



CITY OF MARSHFIELD
MEETING NOTICE

**COMMON COUNCIL
CITY OF MARSHFIELD, WISCONSIN
TUESDAY, SEPTEMBER 22, 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 – August 25, 2015 strategic planning meeting
September 8, 2015 Regular Meeting
September 14, 2015 Special Meeting
- G. Staff updates
 - a. Report on status of City's room tax reserves
 - b. Reminder of September 30th special meeting (TID #10)
- H. Mayor's Comments
 - 1. Employee Recognition:
 - a. Dennis Keffer, Police Department, October 2, 1995, 20 years
 - b. Gregory Kieffer, Street Division, October 8, 1990, 25 years
- I. Council Comments

COMMON COUNCIL AGENDA
SEPTEMBER 22, 2015

- J. Election of one person to the Marshfield Utility Commission to serve a 5-year term beginning October 1, 2015 and ending September 30, 2020. Mayor Meyer has received letters of interest from the following persons:

John Maggitti, 300 S. Vine Avenue, Marshfield

Recommended Action: Elect one person to the Marshfield Utility Commission

- K. Election of one person to the Marshfield Utility Commission to serve an unexpired term beginning immediately and ending September 30, 2017. Mayor Meyer has received letters of interest from the following persons:

Alen Johnson, 2100 Adler Road

Recommended Action: None at this time unless the rules are suspended; final action will be set for the October 13, 2015 meeting

- L. Reports from commissions, boards, and committees

- M. Consent Agenda:

1) Meeting minutes/reports

- a. Zoning Board of Appeals (October 14, 2014)
- b. Library Board (July 21, 2015)
- c. Library Board (August 18, 2015)
- d. Committee on Aging (August 26, 2015)
- e. Economic Development Board (September 1, 2015)
- f. Main Street Board of Directors (September 2, 2015)
- g. Utility Commission Special Meeting (September 8, 2015)
- h. Utility Commission (September 14, 2015)
- i. Board of Public Works (September 14, 2015)
 1. Resolution No. 2015-44 supporting Wood County's Request for grant funds for a Clean Sweep in Marshfield in 2016
 2. Resolution No. 2015-45, Absence of Need for sidewalk on the south side of East 29th Street from Hume Avenue to 975 feet east.
- j. Finance, Budget, and Personnel Committee (September 15, 2015)
- k. Plan Commission (September 15, 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 – Marshfield Convention & Visitor's Bureau 2016 budget, including use of proposed 2% increase in room tax. Presented by Matt McLean, Executive Director

Recommended Action: None, for information only

- P. Presentation – Marshfield's Urban Forestry Program. Presented by Justin Casperson, Parks & Recreation Director

Recommended Action: None, for information only

COMMON COUNCIL AGENDA
SEPTEMBER 22, 2015

- Q. Additional discussion on potential changes in fare structure, discontinuing shuttle service to Tomah, and reallocation of service hours for the taxi services. Presented by Keith Strey, Finance Director, and a representative from Running, Inc.

Recommended Action: Discretion of the Council

- R. Request to approve revised Budget Resolution No. 24-2015, transferring \$7,618 with the Protective Service Special Revenue Fund from State Shared Proceeds to Operating Supplies for the purchase of investigative camera equipment, mobile radio, and digital radio encryption card. Presented by Rick Gramza, Police Chief

Recommended Action: Approve revised Budget Resolution No. 24-2015

- S. Request to approve Budget Resolution No. 25-2015 transferring \$6,800 from Law Enforcement budget to Public Safety Capital Outlay Fund GPS Emergency Vehicle Preemptive Lighting project for installation of preemptive lighting equipment on 9 intersections. Presented by Rick Gramza, Police Chief

Recommended Action: Approve Budget Resolution No. 25-2015

- T. Second Reading – Ordinance No. 1308 amending Section 4-38 of the Municipal Code pertaining to Room Tax. Presented by Steve Barg, City Administrator

Recommended Action: Approve Ordinance No. 1308

- U. First Reading – Ordinance No. 1317, Annexation request by Draxler Enterprizes, LLC., including a request for 'LI' Light Industrial and "CMU" Community Mixed Use zoning, related to a Petition for Direct Annexation for lands consisting of 69.129 acres to be detached from the Town of Marshfield and annexed to the City of Marshfield; located east of State Highway "13" and north of Heritage Drive, generally described as: part of Certified Survey Map Number's 164, 165, 2098, 7603, 7631 and all of Certified Survey Map Number 9661 and part of the NW ¼ of the SW ¼ and SW ¼ of the SW ¼ Section 22, Township 25 North, Range 3 East, Town of Marshfield, Wood County, Wisconsin. Presented by Josh Miller, City Planner

Recommended Action: None at this time unless the rules are suspended; final action will be scheduled for the October 13th meeting.

- V. First reading – Ordinance No. 1319 creating new wards due to annexations/attachments to the City of Marshfield. Presented by Deb Hall, City Clerk

Recommended Action: None at this time unless the rules are suspended; final action will be scheduled for the October 13th meeting.

- W. First reading – Ordinance No. 1320 amending Ordinance No.1306 on establishment of the ward for property attached to the City of Marshfield from the Town of Cameron on August 21, 2015. Presented by Deb Hall, City Clerk

Recommended Action: None at this time unless the rules are suspended; final action will be scheduled for the October 13th meeting.

COMMON COUNCIL AGENDA
SEPTEMBER 22, 2015

- X. First reading – Ordinance No. 1318 creating a joint municipal court with the Village of Spencer. Presented by Steve Barg, City Administrator

Recommended Action: None at this time unless the rules are suspended; final action will be scheduled for the October 13th meeting.

- Y. Request to approve contract with Marshfield Area Pet Shelter (MAPS) for accepting and housing impounded cats. Presented by Steve Barg, City Administrator

Recommended Action: Approve the agreement with MAPS

- Z. Request to approve the appointment of Jeremy Lenzo, 409 W. 14th St. to the Cable Committee to fill the unexpired term of Shawn Warren. Presented by Chris Meyer, Mayor

Recommended Action: Approve the appointment

- AA. Request to reappoint the members, listed below, to the Housing Rehab Committee. Presented by Chris Meyer, Mayor

Robert Leshner, 1040 Colonial Street
Tom Henseler, 2807 S. Peach Avenue
Jim Benson, 1410 S. Erickson Avenue

Recommended Action: Approve the appointments

- BB. Items for future agendas

- CC. Adjournment

Posted this day, September 18, 2015 at 4:00 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.

SPECIAL COMMON COUNCIL MEETING MINUTES AUGUST 25, 2015

PRESENT: Buttke, Cummings, Earll, Feirer, Hendler, Reinart, Spiros, Wagner. Feddick arrived at 5:51 p.m.; Jockheck arrived at 5:59 p.m.
ABSENT: None
OTHERS: City Administrator Barg, Mayor Meyer

Mayor Meyer called the meeting to order at 5:32 p.m. in Room 108 of the City Hall Plaza.

The Mayor and Council members reviewed and discussed the categories of financial management and partnerships with others, and identified the following high-level goals in each of these areas:

Financial management

- Referendum for street projects
- Criteria to evaluate funding requests from outside of city government
- Debt management (review and use guidelines)

Partnerships with others

- Communications plan (director?)
- Civic engagement strategies
- Regular interaction (formal and informal) with other levels of government (broad community involvement?)

Barg advised that the next strategic planning session is set for Tuesday, September 22nd at 5:30 p.m. in Room 108 of City Hall. At that time, the Council will review the high-level goals identified in the past few sessions, and consider a possible mission statement that might be appropriate for Marshfield.

With no other business before the Council, Buttke moved and Spiros seconded the motion to adjourn. Motion carried unanimously. Mayor Meyer declared the meeting adjourned at 6:47 p.m.

Respectfully submitted,
Steve Barg, City Administrator

SEPTEMBER 8, 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, Gary Cummings, and Tom Buttke.

EXCUSED: Rich Reinart, Rebecca Spiros and Peter Hendler

The flag was saluted and the pledge given.

No items were added to the agenda.

PUBLIC COMMENT PERIOD

None

CC15-202 Motion by Feirer, second by Cummings to approve the minutes of the Common Council meeting of August 25, 2015.

Motion carried

STAFF UPDATES

Director of Public Knoeck reminded everyone about the Public Works Bus Tour that will be held on Wednesday, September 9, 2015 at 5:30 p.m. leaving behind City Hall.

Street Superintendent Winch explained some of the issues that they had with slag sealing. This year the product was excessively dusty. It was tested and applied. It met the City's specifications so this will be discussed at a future Board of Public Works meeting to see if a different product needs to be used or tighten up the specifications to prevent this from happening again.

MAYOR'S COMMENTS

Employee Recognition

Sam Fox, Police Department

September 21, 2005

10 years

COUNCIL COMMENTS

Alderperson Jockheck announced that the Common Council as well as some city staff will have a booth at the Maple Fallfest. This will give the public an opportunity to speak to the Elected Officials and City Staff.

The election for one person to the Marshfield Utility Commission to serve a 5-year term beginning on October 1, 2015 and ending September 30, 2020 will be held on September 22, 2015. The Mayor announced that he received one letter of interest from John Maggitti of 300 S. Vine Avenue.

REPORTS FROM COMMISSIONS, BOARDS AND COMMITTEES

None

CONSENT AGENDA

CC15-203 Motion by Cummings, second by Jockheck to receive and place on file, approving all recommended actions for the items listed on the consent agenda. Meeting Minutes/Reports:

University Commission of May 21, 2015; Parks, Recreation, and Forestry Committee of June 18, 2015; University Commission Special Meeting of July 16, 2015; Cable TV Committee of July 27, 2015; Community Development Authority of July 30, 2015; Community Development Authority Finance & Strategic Planning Committee of August 18, 2015; Airport Committee of August 20,

2015; Joint Review Board of September 2, 2015 and the Judiciary & License Committee Minutes of September 8, 2015 as read by the Clerk.

Motion carried

No items were removed from the consent agenda.

CC15-204 Motion by Wagner, second by Feirer to approve Resolution No. 2015-43, authorizing the application of a Department of Natural Resources Urban Forestry Grant.

Motion carried

CC15-205 Motion by Feirer, second by Earll to approve Budget Resolution No. 23-2015, transferring funds from additional Zoological Society Donations to the Room Tax Fund, New Bear Exhibit Building Project (\$102,156) and to the General Fund, Zoo Operation & Maintenance Budget (\$17,185). Ayes - 7

Motion carried

Second reading of Ordinance No. 1313, Rezoning Request by Linda Fenske, representing M&M Rentals to change the zoning from “SR-6” Single Family Residential to “TR-6” Two Family Residential located at 511 and 513 South Peach Avenue, parcels 33-01628 and 33-01629, to correct the zoning district, allowing the existing twin house to conform to the Zoning Code.

CC15-206 Motion by Buttke, second by Wagner to approve Ordinance No. 1313. Ayes – 7

Motion carried

Second reading of Ordinance No. 1314, Rezoning Request by Marawood Real Estate 100 LLC to change the zoning from “SR-4” Single Family Residential back to “CMU” Community Mixed Use located at 1308 West McMillan Street, parcel 33-03287CBA, to allow a lot line adjustment with the adjacent property also owned by Marawood.

CC15-207 Motion by Feirer, second by Cummings to approve Ordinance No. 1314. Ayes – 7

Motion carried

Second reading of Ordinance No. 1315, Rezoning Request by Marshfield Clinic to change the zoning from “SR-4” Single Family Residential to “CD” Campus Development located at 1004, 1006, 1010, 1100, 1108, and 1114 North Walnut Avenue, parcels 33-03239A, 33-03239B, 33-03239C, 33-03239D; 33-03241, and 33-03241AA, to allow these properties to be included as part of the Marshfield Clinic Campus and for possible future developments.

CC15-208 Motion by Buttke, second by Wagner to approve Ordinance No. 1315. Ayes – 7

Motion carried

Second reading of Ordinance No. 1316, Municipal Code Amendment Request by the City of Marshfield to amend Chapter 18, General Zoning Ordinance, Sections 18-42 and 18-54, allowing any land use to be either permitted by right or as conditional use if approved as part of a Campus Master Plan or as part of a Conditional Use Permit request in the Campus Development zoning district.

CC15-209 Motion by Buttke, second by Cummings to approve Ordinance No. 1316. Ayes - 7

Motion carried

CC15-210 Motion by Jockheck, second by Buttke to postpone until the September 22, 2015 meeting, action specific to the changes in fare structure and reallocation of hours of service for the shared-ride taxi service within Marshfield.

Motion carried

Finance Director Strey gave an overview of the 2016 budget.

First reading of the appointment of Jeremy Lenzo, 409 W. 14th Street to the Cable TV Committee to fill the unexpired term of Shawn Warren. Final action will be scheduled for September 22, 2015.

First reading of the reappointments of the following members to the Housing Rehab Committee:

1. Robert Leshner, 1040 Colonial Street
2. Tom Henseler, 2807 S. Peach Avenue
3. Jim Benson, 1410 S. Erickson Avenue

Final action will be scheduled for September 22, 2015.

CC15-211 Motion by Feddick, second by Cummings to go into closed session pursuant to Wisconsin Statutes, chapter 19.85(1)(g) conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to be involved.

- Possible litigation over a liquor license issue.

Roll call vote, all ayes. (Time: 8:02 p.m.)

Motion carried

Present in closed session: Alderpersons Feirer, Feddick, Jockheck, Earll, Wagner, Cummings, and Buttke, Mayor Meyer, City Administrator Barg, City Attorney Wolfgram, City Clerk Hall, Finance Director Strey and Police Chief Gramza.

CC15-212 Motion by Feirer, second by Wagner return to open session. Roll call vote, all ayes. (Time: 8:46 p.m.)

Motion carried

CC15-213 Motion by Wagner, second by Buttke to direct staff and legal counsel to notify the Rear End Bar of the City's intention to enforce city ordinances as it pertains to liquor license issuance and provide a 30-day window of opportunity for them to comply with our city ordinances.

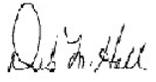
Feddick – Abstained

Motion carried

Future Agenda Items

- Special Council meeting will be held on Monday, September 14th at 6:15 p.m. (or after the Board of Public Works meeting) regarding the library bids.
- Special Strategic Planning meeting will be held on Tuesday, September 22, 2015 at 5:30 p.m.
- Special Council meeting will be held on Wednesday, September 30, 2015 at 5:30 p.m. regarding the creation of TID #10.

There being no further business the Mayor adjourned the meeting at 8:52 p.m.

A handwritten signature in black ink, appearing to read "Deb M. Hall". The signature is written in a cursive style with a large initial "D".

Deb M. Hall
City Clerk

SEPTEMBER 14, 2015

Special meeting of the Common Council was called to order by Mayor Meyer at 6:32 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, Tom Buttke and Peter Hendler

ABSENT: Rebecca Spiros

Joe Dolezal, Boson Company gave a summary of the third round of bids for the Everett Roehl Marshfield Public Library project. The project scope and size was changed to match what the Council approved and the bids came in within the budget. Two bids were received for the 1.28 Asphalt category. The complete bid was from Oium Asphalt but they did not include a bid bond and they did not acknowledge the addendums and American Asphalt only bid Phase 1 (the north parking lot); they did not bid the south parking lot which was Phase 2 on the project although the documents stated both parking lots should be bid. He asked the Council to reject Asphalt 1.28 since we have not received fully responsive bids for that category.

City Administrator Barg pointed out that there are two additional bids that he included in his memorandum of September 11, 2015 that was sent out after the original agenda was sent out that need to be included in the approval of the bids; 1) for furniture with Brothers Business International for \$153,226; and 2) for shelving with Storage Systems for \$127,035.

CC15-214 Motion by Buttke, second by Hendler to reject the asphalt bids, category 1.28. Ayes – 9
Motion carried

CC15-215 Motion by Hendler, second by Feirer to approve the remainder of all other low bids for all other project categories, except bids 1.28 Asphalt and including two additional bids for (1) furniture from Brothers Business International in the amount of \$153,226; and (2) shelving from Storage Systems in the amount of \$127,035. Ayes - 9

Motion carried

Motion by Feirer to adjourn at 6:48 p.m.

Lori A. Panzer
Deputy City Clerk

CITY OF MARSHFIELD
ROOM TAX REPORTING STRUCTURE

SOURCES

100% ROOM TAX FUNDS RECEIVED RECORDED IN CITY **202** SPECIAL REVENUE FUND

USES

CVB RECEIVES 50% OF FIRST 4% & 70% OF THE SECOND 2% RECORDED IN CITY **203** SPECIAL REVENUE FUND

CITY PORTION FOR PARK/ZOO PROJECTS. **202** FUND USED FOR PROJECTS **PRIMARYLY** FUNDED BY CITY ROOM TAX SHARE

CITY PORTION FOR PARK/ZOO PROJECTS. **420** FUND USED FOR PROJECTS **PARTIALLY** FUNDED BY CITY ROOM TAX SHARE

Notes:

1. All room tax funds collected and not used remain in the funds they are allocated to for use as the Common Council approves during the budget process or budget resolution approval process for recommended adjustments.

