



Minutes
Committee #3

Transportation, Construction, Public Safety and Traffic

Committee #3 met on Tuesday, February 20, 2018 at 5:15 pm in the Council Chambers, City Hall, 30 West Central Street, Chippewa Falls, WI.

Committee Members present: Paul Olson, CW King, and Robert Hoekstra

Council Members present: Rob Kiefer, John Monarski, and Paul Nadreau.

Others present: Director of Public Works/City Engineer/Utilities Manager Rick Rubenzer, Police Chief Matthew Kelm, Fire Chief Mike Hepfler, Parks and Recreation Director Dick Hebert, City Clerk Bridget Givens, Director of Chippewa Falls Main Street Teri Ouimette, and those on the attached sign-in sheet.

The meeting was called to order at 5:15 pm.

Motion by Hoekstra/King to consider Item #4 first on the agenda. All present voting aye, motion carried.

- 4. Discuss request to create a Chippewa Falls Police Department Alumni Association to provide volunteer work in the City, operating independently of the City. Possible recommendations to Council.**

Chief Kelm advised that the Police Department has been conducting the Citizens Academy for a number of years. Sgt. Brettingen recently took over the program and has heard from former members that there was an interest in forming an association to support, strengthen and serve the community. Members of the proposed association came forward to express their desire to create this group and their goals. The group would help to run special events for the Police Department and would operate similarly to Friends of Irvine Park. Additionally, as they will be conducting fundraising events, they will apply for a Tax ID number, collect dues and have a checkbook.

Motion by Hoekstra/King to recommend Council approve the creation of a Chippewa Falls Police Department Alumni Association. All present voting aye, motion carried.

- 1. Discuss Sidewalk Use Permit Application from Chippewa Falls Main Street to place decorative bikes with flowers on the sidewalks in various locations in the City. Possible recommendations to Council.**

Motion by Hoekstra/King to recommend Council approve the Sidewalk Use Permit Application from Chippewa Falls Main Street to place decorative bikes with flowers on the sidewalks in various locations in the City. All present voting aye, motion carried.

- 2. Discuss placing Children at Play signs near the Flats Neighborhood Park. Possible recommendations to Council.**

Councilor Olson requested this item be placed on the agenda as he has received correspondence concerning the speed of traffic on Dutchman Drive near the Flats Neighborhood Park. Olson would like to see Children at Play signs with a posted speed limit of 15 mph. Director of Public Works/City Engineer/Utilities Manager Rubenzer advised that four signs would need to be installed to create a zone. Additionally, an ordinance revision would be required for enforcement purposes.

Motion by Olson/King to recommend Council approve placing Children at Play signs near the Flats Neighborhood Park area and authorize Attorney Ferg to draft the appropriate ordinance language to cover enforcement. **All present voting aye, motion carried.**

3. Discuss Fire Department needs for Stryker Power Cot Systems. Possible recommendations to Council.

Chief Hepfler advised that following a meeting with the League of WI Municipalities, he found that many communities were fundraising for Power Cot Systems. The Stryker Power Cot Systems cost approximately \$24K - \$25K. In addition to soliciting donations for the purchase of the Power Cot Systems, the Department is also applying for grants. Currently, the Fire Department receives two sizeable donations each year which have been used in the past to outfit Fire/EMS staff and to purchase equipment. These donations could also be directed toward the purchase of Power Cot Systems.

Councilor Hoekstra expressed his concern that the Power Cot Systems were not addressed through the budget process. Further, the Council was not made aware of the fundraising effort. Hoekstra feels that if this equipment is considered essential, it should not be based upon how much money can be raised, it should be budgeted for. The suggestion of purchasing one a year over a span of four years was discussed in addition to creating a replacement schedule for equipment at the Fire Department.

No action taken.

