

**MINUTES**  
**COMMITTEE #1**  
**REVENUES, DISBURSEMENTS, WATER AND WASTEWATER**  
**August 6, 2019**

**Committee #1 - Revenues, Disbursements, Water and Wastewater met on Tuesday, August 6, 2019 at 9:00 AM in the Council Chambers, City Hall, 30 West Central Street, Chippewa Falls, WI.**

Committee Members present: Rob Kiefer, John Monarski, and Paul Nadreau  
Mayor/Other Council Members present: CW King and Jason Hiess  
Others present: Finance Manager/Treasurer Lynne Bauer, City Planner/Transit Manager Brad Hentschel, Police Chief Matt Kelm, Fire Chief Lee Douglas, Street and Utility Maintenance Manager Rick Ruf, and City Clerk Bridget Givens.

Call to Order: 9:00 am

- 1. Discuss proposals for two Lot Certified Survey Maps (CSM) for Riverfront and Allen Park. Possible recommendations to the Council.**

**Motion by Kiefer/Nadreau** to recommend Council accept the proposal from Chippewa Surveying to prepare a two lot Certified Survey Map for Chippewa Riverfront and Allen Park. **All present voting aye, motion carried.**

- 2. Discuss proposals and funding for appraisal services for a lot owned by the City of Chippewa Falls in First Avenue Industrial Park. Possible recommendations to the Council.**

City Planner Hentschel provided the Committee with two proposals to appraise a city-owned parcel in the First Avenue Industrial Park. Hentschel has been approached by a private party that may be interested in the property. Additionally, there was a first right of refusal that is no longer in effect; however, that party may also be interested in the parcel. Prior to considering any potential offers, the first step is to have an appraisal completed.

**Motion by Kiefer/Nadreau** to recommend Council accept the proposal from JC Norby & Associates for appraisal services on a city-owned lot in the First Avenue Industrial Park with funding to come from land sale monies. **All present voting aye, motion carried.**

- 3. Discuss Public Safety Radio System Upgrade project RFP. Possible recommendations to the Council.**

Police Chief Kelm indicated the current radio system is at the end of life. With the help of City Engineer Rubenzer and Chippewa County Emergency Management Director Dennis Brown, a draft Request for Proposal (RFP) was completed. It was noted that the RFP will include two options to bid; one for the radio system at the Police Department and the other for systems at both the Police and Fire Departments. The Committee discussed a timeline for the RFP to be released taking into consideration bonding and short-term borrowing time frames.

It was noted that additional budgetary discussions will be needed and the RFP should be brought back to the Committee in early October.

**No action taken.**

**4. Discuss concrete slabs to be added to the Pumphouse Road boat landing. Possible recommendations to the Council.**

Councilor Nadreau was approached by constituents relative to the condition of the boat landing near Pumphouse Road. With Xcel doing a draw down, it was questioned if this would be a good time to repair the landing. Street and Utility Maintenance Manager Ruf advised that there is not enough time to obtain DNR approval for renovations prior to the drawdown. Ruf provided the Committee with estimates to repair/replace the planking in addition to repairing the asphalt from the landing to the road.

It was recommended that photos be taken of the landing during the drawdown so the best information is available to accomplish the project. Any maintenance that can be done as a temporary fix should also be explored. It was suggested that research should be done for any potential grant funding that may be available.

**No action taken.**

**5. Adjournment**

**Motion by Monarski/Kiefer to adjourn at 9:34 am. All present voting aye, motion carried.**

**Minutes submitted by,  
Lynne Bauer, Finance Manager/Treasurer**

# Chippewa Surveying Inc.

12059 115th Ave  
Chippewa Falls, Wisconsin 54729-5317

JOHN D. MICKESH R.L.S.  
Phone (715) 723-4600

May 13<sup>th</sup>, 2019

City of Chippewa Falls  
Brad Hentschel, AICP City Planner  
30 West Central Street  
Chippewa Falls, Wisconsin 54729

