



CITY OF MARSHFIELD
MEETING NOTICE

**COMMON COUNCIL
CITY OF MARSHFIELD, WISCONSIN
TUESDAY, JANUARY 14, 2014
Council Chambers, Lower Level, City Hall Plaza**

7:00 p.m.

NOTE TO VISITORS AND GUESTS: Welcome to this meeting of the Common Council. We appreciate your interest in the City of Marshfield. Item "G" on the agenda (below) provides an opportunity for the Mayor and Council to receive comments from members of the public. If you would like to make a comment, please write your name and address and indicate your topic on a form at a table near the entrance to the Council Chambers prior to the beginning of the meeting. After being recognized by the Mayor at the appropriate time, please address the Council from the podium, first stating your name and address.

- A. Call to Order by Chris Meyer, Mayor
- B. Roll Call
- C. Pledge of Allegiance
- D. Approval of Minutes – December 17, 2013
- E. Comments from the Mayor, specifically:
 - 1) Employee Recognitions:
 - Chris Stargardt, Police Department, January 2, 2009, 5 years
 - Terry Endries, Police Dept., January 19, 2009, 5 years
 - Jason Punke, Police Dept., January 26, 2009, 5 years
 - James Meyer, Fire & Rescue Department, January 5, 2004, 10 years
 - James Cramm, Police Dept., January 9, 1989, 25 years
- F. Reading of items added to the agenda
- G. Public Comment Period/Correspondence
At this time, the Mayor will recognize members of the public who have indicated a desire to address the Council. Upon recognition by the Mayor, persons may address the Council from the podium, first stating their name and address. The Council may take action on emergency matters introduced by members of the public.
- H. Reports from commissions, boards, and committees.

COMMON COUNCIL AGENDA
JANUARY 14, 2014

I. Consent Agenda:

- 1) Meeting minutes/reports
 - a. Town of McMillan – City of Marshfield Joint Plan Commission (September 26, 2013)
 - b. Library and Community Center Steering Committee (October 2, 2013)
 - c. Library Board (October 8, 2013)
 - d. Economic Development Board (October 10, 2013)
 - e. Economic Development Board Marketing Subcommittee (November 5, 2013)
 - f. Library and Community Center Steering Committee (November 6, 2013)
 - g. Library and Community Center Steering Committee (December 3, 2013)
 - h. Economic Development Board (December 5, 2013)
 - i. Parks, Recreation and Forestry (December 12, 2013)
 - j. Town of McMillan-City of Marshfield Joint Plan Commission (December 13, 2013)
 - k. Cable TV Revised (December 16, 2013)
 - l. Airport Committee (December 19, 2013)
 - m. Committee on Aging (January 2, 2014)
 - n. Judiciary and License Committee (January 14, 2014)*

Recommended Action: Receive and place on file, approving all recommended actions.

*Item not included in the packet

- J. Presentation on opting out of the AMI metering program. Presented by Bob Trussoni, Marshfield Utilities.

Recommended Action: None, for information only

- K. Update on the shared-ride taxi service. Presented by Mayor Chris Meyer and Finance Director Keith Strey.

Recommended Action: None, for information only

- L. Election of four (4) Alderpersons to serve on the Capital Improvement Program Administrative Committee. Presented by Chris Meyer, Mayor.

Recommended Action: Elect four Alderpersons

- M. Closed Session pursuant to Wisconsin Statutes, chapter 19.85 (1)(c) to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises control. Specifically the City Administrator has requested a closed session to discuss bargaining strategy for labor negotiations with Firefighters Local 1021, IAFF; and Marshfield Professional Police Association, WPPA.

- N. Reconvene into open session.

- O. Action on matters discussed in closed session, if appropriate.

COMMON COUNCIL AGENDA
JANUARY 14, 2014

P. Items for future agendas

Q. Adjournment

Posted this day January 10, 2014 at 11:00 a.m., by Deb M. Hall, City Clerk

Notice

It is possible that members of and possibly a quorum of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Deb M. Hall, City Clerk at 630 South Central Avenue or by calling (715)486-2023.

DECEMBER 17, 2013

Regular meeting of the Common Council was called to order by Mayor Meyer at 7:00 p.m., in the Council Chambers, City Hall Plaza.

PRESENT: Michael Feirer, Alanna Feddick-Goodwin, Robert Workinger, Gordon H. Earll, Ed Wagner, Russell Stauber, Gary Cummings, Rebecca Spiros, Tom Buttke and Peter Hendler.

ABSENT: None

The flag was saluted and the pledge given.

CC13-308 Motion by Hendler, second by Cummings to approve the minutes of the Common Council meeting of December 10, 2013.

Motion carried

No items were added to the agenda.

PUBLIC COMMENT PERIOD

City Administrator Barg announced that the Marshfield Area Pet Shelter is trying to raise money to build a pet shelter. They would appreciate the community's support.

REPORTS FROM COMMISSIONS, BOARDS AND COMMITTEES

None

CONSENT AGENDA

CC13-309 Motion by Feirer, second by Buttke to receive and place on file, approving all recommended actions for the items listed on the consent agenda. Meeting Minutes/Reports: Cable TV of October 28, 2013; Main Street Marshfield Board of November 6, 2013; Library Board of November 12, 2013; Central Wisconsin State Fair Board of November 18, 2013; Cable TV of November 25, 2013; Fire and Police Commission of December 5, 2013; Library Personnel Committee of December 5, 2013; Committee on Aging of December 5, 2013; Marshfield Utilities of December 9, 2013; Sustainable Marshfield of December 10, 2013; Plan Commission of December 10, 2013; Board of Public Works of December 16, 2013 as read by the Director of Public Works; Cable TV Committee of December 16, 2012 as read by the City Administrator; Judiciary and License Committee of December 17, 2013 as read by the Clerk and the Finance, Budget and Personnel Committee of December 17, 2013 as read by the Clerk.

Motion carried

No items were removed from the consent agenda.

Director of Parks and Recreation Ed Englehart presented John Christenson with the Parks and Recreation Department's Volunteer of the Year Award.

Library Director Lori Belongia showed a promotional video for the Library & Community Center project.

CC13-310 Motion by Wagner, second by Hendler to approve Budget Resolution No. 25-2013, transferring \$1,900 from the General Fund Contingency to the Elections Budget to cover the costs of the additional elections.

Motion carried

CC13-311 Motion by Wagner, second by Feirer to approve Resolution No. 2013-61, Conditional Use Request by William Alt, representing Verizon Wireless to construct a Telecommunications Equipment Shelter, exceeding the 360 square feet total site allowance by 284 square feet (the existing shelter is 334 square feet plus the proposed shelter is 310 square feet for a total of 644 square feet), located at 704 West Doege Street (east of the existing equipment shelter in Grant Mini Park), zoned “SR-6” Single Family Residential District.

Motion carried

CC13-312 Motion by Buttke, second by Stauber to approve the Municipal Court’s revised schedule of bond (deposit) amounts for various citations.

Motion Carried

Future Agenda Items

None

Motion by Spiros, second by Buttke to adjourn at 7:35 p.m.

Motion carried

Deb M. Hall
City Clerk

**CITY OF MARSHFIELD/TOWN OF MCMILLAN JOINT PLAN COMMITTEE MINUTES OF
SEPTEMBER 26, 2013 MEETING**

Meeting called to order at 8:00 AM by Chairman Wagner in Conference Room 108 of City Hall Plaza.

PRESENT: Dan Knoeck, Dave Swenson, Doug Lee, Karen Woodford and Alderman Ed Wagner

ABSENT: Michael Stockheimer (excused)

ALSO PRESENT: Alderman Gordy Earll; John Bujalski, Town of McMillan Plan Commission; Carolyn Opitz, Town of McMillan Chairperson; Steve Barg, City Administrator; and, Josh Miller, City Planner/Zoning Administrator

JPC 13-07 Motion Swenson, second by Woodford to approve the minutes of the July 12, 2013 meeting.

Motion Carried

Review of a Possible Subdivision by Jeff Redetzke, South of Mann Road, West of County Road E

- The Committee reviewed the proposed subdivision by Jeff Redetzke.
- Bujalski gave the background from the Town's perspective.
- Town Board has passed a resolution approval of CSM if the Town of McMillan Plan Commission and the Joint Plan Commission agree.

JPC 13-08 Motion by Lee second by Knoeck to grant approval of the proposed subdivision of Jeff Redetzke on Mann Road west of CTH E, subject to the following conditions:

1. Outlot 1 shall be dedicated to the public as road right-of-way.
2. An easement shall be granted to the Subdivider for a private drive on the unopened right-of-way.
3. The Subdivider is responsible for building and maintaining private drive including snow removal.
4. No reimbursement to the Subdivider or successor for costs incurred in constructing or maintaining the private drive if and when the road is constructed.
5. Future road to be constructed to Town Road Standards by Subdivider or successor at a point in time when more than four lots are served by the private drive.

Motion Carried

Discussion of Future Cooperative Planning Efforts and Procedures

- Miller gave an update on the review of the plan.
- Lee stated that we should outline the procedures for review and approval and communication explaining the motion to the developer.
- The communications and procedures should also be sent to the County.
- Staff will get the minutes to the Town right away and the Town will put together a letter to the County and Jeff Redetzke.
- Town may want to start with having Becky Frisch, Marathon County Planner initially and then maybe have her attend a Joint meeting.

