

AGENDA FOR REGULAR MEETING OF COMMON COUNCIL

To be held on Tuesday, February 7, 2017 at 6:30 P.M. in the City Hall
Council Chambers, 30 West Central Street, Chippewa Falls, WI

1. CLERK CALLS THE ROLL

2. APPROVAL OF MINUTES OF PREVIOUS MEETING

- (a) Approve minutes of the Regular Council Meeting of January 17, 2017.
- (b) Approve minutes of the Special Council Meeting of February 1, 2017.
- (c) Approve minutes of the Special Council Meeting of February 7, 2017. (*minutes to be distributed prior to meeting*)

3. PERSONAL APPEARANCES BY CITIZENS No matter presented by a citizen shall be acted on at the meeting except in emergencies affecting the public health, safety or welfare.

4. PUBLIC HEARINGS

- (a) Public Hearing to locate one or two tiny houses at 201 W Central Street, Parcel #117, Lots 7, 10, 11 and 12, Block 19, Chippewa Falls Plat. (*see Ordinance #2017-01*)

5. COMMUNICATIONS - None

6. REPORTS

- (a) Consider Board of Public Works minutes of January 23, 2017.

7. COUNCIL COMMITTEE REPORTS in the order in which they are named in Section 2.21 of the Municipal Code -

- (a) Consider Committee #1 Revenues, Disbursements, Water and Wastewater minutes of February 1, 2017.
- (b) Consider Committee #1 Revenues, Disbursements, Water and Wastewater minutes of February 6, 2017. (*minutes to be distributed prior to meeting*)
- (c) Consider Committee #2 Labor Negotiations, Personnel, Policy and Administration minutes of February 7, 2017. (*minutes to be distributed prior to meeting*)
- (d) Consider Committee #3 Transportation, Construction, Public Safety and Traffic minutes of January 24, 2016.
- (e) Consider Committee #3 Transportation, Construction, Public Safety and Traffic minutes of February 1, 2016.
- (f) Consider Committee #4 Recycling, Computerization, Building and Intergovernmental Services minutes of January 26, 2017.

8. APPLICATIONS

- (a) Consider Operator (Bartender) Licenses as approved by the Police Department. (*Complete list provided prior to Council meeting*).
- (b) Consider request of Dwayne Lambert to change his trade name from Dewey's Roadhouse to Stiffy's.
- (c) Consider Street Use Permit Application from Carquest Auto Parts, 20 Island Street, to place a storage semi-trailer in the parking spots on Spring Street for their remodeling project beginning February 8, 2017 – February 15, 2017.
- (d) Consider Street Use Permit Application from Karen Swanson for the Chilly Chippewa 5k/1mile Run/Walk on March 4, 2017 from 10:00 am – 11:30 am utilizing various City Streets (*see attached map*).

9. PETITIONS - None

10. MAYOR ANNOUNCES APPOINTMENTS - None

11. MAYOR'S REPORT - None

12. REPORT OF OFFICERS - None

13. ORDINANCES

(a) First Reading of **Ordinance #2017-01 Entitled:** An Ordinance Granting a Special Use Permit to Locate One or Two Tiny Houses at 201 West Central Street, on Parcel 117, Lots 7, 10, 11, and 12, Block 19, Chippewa Falls Plat.

14. RESOLUTIONS

(a) Consider **Resolution #2017-02 Entitled:** Resolution Regarding Special Assessment Rates.

15. OTHER NEW OR UNFINISHED BUSINESS AS AUTHORIZED BY LAW

(a) Discuss and consider Supplemental Letter Agreement with SEH to Decommission the Sprint Antenna on the south side water tower.

(b) Discuss and consider Supplemental Letter Agreement with SEH for installation, construction, design, review, and administration of antenna proposals in 2017.

16. CLAIMS

(a) Consider claims as recommended by the Claims Committee.