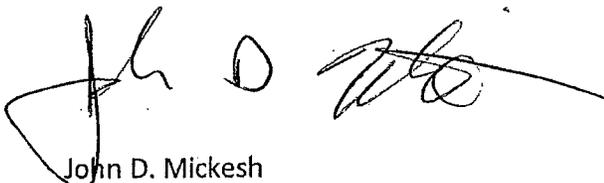
Dear Brad,

You have requested for a cost to perform a two lot Certified Survey Map for the two parks on the north side of the NSP Dam and on either side of Bridge Street. The parks involved is Allen Park on the east side of Bridge Street and Riverview Park on the west side. The Certified Survey Maps will create Lot 1 for Riverview and Lot 2 for Allen. By completing the Certified Survey Maps, all the old descriptions that the City of Chippewa Falls acquired over the past years will be combined into one parcel.

I would estimate a cost of \$ 3800 to complete the survey work and map preparation on this project.

If you have any questions or concerns, please call me at ( 715 ) 723 – 4600.

Thank You,



John D. Mickesh  
Professional Land Surveyor

# HIESS-LOKEN & ASSOCIATES, LLC

*Professional Land Surveying*

*Established 1977*

*J. F. Hiess, P.L.S. 1945-2012*

OFFICE: 715-720-4000  
715-832-3300  
hlsurvey@sbcglobal.net  
www.hiess-loken.com

4905 WEST PARK AVENUE  
CHIPPEWA FALLS, WI 54729

May 31, 2019

Mr. Brad Hentschel, Planner  
City of Chippewa Falls  
30 West central Street  
Chippewa Falls, WI 54729

Dear Mr. Hentschel,

I am please to offer the following estimate for land surveying services to you and the City of Chippewa Falls. It is my understanding that the City is wishing to combine its many parcels within the Chippewa Riverfront park and the parcels within the area known as Allen park, which is directly east of Chippewa Riverfront park. I have attached a quick sketch based upon the County GIS mapping to illustrate the area I believe that is being discussed.

I would estimate to survey, stake with iron rebar, and map (2) 1 lot Certified Survey Maps (CSMs) to be \$4000. I would assume the City of Chippewa Falls will handle the recording of the CSMs. If not, I can record them at the cost of \$33.00 each, which includes receiving copies from the Register of Deeds.

Hiess-Loken & Associates, LLC has been a part of the greater Chippewa Falls community for over 40 years, as part of our mission we have considered donating to public projects an important part of living and working in the area. As a long time tax payer to the City, I realize the importance of fiscal responsibility, therefore I would like to offer the City a 10% reduction of the estimate as a cost savings to the City (and actually myself). The not to exceed cost for the project would then be \$3600.00 (three thousand – six hundred dollars), plus recording fees if needed.

We have previously discussed the importance of having a title policy or title search for the parcels involved. This will give us the assurance that known easements or rights of use are accurately reflected on the final CSMs.

I don't recall if we discussed a time line for the project but I would be able to start the field work after receiving, at the minimum, a purchase order and a deed for each parcel involved. Tile title work would be needed prior to final mapping and recording.

Hiess-Loken & Associates, LLC , uses thoroughly modern equipment and software, is licensed and insured, copies available upon request. Digital versions of the mapping will be made available. The information provided would be referenced to WSCORS(2011).

*HIESS-LOKEN & ASSOCIATES, LLC*

*Professional Land Surveying*

*Established 1977*

*J. F. Hiess, P.L.S. 1945-2012*

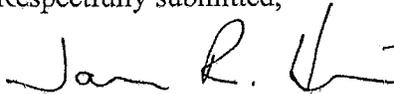
OFFICE: 715-720-4000  
715-832-3300  
hlsurvey@sbcglobal.net  
www.hiess-loken.com

4905 WEST PARK AVENUE  
CHIPPEWA FALLS, WI 54729

Thank you for considering Hiess-Loken & Associates, LLC for this project. I look forward to working with you and the City.

If you have any questions please feel free to contact me.

