the supervisor and employee should sign the reprimand to indicate it has been discussed and reviewed. The employee may attach a brief written comment to the reprimand if he/she chooses. A copy of the reprimand (including any attachments) should be kept by the supervisor and the employee. The original document should be sent to the Human Resource Manager for placement in the personnel file.

#### C. Suspensions

- (1) If an employee receives a written reprimand and engages in similar conduct within a period of twelve months, or engages in serious misconduct, he/she will be suspended without pay for a minimum of one day. Notice of the suspension (including the dates) should be given in a written document. NOTE: It is recommended that three (3) day suspensions do not begin on Monday nor end on Friday.
- (2) In certain instances a supervisor may feel it necessary to remove an employee from the work environment pending further investigation of the details surrounding a suspected violation. In cases such as this, the employee will be given an indefinite suspension (leave) immediately without pay until an investigation has been made and the action to be taken determined. Should the investigation reveal no violation or negligence existed on the part of the suspended employee, he/she will be immediately reinstated with full back pay. Should the investigation reveal circumstances requiring disciplinary action, the supervisor may opt to reinstate the employee with full, partial, or no back pay depending upon the seriousness of the offense. The supervisor may also determine that certain actions warrant additional suspension or termination.

D. Termination

(1) An employee may be subject to termination based on his/her conduct, or based on conduct and prior instances of conduct.

(2) Letter of Intent

The supervisor must issue a letter explaining his/her intent to terminate employment. This letter of intent must have the signed approval of the department head and City Attorney. A copy of the letter must be placed in the employee's permanent personnel file. The letter must:

- (a) Explain the reason(s) for the termination and detail specific dates and times, if appropriate.
- (b) Make clear the fiscal conditions of the termination including the last day for which the employee will receive pay and the amount of accrued annual leave to be paid.
- (c) Inform the employee of his/her rights under the Grievance Procedure described in Policy 2.10.

**Proposed Amendment to Administrative Policy 2.11 (1) (C)**

Disciplinary action taken should be reasonable appropriate and within the guidelines as outlined below:

1. Whether the employee could reasonably be expected to have had knowledge of the probable consequences of their alleged conduct.
2. Whether the rule or order that the employee allegedly violated is reasonable.
3. Whether the City, before disciplining/terminating the employee, made a reasonable effort to discover whether the employee did in fact violate a rule or order.
4. Whether the investigation described under section 3 was fair and objective.
5. Whether the City discovered substantial evidence that the employee violated the rule or order as described in the discipline/termination action filed against the employee.
6. Whether the City is applying the rule or order fairly and without discrimination to the employee.
7. Whether the proposed discipline reasonably relates to the seriousness of the alleged violation and to the employee's record of service with the City.



**FINANCE COMMITTEE  
OCTOBER 12, 2015 AT 7:07 P.M.  
LINCOLN CENTER – 1519 WATER STREET**

**PRESENT:** Ald. Slowinski, Phillips, Patton, Van Stippen and Kneebone

**ALSO**

**PRESENT:** Mayor Wiza; C/T Ladick; Clerk Moe; City Attorney Beveridge; Directors Ostrowski, Schrader, Lemke, Schatschneider; Ald. Ryan, Mrozek, Morrow, McComb, Oberstadt; Interim Police Chief Skibba; Fire Chief Finn; Deputy C/T Freeberg; Brandi Makuski; Nate Enwald; Barb Jacob; Steve Shepro; Jeff Kraemer

**ITEM #1 – PUBLIC COMMENTS ON THE PROPOSED 2016 CAPITAL BUDGET.**

There were no public comments.

**ITEM #2 – APPROVAL OF 2016 CAPITAL BUDGET.**

Mayor Wiza thanked C/T Ladick for the idea and bringing this forward earlier and getting a lot more public, aldermanic and department participation. He welcomed any additional comments, now and in the future, on how to improve this process.

Ald. Slowinski agreed with Mayor Wiza, stating absorbing smaller pieces of the budget at one time is easier.

Ald. Kneebone questioned what the process was that got the list and amount narrowed down to what it is at. Mayor Wiza stated the departments were given the on-going capital spreadsheets and asked them to look it over for changes, etc. Once that was done, the requests were reviewed by himself and C/T Ladick. There were meetings held with all the department heads to go over their requests and then he did some site visits to see the items that were being requested. After that, he met with C/T Ladick again and figured out how much money they had and what we could accomplish with it. It was then sent back to the Department Heads to let everyone review what they came up with and if need be, plead their case. That brings us to the public hearing and now approval.

Motion made by Ald. Patton, seconded by Ald. Kneebone, to approve the 2016 Capital budget.

Ayes: All                      Nays: None                      Motion carried.

**ITEM #3 – APPROVAL OF QUOTE FOR 2016 PROPERTY INSURANCE COVERAGE.**

C/T Ladick stated in the past we have been insured by the Local Government Property Insurance Fund (LGPIF) through the State, but unfortunately that Fund is having some issues so they are increasing their premiums by 85%, which prompted us to look for some other options. The League of Wisconsin Municipalities was able to put together the Municipal Property Insurance Company (MPIC), to replace the LGPIF. The two quotes that he received were in the packet, one was for a \$10,000 deductible and one was for a \$25,000 deductible. We have had a \$10,000 deductible in the past and even though \$25,000 sounds like a big deductible, he looked at our claims and the difference in premiums and over the last five years we would have had an additional \$19,844 that the City would have had to pay in claims with a \$25,000 deductible. However, over five years, we would save \$55,195. He recommends the \$25,000 based on our claims, experience and cost.

Ald. Slowinski questioned how this compares to years past with LGPIF. C/T Ladick replied it is fairly comparable. Our premium for this year was \$80,000 but the \$90,000 premium is exactly the same rate that we got from the LGPIF, the difference is actually that the value of our property has gone up. If we wanted to keep the deductible at \$10,000, we would be looking at a rate increase of 12%. He also mentioned that this quote does encompass, as it does every year, the entire City, which would include Water, Sewer, Transit, and the Housing Authority; the general fund portion is only about \$30,000.

Motion made by Ald. Phillips, seconded by Ald. Van Stippen, to approve the staff recommendation by going to MPIC with a \$25,000 deductible, standard premium being \$90,868.

Ayes: All                      Nays: None                      Motion carried.

**ITEM #4 – WITHDRAWAL FROM THE LOCAL GOVERNMENT PROPERTY INSURANCE FUND.**

Motion made by Ald. Patton, seconded by Ald. Phillips, to approve the withdrawal from the Local Government Property Insurance Fund.

Ayes: All                      Nays: None                      Motion carried.

**ITEM #5 – ORDINANCE AMENDMENT REPEALING SECTION 2.19 (RESOLUTIONS APPROPRIATING FUNDS) AND SECTION 2.23 (CLAIMS AGAINST CITY) OF THE REVISED MUNICIPAL CODE.**

C/T Ladick stated he is doing some housekeeping with the ordinances and found that these two ordinances are under Chapter 2, (Standing Rules for the Government of the Common Council), which really is not the right place to have ordinances that deal with Finance because we have Chapter 4 of the City Ordinances, which is titled Finance. He believes it is important to make our ordinances user friendly and that people know where to look for any sort of restrictions on anything related to finance. He stated that in regards to 2.19, Governing Resolutions Appropriating Funds, the budget is a resolution appropriating funds and under this ordinance, it would require a vote of the Council of at least 8 members, regardless of how many are present. The problem could potentially be that if 8 alderpersons is a quorum and only 8 show up and one of them votes against the budget, you would not have a budget. He stated that in general, to require 2/3's of the entire body makes sense for things where there is a status quo option, an option to do nothing, but there is not an option to fail to adopt a budget. We have to adopt a budget, it is a statutory requirement.

Ald. Patton asked if the two-thirds requirement would also apply to something that we would borrow money for.

C/T Ladick responded that borrowing only requires a simple majority, but spending the borrowed funds would require a two-thirds majority.

Ald. Patton responded that he would be against it then, because of the upcoming vote on Edgewater.

C/T Ladick responded that if there is a desire to keep the two-thirds threshold, then we should put the two-thirds requirement on the initial borrowing to avoid a situation where we would borrow money but be unable to spend it.

Mayor Wiza stated that he agreed that if the Council wants to keep the two-thirds requirement, then it should apply at the borrowing level, rather than the spending level. He commended C/T Ladick and his staff for finding this because even though it has not been a problem in the past, he is being proactive in reviewing ordinances and making changes to avoid issues in the future.

Ald. Patton stated that he would like to have this come back next month so he has time to research it and review how certain scenarios would be impacted.

City Attorney Beveridge stated that this would not change the two-thirds requirement for adopting the budget, but it would eliminate the two-thirds requirement for spending the budgeted funds.

Ald. Van Stippen stated that if the intention to move these provisions from chapter 2 to chapter 4 of the City ordinances, could staff bring back recommended changes next month.

City Attorney Beveridge stated that the two-thirds requirement already exists in Chapter 65 of state statute.

Ald. Van Stippen asked if there is a need then to have this in Chapter 2.

City Attorney Beveridge responded no, he doesn't think there is a need to have this at all, that he checked with several other municipalities and they don't have this self-imposed higher threshold, and that this could lead to some odd parliamentary positions.

Clerk Moe asked if there are similar requirements at other municipalities.

C/T Ladick responded that he checked with Marshfield, Wausau, and Portage County, and none of them have a similar requirement.

Ald. Kneebone stated that this seems redundant, and if there are already other safeguards in place, then do we need this at all.

Mayor Wiza stated that it is more than redundant, it actually conflicts with Chapter 4.

Ald. Patton stated that he would like to postpone action on this item until the next Finance Committee meeting.

C/T Ladick stated that this would cause us to miss our window for this budget, but that is okay because his concerns are more long term, and he just wants to make sure that at some point this is addressed.

City Attorney Beveridge stated that this doesn't actually have anything to do with the budget process, it has to do with appropriations after the budget has been established, and it doesn't apply to the actual adoption of the budget, just the appropriation that are made afterwards based on the adopted budget.

Ald. Slowinski asked if when we approve the budget, are we automatically appropriating the funds?

City Attorney Beveridge stated that the budget already requires two-thirds, and when the money is actually spent it is approved again through the payment of claims, which would require two-thirds under this provision.

C/T Ladick stated that the ordinance refers to "Resolutions Appropriating Funds", and we do adopt the budget by resolution, so his interpretation is that this would apply to the budget, but it maybe isn't 100% clear.

Motion made by Ald. Patton, seconded by Ald. Phillips, to postpone action on repealing these ordinances until next month.

Ayes: All

Nays: None

Motion carried.

**ITEM #6 – CHANGING THE PRICE OF THE LOT AT 5000 WHITETAIL DRIVE.**

C/T Ladick stated there is one lot remaining in Whitetail, which is Lot #2. It is a little unique because the easement for the natural gas line that runs through the subdivision takes up much of the lot. The issue is that the price of this lot is \$37,560 and in looking at a lot that sold right across the street, with similar square footage, it sold at \$32,400. Due to the fact that the easement does affect some building options on the site and also to be consistent with other lots, he recommended we change the price of Lot #2 to \$32,700.

Ald. Slowinski stated that since this was the last lot, the lot they voted on to buy back last month, must have taken care of itself. C/T Ladick stated it resolved itself because the owner ended up selling it to someone who has intention to build.

Motion made by Ald. Phillips, seconded by Ald. Patton, to approve changing the price of Lot #2 in Whitetail to \$32,700.

Ayes: All                      Nays: None                      Motion carried.

**ITEM #7 – REQUEST FOR RELEASE OF LIEN ON THE PROPERTY AT 1220 BRIGGS COURT. (RELATING TO AN EXISTING DEVELOPMENT AGREEMENT WITH CENTRAL RIVERS FARMSHED)**

C/T Ladick stated that we have a Developers Agreement with the Farmshed group. We originally provided them with a \$100,000 upfront incentive with a requirement to meet a specific assessed value and we also have a lien on that property until they hit one of two thresholds. One, to hit an assessed value on the improvements of \$250,000 for at least 12 months or two, if they would hit \$275,000, the lien could be released immediately. This year they hit \$263,900 and the City Assessor feels that they will, at least, remain at that same value into next year so we assume they will qualify for the release, however, they are requesting it to be released sooner.

Ald. Patton questioned why they needed it released early. Layne Cozzolino, Central Rivers Farmshed, replied this Developers Agreement was with Central Rivers Farmshed, Elodin Holdings, who owns the facility, and the City of Stevens Point. Elodin Holdings is the one that has that security in place. They have had their \$100,000 wrapped up in that building since 2011 and since they originally thought this would move faster than it has, he did not expect that the money would be tied up for this long. Although the agreement would be up in January, he would like the lien to be released a little early. They are also, just recently, a recipient of a USDA grant that will put an additional \$45,000 of investment into the facility, as well as some programmatic activities, so they are continuing the work and will continue to improve the facility.