CITY OF MARSHFIELD
ROOM TAX FUND BALANCE HISTORY

| SPECIAL REVENUE FUND 202 - ROOM TAX | <u>2010</u> | <u>2011</u> | <u>2012</u> | <u>2013</u> | <u>2014</u> | <u>2015 As of 6/30</u> |
|--|---------------------|---------------------|---------------------|---------------------|---------------------|----------------------------|
| Beginning Fund Balance | \$219,364.37 | \$112,908.74 | \$65,285.32 | \$161,808.41 | \$237,138.58 | \$233,559.03 |
| <u>Add:</u> | | | | | | |
| Room Tax Revenue | 267,452.64 | 297,055.23 | 295,326.62 | 307,410.56 | 327,017.63 | 142,541.84 |
| Misc. Revenue | 0.00 | 20,000.00 | 0.00 | 0.00 | 7,321.50 | 0.00 |
| <u>Subtract:</u> | | | | | | |
| Total Expenditures | <u>(373,908.27)</u> | <u>(364,678.65)</u> | <u>(198,803.53)</u> | <u>(232,080.39)</u> | <u>(337,918.68)</u> | <u>(270,681.00)</u> |
| Ending Fund Balance | \$112,908.74 | \$65,285.32 | \$161,808.41 | \$237,138.58 | \$233,559.03 | \$105,419.87 |

| SPECIAL REVENUE FUND 203 - CVB | <u>2010</u> | <u>2011</u> | <u>2012</u> | <u>2013</u> | <u>2014</u> | <u>2015 As of 6/30</u> |
|---------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|----------------------------|
| Beginning Fund Balance | \$166,410.18 | \$188,494.46 | \$225,200.26 | \$272,025.99 | \$312,019.99 | \$333,407.97 |
| <u>Add:</u> | | | | | | |
| Room Tax Revenue from 202 | 151,689.29 | 168,335.54 | 162,861.45 | 178,681.40 | 185,309.56 | 42,587.04 |
| Misc. Revenue | 111,872.07 | 46,731.87 | 57,548.66 | 70,622.57 | 42,631.74 | 36,817.92 |
| <u>Subtract:</u> | | | | | | |
| Total Expenditures | <u>(241,477.08)</u> | <u>(178,361.61)</u> | <u>(173,584.38)</u> | <u>(209,309.97)</u> | <u>(206,553.32)</u> | <u>(174,265.79)</u> |
| Ending Fund Balance | \$188,494.46 | \$225,200.26 | \$272,025.99 | \$312,019.99 | \$333,407.97 | \$238,547.14 |

| CAPITAL PROJECTS FUND 420 - PARKS & REC | <u>2010</u> | <u>2011</u> | <u>2012</u> | <u>2013</u> | <u>2014</u> | <u>2015 As of 6/30</u> |
|--|--------------------|---------------------|---------------------|---------------------|---------------------|----------------------------|
| Beginning Fund Balance | \$42,713.73 | \$74,796.17 | \$133,052.72 | (\$6,016.70) | \$80,099.42 | \$24,112.66 |
| <u>Add:</u> | | | | | | |
| Room Tax Revenue from 202 | 54,729.00 | 120,000.00 | 30,000.00 | 40,000.00 | 50,649.00 | 140,000.00 |
| Misc. Revenue | 25,000.00 | 95,033.00 | 445,000.00 | 166,308.74 | 72,509.34 | 244,892.68 |
| <u>Subtract:</u> | | | | | | |
| Total Expenditures | <u>(47,646.56)</u> | <u>(156,776.45)</u> | <u>(614,069.42)</u> | <u>(120,192.62)</u> | <u>(179,145.10)</u> | <u>(144,467.60)</u> |
| Ending Fund Balance | \$74,796.17 | \$133,052.72 | (\$6,016.70) | \$80,099.42 | \$24,112.66 | \$264,537.74 |

Sources:

1. 2010 through 2014 Audited Financial Statements
2. June 30, 2015 Preliminary (Unaudited) Financial Statements

August 10, 2015

The Honorable Chris Meyer
Mayor of Marshfield

Mayor Meyer,

I am writing you today to convey my interest in continuing to serve on the Marshfield Utility Commission.

Over the last year, I have become immersed in both the operational and policy issues the utility faces. As I am sure you understand this has been a steep learning curve. Now I wish to be afforded the opportunity to leverage what I have learned in helping guide our utility forward.

Marshfield Utilities operates well on a day-to-day level with a strong team of professionals who understand, and are able to execute, the needed decision making involved in providing reliable power and water services to the citizens of Marshfield.

Yet the future holds many challenges.

Our Utility, like other City functions, has for some time been given a greater focused to near-term needs with somewhat less to long-term planning. Constraints of access to capital and a fuzzy-at-best vision of what the Utility will look like in out years have imbued, what I describe as, a looking inward focus at MU.

Communication and coordination with other City departments have been improving yet there still is a great opportunity for improvement. These are policy issues as well as leadership issues. Addressing these requires thoughtful collaboration, informed by an in-depth understanding of what is truly important weighed against what is truly achievable.

Full and robust communication with our ratepayer stakeholders is another area of focus for me. While I recognize there have been marked improvements here, I also note it is not yet a cultural norm at MU. I believe the Commission has a greater role to play here in both encouraging and requiring an ongoing focused and coordinated approach to better public communication.

Many have shared with me they view my participation this last year as that of rate payer advocate. I do not shrink from that label. And while I readily give voice to rate payer concerns about costs and service I also recognize that advocacy includes a willingness to tell hard truths. When it is in the best interest of the rate payer for them to carry a greater burden for ongoing and future high-quality reliable services I will be an equal advocate for that as well.

Commission Chair Mike Eberl has begun a Commission Governance project which will more clearly delineate the roles and responsibilities of both the Commission and the senior leadership of the Utility. This program has great potential to positively impact each of the areas I've note here. I am a strong advocate for this effort and hope to be given the opportunity to be an ongoing contributor in its crafting and implementation.

It has been an honor to serve as a Marshfield Utility Commissioner. It is my hope the elected representatives of the citizens of Marshfield will see fit to allow me to continue in this roll.

Thank you in advance for your consideration,



John Maggitti
300 S. Vine Avenue
Marshfield WI 54449
715.207.1484

September 8, 2015

Mayor Chris Meyer
City of Marshfield
630 South Central Avenue
Marshfield WI 54449

Mr. Mayor:

Please accept this letter as my official submission for interest in serving on the Marshfield Utility Commission.

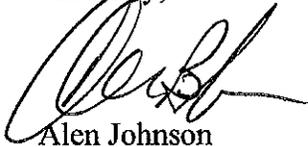
I am a resident of the City of Marshfield, residing at 2100 Adler Road. I am also the owner and operator of a small business in Marshfield located at 411 North Central Avenue, Alen Johnson Agency LLC State Farm Insurance.

My qualifications for serving on this board include more than 30 years of experience working with the general public in both sales and insurance services. In addition, I currently serve on the YMCA Board of Directors, the Elks Lodge, and on various committees at Faith Lutheran Church.

My reasons for wanting to serve on the Marshfield Utility Commission include my desire to be involved in my community, to participate in active roles as a concerned citizen, and to contribute to discussions that may assist the Utility in continuing to provide quality services at low rates to the citizens of Marshfield.

Thank you for your consideration of this request. I look forward to hearing from you. You may contact me at 715-937-2013, or by email at alen@alenjohnson.com

Sincerely,



Alen Johnson

ZONING BOARD OF APPEALS MINUTES OF OCTOBER 14, 2014

Meeting called to order by Chairperson Gerl at 5:00 p.m. in the 1st Floor Conference Room, Suite 108, City Hall Plaza.

PRESENT: Ken Bargender, Ed Gerl, Richard Kenyon, Robert Lewerenz, Dean Markwardt and 1st Alternate Todd Zieglmeier (arrived at 5:27 p.m.)

ALSO PRESENT: City Planner Miller, Zoning Administrator Schroeder, Deputy Clerk Panzer, Scott Riedel, Jeff Gaier (arrived at 5:07 p.m.) and Wanda Pelo (arrived at 5:15 p.m.)

ZB14-019 Motion by Bargender, second by Kenyon to approve the minutes of the August 26, 2014 special meeting as submitted.

Motion carried

Deputy Clerk read the variance request from Scott Riedel, for the property located at 714 South Highland Avenue, zoned "SR-3" Single Family Residential District, for a variance of 6 feet to expand the garage 4 feet towards the south property line at a 1.5 foot setback. Section 18-27(7) requires a minimum side yard setback of 7.5 feet. The existing garage is approximately setback 5.5 feet from the south property line. The Applicant is also requesting a 0 foot pavement setback for the south property line of 714 South Highland Avenue and a 0 foot pavement setback for the north property line of 716 South Highland Avenue to adjoin a portion of the adjacent driveways. Section 18-27(7) requires a minimum pavement setback of 3 feet from the side property line.

Background

Scott Riedel is requesting a 6 foot variance to construct a 4 foot addition to the south side of his garage with a proposed 1.5 foot setback from the south property line, located at 714 South Highland Avenue, zoned "SR-3" Single Family Residential District.

The existing home at 714 South Highland Avenue was constructed in 1939. The existing attached garage is only 10' by 19' or 190 square feet in area. Because of the narrow width of the garage, the lack of space between the garage door and the sidewalls, and the chimney location, this garage has never been able to store a car the way a garage is intended. The applicant is planning to move his elderly mother into the home and he would like her to have the ability to park her vehicle in an enclosed garage and out of the natural elements.

According to Section 18-27 of the Municipal Zoning Code, "SR-3" Single Family Zoning District Restrictions, the minimum lot width is 60 feet, the minimum lot area is 10,000 square feet in area, the minimum side yard setback is 7.5 feet and the minimum pavement setback is 3 feet for driveways that are not shared between two properties. The subject property currently does not meet any of the above zoning restriction. The existing property is 58 feet wide, 8,700 square feet in area, has a side setback to the south of 5.5 feet and has existing concrete within the 3 foot setback.

The neighboring property, the "affected property", located to the south at 716 South Highland Avenue is also zoned "SR-3" Single Family Residential. This property also does not meet the minimum lot width, minimum lot area, minimum side setback for a detached accessory structure, or the minimum pavement setback.

The proposed driveway addition to both properties is being proposed for ease of maintenance. Currently, the two properties have a snow plowing agreement, during heavy snow falls the Applicant will plow the snow of both driveways behind the subject properties home. The small grass area between the Applicant's garage and the neighbor's driveway often does not survive the winter. Both property owners would prefer that area to be paved. Although there is a 0 foot setback requirement for shared driveways,

because the majority of the grass area between the two driveways closer to the street will remain grass, staff is not considering this a “shared driveway.”

City Planner’s statement of facts regarding the variance request:

1. The property is located at 714 South Highland Avenue.
2. The property is zoned “SR-3” Single Family Residential District.
3. The property has 58 feet of frontage along South Highland Avenue and is 8,700 square feet in area (0.200 acres).
4. Section 18-27(7) requires a minimum lot area of 10,000 square feet and a minimum width of 60 feet.
5. The property does not meet minimum lot area or the minimum lot width requirements of the “SR-3” Single Family Residential District.
6. The existing building that was constructed in 1939 is currently setback 5.5 feet from the south property line.
7. Section 18-27(7) requires a minimum building side yard setback of 7.5 feet. The existing structure is currently 2 feet within the required setback.
8. The applicant is requesting a variance to construct a 4 foot addition towards the south property line. This addition would leave the property at a 1.5 foot setback from the south property line.
9. Because the existing structure is already located 2 feet into the required setback, the applicant is requesting a 6 foot variance into the required 7.5 foot setback.
10. Section 18-27(7) requires a minimum side pavement setback of 3 feet or 0 feet for shared driveways in the “SR-3” Single Family Residential District.
11. The remaining area between the proposed garage addition and the existing neighbor’s driveway is proposed to be hard surfaced to allow a wider driveway and ease of maintenance for both properties. So each property would have a 0 foot side setback for their driveway along the Applicant’s garage.
12. The affected neighbor located at 716 South Highland Avenue has written a letter to the City stating they have no objection to the proposed garage addition.
13. The variance request is in harmony with the following planning goals of the Comprehensive plan: compact development patterns, maintain and improve the quality of the City’s housing stock, promote quality architectural, encourage maintenance of residential properties, and require infill development.

Variance Criteria (Section 18-165(6)(a))

(How will the variance not be contrary to the public interest?) *“Although the garage would be closer to the neighbor’s driveway, their driveway is long enough and would not cause visibility issues when pulling onto the street.”*

(Will substantial justice be done by granting the variance?) *“Allowing the expansion of the garage will make the garage useable for today’s standard vehicles.”*

(Is the variance needed so that the spirit of the ordinance is observed?) *“The spirit of the ordinance of a 7.5 foot setback is to allow separation between new structures.”*

(Due to special conditions, will a literal enforcement of the provisions of the zoning ordinance result in unnecessary hardship?) *?) “The existing garage is only 10’ wide making it unusable for storing vehicle. The door itself is even less than that. My truck [let alone a small vehicle] cannot fit in the opening of the garage. Single stall garages are typically 12 feet wide at a minimum and even that would be tight. Also backing out of the garage the existing chimney sticks out into the existing driveway making it even harder to back out of.”*

With a proper fire wall, per the Wisconsin State Statutes, the proposed development should not have any adverse effect on the general public or the neighboring properties. The proposed variance will improve the existing home and allow the resident of the home to use the garage for its intention.

Jeff Gaier arrived at 5:07 p.m.

The current snow removal process for 714 South Highland Avenue and 716 South Highland Avenue was discussed.

Bargender expressed concerns of possible problems with infringing on the neighbor's property when it is time to do maintenance to the garage in the future if the variance is granted.

Riedel explained that he does remodeling for a living and most times if someone is making improvements to their home the neighbors don't mind if someone infringes on their lot line to make those improvements.

Wanda Pelo arrived at 5:15 p.m.

Bargender felt the best solution for both properties would be for the applicant to tear off the attached garage and put up a detached single or double garage right behind where the existing attached garage stands now.

Riedel felt a detached garage would devalue his property. Having to put concrete even further back on his property would be an expense. He explained that most people want to be able to walk from their garage to their house and not have to worry about the elements. He pointed out that he doesn't have a back yard. His property doesn't meet code as far as the size of the yard and he has the smallest yard on that entire block and a half. If he built a detached garage further back on his property, he would basically be looking at a garage and another garage from his concrete slab in his backyard.

Bargender also felt that there would be problems with people banging into the garage when they open their car door if they park in the driveway to the south.

Riedel said he has had three different neighbors and all of them have said that they would allow him to do this if it gets approved, because it will make life easier for them and it will be aesthetically more pleasing. They wouldn't have to deal with mud, because the center piece would be concrete. They even offered to pay to have that all turned into concrete. Before he moved in, his old neighbor would pile the snow up against his garage and the cedar siding on his garage is totally crap now.

Bargender pointed out that there is more of a chance of problems in the future if the garage is moved over and party "A" doesn't get along with party "B". You don't know who is going to move in next door.

Riedel pointed out that if the house next door would go up for sale the buyers would be aware of the garage when they purchased the property.

Riedel mentioned that his mom has a huge house in the country that she will be selling and since he lives in Minneapolis part of the time he would be more than happy to move her into his house, but the biggest problem is how would she park her vehicle? She will be 87 and she doesn't want to have to get out of her vehicle and then walk to the house in snow, ice or whatever. Anyone moving into this neighborhood would be buying for the character of the homes and the quietness of the neighborhood. He doesn't intend on selling his house for a long time.

Riedel pointed out that his house is the lowest house in the entire block and because of that he has water running from the west going into his house and he has water coming from the north and the south. He is the only one that has a sump pump that is running with about a 3 or 4 second break when it is raining.

Markwardt asked if the variance would have to be specific about where the additional pavement would have to stop.

Zoning Administrator Schroeder explained that that would be up to the board as to where you would want it to stop or where you wouldn't want it to stop. If he were to connect those two driveways the entire length of the driveway he wouldn't even need a variance, because we have a 0' setback on shared driveways. The reason this is not being considered as a shared driveway currently is because of that extended grass area.

Replacing the grass area with pavement in the future to create a shared driveway was discussed.

Zoning Administrator Schroeder said if that were to happen there would probably need to be communication between both parties and both parties would need to sign off on that.

Riedel said that this has been discussed, but he is not ready to take on that expense. There is nothing wrong with his driveway as is. The problem being is that he would actually have to grade his driveway down, because he can't come up.

1st Alternate Todd Zieglmeier arrived at 5:27 p.m.

ZB14-020 Motion by Markwardt, second by Kenyon to grant the variance request from Scott Riedel for a 6 foot variance at 714 South Highland Avenue to expand the garage 4 feet towards the south property line at a 1.5 foot setback and also a 0 foot pavement setback for the south property line of 714 South Highland Avenue and a 0 foot pavement setback for the north property line of 716 South Highland Avenue to adjoin a portion of the adjacent driveways.

Findings:

- a. The variance will not be contrary to the public interest.
- b. The garage would be useable. It is not useable today.
- c. The spirit of the ordinance would be observed by granting the variance.

Vote on motion **ZB14-020**; Ayes – 4; Nay – 1 (Bargender)

Motion carried

Deputy Clerk read the variance request from Wanda Pelo, for the property located at 1117 West Onstad Drive, zoned "SR-3" Single Family Residential District, for a 3 foot variance to expand their driveway to a 0 foot side setback along the east property line, east of their garage. Section 18-27(7) requires a minimum pavement setback of 3 feet from the side property line.

Background

David and Wanda Pelo are requesting a 3 foot variance along their east side property line to expand a parking pad to the east of the garage with a zero foot setback, located at 1117 West Onstad Drive, zoned "SR-3" single family residential district.

The existing house is located approximately 8 to 9 feet from the side property line (house is not exactly parallel with the side property line). Section 18-27(7) of the Municipal Zoning Code requires a minimum side pavement setback of 3 feet. If the proposed parking pad was constructed to meet the requirements of

the Zoning Code, the pad would only be 5 to 6 feet wide. The average parking stall within the City of Marshfield is 9 feet wide.

Because of the grading issues between the subject property and the neighboring property to the east (1113 West Onstad Drive) the applicants will also be installing a retaining wall at the property line. The affected neighbors have submitted a letter stating they do not have any objections to the neighbor installing a parking pad and retaining wall at the adjoining property lines provided that the Pelo's (and all future property owners) bear responsibility for the maintenance of the retaining wall.

City Planner's statement of facts regarding the variance request:

1. The property is located at 1117 West Onstad Drive.
2. The property is zoned "SR-3" Single Family Residential District.
3. The property has 100 feet of frontage along West Onstad Drive and is 13,000 square feet in area (0.298 acres).
4. The property meets the minimum lot size and width requirements of the "SR-3" Single Family Residential District.
5. Section 18-27(7) requires a minimum side pavement setback of 3 feet in the "SR-3" Single Family Residential District.
6. The Applicant is proposing a concrete parking pad and a retaining wall along the east side of the garage.
7. The proposed setback is 0 feet which requires a 3 foot variance.
8. The affected neighbors located at 1113 West Onstad Drive have written a letter to the City stating they have no objection to the proposed parking pad and retaining wall.
9. The variance requests is in harmony with the following planning goals of the Comprehensive plan: promote design that is both functional and attractive, compact development patterns, maintain and improve the quality of the City's housing stock, and require infill development.

