



CITY OF MARSHFIELD  
**MEETING NOTICE**

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**AMENDED**

**COMMON COUNCIL  
CITY OF MARSHFIELD, WISCONSIN  
TUESDAY, AUGUST 9, 2016  
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: July 26, 2016 regular meeting
- G. Staff updates
  - Relocation of City Hall to the Forward Financial building
- H. Mayor's Comments
  - 1 Committee Openings
    - a Committee on Aging
  - 2 Employee Recognitions
    - a Steve Burns, Parks & Recreation, 5 years, August 23, 2011
    - b Amy Krogman, Administration/Mayor's Office, 25 years, August 21, 1991

COMMON COUNCIL AGENDA  
AUGUST 9, 2016

- I. Council Comments
- J. Reports from commissions, boards, and committees
- K. Consideration of a request from the Blue Heron Brewpub and West 14<sup>th</sup> Restaurant for a variance of noise levels as permitted by Chapter 10-33(7) for their Oktoberfest event September 10<sup>th</sup> from 11:00 a.m. to midnight on 9<sup>th</sup> Street. Presented by Steve Barg, City Administrator

Recommended Action: Approve the variance

- L. Consent Agenda:
  - 1 Meeting minutes/reports
    - a Cable TV (June 27, 2016)
    - b Community Development Authority (June 30, 2016)
    - c Airport (July 14, 2016)
    - d Community Development Authority Finance and Strategic Planning Meeting (July 19, 2016)
    - e Board of Public Works (August 1, 2016)
    - f Judiciary and License (August 2, 2016)
    - g Finance, Budget, and Personnel (August 2, 2016)
      - 1. Reduce minimum "hold time" for stray animals impounded by Marshfield PD from 7 to 4 days
      - 2. Approve 2015-16 employee merit awards

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

- M. Request to approve Budget Resolution No. 16-2016, transferring \$150,000 from the Room Tax Fund to the Wildwood-McMillan Connector Trail project. Presented by Dan Knoeck, Director of Public Works

Recommended Action: Approve Budget Resolution No. 16-2016

- N. Request to approve Budget Resolution No. 17-2016, transferring \$4,075 from within the K9 Funds to Protective Services Operating Supplies to purchase 500 stuffed animals to use as a fundraiser for the purchase of a K9 for the next retirement. Presented by Rick Gramza, Police Chief

Recommended Action: Approve Budget Resolution No. 17-2016

- O. Request to approve Budget Resolution No. 18-2016, transferring \$36,962 from the General Fund Contingency budget and \$17,000 from the General Fund Property Assessment budget to the General Fund Information Technology budget for the purchase and installation of Market Drive assessing software, at an amount not to exceed \$53,962. Presented by Steve Barg, City Administrator

Recommended Action: Approve Budget Resolution No. 18-2016

- P. Request to appoint Jim Wein (1619 South Hemlock Avenue) to replace Don Nystrom on the Pool Study Committee. Presented by Steve Barg, City Administrator

Recommended Action: Waive the rules and approve the appointment as presented

COMMON COUNCIL AGENDA  
AUGUST 9, 2016

- Q. Closed Session pursuant to Wisconsin Statutes, chapter 19.85 (1)(e) "Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session."  
(1) Possible development agreement for a project located in TID #7  
(2) Possible assistance for a project located in the downtown district  
(3) Review offer to purchase for property adjacent to TIF District #5
- R. Reconvene into open session
- S. Action on matters discussed in closed session, if appropriate
- T. Suggested items for future agendas
- U. Adjournment

Posted this day, August 8, 2016 at 11:30 a.m., by Deb M. Hall, City Clerk

Notice

*It is possible that members of and possibly a quorum of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Deb M. Hall, City Clerk at 630 South Central Avenue or by calling (715)486-2023.*

**JULY 26, 2016**

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, Jason Zaleski, Rebecca Spiros, Tom Buttke and Peter Hendler.

**EXCUSED:** Rich Reinart

The flag was saluted and the pledge given.

No items were added to the agenda but item N was removed from the agenda; Ordinance No. 1338 amending Section 2-104 and 4-38 of the Municipal Code pertaining to room tax.

### **PUBLIC COMMENT PERIOD**

Denise Sonnemann, Town of Lincoln. She is the Central Wisconsin Community Ambassador working as a liaison for Enbridge. Enbridge cares about the community and wants to have an open relationship with the area. She is the contact person so if anyone has any concerns or questions they can contact her.

**CC16-152** Motion by Hendler, second by Feirer to approve the minutes of the Common Council regular meeting of July 12, 2016.

**Motion carried**

### **STAFF UPDATES**

None

### **MAYOR'S COMMENTS**

#### Committee Openings

Committee on Aging has an opening. Anyone interested should contact the Mayor's office.

### **COUNCIL COMMENTS**

Aldersperson Buttke announced that there will be an informational meeting regarding the Street Referendum on Wednesday, July 27<sup>th</sup> at 6:00 p.m. at the Marshfield Public Library.

Aldersperson Jockheck stated that on Wednesday, August 3<sup>rd</sup> at 6:30 p.m. there will be another informational meeting regarding the Street Referendum at the University in the Art Gallery.

Aldersperson Earll stated that the service organizations that they have already spoken to regarding the Street Referendum have been receptive to it. They agree that the roads need fixing

Aldersperson Zaleski announced that the Marshfield Genealogy group will be hosting them on Thursday, July 28<sup>th</sup> at 6:30 p.m. to discuss the Street Referendum.

### **REPORTS FROM COMMISSIONS, BOARDS AND COMMITTEES**

None

**CC16-153** Motion by Jockheck, second by Feddick to approve the request from Wisconsin Homes for a variance of noise levels as permitted by Chapter 10-33 (7) for a band to play at the builder's show to be held on Monday, August 1<sup>st</sup> from 5:30 – 11:00 p.m. at 425 W. McMillan Street.

**Motion carried**

**CONSENT AGENDA**

**CC16-154** Motion by Feirer, second by Spiros to receive and place on file, approving all recommended actions for the items listed on the consent agenda. Meeting Minutes/Reports: Parks, Recreation, and Forestry Committee of June 9, 2016; Library Board of June 21, 2016; Committee on Aging of June 23, 2016; Economic Development Board of July 7, 2016; Historic Preservation Committee of July 11, 2016; Utility Commission of July 11, 2016 (1. JO #5725, Replace 1321' of 6" water main with 8" water main on Locust Ave. \$124,151.68; 2. JO #5726, Replace 550" of 4" water main with 8" water main on Hemlock Ave. \$54,767.74; and 3. JO #5727, Replace 350' of 4" water main with 8" water main on Weister Court, \$83,913.75); Comprehensive Plan Steering Committee of July 14, 2016; Board of Public Works of July 18, 2016; Plan Commission of July 19, 2016 (1. Resolution No. 2016-36 CUP by Shannon Schnitzler to permit a 4-bed Adult Family Home located at 414 East 19<sup>th</sup> Street; 2. Resolution No. 2016-37 CUP by Midwest Auto Movers to allow an exception to the hard surfacing requirements at 2909 South Mallard Avenue; 3. Resolution No. 2016-38 CUP by Josh Gluege to exceed the maximum allowable accessory building area at 2405 South Peach Avenue; and 4. Resolution No. 2016-39 CUP by Ric Kuse to exceed the maximum allowable accessory building area at 511 North Hinman Avenue).

**Motion carried**

Second reading of Ordinance No. 1337, repealing Section 9-25 (1)(g)(3) of the Marshfield Municipal Code, Economic Development Grant for Reserve Class B Licenses.

**CC16-155** Motion by Wagner, second by Zaleski to approve Ordinance No. 1337.

**Motion carried**

**CC16-156** Motion by Spiros, second by Feirer to approve Resolution No. 2016-35, Decision not to participate in Marathon County's "Uniform Addressing" project.

**Motion carried**

**CC16-157** Motion by Feddick, second by Feirer to direct the City Clerk to begin the process of filling the vacant Aldermanic District 6 position as outlined in Section 2-06. Ayes – 7; Nays – 2 (Earll and Wagner)

**Motion carried**

City Administrator Barg presented information regarding the possible creation of an Economic Development Organization.

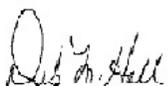
**CC16-158** Motion by Jockheck, second by Zaleski to approve the appointment of Kyle Weik, 300 E. 5<sup>th</sup> Street, to fill the vacant position on the Plan Commission. This appointment will expire in 2017.

**Motion carried**

Future Agenda Items

None

There being no further business the Mayor adjourned the meeting at 7:25 p.m.



Deb M. Hall  
City Clerk

# Oktoberfest Noise Variance

## September 10, 2016

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July 27<sup>th</sup>, 2016

To Whom It May Concern,

Oktoberfest will be celebrated on September 10<sup>th</sup>, 2016 at the Blue Heron Brewpub. A special menu as well as the introduction of our fabulous Oktoberfest beer will mark the beginning of the Fall season.

Blue Heron Brewpub and West 14<sup>th</sup> Restaurant are requesting a noise variance for our Oktoberfest event September 10<sup>th</sup> 2016 from the hours of 11:00am to Midnight to allow our patrons to enjoy live music along with beer and German style food.

We will have a stage with live bands playing throughout the day. The stage will be placed on 9<sup>th</sup> street facing Central Avenue Street facing west. Since the stage is place on the west side of our building it will help muffle the noise to the residents on the south side of our business. We will be contacting our neighbors and disclosing our intentions for the celebration and possible noise issues. Please contact Danielle Nystrom with any questions at (715) 389-1868. Thank you for your time and consideration.



Danielle Nystrom

Front of House Manager

Blue Heron Brew Pub/ West 14<sup>th</sup>

**CABLE TV COMMITTEE MEETING MINUTES  
JUNE 27, 2016**

The meeting was called to order by Deputy Clerk Panzer at 5:00 p.m. in Room 108 of City Hall Plaza.

**PRESENT:** Jim Daniels, April Gentz, Ed Gerl, Alderperson Earll and Dean Markwardt (arrived at 5:02 p.m.)

**ALSO PRESENT:** Acting Coordinator & Production Manager Breanna Speth, Brett Butler, Public Access Coordinator Branden Bodendorfer and Deputy Clerk Panzer

**EXCUSED:** Don Nystrom and Senen Siasoco

Deputy Clerk Panzer introduced new Public Access Coordinator Branden Bodendorfer.

**PUBLIC COMMENTS**

None.

**APPROVAL OF MEETING MINUTES**

**CTV16-027** Motion by Gerl, second by Earll to approve the minutes of the May 23, 2016 meeting as submitted.

**Motion carried**

Dean Markwardt arrived at 5:02 p.m.

**CORRESPONDENCE**

Speth received a thank you from the Marshfield Area Pet Shelter for putting the shelter in the public eye on MCTV for the Paws for Brittany Fun Run/Dog Walk that was held on May 7, 2016.

A thank you was received from Teyanna Loether for all that MCTV has done for her throughout her year as the 68<sup>th</sup> Alice in Dairyland.

Speth shared Marshfield Clinic's Facebook post thanking Explore Marshfield and Marshfield Community Television for spreading the word about their Historical Artifacts Exhibit in the New Visions Gallery.

**PUBLIC ACCESS COORDINATOR'S REPORT**

The Public Access Coordinator's Report for June 2016 was reviewed. (See attached report.)