Steve Shepro, Contracted Assessor for the City of Stevens Point, stated the value was \$263,900 as of January 1, 2015, so the twelve months would be up in January of 2016. He also stated the value will at least hold, but based on these discussions, could probably go up.

Motion made by Ald. Van Stippen, seconded by Ald. Kneebone, to approve releasing the lien on the property at 1220 Briggs Court.

Ayes: All                      Nays: None                      Motion carried.

**ITEM #8 – SALE OF A PORTION OF PROPERTY AT 1000 SIXTH AVENUE (PARCEL ID 2408-29-3003-22) TO VINCENT AND GINA MIRESE.**

Mayor Wiza stated this is the same thing that was discussed at the Plan Commission. This is a parcel of land that the City owns that we do not use. That parcel includes the right of way for Third Street, and

just in case we ever wanted to run Third Street through, we are retaining those rights. This is part of the land that the City owns that was previously used as a community garden. The people that run the community gardens decided this was not a site they wanted to continue to use due to some water issues and because of that, the neighbor to the east inquired about the parcel. It was reviewed with City staff and they had a survey map completed. By doing this, it will bring the Miresse's property into compliance because currently the lot lines run right next to his garage. It is land that we do not use and we would sell it for market value, \$4,900, which would then put it back on the tax roll.

Motion made by Ald. Phillips, seconded by Ald. Slowinski, to approve selling the portion of property at 1000 Sixth Avenue to Vincent and Gina Miresse for \$4,900.

Ayes: All                      Nays: None                      Motion carried.

**ITEM #9 – APPROVAL OF POTENTIAL LOAN WRITE-OFF DUE TO SHORT SALE AT 2924 OAK STREET.**

C/T Ladick stated the property is currently in foreclosure and we have a Community Development Block Grant Loan against it for \$10,000. A short sale is when a property is in foreclosure or going to foreclosure and someone attempts to sell the property to avoid the process of going to Sheriff's sale and having it auctioned off. In exchange, if we accept this offer, people will get paid with the funds of the sale. Based on the amount of equity that is in the property and based on our placement, (we are third on the list, behind the first mortgage with Wisconsin Housing and Economic Development Authority and the second mortgage from the Redevelopment Authority), it is unlikely that we will recoup any of our money.

Ald. Patton questioned what our benefit is by writing it off. C/T Ladick stated the only benefits would be that we would increase the chances that the Redevelopment Authority can recover some of their money that they have in the property and avoid a property being sold at auction.

Ald. Van Stippen questioned if there is any amount of staff time or cost to the City if there is a Sheriff's auction. C/T Ladick stated that the City Attorney's office does get notified that we have a property that is in foreclosure, but no time from the C/T office.

C/T Ladick stated the biggest savings is that the Redevelopment Authority could recoup some of their money, which is good because they do the Housing Rehabilitation loans and a Sheriff's sale is not the most ideal situation to have happening in our community.

City Attorney Beveridge stated his office just files a notice of appearance and a demand for surplus, that way if there is money leftover at the time of sale, it would be used to satisfy our mortgages.

Ald. Slowinski questioned that if there was enough money left over, we could potentially get some of our money back. C/T Ladick replied yes.

Motion made by Ald. Kneebone, seconded by Ald. Van Stippen, to approve the potential loan write-off, due to a short sale at 2924 Oak Street.

Ayes: All                      Nays: None                      Motion carried.

**ITEM #10 – APPROVAL OF PAYMENT OF CLAIMS.**

Motion made by Ald. Patton, seconded by Ald. Kneebone, to approve the payment of claims in the amount of \$799,664.66.

Ayes: All

Nays: None

Motion carried.

**ITEM #11 – ADJOURN INTO CLOSED SESSION (APPROXIMATELY 7:45 P.M.) PURSUANT TO WISCONSIN STATUTES 19.85(1)(E) (DELIBERATING OR NEGOTIATING THE PURCHASE OF PUBLIC PROPERTIES, THE INVESTING OF PUBLIC FUNDS, OR CONDUCTING OTHER SPECIFIED PUBLIC BUSINESS, WHENEVER COMPETITIVE OR BARGAINING REASONS REQUIRE A CLOSED SESSION) ON THE FOLLOWING: A. NEGOTIATING A POTENTIAL DEVELOPMENT AGREEMENT WITH KRAEMER DEVELOPMENT IN TIF DISTRICT 5.**

Motion made by Ald. Phillips, seconded by Ald. Patton, to approve adjourning into closed session at 7:55 P.M.

Roll Call: Ayes: Ald. Van Stippen, Kneebone, Slowinski, Phillips, and Patton  
Motion carried.

Nays: None

Adjourned in closed session at 8:38 P.M.

**SPECIAL FINANCE COMMITTEE**  
**September 21, 2015 AT 6:45 P.M.**  
**Council Chambers, 1516 Church Street**

PRESENT: Alderpersons Slowinski, Van Stippen, Kneebone and Phillips  
EXCUSED: Ald. Patton  
ALSO  
PRESENT: C/T Ladick; Mayor Wiza; Director Ostrowski; and City Attorney Beveridge.

**ITEM #1 – Transfer up to \$100,000 from the general fund (Fund 100) to the soil remediation fund (Fund 222) for the purpose of soil remediation at 1017 Third Street (Former Lullabye Site).**

Director Ostrowski explained the need for further environmental remediation at 1017 Third Street.

Ald. Slowinski asked what we would be getting for the \$100,000.

Director Ostrowski explained that the money would be used to remove the PCE contamination and the coal waste that is contaminated with PCE.

Motion made by Ald. Phillips, seconded by Ald. Kneebone, to approve the transfer of up to \$100,000 from the general fund (Fund 100) to the soil remediation fund (Fund 222) for the purpose of soil remediation at 1017 Third Street.

Ald. Phillips stated that he is concerned about the number of contracts that the City has with AECOM, and wondered if there are other vendors that can also perform this type of work.

Director Ostrowski replied that with this project AECOM was a preferred contractor through the State, and that AECOM was also familiar with the site.

Ayes: All            Nays: None

Motion Carried.

Adjournment at 6:52 pm



**Board of Water and Sewerage Commissioners**  
**Monday, October 12, 2015**  
**12:00 P.M.**

**MINUTES**

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

**ALSO PRESENT:** Joel Lemke, Mary Klesmith, Chris Lefebvre, Rob Molski, Pam Kruzicki and Angel Gebon (AECOM).

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## **ADMINISTRATION**

### **1. Approval of minutes of the September 14, 2015 meeting.**

**Motion made** by Mae Nachman, seconded by Jim Cooper to approve the minutes of the September 14, 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 September. The balance as of September 1, 2015 was \$4,744,279.26; the bank deposits recorded in September 2015 were \$619,432.65. Checks issued September 2015 numbered 49398 through 49482 were in the amount of \$533,027.76. The net balance on hand September 30, 2015 was \$4,830,684.15.

#### **WASTEWATER DEPARTMENT**

Eugene Tubbs also presented the statement of claims for the Sewage Treatment Utility for September. The balance as of September 1, 2015 was \$6,127,460.77; the bank deposits recorded in September 2015 were \$262,293.45. Checks issued September 2015 numbered 31275 through 31320 were in the amount of \$520,751.81. The net balance on hand September 30, 2015 was \$5,869,002.41.

#### **STORMWATER DEPARTMENT**

Eugene Tubbs also presented the statement of claims for the Stormwater Utility for September. The balance as of September 1, 2015 was \$1,076,818.33. The bank deposits recorded in September 2015 were \$65,378.75. Checks issued September 2015 meeting numbered 1450 through 1472 were in the amount of \$53,310.65. The net balance on hand September 30, 2015 was \$1,088,886.43.

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

*Ayes all. Nays none. Motion carried.*

## **III. WATER OPERATIONS**

### **3. Report on water distribution operations.**

The water operation report was distributed and reviewed for the month of September. A total of 675 valves have been operated in 2015.

4. **Report on water supply operations.**

Our pumpage in September was 175,833,000 gallons, an increase of 15,341,000 gallons of water from September 2014.

**IV. SEWAGE TREATMENT OPERATIONS**

5. **Report on Collection System Maintenance.**

The sewer report for the month of September was reviewed by the Commission. Rob said there was nothing out of the ordinary this month and a lot of jetting was done. Joel updated the Commission on the west side lining project. He said the project is complete. Rob added that the lining project was just shy of a mile. Joel mentioned there were a couple of collapses during the project but that overall, it was a good project and some of the responsibilities with the collapses are being worked through.

6. **Report on sewage treatment operations.**

Chris said the Wastewater Plant met all of the permit requirements in September. We produced 96% of the electricity that was used. The department also took in a record amount of trucked-in waste in September at 1.3 million gallons which is 2.5 times more than August. Joel told the Commissioners that Water and Waste Water Digest gave the department an award for the brewery project.

B.O.D. (5 average ppm), Phosphorus (0.368 average ppm) and Suspended Solid (4.70 average ppm) limits were met for the month of September 2015.

7. **Discussion and possible action on purchase of a replacement HVAC unit for the Wastewater office/lab building.**

Joel explained the lab requirements need a constant building temperature. The repairs and replacement prices are only hundreds of dollars apart. Paul Adamski said it would make sense for a more efficient replacement unit.

**Motion made** by Eugene Tubbs, seconded by Carl Rasmussen to approve the purchase of a replacement HVAC unit for the Wastewater office/lab building.

*Ayes all. Nays none. Motion carried.*

8. **Discussion and possible action on ABS mixer repairs.**

Chris said in 2011 the department purchased some mixers for the sludge storage tanks for the bio-solids. This year, however, two of the mixers failed due to the motors shorting out. The mixers were sent back to Crane Engineering. The Commission received a quote in the packet for the repair of the mixers. Chris noted it is in our best interest to have the motors repaired and that they will be stored differently in the future to prevent the motors from shorting out.

**Motion made** by Mae Nachman, seconded by Jim Cooper to approve the ABS mixer repairs.

*Ayes all. Nays none. Motion carried.*

**V. STORMWATER OPERATIONS**

9. **Report on Stormwater operations.**

Rob said storm water operations are finished up on the west side. He said approximately 1,200 feet of storm sewer was put in and it has been working well.

**VI. DIRECTOR'S REPORT**

10. **Verbal Report.**

Joel recognized Rob Molski's 25 year employment anniversary with the City of Stevens Point. He also noted that we are only a few thousand dollars away from a negotiation price on the Cypress property.

*The next Water & Sewerage Commission meeting will be on Monday, November 9, 2015 at noon.*

**VII. ADJOURNMENT**

**Motion made** by Mae Nachman to adjourn the meeting.

*Ayes all. Nays none. Motion carried.*

MEETING ADJOURNED  
12:19 pm

BOARD OF WATER AND SEWERAGE COMMISSIONERS  
EUGENE TUBBS, SECRETARY

**MEETING MINUTES**  
**BOARD OF PARK COMMISSIONERS**  
October 5, 2015

1. Roll Call
2. Approval of the September 2, 2015 Minutes
3. Request to Develop Cultural Commons in Pfiffner Pioneer Park (Stevens Point Rotary Club)
4. Director's report
5. Adjournment

**1. Roll Call**

Present: Freckmann, Glodosky, Hall, McDonald, Sorenson, Ald. Oberstadt,  
Excused: Ald. Slowinski, Ald. McComb, Bahling, Okonek

ALSO PRESENT: Community Development Director Michael Ostrowski, City Attorney Andrew Beveridge, Comptroller/Treasurer Corey Ladick, Parks and Rec. Director Schrader, Alderperson Phillips, Alderperson Morrow, Alderperson Oberstadt, Alderperson Ryan, Nate Enwald, Barb Jacob, Kevin Quevillon, Katja Marquart, Susan Zach, Leon Ostrowski, Aaron Kadoch, Don Keck, Jim Anderson, Cliff King, Neil Prendergast, Dave Wilz, Brandi Makuski, Janice Doxtater, Cathy Dugan, John Holdridge, Mark Erwin, Bobbie Erwin, Dick Judy, Sari Lesk, Dino Tlachac, Todd Kuckkuhn, Jerry Moore, Bob Fisch, and Bailey Bushman.

**2. Approval of the September 2, 2015 Minutes**

Motion by McDonald, seconded by Hall, to approve the September 2, 2015 minutes and place them on file.

Ayes all; Nays none; Motion carried.