Variance Criteria (Section 18-165(6)(a))

(How will the variance not be contrary to the public interest?) *"In my judgment, the public will not be affected by this variance."*

(Will substantial justice be done by granting the variance?) *By granting the variance "I will be able to use that portion of my property to park another vehicle, which will allow greater ease in accessing and utilizing my garage."*

(Is the variance needed so that the spirit of the ordinance is observed?) *"In my estimations, yes, so that I can legally construct a parking pad on my property."*

(Due to special conditions, will a literal enforcement of the provisions of the zoning ordinance result in unnecessary hardship?) *"In my estimation, yes it will because it will leave me only about 8 feet from the edge of my garage, which will make parking a vehicle on it more difficult and will also hinder snow removal."*

Although the proposal is a questionable hardship, the Applicant's request is just a small parking pad, which will not adversely affect the general public, and the affected property has submitted a letter stating that they are in favor of the City granting the variance, and the primary objective of the 3 foot setback is to allow for snow removal but there is plenty of room to remove the snow to the north (rear) of the property.

Gerl asked if it would be feasible to put something different than concrete there.

City Planner Miller said that wasn't his expertise. This is a pretty minimal space. It is not a huge concrete garage. He explained that the retaining wall would actually face the other way than what you would think of a retaining wall for a property. In this case, the retaining wall will be facing their property, but it is going to be her retaining wall. It is a unique situation.

Zoning Administrator Schroeder pointed out that there isn't a setback requirement for a retaining wall. The only setback requirement is for the pad, so you could already have a retaining wall at a 0' setback.

Markwardt asked if a variance would be required if they were able to improve that space somehow without pouring a concrete pad.

Zoning Administrator Schroeder said a parking pad is needed to park a car in one's front yard and it needs to be hard surfaced. It can't be gravel, because we don't allow any new gravel expansion of any driveway. It would have to be some type of hard surface, such as concrete, asphalt, or brick pavers.

Kenyon compared this variance request to the previous variance request and he felt the previous one was a true hardship. The applicant had an unusable space. This variance request is more of a want than a need.

Lewerenz said he lived with this type of situation when he had kids growing up and it's worse than just would be nice.

Pelo explained that many of the homes in her neighborhood have a three car garage and they wanted to look more like them. This was actually her neighbor's idea and that is why she is here.

Bargender pointed out that a variance is not guaranteed just because someone pays the \$250.00. There is criteria and we have to follow it as close as we can. This is more a want than a need. There are neighbors in your area that have parking pads, but they are not that close to the lot line. He explained that he has the same situation at his home and you work it out. He believes needs and wants are different.

ZB14-021 Motion by Bargender, second by Kenyon to deny the variance request from Wanda Pelo for a 3 foot variance at 1117 West Onstad Drive to expand their driveway to a 0' side setback along the east property line, east of their garage.

Findings

a. This is not a necessary hardship. The applicant has a nice two car garage, a beautiful driveway, a nice home and a beautiful neighborhood.

Vote on motion **ZB14-021**; Ayes – 2 (Bargender and Kenyon); Nays – 2 (Lewerenz and Markwardt); Abstain – 1 (Gerl)

Motion failed

ZB14-022 Motion by Lewerenz, second by Markwardt to grant the variance request from Wanda Pelo for a 3 foot variance at 1117 West Onstad Drive to expand their driveway to a 0' side setback along the east property line, east of their garage.

Findings

We are not here to keep people from building reasonable things in the City of Marshfield. If it causes the neighborhood no harm to the public, if it is a reasonable thing to do, it is good for the family, and there is a use and a need there is no reason to deny the variance to allow a parking pad.

Vote on motion **ZB14-022**; Ayes – 2 (Lewerenz and Markwardt); Nays – 2 (Bargender and Kenyon); Abstain – 1 (Gerl)

Motion failed

City Planner Miller said we can't compel anyone to vote.

Markwardt asked Chairperson Gerl to declare his reason for abstaining.

Gerl said the reason he abstained is because he could see that there is no hardship to this property, but he could also see the reason why the applicant needs it.

Kenyon said he could see both reasons and could have abstained as well on both.

Pelo said she didn't think this was unreasonable. The only reason she is here is because her neighbors encouraged her to do this. She explained that another reason was because of the other 3 car garages around them and they wanted to offer a third spot so they could be comparable to their neighbors. This is not a disservice to anybody in the public. In fact the only thing that is here from our neighborhood is support and love.

City Planner Miller said whenever you make a negative motion; it throws a wrench into things. When you make a negative motion to deny something, it is always a challenge, because if you vote down the denial then what? Is it an automatic approval? And that is something we will have to run by our City Attorney. The second vote may not be needed and the variance may be granted based on how the motion was originally framed. This is unique. We are not Roberts Rules experts. We will have to do some research and find out. We will inform the board of the findings and we may possibly have to reconvene.

Chairperson Gerl recommended that City Planner Miller take this matter to the City Clerk and/or City Attorney and then follow up on the findings with the board members.

City Planner Miller explained his memorandum regarding the use of temporary cranes. With the rewriting of our zoning code we changed a lot of things; some intentionally and some unintentionally. When we went through the code, we gutted a lot of things, we had changed definitions. Anytime you do something of that magnitude you are going to have references and citations of different sections of code that refer back to other things that you have now changed. We are still going through the code and occasionally have code amendments that go to the Plan Commission. As we are working through the code, we are learning of things that need to be tweaked and changed. One of the things that we learned after the last meeting in August is the definition of structure had now been changed to address other things. We met with the Plan Commission and we talked about specific things like temporary sheds and things like that that we didn't want to see classified as structures, so we classified them as their own category. So we took the temporary affordable aspect of the structure out of the definition and put it into its own land use category while what that ended up affecting in the airport criteria was it doesn't allow a structure into the height limitation zoning overlay. When you look at the definition of structure it is only a permanent object and so a crane would not be considered a permanent object when used for construction. So over the past year and a half or so we have been requesting variances for cranes and according to our City Attorney he felt that while he understood the reason why and didn't fault us for it, he said that if we were to deny a variance based on that criteria we would not be able to enforce it in the court of law. So essentially the stance with him and the Council was that moving forward unless the code

gets changed and made clearer, some of the ambiguities cleaned up we are not going to require a variance for cranes.

Prior to 2009 there were no variances for cranes. There is no record of a variance ever being requested for a crane in our records, so we didn't have them. He explained why this changed. When he came on board he read everything because he didn't want to miss things and when Miron Construction was putting up the FHC building by the Clinic they had a tall crane and it was brought to his attention that we have a height limitation zoning overlay district, so he looked into that and according to the definition and according to the requirements of that section a crane fit under that definition. At the time, City Attorney John Hutchinson said he didn't see any other way around this, and we should require a crane to get a variance. At that time, Dean Markwardt had pointed out an email that we had come back to staff asking the Zoning Board and the Airport Committee if we needed to go through this process because we never did this before. Both the Zoning Board and Airport Committee felt that a variance should be in place. We never took it any further.

If a crane operator is within 3 miles of an airport they are supposed to submit notice criteria to the FAA. If that comes back that they are required to file with the FA, then they are supposed to follow the rules and procedures laid out by the FAA. The FAA is responsible for enforcing that and addressing that. Previously the City took on that role. In reality the FAA kind of governs that. For most cases they are required to notify the Airport Manager when the crane is in use and when the crane comes down. They have to give three days prior notice to the Airport for when the crane is in use. Does that happen every single time? Probably not, so there are potential gaps in the system as it is laid out right now.

City Planner Miller also explained the pros and cons of having the variance in place.

1. It gives us extra communication in place in the law that the Airport Committee has a review.
2. The Bureau of Aeronautics also has to sign off on it.
3. There is communication and enforcement level. The challenge to that is that it can add up to 30 days or more to the review process for a crane to be on site for construction.
4. It does give the Airport an opportunity to put some conditions on the cranes.

The Airport Committee would like to be kept in the loop; some trigger or mechanism for them to review these and have some say, whether that is approval or just notification.

City Planner Miller asked for feedback from the Zoning Board and said staff will ask the same of the Plan Commission next week.

Wausau is the only surrounding area that has a variance process in place for cranes. Three of the four communities that we talked to didn't require a formal process for cranes.

Discussion was held.

Bargender feels there should be some criteria in place for cranes. He plans on going to the October 21st Plan Commission meeting.

Bargender and Markwardt feel there should be rules in place.

Kenyon suggested having a fast track process and a fielded process. The way that you go about this is you talk to the Airport Manager first. If the Airport Manager has no objection, there is no 30 day period, and you go ahead. If the Airport Manager objects, there will be a 30 day delay and they will have to go to the Zoning Board of Appeals.

Jeff Gaier believes it is an obstruction whether it is temporary or permanent and somehow or another the Airport needs to be notified.

City Planner Miller believes the process should go through the Airport, because they are the experts. It would be nice to put the decision in the Airport Manager's or the Airport Committee's hands ultimately. If the Airport denies it and the City wants it there needs to be an appeals process.

Zieglmeier reminded the board that they have to be prepared to table things if they need more information.

City Planner Miller said that one of the things the Economic Development Board has been working on with staff is looking for more specific timelines for developing land use permits, conditional uses, variances, rezonings and then having specific deadlines. Right now, for a rezoning, we have a certain timeline to have a public hearing and get that process started, but there is no end date, and so we get the can kicked back and forth sometimes between bodies and a decision is often just kind of kicked down the road. In order to avoid that, we would like to have a set date of whether it is 60 or 90 days to give us a little more latitude to come back to a regular meeting but to still have a final timeline. He doesn't believe there is one for the variances, so as long as we have the public hearing in 30 days of the application and that is our job to make sure that happens you can table an item asking for further information.

The process for tabling a variance was discussed.

Chairperson Gerl apologized for the way the previous meeting was handled and the aftermath of that meeting. He felt things got out of line.

Lewerenz suggested writing the code so that if you were given a variance to build a building, because it was too tall it would either be to write the application to include the crane or we would automatically include the crane, because it makes sense and because we should be dealing with them together. If somebody bought a 500' crane to build a 200' building that doesn't make sense. Cranes cost money and they cost a great deal per hour and they cost a great deal more per hour for a huge crane than for an average crane. If the city were more involved in planning and wanted to make it work they would look at them together and deal with them together.

Markwardt said this is the only crane variance request that we had that involved building a structure that also violated the air space. It goes back to having stringent very specific information in place for people who use cranes. That these are the requirements whether it is lighting, or flagging or taking it down at night.

Bargender believes there should be set criteria that they have to follow.

City Planner Miller said the challenge in doing that is the FAA has different requirements for different locations and different heights of cranes in proximity of the Airport, so we couldn't just give a blanket crane down at night, and flag lighted, because it may not be required by the FAA.

City Planner Miller said the best would be that they file, they work with the FAA and work with the Airport Manager. The main thing is that the Airport Manager, because they are local. They can get those NOTAMS out if they are concerned about the height. The FAA, they take 45 days to review and that is a challenge sometimes.

Zieglmeier said they should follow the FAA rules and the most important thing is that the Airport Manager is really responsible for the air space. He knows best about what is going on. As far as the emergency medical services and stuff as well there is communications to the Airport Manager and if there is something major the Airport Manager is going to watch out for anything coming into the area. That is the easiest approach to this all.

City Planner Miller said they come in sometimes a day before and then it is too late. Once we figure out a process, we will proactively send notification to the heavy users like the hospital and then to Nikolay and Maurer, the different construction companies that use those cranes. It is not going to be a heavy handed permit; it will just be simple rules they will need to follow to use the crane. Our concern is safety and then aviation traffic, being able to operate the airport.

Motion by Kenyon, second by Lewerenz to adjourn at 6:42 p.m.

Motion carried

Lori A. Panzer
Deputy City Clerk

MARSHFIELD PUBLIC LIBRARY
BOARD MEETING
211 E. Second Avenue, Marshfield, WI 54449
July 21, 2015
7:00 a.m.

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

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

Also present: Kathy Baker, Amanda Duer

Absent: Don Schnitzler

Citizen's comments, correspondence and announcements: Announcements: Open mic night has been a big hit and will continue to happen, scrabble tournament is coming up on July 27, 2015, and on July 31, 2015 there will be a Ground Breaking Ceremony at the Library.

Changes or additions to the agenda: Addition of committee assignments. Ruth Voss will be on the finance committee and Kim Vrana will be on the building committee.

LB15-41 Minutes of the Library Board Meeting: Motion by Vrana, second by Voss to approve and place on file the minutes of the June 16, 2015 Library Board Meeting. All ayes. Motion carried.

LB15-42 Director's Report: Motion by Keogh, second by Cummings to receive and place on file the June 2015 Director's Report. All ayes. Motion carried.

LB15-43 2nd June and 1st July Vendor List: Motion by Voss, second by Ruppel to approve Vendor Lists. All ayes. Motion carried.

LB15-44 June 2015 Financial Control Report: Motion by Hartl, second by Voss to receive and place on file the May 2015 Financial Control Report. All ayes. Motion carried.

LB15-45 Business

2016 Library Budget: Motion by Ruppel, second by Vrana to approve the 2016 Budget. All ayes. Motion carried.

Library & Community Center Project: Belongia updated the board on the project. Belongia mentioned that the ground breaking ceremony will take place on July 31, 2015. Belongia informed the board that there are a couple of fundraising events coming up. There is the Fund a Foot Campaign, a hot dog sale at Hub City Days on July 25th, and a Brat Sale on August 9th at Festival Foods in August. Belongia updated the board on the square footage issue with the project and the ways that are being looked at to fix it. The Senior Center will be coming down soon.

Closing during the Ground Breaking: Motion by Ampe, second by Voss to close the Library during the Ground Breaking ceremony. All ayes. Motion carried.

LB15-46

Minutes of other organizations: Motion by Keogh, second by Ampe, to accept and place on file the minutes of the May 19, 2015 FOMPL Board, the May 19, 2015 FOMPL Annual Board, the June 25, 2015 SCLS Board of Trustees, and the July 14, 2015 Marshfield Public Library Finance Committee Meeting. All ayes. Motion carried.

Adjournment: Seeing no other business to come before the board, Swenson adjourned the meeting at 7:44 a.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Mary Hartl".

Mary Hartl
Secretary

MARSHFIELD PUBLIC LIBRARY
BOARD MEETING
211 E. Second Avenue, Marshfield, WI 54449
August 18, 2015
7:00 a.m.

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

Present: Joanne Ampe, Gary Cummings, Mary Hartl, Kris Keogh, Xin Ruppel, Ruth Voss, Pat Saucerman, Don Schnitzler (joined at 7:07 a.m.) Jean Swenson, Kim Vrana, and Library Director Lori Belongia.

Also present: Kathy Baker, Amanda Duer, Bethany Pierson

Citizen's comments, correspondence and announcements: Kim Baltus, a former Library Board member, sent a donation and note congratulation the Library on the groundbreaking for the new Library. A thank you note from Arnie and Debra Heinrich for help with Genealogy. Announcements: Bethany Pierson, the new Program and Volunteer Coordinator for the Library introduced herself to the board.

Changes or additions to the agenda: None.

LB15-47 Minutes of the Library Board Meeting: Motion by Cummings, second by Voss to approve and place on file the minutes of the July 21, 2015 Library Board Meeting. All ayes. Motion carried.

LB15-48 Director's Report: Motion by Vrana, second by Saucerman to receive and place on file the July 2015 Director's Report. All ayes. Motion carried.

LB15-49 2nd July and 1st August Vendor List: Motion by Voss, second by Ruppel to approve Vendor Lists. All ayes. Motion carried.

LB15-50 July 2015 Financial Control Report: Motion by Hartl, second by Voss to receive and place on file the July 2015 Financial Control Report. All ayes. Motion carried.

LB15-51 Business

Library & Community Center Project: Belongia updated the board on the project. Belongia mentioned that the Library Foundation has donated 100,000 to the Library Project to support furniture purchases for the new Library. The Ground breaking ceremony went well and pictures are up online. The square footage adjustments are done and the layouts are essentially the same. Work to remove the Senior Center will begin on August 18, 2015. A Smart TV was purchased for donor recognition in the Library.

LB15-52 Minutes of other organizations: Motion by Saucerman, second by Schnitzler, to accept and place on file the minutes of the May 6, 2015 Marshfield Public Library Foundation, and the July 23, 2015 SCLS Board of Trustees. All ayes. Motion carried.

Adjournment: Seeing no other business to come before the board, Swenson adjourned the meeting at 7:28 a.m.

Respectfully submitted,



Mary Hartl
Secretary

**City of Marshfield Committee on Aging
7th Floor Conference Room, City Hall Plaza
Meeting Minutes – August 26, 2015**

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

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

ABSENT: Dave Marsh

OTHERS: Kelly Cassidy, Celena Wanca-Netzow, Doug Seubert, Judy Carlson

Motion by Doty, second by Huebner-Leu to approve the minutes of the August 5, 2015 meeting with the correction that Huebner-Leu was not at the meeting.

Motion Carried

CITIZEN'S COMMENTS: Doug Seubert spoke to the committee regarding Marshfield Area Purple Angels whose mission is to provide education and raise awareness regarding Alzheimer's disease, dementia, home care, and end of life issues, and to support individuals with dementia and their families through education, individual, and community-based projects and programs. Doug will speak to the committee in November.

AGING AND DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN

UPDATE: Jennifer was unable to attend the meeting, Mike Feirer updated the committee.

WOOD COUNTY TRANSPORTATION UPDATE: No update

FORUM 55+: Judy Carlson updated the committee

LIBRARY & COMMUNITY CENTER PROJECT UPDATE: Senior Center has been taken down. Bids will be opened soon. Library foundation donated \$100,000. They have raised \$4.8 million so far

TAXI UPDATE: The Common Council has approved their contract for the 2016 year. Looking at some changes in fare structure.

HEALTH FAIR UPDATE: The following was discussed:

- Mike Feirer will set up a date for Insight
- Patty gave Kelly the updated church e-mail list
- Kelly will contact transportation
- Becky will talk to Police Auxiliary
- Patty will take bussing information to Senior Housing
- Jackie Zoellner will speak. Title is "Is Fresh Best"
- Patty will not be at the health fair
- There will be a post card drawing, Kelly should add a sentence on the postcards that says "bring postcard for special drawing"
- Dave will bring 2 speaker systems – one from ADRC and one from MACCI

Tom Buttke will line up coffee
Celena will bring glasses container and balloons

UNFINISHED BUSINESS: None

NEW BUSINESS: None

FUTURE MEETING DATE: The next meeting will be held on Thursday, September 17th at City Hall.

