

**CITY OF CHIPPEWA FALLS
BOARD OF PUBLIC WORKS
MEETING MINUTES
MONDAY, FEBRUARY 24, 2014 – 5:30 PM**

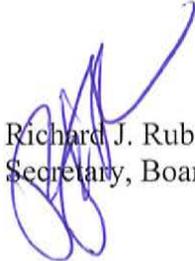
The Board of Public Works met in City Hall on Monday, February 24, 2014 at 5:30 PM. Present were Mayor Greg Hoffman, Director of Public Works Rick Rubenzer, Finance Manager Lynne Bauer and Alderperson George Adrian. Absent was Darrin Senn. Also, present at the meeting: Matt Decur, Assistant City Engineer, Frank Morley and Leroy Jansky.

1. **Motion** by Adrian, seconded by Bauer to approve the minutes of the February 10, 2014 Board of Public Works meeting. **All present voting aye. MOTION CARRIED.**

2. Frank Morley appeared to support his petition request to discontinue the southerly ninety-nine feet of Grove Street between Grand Avenue and Central Street. It was noted that other adjacent property owners of the ninety-nine feet of frontage were not necessarily aware of the petition to discontinue. The terrain of the proposed discontinuance is a steep slope. Director of Public Works Rubenzer noted that there were no public works or utility needs for the parcel. He stated that using state statute 66.1003(4), (attached), the Common Council could declare the discontinuance of a particular street right-of-way to be in the public interest and introduce a resolution to do the same. He continued that the adjacent property owners would be notified of the public hearing to consider the proposed discontinuance. **Motion** by Hoffman, seconded by Rubenzer to recommend the Common Council find it in the public interest to discontinue the southerly ninety-nine feet of Grove Street between the south right-of-way line of Grand Avenue and the north right-of-way line of Central Street. In addition, to introduce a resolution to do the same and conduct a public hearing to consider the same discontinuance using the procedures set forth in state statute 66.1003(4). Said motion contingent on review and approval of City Attorney Ferg. **All present voting aye. MOTION CARRIED.**

3. Leroy Jansky appeared on behalf of Chippewa Falls Patriotic Council to support the Street Use Permit application for the annual Memorial Day parade. Mr. Jansky and the Board discussed the need for public works or police staff for the event which are detailed on the attached permit application. Mayor Hoffman pointed out that it wasn't feasible to charge an organization that the City annually supported financially for a community event hosted by the organization. **Motion** by Hoffman, seconded by Rubenzer to recommend the Common Council approve the Street Use Permit application of the Chippewa Falls Patriotic Council for the annual Memorial Day parade on Monday, May 26, 2014. In addition that charges for Chippewa Falls police department or public works services be waived in consideration of the City of Chippewa Falls annual financial support of the Chippewa Falls Patriotic Council. **Voting aye were Hoffman, Rubenzer and Bauer. No one opposed, Adrian recused himself and abstained from the vote. MOTION CARRIED on a three-zero vote.**

4. **Motion** by Bauer, seconded by Adrian to adjourn. **All present voting aye. MOTION CARRIED.** The Board of Public Works meeting adjourned at 5:49 P.M.


Richard J. Rubenzer, PE
Secretary, Board of Public Works

**CITY OF CHIPPEWA FALLS
BOARD OF PUBLIC WORKS
MEETING MINUTES
MONDAY, FEBRUARY 10, 2014 – 5:30 PM**

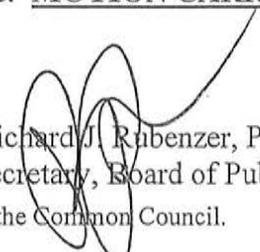
The Board of Public Works met in City Hall on Monday, February 10, 2014 at 5:30 PM. Present were Mayor Greg Hoffman, Director of Public Works Rick Rubenzer, Finance Manager Lynne Bauer and Alderperson George Adrian. Absent was Darrin Senn. Also, present at the meeting: Assistant City Engineer Matt Decur, Alderperson Jane Lardahl, Lt. Matt Kelm of the Chippewa Falls Police Department, Bill Sparkes and Jim Reemer of Oz Run and Connie Freagon.