Set Next Meeting & Agenda

- The next meeting will be set after approval of the Cooperative Boundary Plan is given from the Department of Administration.

Motion by Knoeck, second by Swenson to adjourn at 8:37 AM.

Motion Carried

Submitted by, Josh Miller
Planner/Zoning Administrator

Minutes

Marshfield Library & Community Center Committee

Wednesday, Oct. 2, 2013 4:00 p.m.

Marshfield Public Library, General Meeting Room

Doty called the meeting to order at 4:03 p.m.

Attendance: Russ Stauber, Jean Doty, Kris Keogh, Becky Spencer, Steve Barg, Kelly Cassidy and Lori Belongia

Absent: Mat Bartkowiak, Mayor Chris Meyer and Jason Angell

Also present: Joanne Ampe, Floreine Kurtzweil, Dick Pokorny, and Gail Thomalla

Public Comment: None

Keogh moves and Stauber seconds a motion to approve the minutes of the Library & Community Center Committee's September 4, 2013 meeting. All ayes, motion carried.

Thomalla notes that to date \$94,510 in pledges and cash have been received. Of that \$33,510 is in cash, \$24,334 in pledge payments, \$36,666 in unpaid pledges. The project video is being edited further to make it more useful.

In the Common Council presentation update, it was noted that in a 6 -2 vote the Council decided to keep the Community Center as part of the project and to proceed with the Library & Community Center Project as planned. In addition, the Council decided to refer the five questions regarding allowing other entities to have space in the new Community Center to the Board of Public Works (BPW) for review and be returned by the BPW to the Common Council with a recommendation. Belongia and Barg reported on the BPW meeting that took place on Oct. 1, 2013. Alderman Wagner recused himself from Community Center leased space discussion because he serves on the Aging and Disability Resource Center Board. Barg presented information for consideration of leased space in the Community Center. Alderman Cummings feels it is not a problem to lease space in the Community Center but he wants to make sure there is enough room for the Community Center activities and museum request. Aldermen Buttke and Earll agreed. Feirer asked a coffee vendor could be considered even if they are not a non-profit. Buttke supports complementary uses and a coffee shop but not other retail uses. Earll said it would be best to consider each request individually to determine its compatibility. The senior craft store was used as an example that could be a good fit even though it is retail. In general the BPW was open to rates lower than City Hall's, encouraged flexibility to work with those tenants that provide a benefit to the community. The BPW was open to a historic museum without rent, as it would complement the other project purposes, as long as the museum group covered remodeling/set up costs and any special equipment needed for that space.

Barg left the meeting at 5:07 p.m.

Stauber moves, Spencer seconds a motion to approve the Link/Hub drawings with the following requested revisions and suggestions:

- Establish a community bulletin board location protected from entry air currents
- Question the Friends of the Marshfield Public Library about the placement of a window, the possibility of a roll up concession window to the Link, and a window with a view into the Circulation area
- Consider the possibility of a central digital community information kiosk
- Consider the possibility of a coffee cart – suggested the northeast Link corner
- Consider Community Center restrooms closer to the link
- Use lighting and color to call attention to special features

Keogh asked when we might see interior conceptual views from the architects.

Spencer asked about when we might see parking lot details.

Doty noted that the next regular meeting will be held on Wednesday, November 6, 2013, at 4:00 p.m. at the Library. Due to scheduling conflicts the December meeting will be on second Wednesday, December 11, 2013 at 4:00 p.m.

Stauber moves, Bartkowiak seconds a motion to adjourn the meeting at 5:39 p.m. All ayes, motion carried.

Respectfully submitted,

Lori Belongia

MARSHFIELD PUBLIC LIBRARY
BOARD MEETING
211 E. Second Avenue, Marshfield, WI 54449
October 8, 2013
7:00 a.m.

The meeting was called to order at 7:00 a.m. by Jean Swenson. Attendance was taken.

Present: Joanne Ampe, Mary Hartl, Kris Keogh, Xin Ruppel, Pat Saucerman, Jean Swenson, Ruth Voss, Kim Vrana, and Library Director Lori Belongia.

Also present: Kathy Baker, Amanda Helke, Robert Schultz

Excused: Don Schnitzler, Russ Stauber

Citizen's comments, correspondence and announcements: A letter to supervisors of youth services and public library boards regarding Growing Wisconsin Readers new program which focuses on early literacy. A letter from Susan Helf letting the Library know how much she enjoyed the Word Wizard computer class that was offered at MPL and that she hopes in the future the Library could offer some other computer classes. A letter from Rita Ritter, who came in and toured the library wanted to tell the library how impressed she was with a staff member who was helping a patron. Jean Swenson thanked everyone on the Library Board for pledging funds to the Library & Community Center project and thinking about pledging and let everyone know that 80% of the board have pledged so far.

Changes or additions to the agenda: None.

LB13-78 Minutes of the Library Board Meeting: Motion by Keogh, second by Hartl to approve and place on file the minutes of the September 10, 2013 Library Board Meeting with making the change to add Pat Saucerman to the list of board members who were present. All ayes. Motion carried.

LB13-79 Director's Report: Motion by Vrana, second by Ruppel to receive and place on file the September 2013 Director's Report with making the change on page 1 in the first paragraph to "was". All ayes. Motion carried.

LB13-80 2nd September and 1st October Vendor Lists: Motion by Ampe, second by Voss to approve Vendor Lists. All ayes. Motion carried.

LB13-81 September 2013 Financial Control Report: Motion by Ampe, second by Hartl to receive and place on file the September 2013 Financial Control Report. All ayes. Motion carried.

LB13-82 Business

Minutes of the Reclassification Committee:

Motion by Ruppel, second by Vrana to approve and place on file the minutes of the September 12, 2013 Reclassification Committee. All ayes. Motion carried.

Minutes of the Reclassification Committee:

Motion by Ruppel, second by Saucerman to approve and place on file the minutes of the September 26, 2013 Reclassification Committee. All ayes. Motion carried.

Robert Schultz reclassification request:

Recommendation to follow the Reclassification Committee's recommendation to move from a Library Specialist III position to a Library Specialist V position and pay grade 10 and place his rate of pay in the appropriate spot within the range.

Updates:

Library & Community Center Project: Belongia informed the board that the video for the project is almost complete. The Honorary Committee will have a welcome event.

The Laird Foundation for Historic Preservation Proposal to the Marshfield Public Library Foundation. Belongia has no new information.

LB13-83

Minutes of other organizations: Motion by Ampe, second by Hartl, to accept and place on file the minutes of the September 4, 2013 Library & Community Center Committee, September 17, 2013 FOMPL Board and the September 26, 2013 SCLS Board of Trustees. All ayes. Motion carried.

Adjournment: Seeing no other business to come before the board, Swenson adjourned the meeting at 7:46 a.m.

Respectfully submitted,



Mary Hartl
Secretary

Economic Development Board meeting October 10, 2013

Present: Dickrell, Meissner, Michalski, Sennholz, Wagner
Absent: Hendler, Wolf
Others: Angell, Barg, James-Mork, Olson

Sennholz called the meeting to order at 3:02 p.m. in Room 108 of the City Hall Plaza.

Approve minutes – September 24th

Dickrell moved and Wolf seconded the motion to approve the September 24th minutes as presented. Motion carried 5-0.

Conflicts of interest

No members indicated that they had a conflict of interest with anything on the agenda.

Citizen comments

Sennholz invited comments from citizens, but no one spoke at this time.

Updates from EDB subcommittees

- **Organization:** Barg noted that this subcommittee has not met in the past month, but they have reviewed and drafted recommendations on 4 of the 5 sections they were charged with addressing. Before the November Board meeting, the team will meet one more time to complete its preliminary work, and a report with a summary of all recommendations will be provided to the Board for review and consideration.

Update on economic development activities

Angell advised that he attended the WEDA conference in Racine, along with Sonnemann and Olson, on October 2-4, noting that the best session was on more effectively engaging the public to develop creative ideas and opportunities. Everyone seemed to agree that we should work to encourage that kind of citizen input and participation in Marshfield.

Update on acquisition of land within TIF District #4

Angell indicated that efforts are ongoing to secure 2 properties on the 200 block of South Chestnut Avenue. Currently, the City has a tentatively accepted offer for the Professional Building, and there appears to be a deal with owners of the Marshfield News Herald site; however, the City is still working with attorneys for the Marshfield News Herald to work out some legal language in the purchase agreement. Assuming this can be settled during the next 10 days, this item will be back before the Council on October 22nd.

Establish date and time for next Board meeting

After discussion, members agreed to hold the next meeting on Thursday, November 14th at 3:00 p.m. in Room 108 of the City Hall Plaza..

With no further business before the Board, Meissner moved and Dickrell seconded the motion to adjourn. Motion carried 5-0. Sennholz adjourned the meeting at 4:21 p.m.

Respectfully submitted,
Steve Barg, City Administrator

**Economic Development Marketing sub-committee meeting
November 5, 2013**

Present: Sennholz, Wolf, Olson
Absent: Hendler
Others: Matt McLean, CVB Executive Director

Wolf called the meeting to order at 10:03 a.m. in the MACCI conference room.

No Citizen comments.

The August 6th meeting minutes were reviewed and placed on file.

Technology: McLean presented a project summary draft regarding training/educating businesses on the importance of internet and on-line resources for their businesses. Discussion followed about utilizing students from area higher education schools in the IT field or working with existing businesses such as Mueller or Premier (public/private partnership) to meet with local businesses. EDB's role might be to offset some costs towards a business's website. Further discussion will be held with full EDB.