**CTV16-028** Motion by Gerl, second by Markwardt to receive and place on file the Public Access Coordinator's Report.

**Motion carried**

**UPDATE ON STRATEGIC PLANNING ACTION ITEMS**

Bodendorfer reported that the things that we've been able to execute on have been executed; however there are things regarding finances that have not been entertained and part of that has to do with the fact that there is a reserve fund. There has been a lot of restriction to the marketing part of the strategic plan due to the reserve fund and he believes the strategic plan was underdeveloped and he would like to look at it and rework the marketing part of it at the next meeting when the chairperson and more Cable TV members are present.

**BILLS**

The bill query report was reviewed.

**CTV16-029** Motion by Earll, second by Gentz to authorize payment of the following bills as presented:

Granicus	\$ 600.00
Frontier	7.79
Spectrum Business (6/1/16 to 6/30/16)	99.11
CDW-G	33.48
B&H (Invoices 109854656 & 109864487)	8,335.95
Tri-Media (Invoices 1036 & 1059)	<u>4,080.00</u>

**Total**                    **\$13,156.33**

**Motion carried**

**FINANCIAL REPORT**

**CTV16-030** Motion by Earll, second by Daniels to receive and place on file the financial report for the period of January 1, 2016 through May 31, 2016.

**Motion carried**

**RECOMMENDED ITEMS FOR FUTURE AGENDAS**

- Tri-Media's Vision
- Strategic Plan Update/Software and equipment purchase plan
- Approval of proposed 2017 Cable Access Budget

Next meeting is scheduled for July 25, 2016 at 5:00 p.m.

Motion by Gentz, second by Gerl to adjourn at 6:11 p.m.

**Motion carried**

Lori A. Panzer  
Deputy City Clerk

# Public Access Coordinator's Report

Cable TV Committee Meeting 06/27/16

## **New Shows, June 20, 2016 (Since 5/16/16): for MCTV 98**

- Marshfield Area Pet Shelter "Buy a Bone" Recap
- Council Preview of May 24, 2016 Meeting
- Council Preview of June 14, 2016 Meeting
- An Evening of Songs and Stories with Msgr. Joseph Hirsch
- Meet Msgr. Joseph Hirsch
- Kids from Wisconsin: Meet the Marshfield Performers
- Your Downtown "Merle Norman and the Day Spa Boutique"
- Memorial Day Parade
- Memorial Day Ceremony at Flander's Field/Cemetery
- Dairyfest Parade 2016 (Broadcast LIVE)
- Insight: Ask the Mayor (from the Mayor's Breakfast)
- Climate Change Update with Dr. Sidney Johnson
- Wildwood Zoo Store Update
- Organ Concert by Samuel Backman
- New Visions Gallery Exhibit: Historic Clinic Artifacts
- Cooking with Ruth: Episode 82 "Graduation Snacks"
- Cooking with Ruth: Episode 83 "Hot Buffalo Dip & Tomato Bites"
- Cooking with Ruth: Episode 84 "Quick & Easy Cobbler"

## **Channel 991 Meetings**

- Common Council
- Public Works
- Finance, Budget, Personnel
- City Plan Commission
- Parks, Recreation, & Forestry Committee
- Marshfield Utilities Commission
- Judiciary & License Commission
- Police & Fire Commission
- Marshfield School Board (METV 990)

## **John Beck**

- Immanuel Lutheran Worship Service (weekly)

## **Dana Speth**

- Christ Lutheran Church Worship Service (Weekly)

## **Mary Asplin**

- Lights, Camera, Polka (weekly)

## **River Cities Community Access**

- MSTC Board of Directors May 2016

## **Other**

- LaCrosse Catholic Diocese Mass (Weekly)
- Music & the Spoken Word (Weekly)

## ***Personnel***

Tri-Media, LLC (owner Branden Bodendorfer) is the new coordinator of MCTV.

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

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

Stephanie Wienke continues in her position as full time administrative assistant/PR representative.

## **Publicity/Updates**

### ***Social Media Update - FACEBOOK***

As of June 14, we have 425 Likes on Facebook. (Up from 407 on May 16.)

### ***YouTube Channel Update***

60 Subscribers, 21,077 Views (as of June 14 at 12:30pm) (Up from last month's 55 subscribers • 18,417 views)

### ***Google Analytics (Online Activity) Summary***

We had 2,065 sessions last month, with 1,707 users and 3,272 page views.

### ***Dairyfest***

We broadcast the Dairyfest Parade live using a new setup (courtesy of Tri-Media). We had three cameras (instead of our usual two) and footage was in HD. Feedback has been prominently positive, with good comments about hosts, quality, and production.

### ***Strategic Planning***

Defer to Branden on this.

### ***New Community Producers***

Alex Wehrman

Dan Kitzhaber

## **Correspondence**

- Thank-You from MAPS
- Thank-You from Alice in Dairyland
- Share on Facebook by Marshfield Clinic

COMMUNITY DEVELOPMENT AUTHORITY

June 30th, 2016

The monthly meeting of the Community Development Authority was called to order by Chairperson Andrew Keogh at 9:02 a.m. in the Community Room at Cedar Rail Court, 601 South Cedar Avenue, Marshfield, Wisconsin.

Affirmation of proper posting of meeting: Meeting posted June 28th, 2016 at 4:30 p.m.

ROLL CALL:

PRESENT: Andrew Keogh, Dave LaFontaine, Tom Buttke, Marilyn Hardacre, Peter Hendler, and Jeanette Katzenberg

EXCUSED: Carol Kerper – Business Manager

OTHERS PRESENT: Mary James-Mork – Executive Director, Tim Geldernick – Environmental Services Manager, Trish McIlwain – Management Assistant, and Steve Barg – City of Marshfield Administrator

Declaration of a quorum.

Identify any Potential Conflicts of Interest: Peter Hendler requested an update on the replacement of Dave Marsh. Andy Keogh stated that Mayor Meyer will be making an appointment soon.

Invitation for Public Comment: None

CDA 16-B06-1 Motion by LaFontaine, second by Katzenberg to approve the May 25th, 2016 CDA Board Minutes. 6 Ayes

MOTION CARRIED

CDA 16-B06-2 Motion by Buttke, second by Hendler and LaFontaine to approve the June 21st, 2016 Finance and Strategic Planning Meeting Minutes. 6 Ayes

MOTION CARRIED

Presentation – City of Marshfield Proposed Mission and Vision Statements, Steve Barg, City of Marshfield Administrator. Barg presented the proposed mission/vision statement for the City of Marshfield. He is having all boards affiliated with the city to review and to make possible changes. Fontaine suggested having the business area added on the end of the statement.

CDA 16-B06-3 Motion by Hendler, second by Buttke to approve the May, 2016 CDA Financial reports. 6 Ayes

MOTION CARRIED

Finance Committee Report: The year-end finances ended on a positive note and the reserves are increasing.

CDA 16-B06-4 Motion by LaFontaine, second by Hardacre to approve the Initial Consent Resolution of the Board of Directors of CDA/Neighborhood Investments, Inc., a HUD required step in the RAD transition. 6 Ayes

MOTION CARRIED

Strategic Planning Committee Report: Progress on RAD.

Personnel Committee Update: No Update

Grievance Committee Update: No Update

Update on RAD Conversion Process:

James-Mork stated the next extension date for the Financial Plan submission is July 29<sup>th</sup>, 2016, with financing established on that date, and that there are several financing options that will be explored with final revised numbers for the Initial Deposit for Replacement Reserves. Buttke voiced frustration with the RAD process, given the short time frame between information gathering and submission. Ameresco (RPCA provider) will present revised numbers to staff on Thursday, July 7<sup>th</sup> at 11:00 a.m.

Executive Director's Report:

CDA 16-B06-5 Motion by LaFontaine, second by Katzenberg to accept and place on file the Executive Director's Report. 6 Ayes

MOTION CARRIED

New Business: None.

Next Board Meeting Date and Time: Thursday, July 28<sup>th</sup>, 2016 at 9:00 a.m., Parkview Apartments.

Agenda Items for Next Month: None

Meeting was declared adjourned by Chairperson Keogh at 10:08 a.m.

Respectfully submitted,

Mary James-Mork  
Executive Director

Andrew Keogh  
Chairperson

# COMMUNITY DEVELOPMENT AUTHORITY

## Executive Director's Highlights July 28, 2016

### 1. Public Housing Occupancy-97.6 % Occupancy Rate as of the day of this report

Parkview - 1 opening

Cedar Rail – 0 openings

Scattered Sites - 4 openings

#### Section 8 Program-

56 leased vouchers...one lost this month. 1 issued voucher... plans to issue 2 more within the week.

### 2. Security System Update-

Security systems estimate now includes a 10% discount on equipment, with a decision to increase security at Parkview Apartments during this fiscal year.

### 3. RAD Financing Update-

Currently comparing two proposals to determine which provider will meet the current deadline for submission of the Financing Plan. In addition to standard comparisons, a key issue will be whether the option of securing additional grants will be worth pursuing.

Additional RPCA revisions from Ameresco recently reviewed by the CDA board are being uploaded to the RAD resource desk. Pro-forma template updates will be completed with the Initial Deposit for Replacement (IDRR) numbers upon completion of financing.

### 4. Tenant Appreciation

Parkview and Cedar Rail held their annual appreciation picnics this week with record attendance. Trish McIlwain, Management Assistant coordinated the picnic with the assistance of Joyce Langfeldt. Staff leaders served the meal with the volunteer support of a number of Girl-Scouts. The highly successful event included a drawing for prizes along with music, dance and beautiful weather.

### 5. Building and Grounds – Summer Update

Thank you to the housekeeping and maintenance staff for their care and attention to our facilities during this year of limited staffing. The improved grounds are at their peak of beauty with additional work on landscaping completed earlier this spring. The lawns and flowers have required considerable time and effort, and is appreciated by residents, families and the community.

# Marshfield Airport Committee Minutes

July 14th, 2016

Meeting called to Order at 6:00 p.m. by Vice Chairman Jack Bremer

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

Absent: John Berg

Also Present: Dan Knoeck, Harold, Alice and Jeffrey Gaier

Citizens Comments: None

AP16-28 Motion by Maurer Second by Knauf to approve the Airport Minutes of June 16th, 2016, All Ayes,

Motion Carried

AP16-29 Motion by Knauf Second by Maurer to approve the Special Airport Minutes of June 27th, 2016, All Ayes,

Motion Carried

AP16-30 Motion by Maurer Second by Knauf to approve the Airport Manager's July 2016 Report, All Ayes

Motion Carried

AP16-31 Motion by Maurer, Second by Knauf to approve the July 2016 Activity Report, All Ayes

Motion Carried

AP16-32 Motion by Knauf, Second by Maurer to approve the Airport Bills for July 2016, All Ayes

Motion Carried

AP16-33 Motion by Jockheck, Second by Knauf to approve a budget for the airport for 2017 and submit to City Finance for inclusion in the City's 2017 Budget process. All Ayes,

Motion Carried

Additional Citizens Comments: None

Motion by Jockheck, second by Knauf to adjourn at 7:11 PM, All Ayes Motion Carried

Respectfully Submitted - Jeffrey Gaier



## Marshfield Airport Manager's Report July 14th, 2016

Mike Gabor from the Bureau of Aeronautics (BOA), this past month inspected the runways at Marshfield. He noticed the expansion joints on the runways were showing some signs of separating from the fill material in the joint. He suggested that the Marshfield Airport consider a new method of crack sealing called Flex Patch. The BOA would be willing to make this a project addition to the land purchase project. Since Marshfield has petitioned for crack sealing, this project would be eligible for State Aid, hence it could be added to the existing project. Mike estimated the cost of the sealcoat at \$40,000. Our share of this would be covered by entitlement funding.