Motion by Ruder, 2nd by Doty to adjourn at 10:41 a.m.

Respectfully submitted,
Amy Krogman
Administrative Assistant III

Economic Development Board meeting September 1, 2015

Present: Buttker, Dickrell, Sennholz, Staab (arrived at 2:57), Trussoni, Wagner,
Michalski
Absent: Meissner
Others: Angell, Barg, Eloranta, Olson, Krogman

Sennholz called the meeting to order at 2:30 p.m. in Room 108 of the City Hall Plaza.

Approve minutes (3 sets)

Motion by Buttker, second by Trussoni to approve the following minutes

- a. August 4th, Regular Meeting
- b. August 12th, EDC Subcommittee Meeting
- c. August 25th 200 Block Subcommittee Meeting

Motion Carried

Citizen comments

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

Conflicts of interest

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

Quarterly update – Angie Eloranta, Main Street Marshfield Executive Director

Angie updated the committee on her business retention visits with the BID district, business consultations, business recruitment/community visits, promotional handouts, coffee with Main Street and Quarterly education functions, and their special events.

St. Vincent DePaul Request For Façade Improvement

Kathy Diercks gave an overview of the work that will be done on the program. This will be discussed in closed session

2016 Budget Adjustment

Motion by Wagner, second by Michalski to add \$1,500 to the Flower Power budget.

Motion Carried

2015-2016 EDB Priorities

Housing – Angell working on getting updates back to the boards who had agreed to partner with us. He has been to the CEED committee and Executive Committee to let them know the project is being put on hold. There are additional programs that could be considered. Perhaps a program that had some funding for all homes being built. This will be brought forward this fall.

EDC- Barg updated the committee on the Economic Development Corporation Meeting is set up on September with Jim Sheriff who has an expert for setting up financial corporation. He will give suggestions as to how this will work.

200 Block – Angell updated the committee on the 200 Bloc Redevelopment. Randy Lueth was at the meeting to discuss some of the projects that he has worked on in the past. He worked on the 2nd Street project. Developer who was interested does not feel the tenant is willing to move forward. If the tenant does want to continue there are other properties in the downtown area.

Motion by Buttke, second by Dickrell to fund the contractual services provided by Randy Lueth for redevelopment and direct staff to move forward to execute the contract.

Motion Carried

2nd Street – Dickrell updated the committee regarding the 2nd Street Development. Committee has ideas such as hotel, relocated the City Garage, and moving the pool to that area. There needs to be a conceptual plan consideration should be given to hiring a consultant.

Recreational Activities – trying to get all groups together to discuss this.

Closed Session

Motion by Buttke, second by Dickrell second by to adjourn to closed session under Wisconsin Statutes 19.81(1)(e), “Deliberating or negotiating the purchasing of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reason require a closed session: The purpose of the closed session is to consider the possible financial investment in a façade improvement projects. Roll Call vote, all ayes (time 3:32 p.m.) **Motion carried**

Present in closed session; Trussoni, Dickrell, Staab, Eloranta, Olson, Barg, Michalski, Buttke, Krogman, Wagner, Sennholz, and Angell

Motin by Wagner, second by Dickrell to go into open session. Roll call vote, all ayes, (Time 3:41 p.m.) **Motion carried**

Motion by Wagner, second by Dickrell to regretfully deny the request of St. Vincent de Paul for façade improvement matching grant funds due to the lack of funding available. **Motion carried**

Next meeting date:

October 1st at 3:00 p.m.

Motion by Buttke, second by Dickrell to adjourn at 3:43 p.m.

**Main Street Board of Directors Meeting
Wednesday, September 2, 2015
Main Street Office**

Present: Lois TeStrake, Tom Henseler, CW Mitten, Scott Koran, Cindy Cole, Kelly Korth, Jenna Hanson, Scott Larson, Ryan Baer

Excused: Mike Eberl, Nick Arnoldy, Tony Abney, Josh Kilty

Not Present:

Ex-Officio Present: Rich Reinart

Staff Present: Angela Eloranta, Executive Director

Other Present: Diane Gilbertson, Reflexology

President Lois TeStrake called the meeting to order at 7:35am

Diane Gilbertson gave presentation on her business, Reflexology.
Handouts, Business open 2011, Appt. only
Needs ideas for marketing; has Facebook, google, You mag.
Run specials- suggestions given by board

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

1st. Cindy Cole

2nd Scott Koran

6. City Staff Updates - Rich:

Double fencing mtg. cancelled; might not need; ordinance changed – says “may need”
Re-bid library – trying to cut 1.2 million
Angie gave update on Maple Ave., likely will be finished in October. 200 Block – still debate on redevelopment. 3 concepts being drawn up for greenspace.

- 1) More parking; 2) max green space; 3) combo

7. MACCI Updates- September 3, 2015 – Ribbon Cutting 4pm Di Lucas; Sept. 9- MAHRA Social 4-6pm Nutz Deep II; Sept. 11, 52nd Annual Wisconsin Fur Trappers State Rendezvous Central WI State Fairgrounds; Sept 16- Leadership Marshfield Retreat Holiday Inn; Sept. 17- Leader Marshfield Retreat Holiday Inn; Sept. 19- 23rd Maple Fall Fest Wildwood Park and Zoo; “Lift Up the Arts” Maple Fall Fest After Party 7 pm Chestnut Center for the Arts; 2nd Annual “Light up the Night Glow Walk 8pm Pick ‘N Save Parking Lot; Sept. 20 – 23rd Annual Maple Fall Fest Wildwood Park and Zoo; Marshfield Cranberry Bike Tour 7am UW Marshfield Fine Arts Building; Sept. 24- MYP Social 6pm Wildwood Pavilion; Sept. 28- Ribbon Cutting 1:30pm Figi’s New Call Center; Sept. 30 – Business After 5 Marshfield Utilities

8. Treasurers Report: No new changes known, Josh Kilty was absent.

9. Executive Director’s Report:

Business Updates:

Back Porch Living new ownership

Jennifers moved into Back Porch

Prospective nail salon to move into Jennifers

Magic Moments still looking for new owner – will leave Oct/Nov.

Cranberry Creek, Amber Waves Farm, Traditions on Chestnut reopening

Retention visits – issues, hiring, side street businesses feeling left out
Some Businesses are growing, expanding
Stevens Point recruiting, showed open business spaces, looked at “The Market” with various vendors.
Sept 24 & 25 Angie at training
Sept. 30- Public Arts & Under Ut. Spaces
Oct 22nd WI. Downtown Action Summit WI. Rapids training – board members can go if interested
Property Owners Meeting Aug 14
Discussed tenant parking, Facade program, Next meeting in November.
Business and Bagels – Sept. 9-
Marketing & Promotions- will do bi-monthly
Coupons circulating – shared marketing and customers (buy at 1 business get coupon for other like business)
EDB Up’ed Flower Power Money
Mill Creek Gardens – fall planting- wants to take this on. Mums get businesses to sponsor, he will take care of sponsorship, watering, etc.

10. Committee Reports-

- **Promotion Committee Updates-**
 - See Committee Notes
- **Organization Committee Updates-**
 - See Committee Notes
- **Design Committee Updates-**
 - See Committee Notes
- **ER Committee Updates-**
 - See Committee Notes

11. Old Business-

12. New Business-

Election of Officers:

Cindy & Kelly for another term each
Tom nominates, CW seconds

President – 1yr.

Ryan nominates CW, Tom seconds

Vice President

Cindy nominates Tony, Tom seconds

Secretary

Scott nominates Jenna, Kelly seconds

Treasurer

Kelly will talk to Josh
Josh nominated

One seat open (Mike Eberl)

Brain Hopperdietzel might be interested
Discussed Main Street packing food for weekend bags at United Way

13. Meeting Adjourned at 8:38am

**MARSHFIELD UTILITIES, A MUNICIPAL UTILITY
MARSHFIELD UTILITY COMMISSION
September 8, 2015**

COMMISSION MEETING MINUTES

A special meeting of the Marshfield Utility Commission was called to order by President Mike Eberl at 5:00 pm on September 8, 2015 in the downstairs meeting room of the utility office. Present were Commissioners Mike Eberl, John Maggitti, Harry Borgman and George Holck. Also present were Steve VanderMeer, Bob Trussoni and Melissa Barnes.

- The group discussed topics related to board governance. Follow up discussion will continue at the September regular commission meeting.

UC/15-71 Motion by Holck, seconded by Maggitti, to adjourn. All ayes, motion carried. Meeting adjourned at 8:20 p.m.



John Maggitti, Secretary

**MARSHFIELD UTILITIES, A MUNICIPAL UTILITY
MARSHFIELD UTILITY COMMISSION
SEPTEMBER 14, 2015**

COMMISSION MEETING MINUTES

A regular meeting of the Marshfield Utility Commission was called to order by President Mike Eberl at 4:00 pm on September 14, 2015 in the downstairs meeting room of the utility office. Present were Commissioners Mike Eberl, John Maggitti, Harry Borgman, and George Holck. Also present were Alderperson Gordon Earll, Attorney John Adam Kruse, Jason Angell, Mayor Chris Meyer and Utility staff. Absent was Alderperson Peter Hendler.

- During public comments, Diane Wolf spoke on behalf of the Hardacre Park donation request and explained further what the funding would go toward.
- During commissioner, council and staff comments, Bob Trussoni stated the interview process has begun for the MEUW Executive Director position. Dave Wasserburger introduced a new water department employee Travis Karl. Melissa Barnes shared that the Utility will be hosting the September MACCI Business After 5 event.
- Derrek Caflisch was presented with an award for fifteen years of service.
- Jason Angell presented updated information on the city subdivision project. Mayor Meyer shared an alternative need for the library project and asked for consideration of a contribution.
- The General Manager discussed the Hardacre park mural sponsorship request.

UC/15-72 Motion by Maggitti, seconded by Borgman, to approve a onetime sponsorship of \$5000 for the Hardacre park. Aye: Borman, Maggitti, Holck; Nay: Eberl, motion carried.

- President Eberl requested each Commissioner submit their priority list from the board governance meeting.

UC/15-73 Motion by Borgman, seconded by Maggitti, to approve payroll for August in the amount of \$143,277.75 and general bills for August in the amount of \$3,618,503.91. All ayes, motion carried.

July 2015 Financial Statement Notes

Electric Utility

- Net loss was \$98 thousand for the month, with a net income of \$739 thousand year-to-date.
- Net operating loss was \$103 thousand for the month, compared to budgeted net operating income of \$237 thousand. Year-to-date net operating income was \$1.4 million, compared to budgeted net operating income of \$1.5 million.
- After adjusting for the PCAC timing, the net operating income for the month was \$155 thousand.
- Operating expenses for the month included \$19 thousand for stray voltage testing at two farms.
- July consumption was down 2.70% from July 2014. Year-to-date consumption was down 1.18%. Year-to-date energy losses were 2.71%, compared to prior year losses of 1.74%.

Water Utility

- Net income was \$44 thousand for the month, with a net income of \$426 thousand year-to-date.
- Net operating income was \$73 thousand for the month, compared to budgeted net operating income of \$80 thousand. Year-to-date net operating income was \$627 thousand, compared to budgeted net operating income of \$373 thousand.
- July consumption was down 1.17% from July 2014. Year-to-date consumption was up 3.62% from the prior year. Year-to-date water losses were 15.91%, compared to prior year losses of 15.88%.

Communication Utility

- Net income was \$15,005 for the month, compared to budgeted net income of \$13,806. Year-to-date net income was \$127,783, compared to budget net income of \$117,996.

UC/15-74 Motion by Holck, seconded by Borgman, to dispense with reading the minutes of the two previous meetings and accept them both as submitted. All ayes, motion carried.

- The Department Managers reviewed noteworthy projects including:
 - Electric noted an overloaded meter socket which was caught during an AMI meter change out and explained advantages of AMI technology.
 - Water has started the aeration tower removal process.
 - Technical Services pointed out a link in the department report to an EPA webinar.
- The Electric, Gas & Communications Manager presented information on substation inspections.

UC/15-75 Motion by Holck, seconded by Borgman, to adjourn. All ayes, motion carried. Meeting adjourned at 4:25 p.m.



John Maggitti, Secretary

Department: Office
Manager: Kent S. Mueller
Month: August 2015

- Work has begun on the O&M Budgets. Patti Sternitzky coordinates the budget development process and has provided department managers with a timeline and initial budget planning documents. The first review of the O&M Budget is planned for the November Commission meeting.
- Key dates have been set for placement of unpaid water/sewer arrears on the property taxes for this fall. Notices will be mailed to customers on October 15th, and penalties will be applied to unpaid amounts on November 2nd. On November 16th, any unpaid arrears and penalties will be written off from the customers' accounts, and given to the City Clerk. These will be added to the property owners' 2015 property taxes.
- There were 77 customers disconnected in August due to non-payment. For the summer months of June, July, and August, 190 customers were disconnected, compared to 211 for the same months in 2014. The number of deferred payment agreements written in June, July, and August was 427, compared to 374 for the same months in 2014.
- Moody's gave the rating of Aa3 for the 2015 water revenue bonds, which is the same rating as our other water revenue bonds. The sale of the 2015 water revenue bonds was on August 25th. There were 4 bidders, and Piper Jaffray had the lowest true interest cost at 2.8994%. The amount of the bonds was adjusted down to \$3,180,000 from \$3,230,000. A premium of \$108,666 was paid over and above the amount of the bonds. The interest rates on the bonds are 3% through 2030, then increases yearly by .10% through 2034.
- New water rates went into effect on July 1st. Since we don't prorate our bills for rate changes, we can only bill the new rates when the beginning read date is after the effective date. Therefore, we billed the new rates to customers on their August bills. The Simplified Rate Case resulted in an increase of 3% on the public fire protection charge, the general service customer charge, and all volume charges.
- Each August, the monthly rent payment from AT&T for the lease of space on the Grant Park Water Tower increases 4 percent. We will receive rent of \$2,249.73 per month for the next year.
- Effective August 24th, portions of the Town of Cameron were annexed into the City of Marshfield. With annexations, we need to set up the new street address and change the revenue code from rural to city. In addition, we need to reclassify the electric distribution system costs for the annexed area from the Town of Cameron to the City, so that the Payment in Lieu of Taxes (PILOT) will be calculated properly and include our assets in this annexed area.

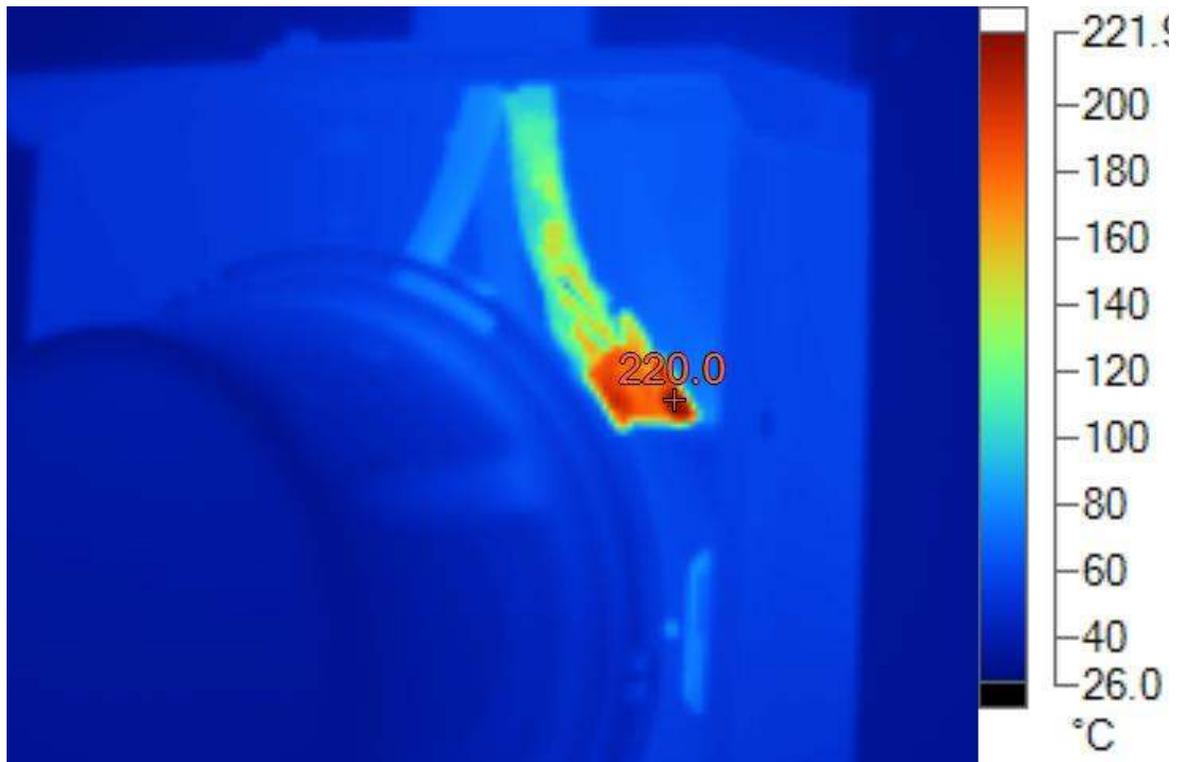
Department: Electric

Manager: Nicolas Kumm

Contributing: Derrek Caflisch & Tony Nelson

Month: August 2015

- M-1 did run during the month of August to ensure the recent gas valve replacements were successful. The run went well as both engines fired and the gas valves operated as desired during the 1 hour test run.
- Electric AMI meters installed: 6,640 out of 13,100 (51.0%). Bruce Ackerman, Al Derge, Cole Eswein, and Dustin Oleson have completed all of the meter change-outs thus far. Ray Burrill has helped with check reads and transfers to allow others to focus on meter change outs.
- During an AMI meter installation Bruce Ackerman found an overloaded meter socket. With the use of an infrared camera, Cole Eswein was able to measure the temperature of a lug and conductor in the meter socket at approximately 500 degrees F. The insulation on the conductor was discolored, showed signs of burning and in some areas was missing completely showing the aluminum wire. The customer was notified of the situation and to contact an electrician immediately. The line service crew was requested to de-energize the service. The meter socket was only rated 100 amps and the load in the main electrical panel was unbalanced (most of the load on one of the two legs).