Committee recommends that the EDB meet with Marshfield Utility staff to further discuss their possible involvement in technology advancement throughout the community.

CEO networking/think tank:

Sennholz has a meeting scheduled later today with Bill Heiting to further discuss enhancement of existing event or possibly a whole new venue.

Connecting Businesses for sale with interested purchasers:

Discussed that the biggest concern is how this can be done confidentially. An intermediary that can qualify buyers and then connect with sellers, maybe through a website, would be beneficial.

Business Recruitment/Marketing: Olson should have a mock-up of the new chamber website (with better focus on Economic & Workforce Development) prior to the next EDB meeting to share with the group.

Community Diversity: Committee decided to take this topic off the task list. Discussion was held on how to better access the Spanish speaking market.

Another sub-committee meeting will not be scheduled at this time.

Meeting adjourned at 11:20 a.m.

Respectfully submitted,

Karen Olson
Business Development Director

Minutes

Marshfield Library & Community Center Committee

Wednesday, Nov. 6, 2013 4:00 p.m.

Marshfield Public Library, General Meeting Room

In Chair Doty's absence, Barg called the meeting to order at 4:04 p.m.

Attendance: Russ Stauber, Mat Bartkowiak, Kris Keogh, Becky Spencer, Steve Barg, Jason Angell and Lori Belongia

Absent: Jean Doty, Mayor Chris Meyer and Kelly Cassidy

Also present: James Alexander, Ken Krahn, Floriene Kurtzweil, Dick Pokorny, and Gail Thomalla

Public Comment: Alexander asks that we speak again with the Sustainable Marshfield Committee. It is further suggested that Jim Benson review the plans to make any suggestions that he might have regarding sustainable features.

Stauber moves and Keogh seconds a motion to approve the minutes of the Library & Community Center Committee's Oct. 2, 2013 meeting. All ayes, motion carried.

Thomalla reports that to date \$132,775 in pledges and cash have been received.

After the Committee reviewed the drawings of the Link/Hub portion of the project, Bartkowiak moves and Keogh seconds a motion to approve them with the following issues noted:

- To be sure that there is a water source for a potential coffee cart. Cost information would be helpful.
- Swinging doors are the preferred door type.
- Exterior images of the entrances on both sides of the link are desired.
- At the hub entrance from the southwest parking lot, we would like to see an alternatives that show a flat roof and a roof that mirrors the slope of the northwest corner of the library.
- There is interest in a small set of restrooms near the northwest entrance to the Community Center. Cost information is desired and important.

In the review of preliminary interior views, Keogh asks why the gabled East/West ends that previously were shown as open or windows with glass were now shown as closed. Was the change made as a cost savings? She stated a preference for open gables and would exchange the clerestory window with a view to Veterans Parkway and Maple Street. A desire to know what the cost difference between open gables versus closed was expressed. Keogh also asks about the differing column placements on the 1st and 2nd floor. Stauber recommends that we consider an electronic public bulletin board and to seek a solar powered version if available.

Due to the number of other views/elements to consider, Belongia was asked to coordinate an extended meeting between the Committee and Design & Architecture Subcommittee members to settle a variety of issues and questions. Questions and comments will be sent to Belongia for consolidation into a single list to be shared with the Zimmerman architects prior to their visit so that they may give them due consideration before the meeting. The fundraising consultants will be asked if a coordinated meeting would be desirable.

The next update to the Common Council will be placed on the next regular agenda.

The December meeting will be on Wednesday, December 11, 2013 at 4:00 p.m.

Stauber moves, Keogh seconds a motion to adjourn the meeting at 5:45 p.m. All ayes, motion carried.

Respectfully submitted,

Lori Belongia

Minutes
Special Meeting Marshfield Library & Community Center Committee
Tuesday, December 3, 2013 2:00 p.m.
Marshfield Public Library, Beebee Forum Room

In Chair Doty's absence, Stauber called the meeting to order at 2:04 p.m.

Attendance: Russ Stauber, Mat Bartkowiak, Kris Keogh, Steve Barg, Jason Angell and Lori Belongia, Kelly Cassidy

Absent: Jean Doty, Mayor Chris Meyer and Becky Spencer

Also present: James Alexander, Ken Krahn, Floriene Kurtzweil, Dick Pokorny, Jim Benson, Mary Hartl, Joanne Ampe, Randy Lueth, Jean Swenson, and David Drews, Doug Barnes, Lisa Jansen and Don Schnitzler

Stauber asks Drews to review the architectural drawings. Drews, Barnes and Jansen work their way through each drawing and the list of concerns communicated to them. The attached notes by Barnes outline the consensus of the discussion.

The regular December meeting will be on Wednesday, December 11, 2013 at 4:00 p.m.

Seeing no other business Stauber adjourned the meeting at 5:47 p.m.

Respectfully submitted,

Lori Belongia

Economic Development Board meeting December 5, 2013

Present: Dickrell, Meissner, Michalski, Sennholz, Wolf
Absent: Hendler, Wagner
Others: Angell, Barg, James-Mork, Olson, Sonnemann

Sennholz called the meeting to order at 3:02 p.m. in Room 108 of the City Hall Plaza.

Approve minutes – October 10th

Meissner moved and Dickrell seconded a motion to approve the October 10th minutes as presented. Motion carried 5-0.

Conflicts of interest

No members indicated that they had a conflict of interest with anything on the agenda.

Citizen comments

Sennholz invited comments from citizens, but no one spoke at this time.

Updates on EDB activities

- Angell gave an update on 4 projects: 1) housing study/assessment; 2) 200 block of Chestnut Avenue redevelopment; 3) downtown façade program; and, 4) marketing activities (with Olson).
- Sonnemann advised that the new bakery opens on the 100 block of Central Avenue this month, with a ribbon cutting scheduled for Friday, December 20th at 4:00 p.m.
- Olson noted the following items: 1) 8th grade tours of area businesses; 2) Extreme Exploration program; 3) visit with Sonnemann to a business (Broadway) located in Stanley; and, 4) discussion about revamping MEDA in the year ahead.
- Barg stated the 2014 City budget was approved last month, including the economic development budget prepared by EDB. The new sign code was approved, effective January 1st, and the filing deadline for Mayor and open Council seats is January 7th.

Develop strategic plan in accordance with USDA grant requirement

Much discussion occurred on finalizing a strategic plan for economic development, based largely on the recently-approved action plan, and the work of the subcommittees. Angell led members through this process, using the following mission/vision components:

- Thriving local economy (6 goals)
- Safe and healthy community (5 goals)
- Purposeful decision-making (3 goals)
- Inclusive government (3 goals)

Wolf moved and Michalski seconded a motion to authorize staff to complete the strategic plan, incorporating input from this meeting, and to submit it to USDA to fulfill the grant requirement. Motion carried 5-0.

Establish date and time for next Board meeting

It was agreed to hold the next meeting on Thursday, January 9th at 3:00 p.m. in Room 108 of the City Hall Plaza.

With no other business before the EDB, Dickrell moved and Meissner seconded a motion to adjourn. Motion carried 5-0. Sennholz declared the meeting adjourned at 4:39 p.m.

Respectfully submitted,
Steve Barg, City Administrator

Parks, Recreation, and Forestry Committee Minutes of December 12, 2013

Meeting called to order by Jim Wein, Chairperson, at 6:04 p.m. in the Room 108 of City Hall Plaza, 630 S. Central Avenue.

Present: Jim Wein, Chris Viegut, Jane Yaeger, Ali Luedtke, Kristy Palmer, and Alderman Tom Buttke

Excused: John White

Absent: None.

Also Present: Ed Englehart, Parks & Recreation Director; Kelly Cassidy, Parks and Recreation Supervisor; and Ben Steinbach, Parks and Recreation Maintenance Supervisor.

Jim Wein welcomed Kristy Palmer as the new Zoological Society Board member representative to the committee. Kristy is fulfilling Corey Sullenger's unexpired term.

PR13-40 Motion by Buttke, seconded by Yaeger to approve the minutes of the November 13th meeting.

Motion Carried 6-0

Public Comments: None

The committee set Thursday, January 16th, 2013 at 6:00 p.m. as the date and time of their next meeting, if one is needed.

Englehart reviewed the proposed 2014 Parks and Recreation Department fee schedule. No increase in fees is proposed in the 2014 fee schedule. A modification to the Hefko Pool rental fee is included. The fee would now be based on the number of individuals participating in the rental. Cassidy felt this would better reflect the cost of the number of lifeguards needed to staff the rental.

PR13-41 Motion by Buttke, seconded by Yaeger to approve the 2014 Parks and Recreation Department fee schedule as presented.

Motion Carried 6-0

Englehart asked the committee to consider allowing the staff to set a student discount rate for use of the tennis and racquetball courts through the end of January to encourage more student use. He also suggested that Cassidy meet with committee members Luedtke and White, and bring back a recommendation to the committee at a future meeting regarding possible reduced fee options for the Tennis and Racquetball Center to encourage more use throughout the year. Buttke asked about the department men's basketball fee and how it might relate to the fees charged by area communities. Wein asked about whether or not we were planning to establish a fee for Pickle Ball at the Oak Avenue Community Center.

