



CITY OF MARSHFIELD
MEETING NOTICE

**COMMON COUNCIL
CITY OF MARSHFIELD, WISCONSIN
TUESDAY, JULY 14, 2015
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 "E" 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. Reading of items added to the agenda
- E. 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.
- F. Approval of Minutes – June 23, 2015 regular meeting
July 7, 2015 special meeting
- G. Staff updates
- H. Mayor's Comments
 - a) Employee Recognition
Aaron Wargowsky, Police Department, July 26, 2005, 10 years
Dan Jonas, Fire & Rescue Department, July 16, 1990, 25 years
- I. Council Comments
- J. Consideration of a request from the Marshfield Area Relay for Life for a variance of noise levels as permitted by Chapter 10-33(7) for the annual Relay for Life to be held at the Marshfield Middle School track beginning on Friday, August 7th at 4:30 p.m. and ending on Saturday, August 8th at 7:00 a.m. Presented by Steve Barg, City Administrator

Recommended Action: Approve the noise variance as requested

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- K. Consideration of a request from Main Street Marshfield, Inc. for a variance of noise levels as permitted by Chapter 10-33(7) for a Hub City Days. This event will be held on Friday, July 24th (dusk to approximately midnight) and Saturday, July 25th (10 a.m. to 11 p.m.) Presented by Steve Barg, City Administrator

Recommended Action: Approve the noise variance as requested

- L. Reports from commissions, boards, and committees

- M. Consent Agenda:

- 1) Meeting minutes/reports
 - a. Cable TV Committee (April 27, 2015)
 - b. Board of Review (May 21, 2015)
 - c. Community Development Authority (May 28, 2015)
 - d. Community Development Authority Finance and Strategic Planning Committee (June 11, 2015)
 - e. Airport Committee (June 18, 2015)
 - f. Committee on Aging (June 25, 2015)
 - g. Main Street Board (July 1, 2015)
 - h. Historic Preservation Committee (July 6, 2015)
 - i. Finance, Budget, and Personnel Committee (July 7, 2015)
 1. Approve job description/pay grade for the position of Human Resources Manager/Assistant to the City Administrator, and authorize City Administrator to begin the hiring process
 - j. Board of Public Works (July 7, 2015)

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

- N. Consideration of items removed from the consent agenda, if any

- O. Presentation – Proposed bonding for Marshfield Utilities projects. Introduction by Bob Trussoni, Utility Manager. Presented by PFM representative

Recommended Action: None, for information only

- P. Request to approve Resolution No. 2015-33 providing for the sale of approximately \$3,230,000 Water System Revenue Bonds, Series 2015. Introduction by Bob Trussoni, Utility Manager. Presented by PFM representative

Recommended Action: Approve Resolution No. 2015-33

- Q. Second Reading of Ordinance No. 1305 Rezoning Request by Marshfield Clinic to change the zoning from "SR-4" Single Family Residential to "CD" Campus Development located at 913 North Pine Avenue to allow this property to be part of the Marshfield Clinic Campus Development. Presented by Josh Miller, City Planner

Recommended Action: Approve Ordinance No. 1305

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- R. First Reading of Ordinance No. 1307, amending Section 13-126 (7) maintenance of trees and shrubs. Presented by Tom Turchi, City Engineer

Recommended Action: None at this time unless the rules are suspended; final action will be scheduled for the July 28, 2015 meeting

- S. Request to approve Budget Resolution No. 17-2015, transferring \$60,000 from General Fund, Airport Terminal Building HVAC Project to Ordinance Enforcement, Marshfield Area Pet Shelter Project, for use as a donation to Marshfield Area Pet Shelter, Inc. (MAPS), subject to amending the lease, and executing a Memorandum of Understanding with MAPS. Presented by Steve Barg, City Administrator

Recommended Action: Approve Budget Resolution No. 17-2015

- T. Request to approve Resolution No. 2015-32, exemption from Wood County Library tax. Presented by Lori Belongia, Library Director

Recommended Action: Approve Resolution No. 2015-32

- U. Announcement of committee resignations – Shelly Babcock, Business Improvement District. Presented by Chris Meyer, Mayor

Recommended Action: None, for information only

- V. Adjourn to closed Session pursuant to Wisconsin Statutes, chapter 19.85 (1)(e) “Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session”.
1. Possible developer’s agreement for land located near Peach Avenue/Ives Street
 2. Possible developer’s agreement for land located at Highway 13/Heritage Drive

- W. Reconvene into open session.

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

- Y. Items for future agendas

- Z. Adjournment

Posted this day, July 10, 2015 at 2:00 p.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.

JUNE 23, 2015

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, Chris Jockheck, Gordon H. Earll, Ed Wagner, Rich Reinart, Gary Cummings, Rebecca Spiros and Tom Buttke

ABSENT: Peter Hendler

The flag was saluted and the pledge given.

No items were added to the agenda.

PUBLIC COMMENT PERIOD

Bill Mitten, 8158 Porp Ct, Marshfield. He spoke about the 2nd Street Green Street Corridor. The issues that he has with this plan are:

- 1) The plan was kept secret. None of us in the area affected knew that any of these plans were coming out.
- 2) We were not allowed for any input into what was going on with the plan.
- 3) We didn't know about the plans until they were formally drawn up and they were presented to us by Josh Miller.
- 4) When surveys were taken, it didn't include leaving the street the same.

Numerous customers, employees, and delivery persons can't understand why the street is going to be changed the way that it is. He spoke with the planner that put the plan together and one of the reasons he mentioned for this was to have a walking and biking trail between the ball diamonds and the Library. We have a beautiful walking and biking trail right now that goes from one spot to the other. The survey should have also asked how often people walk or bike between these areas because the ball diamonds aren't open that many months out of the year and we don't see a lot of traffic coming down 2nd Street or the walking trail on Veterans Boulevard either. Another one of his reasons was that there is a need for outdoor dining in the downtown. We had outdoor dining years ago; Kris' Sidewalk Café and it was a very nice place but it wasn't cost effective, because it was only used a few months out of the year. Eventually the new owners extended their building out toward where the sidewalk café was and now they have a much larger café and can make it cash flow. We have no restaurants on 2nd Street. Where are the people going to get the food and if the people brought a lunch from home, would they prefer to sit on 2nd Street to eat their lunch or would they go to Wildwood Park, Braem Park, Griese Park or all of the other beautiful parks that we have in the city? The survey again, should have asked people if we have outdoor dining in the downtown how often per year would they be using it. The response would have probably been never. The planner also mentioned that there is a need for benches downtown. We have benches from one end of Central Avenue to the other. They get very little use now. We don't need any more benches in the downtown. The bottom line is the business owners and the customers in the area don't want any of the offers that they have received. We would prefer to leave it the same. After the Plan Commission meeting, they came up with two options to vote on and again leaving it the same was left out. The Emergency services are going to be hindered. We get semi-trucks that back in and they are going to block part of the street. At least now, people can skirt around on one side with the configuration of one way they won't be able to. In talking with Speedy Delivery, Fed Ex and UPS, they are concerned that they are going to be blocking traffic and it is not their fault because they didn't configure the street, but they need room to unload and they are in the downtown all day long, day and night. One issue that really bothered him with the Plan Commission meeting was that the Main Street Program was publicly accused of doing nothing. He has lived in Marshfield his whole life and when they

purchased their building 26 years ago, the Main Street Program was just starting and the downtown looked absolutely horrible. If you look back at your assessments back then they were all going down on all the properties. Most were dilapidated. They were absolutely terrible. Many were vacant. Now the properties are well kept up. Most of the buildings are occupied. In the last 25 or 26 years the values have gone up tremendously. In looking at the parking lots, 25 years ago we had nice parking lots where in the center they would have bushes and little rocks but the bushes weren't taken care of and they were just full of weeds. Now our parking lots have beautiful flowers. They are well kept. People are picking up the trash constantly to keep them looking nice. Again, this is all part of the Main Street Program. There was somewhere in the vicinity of \$100,000 raised just to pay for these amenities to make the downtown look nicer. There are flower pots up and down the streets and they are all well-kept and are absolutely beautiful. Main Street and all their volunteers deserve a public pat on the back and a thank you and not a kick in the pants.

John Sikora, 9011 Thompson Rd, Marshfield. He spoke in opposition to the 2nd Street Green Street Corridor. A 50' semi-tractor trailer backed in and blocked that road off for almost 40 minutes. If we make that street one-way and block the traffic off for 45 minutes, an hour or more that is not good, especially from the emergency vehicle end of it. The voice of the public here is better than majority to leave 2nd Street the way that it is.

Angie Eloranta, Main Street Marshfield thanked all the city staff who have worked really hard on the 2nd Street Green Street Corridor project. We really do appreciate your hard work to better our downtown and all the efforts that you put into it. The Main Street Board supports the downtown businesses that are ultimately going to be affected by this. We have listened and the downtown businesses have said that taking away their parking stalls will hinder their businesses; however despite some concerns, Main Street supports the downtown master plan and feels that there are other innovative and beautifying ways to improve the 2nd Street corridor. Hopefully we can all work together, listen, collaborate and then implement this project.

Pat Baer, 112 W 4th Street, owner of Charles Apartments. He spoke about the 2nd Street Green Street Corridor. His concern is for the five retail shops and the lawyer's office on the first floor. He agreed with Bill Mitten and doesn't want the change, especially on West 2nd Street. 2nd Street was redone two years ago and two years later they want to redo it again. Two years ago, the city shortened the sidewalks and made him shorten the Charles Apartments' canopy which was no small project. Now two years later, they want to widen the sidewalks. This is insane. He prefers things remain as they are, but if there are changes that are going to be done; he would like to keep the ten parallel parking spots in front of his five retail shops and the lawyer's office. The one plan that does away with all ten of those is insane. It would be very damaging to the retail shops and to the lawyer's office there to do something like that. If the city is really going to go with this corridor concept, they need to look at what else could be done as far as additions, amenities, or whatever and leave the basic set up as it is now. If there is going to be some additional drain, or whatever the city needs to look at the half of a block on the southern side of the street from the alley to Chestnut Avenue where there are no buildings in front of it, because that parking is the least valuable if something were to be done. He prefers not to lose any parking, but if something is done that would be the least damaging to the businesses. There has to be other things that can be looked at and like Bill Mitten said, why not talk it over with the business owners ahead of time before something is drawn up and get their input and not come up with a plan that is going to damage the people.

Mayor Meyer asked staff to address the comments that were made about this being a surprise. That is simply not the case. Public hearings were held, but people didn't attend those meetings.

City Planner Miller explained that there was a lot of feedback during the development of the downtown master plan. We also had a visioning workshop on that. We met one on one with most of the business owners and property owners along 2nd Street. We also did an online survey which almost 200 people filled out and we had two open houses which were attended by a total of six people. The open houses were held on two different nights at different times to make it available for different people with different schedules to try to attend and we didn't have a great turnout. As part of the survey and part of the one on one contacts with the businesses, we asked for contact information from Main Street Marshfield so we could do an email distribution and invite them to the various meetings and we also invited them to the meetings with the Board of Public Works and Plan Commission. We also held presentations with the Economic Development Board and MACCI. We did all that after we had some general concepts. We developed those concepts strictly as kind of a talking point, something to look at. If we didn't have anything to look at, we wouldn't really have something to start with. It wasn't like those were the concepts set in stone by any means and it wasn't intended to be that way. That was giving us a starting point. We thought that was a good way to do it.

CC15-132 Motion by Feirer, second by Spiros to approve the minutes of the Common Council meeting of June 9, 2015 regular meeting.

Motion carried

STAFF UPDATES

None

MAYOR'S COMMENTS

Mayor Meyer recognized the passing of a long time city employee, Betty Anderson. She worked for the city for over 26 years in the Finance Department. She was diagnosed in June of 2011 with cancer and passed away this past week. He sent condolences to her family.

Employee Recognition

William Schroeder, Street Division	June 27, 1995	20 years
Mary Anderson, Public Works	July 1, 1980	35 years
Chelsea Slade, Library	July 5, 2000	15 years
Christopher Hasz, Police Department	July 6, 2010	5 years
David Baker, Library	July 13, 2000	15 years

COUNCIL COMMENTS

None

REPORTS FROM COMMISSIONS, BOARDS AND COMMITTEES

None

CONSENT AGENDA

CC15-133 Motion by Wagner, second by Cummings to receive and place on file, approving all recommended actions for the items listed on the consent agenda. Meeting Minutes/Reports: Utility Commission of May 11, 2015 (1. JO #5709, Cedar Avenue (Arnold to Blodgett). Cedar Ave reconstruction at a cost of \$43,096.89 and 2. JO #5710, Wildwood Court replace 1035 of 4" cast iron water main with 6" HDPE water main and install 420 feet of new 6" HDPE water main on Wildwood Court at a cost of \$124,835.16); Central Wisconsin State Fair of May 18, 2015; Utility Commission of June 1, 2015 (1. JO #5711, 1818 N. Oak replace aeration tower at a cost of \$233,427.); Main Street Marshfield of June 3, 2015; Economic Development Board of June 4, 2015; Utility Commission Special Meeting of June 15, 2015; Board of Public Works of June 15, 2015 (1. Approve final concept of 2nd Street Green Street Corridor project (one-way traffic with angle parking); Judiciary and License Committee of June 16, 2015, Finance, Budget, and Personnel Committee of June 16, 2015, Plan Commission of June 16, 2015 (1. Resolution No. 2015-29, CUP by Cornerstone Church to reduce the landscape requirements at 1417 W. McMillan Street; and 2. Resolution No. 2015-30, rescinding Resolution No. 2013-41 CUP parking requirements for Nutz Deep II).

Aldersperson Earll pulled out motion PW15-76 from the Board of Public Works minutes.

PW15-76 *Motion by Wagner, second by Jockheck to recommend to the Common Council to proceed with the option of angle parking and one way streets for the 2nd Street Green Street Corridor from Maple Avenue to Chestnut Ave.*
Cummings voted 'No' – Motion carried

Vote on motion **CC15-133 as amended.**
Motion carried

CC15-134 Motion by Jockheck, second by Buttke to reaffirm the action of the Board of Public Works. Ayes – 5; Nays – 4 (Feddick, Earll, Reinart and Cummings).
Motion carried

Mayor turned the Chair over to Council President Cummings so he could respond to some of the comments that were made.

Mayor Meyer resumed the Chair.

City Administrator Barg said that staff has heard the complaints and the concerns loud and clear. We know that people have a lot of issues that they want to have worked through with this plan and staff will certainly meet to try to address whether it is parking, loading docks, or whatever to make this the best project possible if in fact we do get to that point down the road. We will do everything we can.

First reading of revised Ordinance No. 1299, amending Section 9-58 of Marshfield Municipal Code (Pawnbrokers, Secondhand Article and Jewelry Dealers).

CC15-135 Motion by Buttke, second by Earll to suspend the rules and vote on Revised Ordinance No. 1299. Ayes – 8; Nays – 1 (Feddick)
Motion carried

Aldersperson Feddick expressed concerns with the business owners and their extensively lack of notice from our last meeting to this one about this revision. She is concerned that we are putting rules

on certain businesses in this community that aren't in other communities. She understands from a law enforcement perspective it might make it easier to track things down, but we are also putting a huge load on our business that are trying to make a profit and have a hard time when what they are dealing with is \$20 wrenches. She is supportive of adopting state statutes and continuing to apply that, but she not in favor of making it more restrictive.

CC15-136 Motion by Buttke, second by Earll to approve Revised Ordinance No. 1299. Ayes – 8; Nays – 1 (Feddick)

Motion carried

First reading of Ordinance No. 1304, Rezoning Request by Jamie Teatz to change the zoning from “SR-6” Single Family Residential to “TR-6” Two Family Residential located at 310 East Cleveland Street to correct the zoning district, allowing the existing duplex property to conform to the Zoning Code.

CC15-137 Motion by Jockheck, second by Reinart to suspend the rules and vote on Ordinance No. 1304.

Mayor Meyer cautioned the Council about suspending the rules. Suspending the rules is generally reserved for emergency actions.

Vote on motion **CC15-137**; Ayes – 8; Nays - 1 (Feddick)

Motion carried

CC15-138 Motion by Feirer, second by Buttke to approve Ordinance No. 1304. Ayes - 9

Motion carried

First reading of Ordinance No. 1305, Rezoning Request by Marshfield Clinic to change the zoning from “SR-4” Single Family Residential to “CD” Campus Development located at 913 North Pine Avenue to allow this property to be part of the Marshfield Clinic Campus Development.

Mayor Meyer pointed out that a super majority of the Council will be needed for Ordinance No. 1305 to pass at the next meeting.

Aldersperson Spiros mentioned that she will not be able to vote on Ordinance No. 1305, because she works for the Marshfield Clinic.

Mayor Meyer explained that a super majority is 75% of those present and voting. The 75% doesn't include council members abstaining.

CC15-139 Motion by Feddick, second by Wagner to approve Resolution No. 2015-31, adopting the Public Participation Plan for the Comprehensive Plan Update. Ayes - 9

Motion carried

CC15-140 Motion by Cummings, second by Feirer to approve Budget Resolution No. 12-2015, Transferring \$25,000 within the Economic Development Fund from unassigned Utility Dividends to Economic Development Board for demolition costs for property at 451-453 South Central Avenue.

Ayes - 9

Motion carried

CC15-141 Motion by Spiros, second by Earll to approve Budget Resolution No. 13-2015, transferring \$14,529 from a donation to the Emergency Medical Services Fund #605 for purchase of a LUCAS 2 chest compression system. Ayes - 9

Motion carried

CC15-142 Motion by Buttke, second by Reinart to approve Budget Resolution No. 14-2015, transferring \$25,000 from the General Fund Contingency Budget to the General Fund Law Enforcement Budget for the Heroin Prevention Project. Ayes - 9

Motion carried

CC15-143 Motion by Earll, second Feirer to approve the groundbreaking ceremony for construction of the new library on Friday, July 31st at 11:00 a.m.

Aldersperson Jockheck expressed concerns with holding the groundbreaking ceremony on a weekday at 11:00 a.m. This is a community effort for a community building and he would like to see the ribbon cutting be held on a Saturday evening to accommodate people who have to work.

Vote on motion **CC15-143**; Ayes - 9

Motion carried

Finance Director Strey shared a survey of municipal tax rates of surrounding communities.

Future Agenda Items

The Board of Public Works meeting will be held on Tuesday, July 7th at 5:30 p.m. followed by a Special Council meeting at 6:00 p.m. (to look at the final bid package for the Library and Community Center project based on the rebidding of some of the items) and then that will be followed by the Finance, Budget, and Personnel Committee meeting.

Motion by Spiros, second by Jockheck to adjourn at 8:41 p.m.

Lori A. Panzer
Deputy City Clerk

JULY 7, 2015

Special meeting of the Common Council was called to order by Mayor Meyer at 6:20 p.m., in the Council Chambers, City Hall Plaza.

PRESENT: Michael Feirer, Alanna Feddick, Chris Jockheck, Gordon H. Earll, Ed Wagner, Rich Reinart, Gary Cummings, Rebecca Spiros, Tom Buttke and Peter Hendler

ABSENT: None

The flag was saluted and the pledge given.

