

**City of Stevens Point  
REGULAR COUNCIL MEETING**

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

**January 18, 2016  
7:00 P.M.**

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

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

5. Resolution – Designating May 7 as International Migratory Bird Day.
6. Minutes of the Regular Common Council meeting of December 21, 2015 and the Special Common Council minutes of January 11, 2016.
7. Minutes and actions of the Personnel Committee meeting of January 11, 2016.
8. Minutes and actions of the Public Protection Committee meeting of January 11, 2016.
9. Ordinance Amendment – Authorize the City Clerk to Use Shifts for Election Officials (Poll Workers) (Section 3.40(3) of the RMC).
10. Minutes and actions of the Board of Public Works meeting of January 11, 2016.
11. Ordinance Amendment – Amending sections of Ellis Street for Speed Limit, One Way and Stop Signs (Section 9.02(b)2, 9.04(a) and 9.06(a) of the RMC).
12. Minutes and actions of the Finance Committee meeting of January 11, 2016 and the minutes of the Special Finance Committee meeting of December 21, 2015.
13. Resolution – Authorization to apply for the Wisconsin DOT Transportation Alternatives Program Grant.
14. Minutes and actions of the Board of Park Commissioners meeting of January 6, 2016.
15. Minutes and actions of the Police and Fire Commission meeting of December 1, 2015 and the Special Police and Fire Commission meeting of December 7, 2015.

16. Statutory Monthly Financial Report of the Comptroller-Treasurer.
17. Access Agreement with the Fletcher Committee for scouting purposes.
18. Mayoral Appointments:
  - Board of Park Commissioners
  - Housing Authority
  - Bicycle and Pedestrian Committee
  - Supplemental Election Officials
19. 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.

## **INTERNATIONAL MIGRATORY BIRD DAY**

### **RESOLUTION**

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

**WHEREAS**, many citizens recognize and welcome migratory songbirds as symbolic harbingers of spring; and

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

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

**WHEREAS**, public awareness and concern are crucial components of migratory bird conservation; and

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

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

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

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

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

I, Mike Wiza, as Mayor of the City of Stevens Point, Wisconsin, do hereby proclaim May 7, 2016 as

**INTERNATIONAL MIGRATORY BIRD DAY**

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

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

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

Dated: January 8, 2016  
Adopted: January 18, 2016

**City of Stevens Point  
REGULAR COUNCIL MEETING**

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

**December 21, 2015  
7:00 P.M.**

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

**ALSO**

**PRESENT:** C/T Ladick; City Attorney Beveridge; City Clerk Moe; Directors Ostrowski, Lemke, Schatschneider; Fire Chief Finn; Police Chief Skibba; City Assessor Shepro; HR Manager Jakusz.

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

Due to the length of the agenda, Mayor Wiza stated he would limit his comments and wished everyone Merry Christmas and Happy Holidays. He added the City is in fine shape.

**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.**

No one wished to speak.

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

Bob Larson, 3283 Lindbergh Avenue, stated he wished to speak about item #15. He stated he spoke with the Salvation Army representatives and urged alderpersons to postpone future discussion concerning shelters until all information can be disseminated and all input from business owners and citizens can be received.

Mayor Wiza stated the agenda has changed slightly, as item #15 for a conditional use permit for Evergreen Community Initiatives was pulled and will not be discussed. He added item #39, the Resolution for Investment Tax Credit for solar power, has also been pulled as Congress has extended the tax credit.

Reid Rocheleau, 408 Cedar Street, Whiting, stated the proposed warming center can be handled by the Salvation Army and was against the new warming center.

**5. Presentation by Nick Hylla, Executive Director of Midwest Renewable Energy Assoc. regarding MREA services and overview.**

Nick Hylla, Executive Director of Midwest Renewable Energy Association, (MREA), provided an overview of the services. He stated this is a nonprofit service which

started approximately 1990. He added they currently have an agreement with the U.S. Department of Energy concerning the rooftop solar challenge. Mr. Hylla stated the cost of solar panels have come down 60% in the last several years and Congress has extended the solar tax credit, which will allow up to 30% of the cost of the panels as a tax credit.

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

**6. Minutes of the Regular Common Council meeting of November 16 and the Special Common Council meeting of November 16, 2015.**

Ald. Phillips **moved**, Ald. Morrow seconded, to approve the minutes of the Regular Common Council meeting of November 16, 2015 and the Special Common Council Meeting of November 16, 2015.

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

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

Ald. Kneebone **moved**, Ald. Ryan seconded, to approve the minutes and actions of the Plan Commission meeting of December 7, 2015.

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

**8. Resolution – Conditional Use Permit – Investors Community Bank, northwest corner of County Road R and County Highway HH – Request a sign variance to construct two off-premise and multiple on-premise freestanding signs.**

Ald. Morrow **moved**, Ald. Kneebone seconded, to approve the conditional use permit for Investors Community Bank for a sign variance to construct two off-premise and multiple on-premise freestanding signs.

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

**9. Ordinance Amendment – Annexation – 1230 North Second Drive from the Town of Hull.**

John Holdridge, Chairman, Town of Hull, stated from the Town's perspective there are still outstanding legal issues, which will be discussed with Mr. Erwin. He stated there are also process concerns which involve the Portage County Planning and Zoning as well as Department of Natural Resources.

Mark Erwin, 533 Second Street North, stated he is very much looking forward to being part of the City of Stevens Point.

Ald. Morrow **moved**, Ald. Slowinski seconded, to approve the ordinance amendment – Annexation – 1230 North Second Drive from the Town of Hull.

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

**10. Ordinance Amendment – Zoning - Establish a permanent zoning classification of "B-1" Neighborhood Business District, "B-2" Central Business Transition District, or "B-4" Commercial District for 1230 North Second Drive.**

Director Ostrowski stated the recommendation was the zoning classification of "B-4".

Ald. Morrow **moved**, Ald. Phillips seconded, to approve the ordinance amendment – zoning establish a permanent zoning classification of "B-4" commercial district for 1230 North Second Drive.

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

**11. Ordinance Amendment – Annexation – Municipality owned property located west of 5707 U.S. Highway 10 East, known as a portion of Elizabeth Avenue from the Town of Hull.**

Ald. Slowinski **moved**, Ald. Ryan seconded, to approve the ordinance amendment – annexation to the municipality owned property located west of 5707 U.S. Highway 10 East, known as a portion of Elizabeth Avenue from the Town of Hull.

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

**12. Ordinance Amendment – Annexation – 5707 U.S. Highway 10 East from the Town of Hull.**

John Holdridge, Chairman, Town of Hull, stated this is clearly a commercial parcel and the Town's concern is the need to involve the neighboring owners in the development of the property.

Ald. Kneebone **moved**, Ald. Van Stippen seconded, to approve the ordinance amendment – annexation – 5707 U.S. Highway 10 East from the Town of Hull.

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

**13. Ordinance Amendment – Zoning – Establish a permanent zoning classification of "B-5" Highway Commercial District for 5707 U.S. Highway 10 East.**

Mayor Wiza stated the B-5 classification offers the most flexibility and oversight regarding what can and cannot be built. He added that the neighboring property owners would be included in discussions concerning development of the property.

Ald. Kneebone **moved**, Ald. Slowinski seconded, to approve the ordinance amendment- zoning – establish a permanent zoning classification of “B-5” Highway Commercial District for 5707 U.W. Highway 10 East.

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

**14. Resolution – Conditional Use Permit – Storage Unlimited LLC, 3256 Church Street – Request to operate an indoor storage facility.**

Mayor Wiza stated the Plan Commission recommended approval with the recommended conditions.

Ald. Slowinski **moved**, Ald. Doxtator seconded, to approve the conditional use permit for Storage Unlimited LLC, 3256 Church Street, request to operate an indoor storage facility with the seven stated conditions as recommended by staff.

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

**15. Resolution – Conditional Use Permit – Evergreen Community Initiatives, representing the Franciscans Downtown, 1000 Main Street – Request to operate a warming shelter (temporary housing).**

This item was pulled and will be reconsidered at a future date.

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

Mayor Wiza stated several individuals wished to speak on items #16, #17 and #18, and stated it would be appropriate to speak under agenda just one agenda item, item #18. He added there were some changes to the minutes, the fourth paragraph from the bottom, the Poky Pedaling Committee needed to be corrected to read the Bicycle Pedestrian Advisory Committee.

Mayor Wiza stated the comment about the parking structure “off the table” should be changed to read “not off the table.”

Ald. Phillips **moved**, Ald. Oberstadt seconded, to approve the minutes and actions of the Board of Public Works meeting of December 14, 2015 with the above noted changes and pull item #4 for further discussion.

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

**Discussion of item #4:**

Mayor Wiza stated this was the request by Sentry Insurance to add angle parking on Ellis Street between Strongs Avenue and Church Street.

Ald. Phillips stated Sentry Insurance does a lot of research with regard to their parking concerns and is a good corporate neighbor that supports the City. Ald. Phillips stated the parking request needs to be approved.

Mayor Wiza stated an email was sent to the alderpersons from Tori Jennings, who is on the Bicycle Pedestrian Advisory Committee. In her email, she stated it would not significantly affect the bicycle route connectivity.

Ald. McComb stated she neglected to envision the big picture and the request from Sentry Insurance for angle parking should be approved and would have a smaller impact than she anticipated to the overall Bike-Ped plan.

Ald. Phillips **moved**, Ald. Morrow seconded, to direct staff to complete all necessary documents to move forward to create angle parking on the north side of Ellis Street between Church Street and Strongs Avenue.

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

**17. Ordinance Amendment – Traffic – No Parking restriction on sections of Ellis Street (Sections 9.05 (i) and (j) of the RMC).**

Ald. Van Stippen **moved**, Ald. Oberstadt seconded, to approve the ordinance amendment for traffic with a no parking restriction on sections of Ellis Street (Sections 9.05 (i) and (j)).

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

**18. Relocation Order – Country Club Drive / Hoover Road Grade Separation Project.**

Mayor Wiza stated additional emails were received from Maher Water and those were distributed in hard copy to the alderpersons.

Danielle Maher-Baron, 2901 Hoover Street, stated it is mandatory for her to have access off of Hoover to be able to run her business. She added it would affect day to day customer service with orders.

Sam Baron, 2901 Hoover Street, stated over 18,000 customers are serviced through the business and stated on any given day between seven to 10 vehicles need access to Coye. He added if the Hoover Street access is removed, Maher Water will lose four parking spaces. Mr. Baron stated it will be difficult to operate day to day without the

Hoover Street access and will add to any confusion with the business address versus street location.

Mayor Wiza asked if there was a second entrance other than Coye, would that assist Maher Water.

Mr. Baron stated the traffic from Donaldson's without any foreseeable traffic lights, would make access to and from Maher a challenge if the Hoover entrance is removed.

Bill Maher, 1100 Brawley Street, stated when the building plans were developed, the access to Hoover was planned. He added 14 to 17 semi-trucks per month deliver to the business and without the Hoover access the potential of blocking Coye increases.

Bonnie Maher, 1100 Brawley Street, stated she is opposed to this plan because this will place a hardship on conducting business for Maher Water. Ms. Maher also cited if Hoover is closed and the Maher address is listed as Hoover Drive, how does that affect emergency responders. She stated she thinks there are other options that could be explored and requested this go back to Public Works for reconsideration.

Attorney Brian Formalla, Anderson-O'Brien Law Firm, stated no one has asked that this project stop, but to reconsider and engage in more conversation on finding an acceptable solution for both parties.

Director Schatschneider clarified the difference between agenda item #18 and #19 and they are two separate projects.

Ald. Patton questioned if the Hoover access will be affected if the Council approves either #18 or #19.

Director Schatschneider stated no.

Mayor Wiza stated the design alternatives were discussed and a recommendation made at the Board of Public Works meeting. He also stated the comments from the Maher Corporation, property owners and Attorney Formalla, would be taken into consideration before the final draft is completed.

Attorney Formalla stated as long as the conversation can continue for the Maher Corporation, everyone would be satisfied.