PR13-42 Motion by Buttke, seconded by Palmer to allow staff to establish a discount student rate and waive the non-resident fee for use of the tennis and racquetball courts from December 21, 2013 through January 31, 2014, and for Parks and Recreation Supervisor, Cassidy, to meet with committee members Luedtke and White to consider other discount options to encourage more use of the tennis and racquetball courts, and present a recommendation at the February meeting.

Viegut commented that he would like to see this concept at other times of the year also and broaden it to other areas to encourage more activity by student-aged individuals. Buttke suggested that possibly a video could be produced that would help inform people about the indoor tennis and racquetball court.

Motion Carried 6-0

Englehart reviewed the Outfield Advertising Sign Program and requested that it be extended through 2016.

PR13-43 Motion by Yaeger, seconded by Viegut to extend the Outfield Advertising Sign Program through 2016.

Motion Carried 6-0

Englehart reviewed the 2013-14 Parks and Recreation Department project listing. This is a list of various ideas and identified improvements for the different parks and property areas maintained by the Parks and Recreation Department. The listing also provides some information on the status of various items that have been completed. Englehart suggested committee members review the listing and provide input and ideas to the staff regarding the listing. This was for information only, no action was taken.

Information Items: Staff updated the Committee on their respective areas of responsibility and answered questions regarding the monthly reports. Buttke and Palmer updated the committee on upcoming Zoological Society activities.

Volunteer Recognitions: Englehart noted that John Christenson will be presented the Department's Volunteer of the Year Award at the Common Council meeting on December 17th.

Other – Englehart stated that the 2014 City budget was adopted by the Common Council, and he will share more information with the committee regarding the Parks and Recreation Department portion of the budget at their next meeting.

Committee Member Questions, Comments, and Suggestions: Luedtke asked about the status of the Eagle Scout projects that were approved by the committee earlier this year. Buttke suggested that once the projects are completed that the scout makes a presentation to the committee. Steinbach indicated that the woodchip improvements at the Braem Park disc golf course have been completed and the eagle nest project will be completed in 2014. Palmer asked about buckthorn removal and what actions are being taken to control it in the parks. Steinbach reviewed some of the methods his staff is using and what some of our volunteers are doing. Wein asked if the maintenance crew has changed its snow removal practices at Connor Park. Steinbach indicated that they haven't changed, but he will investigate whether or not there is space for staff to turn around on park property.

Future Agenda Items: Tennis/Racquetball Center discount fee proposals, Wildwood Park Upper Pond Road sign locations, 2014 Department budget, and Connor Park snow removal procedures.

Communications: Staff shared examples of some of the communications that have been received over the past month.

PR13-44 Motion by Luedtke, seconded by Yaeger to adjourn the meeting.

Motion Carried 6-0 Meeting adjourned at 7:26 p.m.

Ed Englehart, Parks and Recreation Director

CITY OF MARSHFIELD/TOWN OF MCMILLAN JOINT PLAN COMMISSION MINUTES
OF DECEMBER 13, 2013 MEETING

Meeting called to order at 10:01 AM by Chairperson Wagner in Conference Room 108 of City Hall Plaza.

PRESENT: Dan Knoeck, Dave Swenson, Doug Lee, Karen Woodford, Michael Stockheimer and Alderman Ed Wagner

ABSENT:

ALSO PRESENT: Alderman Gordy Earll; Dan Helwig, Prairie Run; Steve Barg, City Administrator; Jason Angell, Planner and Economic Development Director; and, Josh Miller, City Planner/Zoning Administrator

Election of Chairman.

Nominations were held for Chairperson.
Swenson nominated Lee.

JPC 13-09 Motion by Stockheimer, second by Swenson to close nominations and cast a unanimous ballot for Lee as Chairperson.

Motion carried.

Meeting turned over to Chairperson Lee.

Approval of Minutes – September 26, 2013.

JPC 13-10 Motion by Knoeck, second by Swenson to approve the minutes of the September 26, 2013 meeting.

Motion Carried

Review of a Potential Multifamily Development North of the Prairie Run Subdivision.

- Dan Helwig presented the concept plan for multifamily development to the north of Prairie Run.
 - Prairie Run has hired an economic development consultant and hopes to have a report in the next 30 days on how to proceed with the development.

- Woodford arrived at 10:06.
 - So many upfront costs in development today.
 - Prairie Run Group like to still control the development.
 - Recently had a developer come to Prairie Run looking at multifamily development. Feels there is a need for executive type apartments. There is a strong need in the community for nice rentals.
 - Originally looked at the front portion of the development as multifamily, but that hasn't panned out yet.
 - The developer is looking at 80-92 units.
 - 12.5-15 acres of property.
 - Issue is infrastructure to get to the property and need to sell some properties to get to the north piece.

- All the land would have to be annexed to the City.
 - The land to the west would eventually be platted and further west is owned by someone else. There is sewer through that property right now.
 - Association meeting coming up on Monday night and wanted to get the Joint Plan Commission's input on the proposal.
 - About a year away from this happening.
 - Concept presented is Prairie Run's concept and the developer may look to change.
 - In the past current residents have wanted buffering and some limitation on lighting to protect neighbors.
- Comments from the Joint Plan Commission.
 - Lee asked if this development would be separate from the current development.
 - Barg asked what the development's niche would be. Helwig was shown some of the units the developer has built and he wants to look at the 8-unit buildings 1,200 – 1,300 square foot units with attached garages, two story. They are a similar footprint to what is going on next to Wal-Mart. Executive housing. Not as familiar with the other sizes potentially proposed. Looking at \$1,200-\$1,400 per month rent.
 - Woodford had a concern of no transition from single-family to multifamily. One of the issues adjacent to Wal-Mart was a need for 3 bedroom units. Helwig said it could have a range of bedrooms but that would depend on cost. They have found that \$1,500 is the threshold most people are willing to pay in rent.
 - Angell mentioned the apartments that have been recently approved are all 2 bedroom.
 - Woodford felt a 50 foot buffer isn't enough between single-family and multifamily.
 - Helwig pointed out that they own the single-family so they have an interest to protect them to make sure they can sell them.
 - Single family across the street, duplexes, then 8-plexes to greater number units further northeast.
 - Wagner asked about a market need for it. Felt that we need more basis for proving there is a need. We need to establish the credibility of the market.
 - Lee felt there wasn't an objection for doing this, but how it would be done.
 - Knoeck said the biggest question of the extensions is how it gets paid for.
 - Helwig said they will likely come to the City for some assistance.
 - Angell suggested talking to the adjacent property owners at a time Helwig feels it's appropriate. Needs to get out in front of the development and let the neighboring properties know.
 - The Shupe property they sold a while back is about 12 acres.
 - Stockheimer wanted to know how many lots were sold. Helwig showed the sold lots on the map. The single family lots are about a half-acre or slightly less.
 - Lee asked if there are concerns about annexation. Swenson said to get out in front will be important.
 - Would like to review it again after it gets a little further along.
 - Wagner asked if we could define an executive and high end apartment.

Angell left at 10:45 am.

Discussion of Agreement between Jeff Redetzke and the Town of McMillan for property South of Mann Street, West of County Road E.

- Miller explained that back in September, the Joint Plan Committee reviewed the survey for Jeff Redetzke and provided the following comments:
 - Outlot 1 shall be dedicated to the public as road right-of-way.
 - An easement shall be granted to the Subdivider for a private drive on the unopened right-of-way.
 - The Subdivider is responsible for building and maintaining private drive including snow removal.
 - No reimbursement to the Subdivider or successor for costs incurred in constructing or maintaining the private drive if and when the road is constructed.
 - Future road to be constructed to Town Road Standards by Subdivider or successor at a point in time when more than four lots are served by the private drive.
- The agreement that the Town of McMillan entered into with Jeff Redetzke did not require the dedication of Outlot 1 to the public as road right-of-way. Staff wanted to bring this to the Joint Plan Commission for review and discussion.
- Knoeck said we may need to table it until we can have John Bujalski and Carolyn Opitz attend.
- Redetzke is building his own place back there. We should bring it back to decide if and how to move forward. One option would be to have him do a CSM to dedicate the outlot as road right-of-way. Would like to have it 66 feet wide and have it reserved for future right-of-way south of it.

Barg left at 11:04 am.

Discussion of Including the Expansion of Utility Services as part of the Highway E Reconstruction Project.

- Knoeck explained how the current sanitary sewer infrastructure lays out on the north side.
- If there was ever a need to serve the areas in Edgewood/Candlewood, would likely have services that cross County Highway E at some point.
- Lee said that Section 28 is likely the Town’s next area for development residential development and given that County Highway E is going to be redone, now would be the time to add water main with laterals at strategic locations. This would probably be in the long term interest of the City since it would allow higher density housing development. The Commission can discuss if they would like to support an activity of this nature for the County Highway E project. Water Utility would likely wait until there is something to serve before extending the main.
- Swenson said the issue on Section 28 is what it’s been zoned as. At some point, that is where development will be.
- Would it be annexed or not would likely depend on the size of lots.
- Can put this on a future agenda item.

Discussion of Future Cooperative Planning Efforts and Procedures.

- Tabled and should come up with a communication procedure for the next meeting.

Set Next Meeting & Agenda

- Staff will send out a meeting request towards the end of January to try to set up the next meeting. Invite Becky Frisch from Marathon County at the next meeting, items 5, 6, and 7 to be revisited. Knoeck will report back on item 6 at the next meeting.

Motion by Wagner, second by Swenson to adjourn at 11:14 AM.