1. **Motion** by Bauer, seconded by Adrian to approve the minutes of the January 13, 2014 Board of Public Works meeting. **All present voting aye. MOTION CARRIED.**

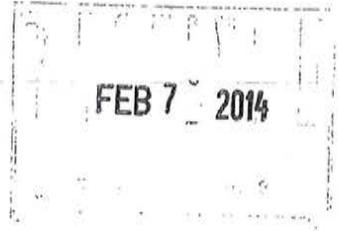
2. Bill Sparkes appeared on behalf of the Oz Run, scheduled for Saturday, May 24, 2014, to discuss City services for the event. Department of Public Works Rubenzer stated that there would not be any Public Works charges as long as traffic cones and barricades were picked up by 1:00 P.M. on Friday, May 23, 2014 and dropped back off at the City garage at #5 Bjork-Riverside Drive on Tuesday May 27, 2014. He questioned using Bridge Street for the race. Mr. Sparkes stated that the race would be on sidewalks and pedestrian ways where ever possible on Bridge Street. He continued that the intention was to be out of Irvine Park by 9:30 – 10:00 A.M. so as not to “monopolize” Irvine Park on the Saturday of Memorial Day weekend. Lieutenant Matt Kelm appeared and stated he thought it would take two officers two hours each to cover the major street and highway crossings. Finance Manager Bauer estimated costs at \$280 to \$300. Mr. Sparkes was OK with the charge. A discussion followed as to whether the charge for City services was meant to be charged to organizations using services for events or if the charges were just to be brought to the Council’s attention. Lt. Kelm added one officer could possibly handle the event if starting times were to be altered. Mr. Sparkes stated alternate start times were possible but wanted to be out of the park by 10:00 A.M. and needed at least a half hour between start times for the ½ marathon and 5K so there would be a minimum of runner congestion.
Motion by Hoffman, seconded by Rubenzer that the Common Council approve the attached Street Use Permit, for the Oz Run on Saturday, May 24, 2014 with the stipulation that the Oz event pay for the overtime costs for up to two Chippewa Falls Police Department officers for their time spent at the event to direct traffic at major intersections. The charge will be based on which officers are able to be at the event and their hours at the event. **All present voting aye. MOTION CARRIED.**

3. Director of Public Works Rubenzer presented the attached list of special assessment rates for 2014. Rates are based on a minimum level of service and take into account the actual historical costs for each item and also the anticipated price of fuel for 2014. Most rates remained the same as 2013 with a few increasing a small amount. Rubenzer noted that the 2014 Project Public Information Meeting will be held on Tuesday, March 11, 2014 in the City Hall auditorium.
Motion by Hoffman, seconded by Rubenzer to recommend the Common Council approve the attached special assessment rates for 2014 and the associated Common Council Resolution. **All present voting aye. MOTION CARRIED.**

4. **Motion** by Adrian, seconded by Bauer to adjourn. **All present voting aye. MOTION CARRIED.**
The Board of Public Works meeting adjourned at 5:47 P.M.


Richard J. Rubenzer, PE
Secretary, Board of Public Works

February 7, 2014



Mayor Gregory Hoffman and
Members of the Chippewa Falls City Council
30 W Central St
Chippewa Falls WI 54729

Dear Mayor Hoffman and Members of the Chippewa Falls City Council:

I am requesting to discontinue the right of way described as South Easterly – 99' of Grove between Central Street and Grand Avenue, Chippewa Falls Plat.

The above mentioned property is not open to travel because of the drastic change in elevation to the North from Central Street to Grand Avenue. There are no utilities. It would be in the interest of the public to have this property be taxable.

Thank you for your consideration.

Sincerely,

A handwritten signature in cursive script that reads "Frank E. Morley". The signature is written in black ink and is positioned above the printed name.