(b) Consider claim of Nicole Estenson, 920 Pine Needle Dr, against the City of Chippewa Falls. See attached letter from Statewide Services, Inc. recommending denial of this claim.

17. CLOSED SESSION - None

18. ADJOURNMENT

The Claims Committee will meet at 6:00 PM to review the claims of various boards and departments of the City.

NOTE: REASONABLE ACCOMMODATIONS FOR PARTICIPATION BY INDIVIDUALS WITH DISABILITIES WILL BE MADE UPON REQUEST. FOR ADDITIONAL INFORMATION OR TO REQUEST THIS SERVICE, CONTACT THE CITY CLERK AT 726-2719.

Please note that attachments to this agenda may not be final and are subject to change.
This agenda may be amended as it is reviewed.

CERTIFICATION OF OFFICIAL NEWSPAPER

I, hereby, certify that a copy of this notice has been posted on the bulletin board at City Hall and a copy has been given to the Chippewa Herald on February 3, 2017 at 1:05 pm by BNG.

MINUTES OF THE REGULAR MEETING OF THE COMMON COUNCIL

The regular meeting of the Common Council of the City of Chippewa Falls was held on Tuesday, January 17, 2017 in the City Hall Council Chambers. Mayor Greg Hoffman called the meeting to order at 6:30 pm. The Pledge of Allegiance was recited.

Clerk swears in Seventh Ward Council Member, Robert Hoekstra.

CLERK CALLS THE ROLL

Council Members present: John Monarski, Rob Kiefer, CW King, Chuck Hull, Paul Olson, Paul Nadreau, and Robert Hoekstra.

Also Present: City Attorney Robert Ferg, Finance Manager/Treasurer Lynne Bauer, City Planner/Transit Manager Jayson Smith, Assistant City Engineer Rob Krejci, Police Chief Matthew Kelm, Building/Zoning Inspector Paul Lasiewicz, City Clerk Bridget Givens, County Administrator Frank Pascarella, County Board Member Steve Gerrish, and those on the attached sign-in sheet.

APPROVAL OF MINUTES OF PREVIOUS MEETING

(a) **Motion by Monarski/Nadreau** to approve the minutes of the Regular Council Meeting of January 3, 2017. **All present voting aye, motion carried.**

PERSONAL APPEARANCES BY CITIZENS

(a) Police Officers James Luckey and Drew Zehm, and Sergeant Deb Brettingen were acknowledged for earning Attorney General Brad Schimel's Top Cops Award.

(b) Wes Escondo, CEO of Big Brothers Big Sisters of Northern Wisconsin, appeared to thank the Mayor and Council for continuing to commit to the proclamation celebrating Thank Your Mentor Day.

PUBLIC HEARINGS - None

COMMUNICATIONS - None

REPORTS

(a) **Motion by Olson/King** to approve the Board of Public Works minutes of January 9, 2017. **All present voting aye, motion carried.**

(b) **Motion by Kiefer/Monarski** to approve the Plan Commission minutes of January 9, 2017. Councilor Hull offered comments relative to the Special Use Permit request for 201 W Central St for two tiny houses. City Attorney Ferg reviewed the Special Use Permit process. **Roll Call Vote: Aye – Kiefer, Monarski, King, Hull, Olson, Nadreau, Hoekstra. Motion carried.**

COUNCIL COMMITTEE REPORTS

(a) **Motion by King/Hull** to approve the Committee #1 Revenues, Disbursements, Water and Wastewater minutes of January 17, 2017. **Roll Call Vote: Aye – King, Hull, Olson, Nadreau, Hoekstra, Monarski, Kiefer. Motion carried.**

(b) **Motion by Kiefer/Monarski** to approve the Committee #2 Labor Negotiations, Personnel, Policy and Administration minutes of January 17, 2017. **All present voting aye, motion carried.**

(c) **Motion by King/Nadreau** to approve the Committee on Committees minutes of January 17, 2017. **All present voting aye, motion carried.**

(d) **Motion by King/Monarski** to approve the Department Head Review Committee minutes of January 17, 2017. **Roll Call Vote: Aye – King, Monarski, Kiefer, Hull, Olson, Nadreau, Hoekstra. Motion carried.**

(e) The Park Board minutes of January 10, 2017 were presented.