Motion Carried

Submitted by, Josh Miller
Planner/Zoning Administrator

**CABLE TV COMMITTEE MEETING MINUTES
DECEMBER 16, 2013**

PRESENT: Jim Daniels, Ed Gerl, George Holck, Senen Siasoco, Gordy Earll

ABSENT: Dean Markwardt, Shawn Warren

ALSO PRESENT: City Administrator Steve Barg

Chairperson Holck called the meeting to order at 5:03 p.m. in Room 108 of the City Hall Plaza.

PUBLIC COMMENTS

None.

APPROVAL OF MEETING MINUTES

CTV13-070 Motion by Gerl, second by Earll to approve the revised minutes of the October 28, 2013 regular meeting, and minutes of the November 25, 2013 regular meeting as submitted. **Motion carried**

CORRESPONDENCE

Holck acknowledged a letter from the Alliance for Community Media.

UPDATE – PROPOSAL FROM VIDCOM L.L.C. FOR CABLE PROGRAMMING SERVICES

On November 25th, the Committee authorized Barg to work with Holck and Public Access Coordinator Kummer to reach agreement on a new contract for review and approval by the Committee and Council, based on the Committee's proposed changes. However, in reviewing this further, it appears there are still unresolved questions on the financial details, and as a result, Holck, Barg, Kummer, and Finance Director Strey recommend executing a 90-day contract extension, allowing time to work out the details of a new contract.

CONSIDER 90-DAY EXTENSION OF AGREEMENT WITH VIDCOM LLC

CTV12-071 Motion by Earll, second by Gerl to approve a 90-day extension of the current agreement with Vidcom LLC (no changes in contract terms/conditions), and to ask the Finance Director to attend the Committee's January 27th meeting to discuss the financial details in question. **Motion carried**

PUBLIC ACCESS COORDINATOR'S REPORT

Kummer was not present, but members reviewed his Access Coordinator's Report for December 2013. (Earll left the meeting at 5:21 p.m. to attend another City meeting.)

CTV13-072 Motion by Siasoco, second by Daniels to receive and place on file the Public Access Coordinator's Report. **Motion carried**

DONATIONS OF VARIOUS EQUIPMENT AND SUPPLIES FROM VIDCOM LLC

CTV13-073 Motion by Gerl, second by Daniels to accept donation of an Anton Bauer camera battery, 2 lithium ion rechargeable batteries, and \$700 worth of audio/video cables, along with assorted tools from Vidcom LLC. **Motion carried**

REQUEST TO USE BUDGETED FUNDS FOR PART-TIME PRODUCTION ASSISTANT

CTV13-074 Motion by Siasoco, second by Daniels to authorize the transfer of budgeted funds to put Dan Ferch on the payroll for 20 hours per week as a production assistant, starting this month. **Motion carried**

BILLS

CTV13-075 Motion by Siasoco, second by Daniels to authorize the payment of the following bills as presented:

Charter Business	222.73
Granicus, Inc.	600.00
Digital Juice	234.65
Markertek Video Supply	80.98
Telephone (City Hall)	2.49
VIDCOM, LLC (Invoices 249, 250 & 251)	<u>2,296.61</u>

Total \$3,437.46

Motion carried

POSSIBLE NEW REVENUE SOURCES FOR THE CABLE TV OPERATION

CTV13-076 Motion by Gerl, second by Siasoco to postpone discussion of this item until the January 27th Committee meeting, when Public Access Coordinator Kummer is present. **Motion carried**

PLAN/TIMETABLE FOR COMPLETING THE STRATEGIC PLANNING PROCESS

After some discussion, it was agreed to hold a special meeting to dedicate time to this project. Barg agreed to e-mail members regarding some possible dates and times for this meeting in early 2014.

RECOMMENDED ITEMS FOR FUTURE AGENDAS – none, aside from those mentioned earlier.

Next meeting will be January 27, 2014 at 5:00 p.m. in **Room 108** of the **City Hall Plaza**.

Motion by Gerl, second by Siasoco to adjourn. **Motion carried**. Holck declared the meeting adjourned at 5:31 p.m.

Respectfully submitted,

Steve Barg
City Administrator

Public Access Coordinator's Report
Cable TV Committee Meeting 12/16/13

New Shows November 2013 (Since 11/23/2013): for MCTV 98

- A Slice of Heaven with Ruth Elderbrook (Cooking Show): Episode 15
- A Slice of Heaven with Ruth Elderbrook (Cooking Show): Episode 16
- Insight: Ask the Mayor
- Insight: Wood County Sheriff
- MAPS Holiday Card PSA
- President Address/GOP Reply (weekly)
- Ribbon Cutting: McDonald's Restaurant
- Verizon Ribbon Cutting Ceremony
- Mainstreet Marshfield Holiday Parade 2013

Channel 96 Meetings

- Common Council Preview
- Common Council
- Public Works
- Finance, Budget, Personnel
- City Plan Commission
- Parks, Recreation, & Forestry Committee
- Marshfield Utilities Commission
- Judiciary & License Commission
- Police & Fire Commission

Breanna Speth

- Furry Feature
- Rotary Winter Wonderland Lights 2013
- Raising the Woof MAPS event

Jared Coffren

- Columbus High School Basketball
- Tiger Football Highlight Reel (w/Dan)

John Beck

- Immanuel Lutheran Worship Service (weekly)
- Immanuel Lutheran Advent Services (weekly)

Dan Ferch

- Christ Lutheran Church Worship Service

River Cities Community Access

- MSTC Board of Directors November 2013
- Wood County Board of Supervisors Meeting

Other

- LaCrosse Catholic Diocese Mass
- Eckankar
- House of Yahweh
- Conversations from St. Norberts
- Music & the Spoken Word

We are installing and configuring the new Granicus server software on Wednesday. We will wait until All City meetings are done in December before we hook up the new Tricaster, because we have some major rewiring to do.

It is with great sadness that I am reporting that our administrative assistant Karen Dinn has taken an afternoon part Time position at Ministry St Joseph's Hospital. She was offered much higher pay and full health and other benefits. She has agreed to remain part time mornings, at 20 hrs per week This is a great loss not only because of initiatives we planned to launch as of the first of the year. Karen is remarkable employee and has used her gifts and talents as a true ambassador for Public Access Television and the City of Marshfield. Her organizational and communication skills have been a major reason MCTV has pushed forward with its mission by helping to manage the staff, facility and other administrative areas.

Our Freshman Jared Coffren is doing an excellent job shooting and editing all the various projects we have been giving him.

I am requesting that the Cable TV Committee

1) Accept and receive donation from Vidcom L.L.C of 1 Anton Bauer Camera Battery Charger and two Lithium Ion Rechargeable camera batteries valued at \$950.00

2) Accept and receive the donation from Vidcom L.L.C. of \$700 worth of audio, video cables and assorted tools and Connectors

3) Consider the Request to put Dan Ferch on our payroll for 20 hrs beginning in December as part time production assistant.

We have money available in our other contracted services account.

This position is Funded in our 2014 Budget but since August our work load has require me to ask for his help at the station in addition to his duties at Channel 96 . We have expanded our operations at channel 98 and needed additional staff help with hosting the Wisconsin Community media Conference and various maintenance issues including studio lighting changes needed because of planning for new programs server upgrades and camera and equipment maintenance.

Marshfield Airport Committee Minutes

December 19th, 2013

Meeting called to Order at 6:06 p.m. by Chairman John Berg

Present: Dan Maurer, Ed Wagner, Paul Knauf and John Berg

Absent: Jack Bremer

Also Present: Josh Miller, Matt Keifer, Walt Embke, David Wasserburger, John Richmond, An additional unnamed Marshfield Utilities Engineer, Duffy Gaier, Alice Gaier and Jeff Gaier

Citizens Comments: Matt Keifer spoke that the airport should protect the airspace surrounding the airport from obstructions that want to penetrate the height limitation zoning.

AP13-55 Motion by Maurer Second by Knauf to approve the Airport Minutes for November 21st 2013 All Ayes,

Motion Carried

AP13-56 Motion by Wagner, Second by Knauf to request Marshfield Utilities resubmit the application for a height study to the Federal Aviation Administration for a water tower without antennas and address a future tower farm location for the City of Marshfield. All Ayes

Motion Carried

AP13-57 Motion by Maurer, Second by Knauf to approve the Airport Manager's December 2013 Report, All Ayes

Motion Carried

AP13-58 Motion by Wagner, Second by Knauf to approve the December 2013 Activity Report, All Ayes

Motion Carried

AP13-59 Motion by Knauf, Second by Maurer to approve the the Airport Bills for December 2013, All Ayes

Motion Carried

Project Updates - Discussed no action taken.

AP13-60 Motion by Wagner, Second by Maurer to approve the Airport Manager's 2013 Airport Year End Report, All Ayes

Motion Carried

Motion by Maurer, second by Knauf to adjourn at 7:34 p.m. All Ayes Motion Carried

Respectfully Submitted - Jeffrey Gaier

Airport Management Report

December 19th, 2013



This past month has been very cold. With the occasional snow shower and low visibility, it has been really challenging for flying. This past month has been very slow for activity for a December. The Farmer's Almanac predicts that it will be a long cold winter. Hopefully that isn't the case and we see more activity at the airport.