5. Adjournment

Motion by Hoekstra/King to adjourn at 5:44 pm. **All present voting aye, motion carried.**

Minutes submitted by:
Paul Olson, Chair

Chippewa Falls Police Department Alumni Association BYLAWS

ARTICLE I – NAME

The name of this organization shall be the “Chippewa Falls Police Department Alumni Association”, herein after referred to as the “Alumni Association”. The Chippewa Falls Police Department Alumni Association is an independently functioning association from the Chippewa Falls Police Department.

ARTICLE II – MISSION STATEMENT

The mission of the Chippewa Falls Police Department Alumni Association is to provide a forum within which graduates of the Academy and former employees or their significant others or adult family member can:

- a. Aid the Chippewa Falls Police Department (CFPD) through volunteer opportunities and financial support;
- b. Strengthen communications and the working relationship between the Chippewa Falls Police Department and the community;
- c. Continue to educate Alumni members and other community members on issues of community concern related to law enforcement, crime prevention and public safety.

ARTICLE III – MEMBERSHIP

1. **Membership.** Membership in the Alumni Association shall be restricted to:
 - a. Graduates of the Chippewa Falls Police Department Citizens’ Academy.
 - b. Former Chippewa Falls Police Department employees.
 - c. Current or former Chippewa Falls Police Department employees’ significant others or adult family member.
 - d. Retired area law enforcement officers.
 - e. Graduates of other approved community police academies, with Board approval.
2. **Non-Discrimination.** No person shall be denied membership in the Alumni Association because of gender, race, religion, creed, sexual preference or ethnic background.
3. **Dues.** Annual dues must be paid by Dec 31st to be eligible for regular membership and voting rights. The Treasurer shall recommend and the Board shall establish the annual dues.
4. **Fiscal Year.** Alumni fiscal year will be January 1st to December 31st.

5. **Good Standing.** Members shall be considered in good standing if they have paid their annual dues and follow all requirements under **ARTICLE X – CONDUCT AND DISQUALIFICATION.**

ARTICLE IV – BOARD OF DIRECTORS AND EXECUTIVE COMMITTEE

1. **Members of the Board of Directors.** The Board of Directors shall consist of an elected President, Vice-President, Secretary, Treasurer and twelve board members-at-large; and an appointed Liaison Officer. These officers/board members-at-large shall be elected by simple majority at the annual meeting. Any officer or board member may seek and/or be re-elected to a consecutive term of office.

2. **Liaison.** The Chippewa Falls Police Department officer responsible for the Citizens' Academy will serve as a member of the Board of Directors with the title of Liaison Officer.

ARTICLE V – FINANCES

1. **Funding Sources.** Revenue for this Alumni Association will be from dues, donations, fund raisers, and from other sources as may be approved by the Board.

2. **Funding Account.** The Alumni Association's funding accounts shall be maintained at the Community Foundation of Chippewa County for charitable donations and checking account at Northwestern Bank for operational funds. Those funds remain the property of the Alumni Association for use as determined by these bylaws and approved by the Board of Directors unless otherwise designated by the Board of Directors.

3. **Purpose of Funds.** Funds shall be used:

- a. To support the mission of the Alumni Association;
- b. For the benefit of the Chippewa Falls Police Department with approval of the Board of Directors.

ARTICLE VI – CONTRACTS, CHECKS, DEPOSITS AND FUNDS

1. **Checks, Drafts, Etc.** All checks, drafts, or orders for payment of money, or evidence of indebtedness in the amount of \$200 or less issued in the name of the Alumni Association shall be signed by the Treasurer with written approval of the President. Email is a permitted means of approval. All checks over \$200 shall be signed by the Treasurer and the President.

2. **Deposits.** All funds of the Alumni Association shall be deposited to the credit of the Chippewa Falls Police Department Alumni Association in such banks, trust companies, or other depositories as the Board may elect.

3. **Gifts.** The Board may accept on behalf of the Alumni Association any contributions, gift bequests or device for the general purposes of the Alumni Association.