Respectfully submitted,



Jason R. Hiess, P.L.S., owner

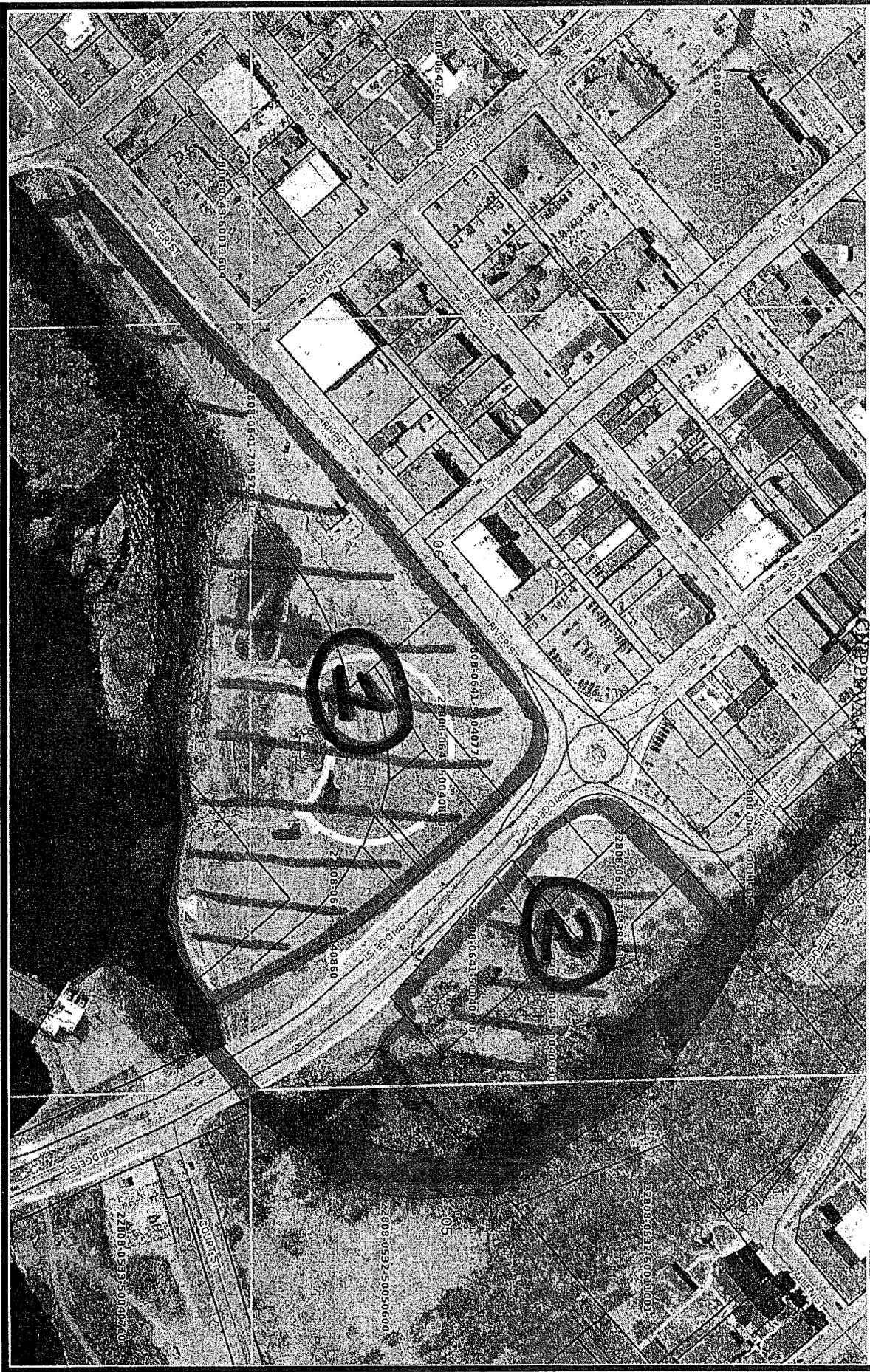
Encl. GIS sketch  
Sent via email

# Map

Printed 05/31/2019

Scale = 1:220'

**HISS-LOKEN & ASSOC., LLC**  
**PROFESSIONAL LAND SURVEYING**  
4905 WEST PARK AVE.



**Disclaimer:** This map is a compilation of records as they appear in the Chippewa County Offices affecting the area shown and is to be used only for reference purposes.