PUBLIC COMMENT PERIOD

None

CC15-144 Motion by Feddick, second by Feirer to grant the variance request from St. John the Baptist Catholic Church for a variance of noise levels as permitted by Chapter 10-33 (7) for the St. John's Parish Truck & Tractor Pull to be held on July 10, 2015 from 5:00 p.m. to 12:00 a.m. at the Marshfield Fairgrounds Park.

Motion carried

CONSENT AGENDA

CC15-145 Motion by Wagner, second by Spiros to approve the minutes of the Judiciary and License Committee of July 7, 2015 as read by the Clerk.

Motion carried

Review and consideration of bids received for construction of the new library.

CC15-146 Motion by Wagner, second by Feirer to reject all bids except bids 1.27 Site Work, and 1.30 Utilities. Ayes – 10

Motion carried

CC15-147 Motion by Buttke, second by Spiros to award Bids 1.27 Site Work, and 1.30 Utilities. Ayes – 10

Motion carried

CC15-148 Motion by Jockheck, second by Hendler to direct staff to work with Zimmerman Design and Construction Manager Boson to scale the building as originally planned.

Motion carried

The Groundbreaking Ceremony for the Library Project will be held on Friday, July 31st at 11:00 a.m. at the site.

Motion by Jockheck, second by Cummings to adjourn at 6:47 p.m.

Deb M. Hall
City Clerk



June 29, 2015

Relay for Life of the Marshfield Area is an annual event held at the Marshfield Middle School track. Relay is an overnight event that brings people together to celebrate the lives of people who have battled cancer and remember those that we have lost to cancer. This year the event will be held beginning Friday August 7th at: 4:30 pm until Saturday August 8th at 7am. We are asking for a noise variance for Friday evening August 7th as we will be having a DJ the whole evening until 4 am. The DJ will be located in the East corner of the track as we are hoping the sound will not travel very far for neighbors to be bothered overnight. We will be distributing door hangers to the neighbors in the area to give them a head's up about our event.

Thank you for your consideration,

Heather Adler

Co-Chair Relay 2015

Maribeth Pankratz

Co-Chair Relay 2015



June 29th, 2015

MARSHFIELD CITY COUNCIL
c/o Deb Hall, City Clerk
630 S. Central Avenue
Marshfield, WI 54449

RE: REQUEST FOR NOISE VARIANCE- Hub City Days July 24th & 25th, 2015

- Main Street Marshfield, Inc. will be hosting Hub City Days.
- On Friday, we expect the movie on Central to go from Dusk to about Midnight.
- On Saturday, we expect the event to begin at approximately 10am and end at 11pm. The event will feature a live local band, a beer garden, crafters, food vendors, dance demonstrations, martial arts performances, car show, 3 on 3 hoops tournament, etc.

We will be working with the Police Chief to help with any security needs. We estimate around 10,000 people to attend.

We are requesting a 2 day noise variance for this event. If you have any further questions please feel free to call me.

Sincerely,

Angie Eloranta
Executive Director

**CABLE TV COMMITTEE MEETING MINUTES
APRIL 27, 2015**

The meeting was called to order by Chairperson Holck at 5:06 p.m. in Room 108 of City Hall Plaza.

PRESENT: Ed Gerl, George Holck, Shawn Warren, Alderperson Earll and Senen Siasoco

ALSO PRESENT: Assistant Coordinator & Production Manager Breanna Speth, Brett Butler, Public Access Coordinator Dan Kummer, Juanita Kummer, City Administrator Barg, Don Nystrom and Deputy Clerk Panzer

EXCUSED: Jim Daniels and Dean Markwardt

PUBLIC COMMENTS

None.

Chairperson Holck asked what the correspondence from the Marshfield News-Herald was all about. Speth explained that the Marshfield News-Herald used to print the next day's TV schedules each day on their community page and they are no longer printing those now. She spoke to Adam Hocking with Hub City Times and once a week he is going to link to our TV schedule on his website and print it when he can. He is trying to find a business sponsor so that he can print the whole week's schedule in the Buyer's Guide.

APPROVAL OF MEETING MINUTES

CTV15-012 Motion by Gerl, second by Earll to approve the minutes of the March 23, 2015 strategic planning meeting as submitted.

Motion carried

CORRESPONDENCE

Speth included several correspondences (emails, newspaper articles, thank you notes, etc.) within her Public Access Coordinator's Report and the agenda packet. Butler pointed out that a lot of the feedback that was received was positive.

UPDATE ON STRATEGIC PLANNING ACTION ITEMS

Speth included an update in her Public Access Coordinator's Report. (See attached report.)

- Logo: Speth will email a logo design to the Cable TV Committee members for their review.

MODIFY MISSION STATEMENT

Current Mission Statement: Allow and maintain video media access for all citizens of the City of Marshfield Wisconsin area and to enhance communication within the community.

Holck read Markwardt's email recommending that the Mission Statement be changed to read as follows: Allow, maintain, and encourage video media access for all citizens of the City of Marshfield Wisconsin area and enhance communication within the community.

Gerl suggested including the surrounding area of Marshfield also to the Mission Statement.

Discussion followed.

It was decided not to include the words “surrounding area” in the mission statement since the word “community” does imply something broader than just the City of Marshfield.

CTV15-013 Motion by Warren, second by Siasoco to change the mission statement to read as follows: Allow, maintain, and encourage video media access for all citizens of the City of Marshfield Wisconsin area and enhance communication within the community.

Motion carried

DISCUSS ORGANIZATIONAL STRUCTURE AND FORM A SUBCOMMITTEE TO DISCUSS THE FUTURE OF MCTV

Chairperson Holck asked if any of the Cable TV Committee members were interested in volunteering to serve on a subcommittee to meet with VIDCOM to discuss the future of MCTV.

Don Nystrom expressed interest in serving on this subcommittee if his appointment to the Cable TV Committee is approved by the Common Council.

CTV15-014 Motion by Gerl, second by Siasoco to postpone discussion of the organizational structure and formation of a subcommittee to discuss the future of MCTV until the next Cable TV meeting.

Motion carried

DISCUSS PAYING CABLE COMMITTEE MEMBERS TO OPERATE CAMERA

Chairperson Holck mentioned that due to the unique situation that we are in some of the Cable TV Committee members have been helping out with operating cameras occasionally when we can't get volunteers and he would like to see that they get paid for doing this.

CTV15-015 Motion by Warren, second by Earll to allow VIDCOM to pay any Cable TV Committee member that graciously helps out to operate the cameras at events.

Motion carried

City Administrator Barg left the meeting at 5:27 p.m.

PUBLIC ACCESS COORDINATOR'S REPORT

The Public Access Coordinator's Report for March and April 2015 was reviewed. (See attached report.)

Speth mentioned that MCTV received a lot of positive publicity. Brett and her met with Tom Loucks in Wisconsin Rapids and it was a good visit.

We have a lot of new community producers. We won a lot of awards for the WCM. Brett and her will be going to Milwaukee later this week for the conference.

Dan Kummer announced that Breanna will be on the WCM Board.

CTV15-016 Motion by Gerl, second by Earll to receive and place on file the Public Access Coordinator's Report.

Motion carried

BILLS

The bill query report was reviewed.

CTV15-017 Motion by Siasoco, second by Warren to authorize payment of the following bills as presented:

Advanced Disposal	\$ 58.34
B&H	33.00
Charter Business (4/01/15 to 04/30/15)	264.27
Charter Business	15.22
Media Distributors	209.51
Per Mar Security Services	79.94
Quill	93.70
(Invoices 2380586, 2386836, 2452673, 2452674 & 2765226)	
Stratford Sign Company, LLC	806.25
We Energies	7.06
Wisconsin Community Media	37.00
Wisconsin Community Media	450.00
VIDCOM, LLC (Danny K's Pub)	25.00
VIDCOM, LLC (Invoices 321 & 324)	<u>5,440.00</u>

Total \$7,519.29

Motion carried

FINANCIAL REPORTS

CTV15-018 Motion by Warren, second by Gerl to receive and place on file post-closing financial report for the period of January 1, 2014 through December 31, 2014, the balance sheet financial statement for January 31, 2015, the financial report for the period of January 1, 2015 through February 28, 2015, the audited financial report for the period of January 1, 2014 through December 31, 2014 and the financial report for the period of January 1, 2015 through March 31, 2015.

Motion carried

SET MAY MEETING DATE

The regular meeting night in May falls on Memorial Day.

CTV15-019 Motion by Gerl, second by Siasoco to skip the May regular meeting and to schedule the next meeting date for Monday, June 22, 2015.

Motion carried

RECOMMENDED ITEMS FOR FUTURE AGENDAS

- Welcome new Cable TV Committee member Don Nystrom
- Election of Chairperson and Vice Chairperson
- Set meeting date and time

The next regular meeting is scheduled for Monday, June 22, 2015 at 5:00 p.m. and will be held at City Hall.

Chairperson Holck thanked City Administrator Barg, Deputy Clerk Panzer, Cable TV Committee members and MCTV staff for their help during his time served on the Cable TV Committee.

Motion by Gerl, second by Siasoco to adjourn at 5:43 p.m.
Motion carried

Lori A. Panzer
Deputy City Clerk

Public Access Coordinator's Report

Cable TV Committee Meeting 4/27/15

New Shows, 2015 (Since 2/16/15): for MCTV 98

School Board 2/11/15	School Board	1:36:07
Sister Cities	Sister Cities Host: Dean Marquardt	42:50
Chad Lewis Crop Circles	Chad Lewis Crop Circles	36:20
Todd Berry	Todd Berry	47:32
Inside City Hall Building Services	Inside City Hall Building Services w/ Dick Pokorny	25:47
Inside City Hall Tom Turchi Engineering	Inside City Hall Engineering w/ Tom Turchi	21:46
Inside City Hall Finance	Inside City Hall Finance w/ Keith Strey	27:55
Inside City Hall Library	Inside City Hall Library	26:53
Council Preview 2/24/15	Council Preview 2/24/15	26:48
Inside City Hall Street Dept.	Inside City Hall City Street Dept w/ Mike Winch	24:47
Inside City Hall Mfld Utility	Inside City Hall Mfld Utility w/ Bob Trussoni	27:47
Inside City Hall I.T. Dept	Inside City Hall I.T. Dept. W/ Eng Ng	15:48
Inside City Hall Wastewater	Inside City Hall Wastewater w/ Sam Warp and Mark Kivela	26:21
Soups or Socks	Soup or Socks w/ Cheryl Hartl and Todd Diedrich	29:27
Around the World W/CCHS	Around the World with CCHS Slovakia, Poland	57:52
Chat with Chief 2/19/15	Chat with the Chief W/ Rick Gramza	30:19
Cooking With Ruth: Episode 49	Cooking With Ruth Ep. 49 Santa Fe Soup	11:05
Ellie Kummer Signs with Cardinal Stritch	Ellie Kummer Signs with Cardinal Stritch University	6:26
Insight Wood County Sherriff	Insight with the Sheriff Randall Dorhorst	51:37
Colby Variety Show	Colby Variety Show	1:22:28
Shirley's House of Hope	Shirley's House of Hope Campaign Update	29:24
Chestnut Art Exhibit	Chestnut Art Exhibit W/ Jean Lukens	11:01
Tiger Talk W/ Dr. Dee Wells	Tiger Talk: 6th Grade Leadership Academy	24;20
Inside City Hall Airport	Inside City Hall Airport W/ Jeff Gaier	24:33
Emerging Talents New Visions	New Visions Emerging Talents Show	1:00:16
Char Smith 6th District Candidate	Char Smith 6th District Canidate	15:20
Rich Reinart 6th District Candidate	Rich Reinart 6th District Canidate	10:53
Tom Buttke School Board Candidate	School Board Candidate Tom Buttke	15:01
Marlene Stueland School Board Candidate	School Board Candidate Marlene Stueland	31:11
Civil Rights Reflection	Civil Rights Reflection W/ Janet Wolfe	38:11
Mark Critelli School Board Candidate	School Board Candidate Mark Critelli	19:46
Council Preview 3/10/15	Council Preview 3/10/15 Meeting	27:33
Alanna Feddick 2nd District Candidate	Alanna Feddick 2nd District Candidate	18:20
Mary Carney School Board Candidate	School Board Candidate Mary Carney	13:32
Civility Project Part 3	Civility Project #3 K-12 Education Forum	2:02:48
Insight Ask the Mayor March	Insight with the Mayor March 2015	55:20
Frances Bohon School Board Candidate	School Board Candidate Frances Bohon	18:38
Steven Okonek School Board Candidate	School Board Candidate Steven Okonek	8:47
Civic Participation Series		1:13:03

Fairgrounds Commision	About Fairgrounds Commision W/ Tom Buttke & Mike Feirer Carrie Lippert: Host	27:41
Central Wi Fairgrounds Assoc.	Central Wi Fairgrounds Association W/ Adam Fischer	23:28
Inside City Hall Public Works	Inside City Hall Public Works W/ Dan Knoeck	19:42
Inside City Hall Municipal Court	Inside City Hall Municipal Court W/ Judge Kruse	21:29
Inside City Hall Parks and Recreation	Inside City Hall Parks and Recreation W/Kelly Cassidy and Ben Steinbach	26:15
Cooking With Ruth Episode 50	Cooking with Ruth Episode 50 Pad Thai	17:14
School Board 3/11/15	School Board Meeting March 11, 2015	1:13:33
Timeless Tales 2015		1:47:02
Council Preview 3/24/15	Council Preview 3/24/15	27:42
Frances Bohon School Board Candidate Fixed	School Board Candidate Frances Bohon Fixed	18:38
School Board Candidate Forum	School Board Candidate Forum	1:26:19
Inside City Hall Zoning Administration	Inside City Hall Zoning Administration W/ Sam Schroeder	22:47
Tiger Talk Episode 2	Tiger Talk: Career Technology Education	55:46
Answers With Ordinance	Answers with Ordinance W/ Karen Randt and Animal Control	40:26
Leadership Marshfield	Leadership Marshfield NOW project	13:54
Inside City Hall GIS	Inside City Hall GIS W/ David Buehler	17:50
Cooking With Ruth Ep. 51	Cooking with Ruth Ep. 51 Cheesy Hashbrowns	18:34
MACCI Agr-ibusiness	MACCI Agri-business	1:09:56
NOW Group redo		
Joint Hearing Session	Joint Hearing Session W/ John Spiros and Bob Kulp	1:30:03
Silver Laces Show	Silver Laces "Vegas"	56:03
Insight Wood County Sheriff	Insight with Wood County Sheriff 3/27/15	55:30
Vets Memorial		
Cooking With Ruth Ep. 52	Cooking with Ruth Ep. 52 Gluten Bars	17:11
Central Chamber Chorale 2015	Central Chamber Chorale 2015 at Christ Lutheran Church	1:16:00
Leadership Marshfield Right 2 Play 4 All	Leadership Marshfield Right 2 Play 4 All	13:00
Chat with the Chief : Fire Dept	4-6-15	29:43
Council Preview of April 14 Meeting	4-8-15	28:52
Chat with the Chief : Police Dept	4-8-15	27:56
Tiger Talk: Episode 3	School Forest with Mark Zee 4-8-15	24:27
Direct Primary Care with Dr. Funk	4-14-15 Shirley Gebert Host	28:27
Insight: Ask the Mayor	4-3-15 Jeff Cannon Host	52:18
Marshfield School Board Meeting: Part 1	4-10-15	1:20:29
Marshfield School Board Meeting: Part 2	4-10-15	52:18
Paws for Brittany PSA	With Karen Rau, 4-9-15 Event 5/9/15	5:53
Cornerstone Concert PSA	With	
Marshfield Civility Project #4	UW Budget Cuts (at UW) 4-15-15	
MAPS Featured Pet: Punky Brewster	April 9, 2015	
Cub Scout Pack 392 Greeting		
New Visions Gallery PSA	Creative Marshfield Weekend	1:12

Channel 991 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

John Beck

- Immanuel Lutheran Worship Service (weekly)

River Cities Community Access

- MSTC Board of Directors Feb 2015
- MSTC Board of Directors Mar 2015
- Wood County Board of Supervisors Meeting – Feb 2015
- Wood County Board of Supervisors Meeting – Mar 2015

Other

- LaCrosse Catholic Diocese Mass
- Music & the Spoken Word

Personnel

Dan Kummer has been out on medical leave since March 25, 2014. Breanna Speth has performed management duties in his absence. There has been no interruption of PEG services during this time period.

Dan's son, Kevin Kummer, began work on September 1 as a liaison between MCTV staff and Dan. He tries to meet with staff once per week. The arrangement is currently being re-evaluated by Vidcom.

Vidcom (Dan, Juanita, Kevin) met with MCTV/Vidcom Staff (Breanna, Brett, Shirley) on April 20 to touch base face-to-face and reaffirm commitment to the future of the contract and station.

Breanna Speth continues in her role as Assistant Coordinator, and she also continues in her role as "Production Manager," overseeing all stages of show development.

Brett Butler continues to oversee directing, graphics creation, and scheduling at MGTV, as well as assisting with studio shoots and on-site filming at MCTV.

Shirley Gebert is working full time as our administrative assistant/PR representative. She has also hosting more programs and operating camera when needed.

Susan Speth is filling in as administrative assistant when Shirley is unable to be here.

Publicity

Article on "Inside City Hall" series in Hub City Times

Adam Hocking, Editor of Hub City Times, interviewed Breanna and Brett about the "Inside City Hall" Series. The article was published in the March 6 edition.

Mention from the Mayor

<http://marshfieldtv.pegcentral.com/player.php?video=f6cdcaf675e56ec8a52997e0cf08a631>

Mayor Chris Meyer gave a shout-out to MCTV on the March 6 episode of "Insight: Ask the Mayor" on WDLB Radio. He mentioned the "Inside City Hall" series and the great work that MCTV is doing. (I've attached an .MP3 if you're interested. It's called Publicity_Insight_03-06-2015.mp3)

Library Poster

At a request from last meeting, we made a poster to advertise “Inside City Hall” at the Marshfield Public Library

Empty Bowls

We did a PSA for Empty Bowls and they listed us in the “thank-you” section of the sheets they had on each table as a centerpiece.

Marshfield Utilities Homepage

One “Inside City Hall” program (the MUT one) was featured on the homepage of MarshfieldUtilities.com

MACCI Perspectives

Brett and Breanna were given a “kudos!” in MACCI's latest monthly newsletter.

Article on Janet Wolfe in Marshfield News-Herald

Don Nystrom interviewed Janet Wolfe (who was present at and reflected on the Civil Rights Movement) and Breanna did a write-up for the Marshfield News-Herald. The article was published on March 9.

Correspondence

See attachments.

Other Updates

Trip to Wisconsin Rapids

See attached report.

Columbus Exchange Program

The program we filmed in-studio with Don Nystrom as host and Columbus High School exchange students from Poland, Slovakia, and South Korea was shown at Columbus Catholic High School’s in-service day.

Election Coverage

We worked with Don Nystrom (who hosted the program) to interview candidates for School Board and Common Council (districts that had opposition). Nine candidates participated (all but one). We also filmed two Marshfield Civility Projects and Bob Kulp and John Spiros’ listening session.

Civility Project Shout-out

The Marshfield Civility Project gave MCTV a shout-out during the program (which we were there filming).

Spencer

We are branching out...sort of! Jerry Wienke with the Veterans Memorial In Spencer project was interviewed for a program. Spencer Public Access contacted us for tips to help improve their broadcast quality.