Fahrner Asphalt contacted us this past week that they were available to start on the seal coat project. This was a bit of a surprise as Mike Gabor had just started the paperwork for the contract. Adding Marshfield to their sealcoat project for the year was just an addendum / change

order. A crew from Fahrner came to the airport July 5th through 8th. They were back at the airport on July 11th to finish the project. They sealed both runway 16/34 and runway 05/23. If we would have gone with regular crack filling on the runways we would have only been able to do a quarter of one runway. With the BOA's help we were able to sealcoat both runways on the expansion joints.

Pictured to the right, an expansion joint that is seal coated. By placing this sealcoating over the expansion joint, we have a smooth runway to take off and land on. Without the sealcoat, we had dips in the runway that made for a bumpy take off and landing.





EAA 992 will be having their pancake breakfast this year. They are planning on having it July 17th, 2016. This year the breakfast will be held in the large storage hangar instead of the maintenance hangar. They have provided us with a copy of their insurance for the event. We are looking forward to a great event come rain or shine.

We have received the annual application for the tank permits for the airport. We will be getting proof of insurance and financial responsibility from the City. We will be sending the application out shortly.

Fire and Protection came out to the airport and serviced the fire extinguishers at the airport. They also stopped at the Marshfield Area Pet Shelter and serviced those extinguisher. This is a yearly inspection that is required.

CATS Testing has informed us that the Unmanned Aircraft Systems (UAS), test will be available August 29th. This is for drone pilots to get their drone license. Duffy's Aircraft as a computerized testing center for CATS will be able to administer the test. We expect that we will have more people taking this test than other Federal Aviation Exams. We have received four inquiries to take the test.

## UAV / Drone Written Exams



Matt Keifer, the local Airman Medical Examiner has moved and is no longer available for medical exams. The nearest aviation medical examiner is now in Stevens Point, WI. Pilots are required to get a medical exam in order to fly.



The Senate and House have approved a one year extension to the FAA funding for one year. Attached to this funding bill is the Pilot Bill of Rights 2. This bill if signed by the President would make it so that pilots who fly leisurely would not be required to get a third class medical. It would also make it easier for pilots who get a "special" issuance medical each year to not be required to go through the process which could cost them thousands of dollars. We are hopeful that this would attract more people to fly as well as get people back into aviation.

Oshkosh AirVenture starts in a few weeks, (July 25th to 31st). We expect to see lots of airplanes in the air traveling to and from the Oshkosh area. We might be lucky to see a few of those stop at Marshfield. More information about AirVenture can be found on their website at [www.airventure.org](http://www.airventure.org).

Happy Flying - Duffy, Alice, Robert and Jeff Gaier





# Airport Activity Report July 2016

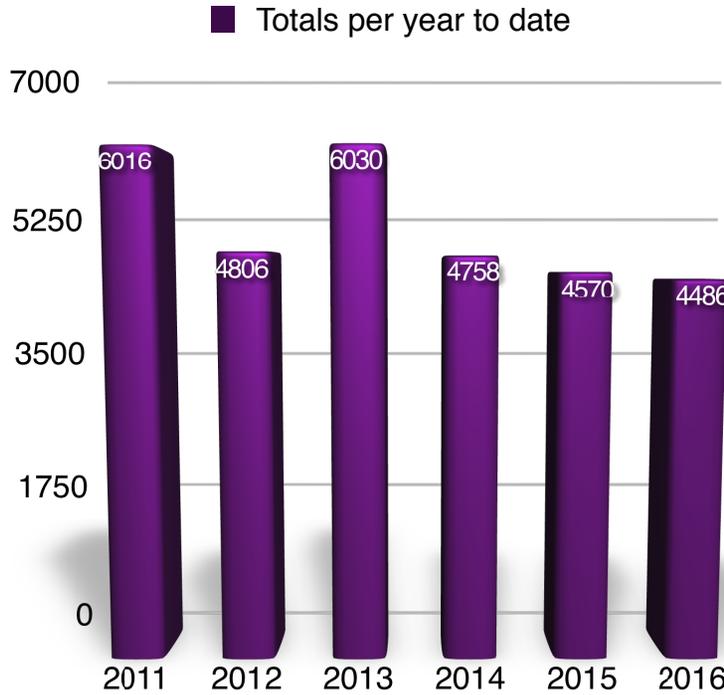


## Departures and or Landings Information - Flight Operations - 28 Days Between Reports

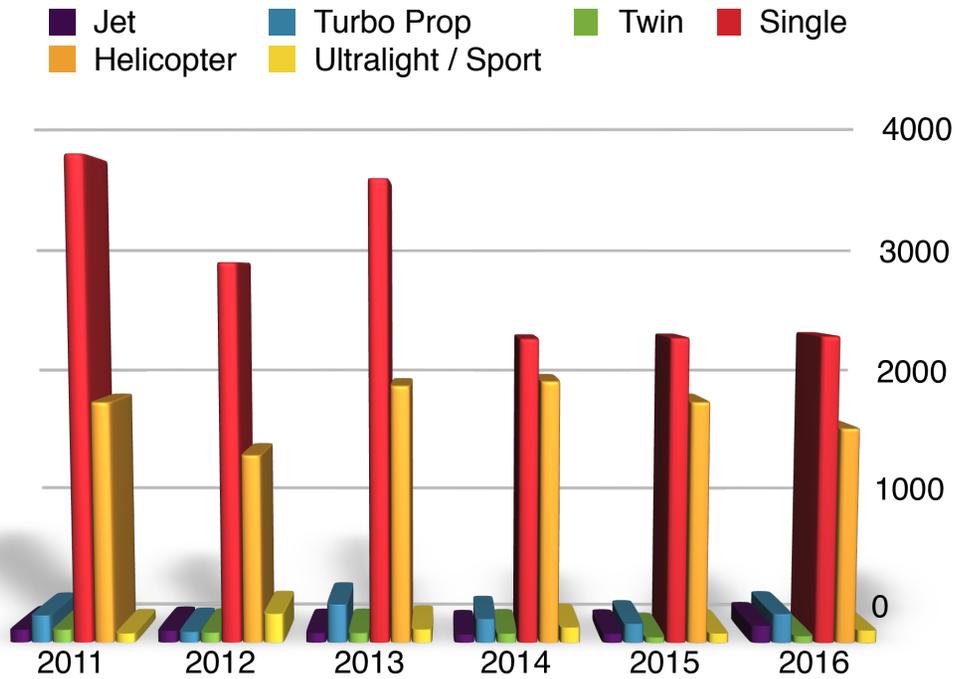
<i>Year</i>	<i>YTD 2011</i>	<i>YTD 2012</i>	<i>YTD 2013</i>	<i>YTD 2014</i>	<i>YTD 2015</i>	<i>July 2015</i>	<i>June 2016</i>	<i>YTD 2016</i>
<i>Jet</i>	98	92	74	64	70	10	30	132
<i>TurboProp</i>	208	82	294	182	146	14	42	222
<i>Twin</i>	98	76	74	70	42	8	12	52
<i>Single</i>	3700	2894	3518	2322	2328	560	512	2340
<i>Helicopter</i>	1842	1440	1968	2002	1844	280	284	1644
<i>Light Sport</i>	70	222	102	118	72	72	36	96
<i>Total</i>	6016	4806	6030	4758	4570	944	916	4486
<b>Passengers</b>								
<i>Total</i>	8018	6403	7905	6341	5328	1258	1136	5905
<b>Local and Transient Traffic</b>								
<i>Transient</i>	1820	1187	2102	1780	1534	594	340	1917
<i>Local</i>	4196	3619	3928	2980	3036	350	576	2569
<b>Training Flights</b>								
<i>Total</i>	2497	2776	2704	1790	2338	472	596	2560
<b>Fuel Dispensed</b>								
<i>Av Gas</i>	10991	11440	8916	11083	7487	2189	1525	5749
<i>Jet A</i>	19222	20796	29892	23229	20583	2441	7070	41670
<i>Total</i>	30213	32236	38808	34312	28070	4630	8595	47419

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

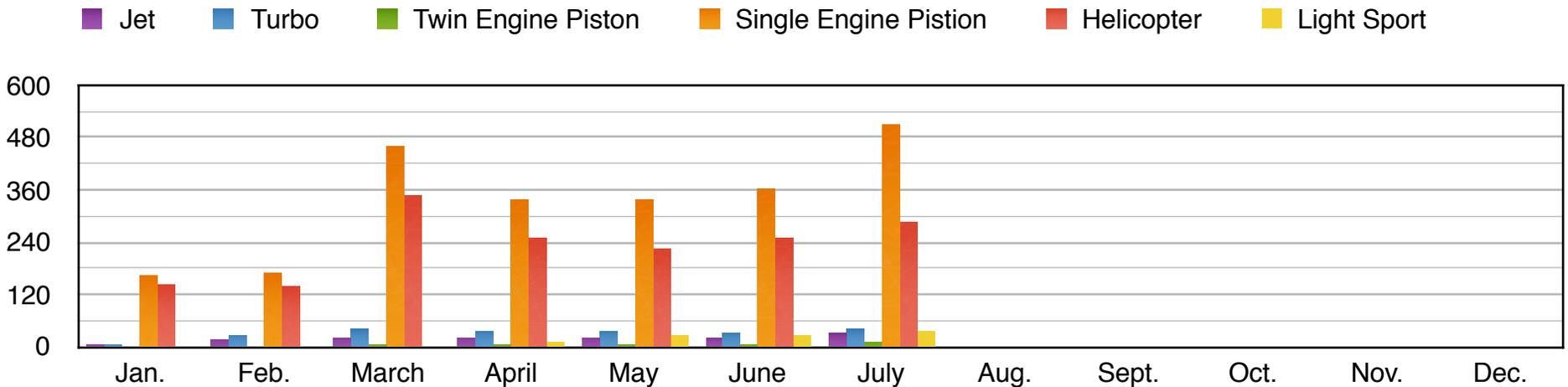
Flights Over the Past Five Years by the Present Month



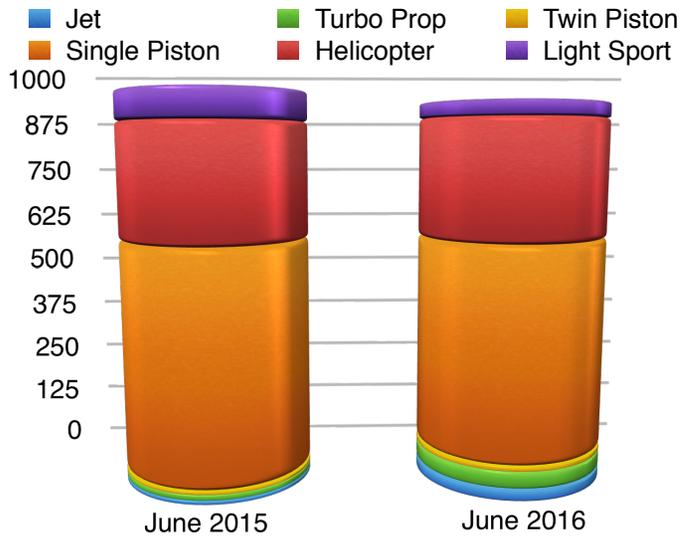
Types Of Aircraft That Have Visited Marshfield Per Year by the Present Month