## Brad Hentschel

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**From:** Gary Holt <gary@jcnorby.com>  
**Sent:** Thursday, July 11, 2019 12:55 PM  
**To:** Brad Hentschel  
**Subject:** RE: Chippewa Falls Appraisal Request

Hi Brad,

Thank you for contacting us in regards to appraising a vacant parcel owned by the city located in the North Side industrial park.

As we discussed on the phone, the fee to complete a form report with adequate narrative discussion is \$500 and the turn time is 3-4 weeks from the date of engagement.

Regards,

Gary Holt, MAI, SRA  
JC Norby & Associates, Inc.  
2115 E Clairemont Avenue  
Eau Claire, WI 54701  
715 834-3953

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## Brad Hentschel

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**From:** Nick Schmock <nick@midwestappraisalgroup.com>  
**Sent:** Friday, July 26, 2019 3:04 PM  
**To:** Brad Hentschel  
**Subject:** RE: Chippewa Falls Appraisal Proposal

Brad,

Thanks so much for contacting me in regards to this assignment. Our proposal for this is as follows:

- Fee – Not to exceed \$2,000 (I propose to track my time at our current rate of \$90/hour)
- Timing – 4 weeks from engagement
- Deliverable – Our report will be “restricted” which means the actual document will be shorter/less detailed, namely on the property description side as the City is very familiar with the property. This does not mean our investigations/analysis will be limited in any way, just that the report will be as concise as possible but at the same time conveying our work and findings.

Again, thanks for the chance to submit a proposal for this assignment.

Regards,

Nick Schmock, MAI  
Midwest Appraisal Group  
Eau Claire Office  
(608) 345-6611

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**Nicholas D. Schmock, MAI**  
**Midwest Appraisal Group, Inc.**

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Nick has been a professional appraiser since 2007 and has significant valuation experience with most property types. He has worked on assignments for many respected local, regional and national real estate industry participants. Nick received the prestigious MAI designation from the Appraisal Institute in 2014 and has been a licensed certified general appraiser in Wisconsin since 2012 and in Minnesota since 2016.

**AREAS OF SPECIAL COMPETENCE:**

- Multi-family:** Apartments, condominium developments
- Office:** Professional buildings, medical buildings
- Industrial:** Warehouse/distribution, light manufacturing, self-storage
- Retail:** Multi-tenant centers of all sizes, big box, NNN-leased properties including quick-service restaurants, drugstores, and coffeshops
- Land:** Residential subdivision developments, commercial and industrial land, recreational and hunting land, agricultural land

**EXPERIENCE:**

- 2017 - Present: Midwest Appraisal Group, Inc. – Eau Claire, La Crosse & Middleton, Wisconsin  
2014 - 2017: J.C. Norby & Associates – Eau Claire, Wisconsin  
2007 - 2014: The Nicholson Group LLC – Hartland, Wisconsin

- EDUCATION:** **University of Wisconsin – Madison**  
Bachelors of Business Administration (BBA) – Real Estate & Urban Land Economics, 2006

**Appraisal Institute Education**  
Numerous courses completed 2007-Present, transcript available upon request

**PROFESSIONAL & CIVIC AFFILIATIONS:**

- Appraisal Institute, Designated Member (MAI)  
Member – Plan Commission, Town of Seymour (Eau Claire County)