Ald. Slowinski **moved**, Ald. Oberstadt seconded, to approve the relocation order of Country Club Drive/Hoover Road Grade Separation Project.

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

**19. Right of Way Plat – Country Club Drive / Hoover Road Grade Separation Project.**

Ald. Slowinski **moved**, Ald. Oberstadt seconded, to approve the right of way plat for

the Country Club Drive/Hoover Road Grade Separation Project.

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

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

C/T Ladick recapped the actions taken at the Special Finance Committee meeting of December 21, 2015 and included the authorization of the Fire Department to apply for two grants as well as a revised cost estimate for real estate acquisition services.

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

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

**21. Resolution – Designating Public Depository and Authorizing Withdrawal of City Monies.**

Ald. Phillips **moved**, Ald. Kneebone seconded, to approve the resolution designating a public depository and authorizing withdrawal of city monies.

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

**22. Resolution - Committing Funds to 247 (Edgewater), 248 (Special Assessment Fund) and 249 (Willett Ice Arena Fund).**

C/T Ladick stated the monies in these funds are designated for these specific items.

Ald. Mrozek **moved**, Ald. Van Stippen seconded, to approve the resolution committing funds to Edgewater and the Willett Ice Area.

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

**23. Resolution – Authorizing Membership in the Cities and Villages Mutual Insurance Company.**

C/T Ladick stated this was the final step in switching insurance companies for coverage in 2016.

Ald. Slowinski asked if this needs to come before the Council again.

C/T Ladick stated the commitment is for one year, and if needed, the City could decide to access insurance through another provider.

Ald. Van Stippen **moved**, Ald. Ryan seconded, to approve the resolution authorizing membership in the Cities and Villages Mutual Insurance Company.

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

**24. Revised agreement with MSA Professional Services, Inc. for Real Estate Services, Right of Way Acquisition for the Hoover Grade Separation Project in the amount of \$59,050.00.**

Ald. Slowinski **moved**, Ald. McComb seconded, to approve the revised agreement with MSA Professional Services, Inc. for real estate services, right-of-way acquisition for the Hoover Grade Separation in the amount of \$59,050.00

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

**25. Minutes and actions of the Public Protection Committee meeting of December 14, 2015.**

Ald. Ryan **moved**, Ald. Mrozek seconded, to approve the minutes and actions of the Public Protection Committee meeting of December 14, 2015.

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

**26. Ordinance Amendment – Polling Place Change for District #4 – Move from Madison School, 600 Maria Dr. to Mid-State Technical College, 1001 Centerpoint Dr. (Sec. 15.03(4) of the RMC).**

Ald. Oberstadt **moved**, Ald. Van Stippen seconded, to approve the polling place change for District #4 from Madison School to Mid-State Technical College.

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

**27. Minutes and actions of the Personnel Committee meeting of December 14, 2015.**

Ald. Kneebone moved, Ald. Oberstadt seconded, to approve the minutes and actions of the Personnel Committee meeting of December 14, 2015 and pull item #1 for further discussion.

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

Discussion of item #1:

Ald. Kneebone stated this item is a matter of fairness to employees, reassuring them their jobs are secure if they perform their duties as prescribed and follow all the rules of the workplace.

Ald. Patton concurs with Ald. Kneebone's comments.

Ald. McComb reiterated both Ald. Patton and Kneebone's comments. She added at-will employment is not fair; managers currently use these proposed changes in advising and evaluating staff and the process regarding disciplinary action is fair and just.

Ald. McComb **moved**, Ald. Oberstadt seconded, to amend and approve administrative policy 2.11 to include the language supplied to the Personnel Committee that was recommended by Attorney Dietrich and City Attorney Beveridge.

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

**28. Tentative Agreement IAFF Local 484 2016-2018.**

HR Manager Jakusz stated the tentative agreement was distributed at the committee meeting and would answer any questions.

Ald. Patton **moved**, Ald. Ryan seconded, to approve the 2016-2018 tentative agreement IAFF Local 484.

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

**29. Minutes and actions of the Board of Water and Sewerage Commissioners meeting of December 14, 2015.**

Ald. Phillips **moved**, Ald. Slowinski seconded, the minutes and actions of the Board of Water and Sewerage Commissioners meeting of December 14, 2015.

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

**30. Minutes and actions of the Board of Park Commissioners meeting of December 2, 2015.**

Mayor Wiza informed the City Council that Park Commissioner Jeff Bahling unexpectedly passed away and thoughts and prayers are extended to his family.

Ald. McComb **moved**, Ald. Oberstadt seconded, to approve the minutes and actions of the Board of Park Commissioners meeting of December 2, 2015.

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

**31. Transferring Real Property Lease Agreement for Cellphone Antennae at Zenoff Park.**

City Attorney Beveridge stated this was voted on previously and when the paperwork was submitted there were additional changes requested by Cellcom. The most notable change was to transfer Tower Holdings I to Tower Holdings II, which would need a vote.

Ad. Patton **moved**, Ald. Phillips seconded, to transferring real property lease agreement for cellphone antennae at Zenoff Park.

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

**32. Minutes and actions of the Police and Fire Commission meeting of November 3, 2015 and the Special Police and Fire Commission meetings of November 9, 10, 12 and 16, 2015.**

Ald. Patton **moved**, Ald. Kneebone seconded, to approve the minutes and actions of the Police and Fire Commission meetings of November 3, November 9, 10, 12 and 16, 2015.

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

**33. Minutes and actions of the Transportation Commission meeting of December 10, 2015.**

Ald. Phillips stated the minutes did not contain much content and questioned if there were any financial reports that should be attached.

Director Lemke stated he was not at the meeting and would look into the content. He stated there are times when the meeting schedule does not align to include the financial report.

Ald. Kneebone stated the primary issue discussed at the meeting was the change to the Freon recovery/recycle unit, which provided a significant savings and needed a vote.

Ald. McComb **moved**, Ald. Morrow seconded, to approve the minutes and actions of the Transportation Commission meeting of December 10, 2015.

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

**34. Minutes and actions of the Airport Commissioners meeting of December 14, 2015.**

Ald. Patton **moved**, Ald. Phillips seconded, to approve the minutes and actions of the Airport Commissioners meeting of December 14, 2015.

Ald. Patton stated the airshow is scheduled for June 12, 2016 and they are currently accepting donations.

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

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

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

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

**36. Appointment of Election Officials for the 2016-2017 Election Cycle.**

Clerk Moe stated this is statutorily required and is done every election cycle.

Ald. Doxtator stated he would abstain from voting on items #36 and #37.

Ald. Kneebone and Phillips stated they would abstain from voting.

Ald. Patton **moved**, Ald. McComb seconded, to approve the appointment of election officials for the 2016-17 election cycle.

Call for the Vote: Ayes: All.  
Abstain: Ald. Doxtator, Kneebone, Phillips.  
Nays: None. Motion adopted.

**37. Mayoral Appointments:  
Housing Authority and Redevelopment Authority**

Mayor Wiza stated these are reappointments, therefore, no background information was provided.

Ald. Van Stippen **moved**, Ald. Kneebone seconded, to approve the Mayoral appointments to the Housing Authority and Redevelopment Authority.

Call for the Vote: Ayes: All.  
Abstain: Ald. Doxtator.  
Nays: None.

**38. Equipment Donation and Security Agreement with Sentry Insurance.**

Ald. Phillips **moved**, Ald. Doxtator seconded, to approve the equipment donation and security agreement with Sentry Insurance with minor non-material changes provided by staff.

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

**\*39. Resolution – Investment Tax Credit.**

This item was pulled from the agenda.

**40. Enter into closed session under Wisconsin Statutes 19.85(1)(g) (Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved) for discussion of resolving an encroachment upon City property within Bukolt Park and consideration of the minutes of the closed session meetings from August 17, and September 21, 2015. And pursuant to Wisconsin Statutes 19.85(1)(e) for the 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, relating to the following:**

**Negotiating the terms of a development agreement for the property east of 1101 Centerpoint Drive, Stevens Point, WI 54481**

Ald. McComb **moved**, Ald. Phillips seconded, to approve the Common Council enter into closed session at 8:28 p.m.

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

**41. Adjournment.**

The meeting was adjourned at 9:43 p.m.

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

Lincoln Center  
1519 Water Street

January 11, 2016  
5:50 P.M.

**Mayor Mike Wiza, Presiding**

**ROLL CALL:** Ald. Doxtator, Mrozek, Ryan, Kneebone, Patton, McComb, Phillips, Morrow.

**EXCUSED:** Ald. Oberstadt; Slowinski.

**ALSO**

**PRESENT:** C/T Ladick, City Attorney Beveridge, City Clerk Moe; Directors Schatschneider, Schrader, Ostrowski, Lemke; Police Chief Skibba; Fire Chief Finn; Tricia Church, Staff; Nate Enwald, Portage County Gazette; Brandi Makuski, Stevens Point City Times; Sari Lesk, Stevens Point Journal.

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

**2. Appointment Process for the Fifth District Alderperson Vacancy.**

Mayor Wiza stated Alderperson Van Stippen had submitted his resignation as Alderperson for District #5. He stated in the past interested citizens have been given a period of time to submit an application. Mayor Wiza noted Ald. Oberstadt had asked if a Special Common Council meeting could be held February 8, 2016 rather than February 1, 2016. He added an interview process and vote would be held in February to select an individual to represent District #5. The Mayor reviewed the voting process as outlined in the memo.

Ald. Phillips asked if the flip of a coin would be appropriate as a tie-breaker.

Mayor Wiza replied if all alderpersons are present for the vote, there would never be a tie.

Ald. Doxtator **moved**, Ald. Mrozek seconded, to accept the process for selection of Alderperson for District #5 as outlined in the memo with the change to a flip of a coin to break a tie vote after the second round of voting at a Special Common Council meeting to be held February 8, 2016.

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

**3. Adjournment.**

The meeting was adjourned at 5:57 p.m.



PERSONNEL COMMITTEE MEETING  
Monday, January 11, 2016 – 6:00 p.m.  
Lincoln Center ~ 1519 Water Street

PRESENT: Chairman Phillips; Alderpersons Mrozek, Slowinski, Patton

EXCUSED: Oberstadt

OTHERS

PRESENT: Mayor Wiza; C/T Ladick; Attorney Beveridge;  
Alderpersons Kneebone, Doxtator, McComb, Ryan, Morrow;  
Directors Lemke, Ostrowski, Schrader, Schatschneider; Chief Finn;  
Chief Skibba; Barb Jacob; Cathy Dugan; Bob Larson; David Shorr;  
Bob Fisch; Jeremiah Kaminski; Jane Johnson, Bobbie Amanr; Denny  
Rosenthal; Sarah Mutschlecner; Karl Weyers; Melanie Duncan; Justin  
Lechleiter; Allen Rasmussen; Bruce Gerland; Julie Schneider; Chuck  
Glodowski; Brandon Naeger; Mark Balhorn; Matthew Brown; Tricia  
Church; Mary Meyer; Kyle Knoke; Dejan Kuzmanovic; Jim Spreda;  
Sari Lesk ~ SPJ; Nate Enwald ~ PC Gazette; Brandi Makuski ~ SPCT;  
Human Resource Manager Jakusz

Chairman Phillips called the meeting to order.

1. Amendment to Administrative Policy 1.02 Fair Employment.

This amendment was requested by Mayor Wiza. Mayor Wiza is also requesting that the term "sexual orientation" be added to the list of protected statuses in the policy language.

Aldersperson Mrozek moved to approve the amendment to Administrative Policy 1.02 – Fair Employment and to include the Mayor's suggestion of adding sexual orientation. Alderman Slowinski seconded.

Chairman Phillips asked City Attorney Beveridge if these additions to the policy would already be covered under either state or federal law. City Attorney Beveridge indicated that he could not be one-hundred percent certain without reviewing law, but his guess would be that yes, they are included.

Alderman Patton suggested simplifying the policy by modifying the wording to indicate the City of Stevens Point won't discriminate against people. City Attorney Beveridge replied that there are times and

circumstances that allow for discrimination. For example, if we advertise for a position in the Streets Department and only accept those who meet the qualifications, it could be construed that we were discriminating against the balance of the applicant pool.