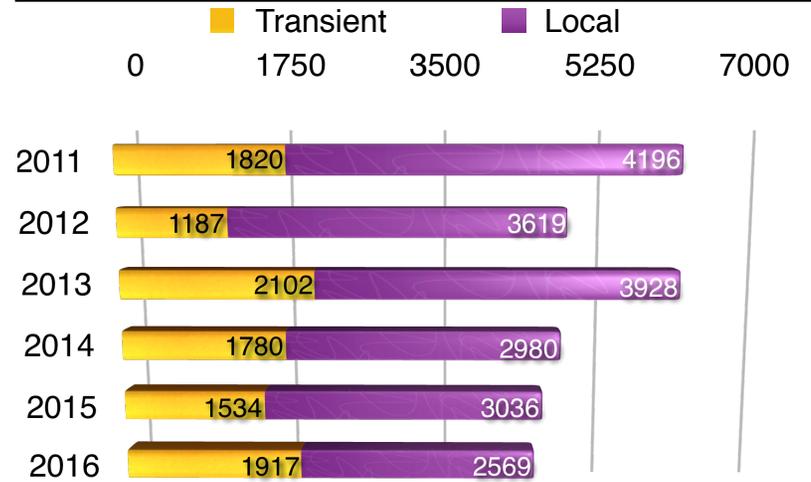
Operations by Aircraft for the Year of 2016



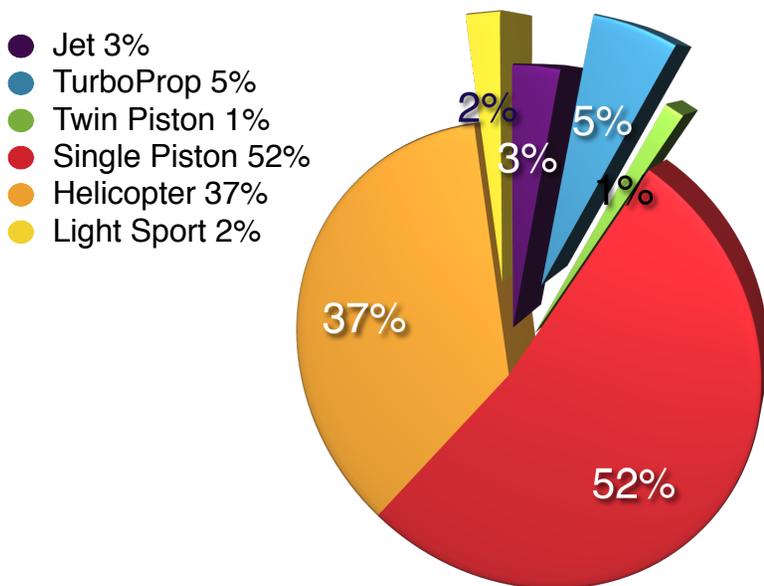
This Month Compared to the Same Month Last Year



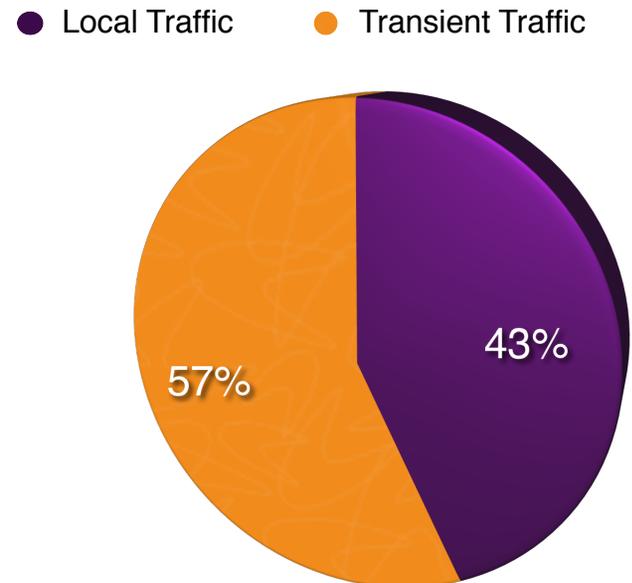
Transient Vs. Local Traffic



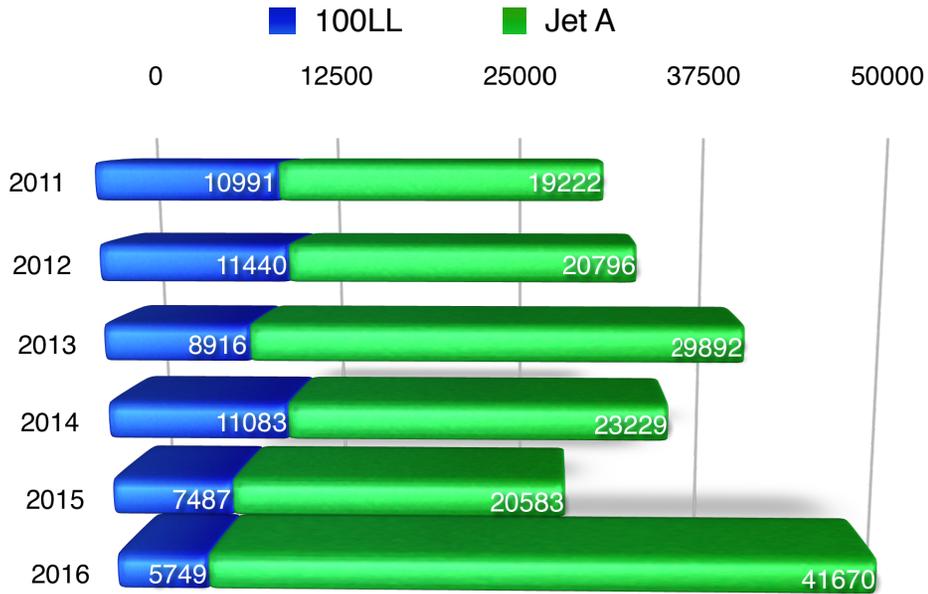
Percentage By Type Of Aircraft That Came Into Marshfield In 2016



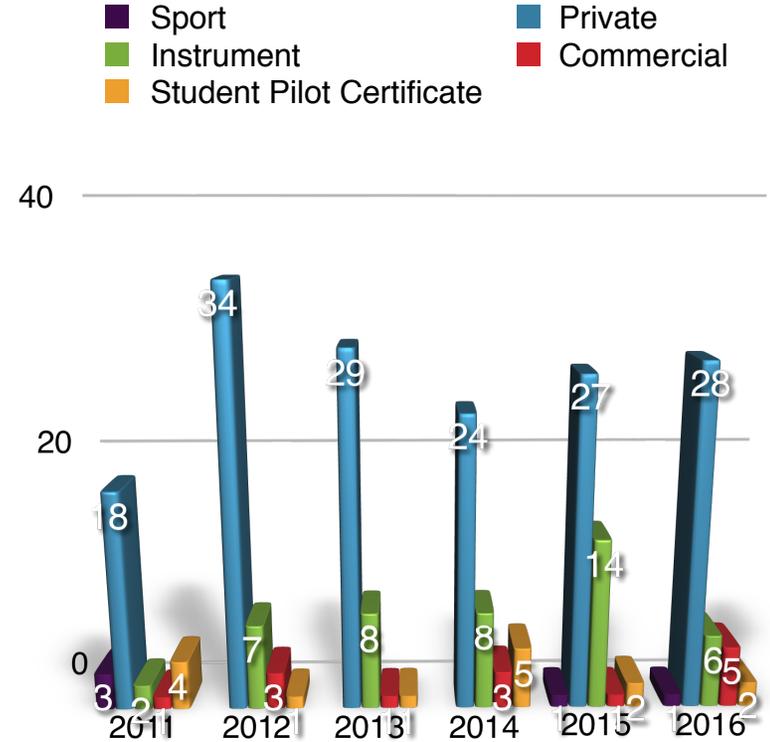
Percentage of Local Vs. Transient Traffic for 2016



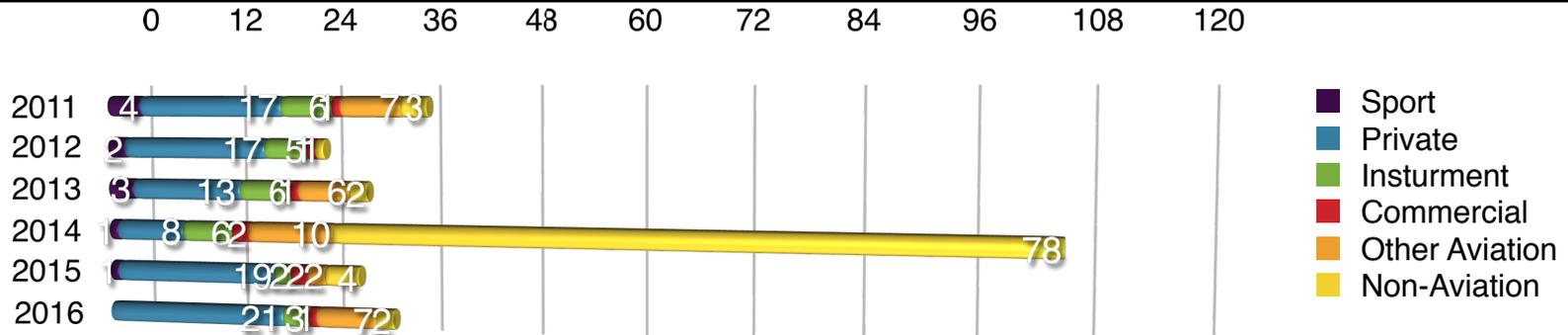
Fuel Sold - 6 Year Comparison



Duffy's Flight Checks for Pilots - 5 Year Comparison



Computerized Written Exams Given At The Airport



# Individuals And Businesses That Have Used The Airport This Month

Duffy's Aircraft Sales and Leasing Inc.  
Aviation On Demand  
Spirit Transport  
Dan Hiller  
CrossWind Aviation LLC  
Wheelers Chevy Olds Pontiac Cadillac  
Inc.,  
Dan Wheeler  
Duffy Gaier  
Bob Gaier  
Jeffrey & Elizabeth Gaier  
Al Hatz  
Georgi Georgiev  
Don Halloran  
Howard Rand  
Steve Humphrey  
Mayo One (Medflight Eau Claire)  
Custom Fabrication and Repair  
Brian Barnett  
Kirk Haslow  
Haslow Farms  
Father Eric Berns  
David Vance  
Bruce Wineman  
Medevac (Medflight Wausau)  
Jake Jasinski  
Norm Brown  
William Brady  
Troy Rens  
Linus Snyder  
Todd Masephol  
Shannon Richter  
Life Link III (Medflight New Richmond)  
Enbridge  
Burrnett Co. Flying Service  
Michael Tyler  
Bob Thill  
Valley Medical - Fixed Wing Medflight  
Harry Dolan  
Am I High Aviation

Wausau Flying Service  
Festival Foods  
Hawthorne Aviation (Medflight Fixed  
Wing Eau Claire)  
LJ Aviation  
Roehl Transport  
Grupe Bryce  
P Gingrich  
Theda Star (Medflight)  
Patrick Colwell  
Thomas Pue  
Scott Singkofer  
Art Scottberg  
Steve Mickel  
Morey Airplane Company  
Randy Musack  
Wisconsin Aviation  
Jeff Veers  
MQ Aviation  
Matt Thomas  
Civil Air Patrol  
Dan Reis  
FYK Corp - Donor Flight  
Blackfriars Aviation LLC - Donor Flight  
Beech Transport Inc. - Donor Flight  
Jon R Neville  
King Aire 200 LLC - Donor Flight  
Thunder Run Aviation LLC - Donor Flight  
Corporate Flight Inc. - Donor Flight  
Gran Aire  
RSF Jets LLC  
Twin City Cloud 7 Inc.  
Marvin Leasing LLC  
Evan Nelson  
Brad Honish  
Andrew Peterson  
Shaun Wenzel  
Paul Bach  
Jason Frank  
Derek Ahl  
Dana Hamilton

Roger Resar  
Luke Lazare  
Roger Hillberg  
Timothy Howen  
Thad Schumacher  
Sam Chambers  
Jesrin Gaier  
Jurg Grossenbacher  
Tim Hoefs  
Tom Jablonicky  
Dan Jurczyk  
Amy Kennow  
Duane LeVoy  
Steve Mesner  
Landon Now  
Stick and Rudder Aviaiton LLC  
Venture Jets Inc.  
David Webb  
Russel Hamann  
William O'Donnell III  
Mary Fredrick  
Gary Franz  
Clarence Peters  
Thomas Pue  
Todd Anderson  
Richard Holbein  
Nathan Tross  
Ronald Scott  
Glen Boltz

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

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

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

Experimental Aircraft Association Chapter 992 (Marshfield & Medford Group)	Central Wisconsin Apple User Group
Toastmasters of Marshfield	Marshfield Youth Hockey
	C12 Group (Christian CEOs and owners building great

**Summary Report**

Activity was up this month. We saw many organ procurement (donor), flights into the airport this month. Student activity is up with several new and old students.