Verlyn Swantes has reminded us that the PIR unit used for calibrating the SDF system has to go back to the factory for re-calibration as is required every few years. The PIR is jointly owned by Sturgeon Bay, Wisconsin Rapids and Marshfield. However since Sturgeon Bay is decommissioning their SDF, they no longer have a need for it. So it will be up to Wisconsin Rapids and Marshfield to pay for the re-calibration. Verlyn picked up the PIR unit from Sturgeon Bay and will be giving it to us here at Marshfield for safe keeping.

Jeff has spoken to the airport manager about the SDF that they have at Sturgeon Bay. Also they purchased for parts a decommissioned unit from Fond Du Lac several years ago. Keith was going through a process with the Door County to let us have the SDF and related equipment. Keith sees no reason that anyone else would ever want it as there are only six working SDFs now in the Nation. If we can get the SDFs from Sturgeon Bay, then we will have some spare

parts for Wisconsin Rapids and Marshfield.



We are still working on getting Nick DeNardis certified on maintaining the SDF. The FAA has a test that most

technicians take, however the test is so outdated, that they more or less need proof that the technician is capable of maintaining the system. Nick has provided the information requested to

the FAA, we are just waiting to hear back from the FAA as to what the next step may be in the process to get him certified. Nick had to provide some credentials as well as work experience and his ability to work on the SDF.



A Charter for CitationAir

Verlyn has sent us another email just confirming that he is stepping down and retiring from maintaining the SDF system. Thank you Verlyn for all your help and assistance over the years.

Marshfield

Utilities has requested a variance for the height limitations to construct a new water tower within the City of Marshfield. The location of the water tower would place it in the path of the GPS 23 instrument approach. Duffy has asked them to consider reducing the height of the petition so that it does not include towers on top of the water tower.

Wood County has requested to construct a 290' tower near the town of Lincoln town hall. The FAA has determined that the tower would be a presumed hazard to our approaches. As such we have written several letters and have encourage the local pilots to write letters as well in opposition to the tower height.



The Airport Lobby Just Before The V&H Party.

The Marshfield Airport played host to V&H Heavy Trucks Christmas Party. Unfortunately weather that evening did not cooperate so that Holiday Light Flights to be provided to the party participants. Everyone seemed to have a great time at the event.

On behalf of the Gaier Family, we wish you a safe, wonderful, and productive

2014. Happy Holidays, Merry Christmas, Happy New Year and Happy Flying.

Duffy, Alice, Robert and Jeff



Airport Activity Report Dec 2013



Departures and or Landings Information - Flight Operations - 28 Days Between Reports

Year	YTD 2009	YTD 2010	YTD 2011	YTD 2012	Dec 2012	Dec 2013	YTD 2013
Jet	138	130	146	150	8	4	124
TurboProp	308	428	316	142	12	12	442
Twın	188	244	190	114	6	2	116
Single	4526	7926	5928	4358	180	168	5628
Helicopter	3204	3928	3058	2994	226	188	3440
Light Sport	36	184	174	268	4	0	220
Total	8400	12840	9812	8026	436	374	9972

Passengers

Total	11195	16101	13078	10689	581	496	12216
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Local and Transient Traffic

Transient	2366	4278	3026	2125	110	114	3504
Local	6034	8562	6786	5901	326	260	6468

Training Flights

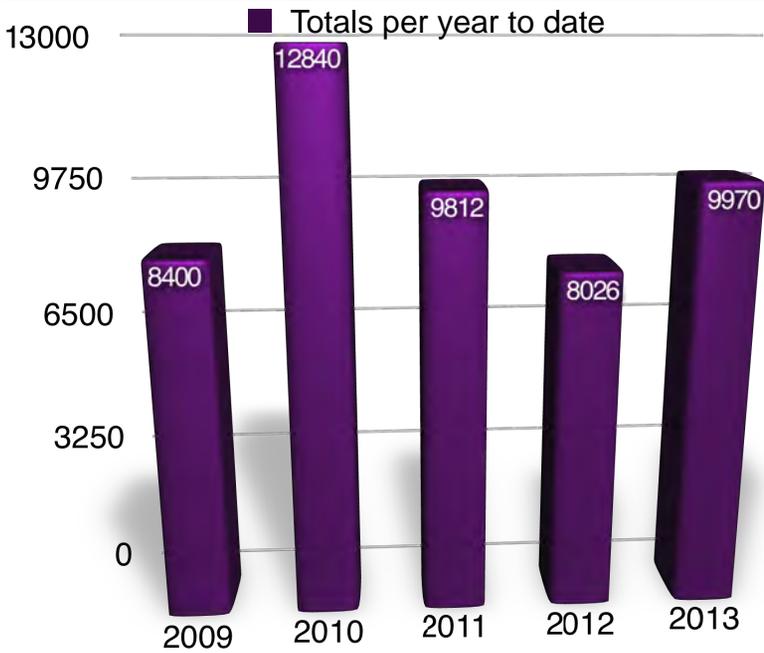
Total	2767	5160	3097	4439	144	110	5048
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Fuel Dispensed

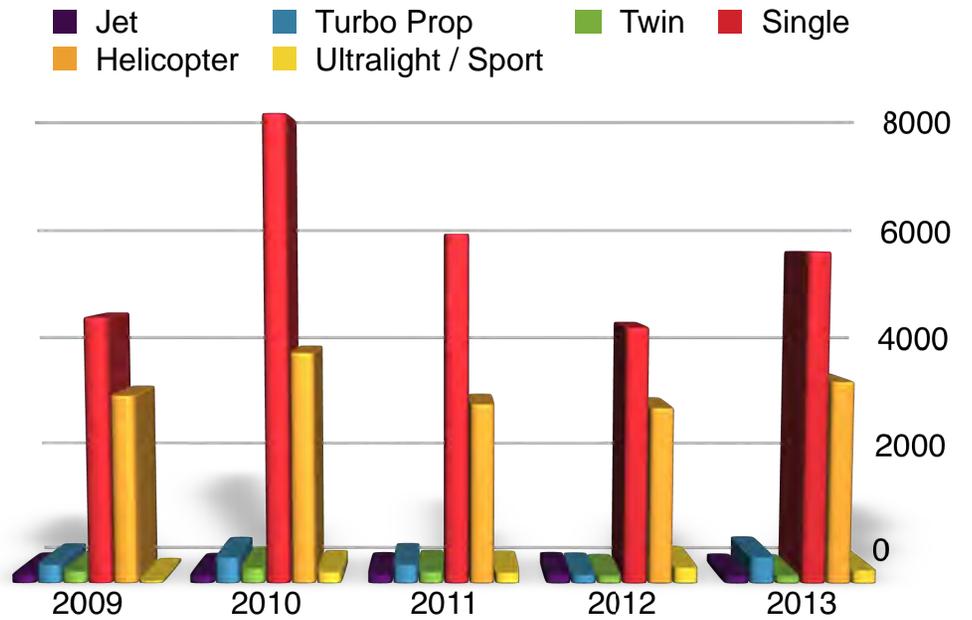
Av Gas	23880	27362	21623	21751	1052	382	18487
Jet A	40374	46007	32113	36710	2752	1786	50942
Total	64254	73369	53736	58461	3804	2168	69429

All Information In This Report Is Estimated Based On The Activity At The Airport For The Month. An Operation is considered a take-off or a landing.