**3. Request to Develop Cultural Commons in Pfiffner Pioneer Park (Stevens Point Rotary Club)**

Aaron Kadoch, 718 Linwood Avenue, explained the proposal is for a pocket type park inside of Pfiffner Park. This location was chosen because of it being a gateway to the river as well as the natural circular zone that everyone uses to approach the river and park. In the time of events, this area does not have a lot of activity, but just resembles a gateway to the park. The area would commemorate the sister cities of Stevens Point. In the area designated 2 in the diagram, would be an area of Exhibit Spaces and Kiosks could be set up for festivals on a rotating basis. The entrance would be a point of beginning to the commons and point of interdiction to the area. There would be an outdoor classroom area as well as an interactive walking labyrinth. This designed area would be a gateway to the city as well as the downtown and would have an interactive app to explain the history and the area. The hope is for simple maintenance of the landscaping. The Rotary has already given some assistance in the development and they would be commemorated by the multiple gear symbols throughout the park.

Mayor Wiza stated some of the photos are more representative of what they are trying to do in the area, as this is only a conceptual plan at this time. The existing area is small, and this would be a tremendous example of several community groups all coming together to try and do something significant for the community in an underutilized area of park space. This also ties in to the fact that we are trying to connect Main Street with the Riverfront. Also, there is no tax money involved in this project. There will be a fundraiser to install the park and the continued maintenance of this area.

Mr. Kadoch stated that the use of the stone is possible and feels it is a good idea as well as tying into the polish heritage of the area with the use of the stone. He mentioned that the space would be kept simple to make it easier to maintain as well as the development, would take place in phases and can continue to grow as time goes on. He continued stating this site was chosen due to it being the location that Stevens Point first began and would in cooperate the Native American, logging and marketplace history of the city.

Mayor Wiza feels the mini amphitheater would be good for the schools, boy scouts, and local musicians to use. This project shows great community involvement to enhance our community.

Alderson Kneebone suggested that the perception of lack of citizen input could be compromised with citizen input on the kiosks. Mayor Wiza explained that the kiosks may be used by not installed right now. Mr. Kadoch added that they are intended to be removable and temporary.

Mayor Wiza explained that his location was chosen due to its lack of utilization in the existing park.

Director Schrader explained that this location was chosen due this area already having close parking, the close proximity to rest rooms, easy accessibility, and centrally located. This area used to be used as the Wells Fargo exercise area. There have been several groups that have brought ideas to the Parks Board, and they are told to have prepared the costs and plans before it is brought directly to the board for review.

Freckmann was concerned that proposal may be planting too much in such a small space. That maybe it would be better to start out with less plants to begin with and keep it a little more simple.

McDonald liked the idea of them using local experts as it relates to the type of plants. She also recommended that the proposed booths around the edge have some type of consistency, and that they consider using native stone throughout the project (similar to the WPA stone projects in the parks).

Ald. Oberstadt loved the concept and thought it fit very well into this area of the park, seeing it currently gets little use now.

Sorenson asked how and who would be responsible for maintenance and funding of the maintenance.

Schrader stated that we will have a maintenance agreement with the Rotary Club and the Sister/Partner Cities outlining how they will maintain the area, and that they are planning on setting up a maintenance endowment (similar to the one the KASH Committee did for KASH playground) to cover ongoing repair/maintenance.

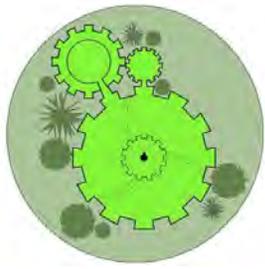
**Motion by McDonald, seconded by Oberstadt, to approve the Common Cultural concept as submitted along with the Maintenance agreement.**

**Ayes all, Nays none; Motion carried.**

#### **4. Adjournment**

**Motion by Oberstadt, seconded by Hall, to adjourn the meeting.**

**Ayes all; Nays none; Motion carried, 6:40 p.m.**



# The Cultural Commons

An Interactive Garden and Education Space

## Project Title: The Cultural Commons: An Interactive Garden and Education Space

### Our Vision Statement

Our vision is to create a garden and education space within Pfiffner Park to serve as an interactive and dynamic educational experience for all people. This space will establish a natural *point of beginning* along the Wisconsin River, leading to a greater understanding of and connection to our community's past, present, and future multicultural heritage.

### Founding Organizations

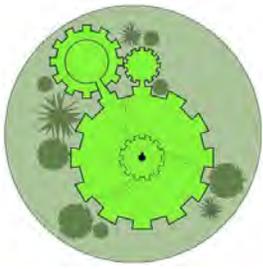
The Rotary Club of Stevens Point, the Partner City of Estelí, Nicaragua, the Sister Cities of Gulcz, Poland and Rostov Veliky, Russia, along with support from the UWSP community, have joined together to conceptualize, create, and dedicate an attractive and enduring reflection of our collective role in the culture of Stevens Point.

### Why is this project being proposed?

The gardens will honor our community's history and heritage and the long-term international relationships with the people of Rostov Veliky, Russia, Gulcz, Poland, and Esteli, Nicaragua. The gardens will be a strong and visible statement of commitment to the idea that we in Stevens Point, Wisconsin are indeed part of a wider world.

### Objectives

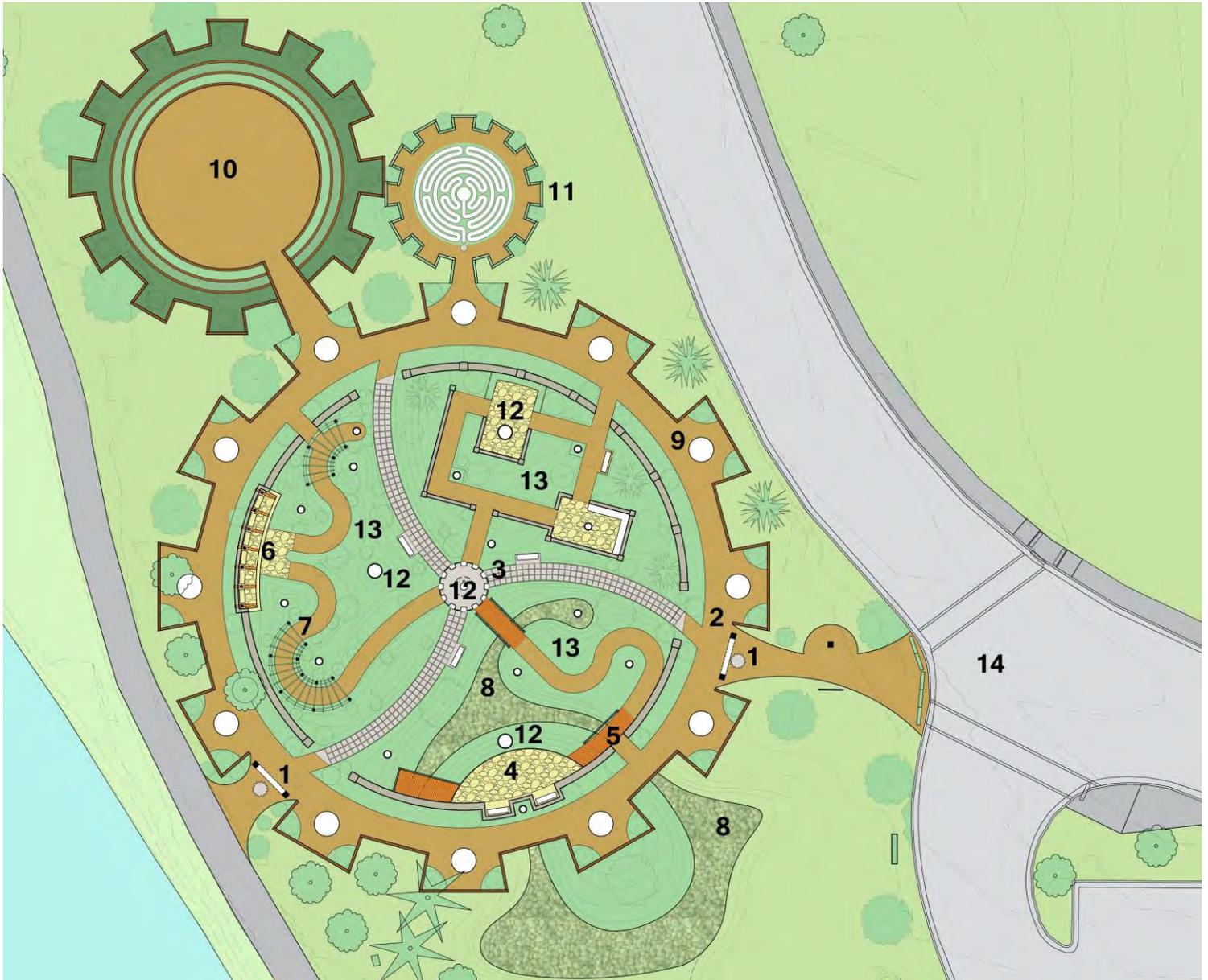
- **Represent** the different cultures of the three sister/partner cities through native plantings, shade structures, and walking paths as well as through an interactive smart phone application.
- **Educate** about local and regional heritage and culture via initiatives, tourism, activities and events as well as historical facts linked by phone app, and as experienced within the gardens.
- **Celebrate** multicultural relationships through unique sculptures and other site features.
- **Create** an outdoor place for people to come together for celebration, education, and learning through a variety of experiential spaces such as an outdoor classroom amphitheater, a reflective labyrinth, and flexible community organization exhibit areas.
- **Develop** greater awareness and appreciation of other cultures, local heritage, and international relationships.
- **Enhance** aesthetic and functional enjoyment of the Riverfront.
- **Promote** cultural tourism
- **Support** health and wellness through the gardens' proximity to existing natural areas such as the Wisconsin River and the Green Circle Trail
- **Encompass** sustainable design through native plantings, natural materials, and wildlife habitat
- **Live** as an enduring multicultural, multigenerational, fully accessible space as linked to a vibrant community life.



# The Cultural Commons

An Interactive Garden and Education Space

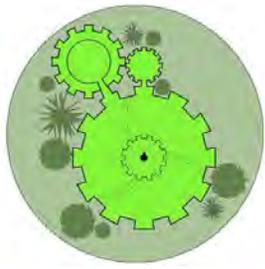
## Proposed Site Plan and Features



1. Entry Gate and Kiosk; 2. Cultural Commons Exhibit Spaces and Path; 3. Specialty Donor Pavers; 4. Flagstone Paving; 5. Wooden bridges/decking; 6. Veranda shade structure and seating; 7. Pergola; 8. Rain Garden “Riverscape”; 9. Community Exhibit Space; 10. Outdoor Classroom; 11. Labyrinth; 12. Specialty Sculptures; 13. Themed Garden Plantings; 14. Accessible Crosswalks.

ROTARY CLUB OF STEVENS POINT

PARTNER CITY OF ESTELI, NICARAGUA ● SISTER CITY OF GULCZ, POLAND ● SISTER CITY OF ROSTOV VELIKY, RUSSIA



# The Cultural Commons

An Interactive Garden and Education Space

## Partner Organizations Sponsoring the Project:

### The Rotary Club of Stevens Point

Rotary International is 1.2 million neighbors, friends, and community leaders in 34,000 clubs who come together to create positive, lasting change in our communities and around the world. Our differing occupations, cultures, and countries give us a unique perspective.

Our impact starts with our members – people who work tirelessly with their clubs to solve some of our communities' toughest challenges. Our efforts are supported by Rotary International, our member association, and The Rotary Foundation, which turns generous donations into grants that fund the work of our members and partners around the world. Our shared passion for service helps us to accomplish the following:

- Scholarships for students from SPASH, Pacelli, MSTC and UWSP
- International Youth Exchange
- A pre-school in Esteli, Nicaragua
- Literacy in Turkey
- Grants for local youth and non-profit organizations
- Local efforts to support Rotary International's Post-polio Syndrome Messaging Project

### The Russian Sister City Project

Rostov Veliky (Rostov the Great) is a community of 35,000 people located on the banks of Lake Nero about 125 miles northeast of Moscow, Russia. This ancient city is over 1,150 years old and attracts many tourists to see its churches, museums, and the famous Rostov bells.

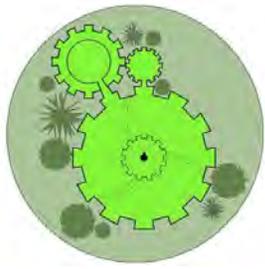
The purpose of the Sister City Project, begun in 1983, is to nurture mutual understanding and peace through personal relationships between the people of Stevens Point, Wisconsin and Rostov Veliky, Yaroslavl region, Russia. This communication includes a sharing of our language and culture through exchanges in education, environment, tourism, and the arts.

In recent years, the Russian Sister City Project has focused on an exchange of information and ideas on the natural environment in our two cities and regions. Stevens Point hosted three groups from Rostov Veliky in 2008, 2010 and 2012, all funded by Open World grants from the US Library of Congress. Delegates engaged in lively conversations with local counterparts on ground water, solid waste, alternative energies, and citizen initiatives to preserve the environment.