Victoria Schneider spoke out in favor of the amendment based on the personal experiences of a friend of hers.

Robert Steinke also spoke out in favor of the amendment. He stated that a family member came out as transgender and as a result experienced discrimination in housing, employment and other matters.

Elliott Mutschlecner also spoke out in support of the policy amendment based on his personal experience as a transgender person. He voiced his support of anti-discriminatory policies.

Cathy Dugan spoke in support of the policy amendment.

David Shorr spoke in support of the policy amendment.

Action on the motion: Ayes all, nays none. Motion carried.

2. Request to hire a limited term Mechanic – Transit

Chairman Phillips reviewed the memo from Director Lemke relating to this request. It was noted that Director Lemke was present in the event of any questions related to the request.

Motion by Alderman Slowinski, second by Alderman Patton to approve the hiring of a limited term Mechanic in Transit. Ayes all, nays none. Motion carried.

3. Adjournment – 6:16 p.m.

**CITY OF STEVENS POINT  
PUBLIC PROTECTION COMMITTEE  
Monday, January 11, 2016 – 6:18 P.M.  
Lincoln Center – 1519 Water Street**

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

**Also**

**Present:** Mayor Wiza; City Attorney Beveridge; City Clerk Moe; Alderpersons Slowinski, Kneebone, Patton, McComb and Phillips; Directors Ostrowski, Schatschneider; Police Chief Skibba; David Shorr; Bruce Gerland; Bob Larson; Cathy Dugan; Bob Fisch; Mary Meyer; Ryan Barz; Barb Jacob; Matthew Brown; Chuck Glodowski; Jim Spreda; Tori Jennings; Trevor Roark; Nate Enwald – Gazette; Brandi Makuski – City Times

**1. License List:**

- A. New Operator's (Bartender's) Licenses.**
- B. Temporary Class "B" / "Class B" (Picnic) License – St. Casimir Parish, 203 W. Casimir Rd, Stevens Point, for St. Casimir Winter Dinner Dance on February 6, 2016 at 1025 Second Street North. Licensed operator on premise: Phillip Janowski. (Beer only)**
- C. Change of Agent:**
  - i. Sentry Services LLC, 1800 North Point Drive, Stevens Point, Michael James, 1104 Soo Marie Ave, Stevens Point, WI; agent at @1800 SentryWorld, 601 Michigan Ave, replacing Julene Hahn-Stokes.**
  - ii. Sentry Services LLC, 1800 North Point Drive, Stevens Point, Michael James, 1104 Soo Marie Ave, Stevens Point, WI; agent at Captain John Parker Room, 1800 North Point Drive, replacing Julene Hahn-Stokes.**
- D. Pawnbroker/Secondhand Jewelry Dealer (Renewal) – Grubba Jewelers Inc., 949 Main Street, Stevens Point, Charles and Mark Grubba, owners.**

Ald. Ryan asked if the Police Department had any concerns with these requests.

Police Chief Skibba replied no.

Ald. Mrozek **moved**, Ald. Ryan seconded, to approve the license list as presented.

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

**2. Ordinance Amendment – Authorize the City Clerk to Use Shifts for Election Officials (Poll Workers) (Section 3.40(3) of the RMC).**

Clerk Moe said per state statute, he is required to ask permission in order to use shifts for Election Officials.

Ald. Doxtator said shifts have been used for some time and it works out well for those individuals that cannot work all day.

Ald. Ryan **moved**, Ald. Morrow seconded, to approve the ordinance amendment to authorize the City Clerk to use shifts for Election Officials.

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

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

Director Ostrowski said he was available to answer any questions.

Mayor Wiza reminded city residents to clear their sidewalks including the corners if they live on a corner lot.

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

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

### **4. Adjournment.**

Adjournment at 6:23 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 (3) of Section 3.40 of the Revised Municipal Code of the City of Stevens Point is hereby created to read as follows:

(3) Shifts. The City Clerk is authorized to create 2 or more sets of officials to work at different times on Election Day, and may establish different working hours for different officials assigned to the same polling place as necessary.

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

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

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

Dated: January 5, 2016  
Adopted: January 18, 2016  
Published: January 22, 2016

# CITY OF STEVENS POINT

## BOARD OF PUBLIC WORKS MEETING

Monday, January 11, 2016  
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 Tricia Church; **Alderspersons:** George Doxtator(1<sup>st</sup>), Garrett Ryan(3<sup>rd</sup>), Mary Kneebone(7<sup>th</sup>) and Mary McComb(9<sup>th</sup>).

**EXCUSED:** Heidi Oberstadt(4<sup>th</sup>)

### **ALSO PRESENT:**

**DIRECTORS:** Michael Ostrowski – Community Development and Joel Lemke – Public Utilities and Transportation, 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>), Mike Phillips(10<sup>th</sup>) and Shaun Morrow(11<sup>th</sup>).

**CITY STAFF MEMBERS:** City Clerk John Moe, City Attorney Andrew Beveridge, Police Chief Martin Skibba and Fire Chief Bob Finn.

**OTHERS:** Nate Enwald – P.C. Gazette, Brandi Makuski – Stevens Point City Times, Ryan Barz and Bruce Gerland – AECOM, William and Bonnie Maher – Maher Water Corporation, Bob Fisch – 1033 Smith Street, Cathy Dugan – 615 Sommers Street, Chuck Glodowski – 5276 Howard Avenue, Bob Larson – 3283 Lindbergh Avenue, David Shorr – 2509 Peck Street, Mary Meyer – 1450 Water Street, Tori Jennings – 1632 Ellis Street, Trevor Roark – 601 Washington Avenue, Barb Jacob – Division Street, Mathew Brown – 1556 Plover Street and Jim Spreeda – 1741 Ellis Street.

**Mayor Mike Wiza called the Board of Public Works meeting to order at 6:24 p.m. on January 11, 2016. The meeting was held at the Lincoln Center located at 1519 Water Street in Stevens Point.**

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

Director Schatschneider had nothing to add to his report but stated he was open for questions.

*C/T Ladick made the motion to approve the Director's Report and place it on file; seconded by Alderperson McComb.*

*Ayes all; nays none; motion carried.*

**2. Consideration and possible action to approve the ordinance modifications in Sections 9.02(b)2, 9.04(a) and 9.06(a) on Ellis Street between Church Street and Strongs Avenue.**

Aldersperson Ryan asked if we could put up additional signage for the change to the bike route.

Aldersperson Doxtator agreed with Aldersperson Ryan; however, it will be a one-way street and bikers should not be going the wrong way on a one-way street. He also asked for additional wording in the ordinance that states that this is temporary.

Mayor Wiza reminded all the Alderspersons that they can consider changing any ordinance at any time. He also stated that his intention is to bring this back for consideration after a reasonable amount of time has passed in an attempt to resolve the problem.

*Aldersperson McComb moved approval for the ordinance modifications in Sections 9.02(b)2, 9.04(a) and 9.06(a); seconded by Aldersperson Kneebone.*

*Ayes all; nays none; motion carried.*

**3. Consideration and possible action to approve a decision regarding a second/future entrance into the Stevens Point Industrial Park.**

Mayor Wiza explained that after further discussion and evaluation it has been determined that a second access is not warranted at this time due to Skyward moving in the spring and the vacant Joerns building. Until those buildings get repurposed, the recommendation is to not forget about it, but put it on hold until it is needed.

Aldersperson Doxtator asked what kind of clearance the multiuse path will have for emergency vehicles. Director Schatschneider stated that the fire department said it would work as long as we have snow cleared on the path in the winter.

*Aldersperson Doxtator motioned to approve the decision regarding a delay to a second/future entrance into the Stevens Point Industrial Park; seconded by Aldersperson Ryan.*

Mayor Wiza clarified that the motion on the table is to suspend work and delay action on the future entrance to the Industrial Park.

*Ayes all; nays none; motion carried.*

**4. Consideration and possible action to approve the proposed design alternative for the Coye Drive and Hoover Road intersection improvements.**

Mayor Wiza stated that we have had many discussions on this and are now at the point where we need a decision. The proposed design is the best alternative for the most people.

Bob Larson thanked the Mayor for taking his call and answering some of his concerns; however, he had a few more come up since. He asked what the cost would be if the road was left as it is and signal lights were installed. Director Schatschneider stated that it would not work because it

is currently geometrically unacceptable for signal lights as it is. Mr. Larson then asked if we looked up the accident reports at this intersection and compared it to Fourth Avenue and Division Street that has signals but no turn lanes. Director Schatschneider explained from an engineering standpoint, crash data is only one of seven things that are looked at to see if an intersection warrants signals.

William Maher stressed his concerns with taking away the Hoover Road entrance to their business. He feels his business will be handicapped when there are delivery trucks blocking his only entrance. He asked if the cost to build this intersection included compensation to the businesses that will be affected. Mayor Wiza and Director Schatschneider stated that it does.

Bonnie Maher stressed disappointment with the vague explanations she received in the memo from AECOM and Director Schatschneider. She stated that the city took enough of their land when the median on Hoover Road was put in. She feels the project is not worth closing off an entrance to their business. She said they will more than likely build and move their business somewhere else. She pointed out that vehicles using the right turn lane would already be slowing down to prepare to turn onto Coye Drive; therefore, she feels leaving the entrance into their business would not pose a safety issue.

Kathy Dugan feels we should be looking at making some accommodations to our small businesses as we do for our large corporations.

Alderson Slowinski agreed that this is a very difficult intersection. He stated that he honestly feels we have made every attempt to work this out. He really feels bad for Maher's business but he simply cannot see any other way to make this intersection work. He stressed the importance of having turn lanes in order for this project to work. He pointed out that the business to the north will also be losing an entrance as well.

Barb Jacob guarantees that taking away an access point away will impact Maher's and to a small business, that can be detrimental.

Mayor Wiza affirmed that the cost of property acquisitions to all the affected businesses has been taken into account in the estimated cost of the project. He reminded everyone that we have researched every possible suggestion and worked on them for months. He echoed Alderson Slowinski regarding Maher's not being the only business losing an access off Hoover Road.

*Mayor Wiza motioned to move forward with the proposed design alternative to the Coye Drive and Hoover Road intersection improvements; seconded by Alderson Doxtator.*

Alderson Ryan asked if we could possibly look at changing the addresses of the businesses that will be losing access off Hoover Road to a Coye Drive address. Mayor Wiza said that is definitely something we can look into.

Alderson McComb stated that she is impressed with the amount of attention that staff and council members have given to try to solve this problem. She believes that staff and engineers have done all they can to design the best way possible.

*Ayes all; nays none; motion carried.*

**5. Discussion/Update for a proposed second entrance into the Stevens Point Industrial Park.**

Director Schatschneider explained that Sixth Avenue is on the schedule for a complete reconstruct this year and in the design process, we are proposing adding sidewalk city funded as part of the project. He explained that this is a section of town that definitely warrants sidewalks and we should take opportunities like this to install sidewalks where it makes sense. He stated that this is item was put on the agenda as an introduction to how we would like to proceed with this project.

Aldersperson McComb added that she has had discussions with Director Schatschneider and is pleased announce that we have also planned to mark bike lanes as part of this project.

**6. ADJOURNMENT: Mayor Mike Wiza adjourned the January 11, 2016 Board of Public Works Meeting at 7:02 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 "e" of Section 9.02(b)2 of the Revised Municipal Code, **Speed Limits** is hereby **created** to read as follows:

9.02(b)2 e. Ellis Street from Church Street to Clark Street.

**SECTION II:** That subsection 24 of Section 9.04(a) of the Revised Municipal Code, **One-way Streets** is hereby **created** to read as follows:

9.04(a) 24. Westerly on Ellis Street from Church Street to Strongs Avenue.

**SECTION III:** That subsection 297 of Section 9.06(a) of the Revised Municipal Code, **Stop Signs** is hereby **amended** to read as follows:

9.06(a) 297. Ellis Street at Church Street in west bound lane.