Frank E. Morley

Address and Telephone Number

224 E Central St
Chippewa Falls WI 54729
(715)416-0492

franksoutpost@yahoo.com

1. A development moratorium ordinance may be in effect only for a length of time that is long enough for a municipality to address the problem giving rise to the need for the moratorium but, except as provided in subd. 2., the ordinance may not remain in effect for more than 12 months.
2. A municipality may amend the ordinance one time to extend the moratorium for not more than 6 months if the municipality's governing body determines that such an extension is necessary to address the problem giving rise to the need for the moratorium.
- (c) A municipality may not enact a development moratorium ordinance unless it holds at least one public hearing at which the proposed ordinance is discussed. The public hearing must be preceded by a class 1 notice under ch. 985, the notice to be at least 30 days before the hearing. The municipality may also provide notice of the hearing by any other appropriate means. The class 1 notice shall contain at least all of the following:
 1. The time, date, and place of the hearing.
 2. A summary of the proposed development moratorium ordinance, including the location where the ordinance would apply, the length of time the ordinance would be in effect, and a statement describing the problem giving rise to the need for the moratorium.
 3. The name and contact information of a municipal official who may be contacted to obtain additional information about the proposed ordinance.
 4. Information relating to how, where, and when a copy of the proposed ordinance may be inspected or obtained before the hearing.
- (4) APPLICABILITY. A development moratorium ordinance enacted under this section applies to any of the following that is submitted to the municipality on or after the effective date of the ordinance:
 - (a) A request for rezoning.
 - (c) A plat or certified survey map.
 - (d) A subdivision plat or other land division.

History: 2011 a. 144.

66.1003

66.1003 Discontinuance of a public way.

- (1) In this section, "public way" means all or any part of a road, street, slip, pier, lane or paved alley.
- (2) The common council of any city, except a 1st class city, or a village or town board may discontinue all or part of a public way upon the written petition of the owners of all the frontage of the lots and lands abutting upon the public way sought to be discontinued, and of the owners of more than one-third of the frontage of the lots and lands abutting on that portion of the remainder of the public way which lies within 2,650 feet of the ends of the portion to be discontinued, or lies within so much of that 2,650 feet as is within the corporate limits of the city, village or town. The beginning and ending of an alley shall be considered to be within the block in which it is located. This subsection does not apply to a highway upon the line between 2 towns that is subject to s. 82.21.
- (3) The common council of any city, except a 1st class city, or a village or town board may discontinue all or part of an unpaved alley upon the written petition of the owners of more than 50% of the frontage of the lots and lands abutting upon the portion of the unpaved alley sought to

be discontinued. The beginning and ending of an unpaved alley shall be considered to be within the block in which it is located. This subsection does not apply to a highway upon the line between 2 towns that is subject to s. 82.21.



(4)

- (a) Notwithstanding subs. (2) and (3), proceedings covered by this section may be initiated by the common council or village or town board by the introduction of a resolution declaring that since the public interest requires it, a public way or an unpaved alley is vacated and discontinued. No discontinuance of a public way under this subsection may result in a landlocked parcel of property.
- (b) A hearing on the passage of a resolution under par. (a) shall be set by the common council or village or town board on a date which shall not be less than 40 days after the date on which the resolution is introduced. Notice of the hearing shall be given as provided in sub. (8) (b), except that in addition notice of the hearing shall be served on the owners of all of the frontage of the lots and lands abutting upon the public way or unpaved alley sought to be discontinued in a manner provided for the service of summons in circuit court at least 30 days before the hearing. When service cannot be made within the city, village or town, a copy of the notice shall be mailed to the owner's last-known address at least 30 days before the hearing.
- (c) Except as provided in this paragraph, no discontinuance of the whole or any part of a public way may be ordered under this subsection if a written objection to the proposed discontinuance is filed with the city, village or town clerk by any of the owners abutting on the public way sought to be discontinued or by the owners of more than one-third of the frontage of the lots and lands abutting on the remainder of the public way which lies within 2,650 feet from the ends of the public way proposed to be discontinued or which lies within that portion of the 2,650 feet that is within the corporate limits of the city, village or town. If a written objection is filed, the discontinuance may be ordered only by the favorable vote of two-thirds of the members of the common council or village or town board voting on the proposed discontinuance. An owner of property abutting on a discontinued public way whose property is damaged by the discontinuance may recover damages as provided in ch. 32. The beginning and ending of an alley shall be considered to be within the block in which it is located.
- (d) No discontinuance of an unpaved alley shall be ordered if a written objection to a proposed discontinuance is filed with the city, village or town clerk by the owner of one parcel of land that abuts the portion of the alley to be discontinued and if the alley provides the only access to off-street parking for the parcel of land owned by the objector.
- (5) For the purpose of this section, the narrowing, widening, extending or other alteration of any road, street, lane or alley does not constitute a discontinuance of any part of the former road, street, lane or alley, including any right-of-way, which is included within the right-of-way for the new road, street, lane or alley.
- (6) Whenever any of the lots or lands subject to this section is owned by the state, county, city, village or town, or by a minor or incompetent person, or the title to the lots or lands is held in trust, petitions for discontinuance or objections to discontinuance may be signed by the