Eleven citizens from Stevens Point traveled to Rostov Veliky in the summer of 2012 to help celebrate the city's 1,150<sup>th</sup> anniversary. Every other June we send two teachers and their student assistants to Rostov Veliky to teach conversational English to children, ages 10 to 18.

### The Gulcz, Poland Sister City

The Gulcz Sister City relationship is managed by the Polish Heritage Awareness Society, a 501c3 non-profit organization "dedicated to the education, promotion and preservation of Polish American Heritage." Some of our history and activities include:



# The Cultural Commons

An Interactive Garden and Education Space

- Conducting and hosting ongoing family-to-family visits in Gulcz and the Stevens Point area to share cultures
- Provided clothing and school supplies to Gulcz in the early days of the sister city relationship
- Provided the funding for Gulcz's first computers to use in the classroom; the Gulcz school has been renamed the Polish American School because of these activities
- Promoting face-to-face teacher and classroom exchange visits via Skype with Almond-Bancroft and Gulcz grade schools
- Developed and hosted a weekend 150<sup>th</sup> Anniversary Celebration of Michael Kozickowski, the first Polish settler to Portage County in 1857, followed by thousands of other families
- Hosting the annual Dozynki Harvest Festival; the group has awarded over \$50,000 in scholarships to area junior and senior high school students
- Hosting community expert lectures on:
  - Identification of safe mushrooms to enjoy;
  - Personal experiences of living and surviving in a World War II concentration camp and resettlement in Stevens Point;
  - A firsthand account of Saint Pope John Paul II's visit to Stevens Point.

## **The Esteli, Nicaragua Partner City**

Wisconsin/Nicaragua Partners of the Americas, Inc., (W/NP), a charter member of Partners of the Americas, Inc., is located in Stevens Point, WI. Within the organization, W/NP has a unique Partner City program linking communities in Nicaragua with communities in Wisconsin, and Stevens Point/Estelí Partner City is one of these.

This structure provides grassroots opportunities through people-to-people activities at the local level that promote cultural awareness, sustainable community development, and form ties of friendship between the people of Stevens Point, WI and Estelí, Nicaragua. The concept of partnership empowers citizens from both countries to identify and affect change.

We bring people together, help them become aware, and identify ways to put their ideas into action. Collective efforts have:

- Significantly improved emergency medical services in Estelí with the addition of a functioning ambulance that once provided service in Stevens Point,
- Enhanced early childhood education and vocational skill building courses in Estelí through Stevens Point Rotary support, and
- Made possible youth sports programs, personal development initiatives, and ongoing youth exchanges between the two communities.

These and many other local projects continue to bring about tremendous change in people's lives as we come together for the good of others.

## **Implementation Strategy, Schedule and Funding:**

The commemorative garden is proposed to be a cooperation between local private and public partners. A preliminary fundraising feasibility study has been conducted with community members representing a wide cross section of interests, businesses, individuals and community organizations. There is significant interest, as well as financial and logistical support established for the execution and long term maintenance of the project.

The base project construction cost is estimated at \$514, 000 with an additional \$50, 000 to establish an ongoing maintenance endowment. All funds will be administered through the Community Foundation which has established a partnership with the 4 organizing and founding partners of the park project. (See memorandum of understanding and other general project documents)

The project will take approximately 3 years to complete. Official fundraising will take place from December 2015- April of 2016. Construction groundbreaking will begin in the Spring/Summer of 2016, with an official opening and commemoration in the Summer of 2017.

## Features of Site

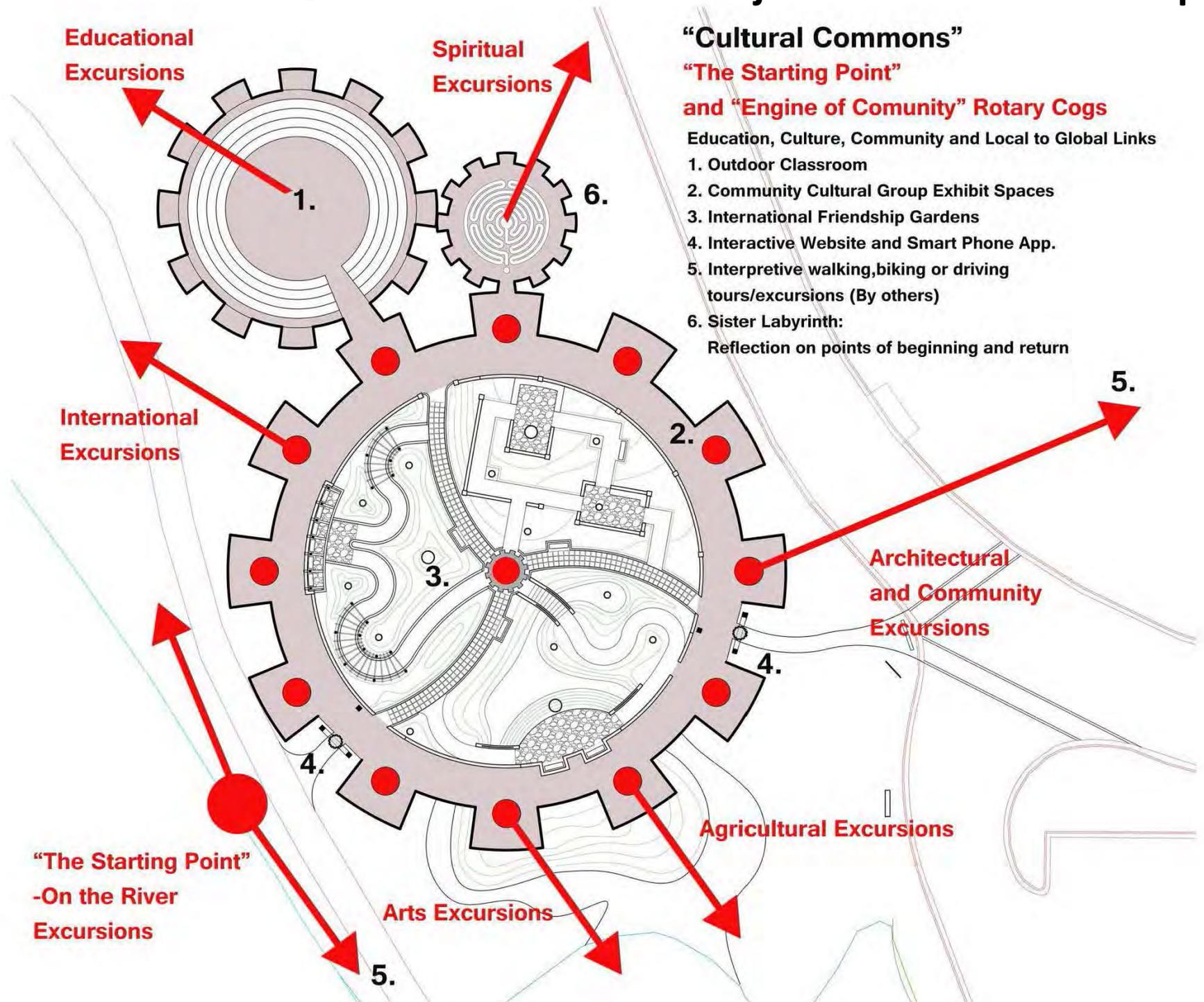
- Central location on main pedestrian park access
- Beautiful river connection
- Separated/protected from bandstand viewing area
- Excellent visibility and walkability through park
- Close to all amenities, and gallery
- On Green Circle Trail
- Project will stimulate necessary improvements of pedestrian access to the riverfront from Crosby and Center Point Dr.

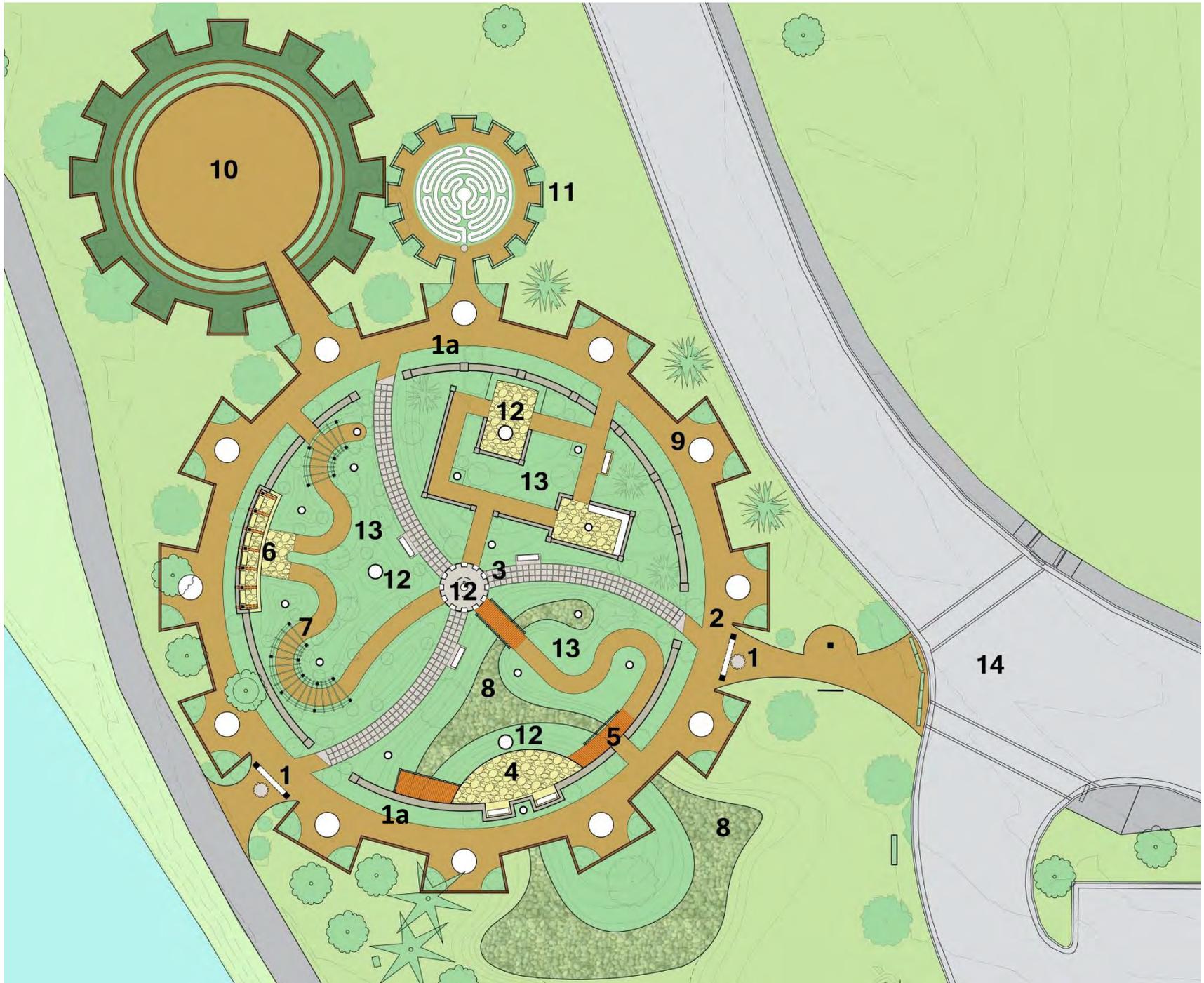
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# The Cultural Commons: Design Information