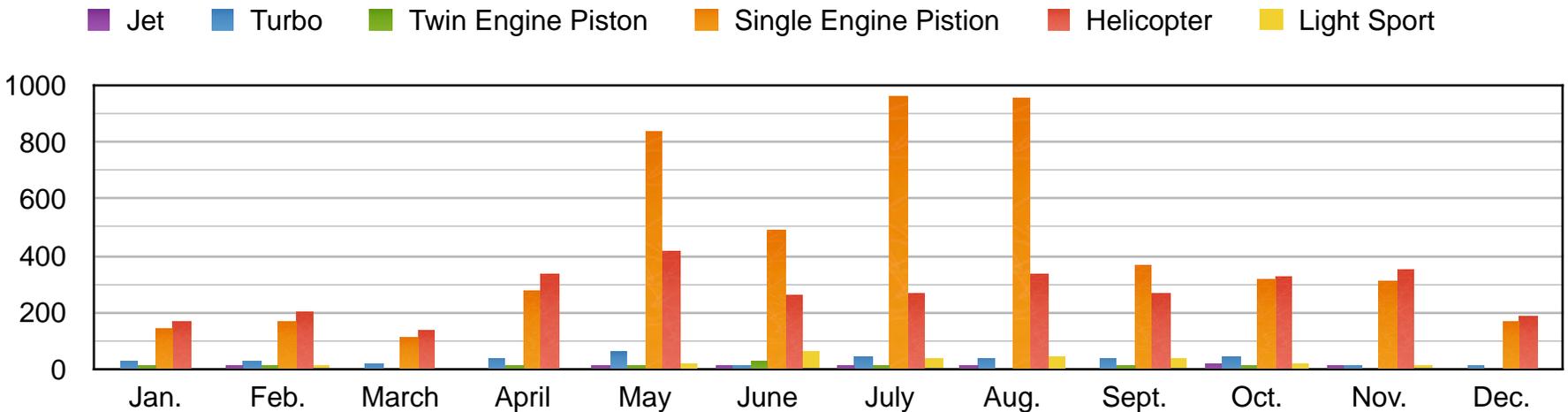
Flights Over the Past Five Years



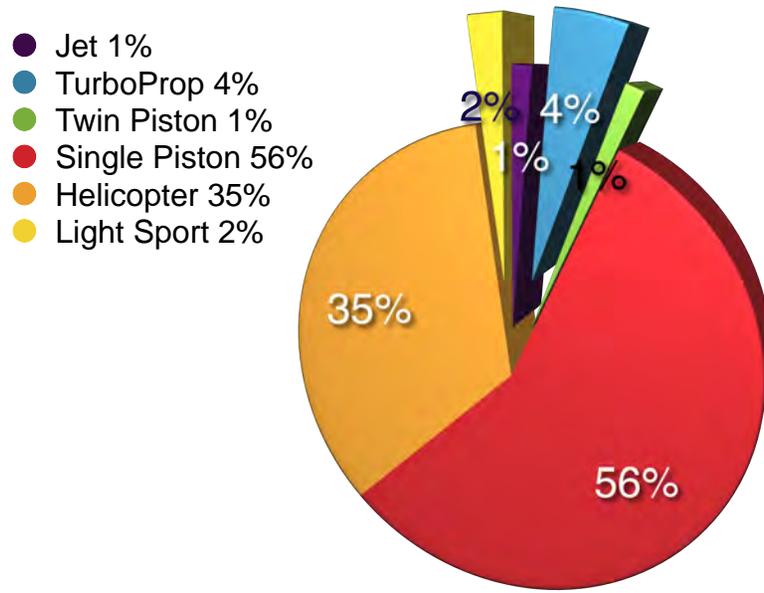
The Various Types Of Aircraft That Have Visited Marshfield Per Year by the Present Month



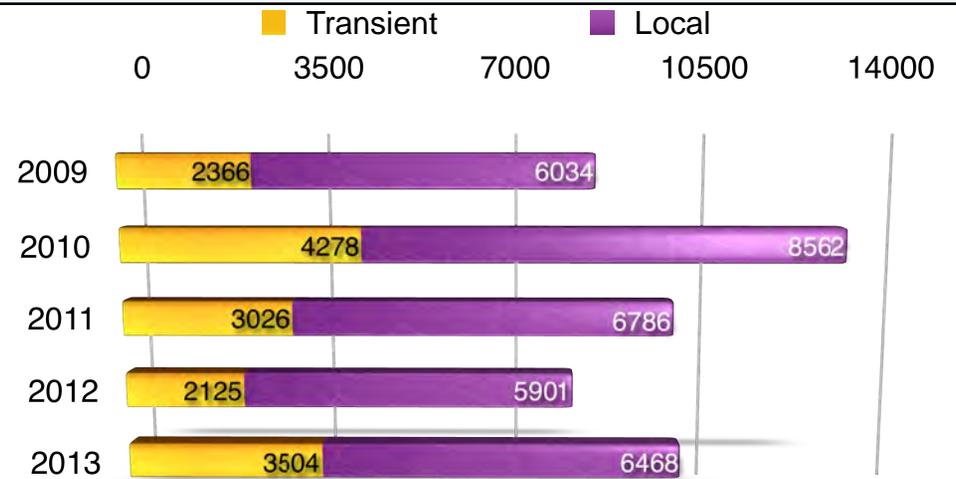
Operations by Aircraft for the Year of 2013



Percentage By Type Of Aircraft That Came Into Marshfield In 2013

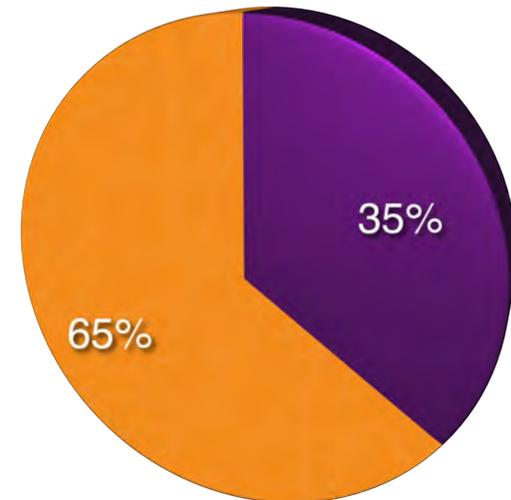


Transient Vs. Local Traffic



Percentage of Local Vs. Transient Traffic

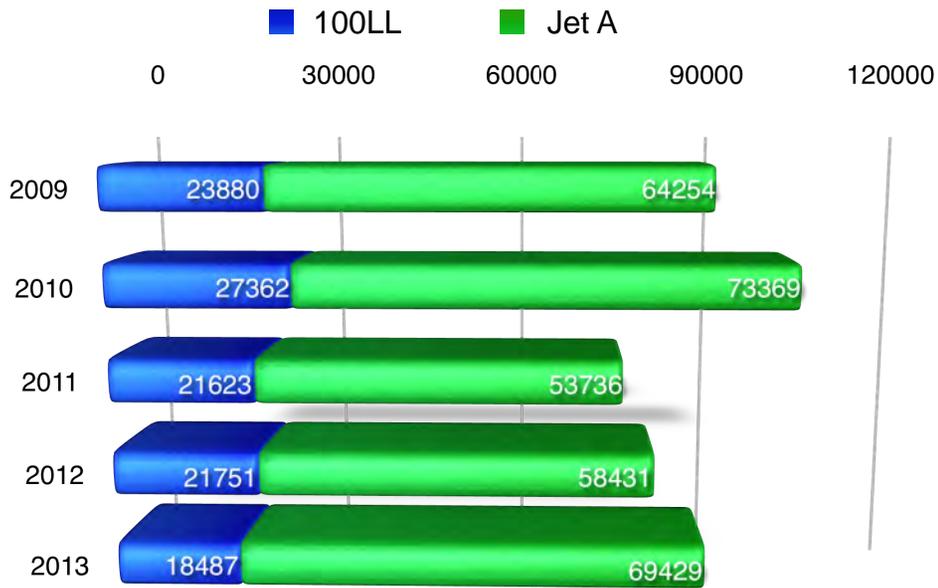
● Local Traffic ● Transient Traffic



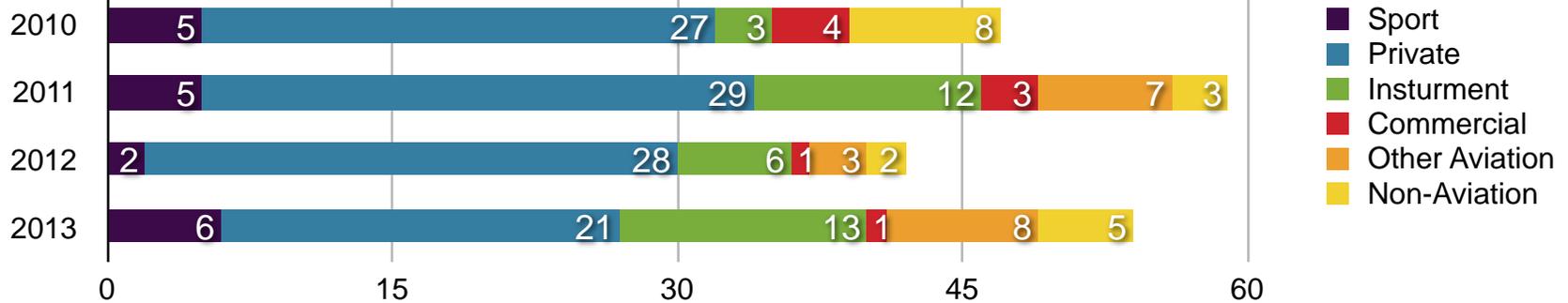
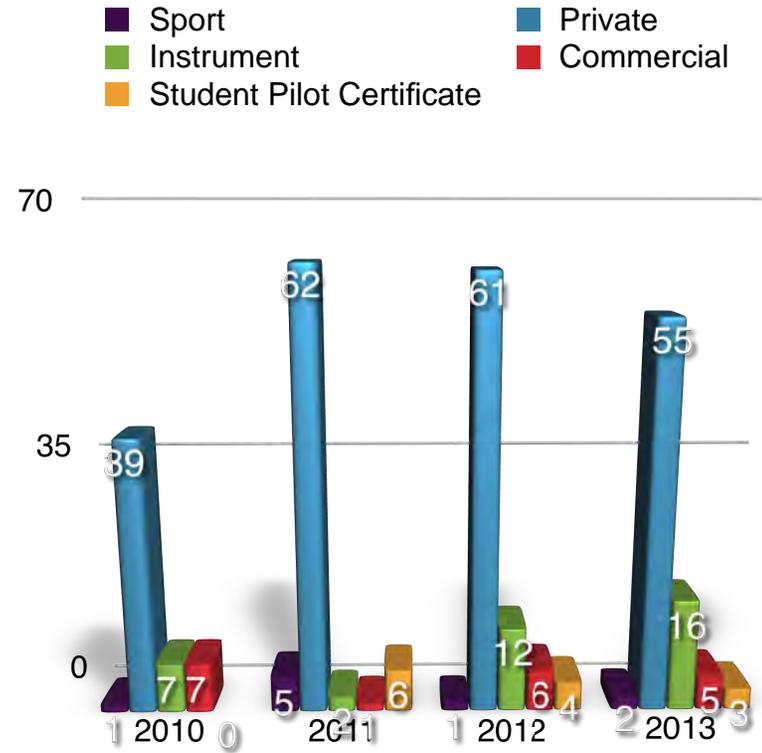
Summary of Activity

Compared to last year at this time everything is down this month except turbo prop.