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

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

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

Dated: January 5, 2016  
Approved: January 18, 2016  
Published: January 22, 2016

**FINANCE COMMITTEE  
JANUARY 11, 2016 AT 7:04 P.M.  
LINCOLN CENTER – 1519 WATER STREET**

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

**ALSO**

**PRESENT:** Mayor Wiza; C/T Ladick; Clerk Moe; City Attorney Beveridge; Directors Ostrowski, Schrader, Lemke, Schatchneider; Ald. Doxtator, Morrow, Ryan, Mrozek, McComb; Police Chief Skibba; Fire Chief Finn; Deputy C/T Freeberg; City Planner Kearns; Brandi Makuski; Nate Enwald; Cathy Dugan; Barb Jacob; Mary Meyer; Bob Larson; David Shorr; Bob Fisch; Trevor Roark; Tori Jennings; Chuck Glodowski

**ITEM #1 – ARCHITECTURAL, ENGINEERING, AND PROJECT MNGEMENT SERVICES FOR EDGEWATER MANOR.**

Director Ostrowski stated they released an RFP, based on direction from the Council, for architectural and engineering project management services for the needed repairs on Edgewater Manor. They received three proposals, which ranged from \$25,560 - \$84,360 for the base bid of just the architectural and engineering services. They also added project management services, which is a percentage of the project cost. The proposals were from AGL, Boldt and Becher Hoppe. AGL was the firm that did the needs assessment on the building. They came in at \$41,150 and staff is recommending to proceed with AGL given their history and knowledge of the building. Since this is just for the architectural services at this point, they will draw plans for whatever items we decide to proceed with, so he recommends proceeding with all of them at this point, to at least allow us to bid them out and get a cost estimate for the repairs. The total bid would be approximately \$72,641, if the estimates come in at the \$1.7 million.

Ald. Patton questioned if there are other items that could show up that need repair that are not on the list. Director Ostrowski stated there was a needs assessment done and the façade and parking lot were the critical items but we can choose other repairs as needed. We have about \$283,000 left in the checking account for Edgewater, so there are funds available to pay for the architectural services and some of the repair costs. There was also an asbestos test done and it was found that the only asbestos found was in the floor, so as long as the flooring is not touched, we should be good.

Ald. Phillips questioned if AGL has ever done any other projects in the area. Director Ostrowski stated they did the needs assessment and when Edgewater was with the Housing Authority, they were one of the only architects that they dealt with.

Motion made by Ald. Patton, seconded by Ald. Kneebone to approve the architectural, engineering, and project management services for Edgewater Manor with AGL in the amount of \$72,641.

Mary Meyer, 1450 Water Street, stated she would like to see an Edgewater Commission created and to hold off on moving forward until they do.

Barb Jacobs, 1616 Depot Street, would also like to see an Edgewater Commission created as she does not want any money spent until we have more information. She would like to see the façade done first and the rest of the repairs done in phases.

Mayor Wiza stated that this has been tossed around and the demand was made to have the Council take control. That was done and we were directed by many of the residents to fund the repairs, which is what we are doing. The project is of a big scope and the City is not equipped to handle it, which is why we need this architectural firm to take the lead. The tenants stated they wanted the repairs done, so that is the direction the City is taking. He stated that over the long course of this project, they have heard from everyone who had anything to say but if the residents want to form a type of "user group," they can do that on their own and the City would listen to what they had to say. This project cannot wait any longer.

Ald. Slowinski stated he does not want to piece the project and separate it into phases. A study was done that showed what was needed and he would like it done as a whole.

Ald. Kneebone stated if the windows are not bad, we are not obligated to fix them, so she feels there will be some opportunity for input down the line if things come back way out of proportion to what the City can afford.

Ald. Slowinski stated that once these studies are done, they are ours, so they are not wasted.

Ayes: All                      Nays: None                      Motion carried.

**ITEM #2 – AUTHORIZATION TO APPLY FOR THE WISCONSIN DOT TRANSPORTATION ALTERNATIVES PROGRAM GRANT.**

C/T Ladick stated this was brought forward by the Bike and Pedestrian Advisory Committee and would be an 80/20 split. The City would be responsible for 20%. He stated to keep in mind that this grant will only pay for the initial painting of the bike lanes, the City would be responsible for the re-painting of them in the future. He stated the life of the paint is projected to be about 7 years, so at that point, the City would be responsible 100% for it.

Mayor Wiza stated the Wisconsin DOT Transportation Alternatives Program grant was designed specifically to aid in projects like this. There is an 80% match to the City and from the research that he has done, he did find that the 20% that the City is responsible for can include our in-kind work. The maintenance required would be incorporated into the maintenance program that we do now with our other strippings.

Trevor Roark and Tori Jennings, Vice Chair and Chair of the Bike and Pedestrian Advisory Committee, handed out new, updated numbers (see attached) and did a brief presentation on the grant, showing what the grant would be used for and the areas that the stripping would be done. They are asking for approval to apply for the grant to fund the Stevens Point Bicycle Transportation Network Improvement Project, which would create 13.16 miles of painted and signed bike lanes, urban shoulders and shared lane markings. This would create a network that intersects the City and connects residents and visitors to major destinations throughout the City. This project is based on recommendations by Wisconsin Department of Transportation and the Portage County Countywide Bicycle and Pedestrian Plan, which the City adopted in October of 2015. Tori stated this is a reimbursement grant, so the City would have to pay for the whole project upfront. It is a federal grant, administered by the State. The minimum for the grant is \$300,000 and currently they are at \$444,000, which includes everything, making the City responsible for \$88,800. The design for the project would be part of fiscal year 2017 due to amount of paperwork that needs to be done. The construction for the project would be fiscal year 2019.

Ald. Patton questioned the difference in estimates. Mr. Roark replied the original estimate was based on thermal plastic markings, which is the highest cost style of marking, so after some consideration, they decided epoxy would be more realistic. They have similar durability but epoxy was lower in cost.

Mayor Wiza stated this grant was brought to his attention in the beginning of December, but has a deadline of the end of January, so the Committee and City staff have worked extremely hard to get this large project together in time so that Council could consider it.

Ald. Patton stated he supports this project.

Ald. Phillips questioned if City workers are capable of applying this paint. Mayor Wiza replied no, stating that currently we can't, which is why the cost is so much. He stated the Director is looking at some possibilities to give us the opportunity and equipment to do it ourselves. Currently, the painter we have is a push-behind painter. He is hoping that when maintenance is actually required, we will have the capability of doing it ourselves.

Ald. Slowinski stated that he does not like to add burdens to the work crews and with the big projects coming up in the future, this would be one more thing that they would be responsible for. He thinks it is a great idea, he is just concerned over the added work to the City.

C/T Ladick stated he is glad to hear that the issue of additional work burden is recognized as it does get frustrating for City employees when more burdens are always added but yet budgets are tight and staff get taken away.

Director Schatschneider stated he feels this grant is critical for our community, this is the type of project that pushes us forward.

Ald. Phillips questioned if we could maybe use this paint for the other markings that we redo every year.

Ald. Kneebone stated she thinks this is a great idea and we need to put our money where our mouth is.

Bob Larson, 3283 Lindbergh Avenue, questioned what the projected cost is to redo the surface in seven years. Mayor Wiza answered about the same as the grant amount, somewhere in the \$400,000 range, but reminded him that we are going to be looking at ways to be able to do it in-house to save money. He then asked what the cost would be to do it in-house. Mayor Wiza replied that we do not know yet because we do not know how much the equipment is going to be.

Mr. Roark addressed the question on maintenance stating that the grant has a high percentage of state review costs built in to the application so it may be \$444,000 now, but in seven years, it will not even be close to that because approximately 30% is state review and planning. Since it would already be done there would be no planning and no reviews needed, which would greatly reduce the cost.

Ms. Jennings added that the engineering costs are also included in the \$444,000 amount, which would not be needed either. Basically, the cost would be to just paint over the lines.

Cathy Dugan stated she is happy with the project and supports it.

Ald. Ryan stated he supports the project and believes it will be an economic booster. He questioned, in seven years down the road, if we can paint with a more resilient material, could that maybe be applied to the road paint as well. It would save time in the field and have cost savings. Director Schatschneider stated that tonight he does not have an answer, but seven years from now, he would not be surprised.

Ald. Phillips asked Director Schatschneider if he could come up with a figure that is without the contingency, the engineering, and other things that would not need to be redone again in seven years, by Council. Mayor Wiza stated yes.

Motion made by Ald. Phillips, seconded by Ald. Patton to authorize applying for the Wisconsin DOT Transportation Alternatives Program Grant.

Ayes: All

Nays: None

Motion carried.

### **ITEM #3 – MODIFYING THE 2016 CAPITAL BUDGET AND 2016 BORROWING AMOUNT.**

C/T Ladick stated by not doing the Heffron Street extension, we will free up \$690,000 and after an internal discussion as to the best use for that money staff recommends putting the money toward street reconstruction. He stated we have a little bit over 140 miles of roadway and we do about half a mile a year for complete reconstructs, which means the whole road network will be done in 280 years, with no new roads, which is not sustainable. For 2017, because of the grade separation, we were not planning to do a complete reconstruct, but with this savings, we are able to reduce the borrowing for 2016 and use it in 2017 for a street reconstruct. The original capital budget was approved at \$2.2 million dollars so we would reduce that by \$690,000, making the total \$1,510,000 this year and then we would plan on borrowing additional money for 2017.

Bob Larson questioned with the feds raising the rates and anticipating it being at 1% by the end of the year, will that have any major impact on the borrowing. C/T Ladick stated it could, but long-term rates have not moved much and over the last couple of years we have borrowed right around 2%. He would not be surprised if it did go up a bit, but he does not expect it to be significant.

Motion made by Ald. Patton, seconded by Ald. Slowinski, to approve the modification to the 2016 Budget and 2016 Borrowing.

Ayes: All                      Nays: None                      Motion carried.

**ITEM #4 – APPROVAL OF PAYMENT OF CLAIMS.**

Motion made by Ald. Patton, seconded by Ald. Kneebone, to approve the payment of claims in the amount of \$745,216.14.

The claims were discussed.

Ayes: All                      Nays: None                      Motion carried.

**ITEM #5 – ADJOURN INTO CLOSED SESSION (APPROXIMATELY 7:00 P.M.) PURSUANT TO WISCONSIN STATUTES 19.85(1)(E) (DELIBERATING OR NEGOTIATING THE PURCHASING OF PUBLIC PROPERTIES, THE INVESTING OF PUBLIC FUNDS, OR CONDUCTING OTHER SPECIFIED PUBLIC BUSINESS, WHENEVER COMPETITIVE OR BARGAINING REASONS REQUIRE A CLOSED SESSION) ON THE FOLLOWING: A. NEGOTIATING THE TERMS OF A DEVELOPMENT AGREEMENT FOR THE PROPERTY EAST OF 1101 CENTERPOINT DRIVE, STEVENS POINT, WI 54481. B. NEGOTIATING A POTENTIAL DEVELOPMENT AGREEMENT IN TIF DISTRICT 9. C. DEVELOPING A STRATEGY FOR PURCHASING REAL ESTATE.**

Motion made by Ald. Patton, seconded by Ald. Phillips, to adjourn into closed session at 7:55 p.m.

Roll Call: Ayes: Ald. Kneebone, Slowinski, Phillips, and Patton                      Nays: None  
Motion carried.

Adjourned in closed session at 8:41 P.M.



## 2016 Transportation Alternatives Program

### **City of Stevens Point**

### **Bicycle Transportation Network Improvement Project**

- ❖ TAP is a reimbursement grant for bicycle-pedestrian facilities and Safe Routes to Schools.
- ❖ Project costs are funded with maximum 80% federal and 20% minimum local funds.
- ❖ Infrastructure projects must cost \$300,000 or more.

This TAP grant will allow Stevens Point to modernize its transportation infrastructure by creating 13.16 miles of painted and signed bicycle lanes, urban shoulders, and shared lane markings. The project will create a **network** that intersects the City and connects residents & visitors to major business and employment areas, schools, neighboring jurisdictions, parks, and existing bike facilities. The project is based on recommendations by WisDOT and City staff, and the *Portage County Countywide Bicycle and Pedestrian Plan* adopted 10/19/2015.