# Project Features – Info Graphic

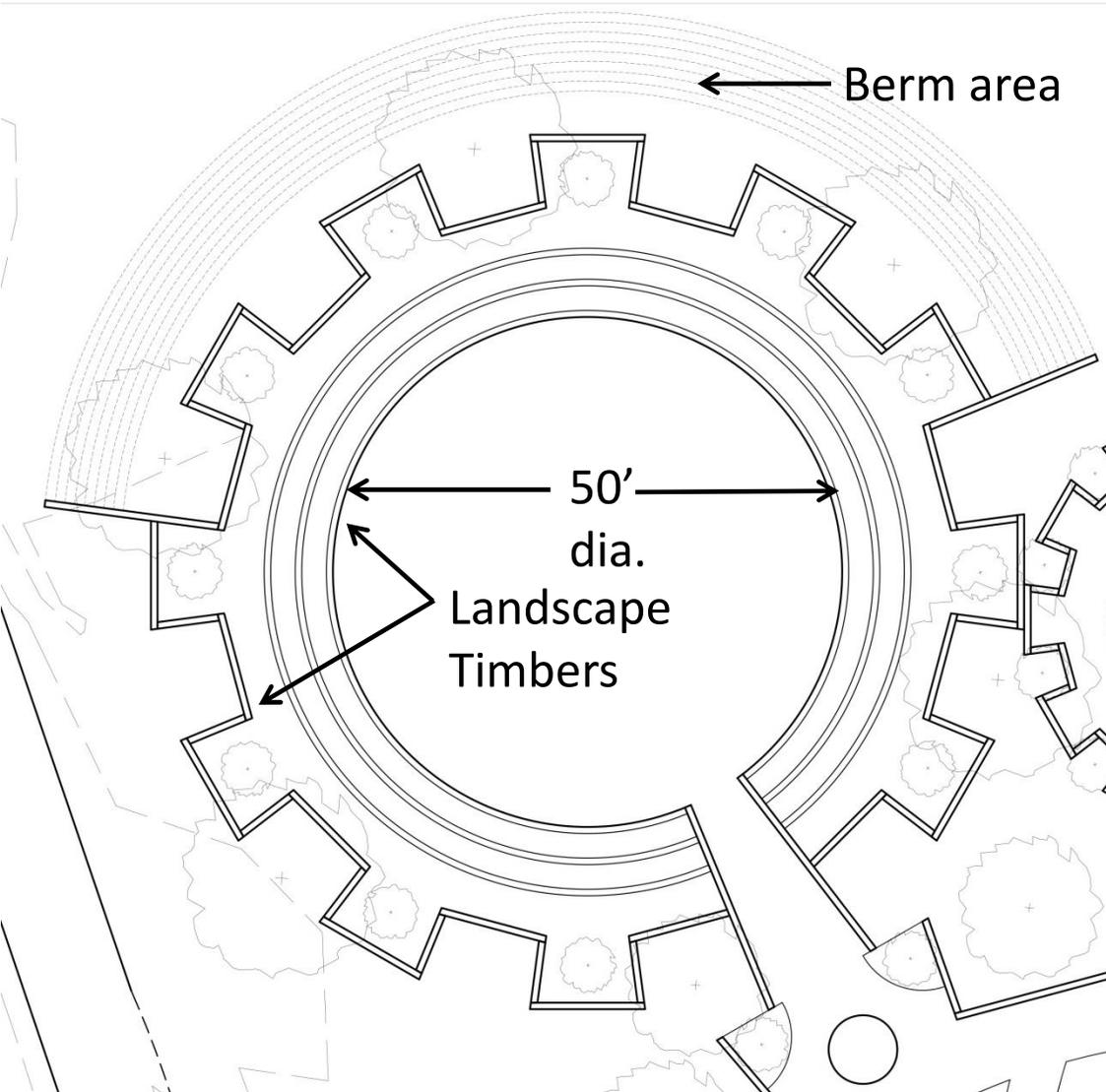




# The Cultural Commons: Design Information

See Exhibit A “Drawings” for Cross Reference

**10: Outdoor Classroom:** Outdoor classroom space made of 3 tiers of landscape timbers with earth bermed outer ring in the shape of the Rotary Gear Cog.



# Project Features



# The Cultural Commons: Design Information

## 11: Labyrinth Feature:

- Concrete Pavers and Ground Cover Surround.

The proposed labyrinth pattern for this site is a medieval-type design with seven circuits. Walkers following the path of this labyrinth will meander through four “quadrants” of the pattern as they navigate towards the central area. This allows for a walking experience that will offer a diverse array of views to points beyond the labyrinth area. This is a nice option given the variety of views afforded by this setting.

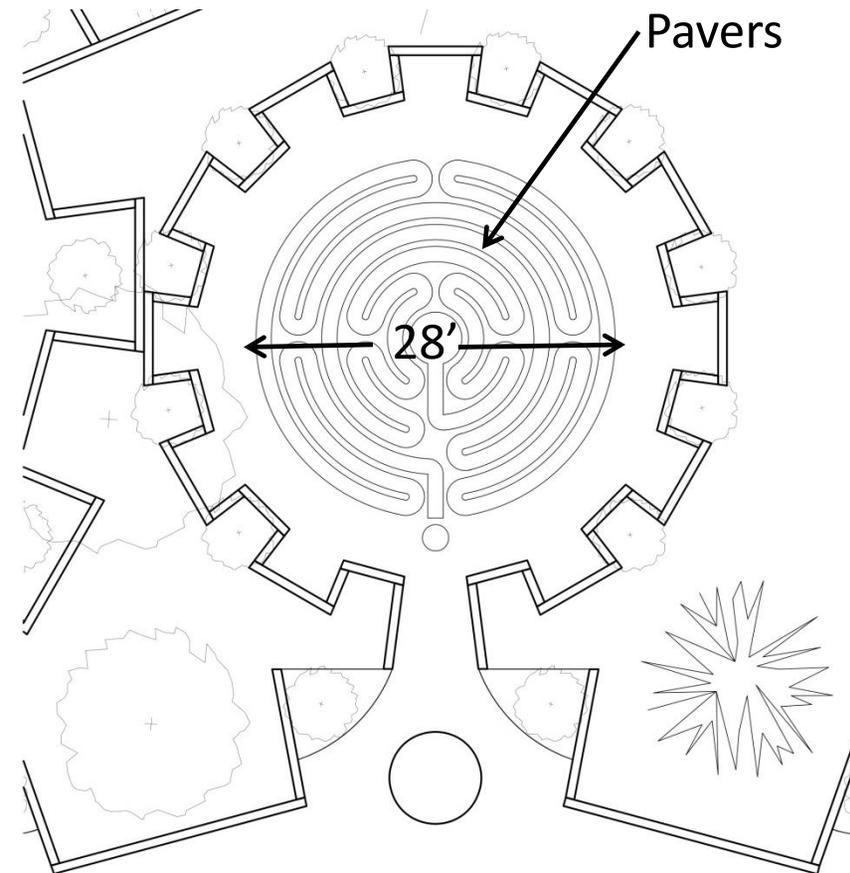
The labyrinth’s entrance is marked by a separate circular paver designating a place to pause before entering the labyrinth. This paver could also incorporate written text or meaningful inlaid objects. The orientation of the labyrinth places the entrance near the North side of the garden. The pathway of this labyrinth can be inlaid with unique meaningful objects from all four cultures/cities represented in the garden. Text can also be incorporated with the pathway pavers.

The center of the labyrinth provides a space for pause and reflection.

The width of the pathway in this proposed design is 14” wide; a nice dimension for walking yet not too large. The overall width of the labyrinth pattern is 27’-4” in this proposed design. The spacing between the pathways is roughly 6” wide.

Turf or groundcover is a nice material choice for the spacing between the pavers. If installed as a turf paver, grass will grow inside a rigid framework that offers a supportive surface for wheelchair users or others who step off the labyrinth pathway. This framework is invisible when the grass is grown and allows rainwater to be gradually filtered back into the soil. This provides easier maintenance by helping to control soil erosion and offering a rigid surface for mowers. Ground cover is a no-mow option, such as Thyme.

# Project Features



Labyrinth Layout and Specifications  
by Katja Marquart



Town Square Park, Durbuy, Belgium

October 25, 2015

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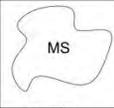
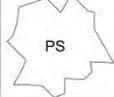
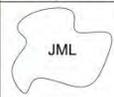
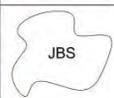
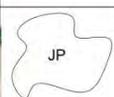
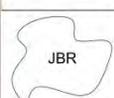
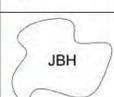
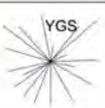
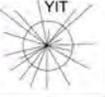
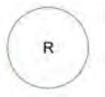
# The Cultural Commons: Design Information

See Exhibit A "Drawings" for Cross Reference

## 13: Esteli Garden Plantings:



# Project Features

Esteli Garden Zone	Miscanthus Sinensis			MS
	Corkscrew Willow ('Tortuosa': Salix matsudana)			CW
	Phyllostachys aureosulcata 'Spectabilis' (bamboo)			PS
	Wisteria (Blue Moon)			W
	Clematis (Nelly Moser)			C
	Apple Tree (Liberty)			A
	Juniperus horizontalis 'Mother Lode'			JML
	Blue Star juniper Juniperus squamata			JBS
	Juniperus procumbens 'Nana'			JP
	Blue Rug Juniper Juniperus horizontalis 'Wiltonii'			JBR
	Bar Harbor Juniper Juniperus horizontalis			JBH
	Old Gold Juniper Juniperus chinensis			JOG
Golden Sword Yucca Yucca filamentosa 'Golden Sword'			YGS	
Ivory Tower Yucca Yucca filamentosa 'Ivory Tower'			YIT	
Climbing Rose Canadian Explorer 'Henry Kelsey'			R	