City of Marshfield						
Line Item Budget Justification						
Budget Year - 2017						
General Airport Budget						
Account # ' 101.53510.33						
		2016	2016	2016	2017	
Obj. #	Description	Amount Approved	Used thru June meeting	Balance Remaining	Amount Requested	Justification
52100	Professional Services	46,073.00	23,036.52	23,036.48	46,994.46	Manager's contract - 2% increase
52210	Electric	16,062.00	5,755.06	10,306.94		Previous 12 months usage * rate, plus fixed rates of 15.00, 6.00, 9.83, or 5.75 per month, previous 12 months usage * rate of 0.1219 (summer), 0.1141 winter & 1.0% increase.
52220	Water	408.00	354.59	53.41	896.00	Previous 12 months consumption 12000*.0345*10.6% inc. plus fixed rate of \$33.00*12 .
52230	Sewer	316.00	348.37	(32.37)	736.00	Volume charge .0411*12,000, fixed rate of 18.45 *12 months plus a 3% increase.
52240	Fire Protection Charge	2,087.00	645.18	1,441.82	2,117.00	Rate is @.0647 per \$1000 assessed value 166.44*12*10.6% inc.
52260	Heating - Gas Gen. Term.	2,278.00	1,232.65	1,045.35	2,582.00	Three year's average consumption - 2468 therms*.5956* Distribution charge - .2602*2468. PGA charge 1% inc.
52300	Telephone	1,377.00	725.30	651.70	1,474.00	12*\$122.81 for Pilot Lounge and credit card fuel line,
52400	Rep/Maint. Serv-Streets	19,200.00	10,925.00	8,275.00		Snow removal
52500	Repair/Mainte. Service	52,000.00	12,736.41	39,263.59		Mainte. on runway lights, vasi's, beacon, hangar doors, cutting of brush, tree height control, mowing, cleaning of general terminal public areas, area door mats, antenna mainte., crackfilling, fuel pump system maintenance, maintenance of building mechanicals carpet cleaning, runway light mainte, equipment repair by others.
52900	Other Contractual Ser.	3,000.00	4,968.75	(1,968.75)		Landing system maintenance, SDF, NDB, & LOM.



COMMUNITY DEVELOPMENT AUTHORITY  
*Finance and Strategic Planning Committees*  
July 19th, 2016

The Finance and Strategic Planning meeting of the Community Development Authority was called to order by Finance Committee Chairperson Dave LaFontaine at 1:36 p.m. in the Cedar Rail Court Executive Conference Room, located at 601 S. Cedar Avenue, Marshfield, WI.

Affirmation of Proper Posting of Meeting: Meeting posted July 15, 2016 at 1:30 p.m.

ROLL CALL:

PRESENT: Andy Keogh, Dave LaFontaine, Tom Buttke

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

Declaration of a Quorum.

Identify any Potential Conflicts of Interest: None

Public Comment: Jim Kavanagh, Business Development Manager with Schultz Energy Consulting, and Pat Kennedy, Cost Segregation Services, presented an overview of services their companies provide to assist businesses in obtaining commercial building energy tax deductions and tax credits. Questions were answered.

Review of Financial Reports/Documentation:

CDA 16-F07-1 Motion by Buttke, second by Keogh to accept and recommend the May, 2016 and the June, 2016 financial reports for board approval. 3 Ayes

MOTION CARRIED

Status of Current Capital Projects:

The majority of capital projects designated for completion in 2016 are done, with flooring and installation of new locks on recently installed doors in process. Remaining capital funds have been allocated for the RAD transition.

Update on RAD Conversion Process:

New lifecycle facility cost numbers received from Ameresco have been submitted. CDA is working with two financing groups to obtain rates and terms for financing packages.

Next meeting date will be held on Tuesday, August 16<sup>th</sup>, 2016 at 1:30 p.m. in the Cedar Rail Executive Conference room.

Motion by Buttke to adjourn. Meeting declared adjourned at 2:35 p.m. by Chairperson LaFontaine.

Respectfully submitted,

Mary James-Mork  
Executive Director

Dave LaFontaine  
Chairperson

**BOARD OF PUBLIC WORKS MINUTES**  
**OF AUGUST 1, 2016**

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

**PRESENT:** Tom Buttke, Ed Wagner, Mike Feirer, Chris Jockheck & Gordon Earll

**EXCUSED:** None

**ALSO PRESENT:** Assistant City Engineer Cassidy; Street Superintendent Winch; Wastewater Superintendent Warp; the media; and others.

**PW16-83** Motion by Wagner, second by Feirer to recommend approval of the minutes of the July 18, 2016 Board of Public Works meeting.

**Motion Carried**

**Citizen Comments:**

Alderman Jockheck wanted to apologize for comments made at the last meeting regarding North Central Avenue. All he was asking was for two potholes to be filled.

Director of Public Works Knoeck presented an Engineering Division construction update. Street Superintendent Winch presented a Street Division construction update.

**PW16-84** Motion by Jockheck, second by Earll to recommend approval of the Engineering Agreement with Strand Associates, Inc. for the 2016 Wastewater Utility rate review and authorize execution of the agreement.

**Motion Carried**

**PW16-85** Motion by Earll, second by Feirer to recommend approval of 'NO PARKING THIS SIDE OF STREET' on the north and west sides of all ditched streets within 1,500 feet of Beell Stadium as follows, and that the Administrative Code of Traffic and Parking Regulations be amended to reflect the changes:

- Apple Avenue from 5<sup>th</sup> Street to 8<sup>th</sup> Street
- 6<sup>th</sup> Street from Peach Avenue to Palmetto Avenue
- 7<sup>th</sup> Street from Peach Avenue to Palmetto Avenue
- Apple Avenue from 9<sup>th</sup> Street to 15<sup>th</sup> Street
- Erickson Avenue from 9<sup>th</sup> Street to 15<sup>th</sup> Street
- Hemlock Avenue from 8<sup>th</sup> Street to 15<sup>th</sup> Street
- 6<sup>th</sup> Street from Felker Avenue to Washington Avenue
- 15<sup>th</sup> Street from Felker Avenue to Madison Avenue
- Weister Court from Hemlock Avenue to the East

**Motion Carried**

**Recommended items for future agendas: None**

Motion by Jockheck, second by Earll that the meeting be adjourned at 5:48 PM.

**Motion Carried**

Daniel G. Knoeck, Secretary  
BOARD OF PUBLIC WORKS

**JUDICIARY AND LICENSE COMMITTEE**  
**MINUTES OF AUGUST 2, 2016**

Meeting called to order by Chairperson Wagner at 5:00 p.m., in the Common Council Chambers, City Hall Plaza.

**PRESENT:** Alderpersons Ed Wagner, Gordon Earll and Alanna Feddick

**EXCUSED:** None

**ALSO PRESENT:** Police Lt. Zeps and City Clerk Hall

**JLC16-054** Motion by Feddick, second by Earll to approve the minutes of the July 12, 2016 meeting.  
**Motion carried**

**CITIZEN COMMENTS**

None

**JLC16-055** Motion by Earll, second by Feddick to approve by unanimous consent the following:

- a) Fifteen (15) Beverage Operator Licenses for the 2015-2017 license year to: Jamey Bailey, Jessica Baker, Ann Berens, Joseph Brock, Jacob Deglow, Shelby Helke, Donna Koffler, Tori Nutting, Breanna Peskie, Nicole Pongratz, Bryanne Risen, Kristina Stuttgart, Elizabeth Ulrich, Lisa Wussow and Jessica Zorman.
- b) Temporary Class "B"/"Class B" Retailer's License (Picnic) to the Marshfield Tiger Booster Club, Inc. for September 24, 2016.
- c) Request from Ashley Marie's Viaduct, LLC to amend the premise description on her "Class B" Combination Liquor License to permanently include the outside patio area.
- d) Request from Ashley Marie's Viaduct LLC to amend the premise description on her "Class B" Combination Liquor License for a 1 day event to be held on August 27, 2016.
- e) Request from Blue Heron Brewpub to amend the premise description on their "Class B" Combination Liquor License for a 1 day event to be held on September 10, 2016.

**Motion carried**

**JLC16-056** Motion by Earll, second by Feddick to grant a Temporary Class "B"/"Class B" Retailer's License (Picnic) to the Marshfield Lions Club for August 31 – September 5, 2016 with the requirement that they wristband or handstamp everyone over 21.

**Motion carried**

**JLC16-057** Motion by Feddick, second by Earll to grant a "Class B" Combination Liquor License to Crabby Dave's of Marshfield, LLC; Agent – Timothy Tolppi; 501 S. Central Avenue.

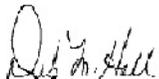
**Motion carried**

**Future Agenda Items**

None

Motion by Earll, second by Feddick to adjourn at 5:06 p.m.

**Motion carried**



Deb M. Hall  
City Clerk

**FINANCE, BUDGET AND PERSONNEL COMMITTEE**  
**MINUTES OF AUGUST 2, 2016**

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

**PRESENT:** Alderpersons Alanna Feddick, Rebecca Spiros, Jason Zaleski and Peter Hendler.

**ABSENT:** None

**RESIGNED:** Alderperson Rich Reinart

**ALSO PRESENT:** Alderpersons Earl and Wagner, City Administrator Barg, Gordie Adler and City Personnel (Jennifer Rachu, Joan Spencer, Dan Knoeck, Eng Ng, Amy VanWyhe and Deb M. Hall)

**Citizen Comments**

None

**FBP16-061** Motion by Hendler, second by Spiros to approve the items on the consent agenda:

1. Minutes of the June 21, 2016 meeting.
2. Bills in the amount of \$1,697,885.43, \$1,324,926.90 and \$772,111.40.
3. Report of Personnel Actions of August 2, 2016.
4. Monthly Position Control Report as of July 31, 2016.
5. June 2016 Treasury Report.

**Motion carried**

No items were removed from the consent agenda.

**FBP16-062** Motion by Hendler, second by Spiros to recommend approval of Budget Resolution No. 16-2016 to the Common Council, transferring \$150,000 from the Room Tax Fund to the Wildwood-McMillan Connector Trail project.

**Motion carried**

**FBP16-063** Motion by Zaleski, second by Spiros to recommend approval of Budget Resolution No. 17-2016 to the Common Council, transferring \$4,075 from within the K9 Fund to Protective Services Operating Supplies to purchase 500 stuffed animals to use as a fundraiser for the purchase of a K9 for the next retirement.