- Dustin completed Week 1 of year 2 of the Metering Technician Apprenticeship at Mid-State Technical College in Wisconsin Rapids during the week of August 3rd.
- Staff participated in the monthly MEUW phone call on August 11th with other utilities throughout the state to review various safety topics and any close calls/accidents reported throughout the state.
- Dave Krause with Krause Power Engineering presented to staff on the distribution system Arc-Flash results on August 25th. The presentation discussed the regulatory requirements, FR clothing, flash hazards & intensity, and system values.

- During another AMI meter installation Cole found a snake in the meter pedestal:



- Jeff Holbrook, Robert Olwell, Jeff Irish, Dean Bohman, Randy Ayer, and Ryan Steffen have been working the CTH E project. This project is near completion.
- Mike Vanderwyst and Tim Habermeyer have been working services, street lights, and many small projects.
- Riesterer & Schnell was our first full scale project in Stratford. The three phase overhead to underground conversion extend though one week and was completed on Aug 27th. Coordination with Stratford Utility for material and project timing was fluid.

Department: Technical Services

Manager: Cathy Lotzer

Contributing: Heather Young, Shawn Marsh, Jim Benson

Month: August 2015

- In June, Cathy was asked to participate in an EPA webinar series entitled: Moving Toward Sustainability – Webinar 3 (Stakeholder Understanding and Support). The EPA heard about our successful outreach education programs working with the local Groundwater Guardian group and wanted us to share during this webinar. The webinar recording has now been made available on the EPA's website: (our portion starts just after 44 minutes into the webinar)

<http://water.epa.gov/infrastructure/sustain/upload/Moving-Toward-Sustainability-webinar3.mp4>

- Cathy and Shawn continue to work with PerMar, Axis Cameras, and Salient Systems on a communication issue with several cameras.
- Heather continued to work on the SDS chemical inventory and updating the SDS binders for the main office.
- Heather is working to prepare for the upcoming NERC Self-Assessment in September.
- Shawn has been working with AllMax software to get the new SCADA reports set up. He also worked with Bauernfeind to get the new office copier set up.
- Shawn worked with Jim and Ray to remove unwanted items from server room and office to better organize the areas.
- Jim has been working with Jim S. organizing and managing space within the tin shed. He has also been working with Derrek on the sale of 34 junk transformers. PCB samples had to be collected and tested prior to sale/shipment.
- Jim has been conducting weekly flushing of our heat pump system to remove loosened hard water deposits.

Department: Water
Manager: Dave Wasserburger
Month: August 2015

The water tower painting crew arrived in town August 20th. Painting of the water tower will take approximately 6 weeks. The detention pond at the site has been completed. The next steps will be to blacktop the road and install the security fence.

We are currently using Badger electromagnetic flow meters at all of our wells and pumping stations. Well 6 meter started intermittently failing in July. Inspection of the electrical service indicated the voltage coming out of the step-down transformer was high at 136 volts. The tap settings on the transformer were changed to lower the voltage to the proper range. However, this did not solve the problem of the meter intermittently failing. We had to contact the Badger Meter support specialist to help us trouble shoot the meter. A updated software program was installed in the meter and it has been working properly since then.

A Utility Safety Committee Meeting was held on August 13th.

Shawn Wall, MEUW Safety Coordinator, conducted a safety inspection at our Water Treatment Facility on August 8th. Several minor items were found and corrected. We will be planning on some modifications to our filter cell ladder equipment. These will be planned for in the 2016 O& M Budget. Shawn also conducted a Personal Protection Equipment session for the Water Department on August 25th.

The majority of street patches from main breaks, service leaks, hydrant replacement and valve repairs have been completed.

Shawn Marsh, John Richmond and I have been working with AllMax Software installing new reporting software for the Water Department. Daily, weekly, monthly and annual reports will be created using the software. Installation of the software is complete and the reports using the software are now being created.

We have incorporated changes in our billing software to accompany the Sensus firmware changes made in the water endpoints which will allow us to begin installing AMI water meters again. The AMI project along with the cross connection project was started back up on August 14th. We have 4036 meters installed. This represents 49% of the total meters.

Crews continue the unidirectional flushing program.

Crews reroofed well house 18.

Travis Karl started working for the Water Department on August 17th. Travis is familiar with the Water Department and comes to us from a local contractor, where he has trucked away lots of loads of spoil from main breaks throughout the last several years.

BOARD OF PUBLIC WORKS MINUTES
OF SEPTEMBER 14, 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, Chris Jockheck & Gary Cummings

EXCUSED: None

ALSO PRESENT: Mayor Meyer; Aldermen Earll & Reinart, City Administrator Barg; Director of Public Works Knoeck; City Engineer Turchi; Assistant City Engineer Cassidy; Street Superintendent Winch; Assistant Street Superintendent Bornbach; Assistant Street Superintendent Hawley; Library Director Belongia; Cemetery Coordinator Baltus; Pete Drachenberg; the media; and others.

PW15-101 Motion by Feirer, second by Cummings to recommend approval of the minutes of the August 17, 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. Alderman Jockheck questioned the timing of Veterans Parkway reconstruction. This is scheduled for 2016. Mayor Meyer asked for an update on the Frontier phone line outage. City Engineer Turchi explained the outage and said that Frontier hopes to have the service restored by September 30, 2015.

PW15-102 Motion by Feirer, second by Wagner to recommend approval of the revised cemetery fees for 2016 as presented, which include the following:

- Traditional Opening \$ 820.00
- Cremation Opening \$ 490.00
- Infant Opening \$ 225.00
- Niche Opening \$ 185.00
- Single Niche Space \$1,060.00
- Double Niche Space \$2,120.00
- Ground Burial Space \$ 820.00
- Infant/Cremation Space \$ 420.00
- Disinterment Charge \$1,020.00
- Companion/Monument Burial \$ 185.00
- Over Time Charge \$ 350.00
- Winter Charge (November 1st to April 1st) \$ 65.00
- Crypt Space – Lower Two Levels \$6,000.00
- Crypt Space – Upper Two Levels \$5,000.00
- Crypt Opening \$ 450.00

Motion Carried

PW15-103 Motion by Wagner, second by Jockheck to recommend working with Canadian National Railroad to relocate the signal pole at Veterans Parkway and Maple Avenue to reduce the risk of signal pole knockdowns, continue to prohibit trucks from making right turns from westbound Veterans Parkway onto northbound Maple Avenue and that funding for this improvement come from Project EN-F-2039 – Quiet Zone Improvements.

Motion Carried

PW15-104 Motion by Cummings, second by Feirer to recommend approval of Resolution No. 2015-45, authorizing an “Absence of Need” request for sidewalk on the south side of East 29th Street from Hume Avenue to 975 feet east, and refer to the Common Council for consideration.

Motion Carried

PW15-105 Motion by Feirer, second by Jockheck to recommend that the sidewalk replacement project on Oak Avenue from Depot Street to Cleveland Street be included in the 2016 budget at an estimated cost of \$120,000, with funding sources to be established during the budget process.

Motion Carried

PW15-106 Motion by Feirer, second by Cummings to recommend approval of the revised project agreement with WisDOT for the Wildwood/McMillan Connector Trail and authorize execution of the agreement.

Motion Carried

PW15-107 Motion by Wagner, second by Feirer to recommend approval of Resolution No. 2015-44, supporting Wood County in a grant application for a Household Hazardous Waste Clean Sweep event in Marshfield for 2016, and refer to the Common Council for consideration.

Motion Carried

The Board of Public Works discussed the use of ditches with sidewalks vs. curb and gutter. Mayor Meyer noted that he has received a few complaints on this year’s ditching projects in areas with sidewalks. Ditch slopes are steeper than property owners are used to. Buttke agree that we have some areas that are a safety concern. He disagrees with the current policy of surveying residents to see if they want curb & gutter or not. Jockheck asked for information on why ditches vs curb & gutter, what alternatives are available and what are the costs. The Board heard from Pete Drachenburg, 405 North Cherry who would have preferred to see curb & gutter. He would still like to see something different done with the street. This was a discussion item only. This item will be on the October 5 Board agenda to discuss future options for curb & gutter vs ditches.

Recommended items for future agendas:

- Alderman Jockheck received a complaint about corn growing adjacent to a residential back yard.
- Alderman Cummings would like to discuss the Central Avenue railroad crossing.
- Knoeck reported that he will have an update on the slag seal process at a future meeting.

Motion by Jockheck, second by Feirer that the meeting be adjourned at 6:28 PM.

Motion Carried

Daniel G. Knoeck, Secretary
BOARD OF PUBLIC WORKS

RESOLUTION NO. 2015-44

TO SUPPORT A STATE GRANT APPLICATION BY WOOD COUNTY FOR A HOUSEHOLD HAZARDOUS WASTE CLEAN SWEEP PROGRAM FOR WOOD COUNTY, IN 2016.

WHEREAS, Marshfield recognizes that improper storage and handling of hazardous waste poses a potential risk to human health, and

WHEREAS, the release of hazardous waste to the Marshfield's air, soil, surface, and groundwater is a threat to its natural resource base, and

WHEREAS, Marshfield recognizes the benefits of a program to control the disposal and storage of potentially hazardous waste and will carry out all activities described in the state grant application, and

WHEREAS, the proper collection and disposal of outdated, unused, or unwanted medicines protects the environment and the health of Marshfield residents and prevents drug theft, and

WHEREAS, the Wood County's Clean Sweep Programs is intended to offer education and assistance to citizens regarding limitation of introduction of toxic materials into the environment through prudent purchasing, identification, proper handling and disposal of hazardous wastes, and recycling alternatives for household waste, and

WHEREAS, in previous Clean Sweeps, Wood County collected and safely disposed of more than 375,630 pounds of hazardous waste to date, and

WHEREAS, a Clean Sweep program has not been held in Marshfield since 2014, and

WHEREAS, in this action the City of Marshfield declares its intent to cooperate with Wood County in conducting a Clean Sweep Programs and allow the use of city facilities as appropriate, and

WHEREAS, Wood County will allow employees from the Wisconsin Department of Agriculture, Trade and Consumer Protection access to inspect the Clean Sweep Program site upon request, and

WHEREAS, Wood County will maintain records documenting all Wood County expenditures made during the Clean Sweep Program, and

WHEREAS, Wood County will submit a final report to the Wisconsin Department of Agriculture, Trade and Consumer Protection, describing all Wood County Clean Sweep Program activities and problems, comparing the actual program with the activities and objectives proposed in the application, including samples of the information – education brochures, data on

participation rates, waste quantities collected, documentation of the project cost, and recommendations;

NOW, THEREFORE, BE IT RESOLVED, that the City of Marshfield authorizes support for Wood County UW-Extension Department to submit a state grant application for a Wood County Hazardous Waste Collection Program with the intent of holding a Clean Sweep Program in Wood County in 2016 if adequate state funds are received, and

BE IT FURTHER RESOLVED, that Marshfield intends to cooperate with Wood County in promoting the Clean Sweep and providing a site for the Clean Sweep, as appropriate, to conduct Household Hazardous Waste Collection in Wood County in 2016.

I hereby certify that the foregoing resolution was duly adopted by the City of Marshfield Common Council at a legal meeting on the _____ day of _____, 2015.

ADOPTED: _____

Chris L. Meyer, Mayor

APPROVED: _____

ATTEST: _____
Deb M. Hall, City Clerk

RESOLUTION NO. 2015-45

RESOLUTION AUTHORIZING AN "ABSENCE OF NEED" EXCEPTION FOR SIDEWALK INSTALLATION ON A PORTION OF THE OF EAST 29th STREET RECONSTRUCTION PROJECT, HUME AVENUE TO VETERANS PARKWAY, CITY OF MARSHFIELD, WOOD COUNTY.

WHEREAS, the City of Marshfield has contracted for the design of the roadway reconstruction on East 29th Street, Hume Avenue to Veterans Parkway, located in the City of Marshfield

WHEREAS, this project is being developed under the oversight of the Wisconsin Department of Transportation and its Management Consultant as Design Project 6995-11-01 and Construction Project 6995-11-71, and

WHEREAS, this project utilizes both local and federal funds and must comply with the applicable requirements, including Wisconsin Administrative Code Trans 75 regarding bikeways and sidewalks in highway projects, including the requirement of either sidewalk installation or a duly approved "absence of need" exception thereto and

WHEREAS, some of the properties along the south side of East 29th Street are outside of the Marshfield City Limits and not subject to the City of Marshfield sidewalk maintenance ordinance, and

WHEREAS, building spacing in certain areas along the south side of East 29th Street in such that sidewalk is not warranted at this time, and

WHEREAS, the reconstruction project will complete grading for future sidewalk to aid in construction when sidewalk is warranted.

NOW, THEREFORE, BE IT RESOLVED, that City of Marshfield has determined there is an "Absence of Need" to install sidewalks on the south side of E-29th Street from Hume Avenue to a point 975 east of the Hume avenue intersection. Grading for future sidewalk will be completed, but sidewalk will not be installed with this project.

I hereby certify that the foregoing resolution was duly adopted by the City of Marshfield Common Council at a legal meeting on the _____ day of _____, 2015.

ADOPTED: _____

Chris L. Meyer, Mayor

APPROVED: _____

ATTEST: _____
Deb M. Hall, City Clerk

FINANCE, BUDGET AND PERSONNEL COMMITTEE
MINUTES OF SEPTEMBER 15, 2015

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

PRESENT: Alderpersons Rich Reinart, Gordon Earll, and Alanna Feddick

ABSENT: Rebecca Spiros and Peter Hendler

ALSO PRESENT: City Administrator Barg and City Personnel (Darren Larson, Keith Strey, and Deb M. Hall)

Citizen Comments

None

FBP15-100 Motion by Reinart, second by Earll to approve the items on the consent agenda:

1. Minutes of the August 18, 2015 meeting.
2. Payroll in the amount of \$867,836.62 and bills in the amount of \$946,449.56 and \$766,313.88.
3. Report of Personnel Actions of September 15, 2015.
4. Monthly Position Control Report as of August 31, 2015.
5. Treasurer's Report of August, 2015.

Motion carried

No items were removed from the consent agenda.

FBP15-101 Motion by Earll, second by Reinart to recommend approval of Budget Resolution No. 24-2015 to the Common Council, transferring \$7,618 within the Protective Services Special Revenue Fund from State Shared Proceeds to Operating Supplies for the purchase of investigative camera equipment, mobile radio, and digital radio encryption card.

Motion carried

FBP15-102 Motion by Reinart, second by Earll to recommend approval of Budget Resolution No. 25-2015 to the Common Council, transferring \$6,800 from the Law Enforcement budget to Public Safety Capital Outlay Fund GPS Emergency Vehicle Preemptive Lighting project for installation of preemptive lighting equipment on 9 intersections.

Motion carried

FBP15-103 Motion by Earll, second by Reinart to go into closed session pursuant to Wisconsin Statutes Chapter 19.85 (1)(c) "Consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises control."

- Employee merit compensation

Roll call vote, all ayes. (Time: 5:36 p.m.)

Motion carried

Present in closed session: Alderpersons Feddick, Reinart, and Earll, City Administrator Barg, and City Clerk Hall.

FBP15-104 Motion by Reinart, second by Earll to return to open session. Roll call vote, all ayes. (Time: 5:40 p.m.)

Motion carried

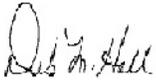
FBP15-105 Motion by Earll, second by Reinart to approve the merit compensation request as presented by the City Administrator in the amount of \$750.00 and this will come out of the City Administrator's budget.

Motion carried

FUTURE AGENDA ITEMS

Employee Merit Policy

Motion by Reinart to adjourn at 5:43 p.m.



Deb M. Hall
City Clerk

**CITY PLAN COMMISSION
MARSHFIELD, WISCONSIN
MINUTES OF SEPTEMBER 15, 2015**

Meeting called to order by Chairman Meyer at 7:00 PM in the Council Chambers of City Hall Plaza.

PRESENT: Mayor Meyer, Ed Wagner, Joe Gustafson, Bill Penker, Laura Mazzini, Josh Witt & Ken Wood

EXCUSED: None

ABSENT: None

ALSO PRESENT: Director of Public Works Knoeck; Planning & Economic Development Director Angell; City Planner Miller; and others.

PC15-56 Motion by Wood, second by Penker to recommend approval of the minutes of the August 18, 2015 City Plan Commission meeting.

Motion Carried

PC15-57 Motion Wood, second Gustafson to postpone the following agenda items to a special meeting to be held on Monday, September 28, 2015 at 5:30 PM:

Agenda Item 6. PUBLIC HEARING - Conditional Use Request by Hannah Shiltz, on behalf of Ashley Petersen, for a 4-Bed Adult Family Home with an exception to the City population limitation, zoned "TR-6" Two Family Residential District, located at 1301 East Doege Street (Parcel No. 33-07025).

Agenda Item 7. PUBLIC HEARING - Conditional Use Request by Tanya Esser for an exception to allow a detached accessory structure to exceed the height of the principal building by approximately 3 feet in the "SR-6" Single-Family Residential district, located at 406 West Leonhard Street (Parcel No. 33-04103). An exception is also being requested to allow a zero foot setback for a driveway addition, along the west property line, south of an existing shared driveway.

Agenda Item 8. PUBLIC HEARING - Conditional Use Request by Marshfield Clinic to allow building additions to the East Wing facility, expanding a "Large Scale Indoor Institutional" use within property zoned "CD" Campus Development, prior to the adoption of a Campus Master Plan, located at 1001 North Oak Avenue (Parcel No. 33-03233). The project includes an addition to the southeast corner of the East Wing, a 2nd floor mechanical space expansion to the northwest corner of the East Wing, and the construction of an on grade air cooled chiller adjacent to the existing loading dock.

Agenda Item 9. PUBLIC HEARING - Conditional Use Request by Marshfield Clinic to allow the use of a temporary contractor's project office for longer than 365 days on property currently zoned "SR-4" Single Family Residential, in the process of being rezoned to "CD" Campus Development, prior to the adoption of a Campus Master Plan, located at 1100 North Walnut Avenue (Parcel No. 33-03239B).