ARTICLE VII – DUTIES AND POWERS OF OFFICERS

1. **Good Standing Required for Officers.** Officers of the Alumni Association must be current members in good standing.
2. **President.** The President shall preside over all meetings of the Alumni Association and the Board of Directors; enforce the observance of the Bylaws; decide questions of order; call all meetings; appoint all committees not otherwise provided for and fill all temporary vacancies with the consent of the Board and police liaison; present views of the Alumni to the Police Department, and perform such duties as the office may require. The President has authority to sign checks for the organization.
3. **Vice-President.** The Vice-President will preside in the absence of the President assuming all his/her powers and duties.
4. **Secretary.** The Secretary shall be responsible for keeping an accurate record of the minutes of all Board meetings and sends out all notices of Board and special meetings. It shall be the duty of the Secretary to file any reports required by state, local or federal statute or any other documents on behalf of the Alumni Association. The Secretary shall maintain and be responsible for any correspondence or news releases of this Alumni Association.
5. **Treasurer.** The Treasurer shall collect and deposit all monies in the name of the Chippewa Falls Police Department Alumni Association in a depository approved by the Board. The Treasurer shall maintain accurate records of all monetary transactions. The Treasurer shall prepare a financial statement to be presented at all meetings of the Alumni Association. The Treasurer and the President shall have the authority to sign all checks of the Alumni Association. The Treasurer shall, at the expiration of his/her term of office, present a full accounting to the Board and hand over to his/her successor, at the end of this accounting, all books and monies belonging to the Alumni Association.

ARTICLE VIII – ELECTIONS AND TERMS OF OFFICE

1. **Nominations.** A Nominating Committee shall be appointed by the President at least one month prior to the annual meeting. The duty of this committee shall be to nominate candidates for each office. The Nominating Committee shall present the slate of candidates at the annual meeting. Nominations can also be made by any active member at the annual meeting. The election will be determined by simple majority vote at said annual meeting.
2. **Elections.** Elections for office shall be held once a year at the annual meeting.

3. **Officers.** Officers shall be elected by a simple majority at the annual meeting. To be eligible for an officer position, an officer must have served one full two year term on the Board. The President and Treasurer shall be elected on EVEN years and shall serve a two (2) year term. The Secretary and Vice-President shall be elected on ODD years and shall serve a two (2) year term. The officers shall constitute the Executive Committee.

4. **Board Members-at-Large.** Twelve board members-at-large shall be elected by a simple majority at the annual meeting and shall hold office for a two year term. The terms shall be staggered with half the board up for election each year.

ARTICLE IX – MEETINGS

1. **Annual Meeting.** An annual meeting shall be held at the Citizen Academy Graduation.

2. **Quarterly Meetings.** Regular meetings will be held as often as deemed necessary by the members, but no less than one meeting every quarter.

3. **Special Meetings.** Special meetings of the Alumni Association may be called by the President or upon written request of three (3) active members of the Alumni Association. No business shall be transacted except that specified in the meeting notice.

ARTICLE X – CONDUCT AND DISQUALIFICATION

1. **Conduct.** All members and officers shall conduct themselves in a manner that will maintain a positive image and serve the purpose of the Chippewa Falls Police Department and the Chippewa Falls Police Department Alumni Association.

2. **Responsibilities.** Members and officers are expected to attend 75% of scheduled meetings and assist with fundraising events. Members shall notify the Secretary of any meeting absences.

3. **Disqualification.** A member of the Alumni Association may be disqualified for membership based on the following reasons:

- a. Conviction of a felony.
- b. Activity or action that may be disruptive to the goals and objectives of the Alumni Association or the Chippewa Falls Police Department as determined by the Board and/or the Chippewa Falls Police Department.
- c. By request of the Chief of Police or the Alumni Association's Liaison Officer, with approval of the Board, for any member whose actions may conflict with the goals and objectives of this Alumni Association or reflect negatively on the Chippewa Falls Police Department.