**Motion carried**

**FBP16-064** Motion by Zaleski, second by Hendler to authorize staff to enter into an agreement with Assessment Technologies for the purchase, installation and conversion of the City's current assessing software to Market Drive for a total amount not to exceed \$53,962, and to recommend approval of Budget Resolution No. 18-2016 to the Common Council, transferring the necessary fund.

**Motion carried**

Discussion was held on the "Hold Time" for stray animals. Staff recommended that the current 7-day hold be continued for a period of one year, with re-evaluation sometime next summer.

**FBP16-065** Motion by Feddick, second by Spiros to change the 7-day hold period for stray animals to 4-days. Nay – 1 (Hendler)

**Motion carried**

**FBP16-066** Motion by Hendler, second by Zaleski to approve revised Police 3.380 – No Smoking or Tobacco Use.

**Motion carried**

**FBP16-067** Motion by Zaleski, second by Spiros to approve revised Policy 3.525 – Family and Medical Leave.

**Motion carried**

**FBP16-068** Motion by Spiros, second by Zaleski to go into closed session pursuant to Wisconsin Statutes 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 awards

Roll call vote, all ayes. (Time: 5:48 p.m.)

**Motion carried**

Present in closed session: Alderpersons Feddick, Spiros, Zaleski, Hendler, Earll and Wagner, City Administrator Barg and staff (Jennifer Rachu and Deb M. Hall).

**FBP16-069** Motion by Spiros, second by Zaleski to return to open session. Roll call vote, all ayes. (Time: 6:21 p.m.)

**Motion carried**

**FBP16-070** Motion by Hendler, second by Zaleski to approve twelve employee merit compensation awards in the amount of \$8,500.

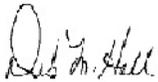
**Motion carried**

**FUTURE AGENDA ITEMS**

None

Motion by Spiros, second by Hendler to adjourn at 6:22 p.m.

**Motion carried**



Deb M. Hall  
City Clerk



# City of Marshfield Memorandum

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DATE: August 4, 2017  
TO: Mayor Meyer & City Council  
FROM: Steve Barg, City Administrator *SB*  
RE: Reduction of “hold time” for stray animals impounded

## **Background**

2015 Wisconsin Act 233 changed Wisconsin Statutes Chapter 173, reducing the required 7-day “hold” for municipalities to treat impounded dogs and cats as “unclaimed animals” to only 4 days. This state law change is “permissive”, meaning that it gives communities the option, but doesn’t mandate that they modify their ordinances/policies.

## **Analysis**

Attached is a letter from Janet Gilbert, former member of the Marshfield Area Pet Shelter (MAPS), asking the City to consider reducing its required hold time to 4 days for various reasons, including giving MAPS the option to move these animals toward adoption more quickly. MAPS President Karen Rau wrote the attached response, asking that the current 7-day hold be kept for now, until MAPS becomes more established and better equipped to process stray animals in a more timely manner. Our ordinance officers have expressed their preference for the 7-day hold as well (see attached note from Dan Leonard), in part as dogs are sometimes not claimed for a few days, and efforts to find new homes for them might be premature.

## **Finance, Budget & Personnel Committee action**

On August 2<sup>nd</sup>, the Finance, Budget & Personnel Committee reviewed this issue, and they voted 3-1 in favor of reducing the “hold time” for impounded stray dogs from the current 7 days down to 4 days, as this would reduce the City’s boarding fees.

## **Recommendation**

Staff had recommended that the current 7-day hold be continued for a period of one year (reevaluation next summer); however, the FBP Committee recommends that the Council approve a reduction to a 4-day minimum “hold time”, as now allowed by State law. If the Council agrees, staff will draft an ordinance amendment for first reading on August 23<sup>rd</sup>.

# State of Wisconsin



2015 Senate Bill 450

Date of enactment: March 1, 2016  
Date of publication\*: March 2, 2016

## 2015 WISCONSIN ACT 233

AN ACT to repeal 173.12 (1m), 173.12 (2), 173.12 (3), 173.13 (1) (a) 7., 173.21 (1) (c), 173.22 (3) (a) 1. and 173.22 (3) (a) 3.; to renumber 173.12 (1); to renumber and amend 173.19; to amend 173.12 (title), 173.13 (1) (a) 8., 173.13 (3) (title), 173.13 (3) (a), 173.13 (3) (b), 173.21 (1) (a), 173.21 (4), 173.22 (1), 173.22 (3) (a) (intro.), 173.23 (1m) (intro.), 173.23 (2), 173.23 (3) (a) (intro.), 173.23 (3) (a) 3., 173.23 (3) (e), 173.24 (1), 951.18 (4) (b) 2. and 968.20 (1) (intro.); and to create 173.19 (1m), 173.19 (3) and 173.22 (4) of the statutes; relating to: animals believed to have been involved in crimes against animals, when a stray or abandoned animal may be considered unclaimed, and a court order relating to an animal taken into or held in custody.

*The people of the state of Wisconsin, represented in senate and assembly, do enact as follows:*

SECTION 1. 173.12 (title) of the statutes is amended to read:

173.12 (title) ~~Animal fighting; seizure.~~

SECTION 2. 173.12 (1) of the statutes is renumbered 173.12.

SECTION 3. 173.12 (1m) of the statutes is repealed.

SECTION 4. 173.12 (2) of the statutes is repealed.

SECTION 5. 173.12 (3) of the statutes is repealed.

SECTION 6. 173.13 (1) (a) 7. of the statutes is repealed.

SECTION 7. 173.13 (1) (a) 8. of the statutes is amended to read:

173.13 (1) (a) 8. An animal ~~mistreated in violation of used in any crime under ch. 951 or that constitutes evidence of a crime under ch. 951.~~

SECTION 8. 173.13 (3) (title) of the statutes is amended to read:

173.13 (3) (title) NOTIFICATION OF OWNER.

SECTION 9. 173.13 (3) (a) of the statutes is amended to read:

173.13 (3) (a) If a humane officer or law enforcement officer takes custody of an animal with the knowledge of the owner, the humane officer or law enforcement officer shall explain the procedure by which the owner can recover the animal, including the procedure under s. 173.22, and the procedure to be followed if the animal is not returned to the owner. If the humane officer or law enforcement officer takes custody of the animal under sub. (1) (a) 8., the humane officer or law enforcement officer shall explain the provisions of s. 173.22 (4) to the owner.

SECTION 10. 173.13 (3) (b) of the statutes is amended to read:

173.13 (3) (b) If a humane officer or law enforcement officer takes custody of an animal without the knowledge of the owner, the humane officer or law enforcement officer shall promptly notify the owner in writing if he or she can be identified and located with reasonable effort. The notice shall explain the procedure by which the owner can recover the animal, including the procedure under s. 173.22, and the procedure to be followed if the animal is not returned to the owner. The notice shall also inform the owner that the owner must notify any person with a

\* Section 991.11, WISCONSIN STATUTES: Effective date of acts. "Every act and every portion of an act enacted by the legislature over the governor's partial veto which does not expressly prescribe the time when it takes effect shall take effect on the day after its date of publication."

lien on the animal that the animal has been taken into custody. If the humane officer or law enforcement officer takes custody of the animal under sub. (1) (a) 8., the notice shall explain the provisions of s. 173.22 (4).

SECTION 11. 173.19 of the statutes is renumbered 173.19 (1) and amended to read:

173.19 (1) -A- Except as provided in sub. (1m), a political subdivision or person contracting under s. 173.15 (1) may treat any animal taken into custody under s. 173.13 (1) (a) 1., as an unclaimed animal subject to s. 173.23 (1m) if, within 4 days after custody is taken of the animal, it is not claimed by and returned to its owner under s. 173.23 (1).

(2) Except as provided in sub. (3), a political subdivision or person contracting under s. 173.15 (1) may treat any animal taken into custody under s. 173.13 (1) (a) 3., 4., or 9, as an unclaimed animal subject to s. 173.23 (1m) if, within 7 days after custody is taken of the animal, it is not claimed by and returned to its owner under s. 173.23 (1), except that an animal taken into custody under s. 173.13 (1) (a) 3. or 4. may not be treated as unclaimed if its owner files a petition under s. 173.22 (1) within 7 days after custody is taken.

SECTION 11m. 173.19 (1m) of the statutes is created to read:

173.19 (1m) Notwithstanding sub. (1), a political subdivision or person contracting under s. 173.15 (1) may not euthanize the animal taken into custody under s. 173.13 (1) (a) 1. before 7 days have elapsed after custody is taken, except to alleviate physical suffering or to protect the safety of shelter staff, volunteers, or the public.

SECTION 12. 173.19 (3) of the statutes is created to read:

173.19 (3) If an animal is taken into custody under s. 173.13 (1) (a) 3., 4., or 9. and also taken into custody under s. 173.13 (1) (a) 1., only sub. (1) applies to that animal.

SECTION 13. 173.21 (1) (a) of the statutes is amended to read:

173.21 (1) (a) There are reasonable grounds to believe that the owner has ~~mistreated the animal in violation of~~ used the animal in a crime under ch. 951 or that the animal constitutes evidence of a crime under ch. 951.

SECTION 14. 173.21 (1) (c) of the statutes is repealed.

SECTION 15. 173.21 (4) of the statutes is amended to read:

173.21 (4) RETURN. -A- Except with respect to an animal taken into custody under s. 173.13 (1) (a) 8., a political subdivision or person contracting under s. 173.15 (1) having custody of an animal withheld under sub. (1) shall release the animal to the owner at the direction of the humane officer or law enforcement officer that took custody of the animal if the requirements of s. 173.23 (1) (a) to (c) are satisfied.

SECTION 16. 173.22 (1) of the statutes is amended to read:

173.22 (1) PETITION. A person claiming that an animal that he or she owns was improperly taken into custody under s. 173.13 (1) (a) 3., 4., 5., or 6. or 8. or is wrongfully withheld under s. 173.21 (1) (b) or (d) may seek return of the animal by petitioning for an order from the circuit court for the county in which the animal was taken into custody or in which it is held.

SECTION 17. 173.22 (3) (a) (intro.) of the statutes is amended to read:

173.22 (3) (a) (intro.) If the animal was ~~taken into custody under s. 173.13 (1) (a) 8.~~ or is withheld under s. 173.21 (1) (b) or (d), the court shall order the animal returned to the owner unless it determines that one of the following conditions is satisfied:

SECTION 18. 173.22 (3) (a) 1. of the statutes is repealed.

SECTION 19. 173.22 (3) (a) 3. of the statutes is repealed.

SECTION 20. 173.22 (4) of the statutes is created to read:

173.22 (4) HOLDING AN ANIMAL INVOLVED IN A CRIME.

(a) An owner of an animal taken into custody under s. 173.13 (1) (a) 8. or withheld under s. 173.21 (1) (a) may apply for the animal's return to the circuit court for the county in which the animal was taken into custody. No application under this paragraph may be made more than 30 days after the animal was seized. The court shall order such notice as it considers adequate to be given the district attorney, the political subdivision or person contracting under s. 173.15 (1) with custody of the animal, and all persons who have or may have an interest in the animal. The court shall hold a hearing to hear all claims to the animal's ownership within 20 days after a timely application is filed, and the hearing shall be given preference.

(b) In the hearing under par. (a), the court shall determine if the animal is needed as evidence or if there is reason to believe that the animal was involved in any crime under ch. 951. If the court determines that the animal is needed as evidence or that there is reason to believe that the animal was involved in any crime under ch. 951, the court shall order the animal to be retained in custody. If the court determines that the animal is not needed as evidence and that there is not reason to believe that the animal was involved in a crime under ch. 951, the court shall order the animal returned to the owner.