Citizen Comments: None

PUBLIC HEARING - Annexation request by Draxler Enterprizes, LLC., including a request for 'LI' Light Industrial and "CMU" Community Mixed Use zoning, related to a Petition for Direct Annexation for lands consisting of 69.129 acres to be detached from the Town of Marshfield and annexed to the City of Marshfield; located east of State Highway "13" and north of Heritage Drive, generally described as: located in part of Certified Survey Map Number's 164, 165, 2098, 7603, 7631 and all of Certified Survey Map Number 9661 and part of the NW ¼ of the SW ¼ and SW ¼ of the SW ¼ Section 22, Township 25 North, Range 3 East, City of Marshfield, Wood County, Wisconsin.

COMMENTS:

- Nathan Thieme, 8415 Heritage Drive, questioned how far south annexation was planned. He has a failing septic system and would like to consider hooking up to city sewer.
- Corey Foemmel, 8384 Heritage Drive, owns land east of the Draxler Enterprises property, may also be interested in city sewer and water and wants to understand the options.

PC15-57 Motion by Wood, second by Witt to recommend approval of the annexation request by Draxler Enterprises, LLC., including a request for 'LI' Light Industrial and "CMU" Community Mixed Use zoning, related to a Petition for Direct Annexation for lands consisting of 69.129 acres to be detached from the Town of Marshfield and annexed to the City of Marshfield; located east of State Highway "13" and north of Heritage Drive, generally described as: located in part of Certified Survey Map Number's 164, 165, 2098, 7603, 7631 and all of Certified Survey Map Number 9661 and part of the NW ¼ of the SW ¼ and SW ¼ of the SW ¼ Section 22, Township 25 North, Range 3 East, City of Marshfield, Wood County, Wisconsin, and direct staff to prepare an annexation ordinance for Common Council consideration.

Motion Carried

PUBLIC HEARING - Proposed Project Plan and Boundary for the creation of Tax Increment District No. 10 (TID #10).

COMMENTS: Ron Fish, representing McDonald's Restaurant, 1101 North Central Avenue, questioned what is being proposed at the Mall.

PC15-62 Motion by Wagner, second by Gustafson to recommend approval of Resolution No. PC2015-02, which approves the Proposed Project Plan and Boundary for the creation of Tax Increment District No. 10 (TID #10).

Motion Carried

Staff Updates:

- Comprehensive Plan Update – the kickoff meeting with the steering committee is planned for Thursday, September 17.

Items for Future Agendas:

- Special meeting on September 28, 2015 at 5:30 PM.

There being no objections, Chairman Meyer adjourned the meeting at 7:36 PM.

Daniel G. Knoeck, Secretary
CITY PLAN COMMISSION



Sept. 15, 2015

Mayor Chris Meyer,
Administrator Steve Barg and
Mr. Justin Casperson
City of Marshfield
630 S Central Ave.
Marshfield, WI 54449

Mayor Meyer, Administrator Barg and Mr. Casperson:

The Marshfield CVB enthusiastically supports tourism related community organizations, events, development, and attractions as a part of our mission. In anticipation of the 2% increase in room tax funding, we will continue and even increase support of community organizations, events, development, and attractions that promote tourism related activities. These tourism activities will be focused on those projects or programs that are significantly used by out of town tourists and visitors under the Wisconsin Room Tax Statute 66.06915. To illustrate the areas CVB shows its support, please see the items in our 2016 Draft Budget discussed below.

We have allocated up to \$22,000 to community grants and new events to organizations and projects that encourage tourism (5799-2 Community Promotion Grants - \$15,000 and 5799-1 New Events \$7,000). We have also allocated funds for other related activities such as: Zoo Bear Exhibit Marketing, Winter Sports Marketing, increase in General Promotion, ACO State Championships of Cornhole/Bag Toss, Tourism Development Fund and more. This will total over \$70,000 (our projection of the 2% room tax increase) which we project will generate more overnight stays in Marshfield creating stronger economic impacts in the community and more tax revenue. The proactive approach of the CVB was to budget in areas that would bring greatest return of investment to the community at large.

Additionally, there are plans by the CVB to help provide community awareness to organizations of grant dollars and partnership opportunities (should they chose to participate). One of the suggested methods to partner with local organizations is by creating a Marshfield area promotional and event committee. Committee members would work collaboratively to help capture visitors to Marshfield through any number of events or channels. A list of potential organizations that may choose to participate are provided below:

- Marshfield Park and Recreation
- Zoological Society
- Main Street Marshfield
- New Visions Art Gallery
- Chestnut Center for the Arts
- YMCA
- Youth Hockey
- Small Town Baseball
- Draft Horse Club
- Etc.

The mission of the CVB is not new, but instead is taking a new and exciting change by inviting more participation by its community partners that may share the same vision. By continuing to partner with a variety of local groups, the CVB is excited to continue the long established work it has accomplished. The challenge, as with any continued redefined endeavor, is attracting and partnering with the appropriate organizations. Together, CVB and area partners will continue to invite and attract visitors.

I trust this short recap has provided you with insight the CVB has set forth to continue its Marketing, promotion and commitment to managing the mission of hospitality in Marshfield.

Thank you on behalf of the Marshfield Convention and Visitors Bureau Board of Directors and Staff.

Matt McLean

Director

A handwritten signature in green ink, appearing to read "Matt McLean", with a long horizontal flourish extending to the right.

Marshfield Convention and Visitor Bureau
2016 Proposed Annual Budget

| | | Actual | Adopted | Anticipated | Proposed |
|-----------------------|--------------------------------|-------------------|----------------|------------------|----------------|
| REVENUES | Description | 2014 | 2015 | 2015 | 2016 |
| 4892-0 | New Events Revenue | 1,295.00 | | | |
| | Micellaneous Revenue | 500.00 | | | |
| 4890-0 | Fall Festival Income | 30,707.00 | 25,000 | 25,000 | 25,000 |
| 4811-0 | Interest | 1,473.58 | 700 | 1,500 | 500 |
| | State Fair Income/Grant | 2,500.00 | | 11,500 | |
| 4900-0 | Room Tax | 185,309.56 | 170,000 | 185,000 | 258,000 |
| 4901-0 | Jem Grant Reimbursement | 0.00 | | 18,000 | |
| 4902-0 | Banner permit income | 3,810.00 | 5,000 | 4,500 | 4,000 |
| 4894-0 | Visitor Guide | 2,346.16 | 4,000 | 4,000 | 6,000 |
| TOTAL REVENUE | | 227,941.30 | 204,700 | 249,500 | 293,500 |
| EXPENDITURES | Description | 2014 | 2015 | 2015 | 2016 |
| 5312-0 | Board Expenses | 948.41 | 2,300 | 2,300 | 2,500 |
| 5799-9 | Capital Expenditures | 0.00 | 0 | 0 | 1,000 |
| 5799-2 | Community Promotion (Grants) | 10,421.39 | 22,000 | 15,000 | 15,000 |
| 5320-0 | Dues & Subscriptions | 2,790.00 | 6,579 | 3,000 | 3,000 |
| 5154-0 | Employee Health Insurance | 0.00 | 0 | 0 | 0 |
| 5799-4 | Fall Festival | 15,424.54 | 15,000 | 12,000 | 12,000 |
| 5799-7 | General Promotion | 38,372.14 | 36,000 | 34,000 | 40,000 |
| 5799-6 | Hospitality Services | 493.74 | 2,293 | 2,300 | 3,000 |
| 5332-0 | MACCI - Administrative Support | 12,000.00 | 12,000 | 12,000 | 12,000 |
| 5340-0 | Miscellaneous Expenses | 48.93 | 1,000 | 1,000 | 1,000 |
| 5799-8 | Cornhole Marketing/expenses | | | | 10,000 |
| 5799-9 | Zoo Bear Exhibit Marketing | | | | 20,000 |
| 5799-10 | Winter Sports Marketing | | | | 5,000 |
| 5799-1 | New Events | 35,711.40 | 5,000 | 5,000 | 7,000 |
| 5310-0 | Office Supplies | 445.43 | 1,500 | 700 | 1,000 |
| 5153-0 | Payroll Taxes | 4,432.71 | 4,721 | 4,779 | 5,000 |
| 5313-0 | Postage | 859.78 | 4,907 | 1,000 | 1,000 |
| 5311-0 | Printing | 123.44 | 1,000 | 500 | 2,100 |
| 5210-0 | Professional Services | 1,596.22 | 5,000 | 4,000 | 5,000 |
| 5210-1 | Website & Digital Media Dev. | | | | 10,000 |
| 5333-0 | Research, Develop. & Travel | 8,674.45 | 10,000 | 10,000 | 12,000 |
| 5155-0 | Retirement plan expense | 136.87 | 200 | 200 | 200 |
| 5152-0 | Retirement (1% - Employee) | 427.86 | 610 | 610 | 610 |
| 5151-0 | Retirement (5% - Employers) | 2,424.42 | 2,440 | 2,440 | 2,440 |
| 5111-0 | Salaries | 57,888.01 | 61,000 | 59,000 | 64,000 |
| 5230-0 | Telephone | 2,991.27 | 3,150 | 2,900 | 3,150 |
| 5798-0 | Tourism Banquet | 2,914.67 | 3,000 | 3,145 | 3,000 |
| | Discover Wisconsin TV | 0.00 | 18,000 | 18,000 | |
| | Banner Expense | 5,137.33 | 2,500 | 3,000 | 3,000 |
| | Bear Exhibit Donation | 0.00 | 75,000 | 75,000 | |
| | Fur Takers Expense | 329.49 | 2,500 | 1,500 | 2,500 |
| 5800-0 | Visitor Guides Expense | 861.83 | 0 | 0 | |
| 5800-1 | Digital readerboard sign | | | | 40,000 |
| | Tourism Development Fund | | | | 7,000 |
| TOTAL EXPENSES | | 210,777.20 | 297,700 | 273,374 | 293,500 |
| NET / (LOSS) | | 17164.1 | -93,000 | -23874.22 | 0 |

Marshfield Convention and Visitor Bureau
2016 Proposed Annual Budget

| | | Actual | Adopted | Anticipated | Proposed | Community Related Dollars for 201 |
|-----------------------|--------------------------------|-------------------|----------------|-------------------|----------------|-----------------------------------|
| REVENUES | Description | 2014 | 2015 | 2015 | 2016 | 2016 |
| 4892-0 | New Events Revenue | 1,295.00 | | | | |
| | Miscellaneous Revenue | 500.00 | | | | |
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| | State Fair Income/Grant | 2,500.00 | | 11,500 | | |
| 4900-0 | Room Tax | 185,309.56 | 170,000 | 185,000 | 258,000 | 73,000 |
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| TOTAL REVENUE | | 227,941.30 | 204,700 | 249,500 | 293,500 | |
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| 5799-9 | Capital Expenditures | 0.00 | 0 | 0 | 1,000 | |
| 5799-2 | Community Promotion (Grants) | 10,421.39 | 22,000 | 15,000 | 15,000 | 15,000 |
| 5320-0 | Dues & Subscriptions | 2,790.00 | 6,579 | 3,000 | 3,000 | |
| 5154-0 | Employee Health Insurance | 0.00 | 0 | 0 | 0 | |
| 5799-4 | Fall Festival | 15,424.54 | 15,000 | 12,000 | 12,000 | |
| 5799-7 | General Promotion | 38,372.14 | 36,000 | 34,000 | 40,000 | 6,000 |
| 5799-6 | Hospitality Services | 493.74 | 2,293 | 2,300 | 3,000 | |
| 5532-0 | MACCI - Administrative Support | 12,000.00 | 12,000 | 12,000 | 12,000 | |
| 5340-0 | Miscellaneous Expenses | 48.93 | 1,000 | 1,000 | 1,000 | |
| 5799-8 | Cornhole Marketing/expenses | | | | 10,000 | 10,000 |
| 5799-9 | Zoo Bear Exhibit Marketing | | | | 20,000 | 20,000 |
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| 5799-1 | New Events | 35,711.40 | 5,000 | 5,000 | 7,000 | 7,000 |
| 5310-0 | Office Supplies | 445.43 | 1,500 | 700 | 1,000 | |
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| 5313-0 | Postage | 859.78 | 4,907 | 1,000 | 1,000 | |
| 5311-0 | Printing | 123.44 | 1,000 | 500 | 2,100 | |
| 5210-0 | Professional Services | 1,596.22 | 5,000 | 4,000 | 5,000 | |
| 5210-1 | Website & Digital Media Dev. | | | | | 10,000 |
| 5333-0 | Research, Develop. & Travel | 8,674.45 | 10,000 | 10,000 | 12,000 | |
| 5155-0 | Retirement plan expense | 136.87 | 200 | 200 | 200 | |
| 5152-0 | Retirement (1% - Employee) | 427.86 | 610 | 610 | 610 | |
| 5151-0 | Retirement (5% - Employers) | 2,424.42 | 2,440 | 2,440 | 2,440 | |
| 5111-0 | Salaries | 57,888.01 | 61,000 | 59,000 | 64,000 | |
| 5230-0 | Telephone | 2,991.27 | 3,150 | 2,900 | 3,150 | |
| 5798-0 | Tourism Banquet | 2,914.67 | 3,000 | 3,145 | 3,000 | |
| | Discover Wisconsin TV | 0.00 | 18,000 | 18,000 | | |
| | Banner Expense | 5,137.33 | 2,500 | 3,000 | 3,000 | |
| | Bear Exhibit Donation | 0.00 | 75,000 | 75,000 | | |
| | Fur Takers Expense | 329.49 | 2,500 | 1,500 | 2,500 | |
| 5800-0 | Visitor Guides Expense | 861.83 | 0 | 0 | | |
| 5800-1 | Digital readerboard sign | | | | 40,000 | 40,000 |
| | Tourism Development Fund | | | | 7,000 | 7,000 |
| TOTAL EXPENSES | | 210,777.20 | 297,700 | 273,374 | 293,500 | 110,000 |
| NET / (LOSS) | | 17,164.1 | -93,000 | -23,874.22 | 0 | |

new room tax projection

Community Grants

Increase of 6,000 most of the 40,000 our

general Promotion budget goes to advertising community events

Marketing the event with Dairyfest, curling club is a partner

Working with Parks and Recreation and Zoo society, additional 35K in grant

Advertising for Hot Chocolate Run, Badger State Games Snowshoe partner & Winterfest Riveredge

Marshfield's Next Big Thing for community groups for tourism related community events

to advertise community events to visitors and the community

sports development work with Parks and Recreation

Community related project funds we are using for advertising, Grants, and similar pursuits

Marshfield Police Department Memorandum

Date: 08/27/2015

To: Police and Fire Commission, Finance, Budget, and Personnel Committee, & Marshfield Common Council

From: Police Chief Rick Gramza

Ref: Budget Resolution # 24-2015 Purchase of investigative camera equipment, mobile radio, and digital radio encryption card.

History:

Earlier this year, the Marshfield Police Department was approved to promote an additional general investigator, bringing the total number of detectives employed with the city to four. This was accomplished by moving personnel and not adding additional employees. In preparation for this transition, expected to take place in late 2015 or early 2016, some equipment is necessary so the promoted individual has what he or she needs to be successful.

With the new detective position comes the need to properly equip a vehicle for the promoted individual. A purchase of a mobile radio with encryption is necessary for this to take place

Covert cameras are needed for investigative purposes as well. With a significant increase in thefts from elderly care facilities and community businesses, our camera systems previously used are antiquated and in need of updating.

The need also exists for a digital SLR ultra zoom camera lens with 2x extender for our drug investigators for taking low-light photos from a distance and a marco lens for the detective bureau to photograph close-up and trace evidence. These are tools we have needed for a few years, and now have the monies in our state seizure fund to purchase.

Analysis:

Purchases necessary in the order as they appear are as follows:

New camera for the detective promotion \$950

Mobile radio with encryption card, all units installed \$1,600

3 covert cameras for use with investigations totaling \$1,200

Zoom lens with 2x extender \$2,419

Macro lens \$1,449

This budget resolution was approved by the Marshfield Police and Fire Commission on 9/3/2015.

Recommendation:

I recommend that the budget resolution be passed allowing for the transfer of \$7,618 within the Protective Services Special Revenue Fund from State Shared Proceeds to Operating Supplies 206.52110.20.53400.

Concurrence:



Steven Barg, City Administrator



Keith Strey, City Finance Director

BUDGET RESOLUTION NO. 24-2015 (REVISED)

A resolution changing the 2015 budget of the City of Marshfield, Wisconsin.

BE IT RESOLVED by the COMMON COUNCIL of the CITY OF MARSHFIELD as follows:

1. That the sum of \$7,618 is hereby transferred from the Protective Services Special Revenue Fund State Shared Proceeds, a/c#2064600020.200000 to the Protective Services Special Revenue Fund Law Enforcement Budget, a/c#2065211020.200000.
2. That upon the adoption of this resolution by a two-thirds vote of the entire membership of the COMMON COUNCIL, and within ten (10) days thereafter, the CITY CLERK publish notice of this change in the official newspaper.

ADOPTED _____

Mayor

APPROVED _____

Attest – City Clerk

PUBLISHED _____

DETAIL OF BUDGET RESOLUTION NO. 24-2015 (REVISED) BY OBJECT NUMBER

TRANSFERRED FROM:

1. Protective Services Fund Public Charges Revenue, a/c #2064600020.200000:
 - a. 46212 – Law Enforcement - State Shared Proceeds \$ 4,618
 - b. 46210 – Law Enforcement Fees \$ 3,000**

TRANSFERRED TO:

1. Protective Services Fund Law Enforcement, a/c# 2065211020.200000:
 - a. 53400 – Operating Supplies \$ 7,618

* * * *

**MARSHFIELD POLICE DEPARTMENT
MEMORANDUM**

DATE: 9/9/2015

TO: Finance, Budget, and Personnel
Common Council

FROM: Chief Rick Gramza

SUBJECT: Budget Resolution 25-2015 GPS Emergency Vehicle Preemptive Lighting Installation

History

Traffic signal preemption is a type of system that allows the normal operation of traffic lights to be preempted. The most common use of these systems is to manipulate traffic signals in the path of an emergency vehicle, halting conflicting traffic and allowing the emergency vehicle right-of-way, to help reduce response times and enhance traffic safety. In 2010 through a Capital Improvement Project (CIP), the Marshfield Fire and Rescue Department utilized allocated money to enhance both public safety and response time by installing Preemptive Lighting at 18 intersections within the city as well as 6 department vehicles. In 2014 through a CIP, the Marshfield Police Department equipped 8 department vehicles with Preemptive Lighting equipment. Plans to install Preemptive Lighting in the remaining 9 intersections within the City of Marshfield were scheduled as CIP in 2016, 2018, and a non-year. In December of 2014, through a budget resolution, the Marshfield Police Department utilized 2014 budget dollars to purchase the equipment for the remaining 9 intersection.