Tour for ODC

We gave a group from Opportunity Development Center a tour of the facility and they held one of their classes in the conference room.

Update on “Inside City Hall”

The Inside City Hall program was very successful, concluding with 17 episodes (out of 20 departments total). Reception was very positive.

Chamber Chorale Concert

We filmed the spring Central Chamber Chorale concert in March and it was a very popular program.

Cub Scout Pack 392

First-grade boys from Cub Scout Pack 392 visited us and did a short “You are watching MCTV” greeting and learned about television.

Art video circulated in schools

The New Visions' Emerging Talents video (filmed by Dana Speth and edited by Breanna) was shown in many Marshfield School art classrooms. Art teacher Eric Nelson interviewed many of the student artists- big thank you to him!

No more listings in the News-Herald

As part of the Marshfield News-Herald's restructuring process, MCTV program schedules will no longer be listed in the daily paper. We have reached out to Hub City Times. They are so far unable to find a business sponsor for the listings, but have offered to post them free-of-charge online.

Officer Bob Larsen comments on pet licensing

Marshfield Area Pet Shelter President Karen Rau interviewed Ordinance Officer Bob Larsen about pet licensing and other topics. The program promoted the March 28 Pet Licensing event. Officer Larsen said there were more registrations than usual at the event, likely because of the program. MAPS shared the program on their Facebook page, which helped publicize both MCTV and the event.

Insight – March 25, 2015

Jeff Cannon ran the audio from our Ordinance Control program on-air WDLB.

New Community Producers

In the last couple of months, we trained the following people on how to use a camera.

- April Gentz (Leadership Marshfield - NOW group)
- Eric Gudmunssen (Leadership Marshfield - R2P4A)
- Dave Asplin (Silver Laces Figure Skating)
- Karen Olson (MACCI Agriculture Banquet)
- Eric Nelson (Host, New Visions Gallery)
- Sonny Siasoco (Dave Obey/Tom Petri Listening Session)
- Dennis Juncer (Various Events)
- Krystal Bowman (School District)
- Michael Lindhorst (Special Olympics)

WCM Awards

MCTV won 9 awards at the Wisconsin Community Media Videofest, including an Award of Excellence. "Giving Hope A Home" (which is produced in-studio at MCTV with Breanna as Director and Brett as camera) also won an Award of Excellence.

14	Speth	Giving Hope a Home	Amateur	Magazine Format/News	Public Access Program	EXCELLENCE
7	Speth	A Tour of Aurustic Park with Clyde Wyrta	Professional	Documentary/Feature	Public Access Program	EXCELLENCE
13	Speth	Chat with the Chief	Professional	Talk Show	Public Access Program	ACHIEVEMENT
12	Speth	Wood County Master Gardeners	Professional	Talk Show	Public Access Program	MERIT
10	Speth	Central Chamber Choral Concert	Professional	Performing Arts	Public Access Program	MERIT
8	Speth	Sir Ferris, Cub Scouts, and Medieval Armour	Professional	Entertainment	Public Access Program	MERIT
9	Speth	"Faws for Brittany" Fundraiser for Marshfield Area Pet Shelter Project	Professional	Local Events	Public Access Program	MERIT
4	Speth	A Slice of Heaven- Cooking With Ruth: Episode #3	Professional	How to/Instructional	Public Access Program	MERIT
6	Speth	Dairyfest Parade 2014	Professional	LIVE	Public Access Program	MERIT

Breanna and Brett will be attending the WCM Banquet and "Best of the Midwest" Videofest on April 30-May 1 in Milwaukee.

Strategic Planning Action Item Updates

Branding/Marketing

- Mail Survey: Form and plan for later, 2016
 - *This is not started yet. Not sure where to start.*
- Logo: Staff to propose to committee, approve this summer
 - *We have a design that we like and will show you.*
- Flyer: Single sheet to distribute at events, template to committee in early summer. Need to budget for this in 2016

- *We have one that can be adapted to be event specific.*
- *We have a brochure for general use.*

Technology

- Replacement Program: Adopt plan with estimated costs by August 1
 - *We have a three-year needs assessment outlined, with estimated costs.*

Financial Management

- Reserve Balance: Review with staff, committee, and finance director (June/July)
 - *This is not started yet.*
- Sponsorship/Underwriting: Pursue Creative Methods to inform public of this opportunity (ongoing)
 - *We have the outline for this (approved at a previous meeting)*

Communications

- Promo Video: Develop promo video for home page of website and other PR uses (Goal, fall 2015)
 - *We have a draft started. Need a few more clips.*

Human Resources

- Organizational change: Have discussion with Vidcom on future plans (start by late spring/early summer)
 - *Agenda item at April 2015 Cable Tv Committee Meeting*

BOARD OF REVIEW MINUTES OF MAY 21, 2015

Meeting called to order by City Clerk Hall at 9:17 a.m., in the Common Council Chambers, City Hall Plaza.

PRESENT: Shawn Warren, Richard Meyer, Sharon Helwig, Celia Patchett and Bob Lewerenz

ABSENT: None

ALSO PRESENT: City Assessor Joan Spencer, Property Appraiser Belinda Fechhelm, Commercial Appraiser Steve Shepro and City Clerk Hall

The City Clerk asked for nominations for Chairperson.

Helwig nominated Meyer for Chairperson.

There being no further nominations the City Clerk declared nominations closed.

BR15-001 Motion by Patchett, second by Warren to elect Richard Meyer as Chairperson.

Motion carried

Chairperson Meyer asked for nominations for Vice-Chairperson.

Patchett nominated Helwig for Vice-Chairperson.

There being no further nominations the Chairperson declared nominations closed.

BR15-002 Motion by Warren, second by Patchett to elect Sharon Helwig as Vice-Chairperson.

Motion carried

Chairperson Meyer asked for nominations for Alt. Vice-Chairperson.

Helwig nominated Warren for Alt. Vice-Chairperson.

There being no further nominations the Chairperson declared nominations closed.

BR15-003 Motion by Helwig, second by Patchett to elect Shawn Warren as Alt. Vice-Chairperson.

Motion carried

The City Clerk certified that Shawn Warren, Richard Meyer, Sharon Helwig, Bob Lewerenz and Celia Patchett have met the mandatory training requirements specified in Sec. 70.46 (4) of the Wisconsin Statutes.

The clerk received the assessment roll.

Report from the City Assessor

AAR Support Document was presented to the City Administrator prior to the Board meeting.

List of Statutory Dates/Appeal Dates.

Equalization (finalized 8/15/2014)

Wood County 100.29%
Marathon County 98.67%

Preliminary Ratios for 8/15/15

Wood County 99.11%
Marathon County 98.14%

2015 Roll Changes (excluding Manufacturing)

Increase of \$14,456,300 for Real Estate

139 land changes and 666 improvement changes.

TIF Districts

TIF Value Increase of \$2,820,010

Personal Property

Increase of \$4,060,870

Local Roll Estimate

Real Estate - \$1,254,122,900 (Increased \$17,789,470 from 2014)
Personal Property - \$105,861,700 (Increased \$727,700 from 2014)
TOTAL - \$1,359,984,600 (Increased \$18,517,170 from 2014)

The Assessor was asked about the Personal Property for Marshfield Plumbing and Heating. The information is not listed on the Assessor's report. The Assessor went to her office to get the file on this business.

Recessed at 9:49 a.m.

Reconvened at 9:55 a.m.

Assessor Spencer said that they can't verify that this business was there as of the first of the year but it will be added to the next roll.

SALES WORK

Single Family Housing

Average Sale - \$138,268
Median Sale - \$125,000

Average Assessed Value - \$130,515

Manufacturing Values

2014 - \$66,312,500
2015 - Not Available Yet

Miscellaneous Information

Copy of 2015 Assessment Change Notice
Top Taxpayer List - 2014

City of Marshfield Land Use Chart – 2014 (33% Residential; 33% Exempt; 19% Commercial; 10% Farm-Undev.; and 5% Manufacturing)

City Assessor Spencer submitted her Department’s Staffing Assessor Credentials to the Board.

MISSION

To develop a fair and equitable assessment roll working within an objective mass appraisal framework to conform with the Wisconsin Constitution, Article VIII, Rule of Taxation – uniformity “While a sale establishes value, the assessment still has to be equal to that on comparable property.” Wisconsin Statutes, Chapters 70, 74, 66 and Court determinations involving those statutes are also followed. The Wisconsin Property Assessment Manual has been used as a guide to the assessment process.

The Board was also given a copy of Chapter 70.47 Wisconsin Statutes for Board of Review.

Assessment Process for Uniformity

Chapter 7

7-10 Because appraising is not an exact science and is based on the ‘typical buyer and typical seller’ there will always be variances in individual properties. The ideal of every single property being valued at exactly 100% of its value, no more, nor less, is a practical impossibility.

7-11 Singling out specific properties as a result of a sale of the subject, while not addressing all properties, would be another arbitrary method of assessment resulting in non-uniform assessments.

BR15-004 Motion by Patchett, second by Warren to approve the Board of Review Policy for not allowing Sworn Telephone or Sworn Written Testimony Requests and Waiver of a Board Hearing. Roll call vote, all ayes.

Motion carried

Motion by Patchett to recess at 10:39 a.m.

Reconvened at 10:44 p.m.

The City Clerk introduced the case of Kevin Fadrowski

<u>Address</u>	<u>Tax Key #</u>	<u>Classification</u>	<u>2015 Value</u>
1220 W. State Street	33-06926	Residential	\$ 35,000 – Land
			<u>\$297,600</u> – Improvements
			\$332,600 – Total

The City Clerk swore in Kevin Fadrowski and City Assessor Spencer.

Chair Meyer outlined the hearing procedures.

Sharon Helwig recused herself from this case because she is the one that sold him his house.

Testimony was given by Kevin Fadrowski and City Assessor Spencer.

Mr. Fadrowski was given a copy of the Assessor's Credentials & Uniformity Code.

BR15-005 Motion by Lewerenz, second by Warren to sustain the Assessor's value of \$332,600 for parcel 33-06926. Ayes – 4

Motion carried

The Notice of Board of Review Determination was handed to Kevin Fadrowski by the City Clerk.

The City Clerk introduced the case of Brian Conrad

<u>Address</u>	<u>Tax Key #</u>	<u>Classification</u>	<u>2015 Value</u>
911 S. Cherry Ave.	33-02848	Residential	\$ 26,100 – Land \$163,400 – Improvements \$189,500 – Total

Chair Meyer outlined the hearing procedures.

The City Clerk swore in Brian Conrad and City Assessor Spencer.

Testimony was given by Brian Conrad and City Assessor Spencer.

Mr. Conrad was given a copy of the Assessor's Credentials & Uniformity Code.

BR15-006 Motion by Helwig, second by Lewerenz to sustain the Assessor's value of \$189,500 for parcel 33-02848. Ayes – 4; Nay – 1 (Patchett)

Motion carried

The Notice of Board of Review Determination was handed to Brian Conrad by the City Clerk.

Personal Property Case of Mattress Firm Inc.

The City Clerk swore in Property Appraiser Belinda Fechhelm.

<u>Address</u>	<u>Tax Key #</u>	<u>2015 Value</u>
1302 N. Central Ave.	P331333	\$63,400

The original accountant for Mattress Firm did not give a fixed asset list to the Assessor's Office. After working with the manager a complete asset listing was given to the Assessor's office so they were able to redo the form. With the new information it lowered the Personal Property to \$48,600. Once the correction was made, Mattress Firm gave the Assessor's office permission to act as their agent on behalf of submitting this information to the Board.

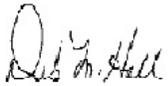
BR15-007 Motion by Patchett, second by Helwig to lower the Personal Property Assessment to \$48,600 for parcel P331333. Ayes – 5

Motion carried

The City Clerk's office mailed a certified Notice to Mattress Firm showing the change in assessment.

Motion by Patchett, second by Helwig to adjourn sine die at 12:44 p.m.

Motion carried



Deb M. Hall
City Clerk

COMMUNITY DEVELOPMENT AUTHORITY

May 28, 2015

The monthly meeting of the Community Development Authority was called to order by Chairperson Andrew Keogh at 9:02 a.m. in the Community Room of Parkview Apartments, 606 South Walnut Avenue, Marshfield, Wisconsin.

Affirmation of proper posting of meeting: Meeting posted May 26, 2015 at 4:07 p.m.

ROLL CALL:

PRESENT: Andrew Keogh, Marilyn Hardacre, Dave LaFontaine, Dave Marsh, Jeanette Katzenberg, Tom Buttke

ABSENT: Peter O. Hendler

OTHERS PRESENT: Mary James-Mork – Executive Director, Carol Kerper – Business Manager, Tim Geldernick – Environmental Services Manager

Declaration of a quorum.

Identify any Potential Conflicts of Interest: None

Nomination was entertained by the office of Chairperson.

CDA 15-B05-1 Motion by Buttke to open nomination for the office of Chairperson and to nominate Andy Keogh as Chairperson. 6 Ayes

MOTION CARRIED

CDA 15-B05-2 Motion by Buttke, second by Marsh to close nomination for the office by acclamation and cast unanimous vote for Andy Keogh for Chairperson. 6 Ayes

MOTION CARRIED

Nomination was entertained by the office of Vice Chairperson.

CDA 15-B05-3 Motion by Marsh to open nomination for the office of Vice Chairperson and to nominate Marilyn Hardacre for Vice Chairperson. 6 Ayes

MOTION CARRIED

CDA 15-B05-4 Motion by Buttke, second by LaFontaine to close nomination for the office by acclamation and cast unanimous vote for Marilyn Hardacre for Vice Chairperson. 6 Ayes

MOTION CARRIED

Nomination was entertained by the office of Secretary.

CDA 15-B05-5 Motion by Lafontaine to open nomination for the office of Secretary and to nominate Dave Marsh for Secretary. 6 Ayes

MOTION CARRIED

CDA 15-B05-6 Motion by Buttke, second by Hardacre to close nomination for the office by acclamation and cast unanimous vote for Dave Marsh for Secretary. 6 Ayes

MOTION CARRIED

Nomination was entertained by the office of Treasurer.

CDA 15-B05-7 Motion by Marsh to open nomination for the office of Treasurer and to nominate Dave LaFontaine for Treasurer. 6 Ayes

MOTION CARRIED

CDA 15-B05-8 Motion by Buttke, second by Marsh to close nomination for the office by acclamation and cast unanimous vote for Dave LaFontaine for Treasurer. 6 Ayes

MOTION CARRIED

New resident board member, Jeanette Katzenberg was introduced and welcomed to the CDA Board of Commissioners.

Committee Assignments by Chairperson Andy Keogh:

Finance: Dave LaFontaine (Chair), Dave Marsh, Peter O. Hendler

Personnel: Marilyn Hardacre (Chair), Dave Marsh, Tom Buttke

Grievance: Marilyn Hardacre, Tom Buttke, Jeanette Katzenberg

Strategic Planning: Andy Keogh (Chair), Dave LaFontaine, Tom Buttke, Dave Marsh, Peter O. Hendler

Policy Review: Tom Buttke, Marilyn Hardacre, Jeanette Katzenberg

CDA-15-B05-9 Motion by LaFontaine, second by Marsh to approve the April 30th, 2015 CDA Board Minutes. 6 Ayes

MOTION CARRIED

CDA-15-B05-10 Motion by Buttke, second by Marsh to approve the May 11th, 2015 CDA Strategic Planning/Finance meeting minutes. 6 Ayes

MOTION CARRIED

CDA-15-B05-11 Motion by LaFontaine, second by Marsh to approve the May 19th, 2015 CDA Finance meeting minutes. 6 Ayes

MOTION CARRIED

Finance Planning Committee Update:

Monthly finance reports for April and May will be available upon completion of the 2014 – 2015 fiscal year financial reports. The revised CDA Financial Procedures document had one change requested by Marsh: page 4, section V, item 2 (Payroll), will be reworded to reflect the new payroll deposit system revisions.

CDA-15-B05-12 Motion by LaFontaine, second by Marsh to accept the Finance committee report as presented. 6 Ayes

MOTION CARRIED

Strategic Planning Committee Update:

The process of obtaining 501(c)(4) continues with the assistance of Von Briesen. A mission statement will be developed as a requirement of the RAD conversion.

CDA-15-B05-13 Motion by LaFontaine, second by Buttke to accept the Strategic Planning committee report as presented. 6 Ayes

MOTION CARRIED

Grievance Committee Update: No update

Personnel Committee Update: No update

CDA-15-B05-14 Motion by LaFontaine, second by Hardacre to accept and place on file the Executive Director's Report. 6 Ayes

MOTION CARRIED

CDA-15-B05-15 Motion by Marsh, second by LaFontaine to approve and place on file the SEMAP submission for fiscal year ending 3/31/2015. 6 Ayes

MOTION CARRIED

New Business: None

Next Board Meeting Date and Time: Thursday, June 25th, 2015 at 9:00 a.m. in the Community Room of Parkview Apartments

Agenda Items for June: Progress of Capital Fund Projects
REAC Inspection Results
Results/Update of HUD Staff Visit to Marshfield
Physical Conditions Assessment Update

CDA-15-B05-16 Motion by Buttke to adjourn. Meeting declared adjourned by Chairperson Keogh at 9:49 a.m.

Respectfully submitted,

Mary James-Mork
Executive Director

Andrew Keogh
Chairperson

COMMUNITY DEVELOPMENT AUTHORITY
Executive Director's Highlights
June 26, 2015

1. Occupancy-94.7% Vacancy Rate

Parkview- Eleven (11) vacancies - Three pre-assigned
Cedar Rail – Full – Last room pre-assigned
Scattered Sites - 0 vacancies
Section 8-The program has fifty-three (53) active leased vouchers, with (1) issued.

2. RAD Project-

- Proposals for the Physical Conditions Assessment will be reviewed during the week of June 22nd, 2015.
- Service Agreement with National Housing Compliance (NHC) Consultants has been signed. NHC staff is now working with the CDA on Affirmative Fair Housing Marketing Plan for Multi-Family Housing
- Draft of Mission Statement & Initial recommendations for Board of Directors was reviewed by Strategic Planning and Finance Committee on June 11, 2015. Report will be provided at the June 26th Commission meeting.
- ED is working with Housing Manager to select a date for a presentation on progress with RAD transition to all residents of CR, Parkview and Scattered Sites.

3. Capital Funds Planning-

Environmental Services Manager (ESM) is working with Business Manager and ED to determine the impact of additional projects on the budget as the CDA plans the transition to the RAD program. The goal of discussions is to assure that any Capital Funds are directed at the appropriate times to ensure sufficient funds throughout the RAD transition.

4. REAC Inspection for 2015- Update-

The REAC Inspection took place on June 10th, 2015. ESM will provide a report to the Commission at the June 26th meeting. The inspector was very complimentary regarding the condition and grounds of our properties. With the work that was completed in preparation of the inspection, coupled with an increase in occupancy, we anticipate an increase in scoring from previous years.

5. HUD Field Office-

John Finger and Larry Wood of the Milwaukee Field Office will be visiting the CDA on June 30th, 2015. They plan to arrive at 10:00 am and spend 2-3 hours with CDA Leaders and Board of Commissioners. The RAD transition will be the primary topic of discussion.