(c) If the owner files a timely application under par. (a) and the court orders the animal to be retained in custody under par. (b), no payment is due under par. (f) until 30 days after the court order. If the court orders an animal to be returned to its owner under par. (b), no payment is due under par. (f).

(d) If an animal that was taken into custody under s. 173.13 (1) (a) 8. or is withheld under s. 173.21 (1) (a) is in custody and its owner is charged with a crime under ch. 951, one of the following applies:

1. If all of the charges are dismissed or the owner is found not guilty of all charges, the political subdivision or person contracting under s. 173.15 (1) with custody of the animal shall return the animal to the owner unless the owner is subject to the restrictions under s. 951.08 (2m) or the animal has been treated as unclaimed or is otherwise subject to a disposition under s. 173.23.

2. If the owner is convicted of a crime under ch. 951, the animal shall be treated as unclaimed under s. 173.23 (1m), except that the charges under s. 173.23 (1m) (a) 4. do not apply if the court assesses the charges as expenses under s. 173.24.

(e) If an animal that was taken into custody under s. 173.13 (1) (a) 8. or is withheld under s. 173.21 (1) (a) is in custody and the district attorney or the department of justice notifies the political subdivision or person contracting under s. 173.15 (1) with custody of the animal that the animal's owner will not be charged with a crime under ch. 951, the political subdivision or person contracting under s. 173.15 (1) with custody of the animal shall return the animal to its owner unless the owner is subject to the restrictions under s. 951.08 (2m) or the animal has been treated as unclaimed or is otherwise subject to a disposition under s. 173.23.

(f) Subject to par. (g), the owner of an animal taken into custody under s. 173.13 (1) (a) 8. or withheld under s. 173.21 (1) (a) is personally liable to the political subdivision or person contracting under s. 173.15 (1) with custody of the animal for the cost of the custody, care, and treatment of the animal. The political subdivision or person contracting under s. 173.15 (1) shall notify the owner in writing that he or she must pay for the outstanding costs of custody, care, or treatment of the animal upon demand. The political subdivision or person contracting under s. 173.15 (1) may demand such payment no more frequently than every 14 days and shall do so by 1st class mail to the owner's last-known address. If the amount demanded is received within 30 days of the mailing of the demand, the political subdivision or person contracting under s. 173.15 (1) shall keep the animal in custody. Except as provided in par. (c), if the amount demanded is not received within 30 days of the mailing of the demand, the political subdivision or person contracting under s. 173.15 (1) shall treat the animal as unclaimed under s. 173.23 (1m), except that the charges under s. 173.23 (1m) (a) 4. do not apply if the court assesses the charges as expenses under s. 173.24. The owner of the animal may challenge the reasonableness of the amount demanded under this paragraph by filing a petition with the court within 20 days after the date the demand is mailed. The owner may not file a petition challenging the reasonableness of the amount demanded more than 20 days after the date the demand is mailed.

(g) The costs for which a person may be liable under par. (f) may include no more than \$30 per day in boarding costs for each animal in custody.

SECTION 21. 173.23 (1m) (intro.) of the statutes is amended to read:

173.23 (1m) UNCLAIMED ANIMALS. (intro.) A political subdivision or a person contracting under s. 173.15 (1) that has custody of an animal considered unclaimed under sub. (3) (a) 3., (5) (c), or (6) or s. 173.13 (3) (c) or s. 173.19, or 173.22 (4) (d) 2. or (f) or an unwanted animal may do any of the following:

SECTION 22. 173.23 (2) of the statutes is amended to read:

173.23 (2) ANIMALS NOT RETURNED TO OWNER. If an animal in the custody of a political subdivision, other than an animal to which sub. (1m) applies, is not returned to the owner under sub. (1) or (5) (b) or s. 173.12 (2), 173.21 (4) or 173.22 or disposed of under sub. (4) or (5) (a) or s. 173.12 (3), it shall be disposed of under a court order under sub. (3) or s. 951.18 (4).

SECTION 23. 173.23 (3) (a) (intro.) of the statutes is amended to read:

173.23 (3) (a) (intro.) A political subdivision or person contracting under s. 173.15 (1) may petition the circuit court for an order doing any of the following with respect to an animal taken into custody by a law enforcement officer or a humane officer or withheld under s. 173.21 (1):

SECTION 24. 173.23 (3) (a) 3. of the statutes is amended to read:

173.23 (3) (a) 3. Authorizing the sale, destruction, treatment as unclaimed under sub. (1m), or other disposal of the animal.

SECTION 25. 173.23 (3) (e) of the statutes is amended to read:

173.23 (3) (e) The court shall issue its order after hearing and may grant, modify and grant, or deny the petitioned-for relief, after considering the interests of the animal, the owner of the animal, the political subdivision, and the public. The court may not consider the impact of any payments made under s. 173.22 (4) (f) on these interests.

SECTION 26e. 173.24 (1) of the statutes is amended to read:

173.24 (1) A court shall assess the expenses under this section, minus any amounts paid under s. 173.22 (4) (f), in any case in which there has been a search authorized under s. 173.10 or in which an animal has been seized because it is alleged that the animal has been used in or constitutes evidence of any crime under ch. 951.

SECTION 26s. 951.18 (4) (b) 2. of the statutes is amended to read:

951.18 (4) (b) 2. If the court is sentencing a person covered under s. ~~173.12 (3) (a)~~ 173.22 (4) (d) 2. and an animal has been seized under s. ~~173.12~~ 173.13 (1) (a) 8., the court shall act in accordance with s. ~~173.12 (3)~~ 173.22 (4) (d) 2.

SECTION 27. 968.20 (1) (intro.) of the statutes is amended to read:

**2015 Wisconsin Act 233**

**2015 Senate Bill 450**

968.20 (1) (intro.) Any person claiming the right to possession of property seized pursuant to a search warrant or seized without a search warrant, except for an animal taken into custody under s. 173.13 (1) or withheld from its owner under s. 173.21 (1) (a), may apply for its return to the circuit court for the county in which the property was seized or where the search warrant was returned. The court shall order such notice as it deems adequate to be given the district attorney and all persons

who have or may have an interest in the property and shall hold a hearing to hear all claims to its true ownership. If the right to possession is proved to the court's satisfaction, it shall order the property, other than contraband or property covered under sub. (1m) or (1r) or s. ~~173.12~~, 173.21 (4), or 968.205, returned if:

**SECTION 28. Initial applicability.**

(1) This act first applies to animals taken into custody on the effective date of this subsection.

## LICENSES AND PERMITS

- (5) Procedure for complaints. The police department shall answer and record all complaints or reports of dogs, cats or other animals doing damage or running at large, and shall refer such complaints to the animal control officer who shall investigate such complaints or reports as soon as possible, and use all reasonable effort to impound the dogs, cats or other animals complained of. In the absence of the animal control officer, the assistant animal control officer or the police department shall investigate all complaints. Such complaints need not be formal, or in writing, nor shall any appearance in court be required. A record of the date of impounding any dog, cat or other animal shall be kept by the animal control officer, with a description of the dog, cat or other animal and the license number of such dog, cat or other animal.
- (6) Notice and disposition of impounded animals. Notice and disposition of impounded animals shall be in accordance with the following:
- (a) Notification. The Marshfield Police Department shall notify the owner of any licensed dog, cat or other animal impounded, either personally or by United States mail if his/her name and address is known or can be ascertained, and if such owner be unknown or cannot be ascertained, the Marshfield Police Department shall give notice to the local newspaper and to the radio, giving a description of the dog, cat or other animal, citing where it is impounded and the condition of its release. If, after seven days after such notice, the owner does not claim the dog, cat or other animal, the city shall attempt to find a suitable home for such animal or dispose of it in a humane manner. The Marshfield Police Department shall keep a record of every dog, cat or other animal given away or otherwise disposed of describing the dog, cat or other animal with reasonable certainty of identification and listing the name and address of the party to whom delivered or the manner otherwise disposing of the dog, cat or other animal.
- (b) Release of animal. Release of an animal shall be in accordance with the following:
1. To owner or representative. The animal control officer or the pound to which an animal is delivered may release the animal to its owner or a representative of the owner if the owner presents a release slip from the police department containing the following information: his or her name and address; evidence that the animal is licensed; evidence that the animal is vaccinated against rabies, or evidence from a licensed veterinarian that prepayment has been made for the rabies inoculation of the animal; evidence that the owner has paid the boarding fees and any impoundment fee imposed for the animal.
  2. To person other than owner. The animal control officer or the pound to which an animal is delivered may release the animal to a person other than the animal's owner if the person presents a release slip from the police department containing the following information: his or her name and address; evidence in the form of a written statement agreeing to license the animal and to have the animal vaccinated against rabies unless evidence is presented that the animal is already licensed and vaccinated; evidence that a fee of \$5.00 for the animal has been paid. No animal shall be delivered to any person other than the owner unless the owner is unknown or does not claim the animal within seven days after the animal is delivered to the animal control officer or the pound.
- (7) Fees and costs of city. In the event the owner is located and notified personally or by mail, he shall pay to the city the sum of \$20.00 plus the costs for boarding such dog, cat or other animal, such sum to be paid to the finance director or police department within ten days of such notification.
- (8) Bitten persons. In case any person shall be bitten or lacerated by any dog, cat or other animal running at large, it shall be immediately reported to the police department, and such dog, cat or other animal shall be seized and confined as promptly as possible and observed by a licensed veterinarian or at the animal pound, to be held awaiting the orders of the physician treating the person bitten or lacerated. The care of any licensed dog, cat or other animal so held shall be paid by the owner thereof, and the care of an unlicensed dog, cat or other animal by the owner or custodian thereof, if found, and if not, by the city. The recommendations of the physician shall determine whether such dog, cat or other animal shall be released or destroyed.

The intent of this letter is to ask for the city of Marshfield to support the new state law SB 450 introduced by Rep John Spiros of Marshfield. This was signed into law for the state of Wisconsin recently. This law essentially changes the "required" stray hold for animals to 4 days instead of 7 days, which is the longest stray hold in the country. I would like to ask the city to consider changing the local required 7 days, to 4 days.

This decrease in stray hold would give Marshfield Area Pet Shelter the "option" of moving cats and dogs on towards adoption at 4 days. It does not "require" such, but allows this. If an animal appears to be truly someone's lost pet, then obviously the organization should responsibly spend more days trying to find that owner and give them more days to come forward. Studies have shown that most animals are claimed by the 3<sup>rd</sup> day. Those not claimed by the 3<sup>rd</sup> day generally do not get claimed.

It would be helpful for the city to gather the opinion of the Ordinance officers as to the numbers in Marshfield that are claimed after 4 days. This could help guide the council in considering if it might be in the best interest in the animal to allow the animal to move forward with spay/neuter and adoption after 4 days instead of sitting in the cages an additional 3 days. Cats notoriously get sick at 7-10 days of the stress of stainless steel cage setting.

Decreasing the length of stray is essential to improving the health of the animals and decreasing over crowding by placing animals up for adoption sooner.

According to Dr. Koester at UW Madison Shelter medicine program, "this is the most important bill for animals that has come in our state for a really long time. We have the longest stray hold in the country at 7 days. Most states stray hold is 3-5 days."

What is important here is to realize that changing the stray hold to 4 days does not mean that shelters are obligated to euthanize or adopt out pets on the 5<sup>th</sup> day. It basically gives the shelters the room to allow fast track of adoptable animals to adoptions and vet care, while shelters can use good judgement about those animals that is felt still might have an owner to come forward. It also allows earlier euthanasia for those animals that are 100% certain to be euthanized in Marshfield, such as true ferals with no other options. Those poor cats sit in a stainless steel cage, "dying a thousand deaths" waiting for their 7 days until they are euthanized. When it is clear that there are no other resources for these cats and their fate is euthanasia, it is far more humane to do this in a timely fashion to alleviate their suffering sooner, rather than later. Currently, they are required to sit there for 7 full days before they meet their certain fate.