ARTICLE XI – AMENDMENTS

These bylaws may be altered, amended or repealed and new bylaws may be adopted at any regular meeting by a simple majority vote of those members present. To introduce a change, the bylaws amendment must be put on the agenda for a meeting and presented in writing.

ARTICLE XII – DISSOLUTION

In the event of dissolution of the Chippewa Falls Police Department Alumni Association, all funds shall be transferred to the Chippewa Falls Police Department to be used for Community Events.

These bylaws adopted on the _____ day of _____ 2018.

By _____, President

By _____, Vice President

By _____, Treasurer

By _____, Secretary

By _____, Liaison Officer

Bridget Givens

Subject: FW: Committee #3 Agenda Item - Chippewa Falls Alumni Association

From: Matthew Kelm
Sent: Wednesday, February 07, 2018 12:33 PM
To: Lynne Bauer
Cc: Greg Hoffman (work); 'rferg@ferglaw.org'
Subject: Committee #3 Agenda Item - Chippewa Falls Alumni Association

Finance Manager/Treasurer Bauer,

Sgt. Brettingen took over the Citizen Academy program in 2017. We received comments from former Citizen Academy graduates that they wanted a way to support and maintain a connection with the police department post-graduation. We reached out to Citizen Academy graduates, former police officers and their families to see if there was interest. Since that time a steering committee has met several times and have formed a group to begin the association.

Similar Citizen Academy Police Alumni Associations have been formed in Wisconsin Rapids, Muskego, Greenfield, Manitowoc and elsewhere in Wisconsin.

This group would be called the Chippewa Falls Police Department Alumni Association. This is a community volunteer group not part of the City of Chippewa Falls or the Chippewa Falls Police Department. Their mission is to support the police department and our community through volunteer work and fundraising. Attorney Ferg did not see an issue as long as the public knew the group was separate from the City.

I spoke to the Mayor and he recommended this go before Committee #3 so the Counsel is aware of the group and their function. The group is finalizing their by-laws and should be able to provide that, if needed, before the meeting.

Respectfully,

Matthew Kelm

Police Chief
Chippewa Falls Police Department
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Chippewa Falls, WI 54729
Office (715) 726-2703
Fax (715) 723-1456
Email: mkelm@chippewafalls-wi.gov

Leaders don't create followers, they create more leaders. – Tom Peters





SIDEWALK USE PERMIT APPLICATION

Name Of Applicant: Chippewa Falls Main Street c/o Teri Ouimette	Address Of Applicant: 514 N. Bridge St., Chippewa Falls, WI 54729
Telephone Number: (715) 723-6661	Date And Length Of Time Requested For Use Of Sidewalk: Approximately May 1 - November 1, 2018
Description Of The Portion Of Sidewalk To Be Used: Bikes will be locked to poles on corners (shown on attached map). Locations are subject to change.	
Describe In Detail The Purpose For Which the Sidewalk Will Be Used: Decorative bikes with flowers will be locked to poles on the sidewalks as part of our popular downtown beautification program. Flowers and bikes will be maintained by our organization.	

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 on account of any injury to, or death of, any person or any damage to property caused by or resulting from the activities for which the permit is granted.

This Sidewalk Use Permit may be revoked by the City Council for any violation of any condition of such permit as set out in Ordinance 94-13, passed on May 17, 1994. Such revocation shall be after affording the permit holder a hearing before the City Council after service on the permit holder of notice of hearing at least 3 days but not more than 30 days from the date and service of the notice and a detailed statement of the facts alleged to constitute any such violation.

Bond Certificate and sketch of area to be used must be attached.