(f) The Library Board minutes of December 21, 2016 were presented.

APPLICATIONS

(a) **Motion by King/Olson** to approve the Operator (Bartender) Licenses as approved by the Police Department. **All present voting aye, motion carried.**

APPLICATIONS (continued)

(b) Motion by Olson/Hoekstra to table the transfer of the Taxicab Business License of LeRoy Johnson of LeRoy's Courtesy Cab to Duane Swan, Get U There Taxi Service. **All present voting aye, motion carried.**

(c) Motion by Nadreau/Olson to approve the request of Glen Loch Saloon, LLC to change their trade name from Glen Loch Bar & Grill to Wood Fire Bar & Grill. **All present voting aye, except Monarski who voted no, motion carried.**

PETITIONS - None

MAYOR ANNOUNCES APPOINTMENTS - None

MAYOR'S REPORT

(a) Mayor Hoffman proclaimed January 19, 2017 as Big Brothers Big Sisters Thank Your Mentor Day in the City of Chippewa Falls.

REPORT OF OFFICERS - None

ORDINANCES - None

RESOLUTIONS

(a) Motion by Hull/Olson to approve **Resolution #2017-01 Entitled:** Preliminary Resolution Declaring Intent to Levy Special Assessments Under Chapter 66.0701 Wisconsin Statutes & Chapter 3.08 of the Code of Ordinances of the City of Chippewa Falls, Wisconsin. **Roll Call Vote: Aye – Hull, Olson, Nadreau, Hoekstra, Monarski, Kiefer, King. Motion carried.**

OTHER NEW OR UNFINISHED BUSINESS AS AUTHORIZED BY LAW

(a) The Resolution Regarding the Discontinuance of a portion of Lakeland Drive was introduced.

(b) Motion by Kiefer/Nadreau to set the hearing date on the passage of the Resolution introduced in (a) for March 7, 2017 at 6:30 pm at the Regular Meeting of the Chippewa Falls Common Council and direct that Notice of the Hearing be given in accordance with the provisions of §§ 66.1003 (4)(b) and 66.1003 (8), Wis. Stats. **Roll Call Vote: Aye – Kiefer, Nadreau, Hoekstra, Monarski, King, Hull, Olson. Motion carried.**

(c) The Resolution Regarding the Discontinuance of a portion of Lake Wissota Drive was introduced.

(d) Motion by Kiefer/King to set the hearing date on the passage of the Resolution introduced in (c) for March 7, 2017 at 6:30 pm at the Regular Meeting of the Chippewa Falls Common Council and direct that Notice of the Hearing be given in accordance with the provisions of §§ 66.1003 (4)(b) and 66.1003 (8), Wis. Stats. **Roll Call Vote: Aye – Kiefer, King, Hull, Olson, Nadreau, Hoekstra, Monarski. Motion carried.**

(e) Motion by Monarski/King to set a public hearing regarding the Special Use Permit for 201 W Central Street for February 7, 2017 at 6:30 pm at the Regular Meeting of the Chippewa Falls Common Council. **Roll Call Vote: Aye – Monarski, King, Hull, Olson, Nadreau, Hoekstra, Kiefer. Motion carried.**

CLAIMS

(a) Motion by Olson/Monarski to approve the claims as recommended by the Claims Committee.

City General Claims:	\$3,535,315.32
Authorized/Handwritten Claims:	\$4,286.60
Department of Public Utilities:	<u>\$103,070.46</u>
Total of Claims Presented	<u>\$3,642,672.38</u>

Roll Call Vote: Aye – Olson, Monarski, Kiefer, King, Hull, Nadreau, Hoekstra. Motion carried.