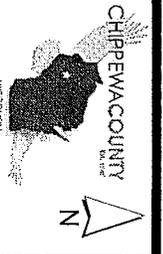
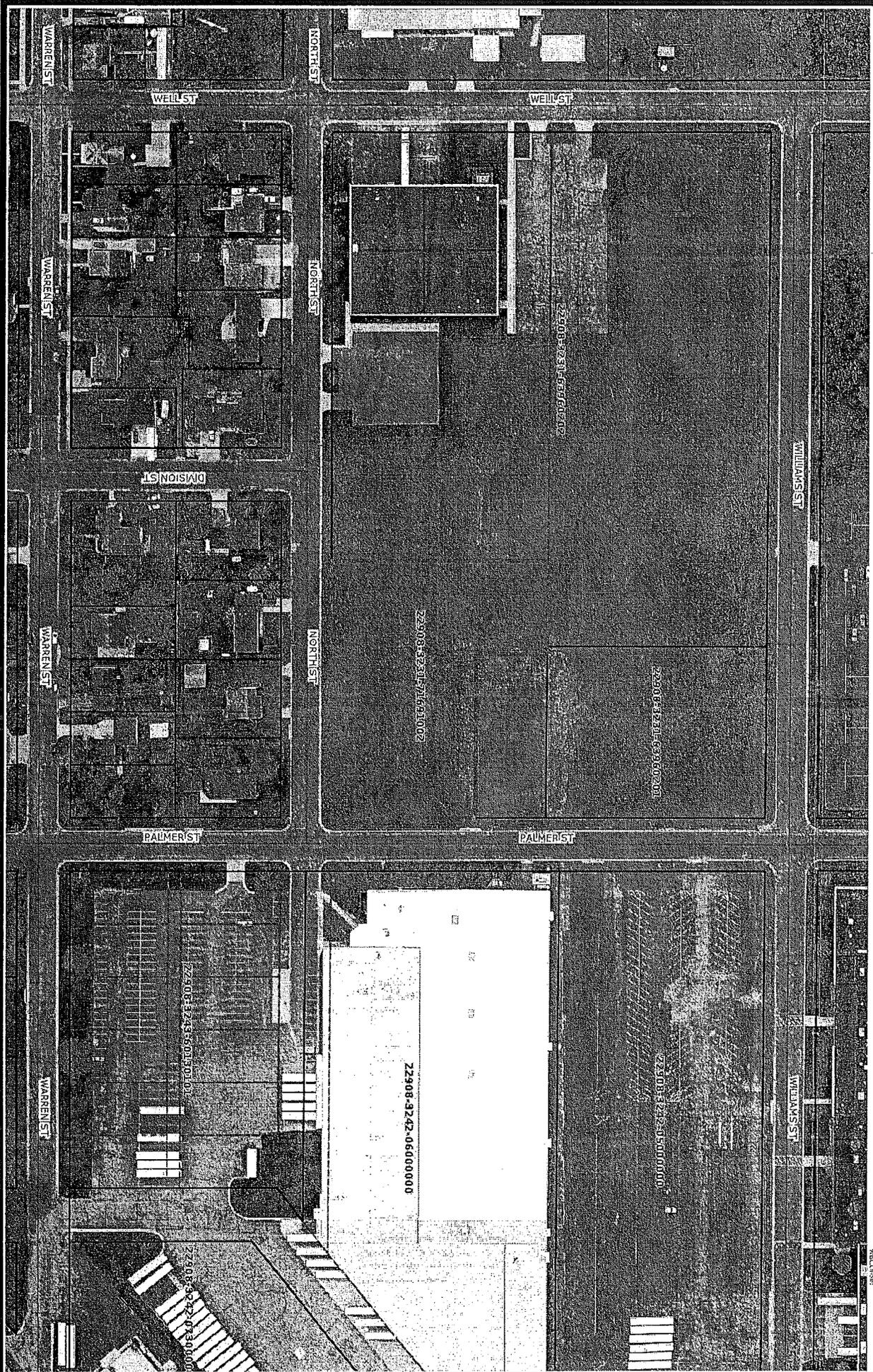
**STATE LICENSES:**

- Wisconsin – Certified General Appraiser No. 1840-10  
Minnesota – Certified General Appraiser No. 40475358

# Map

Printed 08/05/2019

Scale = 1:161'



**Disclaimer:** This map is a compilation of records as they appear in the Chippewa County Offices affecting the area shown and is to be used only for reference purposes.