CITY OF CHIPPEWA FALLS STREET USE PERMIT APPLICATION

Applicant Name and Address: CHIPPEWA FALLS PATRIOTIC COUNCIL	Applicant Phone Number: 715-723-0408
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<input type="checkbox"/> Please check here if the applicant is the individual in charge of the event. If not, please indicate Name, Address and Phone Number of responsible individual. LERoy G. JANsKY, SECRETARY P.O. Box 685 CHIPPEWA FALLS WI 54729	Name, Address and Phone Number of the headquarters of the organization and responsible head of such organization: GEORGE ADRIAN, COMMANDER P.O. Box 685 CHIPPEWA FALLS WI 54729
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Name of the event: MEMORIAL DAY PARADE	Estimated number of persons participating: 300 (INC. BANDS)
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Date and start and end times requested for street use:
MONDAY, MAY 26, 2014

Accurate description of the portion of the street or streets being requested for use (attach maps if necessary):
**SEE ATTACHED MAP. PARADE ENDS IN IRVINE PARK.
FULL STREET WIDTH ON WILLOW & BRIDGE ST. - SINGLE LANE BLM, JEFFERSON & BRIDGEWATER**

Use, described in detail, for which the street use permit is requested:
ANNUAL MEMORIAL DAY PARADE

City services requested for the event (e.g., Street Department or Police Department staff time)
**TEMPORARY STREET CLOSURE ON WILLOW 9 AM - 10:30 AM AND ALONG PARADE ROUTE 10:15 AM TO 10:45 AM
NEED POLICE CAR TO LEAD PARADE & OFFICERS AT CORNERS TO STOP TRAFFIC DURING PARADE**

The applicant agrees to indemnify, defend, and hold the City and its employees and agents harmless against all claims, liability, loss, damage or expense incurred by the City or account of any injury to, or death of, any persons or any damage to property caused by or resulting from the activities for which the permit is granted. This Street Use Permit for the event may be terminated by the Chippewa Falls Police Department if the health, safety, and welfare of the public appears to be endangered by the activities or if the event is in violation of any of the conditions of the permit or regulations adopted by the Common Council. Applicant understands they shall be present when the Board of Public Works or City Council considers the request for Street Use Permit. Failure to appear may be grounds for denial of the requested permit.

Signature of Applicant: *Leroy G. Jansky* Date: 2-14-2014

OFFICE USE ONLY

Estimated cost of City services requested (to be completed by Police Chief and Director of Public Works):
**City staff sets out barricades on Fri May 23, 2014 and picks up Tues, May 27, 2014 2 staff - 6 hrs each
TWO POLICE OFFICERS FOR A MINIMUM OF 2 HRS EACH (FOR TRAFFIC CONTROL) ^{EST. #475} ¹⁶⁰⁻²⁴⁰ ^{4HR 6HR}**

Requirements of Applicant:

Approved by:
Chief Wally P. SM Signature of Chief of Police
Richard J. Peltz 2/14/14 Signature of Director of Public Works