### **Grant Request Summary**

Federal share = 80%

Local share = 20%

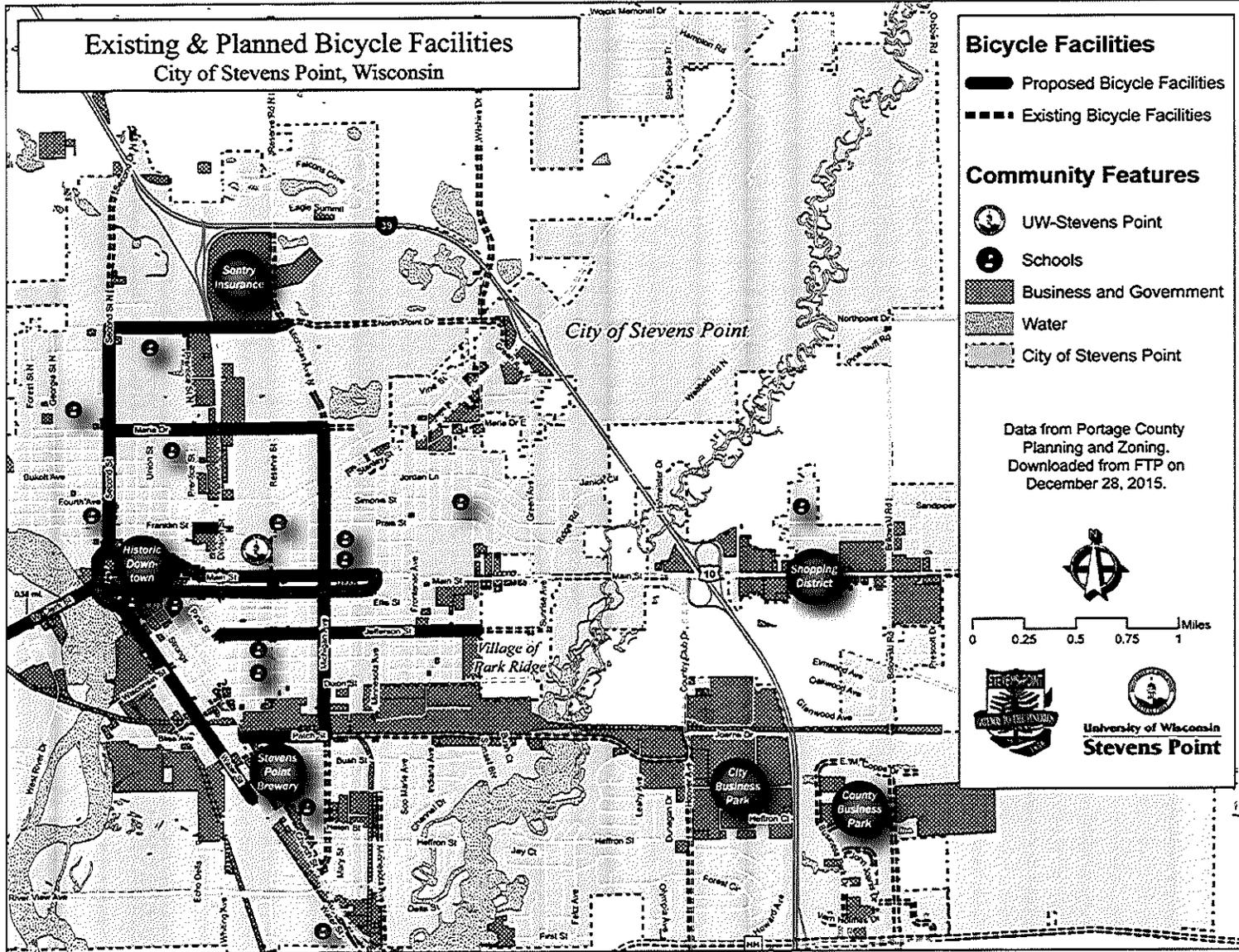
- Construction cost estimate: \$321,392
- State Review for Construction = 17%
- Plan Development (Design) = 14%
- State Review for Design = 7%

**\*Project Estimate Total: \$444,000**

**\*20% Local funds paid by City: \$88,000**

# Existing & Planned Bicycle Facilities

## City of Stevens Point, Wisconsin



- Bicycle Facilities**
- Proposed Bicycle Facilities
  - Existing Bicycle Facilities
- Community Features**
- UW-Stevens Point
  - Schools
  - Business and Government
  - Water
  - City of Stevens Point

Data from Portage County  
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University of Wisconsin  
**Stevens Point**

**SPECIAL FINANCE COMMITTEE**  
**December 21, 2015 AT 6:40 P.M.**  
**Council Chambers, 1516 Church Street**

PRESENT: Alderpersons Slowinski, Van Stippen, Kneebone, Phillips, and Patton  
ALSO  
PRESENT: C/T Ladick; Mayor Wiza; Director Schatschneider; and Fire Chief Finn.

**ITEM #1 – Authorization for the Fire Department to apply for two Assistance to Firefighters Grants for the purpose of obtaining a new fire engine and a new training trailer.**

Chief Finn explained the need for a new fire engine and training trailer, and the possibility of obtaining grants to cover 90% of the cost, with 10% coming from the City.

Ald. Slowinski asked what the typical success rate is for grant applications.

Chief Finn replied that he didn't know.

Ald. Van Stippen asked if the funds for the City portion are available in the Fire Department budget.

Chief Finn stated that they are not, which is why this was brought to the Finance Committee.

C/T Ladick explained that there are a few different options for funding the City's portion, including the Levy for Contingencies line item and it is also possible that some 2016 capital projects could come in under budget.

Motion made by Ald. Slowinski, seconded by Ald. Phillips, to authorize the Fire Department to apply for two Assistance to Firefighters Grants.

Ald. Van Stippen asked if the motion should also state where the money will come from if our applications are successful.

C/T Ladick replied that we can discuss that further when we have a decision on the grants.

Ayes: All            Nays: None

Motion Carried.

**ITEM #2 – Revised cost estimate for Real Estate Acquisition Services for the Hoover Grade Separation Project.**

Director Schatschneider explained the reason for the revised cost estimate and that this is a worst case scenario.

Motion made by Ald. Patton, seconded by Ald. Van Stippen, to approve the revised estimate.

Ayes: All            Nays: None

Motion Carried.

Adjourned at 6:50 P.M.

## RESOLUTION

### [WISCONSIN DEPARTMENT OF TRANSPORTATION 2016-2020 TRANSPORTATION ALTERNATIVE PROGRAM (TAP) GRANT]

**A RESOLUTION** authorizing the submittal of a Wisconsin Department of Transportation (WisDOT) 2016-2020 Transportation Alternative Program (TAP) Grant application to conduct the Stevens Point Bicycle Transportation Network Improvement Project and the subsequent commitment of funds.

**WHEREAS**, the State of Wisconsin Department of Transportation makes grant funding available for the planning, design, and construction of bicycle-pedestrian facilities through the Transportation Alternatives Program (TAP) Grant, at an 80% grant, and 20% local match on a reimbursement basis; and

**WHEREAS**, the City of Stevens Point approved the Portage County Bicycle and Pedestrian Plan which included recommendations for improving bicycle infrastructure through the creation of marked bicycle lanes/shoulders; and

**WHEREAS**, the City of Stevens Point Bicycle and Pedestrian Advisory Committee along with City staff have identified the Stevens Point Bicycle Transportation Network Improvement Project, which involves creating approximately 13 miles of bike lanes/shoulders using epoxy paint and appropriate signage on strategic routes connecting neighborhoods and business districts; and

**WHEREAS**, the Stevens Point Bicycle Transportation Network Improvement Project cost is estimated at \$440,000 of which \$88,000 (20%) is required as a local match for the WisDOT TAP Grant; and

**WHEREAS**, the estimated project costs above must be provided by the City entirely upon which reimbursement of up to 80% will be provided upon project completion if awarded the WisDOT TAP grant; and

**WHEREAS**, the State of Wisconsin Department of Transportation requires as part of the grant process, a Resolution from the City of Stevens Point agreeing to fund the project if the grant is awarded.

**IT IS, THEREFORE RESOLVED THAT:**

The City of Stevens Point Common Council agrees to comply with the applicable laws, requirements, and regulations as outlined in the WisDOT 2016-2020 TAP application materials, and any additional agreements, program, or project documentation between WisDOT and the City of Stevens Point;

**HEREBY AUTHORIZES** the Mayor of the City of Stevens Point to act on the behalf of the City of Stevens Point to: submit an application to the Wisconsin Department of Transportation for financial aid for the Stevens Point Bicycle Transportation Network Improvement Project, sign documents, and take necessary action to undertake, direct, and complete approved grant activities.

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

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

Dated: January 18, 2016  
Adopted: January 18, 2016

Drafted by: Michael Ostrowski  
Return to: City Clerk

**MEETING MINUTES  
BOARD OF PARK COMMISSIONERS  
WEDNESDAY, JANUARY 6, 2016**

1. **Roll Call**
2. **Approval of the December 2, 2015 Minutes**
3. **Approval of the 2016 Tree Care Operations**
4. **Hiring firm to design Pfiffner restroom/shelter**
5. **Director's report**
6. **Adjournment**

1. **Roll Call**

Present: Freckmann, Hall, Ald. McComb, McDonald, Ald. Oberstadt, Okonek, Sorenson

Excused: Glodosky, Ald. Slowinski,

Also Present: Director Tom Schrader, Betty Bruski Mallek

Vice President Okonek called the meeting to order at 6:30 p.m. and expressed sympathy to the Bahling family on behalf of the Board of Park Commissioners and residents of the City of Stevens Point on the recent loss of Jeff Bahling who was President of the Board of Park Commissioners at the time of his death. It is a tremendous loss because he was such a spokesmen for the parks in the City. Vice President Okonek also expressed sympathy to Commissioner Freckmann on the passing of Commissioner Freckmann's wife Sally in early December.

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

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

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

3. **Approval of the 2016 Tree Care Operations**

Director Schrader reported that the Forestry Department requested quotes from four local tree care companies. Three of the companies returned quotes. The low quote was from Tree Fella Tree Service for \$27,940.00. They had the quote last year and did a fine job.

**Motion by McDonald, seconded by Sorenson to approve the 2016 Tree Care Operations from Tree Fella Tree Service in the amount of \$27,940.00.**

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

4. **Hiring firm to design Pfiffner restroom/shelter**

Director Schrader stated that the Pfiffner restroom/shelter is different than the Mead restroom/shelter bid. With Mead Park's shelter/restroom it was a package deal all pre-designed, but with Pfiffner we wanted something different so RFP's were sent out to 6 vendors to submit a design for the Pfiffner restroom/shelter. Solicited 6 firms and four bids were returned. The cost of the design of the restroom/shelter ranged from \$19,300.00 to \$42,500.00. It will be a challenge to design a building that will fit into this area with the existing band shell design and other structures. We want something unique and that will complement the park. Looking at the Project Milestone Schedule for the project we can see it is a very tight schedule but we felt that in order to get the best quotes we needed to get this completed before contractors fill up their schedules. Jeff Bahling worked on the proposal and we agreed that we wanted this bathroom/shelter to tie into the playground area. The RFP of Design Unlimited was reviewed. Director Schrader reported that he spoke with another contractor from Stevens Point and was told the City would be pleased with the work of Design Unlimited.

Work will start after the 4<sup>th</sup> of July and Riverfront.

Motion by Hall, seconded by Ald. Oberstadt to approve the hiring of Design Unlimited to design the Pfiffner restroom/shelter in the amount of \$19,300.00.

Ayes all, Nays none; Motion carried.

5. **Director's report**

- Wants to congratulate and thank the Parks staff for their efficient work in getting the winter sports area up and running in a matter of days, ice rinks open tonight
- Willett Arena will have a busy week-end with the Sentry Classic Hockey tournament on Friday and Saturday, UW plays on Thursday and again on Sunday
- Jeff Schobert is working on ice sculptures out at McGlachlin Park. He wants people to stop out and he'll show people how to do sculptures and looks forward to help.
- Mayor Wiza will have 2 more commissioners approved by the Common Council this month

6. **Adjournment**

Motion by Ald. Oberstadt, seconded by Ald. McComb, to adjourn the meeting.