COMMUNITY DEVELOPMENT AUTHORITY

Finance and Strategic Planning Committees

June 11th, 2015

The Financial and Strategic Planning Committees meeting of the Community Development Authority was called to order by Board of Commissioners Chairperson Andrew Keogh at 1:36 p.m. in the Cedar Rail Court Executive Conference Room located at 601 S. Cedar Avenue, Marshfield, WI.

Affirmation of Proper Posting of Meeting: Meeting posted on June 9th, 2015 at 1:02 p.m.

ROLL CALL:

PRESENT: Andy Keogh, Dave Marsh, Tom Buttke

OTHERS PRESENT: Mary James-Mork - Executive Director, Carol Kerper – Business Manager, Tim Geldernick – Environmental Services Manager

ABSENT: Dave LaFontaine, Peter O. Hendler

Declaration of a Quorum for the Strategic Planning Committee. A quorum was not present for the Finance Committee.

Identify any Potential Conflicts of Interest: None

Invitation for Public Comment: None

Update on RAD Conversion Process:

The agreement with National Housing Compliance has been signed and submitted. The first proposal for the physical conditions assessment has been received. All proposals received by the submission deadline will be reviewed and information presented to Strategic Planning Committee. A potential organization name and a mission statement for the RAD organization were reviewed. Selection of RAD Board of Director Commissioners, development of organization bylaws, and a meeting schedule will be completed in the coming months.

Next Meeting Date and Time: Tuesday, July 21, 2015 at 1:30 p.m.

Meeting declared adjourned by Board of Commissioners Chairperson Andy Keogh at 2:52 p.m.

Respectfully submitted,

Mary James-Mork
Executive Director

Andy Keogh
Chairperson

Marshfield Airport Committee Minutes

June 18th, 2015

Meeting called to Order at 6:18 p.m. by Chairman Berg

Present: Chris Jockheck, Jack Bremer, Paul Knauf, Dan Maurer and John Berg

Absent: None

Also Present: Myles Richmond, Duffy Gaier and Jeffrey Gaier

Citizens Comments: None

AP15-28 Motion by Maurer Second by Knauf to approve nominate that Chairman Berg and Vice Chairman Bremer retain their roles for 2015-2016, All Ayes,

Motion Carried

AP15-29 Motion by Bremer Second by Knauf to approve the Airport Minutes for May 21st 2015, All Ayes,

Motion Carried

AP15-30 Motion by Maurer Second by Jockheck to approve the Airport Manager's June 2015 Report, All Ayes

Motion Carried

AP15-31 Motion by Jockheck, Second by Maurer to approve the June 2015 Activity Report, All Ayes

Motion Carried

AP15-32 Motion by Knauf, Second by Bremer to approve the Airport Bills for June 2015, All Ayes

Motion Carried

Project Updates - Discussed, No Action Taken

Additional Citizens Comments: None

Motion by Maurer, second by Bremer to adjourn at 7:05 PM, All Ayes Motion Carried

Respectfully Submitted - Jeffrey Gaier

Marshfield Municipal Airport Airport Manager's Report June 18th, 2015



The Marshfield Area Pet Shelter has signed the lease for the office terminal building. They are working on tearing up the carpeting and cleaning the interior of the building. They are presently mowing the islands and around the building. Jeff did speak to them about removing the globe before they opened to the public. They have no objection to having the globe remain. Before the building is demolished the airport will need to consider removing the "Contrails" stainless steel structure in front of the building and the globe in the building.



Jeff has sent a copy of the minutes to Ken Bell so he has them for his record. We will be sending him an invoice for the acreage that they can use to pay the City. Ken asked us if we were sending him an invoice. We thought it best so the City knows what the payment is for. Ken will be sending a copy of the invoice to the City with his payment.

We received notice from City administration that the UW has paid their outstanding bill for the land lease at the airport. The UW is now paid up for the past years of non-payment.

Contrails and The Globe



If you heard some rumbling in the sky from jets lately, it was because the military was conducting exercises in a temporary Military Operations Area, (MOA), that was established over Marshfield. The military will be making this MOA permanent in the future.

Removal of trees and buildings has begun on the former Mike Grosbier property. The state has awarded Bob Nikolai the bid for the removal. At this time most of the trees have been removed from the property. The goal is to have the property developed as farmable land. The utilities will also be removed from the property.



We received notice that the judge has ruled that the easement over the clear zone on the Power Pac property is a valid easement. The Bureau of Aeronautics has been informed and they are proceeding with their steps to purchase the property for the airport in the clear zone.



We have been notified by the EAA chapter 992 that the 2015 Aviation days and Pancake Breakfast has been canceled. We haven't received a reason for the cancellation.

Gary Buchanan one of the flight instructors at Duffy's Aircraft has announced that he will be joining the Navy ROTC in August. Gary's Last day will be July 10th. We wish him well with all his future endeavors.



Marshfield hosted the first 2015 Wisconsin Flying Hamburger Social on June 3rd. We had over 40 aircraft fly in for the event and about 120 people attend. It was a great beginning for the 2015 social season. Each weekday night there is a different airport to fly to in the State for the social.

Happy Flying - Duffy, Alice, Robert and Jeff Gaier





Airport Activity Report June 2015

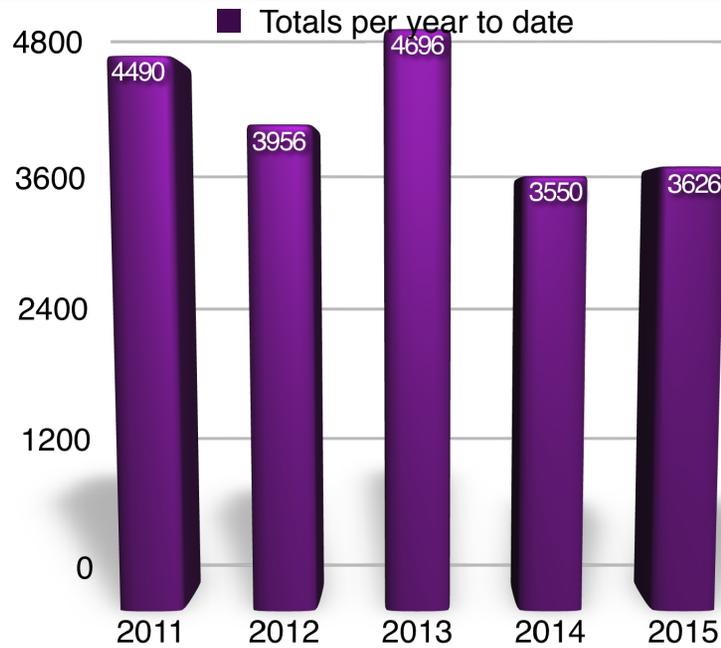


Departures and or Landings Information - Flight Operations - 28 Days Between Reports

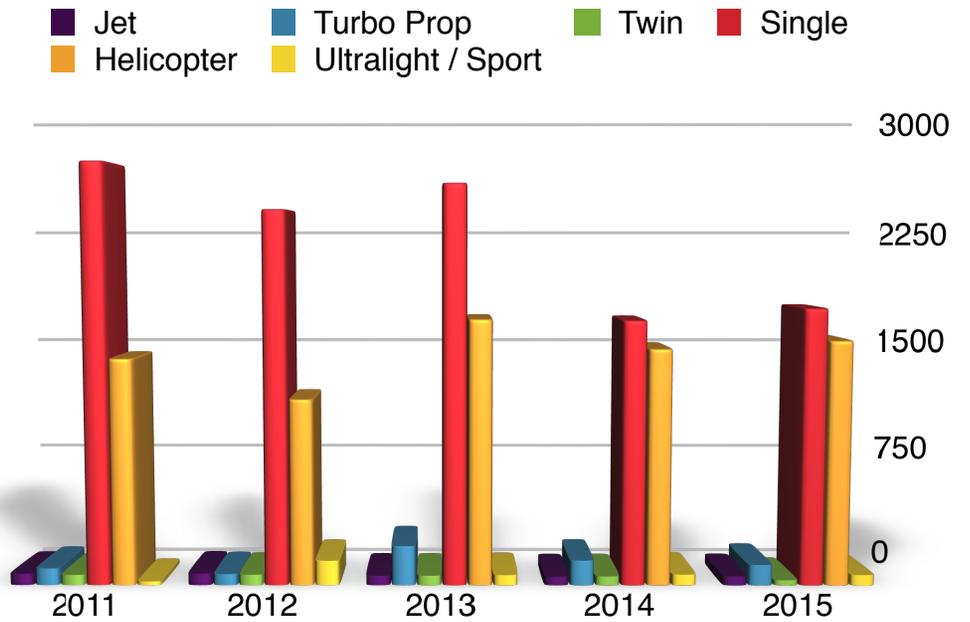
<i>Year</i>	<i>YTD 2011</i>	<i>YTD 2012</i>	<i>YTD 2013</i>	<i>YTD 2014</i>	<i>June 2014</i>	<i>June 2015</i>	<i>YTD 2015</i>
<i>Jet</i>	74	76	62	58	10	6	60
<i>TurboProp</i>	108	72	252	160	34	14	132
<i>Twin</i>	66	68	62	58	20	8	34
<i>Single</i>	2692	2390	2554	1692	346	320	1768
<i>Helicopter</i>	1450	1192	1700	1512	336	236	1564
<i>Light Sport</i>	24	158	66	70	36	46	68
<i>Total</i>	4490	3956	4696	3550	782	630	3626
Passengers							
<i>Total</i>	5984	5270	6260	4731	1042	840	5328
Local and Transient Traffic							
<i>Transient</i>	1210	1017	1584	1296	312	138	940
<i>Local</i>	3280	2939	3112	2256	472	492	2786
Training Flights							
<i>Total</i>	1993	2306	1890	1406	312	378	1866
Fuel Dispensed							
<i>Av Gas</i>	9073	9368	6615	8579	2130	1251	5298
<i>Jet A</i>	14485	15988	22349	19858	3854	1045	18142
<i>Total</i>	23558	25356	28964	28437	5984	2296	23440

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.

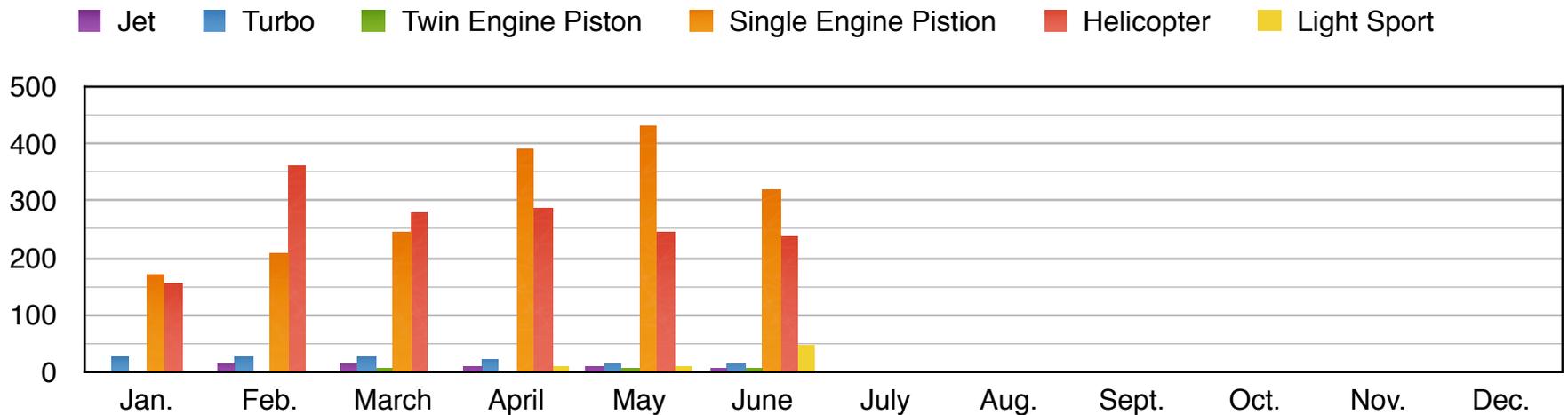
Flights Over the Past Five Years by the Present Month



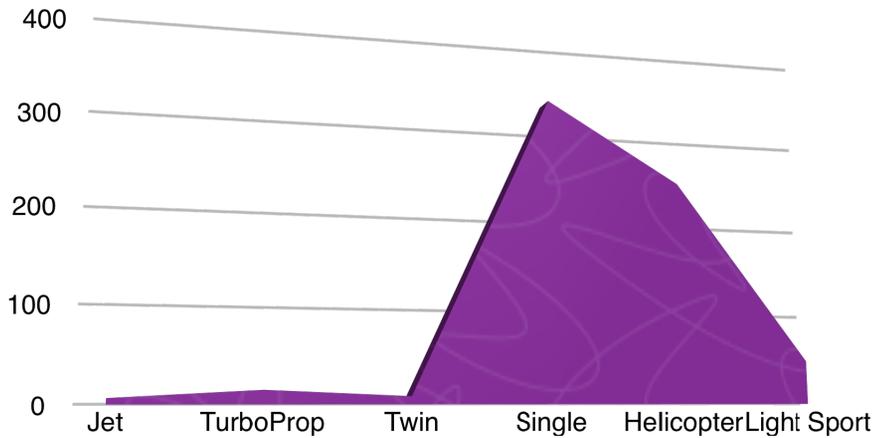
Types Of Aircraft That Have Visited Marshfield Per Year by the Present Month



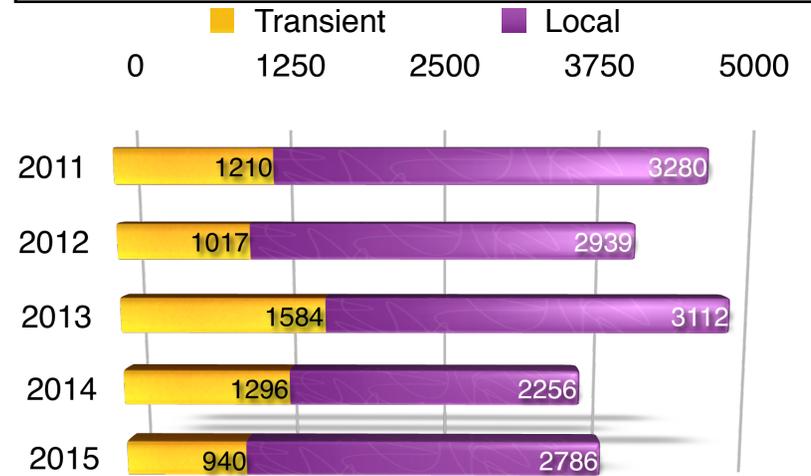
Operations by Aircraft for the Year of 2014



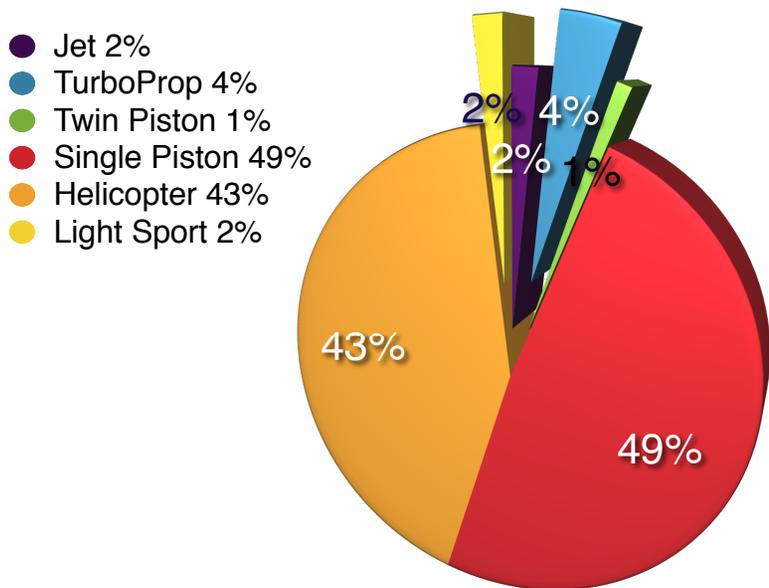
Traffic Activity For This Month



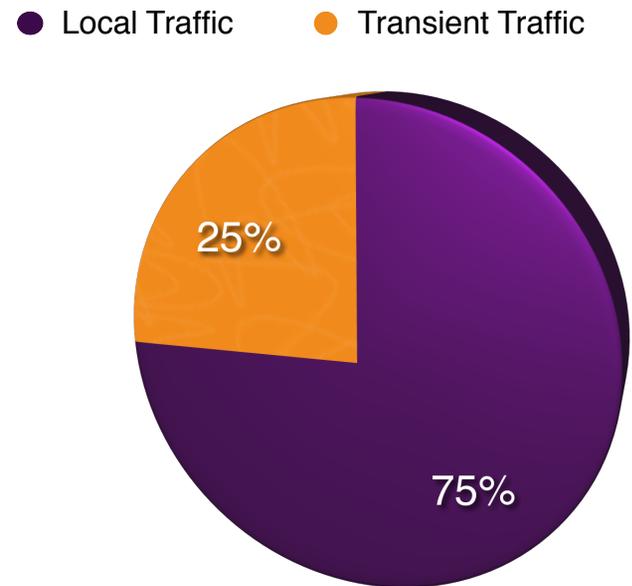
Transient Vs. Local Traffic



Percentage By Type Of Aircraft That Came Into Marshfield In 2015



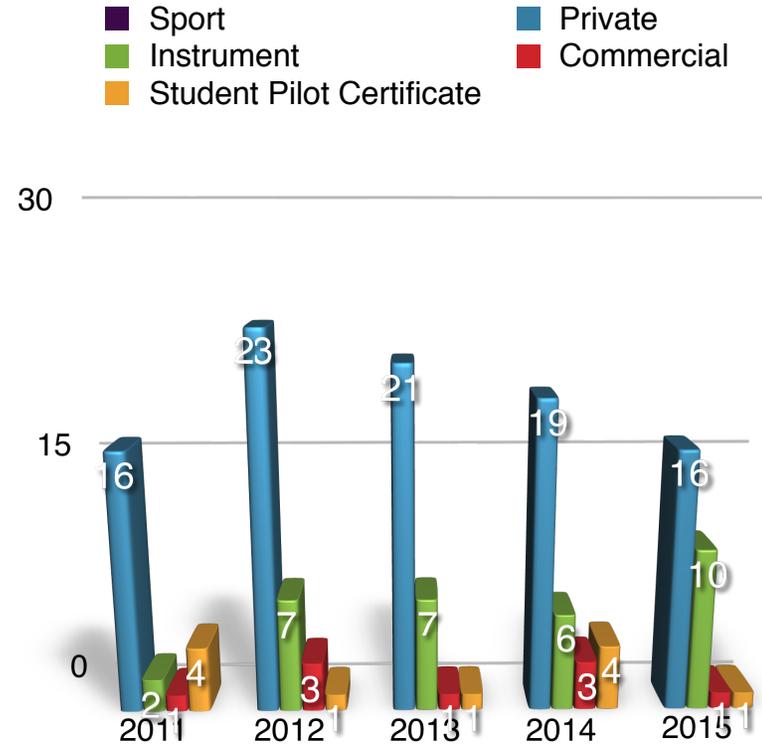
Percentage of Local Vs. Transient Traffic