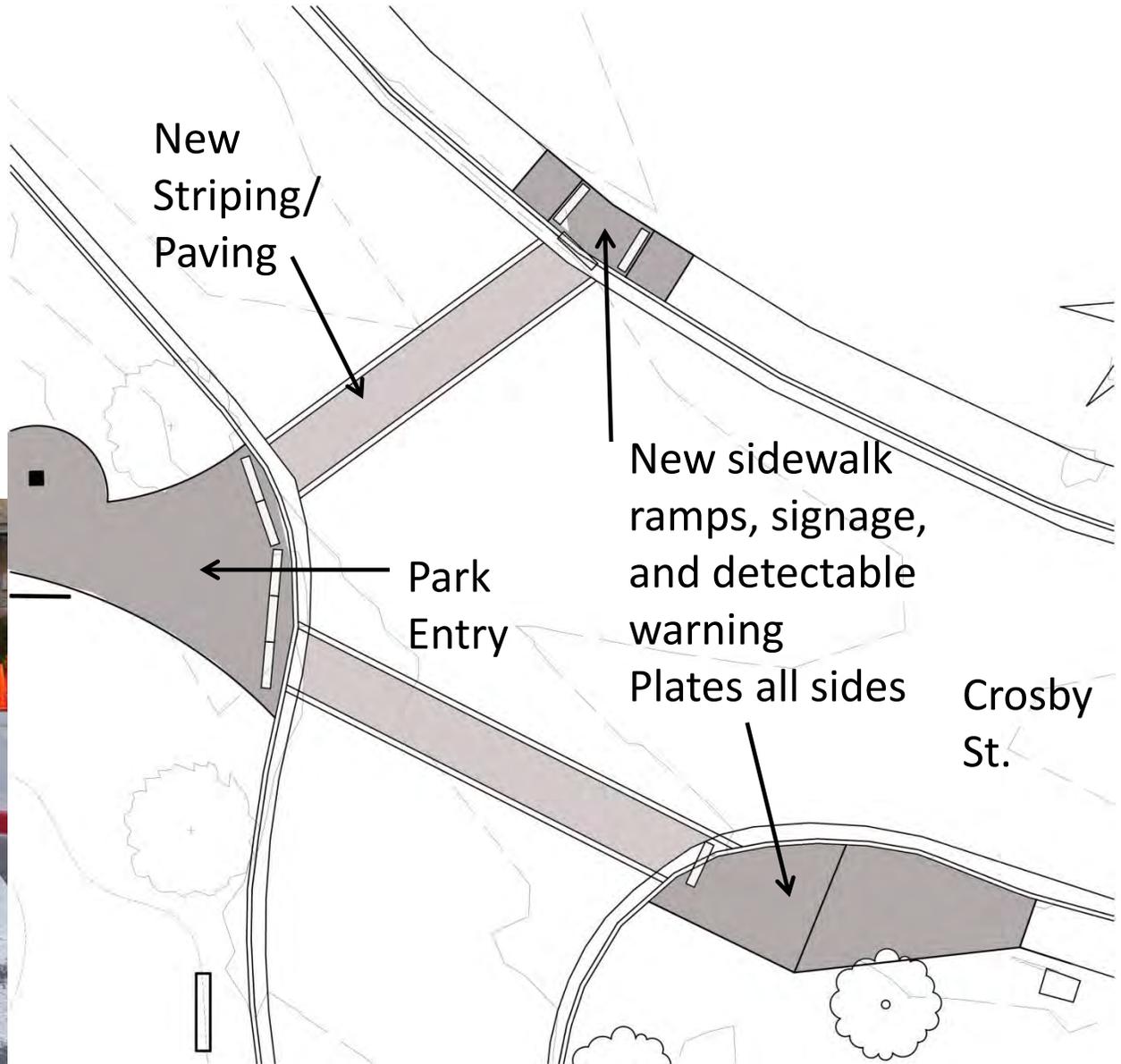


# The Cultural Commons: Design Information

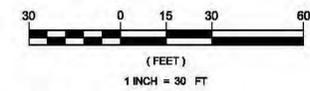
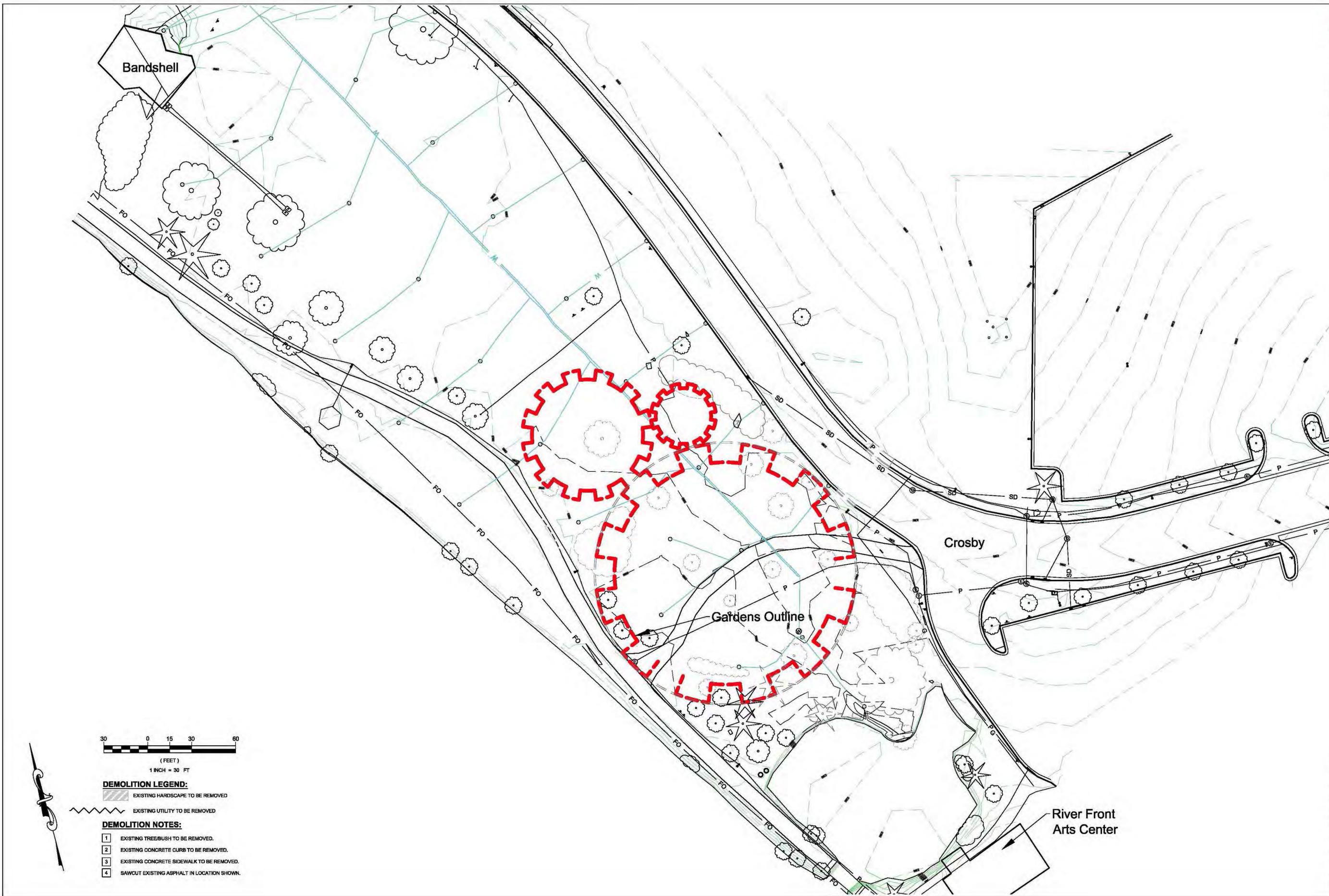
# Project Features

See Exhibit A “Drawings” for Cross Reference

**14: Improved Pedestrian Access:** Improve Cross-Walk access and ADA accessibility to park gateway on Crosby Street. New striping, curbing turndowns and metal detectable warning strips.



**PIFFNER PARK**



**DEMOLITION LEGEND:**

EXISTING HARDSCAPE TO BE REMOVED

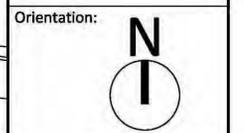
EXISTING UTILITY TO BE REMOVED

**DEMOLITION NOTES:**

- 1 EXISTING TREE/BUSH TO BE REMOVED.
- 2 EXISTING CONCRETE CURB TO BE REMOVED.
- 3 EXISTING CONCRETE SIDEWALK TO BE REMOVED.
- 4 SAWCUT EXISTING ASPHALT IN LOCATION SHOWN.

REV 5	△	--
REV 4	△	--
REV 3	△	--
REV 2	△	--
REV 1	△	--
SIZE	ANSI D	SHEET

OAK- Architecture  
 Office of Aaron Kadoch, AIA

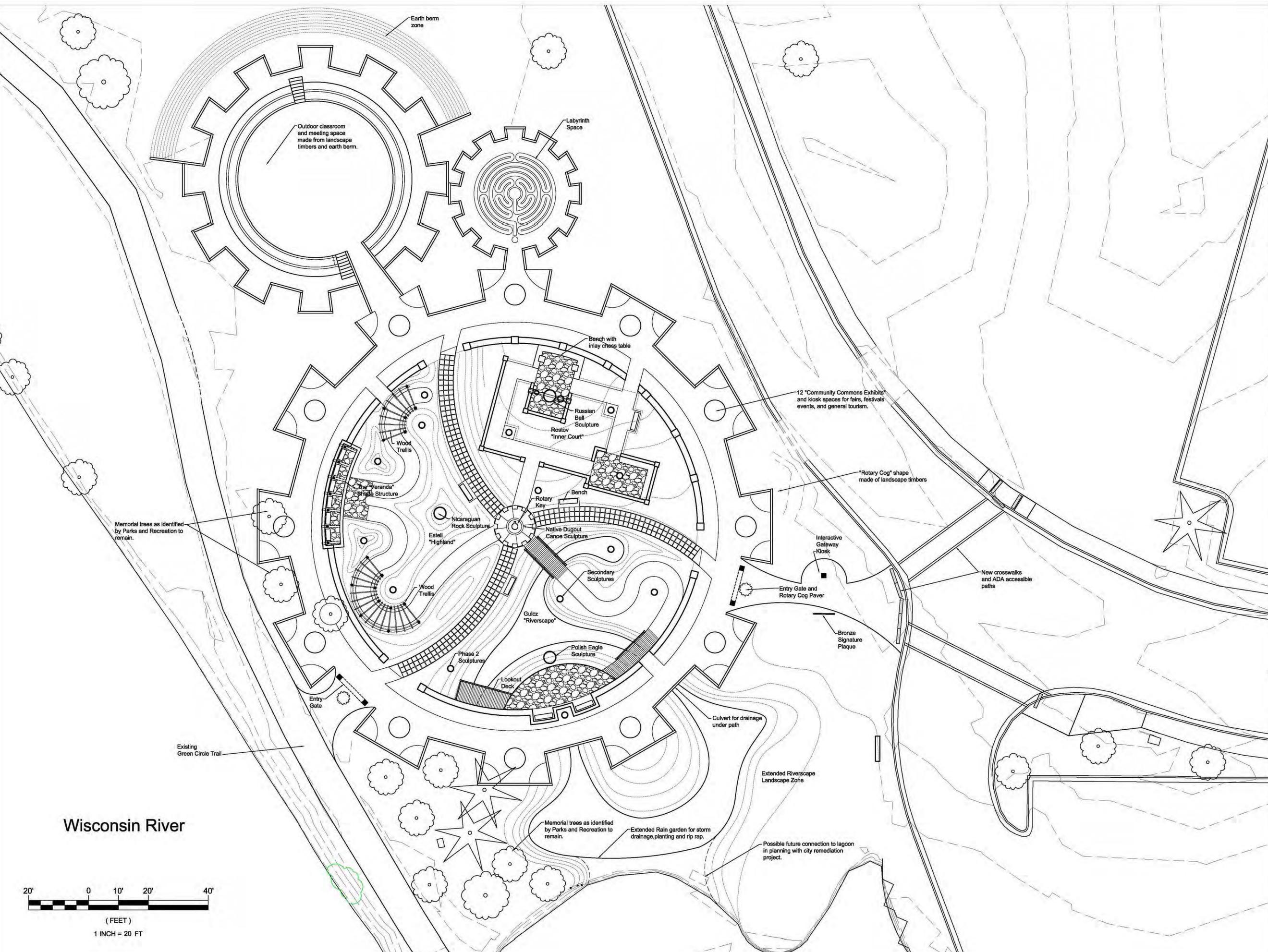


Drawing Scale:  
**Graphic**

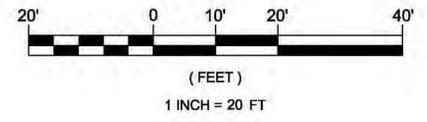
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**09.17.15**

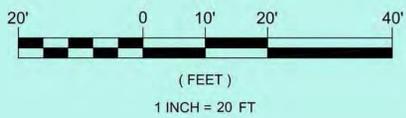
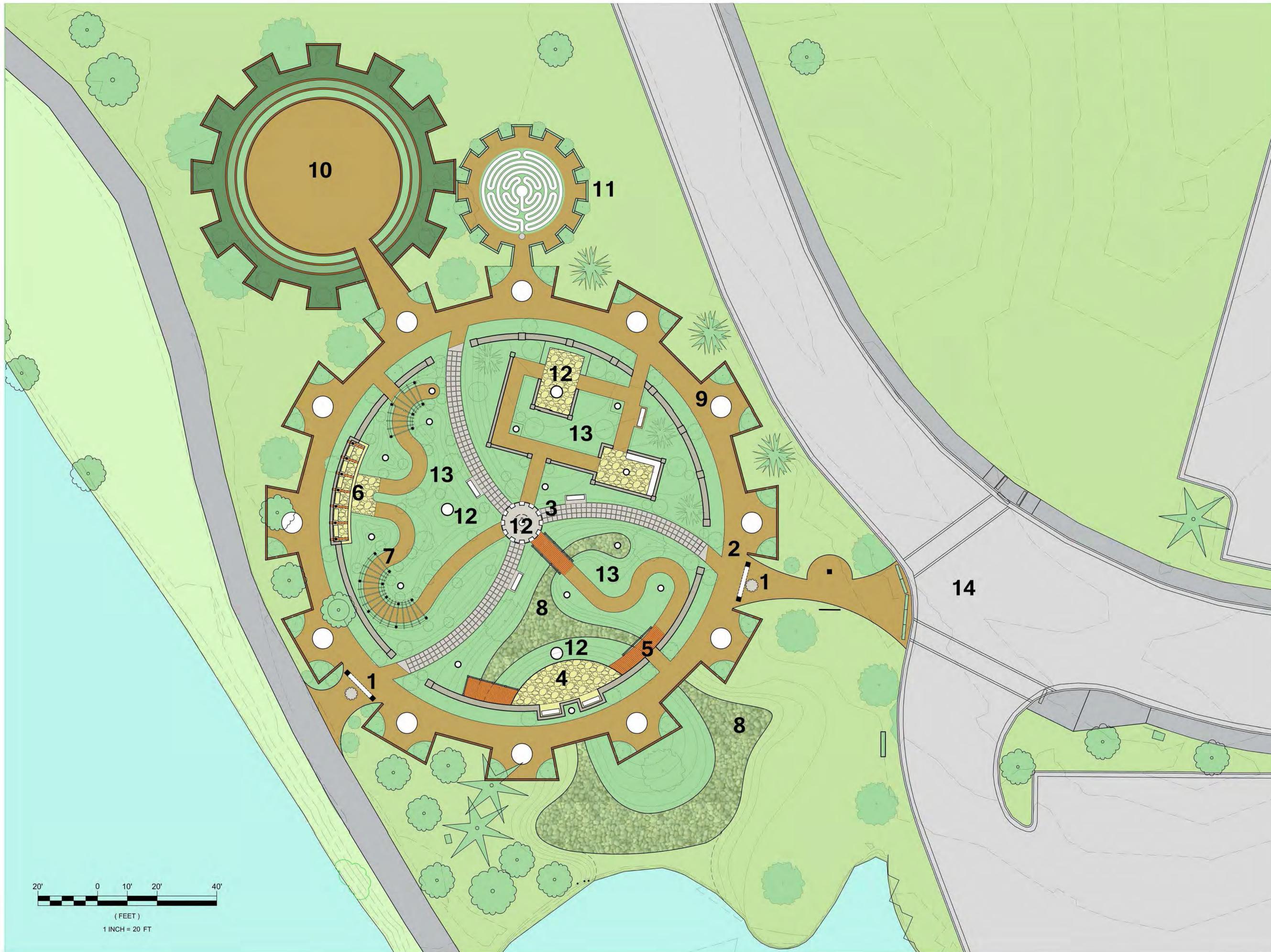
Sheet Title:  
**Proposed Site Plan**

Sheet Number:  
**S-1.1**



Wisconsin River







# LANDSCAPING MAINTENANCE AGREEMENT

Between  
NOON ROTARY CLUB OF STEVENS POINT  
and  
CITY OF STEVENS POINT, WISCONSIN

THIS LANDSCAPING MAINTENANCE AGREEMENT (the “Agreement”), made as of the \_\_\_ day of \_\_\_\_\_, 2015, is by and between ROTARY CLUB OF GREATER PORTAGE COUNTY (STEVENS POINT) FOUNDATION, INC., having a notice and mailing address of 1257 Main Street, P.O. Box 228, Stevens Point, Wisconsin 54481 (“Licensee”), and the CITY OF STEVENS POINT, WISCONSIN (“City”), a municipal body organized and existing under the laws of the State of Wisconsin, having a notice and mailing address of 1515 Strongs Avenue, Stevens Point, Wisconsin 54481.