CLOSED SESSION

(a) Motion by Hull/Hoekstra to go into Closed Session under WI Statutes 19.85(1)(e) for "deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a Closed Session" to discuss and consider the following:

- (1) Potential tax increment financing incentives and a Developers Agreement for a project in Lake Wissota Business Park – TID #14 including all matters relative to procurement of a satisfactory Developers Agreement; and
- (2) Memorandum of Agreement by and between the City of Chippewa Falls and Chippewa County for the Lake Wissota Business Park Development Project – Star Blends, LLC; and to include the Mayor, Council, Ferg, Bauer, Smith, Krejci, Givens, Lasiewicz, Frank Pascarella, and Steve Gerrish; may return to Open Session. **Roll Call Vote: Aye – Hull, Hoekstra, Monarski, Kiefer, King, Olson, Nadreau. Motion carried.**

Council discussed items (1) and (2) above.

Motion by Hoekstra/Olson to return to Open Session. All present voting aye, motion carried.

ADJOURNMENT

Motion by Olson/Hoekstra to adjourn at 9:10 pm. All present voting aye, motion carried.

Submitted by:
Bridget Givens, City Clerk

CITY COUNCIL ATTENDANCE SHEET - January 17, 2017

NAME	ADDRESS
A Flynn	Boy Pears CF
Angel Gorman	704 Oak St, CF
R. P. J. J. J.	
Brian P. J. J.	1333 Fox Run Ct. C.F.
Deb & Joel Bretherton	CFPD
James Luckey & Lindsay Gresh	CFPD
Drew Zehm	CFPD
Tom Drehmel	510 Coleman St. C.F.
WES ESCOBDO	2004 GARDNER AV ARIDON
Laurie Stumacher	1101 Weather Ridge Rd CF
Chine W. J. P.	1131 Weather Ridge Rd.

Paul Stumacher

CITY COUNCIL ATTENDANCE SHEET - January 17, 2017

NAME	ADDRESS
Renee Rosenow	Chippewa County Housing Authority
Katie + David Brenner	531 Wilson St. Chippewa
Ruth Olson	222 W. Columbia St. C.F. Trinity UMC Vice President
Richard + Odson	222 W Columbia St # Trinity UMC Trustee
Walt Arundson	923 Mansfield St.
Alissa Kohli	Job Center 770 Scheidecker Rd
Nia Cohn	463 Greenwood Ct
Larry Larson	14806 Co. Hwy S Jim Falls
Dan Feiland - LT	5746 McKee Dr. EC
Joy Kroghstad	128 W BRECH ST CF WI 54929

MINUTES OF THE SPECIAL MEETING OF THE COMMON COUNCIL

A Special Meeting of the Common Council of the City of Chippewa Falls was held on Wednesday, February 1, 2017 in the City Hall Council Chambers. Mayor Greg Hoffman called the meeting to order at 12:00 pm.

CLERK CALLS THE ROLL

Council Members present: John Monarski, Rob Kiefer, CW King, Chuck Hull, Paul Olson, Paul Nadreau, and Robert Hoekstra.

Also Present: Finance Manager/Treasurer Lynne Bauer, Director of Public Works/City Engineer/Utilities Manager Rick Rubenzer, City Planner/Transit Manager Jayson Smith, and City Clerk Bridget Givens.

CLOSED SESSION

Motion by Monarski/Hoekstra to go into Closed Session under WI Statutes 19.85(1)(e) for "deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a Closed Session" to discuss and consider the following: proposal from Husch Blackwell relative to development in Lake Wissota Business Park – TID #14; and to include the Mayor, Council, Bauer, Smith, Rubenzer, and Givens; may return to Open Session. **Roll Call Vote: Aye – Monarski, Hoekstra, Kiefer, King, Hull, Olson, Nadreau. Motion carried.**

Council discussed the item above.