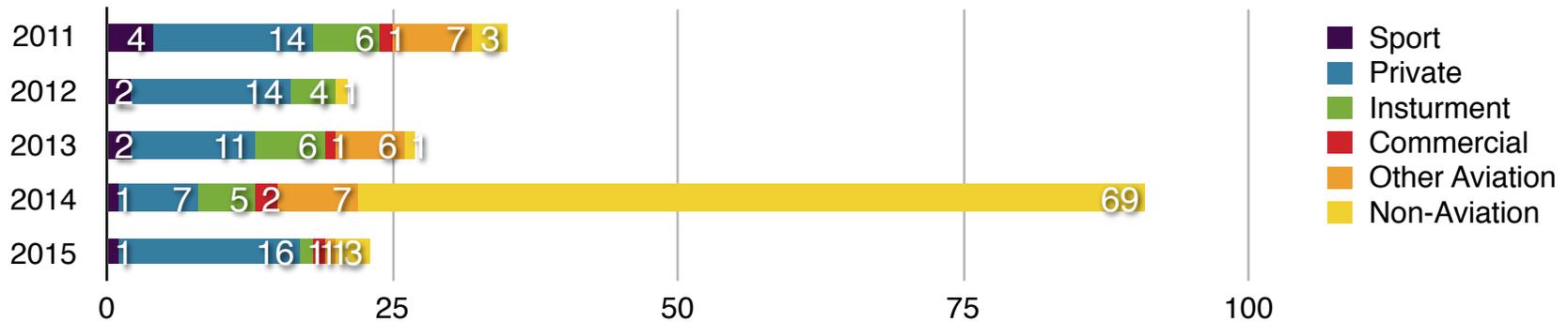
Fuel Sold - 5 Year Comparison



Duffy's Flight Checks for Pilots - 5 Year Comparison



Computerized Written Exams Given At The Airport



Individuals and Businesses that have used the Airport The Month of June 2015

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
Myles Richmond
Duffy Gaier
Bob Gaier
Jeffrey & Elizabeth Gaier
Al Hatz
Gary Buchanan
Georgi Georgiev
Craig Cook
Don Halloran
Howard Rand
Steve Humphrey
Mayo One (Medflight Eau Claire)
Custom Fabrication and Repair
Brian Barnett
Kirk Haslow
Haslow Farms
Father Eric Berns
April Thums
James Weber
Dick Rau
Brian Parker
Scott Singkofer

Art Scottberg
Medevac (Medflight Wausau)
Country Flyers Education
Jake Jasinski
Troy Rens
Life Link III (Medflight New Richmond)
Wayne Short
Enbridge
MQA Aviation LLC
Matt Thomas
Burrnett Co. Flying Service
Michael Tyler
Bob Thill
Valley Medical - Fixed Wing Medflight
Randy Musack
Harry Dolan
Am I High Aviation
Wausau Flying Service
Krist Oil
Mark Preston
Festival Foods
State of Wisconsin - Donor Flight
State of Wisconsin - DNR
Wisconsin Aviation
RHR Management
Adam Kruse
Landon Now

Raffel Systems LLC
Mark Koenig
P Girgrich
W McCullough
Andrew Martin
Chris Flynn
Patrick Clyne
Dean Schwertfeger
Jeff Goheen
Matt Coobac
Todd Gurny
Aaron Tuinstra
Dan McGiveron
Mark Nelles

Businesses or Groups That Have Utilized The Conference Room or Airport This Month From The Community.

Experimental Aircraft Association Chapter 992 (Marshfield & Medford Group)

Toastmasters of Marshfield

Central Wisconsin Apple User Group

Marshfield Youth Hockey

C12 Group (Christian CEOs and owners building great businesses for a greater purpose)



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

Marshfield Hotel	McDonalds
Holiday Inn	Little Casears
Blue Heron / West 14th	Target
Marshfield Clinic	Hardees
St. Joseph's Hospital	The Store
Festival Foods	Baltus
V & H Heavy Trucks	Wildwood Zoo
Roehl Transport	Nasonville Dairy
Custom Fabrication and Repair	El Mexical
Subway	Hub City Ice Cream
Chips	Nuts Deep

just the ones we know about from the people that have discussed their time at Marshfield



Summary Report

This month was unusually slow. During this time of year we expect to see an increase in activity, but it went in the opposite direction. There have been fewer business planes coming into Marshfield as of late. There has been fewer students coming into train. We hope this downward trend turns around. This isn't just Marshfield, speaking with other airports around the area they have also noticed that it is slow.

City of Marshfield - General Airport Budget - 2015						
Account # 101-53510-33						
Obj. #	Description	2015 Amount Approved	2015 June Invoices	Firm Expenses Paid	Used To Date	Balance
52100	Professional Services	44,950.00	3,745.83	Manager's contract	22,474.98	22,475.02
52210	Electric	18,925.00	5,303.17		7,533.43	11,391.57
52220	Water	496.00	125.01	Marshfield Utilities	162.76	333.24
52230	Sewer	560.00	138.38	Marshfield Utilities	178.71	381.29
52240	Fire Protection Charge	1,934.00	474.39	Marshfield Utilities	632.52	1,301.48
52260	Heating - Gas	3,386.00	11.12	west side of old terminal	1,760.98	1,625.02
			(165.20)	east side of old terminal		
			13.38	house on Co. Rd. BB		
			17.21	General terminal		
52300	Telephone	1,290.00	119.83	Frontier	576.20	713.80
52400	Rep/Maint. Serv-Streets	17,200.00			3,180.00	14,020.00
52500	Repair/Mainte. Service	60,967.00			13,782.77	47,184.23
			55.78	Merkel Co., Inc. Repaired light in terminal.		
			250.00	Maid to Order Cleaning Service		
			55.00	Merkel Co., Inc. - Repair PAPI - replace lamp.		
			47.05	UniFirst - floor mats		
			4,800.00	Duffy's Aircraft Sales - Mowing with JD950 44.55 hrs.		
				Mowing with Dixon 11.0 hrs., & 57.5 hrs. @40.00 to		
				operate equipment		

City of Marshfield - 2015 Airport Budget continued			June Expenses		Used To Date	Page 2 of 2 Balance
52900	Other Contractual Ser.	3,000.00				3,000.00
53100	Office Supplies & Exp.	500.00				500.00
53200	Publications & dues	400.00	130.00	WI DNR - stormwater fees	130.00	270.00
53400	Operating supplies	1,600.00	311.10	Weiler Transportation LLC - diesel fuel	585.22	1,014.78
53500	Rep/Mainte. Supplies	6,728.00	18.87 50.00	Duffy's Aircraft Sales - grass seed. Carquest - shipping airport compressor.	106.72	6,621.28
55110	Buildings & Contents	2,431.00				2,431.00
55140	Professional Liability	317.00				317.00
55150	Airport Liability	4,350.00			4,350.00	-
55170	Boiler	371.00				371.00
58830	Airport Buildings	6,120.00				6,120.00
						-
Grand Totals		175,525.00	15,500.92		55,454.29	120,070.71
			8,334.00	WI Dept. of Transportation Investment Management Remaining share of land acquisition project.	8,334.00	

**City of Marshfield Committee on Aging
Senior Center – Marshfield Mall
Meeting Minutes – June 25, 2015**

The monthly meeting of the Committee on Aging was called to order at 9:35 a.m. by Mike Feirer

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

ABSENT: Jean Doty, Dave Marsh

OTHERS: Kelly Cassidy, Connie Jacobson, and Jennifer Cummings

Motion by Huebner-Leu, second by Ruder to approve the minutes of the May 7, 2015 meeting.

Motion Carried

CITIZEN'S COMMENTS: Connie Jacobson informed the committee that she has left her job with Wood County Transportation. The committee wished Connie well in her new job.

AGING AND DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN

UPDATE: Jennifer updated the committee.

WOOD COUNTY TRANSPORTATION UPDATE: No update

FORUM 55+: Huebner-Leu updated the committee.

9:57 – Kathy Dieck came to the meeting and Becky Huebner-Leu left the meeting

LIBRARY & COMMUNITY CENTER PROJECT UPDATE: The ground breaking will be July 31st at 11:00 am. The Senior Center relocated to the Marshfield Mall in the old Hallmark space on June 15th.

TAXI UPDATE: The taxi is being used and the wait time is starting to become a problem.

HEALTH FAIR UPDATE: Jackie Zoellner will be the presenter on “Fresh is Best” for the Health Fair.

UNFINISHED BUSINESS: None

NEW BUSINESS: None

FUTURE MEETING DATE: The next meeting will be held on **Wednesday**, August 5th at Parkview

Motion by Ruder, 2nd by Anderson to adjourn at 10:20 a.m.

Respectfully submitted,
Kelly Cassidy

**Main Street Board of Directors Meeting
Wednesday, July 1, 2015
Main Street Office**

Present: Lois TeStrake, Nick Arnoldy, CW Mitten, Ryan Baer, Josh Kilty, Scott Koran, Tony Abney, Cindy Cole, Kelly Korth, Rich Reinhart., Erin Howard, Tom Hensler, Jenna Hanson, Scott Larson

Excused:

City: Steve Barg, Jason Angell

Staff Present: Angela Eloranta, Executive Director

Other Present: James Peterson, Boy Scouts Exec, Danielle Krohn (Main Street Intern)

Absent: Mike Eberl

President Lois TeStrake called the meeting to order at 7:31am.

1-5. Approval of Board and Executive Communities minutes:

1. James Peterson: New Exe. For Dist. Of Boy Scouts- looking for volunteer opportunities, work with adult leaders for accuracy in the program, recruiting, boys & girls 3rd-12th grade. Community volunteer for Eagle Scout. Mfld, Auburndale, Abbotsford, & Marathon. 11 troops 13 packs (younger kids cub scout)
2. Erin Howard: Welcome – in Mfld 6 yrs. Very passionate about downtown. ER Committee for 2 ½ yrs. Wants to volunteer more.
3. Intern Updates; Danielle Met with 5 local business to set up social media, websites, Facebook, etc.
Kelly works on the third Tuesday events, hopefully can continue with interns
4. Approval of Board, Executive & Comm. Minutes
Kelly Tom (motion carried)
5. **City Staff Updates** - Steve- 2nd St. ordinance passed.
2nd hand dealer has been addressed and plan in place
Parking Change “Burlington Lot” working well
Library project: Fri. 7/31 at 11 am ground breaking
Maple Ave. Const. on schedule- Aug. 1 should be on south half
City Budget: process is starting.
2nd Street Corridor: divided vote by council, one way traffic, angle parking, starting week after 7/4
Erin: apologize for parking area, with parking available, can work with city. That’s not the issue, issue is people who don’t get parking passes.

6. MACCI Updates- Scott Larson – July 8 Central City Vapors Ribbon Cutting – 4 pm.; July 7 MBRT (Marshfield Business Roundtable) 7:30 am MACCI; July 9 Seehafer Farm Creamery Ribbon Cutting 4pm.; July 11 Seehafer Farm Creamery open house 9am - 4pm.; July 15 Help wanted: Workforce Challenges Forum 3:30 pm Hotel Marshfield; CEO Network to follow forum; July 17 Small Town Baseball World Series- Steve J. Miller Recreation area.; July 18 Small Town Baseball World Series- Steve J. Miller Recreation Area; July 19 Small Town Baseball Series- Steve J. Miller Recreation Area; July 23

Business After 5 –Hot Time in the City- BMO Harris Parking Lot 4th and Central, Movie in the Park.

8. Treasurers Report: Josh Kilty

Josh commented that the biggest adjustment on the report was made to the other income, nothing major

9: CVB: Matt

State Championship 30 teams baseball team, 1000 people come in - put out coupon books

Promotion HCD by TV Spots (NBC) using websites- event listing on websites (travel host, Travel Wisc.)

Working on events jointly with MS to bring in people

7/18-7/20 – World Series Baseball –last yr. had about 20 teams increasing to 30 from 7 states

Fashion show – 9/25

10. Executive Director's Report:

Third Tuesdays

- 1st one was a success: 75 visitors at My oh My, Merle Norman doubled her sales!
- 4 new businesses on board
- Raffle
- Looking for more activities, musicians, artists etc.

Hot Time & Hub City Days

Vacancies/New Businesses

- Expanding: Central City Vapors
- Back Porch Living

Business Retention/Recruitment Visits

- Concerns:
 - Traffic on Central. Needs to SLOW Down. Pedestrian's lights need to turn faster when someone is there.
 - Construction: Nail Artistry was completely shut down for a couple of days.
 - Downtown Clean up: we have an interested 4H group!
 - On street parking games.
 - China Chef – Block Party hurt businesses

Professional Development activities

- A. Director's training in Algoma –Algoma workshop on Entrepreneurship & Co-working workshop

Main Street accomplishment/special projects

- First Impressions Highlights
 - Not many restaurants

- Not pedestrian friendly
- Cross walks not changing
- Business owners sending them out of downtown
- Banners

11. **Committee Reports-** *(See Committee Minutes)*

- **Promotion Committee Updates-** Lois Next meeting 7/6 8am
- **Organization Committee Updates-** Tony
- **Design Committee Updates-** Angie Next meeting 7/6 10 am
- **ER Committee Updates-** Angie

12. **Old Business-** Rich R. Double Fencing- spoke with Ed. will bring it to council for an amendment to change to single fencing, Police chief said it's an ordinance

13. **New Business-** 2016 Budget

10,000 back alley improvement

3,000 public art

2,000 State MS awards – April 8th 2016 - Holiday Inn

Cash Mob: Lois - \$15 per board member

Scott – 24 - \$5 gift cards

14. **Meeting Adjourned at 8:37 A.M.**

HISTORIC PRESERVATION COMMITTEE MINUTES
OF JULY 6, 2015 MEETING

Meeting called to order by Chairperson Wood at 4:00 P.M. in Conference Room 108 of City Hall Plaza.

PRESENT: Ken Wood; Alderperson Ken Bargender; Vickie Schnitzler; and, Bill Penker.

ABSENT: Kris Keogh (excused); Keith Meacham (excused); Gary Cummings (excused).

ALSO

PRESENT: Matt McLean, Director of the Convention and Visitors Bureau; and, Josh Miller, City Planner.

Approval of the Minutes of June 1, 2015 Meeting.

HP15-21 Motion by Bargender, second by Schnitzler to approve the minutes of the June 1, 2015 meeting.

Motion Carried.

Citizen Comments.

Penker said last meeting he was in Dubuque, IA. Passed out brochures to review and discussed some of the promotional things they do for historic tours and signage.

Bargender asked if 2nd Street would have any impact on the historic district. Miller stated no.

Wood said that he didn't hear anything good about the 2nd Street project when he visited with the shop owners in the Downtown. They don't like one-way streets or outdoor seating areas.

Review of Tasks from the Special March Meeting.

The Committee discussed the list and proposed the following items to work on by the end of 2015.

Completed Already

- Revise the Historic Preservation Ordinance.

Plan to Complete by the End of 2015

- Set up meeting with Parks, Recreation, and Forestry Committee to discuss path around 2442.
- Work with outside group on 2442 improvements such as a wrought iron fence and brick pavers around the pavilion.
- Put together a guide of architecturally and historically significant properties that are outside the historic districts (for the first brochure plus ongoing for future brochures).
- Put together an historic directory as a community resource (could maybe put it on the CVB and City websites, but probably not in Community Guide).
- Devote a future meeting to just brainstorming on promoting and advertising historic resources – invite Main Street and CVB.

For 2016 and Beyond

- Put together a larger spread for CVB's annual publication (by the end of November).

- Develop a list of historic buildings to put signs on.
- Work with CVB on promotion of outside media sources such as Channel 13.
- Increase cooperative efforts with the Marshfield Clinic.
- Get negatives of the photos taken of the downtown back alleys developed.
- Mount historic photos on foam core and have an exhibit or showing with New Visions Gallery or Chestnut Avenue Center for the Arts.
- Get involved with the Library mural.

Matt said they are looking for information for the 100 year anniversary of the Round Barn and Marshfield Clinic and asked if anyone on the Committee would be interested in putting something together for the annual brochure.

Matt stated that an historic directory is pretty broad. What does that mean exactly? The directory would mainly be a resource of where to find certain historic records/data and who to contact for that information.

Schnitzler asked if the guide could reference the businesses that are using historic photos.

Continue Discussion on the Buildings of Historical Interest Brochures.

Vickie Schnitzler brought copies of the updated information and presented the information. She also put together a mockup of the brochure with map. She feels there needs to go out with the guide and confirm the style of house. She has room for 14 styles if we do one of each style. We should get permission for using the photos and addresses of the homes in the brochure.

Matt McLean suggested that we go with the photo where we have the best pictures and the oldest styles.

Proposed 2016 Historic Preservation Committee Budget.

Miller stated that the budget in the packet was a little off and proceeded to present the corrected numbers as follows:

Description	Approved 2015	Proposed 2016
Office Supplies & Expenses	\$600.00	\$500.00
• General Office Supplies	\$100.00	\$150.00
• Student Art Display	\$500.00	\$350.00
Publications, Subscriptions, Dues	\$110.00	\$150.00
Travel (Conferences/Registrations)	\$500.00	\$500.00
Operating Supplies	\$900.00	\$1,100.00
Total	\$2,110.00	\$2,250.00

Miller asked if the Committee had any additional budget items to add for 2016.

Miller mentioned that there was a hit and run incident back in March where the north Central Avenue Historic District sign was vandalized. It will cost \$1,280 to replace it. The Committee suggested that staff check with Mike Winch to see if we have the sign and check with Rick Gramza to see what we can do with it. See if we can temporarily reuse it. Otherwise, check on what kind of deductible the City has.

HP15-22 Motion by Penker, second by Bargender to approve the budget as presented.
Motion Carried.

Topics for Joint Meeting with Parks, Recreation, and Forestry Committee.

Since this past winter, the Committee has wanted to hold a joint meeting with the Parks, Recreation, and Forestry Committee to discuss improvements to the Soo Line Steam Locomotive No. 2442. Miller suggested the following topics for the joint meeting with the Parks, Recreation, and Forestry Committee meeting:

- What types of improvements could be made to the area around the Soo Line Steam Locomotive No. 2442? (wrought iron fence, brick pavers, interpretive signage, etc.)
- Who is responsible for developing a plan for the area?
- Could the steam engine be made accessible?
- Who would pay for the improvements?

Staff Updates.

- a. Soo Line Steam Locomotive No. 2442 Restoration Work. Making progress, but still work to do.
- b. Historic Preservation Ordinance Amendment. Miller stated the amendment was approved by the Common Council on June 9th.

Set Meeting Date and Future Agenda Items.

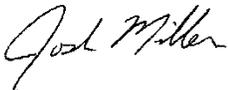
The next regular Historic Preservation Committee meeting will be held on Monday, August 3, 2015. The agenda of the next regularly scheduled meeting should include approval of the Monday, July 6, 2015 meeting minutes, updates on the Architectural Walking Tour Brochures, Historic Preservation Conference Registration, and items from the 2015 Task List.

Adjourn.

Motion by Penker, second by Schnitzler to adjourn meeting at 5:10 P.M.

Motion Carried

Respectfully submitted,



Josh Miller
City Planner

FINANCE, BUDGET AND PERSONNEL COMMITTEE
MINUTES OF JULY 7, 2015

Meeting called to order by Chairperson Hendler at 5:30 p.m., in the Common Council Chambers, City Hall Plaza.