Signature of Business Owner

Teri Ouimette

Date Signed

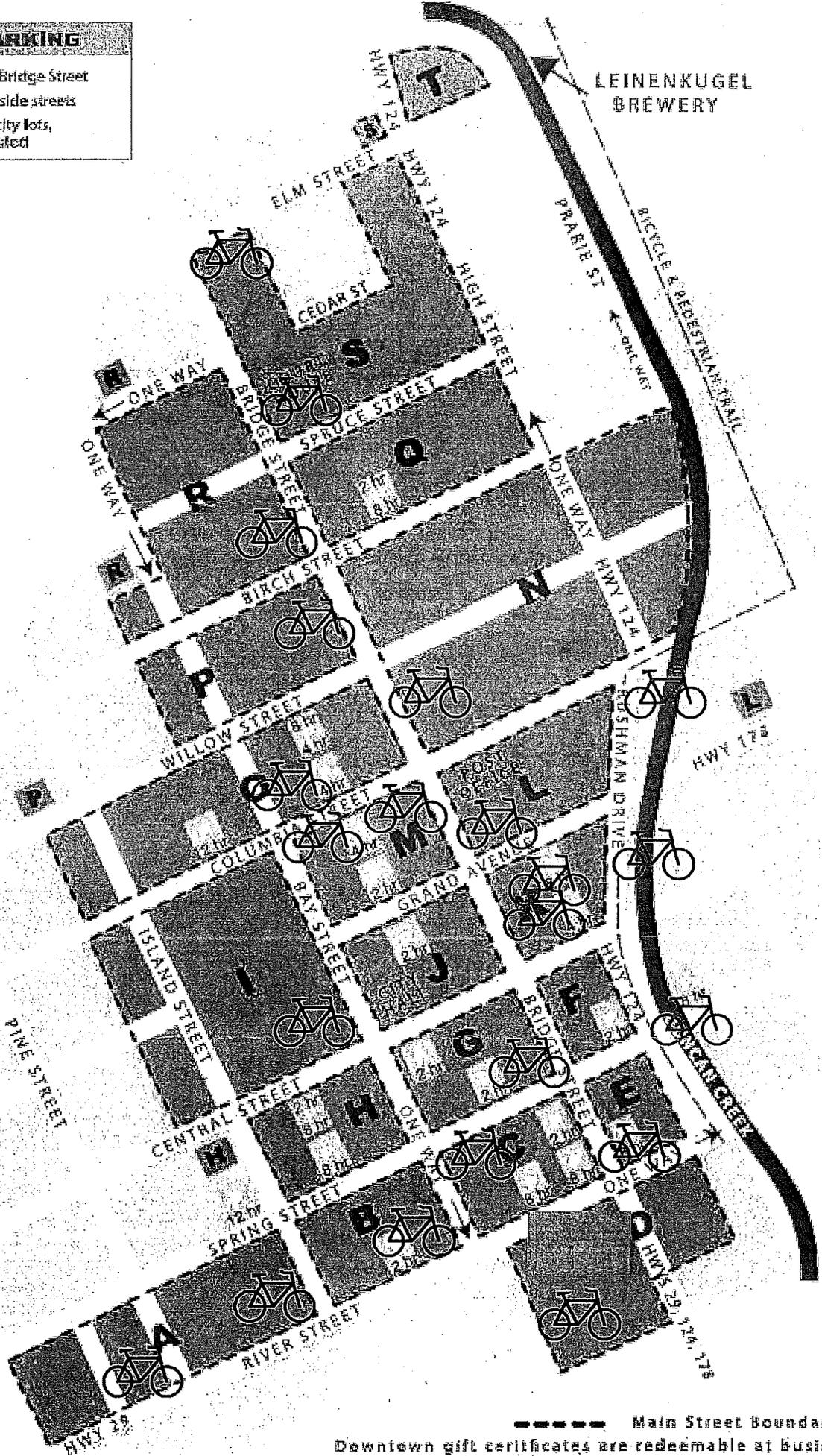
1/25/18

Date of Council Approval

Approved: *[Signature]* 1/26/18 CFPP

PUBLIC PARKING

- 1 hour parking limit on Bridge Street
- 2 hour parking limit on side streets
- 2 hour parking limit in city lots, unless otherwise posted



LEINENKUGEL
BREWERY



----- Main Street Boundary

Downtown gift certificates are redeemable at businesses within the Main Street Boundary