Motion by Olson/Monarski to return to Open Session. **All present voting aye, motion carried.**

ADJOURNMENT

Motion by Olson/Hoekstra to adjourn at 12:17 pm. **All present voting aye, motion carried.**

Submitted by:
Bridget Givens
City Clerk

**NOTICE OF PUBLIC HEARING
SPECIAL USE PERMIT
CITY OF CHIPPEWA FALLS**

Please take notice that the Common Council of the City of Chippewa Falls, Wisconsin, will conduct a public hearing on the **7th day of February, 2017** commencing at 6:30 P.M. in the Council Chambers, Municipal Building, 30 West Central Street, on a proposed Special Use Permit to:

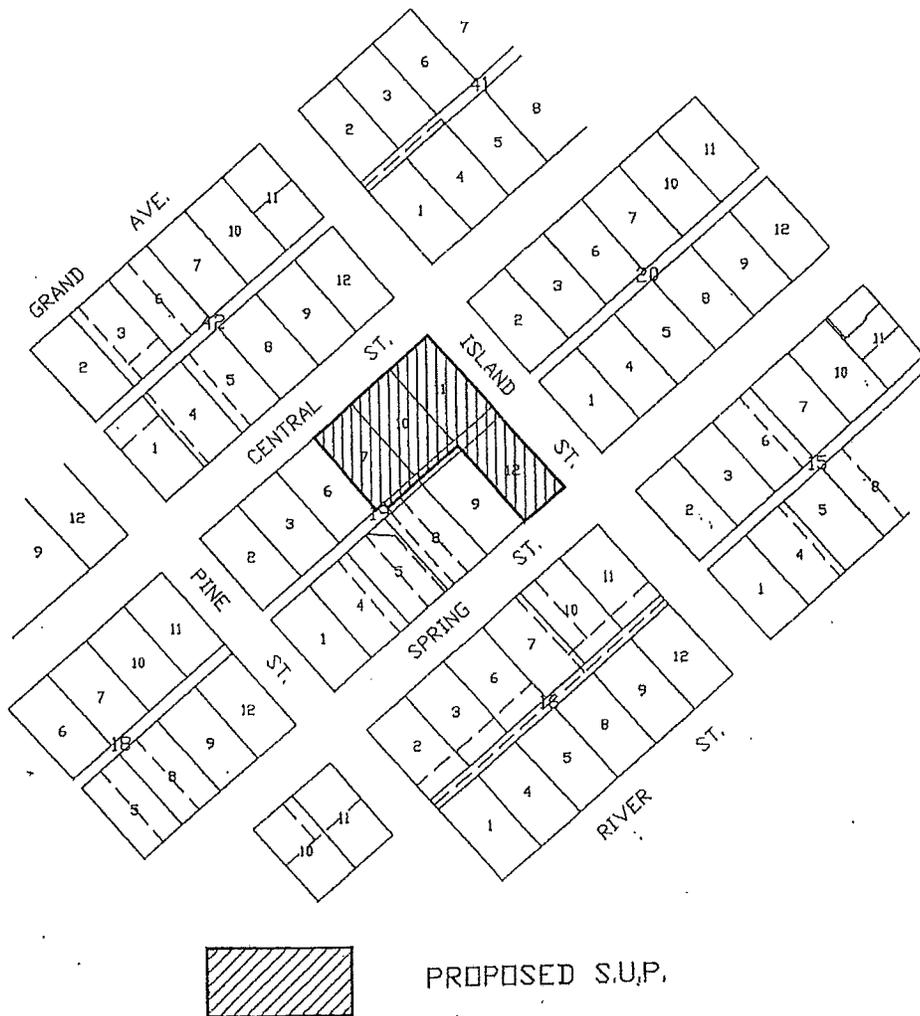
Locate one or two tiny houses at 201 West Central Street, Parcel #117, Lots 7, 10, 11 and 12, Block 19, Chippewa Falls Plat. This parcel is currently zoned C-3 Central Business District.