PRESENT: Alderpersons Peter Hendler, Rebecca Spiros, Rich Reinart, Gordon Earll, and Alanna Feddick

ABSENT: None

ALSO PRESENT: Mayor Meyer, City Administrator Barg, Media, Karen Rau, Matt McLean and City Personnel (Jason Angell, Amy VanWyhe and Deb Hall)

Citizen Comments

None

FBP15-072 Motion by Spiros, second by Earll to approve the items on the consent agenda:

1. Minutes of the June 16, 2015 meeting.
2. Payroll in the amount of \$833,204.62 and Bills in the amount of \$4,001,450.03.
3. Report of Personnel Actions of July 7, 2015.
4. Monthly Position Control Report as of June 30, 2015.

Motion carried

No items were removed from the consent agenda.

City Administrator Barg updated the committee on the process for increasing the City's room tax rate. Staff has been holding off on bringing an ordinance forward, because there has been a movement in Madison to change Wisconsin Statutes regarding room taxes as part of the State budget. Their intent, based primarily on lobbying by the lodging industry, is to further restrict the amount of room tax revenues that may be retained and used by municipalities. At present, the State budget is still under debate by the legislature, but it seems quite likely that this provision will make it through in the final version sent to Governor Walker.

City Administrator Barg presented a plan and timeline for 2015 employee merit awards:

- ✓ July 10th: FBP and Council representatives identified (FBP Committee Chairperson and Council President, unless one or both of them wish to designate someone else).
- ✓ July 13th: Requests sent to review team members.
- ✓ Week of July 20th: Team meets to review and make recommendations.
- ✓ August 4th: Recommendations brought to FBP (closed session) for review/approval.

FBP15-073 Motion by Feddick, second by Earll to authorize the City Administrator to provide reimbursement for moving expenses to Justin Casperson to a maximum of \$5,851.03, subject to submission of appropriate receipts/documentation.

Motion carried

FBP15-074 Motion by Earll, second by Spiros to approve the Human Resources Manager/Assistant to the City Administrator job description, and pay classification "Q", and authorize the City Administrator to start the hiring process for this position.

Motion carried

FBP15-075 Motion by Earll, second by Reinart to recommend approval of Budget Resolution No. 17-2015 to the Common Council, transferring \$60,000 from the General Fund, Airport Terminal Building HVAC Project to the Ordinance Enforcement, Marshfield Area Pet Shelter Project, for use as a donation to the Marshfield Area Pet Shelter, Inc.

FBP15-076 Motion by Feddick, second by Earll to amend motion FBP15-075 to include that the lease would need to be amended to state that the donation would be up to \$60,000 and that the HVAC is actually done as part of the donation; contractor needs to be licensed; and the HVAC system is appropriate for the building.

Motion carried

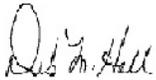
Vote on motion **FBP15-075 as amended.**

Motion carried

FUTURE AGENDA ITEMS

Election of Chairperson

Motion by Feddick, second by Earll to adjourn at 6:03 p.m.



Deb M. Hall
City Clerk



City of Marshfield Memorandum

DATE: July 9, 2015
TO: Mayor Meyer & City Council
FROM: Steve Barg, City Administrator
RE: Proposal to refill the vacant Human Resources Manager position

Background

In April, the Committee and Council both expressed support for modifying the current “Human Resources Manager” position to “Human Resources Coordinator/Assistant to the City Administrator”, subject to the future approval of a job description and pay grade assignment for this position.

Consultant review

Upon reviewing a proposed job description for this position, Katie McCloskey of Carlson Dettmann (our compensation consultant) reached the following conclusions:

- The position should actually be “Human Resources Manager/Assistant to the City Administrator”, not “Coordinator”. This is because, despite the slight reduction in human resources duties, the position will still continue to exercise a certain level of independent authority.
- The position should be dropped one notch on the City’s compensation plan scale to pay classification “Q”.

Finance, Budget & Personnel Committee action

On July 7th, the FBP Committee reviewed the attached job description/pay classification, and voted unanimously to recommend Council approval.

Recommendation

I request that Council approve the attached job description (subject to possible changes to the “required qualifications”) and pay classification, and authorize the City Administrator to start the hiring process for this position.



Date: July 2, 2015

To: Steve Barg, City Administrator

From: Katie McCloskey, Senior Human Resource Consultant

Re: Classification Response

The City of Marshfield asked Carlson Dettmann Consulting (CDC) to review the recently vacated position of Human Resource Manager utilizing the revised job documentation submitted by the City. The position will no longer have primary responsibility for the labor negotiations and will now be assigned to manage and assist the Administrator with specific high level projects and other duties, along with continuing to Manage the other aspects of the City's Human Resources Department.

CDC analyzed the position and applied its job evaluation point factor system to determine placement of the newly restructured position. It is our recommendation the position be placed in a **Grade Q** on the non-represented pay structure.

The City also asked for our recommendation in regard to job title for the position. It is our recommendation the position be titled Human Resources Manager/ Assistant to the City Administrator.



JOB TITLE: Human Resources Manager/ Assistant to the City Administrator
DEPARTMENT: City Administration
SUPERVISOR: City Administrator
COMPENSATION GRADE: Q

JOB SUMMARY

The position coordinates the City’s human resource management activities in the areas of employee compensation, recruitment, personnel policies, and regulatory compliance under the direction of the City Administrator. In addition, this position performs and also assists with special projects and activities, under the direction of the City Administrator.

JOB DESCRIPTION

Task No.	Description	Frequency
1.	Performs special projects/assists the City Administrator with other projects and activities as directed by the City Administrator.	30%
2.	Interprets/administers City’s personnel policies and procedures, and contract provisions of labor contracts; researches and makes recommendations for changes in personnel policies, employee benefits, etc. in accordance with federal/state laws or regulations, or changing personnel practices followed by other employers.	15%
3.	Conducts/oversees recruiting activities, including preparation of advertisements/employment bulletins; screening applications; selecting and/or designs and administering employment or promotion tests and selection procedures; preparing/conducting interviews; conducting reference/ background checks; performing any follow-up as needed. Coordinates “onboarding” of new staff.	10%
4.	Works with City Administrator and the City’s management team in collective bargaining negotiations. Addresses issues arising with labor contracts. Reviews, investigates and negotiates represented and non-represented grievance issues. Prepares and testifies for the City on grievance, interest arbitration, and EEOC complaints.	10%
5.	Administers benefit-related insurance policies/plans. Prepares specifications for Request for Proposal (RFPs) for benefit-related insurance coverages. Reviews and prepares recommendations for the coverage, scope and adequacy of City’s benefit- related insurance policies and plans.	10%

6.	Develops, administers and maintains performance appraisal and classification/compensation plans. Assists supervisory staff as needed with performance coaching and other personnel matters.	10%
7.	Advises and counsels department/division heard on employment policies, discipline, and other employment matters. Serves as an investigator/mediator to prevent liable actions/resolve concerns. Represents and testifies on City's behalf for employment-related grievances, complaints, and legal actions.	5%
8.	Oversees/represents the City in unemployment and Worker's Compensation matters. Develops/administers the City's employee assistance program. Serves as the City's compliance officer for the Americans with Disabilities Act, HIPPA, Equal Employment Opportunity/Affirmative Action, and discrimination/harassment. .	5%
9.	Oversees human resources work of Administrative Assistant III. Maintains personnel files in accordance with proper procedures and federal/state law, and handles personnel file review requests.	5%
10.	Performs other tasks as assigned by the City Administrator	

REQUIRED QUALIFICATIONS

Bachelor's Degree in Human Resources, Business Administration, or related field. Five to seven years of experience in a human resources/personnel environment, preferably with both represented and non-represented staff, or any combination of education and experience that provides equivalent knowledge, skills and abilities. Ability to effectively communicate both orally and in writing necessary. Master's Degree in Public/Business Administration or Human Resources Management desirable. Experience in negotiating and administering labor agreements helpful.

CITY OF MARSHFIELD COMPENSATION SCALE EFFECTIVE JULY 1, 2015

Job Title	Department	Grade	One year apart									Maximum
			Control Point									
			92.5% Step 1	95.0% Step 2	97.5% Step 3	100.0% Step 4	102.5% Step 5	105.0% Step 6	107.5% Step 7	110.0% Step 8	112.5% Step 9	
City Administrator	Administrator	W	\$45.90	\$47.14	\$48.37	\$49.61	\$50.86	\$52.10	\$53.34	\$54.58	\$55.81	
<i>vacant grade</i>		V	\$44.30	\$45.49	\$46.70	\$47.90	\$49.10	\$50.29	\$51.48	\$52.68	\$53.89	
<i>vacant grade</i>		U	\$42.72	\$43.88	\$45.03	\$46.18	\$47.34	\$48.49	\$49.64	\$50.81	\$51.96	
Finance Director	Finance	T	\$41.14	\$42.24	\$43.36	\$44.47	\$45.57	\$46.70	\$47.81	\$48.92	\$50.03	
Fire Chief	Fire											
Police Chief	Police											
Public Works Director	Public Works											
Director of Planning/Econ Dev	Planning	S	\$39.54	\$40.62	\$41.69	\$42.75	\$43.82	\$44.89	\$45.96	\$47.02	\$48.09	
Parks & Recreation Director	Parks & Recreation											
Technology Director	Technology											
City Engineer	Engineering	R	\$37.96	\$38.99	\$40.01	\$41.04	\$42.06	\$43.09	\$44.11	\$45.14	\$46.16	
Human Resources Manager	Administrator											
City Assessor	Assessor	Q	\$36.37	\$37.35	\$38.34	\$39.32	\$40.31	\$41.29	\$42.27	\$43.26	\$44.24	
<i>vacant grade</i>		P	\$34.78	\$35.73	\$36.66	\$37.61	\$38.55	\$39.48	\$40.42	\$41.36	\$42.31	
Assistant Finance Director	Finance	O	\$33.19	\$34.09	\$34.99	\$35.89	\$36.79	\$37.69	\$38.59	\$39.48	\$40.38	
Police Lieutenant	Police											
Street Superintendent	Street Division											
Wastewater Superintendent	Wastewater Utility											
Deputy Fire Chief Fire (M-F)	Fire											
Deputy Fire Chief Fire (Shift)	Fire		\$69,044	\$70,921	\$72,776	\$74,652	\$76,529	\$78,384	\$80,260	\$82,115	\$83,991	
Assistant City Engineer	Engineering	N	\$31.62	\$32.47	\$33.33	\$34.18	\$35.03	\$35.89	\$36.74	\$37.60	\$38.46	

BOARD OF PUBLIC WORKS MINUTES
OF JULY 07, 2015

Meeting called to order by Chairman Buttke at 5:30 PM in the Council Chambers of City Hall Plaza.

PRESENT: Mike Feirer, Tom Buttke, Ed Wagner, Gary Cummings and Chris Jockheck

EXCUSED: None

ALSO PRESENT: Director of Public Works Knoeck; City Engineer Turchi; Assistant City Engineer Cassidy; Street Superintendent Winch; City Planner Miller; Parks & Recreation Director Casperson; Angie Eloranta, Main Street Marshfield; the media; and others.

PW15-84 Motion by Cummings, second by Wagner to recommend approval of the minutes of the June 15, 2015 Board of Public Works meeting.

Motion Carried

Citizen Comments – None

City Engineer Turchi presented an Engineering Division construction update. Street Superintendent Winch presented a Street Division construction update.

PW15-85 Motion by Feirer, second by Cummings to recommend approval of the request from Main Street Marshfield to add a Healthy Lifestyles' walking route in downtown Marshfield as presented, which would include painting apple symbols on the sidewalk.

Motion Carried

PW15-86 Motion by Wagner, second by Jockheck to recommend approval authorizing the submittal of an STP-Urban grant application to the Wisconsin Department of Transportation for grant funding for East 29th Street (Washington Avenue to Hume Avenue).

Motion Carried

PW15-87 Motion by Feirer, second by Jockheck to recommend adding the alley bounded by Franklin Street, Edison Street and Central Avenue, Chestnut Avenue to the 2015 mill in place program, including the offer by Weiler Enterprises to pay \$2,000 to cover the costs for all special assessments.

Motion Carried

PW15-88 Motion by Jockheck, second by Cummings to recommend approval of changes to Section 13-126(7) of the Municipal Code regarding maintenance of trees and shrubs and request an ordinance be drafted for Common Council consideration.

Motion Carried

Recommended items for future agendas:

- Alderman Wagner requested a follow up discussion from the Judiciary and Licensing Committee regarding changes to the parking ordinance and asked that the Police Chief be present for that discussion.

Motion by Wagner, second by Feirer that the meeting be adjourned at 5:51 PM.

Motion Carried

RESOLUTION NO. 2015-33

RESOLUTION PROVIDING FOR THE SALE OF APPROXIMATELY
\$3,230,000 WATER SYSTEM REVENUE BONDS, SERIES 2015

WHEREAS, the City of Marshfield, Wood and Marathon Counties, Wisconsin (the "City") is presently in need of the sum of approximately \$3,230,000 for the public purpose of paying the cost of additions, improvements and extensions to the Water System, including paying the cost of water main repair and replacement, purchase and installation of advanced metering infrastructure, and the acquisition of land and equipment (the "Project"); and

WHEREAS, the Common Council of the City hereby finds and determines that water system revenue bonds in an amount of approximately \$3,230,000 should be issued pursuant to Section 66.0621, Wisconsin Statutes.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City that:

Section 1. Issuance of the Bonds. The City shall issue revenue bonds pursuant to Section 66.0621, Wisconsin Statutes, designated "Water System Revenue Bonds, Series 2015" (the "Bonds") in an amount of approximately \$3,230,000 for the purpose above specified.

Section 2. Sale of the Bonds. The Common Council hereby authorizes and directs that the Bonds be offered for public sale. At a subsequent meeting, the Common Council shall consider such bids for the Bonds as may have been received and take action thereon.

Section 3. Notice of Sale. The City Finance Director (in consultation with the City's financial advisor, Public Financial Management, Inc. ("PFM")) is hereby authorized and directed to cause the sale of the Bonds to be publicized at such times and in such manner as the City Finance Director may determine and to cause copies of a complete Official Notice of Sale and other pertinent data to be forwarded to interested bidders as the City Finance Director may determine.

Section 4. Official Statement. The City Finance Director (in consultation with PFM) shall also cause an Official Statement to be prepared and distributed. The appropriate City officials shall determine when the Official Statement is final for purposes of Securities and Exchange Commission Rule 15c2-12 and shall certify said Statement, such certification to constitute full authorization of such Statement under this resolution.

Section 5. Award of the Bonds. Following receipt of bids for the Bonds, the Common Council shall consider taking further action to provide the details of the Bonds and to award the Bonds to the lowest responsible bidder therefor.

Section 6. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the Common Council or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

Adopted, approved and recorded July 14, 2015.

Chris L. Meyer
Mayor

ATTEST:

Deb M. Hall
City Clerk

(SEAL)



City of Marshfield Memorandum

TO: Mayor Meyer & Common Council
FROM: Sam Schroeder, Zoning Administrator
DATE: June 23, 2015

RE: First Reading – Ordinance No. 1305 rezoning request by Marshfield Clinic to change the zoning of 913 North Pine Avenue, Parcel 33-03062A, from “SR-4” Single Family Residential District to “CD” Campus Development District to allow this property to be included as part of the Marshfield Clinic Campus.

Background

The Applicant is proposing to rezone one property located at 913 North Pine Avenue – Parcel 33-03062A from “SR-4” Single Family Residential District to “CD” Campus Development District. The proposed rezoning would allow this vacant piece of property to be included as part of the Marshfield Clinic Campus.

Marshfield Clinic does have preliminary ideas to develop a building on this lot in the near future. The exact use of that facility remains to be finalized, but would have to come back to Plan Commission as a conditional use request to allow new development within the “CD” Campus Development zoning district prior to the adoption of a Campus Master Plan.

Analysis

According to the 2007 City of Marshfield 20 year Comprehensive Plan, this specific area is identified as “Existing City Residential.” Wisconsin State Statute 66.1001 states that an ordinance amendment shall be consistent with the local governmental unit’s comprehensive plan. Although the Comprehensive Plan has identified this specific area as existing city residential, the residential dwelling unit no longer exists and it is abutting land uses identified on the future land use map as institutional. The Comprehensive Plan also states that the proposed planned land use pattern depicted in the future land use map under the land use recommendations should be generalized and should be used by City staff and officials to adjust zoning maps and to guide recommendations and decisions on rezoning and other development request.

Prior to the Plan Commission meeting and the public hearing an attorney representing Ministry Health care, Inc. and Ministry Saint Joseph’s Hospital did

submit a letter to staff formally objecting to the rezoning request by Marshfield Clinic stating that the rezoning request is inconsistent with the future land use map within the Comprehensive Plan. Also as owners of 20% or more of the land immediately adjacent extending 100 feet therefrom, they formally protest the rezoning request pursuant to Wisconsin State Statute 62.23(7). Wisconsin State Statute requires with a formal protest against the zoning map amendment, that such amendment shall not become effective except by the favorable vote of three-fourths of the members of the council voting on the proposed change.

Based on the neighborhood context, the surrounding land uses, similar properties, the goals and recommendations of the Comprehensive Plan, and the future growth patterns of the medical facility it is reasonable to consider a rezoning of this property and adjacent properties surrounding the campus in the future from single family residential to "CD" Campus Development.

Plan Commission Recommendation

A public hearing was held on June 16, 2015 where no comments were made.

The Plan Commission recommends approval of the rezoning request by Marshfield Clinic to change the zoning from "SR-4" Single Family Residential to "CD" Campus Development located at 913 North Pine Avenue to allow this property to be part of the Marshfield Clinic Campus Development.

Council Options

The Common Council can take the following actions:

1. Approval of the request with any exceptions, conditions, or modifications the Council feels are justifiable and applicable to the request.
2. Denial of the request with justification stated by the Council.
3. Table the request for further study.

Recommendation

None at this time unless the rules are suspended; final action will be requested after the second reading scheduled for the June 9, 2015 Common Council meeting.

Attachments

1. Ordinance 1305
2. Location Map
3. Preliminary Certified Survey Map
4. Attorney Letter – Protest Petition

Concurrence:



Jason Angell
Planning and Economic Development Director



Steve Barg
City Administrator

ORDINANCE NO. 1305

AN ORDINANCE REZONING 913 NORTH PINE AVENUE, PARCEL 33-03062A, FROM “SR-4” SINGLE FAMILY RESIDENTIAL DISTRICT TO “CD” CAMPUS DEVELOPMENT DISTRICT.

WHEREAS, the Common Council of the City of Marshfield, having reviewed the recommendation of the City Plan Commission regarding the proposed change in zoning classification for the property described below; and

WHEREAS, the City Clerk, having published a Notice of Public Hearing regarding such change in zoning and, pursuant thereto, a public hearing having been held on the 16th day of June, 2015 at 7:00pm, and the Plan Commission having heard all interested parties or their agents and attorneys;

NOW, THEREFORE, the Common Council of the City of Marshfield, Wisconsin, do ordain as follows:

SECTION I. Zoning

The following described property is hereby rezoned from “SR-4” Single-Family Residential District to “CD” Campus Development District, as set forth in, and regulated by, the provisions of Chapter 18, Marshfield Municipal Code:

That part of Block 3 of Plat No. 1 of the City of Marshfield, Wood County, Wisconsin, otherwise known as Schmidt’s Addition, more particularly described as follows: Commencing at a point on the North boundary, 177.30 feet West of the Northeast corner of Block 3 of Plat No. 1, the point of beginning; thence South parallel with the East boundary 147 feet; thence West across said Block 3; thence North along the West boundary 147 feet; thence East along the North Boundary to the point of the beginning, excepting the right-of-way of the Chicago & Northwestern Railroad Company, and also excepting that part thereof conveyed for street in Volume 345, page 278.