Analysis

With 18 of the 27 intersections in the City of Marshfield currently equipped with these traffic signal preemption devices, there is a need to finalize the project with completion of the installation of the equipment on the remaining 9 intersections. Merkel Company Inc is prepared to install the equipment at approximately \$750-\$775 per intersection. This was approved by the Police and Fire Commission on 9/3/2015.

Recommended transfer from the General Fund Law Enforcement operations budget includes:

Law Enforcement Employee Straight Time/Benefits 101-52100-20-51000 series \$6,800

Recommendation

I recommend approval of Budget Resolution 25-2015 allowing the transfer of \$6,800 from Law Enforcement budget to the Public Safety Capital Outlay Fund GPS Emergency Vehicle Preemptive Lighting project.

Concurrence



Steve Barg
City Administrator



Keith Strey
Finance Director

DETAIL OF BUDGET RESOLUTION NO. 25-2015 BY OBJECT NUMBER

TRANSFERRED FROM:

General Fund, Taxes, a/c# 1014100008.080000:

| | | |
|-----------------------------------|----|-------|
| 1. 41110 – General Property Taxes | \$ | 6,800 |
|-----------------------------------|----|-------|

General Fund, Law Enforcement Budget, a/c# 1015210020.200000:

| | | |
|---|----|-------|
| 1. 51000 series – Permanent Employee Wages & Benefits | \$ | 6,800 |
|---|----|-------|

TRANSFERRED TO:

Public Safety Capital Outlay Fund, a/c# 4104100008.080000:

| | | |
|---------------------------------|----|-------|
| 1. 41110 General Property Taxes | \$ | 6,800 |
|---------------------------------|----|-------|

Public Safety Capital Outlay Fund, a/c# 4115721020.205710:

| | | |
|---|----|-------|
| 1. 58600 – Other Capital Outlay – Law Enforcement | \$ | 6,800 |
|---|----|-------|

* * * * *

ORDINANCE NO. 1308

An Ordinance amending Section 4-38 of the Municipal Code of the City of Marshfield, Wisconsin, pertaining to Room Tax

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

SECTION 1, Sub-Section 4-38(2), Imposition of tax is hereby amended to read as follows:

- (2) *Imposition of tax.* Pursuant to § 66.0615 Wis. Stats. a tax is hereby imposed on the privilege and service of furnishing, at retail, except sales for resale, of rooms or lodging to transients by hotel keepers, motel operators and other persons furnishing accommodations that are available to the public, irrespective of whether membership is required for the use of the accommodations, but such tax shall apply only if such services are subject to the Wisconsin Sale Tax imposed by §§ 77.52—77.62 Wis. Stats. Such tax shall be at the rate of ~~six~~ eight percent of the gross receipts from such retail furnishing of rooms or lodgings, which tax is an increase of two percent from the previous tax rate. Such tax shall not be subject to the selective sales tax imposed by § 77.52(2)(a)1 Wis. Stats.

SECTION 2. Sub-section 4-38(3)(b), Tax monies is hereby amended to read as follows:

- (b) *Distribution of tax.* The room tax collected shall be allocated as follows:
1. Two percent or one-third of the gross receipts from such tax shall be allocated for public parks and/or Wildwood Park and Zoo development.
 2. Two percent or one-third of the gross receipts from such tax shall be allocated to the Marshfield Convention and Visitor's Bureau (CVB).
 3. Thirty percent of the increase in room tax of ~~two~~ four percent of the gross receipts of such tax shall be allocated for public parks and/or Wildwood Park and Zoo development.
 4. Seventy percent of the increase in room tax of ~~two~~ four percent shall be allocated to the CVB.

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. Effective Date. 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 Meyer, Mayor

APPROVED: _____

ATTEST: _____

PUBLISHED: _____

Deb M. Hall, City Clerk



City of Marshfield Memorandum

TO: Mayor Meyer & Common Council
FROM: Josh Miller, Planner/Zoning Administrator
DATE: September 22, 2015

RE: First Reading – Ordinance No. 1317 Annexation request by Draxler Enterprizes, LLC., for 'LI' Light Industrial and "CMU" Community Mixed Use related to a Petition for Direct Annexation for lands consisting of 69.129 acres to be detached from the Town of Marshfield and annexed to the City of Marshfield; located east of State Highway "13" and north of Heritage Drive.

Background

A petition for annexation has been submitted by Draxler Enterprizes, LLC., to annex 69.129 acres, located just east of Veterans Parkway and north of Heritage Drive. The property would be detached from the Town of Marshfield. The request was brought forward due to the need for sanitary sewer and water services as the property owner is proposing commercial development on a portion of the land included in the annexation.

The petitioner is proposing commercial development on the southern 4 acre lot. To be able to build the development, City services are required. Sanitary sewer services are available along Veterans Parkway. Water mains would have to be extended from near the Veterans Parkway and 34th Street intersection. Mains would have to be extended south to be able to adequately serve the property. After the property has been annexed, staff plans on preparing a generalized plan for future commercial development in this area.

Analysis

The majority of the proposed annexation falls within the Employment and Retail Mixed Use future land use category. The north portion of the property falls within the Environmental Corridor area which includes floodplains and wetlands and is not suitable for development.

Evaluating Annexation and Utility Extensions

Marshfield should approve proposals for annexation into Marshfield only when they meet the following utilities and community facilities criteria in the Comprehensive Plan, or if other important community goals are met:

- *The area proposed for annexation has access to or can be easily connected to areas already served by the City, thereby allowing efficient delivery of services, facilities, and utilities.*
 - The City already has sanitary sewer beyond the proposed annexation along Veterans Parkway. Water service would need to be extended. Access will be provided off of Heritage Drive (to Draxler Drive).
 - Although the annexation is contiguous to the current City Limits, the only connecting portion of the annexation is a 70 foot stretch along the south property line of Marshfield Utilities Peaking Plant.
- *The City can readily provide services, utilities, and facilities to the area.*
 - Water service could be added within the first year of annexation.
- *The annexation is in an area designated for growth on the City's Future Land Use Map.*
 - The majority of the area is within the City's Future Land Use Map. There is a strip along the east side that appears to fall outside the limits of the designated growth area, but since it's all part of the same parcel, bringing in a small portion in seems reasonable considering the Future Land Use Map is generalized.
- *All public improvements, both off-site and on-site, necessary to serve the annexation area shall be constructed and financed in accordance with City standards and policies, and with goals and objectives within the plan.*
 - Yes.
- *The annexation area can be developed in a timely manner so the City does not invest in development costs without the timely return of necessary fees and taxes.*
 - Yes. While only a portion of the proposed annexation land is planned for development in the short term, extending the City boundaries closer to the Veterans Parkway and U.S. Highway 10 interchange will provide some excellent growth opportunities for the City.
- *State Annexation Statutes.*
 - Yes. This is a direct petition of 100% of all property owners. The Department of Administration has reviewed the proposed annexation and has stated that the annexation was reviewed and found to be in the public interest.

The Applicant is requesting "LI" Light Industrial zoning for the northern and eastern 65 acres of the proposed annexed area. This proposed zoning is

consistent with the Comprehensive Plan which designates the area for Employment, Retail Mixed Use development. The Comprehensive Plan prohibits the more intense industrial uses, which are only allowed in the "GI" General Industrial district, in this area. The current use of the property (south of the floodplain area) is a trucking company, "Freight Terminal" land use. This is a conditional use in the "LI" Light Industrial zoning district. Any expansion of the trucking company would require a Conditional Use Permit.

"CMU" Community Mixed Use is being request for the remaining portion (approximately 4 acres) of the annexed area to the southwest. This area is proposed for future commercial development. Once this development takes place, it is likely additional properties zoned "LI" would be rezoned in the future to accommodate more commercial development.

The subject property is surrounded by undeveloped land to the north, Veterans Parkway to the west, Schalow's Nursery to the south, and agricultural land to the east (some of which is owned by the petitioner).

This area also falls within the City's Sewer Service Area Boundary.

The Comprehensive Plan recommends that the City approve annexation petitions from property owners when they are consistent with the Plan, adopted intergovernmental agreements, and State Statutes.

Plan Commission Recommendation

A public hearing was held on September 15, 2015 where two nearby property owners asked questions about the annexation and inquired about the possibility for them to annex as well. They were instructed to get in touch with staff if they were interested in annexing to the City. The Plan Commission recommended approving the proposed annexation and requested zoning as presented.

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 October 13, 2015 Common Council meeting.

Attachments

1. Ordinance 1317
2. Location Map

Concurrence:



Jason Angell
Planning and Economic Development Director



Steve Barg
City Administrator

ORDINANCE NO. 1317

AN ORDINANCE ATTACHING CERTAIN LANDS FROM THE TOWN OF MARSHFIELD, WOOD COUNTY TO THE CITY OF MARSHFIELD, WISCONSIN, AND ESTABLISHING ZONING AS “LI” LIGHT INDUSTRIAL ZONING DISTRICT AND “CMU” COMMUNITY MIXED USE ZONING DISTRICT.

The Common Council of the City of Marshfield, Wisconsin, does hereby ordain as follows:

SECTION I. Territory Attached

In accordance with the Petition for Direct Annexation By Unanimous Approval filed with the City Clerk on or about the 6th day of August 2015 which Petition is acknowledged by the City to be a Petition for Attachment, and which Petition was signed by all of the owners of all of the real property within the territory proposed to be attached, now, therefore, the following described territory, part of Certified Survey Map Number's 164, 165, 2098, 7603, 7631 and all of Certified Survey Map Number 9661 and part of the NW ¼ of the SW ¼ and SW ¼ of the SW ¼ Section 22, Township 25 North, Range 3 East, Town of Marshfield, Wood County, Wisconsin, legally described as follows, is hereby attached to the City of Marshfield, Wisconsin, and is detached from the Town of Marshfield, Wood County, Wisconsin, to-wit:

Commencing at the West Quarter corner of said Section 22; Thence S 89°23'11" E along the North line of the NW ¼ of the SW ¼ 74.96 feet to the East line of State Highway "13" and to the Point of Beginning; Thence continuing S 89°23'11" E along the North line of the NW ¼ of the SW ¼ 1,227.65 feet; Thence S 0°27'59" W along the East line of the West ½ of the SW ¼ 2,562.90 feet to the North line of Heritage Drive; Thence N 89°29'41" W along the North line of Heritage Drive 646.05 feet to the East line of Draxler Drive; Thence N 0°54'19" W along the East line of Draxler Drive 200.49 feet; Thence N 0°31'42" E along the East line of Draxler Drive 294.66 feet; Thence N 89°32'23" W along the North line of Draxler Drive 70.00 feet; Thence S 0°36'41" W along the West line of Draxler Drive 120.27 feet; Thence S 0°23'49" W along the West line of Draxler Drive 142.02 feet; Thence N 89°28'49" W 525.99 feet to the East line of State Highway "13"; Thence N 0°38'25" E along the East line of State Highway "13" 510.26 feet; Thence S 89°16'29" E 9.95 feet; Thence N 0°38'03" E along the East line of State Highway "13" 450.13 feet; Thence N 0°43'27" E along the East line of State Highway "13" 1,372.01 feet to the Point of Beginning.

Said lands contain 3,011,244 square feet (69.129 acres) and include Wood County Parcels 1100211, 1100211A, 1100211B, 1100211D, and 1100212. The annexed territory is contiguous to the City of Marshfield.

SECTION II. Effect of Annexation

From and after the date of the adoption and publication of this Ordinance, the territory described in Section I shall be a part of the City of Marshfield for any and all purposes provided by law and all persons coming and residing within such territories shall be subject to all ordinances, rules and regulations governing the City of Marshfield.

SECTION III. Zoning

The attached territory described below shall be classified for zoning purposes as “LI” Light Industrial District, as of the effective date to this ordinance:

Commencing at the West Quarter corner of Section 22, Township 25 North, Range 3 East, Town of Marshfield, Wood County, Wisconsin; Thence S 89°23’11” E along the North line of the NW ¼ of the SW ¼ 74.96 feet to the East line of State Highway “13” and to the Point of Beginning; Thence continuing S 89°23’11” E along the North line of the NW ¼ of the SW ¼ 1,227.65 feet; Thence S 0°27’59” W along the East line of the West ½ of the SW ¼ 2,562.90 feet to the North line of Heritage Drive; Thence N 89°29’41” W along the North line of Heritage Drive 646.05 feet to the East line of Draxler Drive; Thence N 0°54’19” W along the East line of Draxler Drive 200.49 feet; Thence N 0°31’42” E along the East line of Draxler Drive 294.66 feet; Thence N 89°32’23” W along the North line of Draxler Drive 70.00 feet; Thence N 0°36’41” E 69.71 feet along the West line of Draxler Drive extended; Thence N 89°28’49” W 525.29 feet to the East line of State Highway “13”; Thence N 0°38’25” E along the East line of State Highway “13” 178.26 feet; Thence S 89°16’29” E 9.95 feet; Thence N 0°38’03” E along the East line of State Highway “13” 450.13 feet; Thence N 0°43’27” E along the East line of State Highway “13” 1,372.01 feet to the Point of Beginning.

The attached territory described below shall be classified for zoning purposes as “CMU” Community Mixed Use District, as of the effective date to this ordinance:

Commencing at the West Quarter corner of Section 22, Township 25 North, Range 3 East, Town of Marshfield, Wood County, Wisconsin; Thence S 89°23’11” E along the North line of the NW ¼ of the SW ¼ 74.96 feet to the East line of State Highway “13”; Thence S 0°43’27” W along the East line of State Highway “13” 1,372.01 feet; Thence S 0°38’03” W along the East line of State Highway “13” 450.13 feet; Thence N 89°16’29” W 9.95 feet; Thence S 0°38’25” W along the East line of State Highway “13” 178.26 feet to the Point of Beginning; Thence S 89°28’49” E 525.29 feet to the West line of Draxler Drive extended; Thence S 0°36’41” W along the West line of Draxler Drive 189.98 feet; Thence S 0°23’49” W along the West line of Draxler Drive 142.02 feet; Thence N 89°28’49” W 525.99 feet to the East line of State Highway “13”; Thence N 0°38’25” E along the East line of State Highway “13” 332.00 feet to the Point of Beginning.

SECTION IV. Aldermanic District

The territory described in Section I of this Ordinance is hereby made a part of the 7th Aldermanic District and the 27th Ward of the City of Marshfield, subject to the ordinances, rules and regulations of the City, County and State governing districts.

SECTION V. Required Filings

The City Clerk shall file immediately with the Secretary of Administration a certified copy of the Ordinance, with a copy of the map and the legal description and the

City Clerk shall send one copy to each company that provides any utility service in the area that is attached. The City Clerk shall also record the Ordinance with the Register of Deeds and file a signed copy of the Ordinance with the Clerk of any affected school district. The Clerk's certificate shall include reference to the population of the territory being attached as set forth in the Petition, which population is zero (0) persons.

SECTION VI. Municipal Boundary Review

The Petition for Direct Annexation was found to be in the public interest by Wisconsin Department of Administration, Division of Intergovernmental Relations/Municipal Boundary Review, under **MBR number: 13875**.

SECTION VII. Severability

If any provision of this Ordinance is invalid or unconstitutional, or if the application of this Ordinance to any person or circumstance is invalid or unconstitutional, such unconstitutionality shall not affect the other provisions or obligations of this Ordinance which can be given effect without the invalid or unconstitutional provision or application.

SECTION VIII. 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 _____

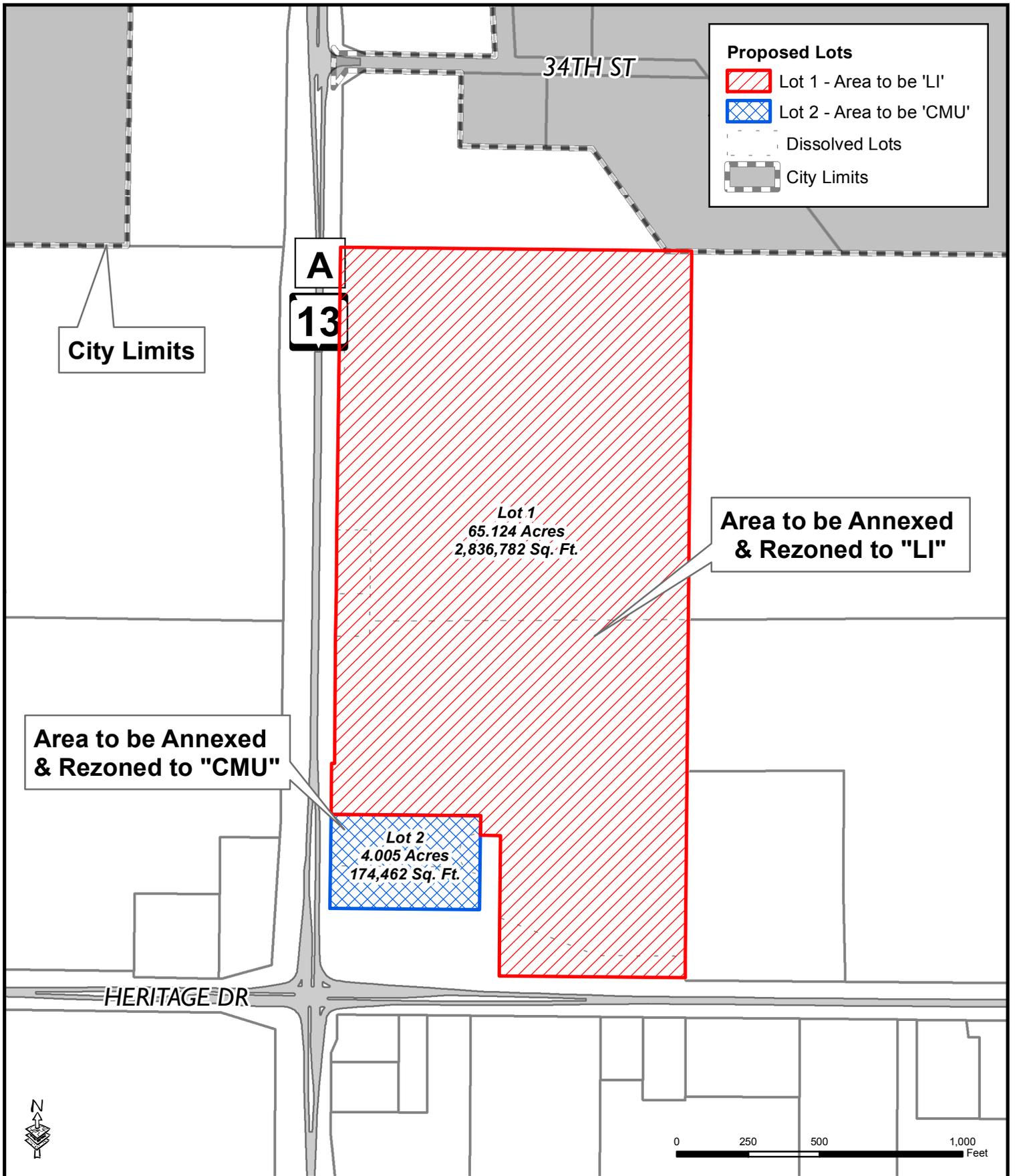
Chris L. Meyer, Mayor

APPROVED _____

ATTEST: _____

PUBLISHED _____

Deb M. Hall, City Clerk



Proposed Annexation
City of Marshfield - Common Council
Meeting Date: September 22, 2015

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.