Ayes all; Nays none; Motion carried, 6:42 p.m.



## Police and Fire Commission

City of Stevens Point  
1515 Strongs Avenue  
Stevens Point WI 54481

Gary Wescott  
President  
(715) 346-1508

December 1, 2015  
4:00 p.m.

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

**Also Present:** Fire Chief Finn, Interim Police Chief Skibba, Alderperson Patton, Brandi – Stevens Point City Times, RB Supervisor Spoon

- 2. People to be heard and announcement**

President Wescott reported the EMS contract was not listed as an agenda item because there were no operational changes so formal approval by the commission was not required. The contract has been approved by the City Council.

- 3. Commission President Appointments of PFC liaison to the Fire Chief, Police Department and EMS advisory council**

President Wescott made the following appointments:

- Ron Carlson is appointed PFC liaison to the Fire Department
- Bob Ostrowski is appointed PFC liaison to the Police Department
- Ron Carlson is appointed to the EMS advisory council

- 4. Update on Fire Department hiring process (establishing eligibility list)**

The Department will wait until May to receive applicant names. Interviews will be conducted by Memorial Day and the plan is to have someone hired by July 1<sup>st</sup>.

- 5. Police Chief's Report**

Chief Skibba reported:

November:

- November, Space needs meetings
- Emergency needs grant, \$400.00
- November 2, Tavern League meeting
- November 4, November 11, AODA meeting with discussion of future projects
- November 5, UWSP meeting with dean of students, review and discussion of collaborative efforts in conjunction with off campus living
- November 13, Trigs, Red Kettle campaign kick-off attended by officers
- November 19, North Central Chiefs of Police Association meeting
- November 20, Stevens Point holiday parade assisted by Auxiliary and attended by 10 police officers and families with float (donut decorations).

December:

- December promotional process for Assistant Chief, Sergeant and Corporal positions
- December 2, Police Chief oath at 4:00 p.m. at PD with possible Assistant Chief oath to follow
- December 3, Guns N' Hoses fundraising event
- December 5, Red Kettle Safety fundraising challenge. PD at Trig's.
- December 5, YMCA Frostbite run, assisted by Auxiliary
- December 8, Recognition banquet
- December 17, North Central Chiefs of Police Association meeting
- December 19, Shop with a Cop

Commissioner Wescott moved, seconded by Commissioner Carlson, to accept the police chief's report.

Ayes, all; nays, none. Motion carried.

## 6. Fire Chief's report/EMS report

Chief Finn reported:

- SPFD members walked through the new Boys and Girl Club, 941 Michigan Avenue.
- The on-duty crew participated in the UWSP Health & Wellness Fair.
- SPFD personnel and explorer scouts went to Plover PD Tach House for RTF training with citizen's academy.
- Crews prepared pre-fire plans; measured buildings then drew diagrams with a computer program.
- AC Davis, Captains Baganz and Zvara went to the National Fire Academy class on Incident Safety Officer at MSTC in Wisconsin Rapids from 0800 – 1700.
- Fire safety talk with Copper Leaf Management on CBRF fire safety and exiting drills in their facilities.
- Completed N95 and SCBA fit testing.
- Fire at 281 Washington – person started his clothes on fire. He was transported to the burn center and later died from his injuries.
- Metro fire calls:
  - 4821 Still Meadow Drive, Plover
  - 3221 Patti Drive, Plover
  - 401 Hawthorne Drive, Plover
  - 301 Bliss Avenue, Stevens Point, false alarm
  - 3535 Jefferson Street, Stevens Point, Worzalla Publishing
- Chief Finn, AC Davis and Captain Baganz met with Sentry Theater manager for demonstration of flash bang (pyrotechnics) for Nutcracker play.
- Captain Moody to St. Michael's Hospital for fire inspection of the new ER, with representatives from Ellis Stone and DHS. Reviewed Phase 2 of the construction plans also.
- Training:
  - Excel Fitness, Topic: Fad Dieting
  - James Rowan Leadership training
  - Biannual driver training; over the road course
  - On-line training: Flammable Liquid Fires and Foam Applications
  - Tony Robbins Leadership training
- Participated in the holiday parade.

- Instructed Cub Scouts in First Aid and AED training.
- Remodeling. Personnel dry walled and taped the old dark room to transform it into a report writing office.
- Captain Baganz participated in a conference call on mapping software.
- Evaluations: New crew evaluations occurred throughout the month. All due by December 1<sup>st</sup>. They were turned in to AC Davis. AC Gemza and Davis completed the evaluations for Captains. Management Team evaluations also completed.

**EMS Report:**

- State of Wisconsin Patient Tracking: The SPFD will be participating in the Wisconsin Healthcare Emergency Preparedness Patient Tracking Pilot Program. The name of the tracking system is called EMTrack. Captain Jodi Baganz, Captain Dennis Zvara and AC Gemza are learning the system and then will train the rest of the Department.
- Boy Scouts Pack 265 First Aid training: Lt. Mattlin taught 8 cub scouts from Pack 265 Basic First Aid and Hands Only CPR.
- Rapid Response vehicle: There was a potential of 36 runs in November:
  - Cancelled en route: 3 times
  - Lieutenant not available: 6 times
  - Staffing not allowed: 2 times
  - RRU not available: 2 times
  - RRU responded: 23 times
- Simultaneous ambulance requests:  
Total number of ambulance requests in November: 315
  - 2 ambulances out 72 (22.9%)
  - 3 ambulances out 5 (1.6%)
  - 4 ambulances out 1 (0.3%)
  - 5 ambulances out 0

Commissioner Wescott moved, seconded by Commissioner Ostrowski to accept the fire chief's report.

Ayes, all; nays, none. Motion carried.

**7. Approval of Minutes**

The November minutes will be approved at the December 7, 2015 commission meeting.

**8. Confirmation of Bills**

Commissioner Wescott moved, seconded by Commissioner Ostrowski to accept the confirmation of bills.

Ayes, all; nays, none. Motion carried.

9. **Adjourn into closed session (approximately 4:30 p.m.) pursuant to Wisconsin Statute 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] and Wisconsin Statute Section 19.85 (1) (d) [except as provided in s. 304.06 (1) (eg) and by rule promulgated under s. 304.06 (1)(em), considering specific applications of probation, extended supervision or parole, or considering strategy for crime detection or prevention], and Wisconsin Statute Section 19.85 (1) (e) [deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session] for the following:**
- a. **Police Officer applicant interview**
  - b. **Assistant Chief interview – Police Department**
  - c. **Update on Fire Department bargaining with Local IAFF 484**
  - d. **Annual evaluations of Police and Fire Chiefs**
  - e. **Capital improvements to PD facilities for the purposes of maintaining evidence security, witness/informant confidentiality and personnel security**

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

Ayes: Carlson, Moore, Ostrowski and Wescott  
Nays, none. Motion carried.

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

Commissioner Moore moved, seconded by Commissioner Wescott, to reconvene into open session for possible action.

Ayes: Carlson, Moore, Ostrowski and Wescott  
Nays, none. Motion carried.

Commissioner Wescott moved, seconded by Commissioner Carlson, to extend a conditional offer of employment to Jeremiah Ballew upon the successful completion of all hiring protocols and testing.

Ayes: Carlson, Moore, Ostrowski and Wescott  
Nays, none. Motion carried.

Commissioner Wescott moved, seconded by Commissioner Carlson, to approve and affirm the decision of the Chief of Police to permanently appoint Tony Babl as Assistant Chief. Commissioner Wescott also recommends Chief Skibba confer with the City Attorney to take a look at the amount of time Tony has served in his position as probationary interim assistant chief and, if the City Attorney concurs, apply that time to the six month probationary period.

Ayes: Carlson, Moore, Ostrowski and Wescott  
Nays, none. Motion carried.

Commissioner Wescott moved, seconded by Commissioner Carlson, to direct the Chief of Police and his management team pursue the hiring of an architect to finalize the security upgrades to the current Police Department and direct that the money that was allocated in 2016 be spent on upgrades. Commissioner Wescott also requests the Police Department team review other items in the list that could be postponed pending a decision on whether or not the Police Department could move sometime in 2017 or 2018 (replacing carpeting, etc). The county should proceed as soon as possible after the holidays to implement security upgrades.

Ayes: Carlson, Moore, Ostrowski and Wescott  
Nays, none. Motion carried.

**11. Adjournment**

The meeting adjourned at 5:40 p.m.



## Police and Fire Commission

City of Stevens Point  
1515 Strongs Avenue  
Stevens Point WI 54481

Gary Wescott  
President  
(715) 346-1508

December 7, 2015  
4:00 p.m.

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

**Also Present:** Fire Chief Finn, Police Chief Skibba

2. **Approval of November minutes**

Commissioner Ostrowski moved, seconded by Commissioner Carlson to approve the minutes of the November 3, November 9, November 10, November 12 and November 16 meetings.

Ayes, all; nays, none. Motion carried.

3. **Adjourn into closed session (approximately 4:05 p.m.) pursuant to Wisconsin Statute 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 annual evaluations of the Police and Fire Chiefs.**

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

Ayes: Carlson, Moore, Ostrowski and Wescott

Nays: None. Motion carried.

4. **Reconvene into open session for possible action (approximately 5:30 p.m.)**

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

Ayes: Carlson, Moore, Ostrowski and Wescott

Nays: None. Motion carried.

Commissioner Wescott moved, seconded by Commissioner Moore to approve Chief Bob Finn's 2015 performance evaluation.

Ayes: Moore, Ostrowski and Wescott

As reviewer, Commissioner Carlson abstained from vote.

Nays: None. Motion carried.

Commissioner Ostrowski moved, seconded by Commissioner Moore to approve Chief Martin Skibba's 2015 performance evaluation.

Ayes: Carlson, Moore and Ostrowski

As reviewer, Commissioner Wescott abstained from vote.

Nays: None. Motion carried.

**5. Adjournment**

The meeting adjourned at 5:30 p.m.

COMPTROLLER-TREASURER REPORT  
for the period ending November 30, 2015

	Bal November 1, 2015	Receipts	Disbursements	Bal November 30, 2015
GENERAL OPERATING CASH	\$3,178,434.17	\$3,600,137.31	\$3,531,945.10	\$3,246,626.38
WATER & SEWER (CASH & INVEST) ( includes airport, transit , stormwater)	\$11,943,734.07	\$1,197,477.00	\$1,117,572.93	\$12,023,638.14

INVESTMENTS	Bal November 1, 2015	TRANSFER IN	TRANSFER OUT	Bal November 30, 2015
GENERAL	\$21,218,202.96	\$3,289,448.04	\$2,847,968.04	\$21,659,682.96
SPECIAL REVENUE	\$598,249.11	\$0.00	\$0.00	\$598,249.11
DEBT SERVICE	\$0.00	\$0.00	\$0.00	\$0.00
CAPITAL PROJECTS	\$9,614,137.45	\$1,946.78	\$0.00	\$9,616,084.23
ENTERPRISE	\$0.00	\$0.00	\$0.00	\$0.00
TRUST	\$2,254,016.84	<u>\$600,000.00</u>	<u>\$0.00</u>	\$2,854,016.84
<b>TOTALS</b>	<u>\$33,684,606.36</u>	<u>\$3,891,394.82</u>	<u>\$2,847,968.04</u>	<u>\$34,728,033.14</u>

EXPENDITURES:	BUDGET	YTD	%	REVENUES	BUDGET	YTD	%
GENERAL GOVT	\$3,272,679.00	\$2,586,925.60	79.05%	GENERAL	\$21,955,766.00	\$21,140,984.89	96.29%
POLICE	\$5,191,231.00	\$4,575,677.36	88.14%				
FIRE	\$4,879,636.00	\$4,316,205.30	88.45%				
PUBLIC WORKS	\$5,768,897.00	\$4,916,313.82	85.22%				
PARK & REC	\$2,093,323.00	\$1,832,248.99	87.53%				
CAPITAL PROJECTS	\$750,000.00	\$349,470.40	46.60%				
DEBT SERVICE	\$5,665,506.00	\$5,976,531.74	105.49%				
YTD TARGET	91.66%						

## **ACCESS AGREEMENT AND REVOCABLE LAND USE LICENSE**

This ACCESS AGREEMENT AND REVOCABLE LAND USE LICENSE (“Agreement”) is made and entered into as of this \_\_\_\_\_ day of \_\_\_\_\_, 2016 (“Effective Date”) by and between the Fletcher Committee of the Stevens Point Boy Scouts (“Committee”) and the City of Stevens Point (“City”) to allow the Stevens Point Boy Scouts to gain access to and use of certain of the City’s property for scouting purposes as described herein in exchange for the Committee’s acknowledgement of its approval of the City’s construction of and use of Well 11, a municipal well owned and operated by the Stevens Point Department of Water/Sewerage/Wastewater, generally located at 5431 State Hwy. 66, Stevens Point, Wisconsin 54482 and more specifically described herein.