Also part of Block 3, Schmidt’s Addition described as: Commencing at a point on the North boundary line and 100 feet West of the Northeast corner of said Block 3 of Plat No. 1, running thence South parallel with the East boundary line 147 feet; thence West 77.30 feet; thence North parallel with the East line 147 feet; thence East along the North line 77.30 feet to the point of beginning; except that part conveyed for street in Volume 345, page 278, and except that part conveyed by deed recorded in Volume 354, page 133.

SECTION II. Effective Date

This Ordinance shall be effective upon passage and publication as required by law and the Zoning Administrator is hereby directed to make the necessary changes to the Zoning Maps forthwith.

ADOPTED: _____

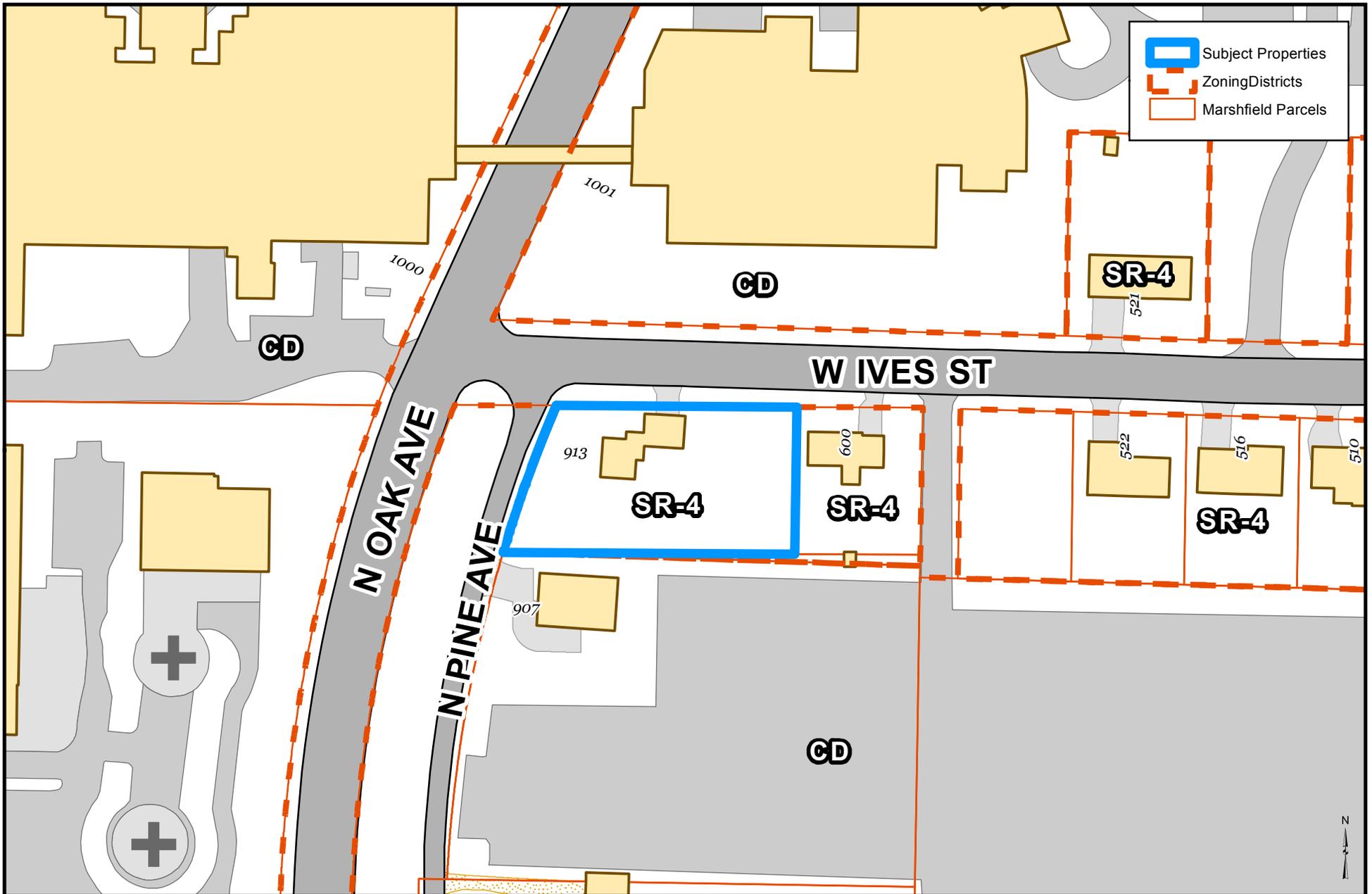
Chris L. Meyer, Mayor

APPROVED: _____

ATTEST: _____

PUBLISHED: _____

Deb M. Hall, City Clerk



Rezoning Request: 913 North Pine Avenue
City of Marshfield - Plan Commission
Meeting Date: June 16, 2015

Map Not To Scale
 For Reference Only

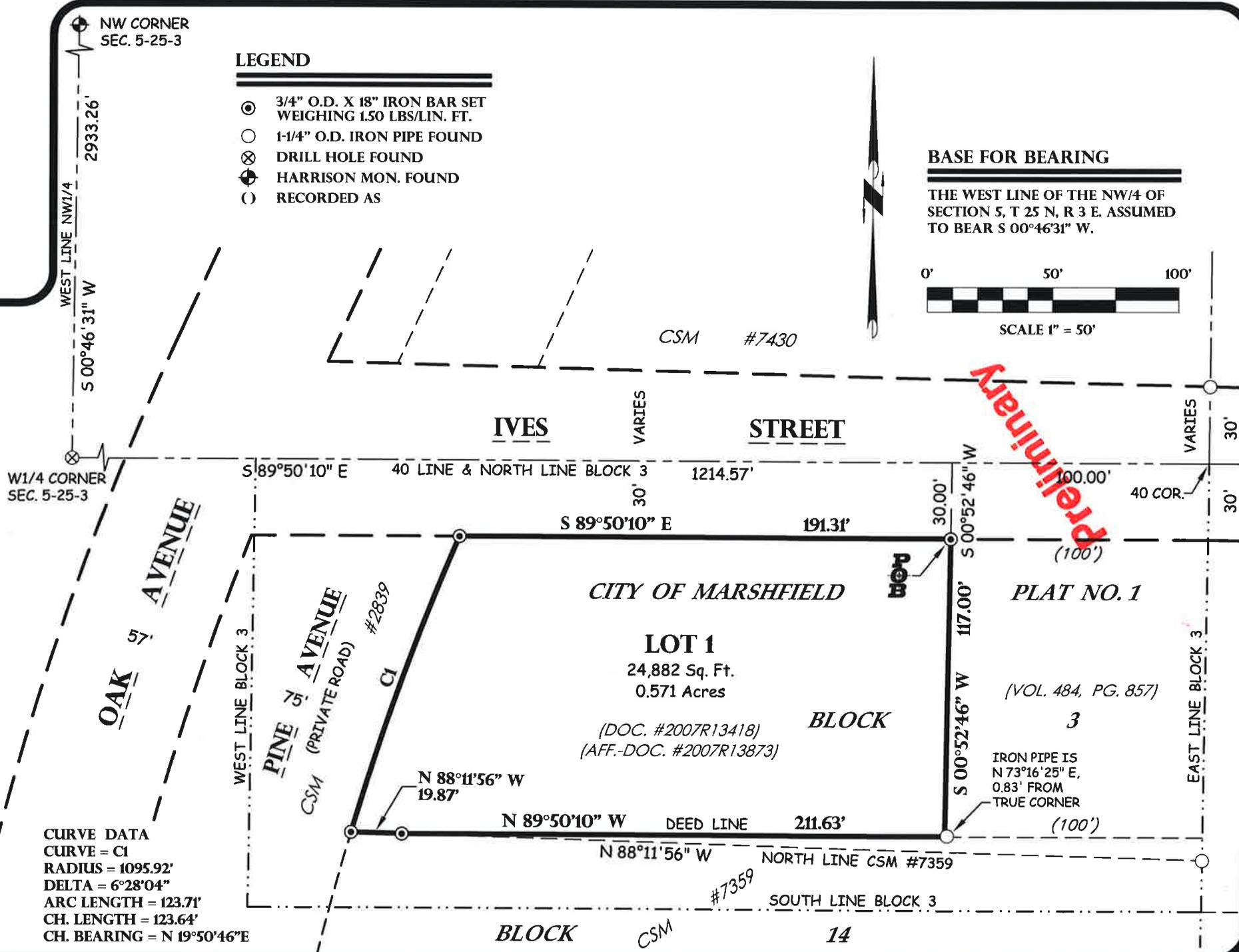
ATTENTION: The representation of data presented herein is intended for reference purposes only; the City of Marshfield assumes no responsibility for the accuracy of the information provided. Any duplication without consent is prohibited.

Preliminary

WOOD COUNTY CERTIFIED SURVEY MAP NO. _____

OF PART OF BLOCK 3 OF THE "CITY OF MARSHFIELD ADDITION NO. 1", BEING PART OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 5, TOWNSHIP 25 NORTH, RANGE 3 EAST, CITY OF MARSHFIELD, WOOD COUNTY, WISCONSIN.

CURVE DATA
CURVE = CI
RADIUS = 1095.92'
DELTA = 6°28'04"
ARC LENGTH = 123.71'
CH. LENGTH = 123.64'
CH. BEARING = N 19°50'46"E



- LEGEND**
- ⊙ 3/4" O.D. X 18" IRON BAR SET WEIGHING 1.50 LBS/LIN. FT.
 - 1-1/4" O.D. IRON PIPE FOUND
 - ⊗ DRILL HOLE FOUND
 - ⊕ HARRISON MON. FOUND
 - RECORDED AS

BASE FOR BEARING

THE WEST LINE OF THE NW/4 OF SECTION 5, T 25 N, R 3 E. ASSUMED TO BEAR S 00°46'31" W.

SCALE 1" = 50'

Preliminary

THIS INSTRUMENT WAS DRAFTED BY DONALD BUZA AND DRAWN BY DONALD BUZA

FIELD BOOK B-31 PAGE 15-16 SHEET 1 OF 2 SHEETS

JOB # 15-738

Land Surveying
Civil Engineering
Landscape Architecture
Donald J. Buza, PLS #2338
5709 Windy Drive, Suite D
Sevens Point, WI 54482
715.344.9999 (PH) 715.344.9922 (FX)

POB
Point of Beginning

Preliminary

WOOD COUNTY CERTIFIED SURVEY MAP

I, Donald J. Buza, Professional Land Surveyor, hereby certify:

That I have surveyed, divided and mapped that part of Block 3 of the "City of Marshfield Addition No. 1", being part of the Northwest ¼ of the Southwest ¼ of Section 5, Township 25 North, Range 3 East, City of Marshfield, Wood County, Wisconsin, described as follows:

Commencing at the West ¼ corner of Section 5, Township 25 North, Range 3 East; thence S 89°50'10"E along the North line of the Northwest ¼ of the Southwest ¼ of said Section 5, 1214.57 feet; thence S 00°52'46"W, 30.00 feet to the South line of Ives Street and the point of beginning (POB) of the parcel to be described; thence S 00°52'46"W, 117.00 feet; thence N 89°50'10"W, 211.63 feet; thence N 88°11'56"W, 19.87 feet; thence Northeasterly 123.71 feet along the arc, concave Southwesterly, having a radius of 1095.92 feet and whose long chord bears N 19°50'46"E, 123.64 feet to the South line of Ives Street; thence S 89°50'10"E along said South line of Ives Street, 191.31 feet to the point of beginning.

Subject to (if any) covenants, conditions, restrictions, right-of-ways and easements of record.

That I have made such survey, land division and plat by the direction of Marshfield Clinic, Inc.

That such plat is a correct representation of all exterior boundaries of the land surveyed and the subdivision thereof made.

That I have fully complied with the provisions of Chapter 236.34 of the Wisconsin Statutes and the Subdivision Ordinances of the City of Marshfield in surveying, dividing and mapping the same.

Dated this 2nd day of June, 2015.

Preliminary

Donald J. Buza
PLS No. S-2338

CITY OF MARSHFIELD APPROVAL

This Certified Survey Map is hereby approved in accordance with Chapter 19-61(3) of the Municipal Code.

Dated this _____ day of _____, 2015.

Thomas R. Turchi, P.E., City Engineer

Prepared by:
Point Of Beginning, Inc.
5709 Windy Drive, Suite D
Stevens Point, WI 54482

Prepared for:
Marshfield Clinic, Inc.
1000 N. Oak Avenue
Marshfield, WI 54449

Job # 15.738



Hall, Render, Killian, Heath & Lyman, P.C.
111 East Kilbourn Avenue
Suite 1300
Milwaukee, Wisconsin 53202
www.hallrender.com

Steven C. Hahn
(414) 721-0443
SHahn@hallrender.com

June 16, 2015

VIA FACSIMILE AND E-MAIL

debbie.hall@ci.marshfield.wi.us
Deb Hall, City Clerk
Marshfield City Hall
630 South Central Avenue
Marshfield, WI 54449

Sam.Schroeder@ci.marshfield.wi.us
Sam Schroeder, Zoning Administrator
Marshfield City Hall
630 South Central Avenue
Marshfield, WI 54449

Chairperson
City of Marshfield Plan Commission
Marshfield City Hall
630 South Central Avenue
Marshfield, WI 54449

Re: Objection to Rezoning Request for Property at 913 N. Pine Avenue

Dear Ms. Hall, Mr. Schroeder and Chairperson:

I represent Ministry Health Care, Inc., and Ministry Saint Joseph's Hospital (hereafter "Ministry"). I write this letter to formally object on behalf of Ministry to the rezoning request of the Marshfield Clinic to change the zoning from "SR-4" Single Family Residence to "CD" Campus Development for the property located at 913 North Pine Avenue, parcel 33-03062A (hereafter the "Property.") In addition to this letter, I will be present at the Plan Commission meeting this evening to answer any questions that the Plan Commission may have related to these objections.

Specifically, in reviewing the Notice of Public Hearing published by the City related to the rezoning request for the Property, I note that when the City of Marshfield adopted its Comprehensive Plan on July 10, 2007, its vision for this Property for the future was that it would remain residential. The City's Plan, which is a long-range policy document consisting of goals, objectives, and policies to comply with the State of Wisconsin's definition of a comprehensive plan under Wisconsin Statute § 66.1001, is required to be the foundation for zoning and other actions by the City related to future growth and development. The City's Future Land Use Map, adopted as part of the Comprehensive Plan, identifies the Property as remaining residential, and as such the rezoning request is inconsistent with the City's Comprehensive Plan and Wisconsin Statute § 66.1001.

Deb Hall, City Clerk
Sam Schroeder, Zoning Adm.
Chairperson, City of Marshfield Plan Commission
June 16, 2015
Page 2

Since the City's Comprehensive Plan and Future Land Use Map designate this Property to remain residential, the rezoning of it to "CD" Campus Development absent an amendment to the 2007 Plan in accordance with the procedures of Wisconsin Statute § 66.1001 violates Wisconsin law.

In addition to the foregoing objections, Ministry, as owners of 20% or more of the land directly opposite the Property extending 100 feet from the street frontage, also formally protest the rezoning request pursuant to Wisconsin Statute § 62.23(7). Further, we request that Ministry be placed on the notification list required under Wisconsin Statute § 66.1001(4)(f).

Thank you for your attention to these matters.

Very truly yours,

HALL, RENDER, KILLIAN, HEATH & LYMAN, P.C.

A handwritten signature in black ink, appearing to read "Steven C. Hahn", enclosed in a thin black rectangular border.

Steven C. Hahn

SCH:pco

ORDINANCE NO. 1307

An Ordinance amending Chapter 13 of the City of Marshfield Municipal Code.

The Common Council of the City of Marshfield do hereby ordain as follows:

SECTION 1. The following sections are hereby amended to read as follows:

Sec 13-126 (7) (a) be amended as follows:

(7) *Maintenance of trees and shrubs.* Maintenance of trees and shrubs shall be in accordance with the following:

- (a) *Trees to be kept trimmed over streets, alleys, public lands, sidewalks and multi-use paths and trails.* Trees and shrubs standing upon any private premises adjacent to any public street, ~~alley (where vehicles or trucks may come in contact with over-hanging branches), right-of-way multi-use path and/or trail,~~ or park, playground ~~or place~~ shall be kept trimmed by the owner so that the lowest branches projecting over the public area ~~street or right-of-way~~ provide a clearance of not less than 13- 1/2 feet. ~~and over all public places of not less than ten feet~~ *Where a private tree is adjacent to an unopened right of way and/or where a private tree is over a public sidewalk, all over-hanging branches shall be kept trimmed to a minimum of 8 (eight) feet.* These provisions may be waived for newly planted trees if it is determined that they do not interfere with public travel, obstruct the light of any streetlight or endanger public safety. Any tree or shrub not so trimmed is a public nuisance.

SECTION 2. Savings Clause. If any provision of this Ordinance shall be less restrictive than applicable state statute or in conflict with such statutes, as they exist at passage hereof or as they may hereafter be amended, then, in such case, the state statute shall supersede the provision hereof to the extent applicable.

SECTION 3. Severability. If any provision of this Ordinance is found to be unconstitutional or otherwise contrary to law, then such provision shall be deemed void and severed from the Ordinance and the remainder of this Ordinance shall continue in full force and effect.

SECTION 4. This ordinance shall take effect and be in force from and after the day after its passage and publication as provided by law.

ADOPTED: _____

Chris L. Meyer, Mayor

APPROVED: _____

ATTEST: _____

PUBLISHED: _____

Deb M. Hall, City Clerk



City of Marshfield Memorandum

DATE: July 9, 2015
TO: Mayor Meyer & City Council
FROM: Steve Barg, City Administrator
RE: Budget Resolution No. 17-2015

Background

On May 26th, the Council approved Budget Resolution No. 11-2015 transferring \$60,000 from the general fund contingency account to purchase/install a new HVAC system at the airport terminal now leased by Marshfield Area Pet Shelter, Inc. (MAPS). Working with appropriate Public Works/Building Services staff, a timeline was provided to MAPS for completion of this work, but due in part to some requirements we must follow as a public entity, it's expected that the improvement may not be in place until well into fall. MAPS would like to expedite this process, if possible, which may be possible to some degree, if they take the lead, rather than the City. For this reason, it has been suggested that the City look at simply making a donation to MAPS, not specifically tied to this project, and allow them to proceed accordingly.

Finance, Budget & Personnel Committee action

On July 7th, the Finance, Budget & Personnel Committee unanimously recommended the approval of Budget Resolution 17-2015. However, please read the approved amendment to this motion (copy attached), which sets forth certain conditions for this approval.