## WITNESSETH:

### **1. Purpose:**

The purpose of this Agreement is for the City to provide the Licensee a license to enter upon the Premises and construct on the same the Landscaping Improvements. In exchange for such License, Licensee agrees to maintain such Landscaping Improvements in the manner described below.

### **2. Definitions:**

- A. “Premises” shall mean that area of real estate as generally described on the attached Exhibit A.
- B. “Landscaping Improvements” shall mean the landscaping features depicted on the attached Exhibit B.

### **3. Terms of License**

- A. In exchange for Licensee’s commitment to perform the landscape maintenance described in Section 4 of this Agreement, the City shall grant to Licensee a revocable license to enter upon the Premises for purposes of installing and maintaining the Landscaping Improvements.

### **4. Maintenance Procedures and Standards**

Licensee shall perform landscape maintenance according to the following guidelines:

- A. The landscape will be maintained in general appearance to the standards maintained by the Stevens Point Parks, Recreation, and Forestry Department.
- B. The landscape will be maintained all months of the year as needed.
- C. Organic materials such as leaves may be chopped or shredded and left at the base of shrubs and ground cover plants as mulch/compost.
- D. Weed removal will be done as needed.
- E. Various varieties of mulch will be added as needed.
- F. Plants will be pruned, cut, and rejuvenated using established sustainable landscape maintenance methods, not gardening methods.
- G. Some ornamental/native grasses and perennial plant seed heads may be left in place for winter aesthetics and for the purpose of feeding migratory birds.
- H. Tree pruning will be done by city forestry personnel. Vandalized trees/destroyed trees will be reported to the city forestry department promptly, and will be taken care of by city forestry personnel.
- I. Pesticide applications shall comply with all applicable laws.
- J. In the event of damages to the landscape caused by severe weather, vandals, accidents, or other third party actions, any funds that are received by the City as a result of restitution, insurance claims, or by other means shall be proportioned back to the Licensee for the purpose of repairing and replacing the landscape.

**5. Term of Agreement**

- A. This Agreement shall be in effect for an initial period of ten (15) years and shall be renewed every five (7) years thereafter.

**6. Default**

- A. In the event that the City determines by majority vote of its members that the Licensee has failed to carry out its responsibilities under Section 4 of this Agreement, the City shall inform Licensee of such failure via first class mail and afford Licensee thirty (30) days to remedy its failure to abide by the terms of Section 4. If an item is placed upon any City agenda to address such determination, Licensee shall be

provided a copy of such agenda by first class mail a reasonable amount of time in advance of the date identified in such agenda. If after such thirty (30) day period Licensee has not performed all landscape maintenance actions required under Section 4 as of the day upon which said thirty (30) day period ends, such failure to perform shall constitute default by the Licensee.

- B. In the event that Licensee is in default under Section 6A. of this Agreement, the City may arrange for the performance of Licensee's obligations under Section 4 of this Agreement by a third party. Following the performance of said obligations by a third party, the City shall notify Licensee of the actual costs of the same. Such costs shall not be unreasonable for the type and extent of work performed by the selected third party. By executing this Agreement, Licensee agrees to pay to City such costs.

## **7. Resolution of Disputes**

The parties shall settle any claim, controversy, or dispute arising out of or relating to this Agreement by first submitting the matter to the City of Stevens Point Common Council for review and consideration. If such matter cannot be resolved by the City of Stevens Point Common Council, such matter shall then be submitted to mediation before a mediator mutually agreeable to both parties. If the dispute cannot be resolved via mediation, it shall be submitted to the Circuit Court for Portage County, Wisconsin, or another mutually agreeable agency.

## **8. Miscellaneous**

- A. *Notices.* All notices, requests, demands, instructions, or other communications required or permitted to be given under this Agreement shall be considered given upon personal delivery or upon three (3) business days after deposit in the U.S. mail, postage prepaid, by registered or certified mail, return receipt requested or upon three business days after deposit with a commercial delivery system, with charges prepaid, to the addresses set forth on the first page of this Agreement. Either party may change the address to which notices are to be given under this Agreement by giving notice in the manner provided in this Section.
- B. *Amendment.* This Agreement may not be altered, waived, amended, supplemented, or extended, except by a written agreement signed by City and Licensee.
- C. *Severability.* If any clause or provision of this Agreement is illegal, invalid, or unenforceable under any present or future Law, the remainder of this Agreement will not be affected thereby.
- D. *Binding Effect.* The provisions of this Agreement will be binding on and inure to the benefit of RA and Licensee and their respective successors and permitted assigns.

- E. *Governing Law.* This Agreement will be construed and enforced according to the Laws of the State of Wisconsin.
- F. *Consent to Breach.* Any assent, waiver, or consent, express or implied, to any breach of any covenant in this Agreement shall operate as such only in the specific instance and shall not be construed as an assent, waiver, or consent of any condition or covenant generally, nor be applicable to any subsequent breach.
- G. *Remedies Cumulative.* The various rights, powers, elections, and remedies of the parties are cumulative, and not one of them is exclusive of the others or exclusive of any right or remedy permitted by law.
- H. *Entire Agreement.* This Agreement, along with any exhibits hereto, encompasses the entire agreement of the parties, and supersedes all previous understandings and agreements between the parties, whether oral or written. The parties hereby acknowledge and represent, by affixing their signatures hereto, that said parties have not relied on any representation, assertion, guarantee, warranty, collateral contract or other assurance, except those set out in this Agreement, made by or on behalf of any other party or any other person or entity whatsoever, prior to the execution of this Agreement. The parties hereby waive all rights and remedies, at law or in equity, arising or which may arise as the result of a party's reliance on such representation, assertion, guarantee, warranty, collateral contract or other assurance, provided that nothing herein contained shall be construed as a restriction or limitation of said party's right to remedies associated with the gross negligence, willful misconduct or fraud of any person or party taking place prior to, or contemporaneously with, the execution of this Agreement.

**CITY OF STEVENS POINT, WISCONSIN**

BY: \_\_\_\_\_  
Mike Wiza, Mayor

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

**NOON ROTARY CLUB STEVENS POINT**

BY: \_\_\_\_\_  
President Noon Rotary Club Stevens Point



## Police and Fire Commission

City of Stevens Point  
1515 Strongs Avenue  
Stevens Point WI 54481

Gary Wescott  
President  
(715) 346-1508

September 1, 2015  
4:01 p.m.

1. **Roll Call:** Commissioners Carlson, Moore, Ostrowski, and Wescott  
Commissioner Kirschling, excused  
**Also Present:** Interim Chief Martin Skibba, Chief Bob Finn, Brandi Makuski – Stevens Point City Times, Lee Ann Spoon
2. **People to be heard and announcements**  
  
Reid Rocheleau voiced his concerns over the lack of bicycle enforcement on city streets and trucks not utilizing designated truck routes.
3. **Appoint liaison to Police Department**  
  
Gary Wescott will remain the liaison to the Police Department through May of 2016.
4. **Appoint liaison to EMS Oversight Board**  
  
Commissioner Robert Ostrowski is appointed as liaison to the EMS Oversight Board.
5. **Continuation of strategic review of remaining work load for 2015 (Chiefs, Assistant Chiefs and Commissioners)**  
  
There are obvious tasks that are currently being worked on, such as search and screen for police chief, finalization of department budgets and ambulance contract negotiations with Portage County.  
  
Chief Finn reported the remaining work load at the FD includes contract negotiations with Local 484 and re-evaluating to get the ISO rating from 3 to 2.  
  
Chief Skibba reported the remaining work load at the PD includes continuation of police department building upgrades and working with the Stevens Point Police Officers Association to be more involved with the community.
6. **Update on Police Chief Recruitment process and review suggested time line**  
  
To date there are 26 applications. Commissioner Kirschling, Human Resource Manager Lisa Jakusz and Lee Ann are working to find a date to review the applications for continuation in the process. The screening process will take place September/October.

## 7. Police Chief's Report

Interim Police Chief Marty Skibba reported:

### August:

- August, OWI Grant enforcement, 3 deployments (16 total deployments).
- August, Firearms training (Less lethal, live fire).
- August 1<sup>st</sup>, Violet Thompson Benefit 5K, Auxiliary providing traffic control.
- August 1<sup>st</sup>, Corn on the Curb, Contractual Officer patrol (2)
- August 8<sup>th</sup>, Boys and Girls Club Bike a thon, Auxiliary providing traffic control.
- August 10-12<sup>th</sup>, SPPD Administration attending Chiefs conference.
- August 12<sup>th</sup>, Officers Radsek and Kontos to be recognized by Noon Optimist Club for involvement with youth.
- August 19<sup>th</sup>, Law Enforcement from Wood County, Portage County, Wisconsin Rapids, Plover and Stevens Point met and discussed procedures dealing with individuals brought to the Salvation Army Hope Center.
- August 20<sup>th</sup>, SPPD Administration met with Landlord Association representatives to plan for upcoming school year. Information letters to be sent out by SPPD to city landlords.
- August 21<sup>st</sup>, Sgt. Rottier completed grant work for \$10,000.00 to address "distracted driver" enforcement.
- August 22<sup>nd</sup>, Guns & Hoses fundraiser.
- August 31<sup>st</sup>, Informational meeting with adult crossing guards. Schedules and pay increase discussed.

### September:

- September 11 – 13, Pacelli Panacea. Contractual officers on site.
- September 12<sup>th</sup>, Walk for Hope, SPPD being recognized for its mental health initiatives.
- September 14, September 18, In-Service training: NAMI, Chaplain Program, Legal update, SFST, high risk stops.
- September 19<sup>th</sup>, Harvest Fest, contractual officers on site.
- September 19<sup>th</sup>, UWSP Spud Bowl, Art in the Park and Dozynki (increased pedestrian and vehicular traffic) Auxiliary Unit to assist with Spud Run and Point Brewery Blubber run.
- September 26<sup>th</sup>, Run from the Cops fundraiser.
- September 30<sup>th</sup> – October 13<sup>th</sup>, Range, mandated qualifier.

Officers Lee and Marchel are currently in Step 4 of the Field Training program and performing satisfactorily. Solo patrol is projected for early September.

Commissioner Wescott moved, seconded by Commissioner Carlson, to accept the Police Chiefs Report.

Ayes, all; nays, none. Motion carried.

**8. Fire Chief's report**

Fire Chief Finn reported:

- Probationary Firefighter/Paramedics Parker, Fleisner and Egan have completed their initial training and now count as manpower. Firefighter/Paramedic Laack is still in his initial training period and is expected to finish this training by the end of September. All four of the probationary Firefighter/Paramedics will continue with their probationary training.
- After numerous meetings with the administrative staff and the city comptroller, the operating and capital budgets were submitted.
- We started planning with the County Emergency Management Office on the Haz-Mat training exercise that will be held on October 4, 2015 at the City Airport. The exercise is in conjunction with the Army CBRN Company and will involve multiple agencies from the city and the county. This was the first meeting. Further updates will follow.
- An Image Trend Representative came to the SPFD to give two separate four hour training sessions on the fire software programs that we purchased one and one-half years ago. The new software consists of the Fire Inspection Program, a new Scheduler Program and a new Fire Reporting Program. This training was overdue from Image Trend.

Commissioner Ostrowski moved, seconded by Commissioner Carlson, to accept the Fire Chiefs Report.

Ayes, all; nays, none. Motion carried.

**9. EMS Report**

- Riverfront Rendezvous was a success on the EMS side of the 4<sup>th</sup> of July weekend. From July 3<sup>rd</sup> to July 5<sup>th</sup> there were 48 requests for ambulance. The request distribution for the holiday weekend was as follows:

Stevens Point	30
St. Michael's Hospital	2
Town of Carson	1
Town of Dewey	1
Town of Eau Plaine	1
Town of Hull	2
Town of Plover	1
Village of Plover	7
Village of Whiting	3

- Stevens Point Fire Department hired 3 new personnel in the month of July and 1 in August.
- Dr. Vayder conducted quarterly run review for all crews.
- Heartland Hospice: (Holly Hurda) provided training on gaining a better understanding of hospice Pt's and their families and how EMS interacts with hospice and end of life situations.
- Grant without Grief was hosted by "Wisconsin office of Rural Health" at the Holiday Inn. Firefighter/Paramedic David Briggs and Assistant Chief

Gemza attended this class designed to help grant writers find and prepare grants for funding.