Fuel Sold



Duffy's Flight Checks for Pilots



Individuals and Businesses that have used the Airport The Month of Dec 2013

Duffy's Aircraft Sales and Leasing Inc.
Aviation On Demand
Spirit Transport
Dan Hiller
CrossWind Aviation LLC
Wheelers Chevy Olds Pontiac Cadillac Inc.,
Dan Wheeler and Family
Myles Richmond
Duffy Gaier
Bob Gaier
Jeffrey & Elizabeth Gaier
Al Hatz
Dave Wells
Craig Cook
Don Halloran
Howard Rand
Steve Humphrey
Steve Mickel
Mayo One (Medflight Eau Claire)
Custom Fabrication and Repair
Brian Barnett
Kirk Haslow
Haslow Farms

Jim Hills
Grassland Dairy
Justin Smith
Medevac (Medflight Wausau)
Tom Witt
Country Flyers Education
Jake Jasinski
Grant Tarpinain
Troy Rens
Life Link III (Medflight New Richmond)
Bob Lee
Wayne Short
Enbridge
MQA Aviation LLC
Matt Thomas
Burrnett Co. Flying Service
Michael Tyler
Air Methods
Citation Air
Roehl Transport
Everett Roehl & Family
Heartland Aviation
Festival Foods
MDSFest LLC

Reven Untiedt
Matt Keifer
Loretta Trenshaw
Brittany Lueth & Rico
Ray Burek
Bob Thill
Joseph Was
Integrated First Response - Great-Lakes (Med flight)
Nicholas Jeter
Georgi Georgiev
Steve Martens
Randy Musack
Ed Nowobielski
Quinn Shumway
Tyler Reabe
Art Scottberg
Jeffrey Armstrong
Michael Kornesczuk
Thomas Adler
Vijay Aswani
Jeffrey Cavaness

DM Bass

Dan Bull

Sean Schimmelman

Gary Urban

Rick Deli

**Businesses or Groups That Have
Utilized The Conference Room This
Month.**

Experimental Aircraft Association
Chapter 992 (Marshfield & Medford
Group)

Toastmasters of Marshfield

Central Wisconsin Apple User Group

VNA Aspirus Home Health

Marshfield Youth Hockey

The Trickle Effect - These are businesses that we know of that have been utilized by the patrons of the airport this month. They spend money in Marshfield and the surrounding communities. This is just from conversations we have with pilots and passengers. There are more business that do benefit from the airport each month. These are just the ones we know about from the people that have discussed their time at Marshfield.

Holiday Inn

Blue Heron / West 14th

Marshfield Clinic

St. Joseph's Hospital

Festival Foods

V & H Heavy Trucks

Roehl Transport

Subway

Chips

McDonalds

Melody Skating Gardens

Target

Hardees

The Store

Baltus

Wildwood Zoo

Marshfield Hotel

Marshfield Rotary Winter Wonderland

Account #	Obj #	Description	2013 Amount Approved	2013 December Invoices	Firm Expenses Paid	Used To Date	Balance
Account # 101-53510-33							
	52100	Professional Services	43,206.00	3,600.50	Manager's contract	43,206.00	-
	52210	Electric	15,870.00	2,356.24	Electric	13,246.03	2,623.97
	52220	Water	390.00	81.85	Marshfield Utilities	544.22	(154.22)
	52230	Sewer	307.00	91.50	Marshfield Utilities	599.33	(292.33)
	52240	Fire Protection Charge	1,436.00	307.06	Marshfield Utilities	1,480.80	(44.80)
	52260	Heating - Gas	4,814.00	274.44	WE Energies general aviation terminal	2,002.83	2,811.17
				38.04	WE Energies - East unit		
				50.34	WE Energies - West unit		
	52300	Telephone	1,152.00	103.34	Frontier	1,349.52	(197.52)
	52400	Rep/Maint. Serv-Streets	17,200.00	3,375.00	Duffy's Aircraft Sales - Plowing snow	15,965.00	1,235.00
	52500	Repair/Mainte. Service	50,967.00	2,380.00	Duffy's Aircraft Sales - Replace International tractor batteries, repair electric lights on big plow, repair frozen-up blower, clean frozen Big Bertha, tractor maintenance, modify roof drain, replace broken bolts on big plow.	41,506.17	9,460.83
				44.90	UniFirst - mats - October		
				107.50	House of Heating - furnace service call		
				250.00	Maid to Order - cleaning services		
				1,547.14	Merkel Co., Inc. - Replace lighting in hangar		
				49.50	Merkel Co., Inc. - dead man switch not working		
				425.00	Corner to Corner Cleaning - carpet cleaning		
				45.00	Schreiner's Plbg. & Htg. - checked out water heaters		

		December Expenses		Used To Date	Balance
52900	Other Contractual Ser.	7,000.00		6,140.00	860.00
53100	Office Supplies & Exp.	100.00	295.20 515.98	*811.18	(711.18)
53200	Publications & dues	400.00		240.00	160.00
53400	Operating supplies	1,600.00	191.98	1,951.89	(351.89)
53500	Rep/Mainte. Supplies	6,500.00	201.81 11.00 123.74 17.99 22.71 603.75 4.50 1,302.96 354.59	3,516.05	2,983.95
55110	Buildings & Contents	1,957.00		2,368.77	(411.77)
55140	Professional Liability	336.00		314.64	21.36
55150	Airport Liability	4,486.00		4,486.00	-
55170	Boiler	349.00		352.41	(3.41)
Grand Totals		158,070.00	18,773.56	140,080.84	17,989.16

**City of Marshfield Committee on Aging
Meeting Minutes – January 2, 2014**

The monthly meeting of the Committee on Aging was called to order at 9:30 a.m. by Chairman Mike Feirer at Upham Village.

MEMBERS PRESENT: Mike Feirer, Becky Huebner-Leu, Patty Ruder, Dave Marsh, Jean Doty, Kathy Dieck and Elsie Anderson

ABSENT: Jean Doty and Kathy Dieck

OTHERS: Judy Carlson, Tom Buttke, Amy Krogman, Kelly Cassidy, Rika Schmelzer and residents of Upham Village.

MINUTES: Motion made by Marsh, second by Rudy to approve the minutes from December 5, 2013 meeting.

Motion carried.

CITIZEN'S COMMENTS:

None

CAB SERVICE IN MARSHFIELD:

The cab service in Marshfield was discussed. Krogman explained that the new system is called Marshfield Public Transit. All coupons will be honored until February 28, 2014. On March 1st customers can turn in any remaining credits and punch cards will be issued.

AGING AND DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN

UPDATE:

No report

WOOD COUNTY TRANSPORTATION UPDATE:

No report

FORUM 55 – Judy Carlson explained what Forum 55 is. Next presentation will be Ice, Snow, Slip Oh My!

LIBRARY COMMUNITY CENTER PROJECT:

They will be going public with the fundraising soon.

2013 SENIOR HEALTH FAIR: There was \$230 collected in revenue and \$253.80 spent on food. Speaker topics and flyer updates will be discussed at the February meeting.

UNFINISHED BUSINESS: None

NEW BUSINESS: Cassidy reminded those in attendance that the AARP tax program will not be doing taxes at the Senior Center. They are still doing the taxes, but will be working out of the United Way building. United Way is taking the appointments. Their phone number is 384-9992.

FUTURE MEETING DATE: The next meeting will be held on February 6, in Room 108, City Hall Plaza.

Motion by Ruder, second by Marsh to adjourn at 10:13 a.m.

Motion carried

Respectfully submitted

Amy Krogman

Administrative Assistant III



2000 South Central Avenue, PO Box 670
Marshfield, WI 54449-0670
Phone: 715-387-1195 Fax: 715-389-2016
<http://www.marshfieldutilities.org>

January 7th, 2014

<Customer Name>
<Customer Address>
Marshfield, WI 54449

Dear <Customer Name>,

You have expressed concerns with the new wireless meters being installed by Marshfield Utilities. The feasibility of providing an opt out rate to customers for the Marshfield Utilities AMI project will be discussed during the January 14th, 2014 meeting of the Common Council of the City of Marshfield. The meeting will begin at 7:00 p.m. in the Council Chambers located in the Lower Level of the City Hall Plaza. The City Hall Plaza is located at 630 South Central Ave, Marshfield, WI 54449. The meeting is open to the public and contains a period for Public Comments.

If you have any questions, please feel free to contact me 715-387-1195.

Sincerely,

Nicolas E. Kumm

Nicolas E. Kumm
Electric, Communications, and Gas Manager

Cc: Bob Trussoni

CIP ADMINISTRATIVE COMMITTEE SUGGESTED 2014 SCHEDULE OF MEETINGS

The following is a suggested timetable for the CIP process. Please check your calendars and get back to Steve Barg as soon as possible with any conflicts you may have. At this time, the meetings are scheduled to begin at **8:00 a.m.** and finish at **10:00 a.m.**, but will possibly be changed at the discretion of the committee.

Thursday	February 20, 2014
Tuesday	February 25, 2014
Thursday	February 27, 2014
Tuesday	March 4, 2014
Monday	March 17, 2014 Presentation to Board of Public Works
Tuesday	March 18, 2014 Presentation to Plan Commission
Tuesday	March 25, 2014 Presentation to Common Council
Tuesday	April 8, 2014 Adoption by Common Council