I am happy to share other resources and state shelter leadership advocacy with you if you would like more information.

Thank you for your consideration.

Janet Gilbert

This new law is GREAT for big shelters like Dane County or the WI Humane Society, who were strong advocates for this new law, but for small shelters like MAPS, especially 100% volunteer based ones, this 4 day stray hold is not realistic. For one, large shelters have a full medical staff with veterinarians on site and numerous full time employees that can quickly expedite the intake process and get these animals to the adoption floor quickly if owners do not come forward to claim them. They also have a huge donor base that helps them financially. In MAPS case, vet techs, with full time jobs, must find the time during the week or on weekends to get to the MAPS shelter to perform the initial intake exam. We are so thankful they volunteer their time to do this for our animals! Next, another volunteer has to make arrangements with the Humane Society of Portage County in Plover to get our pets on their spay/ neuter schedule. This same volunteer then has to make phone calls to find volunteers to drive the animals there and another to pick them up. As you can imagine, this all takes a great deal of time. Bottom line, currently MAPS cannot process these animals any faster than we already are and shortening the stray hold at this point will jeopardize a portion of income that we depend on to help cover the costs involved with their care and their surgeries. Portage gives us a deal, but we still pay them for their services.

I'm not saying this is something we would not be willing to partake in at some point, but there is a time and a place for everything. For MAPS, until we can get more established with paid employees and not rely completely on volunteers, this is not the time. In addition, I feel by keeping things as is gives us time to educate our community and the public on the importance of microchipping. With a change to a 4 day stray hold, your pet could be on the adoption floor and adopted out on day 5 especially if the pet is not microchipped and the pet owners do not know where to look for their beloved pet. Those situations are heartbreaking and it just happened in Racine County.

I hope this give you a better understanding on where MAPS stands regarding this. Thank you for the opportunity.

Thanks again,

Karen

Good Afternoon Mr. Barg,

It is in our experience that a 4 day hold would be too short. We have to understand first and foremost, that this stray hold is not specific to just cats, as was the focus of Janet Gilbert's letter. This is a stray hold of 4 days that includes both cats and dogs.

There are many instances where people go on vacation and if their animal is picked up and they don't even know it is being held at our holding facility. The animal may be adopted out before the owner even knows that the animal is/was missing or being held at a kennel. There are also instances where a person is being hospitalized and other people are watching the dog/cat and it gets out and runs at large. A lot of times that person watching the animal "washes their hands of the situation" and never tries to get the animal back or even look for it. The animal gets picked up, goes to the kennel, after 4 days will become the property of the Shelter and get adopted; all before the owner even knows that the animal was picked up in the first place due to being hospitalized or out of town for business or vacation.

Now, we realize that this could be a savings to the City of Marshfield, however, sometimes it is not always about the money but rather about the animal. There are a lot of times these animals cannot have a true temperament evaluation in a 4 day period putting all at risk, i.e., the City of Marshfield, MAPS, adoptive parents, etc.

This is the opinion of not only myself but also Officer Robert Larsen. If you have any other questions or comments, please do not hesitate to ask.

Have a Great Weekend!

Daniel Leonard



# City of Marshfield Memorandum

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DATE: August 5, 2016  
TO: Mayor Meyer & City Council  
FROM: Steve Barg, City Administrator  
Jennifer Rachu, Human Resources Manager/Assistant to the City  
Administrator  
RE: Employee merit awards

## **Background**

On August 2<sup>nd</sup>, the Finance, Budget & Personnel Committee recommended the approval of 12 merit awards totaling \$8,500, within the budgeted amount of \$10,000. These are for various situations where employees have gone well beyond their normal job expectations during the performance evaluation period of July 1, 2015 through June 30, 2016.

## **Recommendation**

Staff recommends approval of the 2015-2016 employee merit awards.



**City of  
Marshfield**  
**Memorandum**

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August 3, 2016

TO: Mayor Meyer and Members of the Common Council

FROM: Dan Knoeck, Director of Public Works

SUBJECT: Wildwood McMillan Trail Project Funding BR16 - 2016

**BACKGROUND**

Staff has recently updated the project cost estimates and budget projections and presented this information to the Board of Public Works in June. Staff has proposed use of an additional \$150,000 in room tax fund balance and the adopted Capital Improvement Plan identifies an additional \$125,000 of long term debt in 2017 to complete funding for the project. In addition, Marshfield Area Friends of the Trail have pledged a \$15,000 contribution toward the project.

**ANALYSIS**

The current project cost estimate includes the following expenditures:

Engineering (Design and Construction)	\$ 340,000
DOT Review Fees	\$ 80,000
Real Estate Acquisition	\$ 162,675
Oak Avenue Sidewalk Replacement (Depot to Cleveland)	\$ 120,000
Trail Construction (Not including the Clinic segment)	\$1,062,000
Contingency	\$ 35,000
<b>TOTAL</b>	<b>\$1,799,675</b>

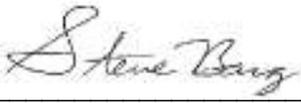
The proposed project funding includes the following sources, which include the most recent staff recommendations identified above:

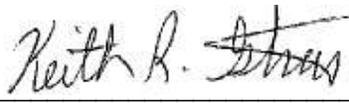
Federal Grant	\$ 810,800
Room Tax	\$ 455,447
Long Term Debt	\$ 455,000
Donations	\$ 65,000
Tax Levy	\$ 13,287
<b>TOTAL</b>	<b>\$1,799,534</b>

The Board of Public Works and the Finance, Budget and Personnel Committee have both recommended approval Budget Resolution BR16-2016.

**RECOMMENDATION**

Approve Budget Resolution BR16-2016 transferring \$150,000 from the Room Tax Fund, Fund Balance Applied, to the Wildwood McMillan Connector Trail Project.

Concurrence:   
Steve Barg, City Administrator

  
Keith Strey, Finance Director

  
Justin Casperson, Parks & Recreation Dir.



DETAIL OF BUDGET RESOLUTION NO. 16-2016 BY OBJECT NUMBER

**TRANSFERRED FROM:**

Room Tax Fund, Other Financing Sources Budget, a/c# 2024900008.080000:  
1. 49300 – Fund Balance Applied \$ 150,000

**TRANSFERRED TO:**

Wildwood/McMillan Connector Ttrail Project Budget, a/c# 4205672061.611647:  
1. 52500 – Repair & Maintenance Services \$ 150,000

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# Marshfield Police Department Memorandum

**Date:** 07/06/2016

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

**From:** Police Chief Rick Gramza

**Ref:** Budget Resolution #17-2016 Fundraising investment for K9

**History:**

The Marshfield Police Department K9 program has historically been funded by community donations and various fundraising opportunities. The average working life of a K9 is 6-8 years. The Marshfield PD has two K9's working each day or night of the week. The current K9 fund has enough funds to purchase one K9 for the next retirement, estimated to be in the next 3 years. Neighboring communities have utilized a stuffed animal K9 sale to assist in replenishing K9 funds.

**Analysis:**

Through a company out of California, we are looking at purchasing 500 stuffed animals, 250 resembling each of our K9's. We would purchase the stuffed animals at a cost of \$8.15 each, totaling \$4,075. We plan to sell the stuffed animals to the general public at a cost of \$15 each, totaling \$3,425 in revenue once the animals are sold to the public.

**This budget resolution was approved by the Marshfield Police and Fire Commission on 7/21/2016.**

**Recommendation:**

I recommend that the budget resolution be passed allowing for the transfer of \$4,075 within the K9 Fund 101.26610 to Protective Services Operating Supplies 101.52110.20.53400.

**Concurrence:**



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Steven Barg, City Administrator



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Keith Strey, City Finance Director



DETAIL OF BUDGET RESOLUTION NO. 17-2016 BY OBJECT NUMBER

**TRANSFERRED FROM:**

General Fund, Miscellaneous Revenue, a/c# 1014800020.200000:

1. 48500 – Law Enforcement Donations / Contributions <b>(1)</b>	\$	4,075
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**TRANSFERRED TO:**

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

1. 53400 – Operating Supplies	\$	4,075
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**(1)** Donations received held in Canine Program Donations account 101.26610 until use is approved by the Fire/Police Commission and Common Council.



# City of Marshfield Memorandum

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**DATE:** August 5, 2016  
**TO:** Mayor Meyer & City Council  
**FROM:** Steve Barg, City Administrator  
**RE:** Budget Resolution No. 18-2016 – purchase of new assessing software

## **Background**

The City now uses assessing software called GVS, which has done a good job for us over the years. But there are increasing concerns, due in large part to the following reasons:

- Support for the GVS application ended in 2008
- Maintenance for the hardware server on which this program runs ended in 2012
- Support for the server operating system (Windows Server 2003) ended in 2015
- Without prompt action, the City risks serious problems with data conversation and having assessment data available for internal and external users.

On June 7<sup>th</sup>, this issue was presented to the Finance, Budget & Personnel Committee, at which time the Committee authorized staff to solicit quotes for new assessing software, and to bring this item back to the Committee for review and consideration.

## **Analysis**

A staff team researched options to decide what would work best for internal and external operations. Software with a strong foothold for assessment work in Wisconsin was given priority to position us to contract with an outside vendor for future assessment services.

“Market Drive – Large Municipal Edition” as developed for Wisconsin assessment work was selected as the software that meets or exceeds our requirements. It has downloading procedures that work well in both Wood and Marathon Counties, and their IT staff highly recommended this software. Market Drive is a well-established, fully-developed product that has been in use for many years, and it is used by more than 60% of all municipalities in Wisconsin. Department heads saw a demo of Market Drive and were quite pleased.

## **Finance, Budget & Personnel Committee action**

On August 2<sup>nd</sup>, the Finance, Budget & Personnel Committee approved authorizing staff to enter into an agreement with Assessment Technologies for the purchase/installation of Market Drive, and conversion of our current system to this new assessing software. The Committee also recommended that the Council approve Budget Resolution No. 18-2016 transferring the necessary funds for this purpose.

**Recommendation**

Staff recommends the approval of Budget Resolution No.18-2016. (Installation should be completed by the end of 2016.)



DETAIL OF BUDGET RESOLUTION NO. 18-2016 BY OBJECT NUMBER

**TRANSFERRED FROM:**

General Fund Contingency, a/c# 1015156008.08000:

1. 51580 – Unemployment Compensation \$ 36,962

General Fund Property Assessment Budget a/c #1015145007.070000:

1. 51540 – Health Insurance \$ 16,500

2. 53100 – Office Supplies 500

**TRANSFERRED TO:**

General Fund Information Technology Budget a/c #1015145007.070000:

1. 53940 - Computer Software & Upgrades \$ 53,962

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# City of Marshfield Memorandum

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DATE: August 5, 2016  
TO: Mayor Meyer & City Council  
FROM: Steve Barg, City Administrator  
RE: Appointment – Pool Study Committee

## **Background**

Due to a health issue, Don Nystrom has chosen to resign from the Pool Study Committee. Jim Wein is being recommended to take his place. With the aggressive timeline set forth for the Committee's work, it is hoped that this appointment can be made immediately.

## **Recommendation**

Staff recommends that the Council waive the standard approach, and appoint Jim Wein to replace Don Nystrom on the Pool Study Committee on Tuesday night.