ORDINANCE NO. 1319

An Ordinance amending Section 3.10 of the Municipal Code of the City of Marshfield, Wisconsin.

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

SECTION 1. Section 3.10 (6) of the Municipal Code of the City of Marshfield is hereby amended to read as follows:

(6) **SIXTH ALDERMANIC DISTRICT.** The Sixth Aldermanic District shall consist of wards 6, 16, 25 and 26.

SECTION 2. Section 3.10 (7) of the Municipal Code of the City of Marshfield is hereby amended to read as follows:

(7) **SEVENTH ALDERMANIC DISTRICT.** The Seventh Aldermanic District shall consist of wards 7, 17 and 27.

SECTION 3. 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: _____
Deb M. Hall, City Clerk

PUBLISHED: _____

ORDINANCE NO. 1320

An Ordinance amending Ordinance 1306 passed by the Common Council of the City of Marshfield on August 21, 2015 regarding the establishment of the ward for the property attached to the City of Marshfield from the Town of Cameron.

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

SECTION 1. Purpose

- (a) The intent and purpose of this ordinance is to correct the designation of the Ward for the property subject to attachment to the City of Marshfield from the Town of Cameron.
- (b) Section III of Ordinance 1306 making the described property subject to attachment from the Town of Cameron part of District 6 and Ward 6 should have reflected that the Ward was Ward 26.
- (c) Other than the designation of the Ward to reflect Ward 26, all other provisions of Ordinance 1306 shall continue in full force and remain unchanged and unaffected by this ordinance.
- (d) To the extent that this ordinance in effect changes the Ward for the property which has been attached to the City of Marshfield from the Town of Cameron the Ward for such property shall now be the 26th Ward.

SECTION 2. Now therefore, Section III of Ordinance 1306, passed on August 21, 2015 is hereby amended to read as follows:

“SECTION III. The attached territory is hereby made a part of the 6th Aldermanic District, of the City of Marshfield and is attached for all municipal purposes including attachment for school purposes and is hereby made a part of the School District of Marshfield, and subject to laws governing the same. This attachment will be made part of and will be in District 6, Ward 26.”

SECTION 3. 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 4. 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 5. All parts of ordinances inconsistent with or contravening the provisions of this ordinance are hereby repealed.

SECTION 6. Effective Date. 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 Meyer, Mayor

APPROVED: _____

ATTEST: _____

PUBLISHED: _____

Deb M. Hall, City Clerk

ORDINANCE NO. 1318
An Ordinance Creating a Joint Municipal Court with
the Village of Spencer

An Ordinance repealing provision for the City of Marshfield Municipal Court and Judge and creating a Joint Municipal Court with the Village of Spencer.

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

SECTION ONE. Repeal

Section 2-39 of the Marshfield Municipal Code related to the Municipal Judge is hereby repealed in its entirety, to be effective January 1, 2016.

SECTION TWO. An ordinance identified as 2-314 titled "Joint Municipal Court" is hereby created to provide for the Joint Municipal Court with the Village of Spencer, which shall read as follows:

2-3-14(a) AUHORITY.

The City of Marshfield (City), and the Village of Spencer (Village), Marathon and Wood County, Wisconsin, acting pursuant to Sec. 61.34(1), Wis. Stats., are hereby authorized to and do establish a joint Municipal Court, as described in 2-3-14(d) below.

2-3-14(b) PURPOSE.

The purpose of this chapter shall be to promote the general health, safety, and welfare and to maintain required local uniformity of the enforcement of the participating City and Village.

2-3-14(c) SCOPE.

The scope of this ordinance includes enforcement of all ordinances adopted by the participating City and Village which ordinances are in effect as of the effective date of this chapter, together with all such ordinances adopted hereinafter and during the existence of the described Municipal Court.

2-3-14(d) JOINT MUNICIPAL COURT.

Pursuant to the authority granted by Chapter 755 Wis. Stats., there is hereby created and established a Municipal Court for the joint exercise of the power granted to the City of Marshfield and Village of Spencer under Sec. 755.01(1), Wis. Stats., to be designated as the "Marshfield Area Municipal Court" said court to become operative upon the date of the enactment of identical ordinances and ratification of an operating agreement by each affected municipality. For purposes of this requirement, the term "identical ordinances" shall refer to ordinances which contain the same, exact substantive terms and conditions; nonetheless, it shall not be required that each municipality number or otherwise include this ordinance within its respective code of ordinances using the same, exact nomenclature.

2-3-14(e) MUNICIPAL JUDGE.

a) Office Created – Pursuant to Section 755.01, Wis. Stats., there is created the office of

municipal judge for the City and Village. The Municipal Judge shall be a resident of the City of Marshfield or Village of Spencer.

b) Oath and Bond- The Judge shall, after election or appointment to fill a vacancy, take the official oath as prescribed in Sec. 757.02(1), Wis. Stats., and file such oath with the county Clerk of Circuit Court. At the same time, the Judge shall execute and file an indemnity bond with the clerk of the municipality in an amount of \$5,000. The Judge shall not act until the oath and bond have been filed as required by Sec. 19.01(4)(c) Wis. Stats. And the requirements of Sec. 755.03(2) have been complied with.

c) Salary- The salary of the Municipal Judge shall be set by resolution of the City Council of the City of Marshfield and shall be in lieu of fees and costs. No salary shall be paid for any time during the term during which such Judge has not executed the official bond or official oath. The salary may be increased by resolution of the Marshfield City Council before the start of the second or subsequent year of service of the term of the Judge, but shall not be decreased during the term.

d) Election Term -The municipal judge shall be elected at large at the spring election in odd numbered years for a term of four (4) years commencing on May 1 next succeeding his or her election.

e) Jurisdiction – The Municipal Court Judge shall have jurisdiction as provided by law and W.S.A. s.755.045 and exclusive jurisdiction of violations of City of Marshfield and Village of Spencer ordinances, resolutions, and bylaws.

2-3-14(f) MUNICIPAL COURT.

a) Hours- The Municipal Court shall be open on the days and hours established by the Municipal Court Judge subject to the approval of City Council and Village Board.

b) Employees – The Municipal Judge shall appoint, in writing, such clerks and deputy clerks as are authorized by the City Council and Village Board. The compensation of any employees of the court shall be set by the City Council. The City Council shall also determine the fringe benefits to be provided and the hours of service.

c) Location- The Municipal Judge shall keep his office and hold court sessions in the Marshfield City Hall or at a location as determined by the City of Marshfield Common Council.

2-3-14(g) COLLECTION OF FORFEITURES AND COSTS.

The Municipal Judge shall collect all forfeitures, taxable costs, and assessments in any action or proceeding, shall pay over such moneys to the Treasurer of the City of Marshfield no later than five p.m. each Monday, and shall file a written account of all moneys received by him or her for the prior week. At such time, the Municipal Court shall report to the Treasurer the title, nature of offenses, and amount of judgments imposed in actions and proceedings in which such monies were collected in accordance with Wis. Stats. Sec. 800.10(2). Should the Judge at any time fail to so report and deposit, his or her salary shall be suspended until such reports and deposits are made current.

2-3-14(h) CONTEMPT OF COURT.

a) The Municipal Judge may punish for contempt of Municipal Court persons guilty of any of the following acts. "Contempt of Court" means intentional:

i) Misconduct in the presence of the Court, which interferes with the Court proceeding or with the administration of justice or which impairs the respect due the court.

- ii) Disobedience, resistance, or obstruction of the authority, process, or order of the Court (including refusal to pay a court-imposed forfeiture).
 - iii) Refusal as a witness to appear, be sworn, or answer a question.
 - iv) Refusal to produce a record, document, or other object.
 - v) The act of unlawfully detaining within Marathon and Wood County any witness or party to an action while going to, remaining at or returning from Court where such action has been set for hearing or trial and any other unlawful interference with the process or proceedings in any action within the County of Marathon and Wood.
- b) Contempt committed in the immediate view or presence of the Municipal Judge, and after the party so charged being heard in his defense, may be punished summarily. In other cases, the party shall be notified of the accusation and have a reasonable time to make his defense.
- c) The Municipal Judge may, upon finding any person guilty of contempt of court, order such person to forfeit not more than \$50. In default of payment of the forfeiture and the penalty assessment imposed by state statute, the person found guilty of contempt may be imprisoned in the county jail not to exceed seven days.

2-3-14(i) STIPULATIONS AND DEPOSITS.

- a) Deposits for Ordinance Violations. The Municipal Judge shall establish and submit to the City Council and Village Board for approval in accordance with Sec. 800.03(3), Wis. Stats., a schedule of deposits for violations of City and Village ordinances.
- b) Deposits for Traffic and Boating violations. The deposit schedule established by the Wisconsin Judicial Conference and the procedures set forth in Chapters 23 and 345, Wis. Stats., shall apply to stipulation and deposits for violations of traffic regulations enacted in accordance with Sec. 345.27 and boating regulations enacted in accordance with Sec. 30.77 Wis. Stats.
- c) Stipulations and Deposits in Lieu of court Appearances. Persons cited for violations of City and Village ordinances, or violations of traffic or boating regulations for which a deposit has been established, shall be permitted to make a stipulation of no contest and a deposit in lieu of court appearance as provided in Sec. 800.03, Sec. 800.04, and Sec. 800.09 Wis. Stats.

2-3-14(j) ALTERNATIVE JUVENILE DISPOSITIONS AND SANCTIONS

- a) The Municipal Court shall have the authority to impose alternative dispositions and sanctions in Municipal Court.
- b) For a juvenile adjudged to have violated a municipal ordinance, the Court is authorized to impose any of the dispositions listed in W.S.A. ss. 938.343 or 938.344, in accordance with the provisions of those statutes.
- c) For a juvenile adjudged to have violated a municipal ordinance who violates a condition of a dispositional order of the Court under W.S.A. s. 938.343 or 938.344, the Municipal Court is authorized to impose any of the sanctions listed in W.S.A. s. 938.355(6)(d), in accordance with the provisions of those statutes.
- d) The Municipal Court, in imposing a disposition under this section, shall order the juvenile to pay, in addition to any forfeiture, the costs of any counseling, safety program or alcohol or drug abuse assessment, including treatment, costs of electronic monitoring detention and placement in any detention facility.
- e) This section is enacted under the authority of W.S.A. s. 938.17(2)(cm).

2-3-14(k) MUNICIPAL COURT ABOLISHMENT.

- a) In general, the Marshfield Area Municipal Court may be abolished at the end of any term for which the Judge has been elected, upon action taken by the Marshfield City Council or Spencer Village Board to either repeal this ordinance and transmittal of a certified copy of an ordinance abolishing the Marshfield Area Municipal Court to the appropriate filing officer under s. 11.02{3e), Wis. Stats. To abolish the court it is not required that the City and Village take similar action. The act of one of the governing boards to repeal its ordinance in accord with the terms thereof shall be sufficient. In the event the City of Marshfield City Council or Spencer Village Board deem it to be in their best interests to abolish the Joint Municipal Court created under this ordinance, they shall take such action no less than 60 days prior to the date on which the first nomination papers must be filed for the Municipal Judge's next term.
- b) Delivery of Books and records by Judge. In accordance with s. 755.12, Wis. Stats., within ten (10) days after the effective date of the abolition of the Marshfield Area Municipal Court, the Judge shall separate the court records, books, files, moneys and bonds according to the municipalities involved and deliver them to the appropriate City or Village Clerk

2-3-14(l) TRANSITIONAL PERIOD OF JOINT MUNICIPAL COURT.

- a) Marshfield Area Municipal Judge to Preside Pending Initial Election. In the event that this ordinance is adopted by each of the City of Marshfield or Village of Spencer to take effect at a time in advance of the commencement of the next term of office for the Municipal Judge, the Municipal Judge of the City of Marshfield, an existing Municipal Court, shall continue to serve as the Judge of the Joint Municipal Court until the end of the current term of office.
- b) Vacancy in Office of Municipal Judge. In the *event* of a permanent vacancy in the office of the Marshfield Area Municipal Judge pending the initial election of the Joint Municipal Judge under this ordinance, the office of Municipal Judge may be filled by temporary appointment by the Marshfield City Council and Spencer Village Board acting jointly. The office shall then be permanently filled by special election by the electors of the member City and Village held con-currently with the next spring election following the occurrence of the vacancy, except that a vacancy occurring during the period after December 1 and on or before the date of the spring election shall be filled at the succeeding spring election, and no such election may be held after the expiration of the term of office nor at any time of holding the regular election for the office.

2-3-14(m) OPERATING AGREEMENT.

In accordance with s. 755.01(4), Wisconsin Statutes, the City of Marshfield and Village of Spencer shall enter into a joint operating agreement to exercise the authority under s. 755.01(1), Wisconsin Statutes.

2-3-14(n) AMENDMENTS TO ORDINANCE.

This ordinance, whose substantive terms shall be adopted by the City of Marshfield and Village of Spencer, shall not be deemed to have been amended by either of the Governing Boards unless and until each of the Governing Boards shall adopt the same, exact ordinance amending or creating this ordinance.

SECTION THREE: The creation and maintenance of the Municipal Court, as adopted under Section One of this Ordinance shall be subject to the following terms and conditions.

1. This ordinance shall not take effect in the City of Marshfield or Village of Spencer until each Governing Board has adopted an ordinance that contains the same substantive terms as this ordinance, and the transmittal of a certified copy of the ordinance adopted by each City and Village to the appropriate filing officer under s. 11.02(3e), Wis. Stats.
2. In accord with §8.50(4)(fm), 755.01 and 800.06(3), Wis. Stats., the initial judge to hold office shall be appointed to said office by the City Council and Village Board to *serve* a term which shall expire on April 30, 2016.
3. The first election to the office of judge shall be held concurrent with and on the date of the spring Election in April, 2016, in accord with Sec. 5.02(21), Wis. Stats., with the first regular term of office as defined in Ch. 33, Sec. 2}d) to commence on May 1, 2016.

SECTION FOUR. Section Two of this ordinance shall not be codified.

SECTION FIVE. 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 SIX. 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 SEVEN. All ordinances or parts of ordinances inconsistent with or contravening the provisions of this ordinance are hereby repealed.

SECTION EIGHT. Effective Date. This ordinance shall take effect and be in force on January 1, 2016.

ADOPTED: _____

APPROVED: _____

PUBLISHED: _____

Chris Meyer, Mayor

ATTEST: _____
Deb M. Hall, City Clerk

AGREEMENT

This Agreement, made and entered into this ____ day of September, 2015, by and between the City of Marshfield, a Municipal Corporation, hereinafter referred to as the "City", and the Marshfield Area Pet Shelter, hereinafter referred to as "MAPS".

WITNESSETH:

1. MAPS, for and in consideration of the rates as hereinafter set forth, and the covenants and agreements hereinafter contained, does hereby agree to provide care for the City's impounded cats, as follows:

To provide said impounded cats with individual pens with heat during the winter months and to furnish said animals with an adequate supply of food and water and agreed upon standard medical care. It shall be the city's responsibility for approved veterinarian costs over and above the standard medical care provided by MAPS.

2. The City, in consideration therefore, does hereby agree to pay MAPS:

Seven and 00/100 Dollars (\$7.00) per calendar day cat fee charge up through day seven of impoundment;

A receipt must be presented for release of any cat. No fees will be collected at the MAPS facility.

3. It is agreed by and between the parties hereto that MAPS shall not be liable for or responsible for injury, sickness, theft, or death of any cat while it is in the care of MAPS.

4. It is further agreed and understood by and between the parties hereto that this Agreement shall take effect the 30th day of September, 2015 and shall be for an indefinite term with current pricing locked in through 2016. Either party hereto may terminate this Agreement by giving written notice thereof to the other party; this Agreement shall then be terminated and declared null and void thirty (30) days after said written notice is given. Any change in fees for the upcoming calendar year shall be negotiated prior to July 1st of each year (to accommodate the city's budget cycle).

5. It is further understood and agreed by and between the parties hereto that MAPS will not accept any City impounded cat unless they are brought and entered in the proper manner by either the City's Humane/Ordinance Officer or any Marshfield Police Officer on Duty.

This Agreement shall be binding upon the parties hereto, their representatives, heirs, successors or assigns.

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

In the Presence of:

City of Marshfield

By: _____
Chris Meyer, Mayor

Attest: _____
Deb M. Hall, City Clerk

Keith Strey, Finance Director

Marshfield Area Pet Shelter