Recommendation

Staff recommends approval of Budget Resolution No. 17-2015 transferring \$60,000 from the airport terminal building account (where the contingency funds were first moved) into the ordinance enforcement account (specifically designated for the MAPS project). I have attached a copy of the original lease with MAPS, and I've shaded an item at the bottom of the first page that should be removed in an amended lease that I would bring to you for approval on July 28th, if this budget resolution is passed. (Other minor changes might be appropriate, and working with the City Attorney, Public Works Director, and others as needed, these will be made prior to July 28th.) Staff would also prepare a memorandum of understanding between the City and MAPS for your review and approval on July 28th.

DETAIL OF BUDGET RESOLUTION NO. 17-2015 BY OBJECT NUMBER

TRANSFERRED FROM:

General Fund Airport Terminal Building HVAC Project, a/c #1015351033.333824:

1. 58830 – Buildings	\$	60,000
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TRANSFERRED TO:

General Fund Ordinance Enforcement MAPS Project, a/c #10152130203.200004:

1. 57250 – Grants / Donations	\$	60,000
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FBP15-075 Motion by Earll, second by Reinart to recommend approval of Budget Resolution No. 17-2015 to the Common Council, transferring \$60,000 from the General Fund, Airport Terminal Building HVAC Project to the Ordinance Enforcement, Marshfield Area Pet Shelter Project, for use as a donation to the Marshfield Area Pet Shelter, Inc.

FBP15-076 Motion by Feddick, second by Earll to amend motion FBP15-075 to include that the lease would need to be amended to state that the donation would be up to \$60,000 and that the HVAC is actually done as part of the donation; contractor needs to be licensed; and the HVAC system is appropriate for the building.

Motion carried

Vote on motion **FBP15-075 as amended.**

Motion carried

FUTURE AGENDA ITEMS

Election of Chairperson

Motion by Feddick, second by Earll to adjourn at 6:03 p.m.

Deb M. Hall
City Clerk

LEASE

DATE: May 12, 2015

LANDLORD: City of Marshfield, Wisconsin

TENANT: Marshfield Area Pet Shelter, Inc. (MAPS)

RENTED PREMISES: Property at 210 West 29th Street (former Airport terminal building), including the building and parking lot in their present condition

INITIAL TERM: Access (without rent) as of May 15, 2015 with the actual lease term commencing July 1, 2015 (or immediately upon completion of all required improvements by Tenant) and ending June 30, 2018

RENEWAL OPTION This lease may be renewed for a maximum of seven (7) additional one (1) year periods upon mutual agreement of both parties, with rental payment amounts to be subject Subsection 2 of this lease agreement. Notice of intent to renew shall be in writing and delivered to Landlord at least sixty (60) days before expiration of the initial term of this lease, or at least sixty (60) days before the expiration of a subsequent one-year extension.

1. **TERM.** The initial term of this lease shall be three (3) years starting on August 1, 2015 and ending on July 31, 2018, except for early access provided for in the "initial term" section above.
2. **RENT.** Landlord leases unto Tenant, Tenant leases from Landlord, the Rented Premises together with the improvements now thereon for the Term.

The annual rent for each year of the initial term of the lease shall be as follows:

<u>Year</u>	<u>Annual Rent</u>	<u>Monthly Rent</u>
8/1/2015 – 7/31/2018	\$6,000.00	\$500.00

For each subsequent year in which the lease is renewed, Rent shall be adjusted by a percentage amount equal to the increase in the Consumer Price Index for all Urban Consumers (CPI-U), Midwest Urban Size D - Nonmetropolitan (less than 50,000) as currently published by the United States Department of Labor, Bureau of Labor Statistics for the preceding calendar year, provided that the increase does not exceed a maximum of 3%.

Monthly payments under this lease shall start on July 1, 2015, and lease payments shall be made on or before the first day of each month during the term of said lease, and any renewals thereof.

3. **QUIET ENJOYMENT.** Tenant shall use the Premises for the purpose of operating a pet shelter as authorized under the terms and conditions of its conditional use permit, approved by the Plan Commission on April 21, 2015, and subsequently by the Common Council on April 28, 2015. The Tenant shall also comply with all of the applicable requirements of the City's Zoning Code and the Airport's campus zoning district, and shall not use, permit or authorize use of the Premises in any unlawful manner, and shall at all times comply with all other applicable governmental regulations.
4. **COVENANTS OF LANDLORD.** Landlord agrees that it shall:
 - a) Furnish air conditioning, heat, and ventilating systems required in Tenant's judgment for comfortable occupancy of the Premises.

- b) Prior to Tenant's occupancy, make all structural repairs to the Premises, including repairs to ceilings, floors, windows, walls, partitions, and doors. Tenant shall be responsible for repairs to any special treatment of walls, partitions, floors, ceilings, or doors made by or at the request of the Tenant, glass doors, glass windows, glass walls, and glass partitions, and repairs made necessary as a result of misuse or neglect by Tenant.
- c) Provide fixtures for purposes of drinking water, lavatory and toilets installed by Landlord. (Ornamental decorative lighting located in the main entryway of the building isn't part of this lease. Landlord will remove this fixture, including any finishing work necessary after removal, prior to occupancy by Tenant.)
- d) Extend and properly maintain security fencing along south side of the property to provide adequate separation from the land necessary for operation of the airport.
- e) Perform required mowing and landscape maintenance of areas outside of the perimeter of the parking lot and access drive.

It is understood that Landlord does not warrant that any of the services referred to above or any other services which Landlord may supply will be free from interruption. Tenant acknowledges that any one or more of such services may be suspended by reason of accident or of repairs, alterations or improvements necessary to be made, or by reason of causes beyond the reasonable control of Landlord. Any such interruption of service shall never be deemed an eviction of Tenant's use and possession of the Premises or any part thereof. In the case of interruption of services or of necessary repairs to leased space and/or adjacent areas, Landlord shall make every effort to make such temporary adjustments as may be required to allow Tenant to operate Tenant's business in a normal manner, with minimal inconveniences.

5. **COVENANTS OF TENANT.** Tenant agrees that it shall:

- a) Observe such reasonable rules and regulations as from time to time may be put in effect by Landlord for the general safety, comfort, and convenience of neighbors, Landlord, occupants and tenants of the building. Failure by Landlord to enforce any rules and regulations against either Tenant or any other tenant in the building shall not constitute a waiver thereof;
- b) Give Landlord, its agents and employees, and any other persons authorized by Landlord, access to the Premises at all reasonable times, without charge or diminution of Rent, to enable them to examine the same and to make such repairs, additions and alterations as Landlord may reasonable deem advisable. Such access shall be coordinated by Landlord so as not to diminish business operations of Tenant. Except as expressly provided otherwise in this lease, there shall be no allowance to Tenant or diminution of Rent and no liability on the part of Landlord by reason of any inconvenience, annoyance arising from the making of any reasonable repairs, alterations, additions or improvements in or to any portion of the building or the Premises or in and to the fixtures, appurtenances and equipment thereof;
- c) Keep the Premises in good order and condition, make all repairs which are not Landlord's obligations pursuant to subsection (b) of Section 4, above, and commit no waste on the Premises;
- d) Carry public liability insurance covering injury or death to persons and damage to property in amounts not less than \$1,000,000.00 with respect to injuries to any one person, and not less than \$2,000,000.00 with respect to injuries or damages suffered in any one accident; to name LANDLORD as an additional insured relative to TENANT's use

of the Premises; and to deliver to LANDLORD a certificate of insurance which shall provide that a policy or policies shall not be canceled without at least ten (10) days prior written notice to LANDLORD;

- e) Not place signs on or in the outside walls, windows, or roof of the building, or on the Premises, except as approved in writing by the Landlord.
 - f) Install and properly maintain fencing at the southwest corner of the building to serve as a "run area" for dogs as approved by the Airport Committee, and in full accordance with requirements of the Marshfield Municipal Code.
 - f) Perform required mowing and landscape maintenance of areas within the perimeter of the parking lot to the building, and "run area" adjacent to the building on the south side.
 - g) Provide snowplowing/ice control for the parking lot and access drive, with snow storage generally confined to the east side of the parking area.
6. **INDEMNITY.** Tenant shall defend, indemnify and save Landlord and Landlord's agents harmless from any and all liability, damage, expense, claims, suits, or judgments for injury or damage to persons or property, including property of Tenant, incurred within the Rented Premises arising directly or indirectly from Tenant's use or occupancy of the Rented Premises. Landlord shall defend, indemnify and save Tenant, Tenant's agents and Tenant's guests harmless for any and all liability, damage, expense, claims, suits, or judgments for injury or damage to persons or property incurred outside the Rented Premises in control of Landlord including but not limited to the Landlord-owned common areas of hallways, walkways, patio or waiting areas, restrooms, elevators, sidewalks, parking lot, or space leased to other tenants and arising out of care, maintenance of negligence of the Landlord.
7. **REMODELING, INSTALLATION AND REMOVAL OF FIXTURES.** Tenant may install removable partitions, counters, racks, shelving and equipment incidental to Tenant's trade, and other fixtures or equipment, all of which may be removed by the Tenant upon expiration of this lease or any renewal thereof; provided, that the Tenant shall leave the Premises in good condition and substantially as they were before such removal, reasonable wear and tear excepted. Any additional remodeling of the Premises in subsequent years of this lease shall be subject to written permission from the Landlord. Landlord reserves the right to remove the globe located in the entryway, along with the stainless steel fixture in front of the building, and also the right to gain access to the building at a future date for the purpose of relocating the automated surface observation system (ASOS).
8. **UTILITIES.** Tenant shall be responsible for paying the full costs of all utilities, including but not limited to: water, sewer, heat, electricity, refuse, phone, internet, cable TV, and data costs.
9. **ASSIGNMENT.** Tenant may not assign this lease, or sublet any portion of the rented Premises, without the prior written consent of the Landlord. Landlord shall not unduly withhold consent on requested sublease agreements as long as all of the lease terms and conditions contained within this document are being upheld and shown to be assigned to sublessee.
10. **DESTRUCTION OF PREMISES.** In the event that at any time during the term of this lease, the leased Premises are damaged, either partially or fully by fire or for another reason, or made such that Tenant's normal business operations cannot be performed for an unreasonable period, thus depriving Tenant of expected income, either party may terminate this lease by giving written notice to the other within fifteen (15) days thereafter. If so terminated, no Rent shall accrue to the Landlord after such partial or total destruction.

11. **CLEANING SERVICES.** Tenant shall be responsible for providing, at the Tenant's own cost, any and all cleaning services for the rented Premises. Refuse and recycling services shall be provided by and paid for by the Tenant. Tenant shall make sure that animal waste is cleaned, stored, and removed from the property on a regular basis, and as frequently as necessary.
12. **ADDITIONAL COVENANTS.** Additional covenants of Tenant (for purposes of mitigating hazards to pilots):
 - a. Any construction on or improvement of the leased area must be approved by Landlord in writing prior to such use.
 - b. Tenant shall not burn any product of the land without expressed permission of Landlord.
 - c. Tenant shall not create or contribute to standing water.
13. **APPROACH PROTECTION.** Landlord reserves the right to take any action it considers necessary to protect the aerial approaches of the airport against obstruction, together with the right to prevent Tenant from erecting, or permitting to be erected, any building or other structure on the airport, which, in the opinion of Landlord, would limit the usefulness of the airport, or constitute a hazard to aircraft.
14. **TENANT'S DEFAULT.** Anything to the contrary notwithstanding, if Tenant fails to pay Landlord any installment of Rent, or other charges as and when the same are required to be paid hereunder, and such default shall continue for a period of ten (10) days after written notice, or if Tenant shall default in the performance of any of the other terms, covenants, or conditions of the lease, or if Tenant vacates or abandons the rented Premises, and such default or vacation or abandonment shall continue for a period ten (10) days after written notice (except if Tenant shall, within said period of time, commence to remedy such default and diligently take the necessary steps to remedy such default) or if any execution or attachment shall be issued against Tenant or any of Tenant's property whereby the rented Premises shall be taken or occupied or attempted to be taken or occupied by someone other than Tenant, Landlord shall have the right, at Landlord's option, to terminate this lease and the term, as well as the right, title and interest of Tenant hereunder, by giving Tenant fifteen (15) days notice in writing of such intention, and upon the expiration of the time fixed in such latter notice, if Tenant has neither cured such default nor is diligently proceeding to cure such default, this Lease and the term, as well as the right, title and interest of Tenant hereunder, shall wholly cease and expire in the same manner and with the same force and effect as if the date fixed by such latter notice were the expiration of the term; and Tenant shall immediately quit and surrender to Landlord the rented Premises and each and every part thereof, and Landlord may enter into and repossess the rented Premises. Termination by the Landlord of said lease shall not relieve the Tenant of its' obligation to pay Rent under the terms of this lease, until such time as the Premises are rented to a third party or the lease term expires, or upon mutual written agreement between said parties.
15. **NOTICES.** All notices and demands herein required or provided for shall be in writing and shall be served in person or given by United States Registered or Certified Mail, postage prepaid, and if intended for Landlord shall be served on or addressed to Landlord in care of:

City of Marshfield
Building Services Division
630 South Central Avenue, Suite 502
Marshfield, WI 54449-0727

and if intended for Tenant, shall be served on or addressed to Tenant in care of:

Marshfield Area Pet Shelter, Inc.
Attn: Karen Rau, President
P.O. Box 147
Marshfield, Wi 54449

Either party may change its address for the purposes of notices at any time or from time to time by giving written notice to the other party as above provided. Any notice or demand hereunder which is given by United States Registered or Certified Mail, shall be deemed to have been given when deposited in the United States Mail enclosed in a Registered or Certified letter with proper postage prepaid, addressed as above provided.

16. **AMENDMENT.** This lease contains the entire agreement between the parties, and it shall not be modified in any manner, except through an instrument in writing executed by the parties hereto or their respective successors in interest.
17. **SUCCESSORS AND ASSIGNS.** This lease shall be binding upon and shall apply and inure to the benefit of the heirs, successors and assigns of the respective parties.
18. **HOLDOVER.** If Tenant holds over and remains in possession of the Premises, or any portion thereof, after expiration or other termination of this lease, whether or not with the consent of the Landlord, such holding over shall be construed as a tenancy from month to month only. Tenancy shall be subject to all terms and provisions of this lease, and shall be at the same monthly rental provided under the terms of this lease.
19. **NONDISCRIMINATION:** Tenant, as a part of the consideration hereof, does hereby covenant and agree as a covenant running with the land that:
 - a. No person on the grounds of race, color, or national origin shall be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of the Subject Property or Tenant's Improvements.
 - b. In the construction of any improvements on, over, or under such land and the furnishing of services thereon, no person on the grounds of race, color, or national origin shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination,
 - c. Tenant shall use the Subject Property and Tenant's Improvements in compliance with all other requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination, in Federally-assisted programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended.
20. **SUBORDINATION:** This lease shall be subordinate to the provisions of any existing or future agreement between the Landlord and the United States or the State of Wisconsin relative to the operation or maintenance of the airport, the execution of which has been or may be required as a condition precedent to the expenditure of federal or state funds for the development of the airport. Furthermore, this lease may be amended to include provisions required by those agreements with the United States or the State of Wisconsin.
21. **TERMINATION.** In addition to termination of this lease by Landlord for Tenant's failure to make timely rent payments, or noncompliance with any other terms of this lease, the Landlord reserves the right to give a 120-day notice to terminate this lease and remove the Tenant, should another use for the property arise that is substantially-related to the operation of an airport.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the day and year first above written.

APPROVED AS TO FORM:

Harold Wolfgram, City Attorney

TENANT (Marshfield Area Pet Shelter, Inc.)

BY: _____
Karen Rau, President

CITY OF MARSHFIELD, LANDLORD

BY: _____
Chris Meyer, Mayor

ATTEST: _____
Deb M. Hall, City Clerk

ATTEST: _____
Keith Strey, Finance Director

To: Marshfield Common Council
From: Lori Belongia, Library Director
Re: Marshfield Exemption from Wood County Library Tax
June 30, 2015

Marshfield is able to exempt itself from the Wood County Library Tax because the financial support provided to the Marshfield Public Library exceeds the amount that would be due to the county for Library Tax based on assessed value.

Last year the county has requested that a resolution be passed by the Library Board and the Common Council to obtain this exemption. To remain consistent with this request, the attached resolution is what was recommended by Cindy Cepress, the Wood County Clerk. I recommend that you approve this resolution and forward it to the Marshfield Common Council for consideration and action at their next meeting.

Below are the Wisconsin Statutes that apply to this situation.

43.64(2)

(2)

43.64(2)(a)

(a) In this subsection, "library fund" means the funds raised by the city, village, town or school district by tax levy or appropriation under [s. 43.52 \(1\)](#).

43.64(2)(b)

(b) Except as provided in [sub. \(2m\)](#), any city, town, village or school district in a county levying a tax for public library service under [sub. \(1\)](#) shall, upon written application to the county board of the county, be exempted from the tax levy, if the city, town, village or school district making the application levies a tax for public library service and appropriates and expends for a library fund during the year for which the county tax levy is made a sum at least equal to an amount calculated as follows:

43.64(2)(b)1.

1. Divide the amount of tax levied by the county for public library service under [sub. \(1\)](#) in the prior year, less the amount levied for public library capital expenditures, by the equalized valuation of property in that area of the county that was subject to the county property tax levy for public library services in the prior year.

43.64(2)(b)2.

2. Multiply the amount determined under [subd. 1.](#) by the equalized valuation of property in the city, village, town or school district for the current year.

43.64(2m)

(2m) No city, village, town or school district is exempt from the tax levy under [sub. \(2\)](#) for any year if, by September 1 of the year preceding the year for which the tax is levied, the county board determines that the public library of the city, village, town or school district that is a member of the public library system has not complied with standards approved under [s. 43.11 \(3\) \(d\)](#).

43.64(3)

(3) Each city, town, village or school district participating in a joint library under [s. 43.53](#) shall be treated individually in determining its eligibility for tax exemption under [sub. \(2\)](#).

43.64 - ANNOT.

History: 1971 c. [152](#) s. 16; 1977 c. [418](#); 1981 c. [20](#); 1983 a. [27](#); 1985 a. [177](#); 1997 a. [150](#); 2005 a. [226](#).

43.64 - ANNOT.

Facilities necessary to exempt a municipality from the county tax are discussed. 60 Atty. Gen. 389.

Wisconsin Statutes s.43.64 (2)(b)

RESOLUTION 2015-32

WHEREAS, The Wood County Board levies a county library tax.

WHEREAS, Section 43.64(2)(b) of the Wisconsin Statutes provides that such units of government which expend an amount equal to that which would be levied by the County Board for library purposes may apply for exemption for this tax; and

WHEREAS, The City of Marshfield, Wisconsin does levy a library tax in excess of that proposed to be levied by Wood County.

NOW, THEREFORE BE IT RESOLVED that the City of Marshfield hereby requests the Wood County Board that the City of Marshfield be exempted from the payment of any county library tax as provided in Section 43.64(2)(b) inasmuch as it appropriated \$ 1,145,505 and will expend for its own library fund during 2015. This amount is in excess of that proposed to be levied by the County of Wood. Exemption from the payment of said county library tax shall not preclude the City of Marshfield participation in county library service in all other respects.

BE IT FURTHER RESOLVED, that confirmed copies of the Resolution be forwarded by the City Clerk to the Wood County Library Board and to the Wood County Clerk

Passed by the Common Council of the City of Marshfield this __ day of __, 2015.

ADOPTED _____

Chris L. Meyer, Mayor

APPROVED _____

Deb Hall, City Clerk