**WHEREAS**, on December 23, 1987 the Marshall & Ilsley Trust Company, acting as Trustee for the Stevens Point Boy Scouts, executed a quit claim deed (“Deed”) to the City for certain real estate, such Deed being identified as the attached Exhibit A and recorded with the Portage County Register of Deeds as document number 409870; and

**WHEREAS**, the real estate conveyed to the City via the Deed includes a parcel identified on the attached Exhibit B; and

**WHEREAS**, the parcel identified on Exhibit B contains Well 11 (“Well 11 Parcel”); and

**WHEREAS**, the parcel identified on Exhibit C (“Plover Heights Parcel”) is owned by the City and is adjacent to land currently used by the Stevens Point Boy Scouts for scouting purposes; and

**WHEREAS**, the Stevens Point Boy Scouts would benefit from being granted access to utilize the Plover Heights Parcel for scouting purposes; and

**WHEREAS**, the Deed requires the City to secure approval of a majority of the Committee prior to using the Well 11 Parcel for purposes other than scouting; and

**WHEREAS**, the City acquired approval of a majority of the Committee prior to constructing Well 11, but such approval was not documented in writing;

**NOW, THEREFORE**, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, City and the Committee hereby agree as follows:

1. **INCORPORATION OF RECITALS.** The recitals set forth above are incorporated into and deemed a part of this Agreement.

2. **Warranties and Representations.**

2.1 The individuals signing below on behalf of the Fletcher Committee hereby warrant and represent that they are members of the Committee, having been appointed to the Committee as representatives of their respective Boy Scout troops as indicated in the Deed, that they constitute at least a majority of the Fletcher Committee membership, and that they have the power and authority to bind the Stevens Point Boy Scouts to the terms of this Agreement.



If to Committee: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

8. GOVERNING LAW. This Agreement shall be governed by and construed in accordance with the laws of the State of Wisconsin without giving effect to the conflicts of law provision thereof.

[Signature page to follow.]

**IN WITNESS WHEREOF**, the parties hereto have duly executed this License, as of the Effective Date.

**City of Stevens Point**

By: \_\_\_\_\_  
Mike Wiza, Mayor

Date: \_\_\_\_\_

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

Date: \_\_\_\_\_

**Fletcher Committee:**

By: \_\_\_\_\_

By: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_

Date: \_\_\_\_\_

**EXHIBIT A**

DOCUMENT NO. 409870  
Reserved DE=003  
Recording Data

QUIT CLAIM

DEC 3 1987

This Space

For

REGISTER'S OFFICE } SS  
PORTAGE COUNTY, WI }  
RECEIVED FOR RECORD

VOL 502 PAGE 346

DEC 23 1987

TIME: 1:35 PM

*Sandra L. Carne*  
REGISTER OF DEEDS, PORTAGE CO., WIS.

Return To:  
Atty. Maurice Rice  
Anderson Law Firm  
P. O. Box 285  
Stevens Point, WI 54481

MARSHALL & ILSLEY TRUST COMPANY, successor for  
The First National Bank of Stevens Point as Trustee  
for Stevens Point Boy Scouts under the provisions  
of the Last Will and Testament of Clarence G.  
Fletcher  
quit claims to The City of Stevens Point,  
a Wisconsin municipal corporation  
the following described real estate in Portage  
County, State of Wisconsin:

COPY 

FEE  
# 2  
EXEMPT

The West one-half of the NW 1/4 of Section 24; the NW 1/4 of the SE 1/4 of Section 14, EXCEPT part lying North and West of Highway 66 as described in Book 198 of Deeds, page 636 and EXCEPT part described in Book 203 of Records, page 249; the South 32 rods of the West 20 rods of the NW 1/4 of the SW 1/4 of Section 13; the South 32 rods of the NE 1/4 of the SE 1/4, Section 14, EXCEPT the West 2 rods thereof; the SW 1/4 of the SW 1/4 of Section 13, lying west of the Plover River; and the SE 1/4 of the SE 1/4 of Section 14, EXCEPT the West 33 feet of the North 150 feet and EXCEPT that part described in Book 352 of Records, page 759, all being in Township 24 North, Range 8 East, Town of Hull, Portage County, Wisconsin.

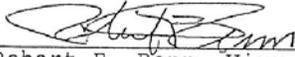
The South 5 feet of the North 245 feet of the East 33 feet of the SW 1/4 of the SE 1/4 of Section 14, Township 24 North, Range 8 East, Town of Hull, Portage County, Wisconsin.

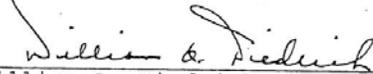
Conditions of Transfer: This transfer is made with the understanding that there is preserved in favor of the Boy Scouts of the City of Stevens Point the right to use the above described property for scouting purposes in perpetuity and with the understanding that the City of Stevens Point shall not make use of the premises in such a way as will prevent the said Boy Scouts from using the premises for such scouting purposes, except that the City of Stevens Point may use the premises for other purposes, after first securing the approval of a majority of the "Fletcher Committee". The Fletcher Committee shall consist of one representative from each Boy Scout Troop located in the City of Stevens Point. The Grantee agrees by the acceptance of this property to assume all liability for instances or occurrences which take place on the above described property with the exception of any liability which is covered under the insurance which said Boy Scouts will have from time to time through Samoset Council or the national organization of Boy Scouts provided that said exception shall not be effective in any situation where such coverage does not exist. Any disputes which shall arise with regard to the use of the premises or the duty of the City of Stevens Point to provide liability insurance coverage for the premises shall be arbitrated between the City of Stevens Point as one party and the members of the Fletcher Committee as the other party in accordance with the terms of Wisconsin Statute Chapter 788 or any other arbitration provisions of the Wisconsin Statutes in effect at the time that the dispute is petitioned for arbitration by either of said parties.

This is not homestead property.  
(is) (is not)

Dated this 23rd day of December, 1987.

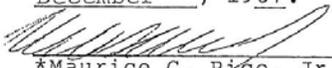
MARSHALL & ILSLEY TRUST COMPANY,  
successor for The First National Bank  
of Stevens Point as Trustee for Stevens  
Point Boy Scouts under the provisions  
of the Last Will and Testament of  
Clarence G. Fletcher

By  (SEAL)  
Robert F. Penn, Vice President

By  (SEAL)  
William A. Diedrich, Vice President

AUTHENTICATION

Signature(s) Robert F. Penn and  
William A. Diedrich  
authenticated this 23rd day of  
December, 1987.

  
\*Maurice G. Rice, Jr.  
TITLE: MEMBER STATE BAR OF WIS.

This Instrument Drafted By  
Maurice G. Rice, Jr.  
1257 Main Street  
Stevens Point, WI 54481

ACKNOWLEDGMENT

STATE OF WISCONSIN)  
\_\_\_\_\_ ) ss.  
\_\_\_\_\_ COUNTY)

Personally came before me this \_\_\_\_\_  
day of \_\_\_\_\_, 198\_\_ the above  
named \_\_\_\_\_

\_\_\_\_\_ to me known to be the person who  
executed the foregoing instrument and  
acknowledged the same.

\* \_\_\_\_\_  
Notary Public, State of Wisconsin  
My Commission: \_\_\_\_\_

his deed terminates distribution from a trust. Exemption from fee #2.

**EXHIBIT B**

5431 STATE HIGHWAY 66  
WELL NO. 11  
LEGAL DESCRIPTION  
P.I.N. 281-2408-14-4200-01

The Northwest Quarter of the Southeast Quarter of Section 14, EXCEPT that part lying north and west of State Highway 66 as described in Book 198 of Records, page 636, Portage County Register of Deeds and EXCEPT that part described in Book 203 of Records, page 249, Portage County Register of Deeds, located in Township 24 North, Range 8 East, City of Stevens Point, and The Town of Hull, Portage County, Wisconsin.

**EXHIBIT C**

CITY PARCEL ON  
PLOVER HEIGHTS ROAD  
LEGAL DESCRIPTION  
P.I.N. 281-2408-14-4300-04

All of Lot 1 of Portage County Certified Survey Map Number 4639-16-134, located in the Southwest Quarter of the Southeast Quarter of Section 14, Township 24 North, Range 8 East, City of Stevens Point, Portage County, Wisconsin.

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



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

December 12, 2016

Members of the Common Council  
Stevens Point, Wisconsin

The following appointments are recommended for your consideration.

Board of Park Commissioners

Appoint Kyle Smith – 609 Washington Avenue – OPEN (West) – Expires 5/6/18

Appoint Matt Kirsch – 1756 Church Street – Unexpired (Bahling) – Expires 5/01/16

Housing Authority

Appoint – Trisha Steinhorst - Unexpired (Molepske – resignation effective 1/21/16) – Expires 12-31-18

Bicycle and Pedestrian Committee

Appoint Maud LaMarche – 733 Pulaski Place – Menzel resignation

Your confirmation of these appointments would be appreciated.

A handwritten signature in black ink that reads "Mike Wiza".

Mike Wiza, Mayor  
City of Stevens Point

## Kyle E Smith

### **Objective**

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To better support the community and to actively engage in community affairs.

### **Educational Experience/ Related Experience**

- Earning Bachelors Degree in Natural Resource Management Policy with an emphasis in Law Enforcement from UW Stevens Point in December 2013.
- Tree Haven which gave us physical experience in Soil Samples and Types, Wetland Management, Fresh Water Ecology, Forestry, Land Surveying, Land Use Planning, and Wildlife Management, GIS and GPS.
- Accomplished several classes with UW Stevens Point in Environmental Policies, Environmental Law Enforcement, Ethics, Biology, Botany, Resource Management, Environmental and International Policies, Soils (including types, and hydrology), Watershed Management, Urban and Land Use Planning, Economics, GIS (spatial analysis), Statistics, Wildlife, and Public Relations.
- During my deployment in January of 2013 I researched, developed and implemented a Satellite Accumulation Point for all hazmat for the Fighter Wing. Also updated and upheld all regulations set by the EPA and OSHA while simultaneously inventorying unregulated hazmat and haz-waste. This was done after I discovered hazardous waste material leaking into the soil of the surrounding area. I did all this while abiding by military and international protocol resulting in the proper instillation and functioning of hazmat protocol for the fighter wing while deployed. Helping maintain health and safety of those on base and of the neighboring village. This was an effort done with spare time as no one was assigned to monitoring or controlling these responsibilities.
- This action also resulted in saving over 20,000 dollars in mislabeled waste, and the inventorying and proper storage of over 150,000 dollars of hazmat.