Following the hearing, the Common Council may consider adoption of an Ordinance granting this permit.

Information regarding this request and conditions to be considered for inclusion as a part of the permit may be obtained from the Office of the City Clerk or City Engineer at 30 West Central Street during normal business hours.

Bridget Givens
City Clerk

LOCATION MAP



**CITY OF CHIPPEWA FALLS
BOARD OF PUBLIC WORKS
MEETING MINUTES
MONDAY, JANUARY 23, 2017 – 5:30 PM**

The Board of Public Works met in City Hall on Monday, January 23, 2017 at 5:30 PM. Present were Mayor Greg Hoffman, Director of Public Works Rick Rubenzer, Finance Manager Lynne Bauer, Alderperson Paul Olson and Darrin Senn.

1. **Motion** by Senn, seconded by Olson to approve the minutes of the January 9, 2017 Board of Public Works meeting. **All present voting aye. MOTION CARRIED.**

2. The Board of Public Works considered the attached list of proposed Special Assessment Rates for 2017. Director of Public Works Rubenzer stated that rates were calculated using averages of bid prices from the previous years, (2016) projects, anticipated hot mix ingredient prices and estimated gas and energy prices for 2017. Mr. Senn asked why the proposed asphalt price was \$17.80 versus \$19.00 per front foot in 2016. Director of Public Works Rubenzer stated that the rate of \$17.80 was determined using \$57/ton for asphalt and in previous years an amount of \$63-\$65/ton had been used. He stated he would confirm with Assistant City Engineer Krejci.
Motion by Rubenzer, seconded by Hoffman to recommend the Common Council accept the attached list of proposed Special Assessment Rates for 2017 and approve the corresponding resolution. Said approval contingent on Director of Public Works Rubenzer confirming the \$17.80/front foot for hot mix paving. **All present voting aye. MOTION CARRIED.**

3. The Board considered the attached sidewalk diagram for the Dwight Street, (Wheaton St. to Superior St.), Improvement Project proposed for 2017. Director of Public Works Rubenzer noted that existing sidewalk for Lots 11 and 12 of Block 14, Mansfield's Addition had numerous sections of condemnable sections. Also, that no sidewalk currently existed on the north side of Dwight Street along Lots 7 thru 10, Block 14, Mansfield's Addition or on the south side along Lots 1 thru 6, Block 15, Mansfield's Addition. Options considered were:
 - 1) Condemn existing sidewalks along Lots 11 and 12 and require property owners to replace their deficient sidewalk sections while not ordering in new sidewalk for Lots 7 thru 10, Block 14, Mansfield's Addition or for Lots 1 thru 6, Block 15, Mansfield's Addition.
 - 2) Make owners replace deficient sidewalk for Lots 11 and 12 and ordering new sidewalk for Lots 7 thru 10, Block 14, Mansfield's Addition and for Lots 1 thru 6, Block 15, Mansfield's Addition.
 - 3) Allow owners of Lots 11 and 12, Block 14, Mansfield's Addition to remove their sidewalk.

Director of Public Works Rubenzer noted that the Council had not ordered in new sidewalk that he knew of since 1990, other than along Elm Street when the Leinie's Lodge was constructed and that TIF had funded that sidewalk. Mr. Senn stated that he

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didn't believe it was fair to condemn existing sidewalks along Lots 11 and 12 while not ordering in new sidewalk along the rest of the block. He also inquired about installing sidewalk along the rest of the north side, (Lots 7 thru 10), and assessing both sides of the street for it. Director of Public Works Rubenzer replied that was not consistent with the present City special assessment policy for sidewalks. He continued that the City Council would need to order in new sidewalk by resolution or ordinance as detailed in State Statute.