**Rapid Response Vehicle:**

There was a potential of 42 runs in July.

1. Cancelled En Route:	4 times
2. Lieutenant Not Available	7 times
3. Staffing Not Allowed	0 times
4. RRU Not Available	1 times
5. RRU Responded	30 times

**Simultaneous Ambulance Requests:**

Total number of Ambulance Requests in July: 383

2 Ambulances out:	88 (22.9%)
3 Ambulances out:	17 (4.4%)
4 Ambulances out:	4 (.2%)
5 Ambulances out:	0

**10. Consent Agenda**

- a. Minutes
- b. Monthly Bills

Commissioner Ostrowski moved, seconded by Commissioner Carlson, to accept the consent agenda items.

Ayes, all; nays, none. Motion carried.

- 11. Adjourn into executive session (approximately 5:15 p.m.) pursuant to Wis. Stats. Section 19.85 (1) (c) [considering employment, promotion, compensation, or performance evaluation data of any public employee of which the governmental body has jurisdiction or exercises responsibility] for corporal promotional interviews and Wis. Stats section 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 of a potential side letter with IAFF Local 484 regarding the performance evaluation process and associated forms.**

Commissioner Wescott moved, seconded by Commissioner Moore, to adjourn into executive session.

Ayes: Carlson, Moore, Ostrowski, Wescott  
Nays: None. Motion carried.

**12. Reconvene into open session for possible action.**

Commissioner Ostrowski moved, seconded by Commissioner Moore, to reconvene into open session.

Ayes: Carlson, Moore, Ostrowski, Wescott

Nayes: None. Motion carried.

Commissioner Wescott moved, seconded by Commissioner Carlson, to approve and authorize the promotion of Robert Kussow, John Moss, Steve Spath and Joseph Johnson to the rank of Corporal effective September 7, 2015.

Ayes: Carlson, Moore, Ostrowski, Wescott

Nayes: None. Motion carried.

**13. Adjournment**

The meeting adjourned at 5:35 p.m.





## Police and Fire Commission

City of Stevens Point  
1515 Strongs Avenue  
Stevens Point WI 54481

Gary Wescott  
President  
(715) 346-1508

September 15, 2015  
4:01 p.m.

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

**Present:** Lee Ann Spoon

2. **Adjourn into executive session (approximately 4:00 p.m.) pursuant to Wis. Stats. Section 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 Police Chief Candidate status for possible advancement in the selection process.**

Commissioner Moore moved, seconded by Commissioner Kirschling, to adjourn into executive session.

Ayes: Carlson, Kirschling, Moore, Ostrowski, Wescott  
Nays: None. Motion carried.

3. **Adjournment**

The meeting adjourned at 5:01 p.m.





## Police and Fire Commission

City of Stevens Point  
1515 Strongs Avenue  
Stevens Point WI 54481

Gary Wescott  
President  
(715) 346-1508

September 21, 2015  
4:01 p.m.

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

**Also Present:** Lee Ann Spoon

2. **Adjourn into closed session (approximately 4:00 p.m.) pursuant to Wisconsin Statute Section 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 Police Chief Candidate status for possible advancement in the selection process.**

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

Ayes: Carlson, Kirschling, Moore, Ostrowski, Wescott  
Nays: None. Motion carried.

3. **Adjournment**

The meeting adjourned at 6:40 p.m.





## Police and Fire Commission

City of Stevens Point  
1515 Strongs Avenue  
Stevens Point WI 54481

Gary Wescott  
President  
(715) 346-1508

September 23, 2015  
4:01 p.m.

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

**Also Present:** Lee Ann Spoon

2. **Adjourn into closed session (approximately 4:00 p.m.) pursuant to Wisconsin Statute Section 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 Police Chief Candidate status for possible advancement in the selection process.**

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

Ayes: Carlson, Kirschling, Moore, Ostrowski, Wescott  
Nays: None. Motion carried.

3. **Adjournment**

The meeting adjourned at 6:45 p.m.





## Police and Fire Commission

City of Stevens Point  
1515 Strongs Avenue  
Stevens Point WI 54481

Gary Wescott  
President  
(715) 346-1508

September 30, 2015  
4:00 p.m.

1. **Roll Call:** Commissioners Carlson, Moore, Ostrowski, and Wescott  
Commissioner Kirschling, excused

**Also Present:** Lee Ann Spoon

2. **Adjourn into closed session (approximately 4:00 p.m.) pursuant to Wisconsin Statute Section 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 Police Chief Candidate status for possible advancement in the selection process.**

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

Ayes: Carlson, Moore, Ostrowski, Wescott  
Nays: None. Motion carried.

3. **Adjournment**

The meeting adjourned at 7:20 p.m.



**Airport Commission**  
**Monday, October 12, 2015**  
**12:00 P.M.**

**MINUTES**

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

**ALSO PRESENT:** Joel Lemke, Mary Klesmith, Rob Molski, Chris Lefebvre, Pam Kruzicki and Angel Gebon (AECOM).

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## **I. ADMINISTRATION**

### **1. Approval of minutes of the September 14, 2015 meeting.**

**Motion made** by Carl Rasmussen, seconded by Eugene Tubbs to approve the minutes of the September 14, 2015 Airport Commission meeting.

*Ayes all. Nays none. Motion carried.*

## **II. ACCOUNTING**

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

#### **AIRPORT**

Paul Adamski also presented the statement of claims for the Airport for September. The balance as of September 1, 2015 was \$181,990.53. The bank deposits recorded in September 2015 were \$31,834.11. Checks issued in September 2015 numbered 1376 through 1382 were in the amount of \$16,116.50. The net balance on hand September 30, 2015 was \$197,708.14.

**Motion made** by Mae Nachman, seconded by Carl Rasmussen to approve the department claims for the month of September 2015 as audited and read.

*Ayes all. Nays none. Motion carried.*

## **III. AIRPORT MANAGERS REPORT**

### **3. Written report provided.**

Joel stated that Jason is off on paternity leave.

### **4. Verbal report.**

A verbal report was given by Director Lemke. He informed the Commissioners that the surfacing of the two runways is complete and will add another 5 to 10 years of life to those runways which is considered to be a big asset to the airport. Joel explained that they also attended a land use seminar hosted by the State in which they obtained some good information for the future.

***The next Airport Commission meeting will be on Monday, November 9, 2015 immediately following the Board of Water & Sewerage Commission meeting.***

#### IV. ADJOURNMENT

**Motion made** by Carl Rasmussen to adjourn the meeting.

*Ayes all. Nays none. Motion carried.*

MEETING ADJOURNED

12:21pm

AIRPORT COMMISSION

EUGENE TUBBS, SECRETARY



**SMONGESKI HEALTH FUND ANNUAL MEETING**  
Monday, October 12, 2015 – 2:00 P.M.  
County Conference Room D – 1516 Church Street

Present: Marge Molski, Bill Zimdars, Gary Garske (Portage County Health Officer)  
Larry Theiss (Pacelli), Lee Bush, (Stevens Point School District).

Also

Present: City Clerk Moe, C/T Ladick, Gregg Henning (Financial Consultant Anchor Bank), Deanna McKinney (Healthy Smiles).

**1. Financial Report.**

Gregg Henning distributed the financial report as of July 31, 2015. He reported the balance of the investment fund is \$133,263.26, which is about \$13,000 higher since he took over management. Mr. Henning stated this has been a challenging investment year with bonds down and a correction in the stock market in June. He stated the goal is to keep the Fund above \$120,000 and cannot exceed 50% equity. He reported that there is currently a 50-50 bond-stock ratio which is a good ratio to have.

Clerk Moe asked Mr. Henning what would be an allowable budget amount for the entire program.

Mr. Henning replied perhaps \$5,000 to \$7,000 while not going below the \$120,000 limit.

**2. Review of program activity for the year.**

Clerk Moe reported the Fund has been in operation through the Clerk's office for the past 34 years and that there are approximately 90 families participating in the Fund. He plans a mailing to inform families of the availability of the Fund and to update the data base. Clerk Moe reported 42 kids received toothbrushes and vitamins through Shopko and 45 students received dental assistance through the Healthy Smiles Program. One student received eyeglasses. He stated the total expenditure for this year was \$3,600.00.

**3. Consideration of Healthy Smiles request to expand sealant program to include 2<sup>nd</sup> permanent molars.**

Deanna McKinney, dental hygienist with the Health Smiles Program, stated approximately 15 years ago sealants were provided to second graders. She is requesting to expand this to include sealants for 2<sup>nd</sup> permanent molars, which would target students up to age 14. Ms. McKinney stated in certain circumstances, some students could receive as many as 8 sealants which would include both 1<sup>st</sup> and 2<sup>nd</sup> permanent molars.

Clerk Moe asked how much the sealant costs.

Ms. McKinney stated it is \$20.00 per molar.

Gary Garske stated the Boys and Girls Club will be adding a dental office/room with a hygienist available to provide the sealants.

Clerk Moe asked what dollar amount is being requested for the program.

Ms. McKinney stated \$4,500 to include both 1<sup>st</sup> and 2<sup>nd</sup> permanent molars.

Marge Molski **moved**, Bill Zimdars seconded, to approve the expansion of the Healthy Smiles Program and include sealants to 2<sup>nd</sup> permanent molars for students ages 5 to 14 and could provide as many as 8 sealants per student.

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

#### 4. **Funding for the 2015-2016 program.**

Clerk Moe stated the budget last year was \$1,500 for the City Clerk's Office and \$3,000 for Healthy Smiles. He suggested a possible budget of \$1,000 for the City Clerk's Office and \$4,000 for the Healthy Smiles Program.

Margie Molski **moved** to approve \$6,000 with allowable contingency up to \$7,000 without contacting Fund members. Motion died due to a lack of a second.

Greg Henning stated a 6% pull back in the market would reduce the fund balance very close to the \$120,000 goal balance.

C/T Ladick suggested a total budget of \$5,000 with \$4,000 for Healthy Smiles and \$1,000 for the City Clerk's office.

Marge Molski stated \$6,000 was more realistic especially with a potential increase in providing sealants to 2<sup>nd</sup> permanent molars.

Lee Bush **moved**, Larry Theiss seconded, to allocate \$4,500 to the Healthy Smiles Program and \$1,000 with a \$500.00 contingency to the City Clerk's Office totaling \$6,000.

Call for the Vote: Ayes: Lee Bush, Larry Theiss, Marge Molski, William Zimdars, Gary Garske.  
Nays: None. Motion adopted.

#### 5. **Adjournment.**

The meeting was adjourned at 2:31 p.m.

**COMPTROLLER-TREASURER REPORT  
for the period ending August 31, 2015**

	Bal August 1, 2015	Receipts	Disbursements	Bal August 31, 2015
GENERAL OPERATING CASH	\$9,077,359.22	\$1,928,255.84	\$7,591,030.67	\$3,414,584.39
WATER & SEWER (CASH & INVEST) ( includes airport, transit , stormwater)	\$12,515,405.97	\$1,112,738.70	\$914,958.10	\$12,713,186.57

INVESTMENTS	Bal August 1, 2015	TRANSFER IN	TRANSFER OUT	Bal August 31, 2015
GENERAL	\$24,222,332.84	\$784.77	\$784.77	\$24,222,332.84
SPECIAL REVENUE	\$598,249.11	\$0.00	\$0.00	\$598,249.11
DEBT SERVICE	\$0.00	\$0.00	\$0.00	\$0.00
CAPITAL PROJECTS	\$9,869,842.28	\$0.00	\$0.00	\$9,869,842.28
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
<b>TOTALS</b>	<u>\$36,944,441.07</u>	<u>\$784.77</u>	<u>\$784.77</u>	<u>\$36,944,441.07</u>

EXPENDITURES:	BUDGET	YTD	%	REVENUES	BUDGET	YTD	%
GENERAL GOVT	\$3,272,679.00	\$2,120,510.19	64.79%	GENERAL	\$21,955,766.00	\$16,802,626.95	76.53%
POLICE	\$5,191,231.00	\$3,348,164.90	64.50%				
FIRE	\$4,879,636.00	\$3,234,526.80	66.29%				
PUBLIC WORKS	\$5,768,897.00	\$3,506,198.22	60.78%				
PARK & REC	\$2,093,323.00	\$1,339,715.22	64.00%				
CAPITAL PROJECTS	\$750,000.00	\$301,403.66	40.19%				
DEBT SERVICE	\$5,665,506.00	\$5,108,388.58	90.17%				
YTD TARGET	66.67%						