### **Job Experience**

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Dec, 2013- Present

Sentry Insurance

Stevens Point, WI,  
Strongs Ave

#### **Claims Adjuster**

- Accident Investigation
- Interpret Policies
- Interpret State Insurance and Traffic Laws
- Determine Liability
- Obtain Evidence to Support Court Decisions
- Form State Required Letters, Documentations, and Reports
- Determine Cost of Damages and Negotiate/ Explain Liability Decisions and State Laws

## Kyle E Smith

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Aug, 2009- Present      Wisconsin Air National Guard 115<sup>th</sup> Fighter Wing      Madison, WI, 3110 Mitchell Street

### F-16 Crew Chief and Phase Inspections

- Maintain, launch and recover F-16 aircraft
- 300 flight hour major inspections of F-16 aircraft
- Managed, applied, and researched hazmat protocols to implement in a deployed location.
- Update status of aircraft on IMDS program on computer
- Order and inventory parts
- Order and inventory hazmat and hazwaste
- Saved the Air Force 20,000 dollars in wrongly labeled hazwaste products
- Developed leadership skills, learned to work independently along with being responsible for my actions
- Found hazmat containment site using basic principles of soil type and porosity maintaining the safety of nearby villages.
- Researching and developing resources that can help achieve goals and lead to mission successfulness.

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May 2008-Sept 2008      Wisconsin Interstate Park      St. Croix Falls, WI  
May 2009-Sept 2009           1100 State Road 35

### Laborer

- Lawn care
- Trail Maintenance
- Set Up Beaches
- Cleaned and Maintained buildings
- Cleared Ski Trails
- General Grounds Maintenance
- Contact Building/ Program Helper
- Wild Land Fire Fighting

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Sept 2011- May 2012,      UWSP Residential Living      Stevens Point, WI  
Sept 2012-Dec 2012           Isadore Street

### Community Advisor

- Advise and monitor 75 students per floor of residence hall
- Uphold school and state policies within residence hall
- Respond to emergency situations appropriately
- Council Residence if they need help or advice and point them to the proper services if needed.
- Develop and run programs for the residence hall.
- Actively participate in school organizations

## Kyle E Smith

### Other Education

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Sept 2008-Dec 2013                      University of Wisconsin Stevens Point                      Stevens Point, WI  
Isadore St.

#### Bachelors of Science

- Major in Natural Resource Management Polices

Sept 2008- Dec 2012                      University of Wisconsin Stevens Point                      Stevens Point, WI  
Isadore St.

#### Associates in Science

- Emphasis in Environmental Law Enforcement

### References

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References are available on request.

- Tom Faschingbauer: Supervisor at Interstate Park WI; (715) 554-2033
  - Master Sgt. Goddard: Supervisor 115<sup>th</sup> Fighter Wing ANG: (608) 245-4311 (work number)
  - Ryan Moll; Friend: (715) 498-6896
  - Dr. Kristen Floress: Professor: (715) 346-4135
  - Dan Weltzin; Friend: (262) 441-1152
-

# Matthew D. Kirsch

1756 Church Street, Stevens Point, WI

MOBILE 715-254-7557

mattdkirsch@gmail.com

## PROFILE

*Communication professional with an emphasis in video production and creative design.*

## EXPERIENCE

### **Video Producer • Sentry Insurance**

**Stevens Point, WI May 2012 -current**

*Assisted one of the best technology programs in the state. Shot and edited packages using FCP and Soundtrack for use in public relations videos as well as for internal communications videos. Assisted with student-run morning show and covered school events.*

**Graduate Assistant • Northeastern Illinois University, Chicago IL, Spring Semester 2008**

*As an assistant to a professor and department chair, I frequently copyedited manuscripts for publication and organized educational materials, building a database of over 1,500 documents to streamline the research. I also designed materials for conferences and troubleshooted issues with software and web design as needed and aided with transcription.*

**Art & Technology Substitute Teacher • McCracken Middle School, Skokie, IL, March 2008**

*Created units for fine art and experiential education: Painting, cartooning through team work, graffiti and free form design. For experiential education classes, focused on team building exercises and communication.*

**Advertising & Design Coordinator • Blueprint Test Preparation, Los Angeles, CA 12/2006 - 4/2007**

*I developed and introduced ad concepts and designs for deployment in both print and web video-campaigns. The video ad series brought exciting new content to the website. Enrollment increased by 10% after new print and video ads were implemented. Over time I acquired and performed a variety of tasks at the company as needed, including graphic designer, receptionist and marketing assistant.*

**Field Production Coordinator • PieTown Productions, Los Angeles, CA 3/2005 - 12/2006**

*Managed audio, video and grip equipment for as many as 40 shoots a week. Repaired gear as necessary and also shot and managed audio on shoots in Los Angeles for HGTV shows such as: Design to Sell, Design on a Dime, Take Over My Makeover and House Hunters. Developed pitch ideas for shows, and cultivated a positive environment on the set.*

**Post Production Assistant/Editor • Next Entertainment, Los Angeles, CA 9/2004 - 3/2005**

*Assisted editors and post-producers on delivery, logging and organization for multiple reality shows: The Bachelor, BMOC, The Real Gilligan's Island, and The Starlet.*

**Photographer/Editor • WSAW News Channel 7, Wausau, WI 4/2003 - 3/2004**

*Videographer and editor for daily news shows. Enhanced pieces through creative shooting and editing and excelled at work in the field building rapport with subjects. Documented and successfully delivered packages from all three democratic candidates in the 2004 Primary race in Wisconsin.*

## EDUCATION

**Northeastern Illinois University - Masters of Language Arts Graduate Program 2007-2009 /no degree**

**Loyola University Chicago, IL - BA Communication 1998 - 2002**

# Trisha L. Steinhorst

## PROFESSIONAL ATRIBUTES

- Ongoing outreach to agency volunteer coordinators and staff
- Assist in recruitment and screening volunteers to meet program expansion
- Experienced in ongoing assessment of programs and plans for increased development
- Social media experience in implementation and expanding programs
- Experiences with diverse populations and cultural sensitivity awareness
- Consistently provide options and goals to current clients to ensure individual rights and sense of self is maintained
- Excellent customer service and communications skills
- 10+ years management experience
- Served in the United States Army for 5 years
- Experience in facilitation conflict resolution and resource development
- Experience in Microsoft Office

## VOLUNTEER

- HP2 (Helping People Help People) 4 years
- Evergreen Community Initiatives
- Trinity Baptist Church Youth Activities
- Organized a Random Act of Kindness Event for Stevens Point

## WORK EXPERIENCE

AmeriCorps ◦ United Way of Portage County, Stevens Point WI 10/2014 to 9/2015

- Recruit, interview, trained and coordinated new volunteers
- Research and implement new program ideas
- Created Proposals, Media Calendars, Flyers, Cards, Volunteer Guide, Spreadsheets
- Connected people in need to local resources
- Assisted with implementation and coordination of the Learn for Life reading program

Finisher ◦ Razor Composites, Baraboo WI 3/2014 to 8/2014

- Set up and calibrated 5 large pieces of equipment
- Machined, weighed, measured and palletized product to meet specifications

Server ◦ Paul Bunyan's, Wisconsin Dells, WI 3/2013 to 3/2014

- Open and close restaurant
- Upsold various services that we provided

## EDUCATION AND CERTIFICATES

University of Wisconsin Stevens Point ◦ Undecided 2015 – Current

Colorado Technical University ◦ AA Criminal Justice 2007-2009

- Corrections Technician / Domestic Violence / Homeland Security

## AWARDS & CERTIFICATES

- Army Achievement Medal, 1998
- Volunteer Reception Center Certified (Portage County Emergency Management)

# Maud LaMarche

733 Pulaski Place, Stevens Point Wisconsin 54481

715.252.8548

Maud.lamarche@uwsp.edu

## Professional Overview:

- A rare combination of logical and interpersonal skills with 10 years of business experience, 8 years of public sector service, and degrees in Mathematics and Philosophy.
- An accomplished Software Engineer and Technical Lead specializing in Object Oriented Design and Analysis over all phases of the software design life cycle
- A successful Business Analyst and Project Manager with a keen eye for process analysis
- A skilled SQL developer experienced in relational database design and maintenance, B2B data exchanges, reporting, data analysis and migration.

## Technical Skills

- MS SQL Server
  - Application and reporting selects, updates, stored procedures and triggers
  - ETL tasks including DTS and B2B File exchanges
  - Database modifications, development and migration.
- Object Oriented Application Programming and Design
  - C# .Net in Visual Studio
  - PowerBuilder
- Website maintenance
  - JavaScript,
  - Share Point
- Crystal Reports & MS Office

## Analytical Skills

- Relational Database analysis and design
- Mathematical analysis
- Business and Process Flow analysis
- Programming errors, data issues, and code modification analysis
- Testing scenarios and scripts

## Communication Skills

- Technical Writing
  - Requirements, Use Case Scenarios as well as Functional and Technical Specifications
  - Training and user documents
- Public Speaking
  - Analysis reports and project presentations to technical and business audiences
  - Large and small group user training
  - IT Steering Committee facilitator
  - Liaison between technical and business users
- Interpersonal skills
  - Mentoring and collaborating with diverse teams and across all organizational levels
  - Working closely with large, sometimes international business clients

## Leadership Skills

- Managed large projects involving diverse teams, technologies and platforms
- Development Technical Lead and mentor to new technical staff
- IT Team Lead – Project Management Team

## Employment History

### Wisconsin Wool Exchange (August 2009 to present)

#### Co-owner

- Develop and teach knitting and other fiber arts classes that run one day to 8 weeks.
- Sales, ordering, marketing, customer relations, book keeping, and everything else that it takes to keep a little yarn shop running.

### UW-Extension Lakes (March 2008 to present)

#### IT Resource - Senior

- Develop and Maintain website and databases for the program including online registration and bookstore, inventory maintenance, subscription lists, and .
- Teach both internal and external users to input and retrieve data from both our web site and the DNR's Surface Water Integrated Management System.
- First Tier IT help for my team.

### TekSystems (October 2007 – December 2007)

- **Technical Writer for Fiserv Health**

### AIG – Travel Guard (June 1997 – October 2007)

#### IT Business Analyst (2006 – 2007)

- Gathered and documented application functional specifications
- Collaborated with upper management, users and PMO to define requirements
- Worked closely with development and DBA's to refine technical specifications

#### Senior Software Engineer (2005 – 2006)

- New application and database design
- Technical lead of the Assistance Development Team
- Served as IT contact for two large corporate financial services clients.

#### IT Systems Project Manager (2002 – 2005)

- Gathered requirements and designed new web and client/server applications
- Served as IT Steering Committee Facilitator and Product Manger
- Analyzed second tier helpdesk tickets to discern bugs from enhancement requests
- Trained users and wrote user documentation

#### IS Programmer Analyst (1998 – 2002)

#### Underwriting Coordinator (1997 – 1999)

## Education

### University of Wisconsin – Stevens Point

Graduated *cum laud* May 1994

Bachelors of Arts in both Mathematics and Philosophy – GPA: 3.8

#### Academic Recognition

The James H. Albertson Medallion (1994)

Chancellor's Leadership Award (1994)

Academy of Letters & Sciences Distinguished Achievement (1992 & 1994)

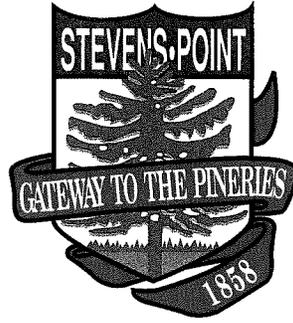
## PASTIMES

**BICYCLING** - I bike just about everywhere, to my job at UWSP, to my yarn shop, to run errands, the Green Circle and even to go camping at different campgrounds around Portage county.

**FIBER CRAFTS** - Spinning, knitting, weaving... you name it and if it is fibery, I've probably tried to master it.

**VINTAGE RVs** - Namely my 1985 13' Scamp named Purl. She is the inanimate object of my dreams.

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



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

January 13, 2016

Members of the Common Council  
City of Stevens Point, Wisconsin

The individuals listed below have expressed interest in becoming Election Officials (poll workers). I am submitting their names to you for consideration to be added to the list of workers for this election cycle.

Sincerely,

A handwritten signature in cursive script, appearing to read "Mike Wiza".

Mike Wiza  
Mayor

<u>Name</u>	<u>Address</u>
Pam Leviton	826 Soo Marie Ave.
Kevin Seegert	3716 Heffron St.