Motion by Hoffman, seconded by Senn that the Common Council order new sidewalk along Lots 7 thru 10, Block 14 and Lots 1 thru 6, Block 15 all in Mansfield's Addition. **All present voting aye. MOTION CARRIED.**

4. **Motion** by Senn, seconded by Olson to adjourn. **All present voting aye. MOTION CARRIED.** The Board of Public Works meeting adjourned at 5:52 P.M.


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

**CITY OF CHIPPEWA FALLS
BOARD OF PUBLIC WORKS
MEETING MINUTES
MONDAY, JANUARY 9, 2017 – 5:30 PM**

The Board of Public Works met in City Hall on Monday, January 9, 2017 at 5:30 PM. Present were Mayor Greg Hoffinan, Finance Manager Lynne Bauer and Alderperson Paul Olson, and Darrin Senn. Absent was Director of Public Works Rick Rubenzer. Assistant City Engineer Robbie Krejci and Doug Clary, Chippewa County Zoning Administrator, were also present at the meeting.

1. **Motion** by Senn, seconded by Bauer to approve the minutes of the December 12, 2016 Board of Public Works meeting. **All present voting aye. MOTION CARRIED.**

2. **Motion** by Olson, seconded by Bauer to move up items #7 and #8 on the agenda. **All present voting aye. MOTION CARRIED.**

3. Doug Clary representing Chippewa County appeared to discuss the discontinuance requests for portions Lake Wissota Drive and Lakeland Drive within the Lake Wissota Business Park. Clary briefly discussed on why discontinuing the small portions of the existing right of way would allow the City/County more flexibility in providing larger sized lots for marketing to potential developments. Krejci described that the existing right-of-ways requested to be discontinued were platted as part of improvements within the Lake Wissota Business Park, but the actual streets were not installed. The approximate 1015-feet requested to be discontinued on Lake Wissota Drive have no utilities installed within it or other public infrastructure that would need to be addressed. **Motion** by Olson, seconded by Senn to recommend that the Common Council discontinue approximately 1015-feet (See attached map for exact limits) of Lake Wissota Drive located north of the intersection of Lakeview Drive in the Lake Wissota Business Park. **All present voting aye. MOTION CARRIED.**

4. The Board considered the request from Chippewa County to discontinue approximately 485-feet of Lakeland Drive located NW of the intersection of Lakeview Drive within the Lake Wissota Business Park. Doug Clary appeared representing Chippewa County and discussed that this discontinuance request was for similar reason as the request on Lake Wissota Drive (Item #3). Krejci discussed that this portion of Lakeland Drive was also platted as part of improvements to the Lake Wissota Business Park but the street was never installed. Krejci further discussed that in the case of Lakeland Drive a public water main had been installed from the intersection of Lakeview Drive to the termini of the right-of-way of Lakeland Drive. Krejci described that if the right of way was discontinued that either an easement would be required for the public water main or the water main would be considered a private service and would be maintained by Chippewa County that could be utilized to serve a future project. Clary indicated that the County would accept this being considered a private service and would maintain such water main until it was utilized for development. **Motion** by Hoffman, seconded by Olson to

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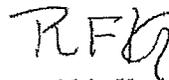
recommend that the Common Council discontinue approximately 485 feet (See attached map for exact limits) of Lakeland Drive located northwest of the intersection of Lakeview Drive in the Lake Wissota Business Park and turn over ownership of any public utility lying within said right-of-way to Chippewa County. **All present voting aye. MOTION CARRIED.**