Recommendation of Board of Public Works (if required): Approved Denied

Decision of City Council (required): Approved Denied

MEMORIAL DAY PARADE ROUTE
CHIPPEWA FALLS
PATRIOTIC COUNCIL

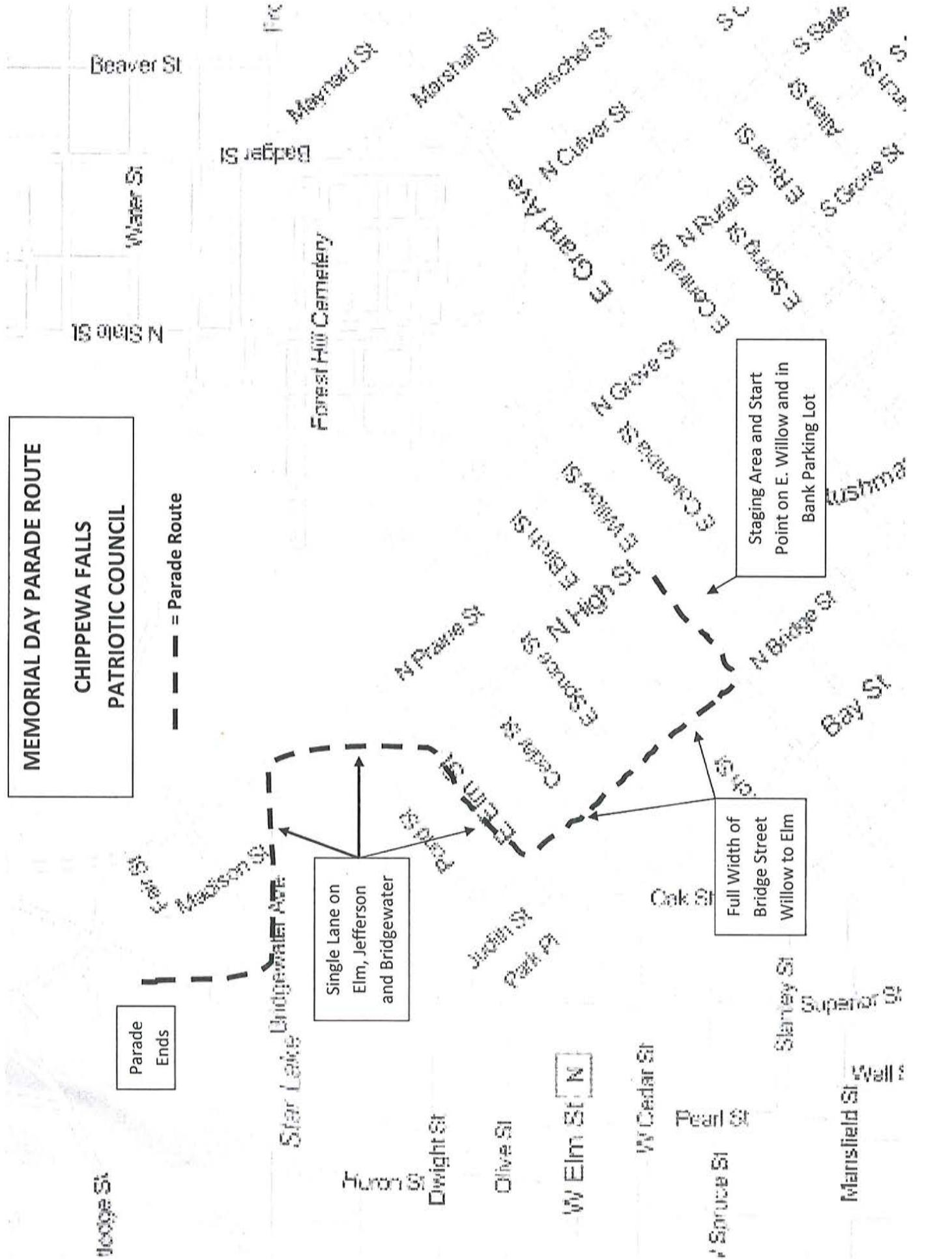
--- = Parade Route

Parade Ends

Single Lane on Elm, Jefferson and Bridgewater

Full Width of Bridge Street Willow to Elm

Staging Area and Start Point on E. Willow and in Bank Parking Lot



Hodge St

Beaver St

Water St

N State St

Badger St

Pine

Maynard St

Marshall St

N Herscher St

N Culver St

W Grand Ave

E Central St

N Grove St

E Willow St

E Birch St

N High St

N Prairie St

Elm St

Jefferson St

Justin St

Park Pl

Cook St

N Bridge St

Bay St

Stanley St

Superior St

Mansfield St

Well St

Forest Hill Cemetery

Bank Parking Lot

Staging Area and Start Point on E. Willow and in Bank Parking Lot