5. The Board considered the width of Bridgewater Avenue from Duncan Creek to STH 124. This portion of Bridgewater Avenue is scheduled to be reconstructed in 2017. Krejci discussed that City Staff evaluates safety concerns, traffic volumes, adjacent uses, and many other items before recommending future street widths. Further discussion was had regarding preserving the on-street parking on the east end of Bridgewater Avenue near STH 124. Krejci indicated that this portion of Bridgewater Avenue would remain the same width as existing. **Motion** by Senn, seconded by Hoffman to recommend the Common Council set the proposed street width of Bridgewater Avenue from Duncan Creek to 225 feet west of STH 124 to 34-feet (Existing width – 38-foot face of curb to face of curb) from face of curb to face of curb, and from 225 feet west of STH 124 to STH 124 to 40-feet (Existing width – 40-foot face of curb to face of curb) from face of curb to face of curb. **All present voting aye. MOTION CARRIED.**
6. The Board considered the width of Dwight Street from Wheaton Street to Superior Street as this project has been tentatively scheduled for reconstruction in 2017. Krejci discussed that no major issues have been identified on this section street and the Engineering Department was recommending that the street width remain as it currently exists. **Motion** by Hoffman, seconded by Olson to recommend that the Common Council set the proposed street width of Dwight Street from Wheaton Street to Superior Street to 30-foot from face of curb to face of curb (Existing width – 30-foot face of curb to face of curb). **All present voting aye. MOTION CARRIED.**
7. The Board considered the width of Water Street from State Street to Division Street as this project has been tentatively scheduled for reconstruction in 2017. Krejci discussed that after reviewing the traffic volume and other pertinent data that the Engineering Department is recommending that the street width on this section of Water Street be reduced from 38-feet to 34-feet. No further restrictions would be placed on on-street parking and the recommended street width functions well on similar streets within the City with similar characteristics. **Motion** by Olson, seconded by Senn to recommend that the Common Council set the proposed street width of Water Street from State Street to Division Street to 34-feet from face of curb to face of curb (Existing width – 38-foot face of curb to face of curb). **All present voting aye. MOTION CARRIED.**
8. The Board considered the width of Woodward Avenue from Greenville Street to Summit Avenue as this project has been tentatively scheduled for reconstruction in 2017. Krejci discussed the existing street and current and anticipated traffic volumes. No accident concerns were noted on this section of street. Board members discussed ensuring that proper truck turning movements were accommodated on the south side of the intersection of Woodward Avenue and Greenville Street. Krejci noted that during the design process all intersections are examined independently to try and accommodate expected vehicle

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types. Also noted was that the proposed street width is reduced from the current width and that the proposed width will accommodate all current and anticipated traffic volumes. **Motion** by Senn, seconded by Olson to recommend that the Common Council set the proposed street width of Woodward Avenue from Greenville Street to Summit Avenue to 34-feet from face of curb to face of curb (Existing width – 38-feet face of curb to face of curb). **All present voting aye. MOTION CARRIED.**

9. The Board considered the width of Dover Street from Terrill Street to Wheaton Street as this project has been tentatively scheduled for reconstruction in 2017. Krejci indicated that contact had been made with the Chippewa Falls School District to discuss current and proposed bus routing in and around the Hillcrest School area. Krejci noted that the school district indicated that this section of Dover Street was not used for bus traffic and no future use as a bus route was planned. Krejci further noted that no safety or traffic concerns would warrant widening of this section and the Engineering Department was recommending the existing street width be maintained. **Motion** by Olson, seconded by Hoffman to recommend that the Common Council set the proposed street width of Dover Street from Terrill Street to Wheaton Street to 30-feet from face of curb to face of curb (Existing width – 30-feet from face of curb to face of curb). **All present voting aye. MOTION CARRIED.**
10. **Motion** by Bauer, seconded by Senn to adjourn. **All present voting aye. MOTION CARRIED.** The Board of Public Works meeting adjourned at 6:00 P.M.



Robbie Krejci, P.E.
Acting Secretary, Board of Public Works

RESOLUTION REGARDING 2017 SPECIAL ASSESSMENT RATES

**BE IT HEREBY RESOLVED BY THE COMMON COUNCIL OF THE CITY OF
CHIPPEWA FALLS, WISCONSIN:**

That the following schedule be and is hereby adopted as the front foot special assessment rate to be charged against abutting property for the installation of the following facilities in the City of Chippewa Falls, WI.

1. Grading and Graveling - \$15.50 per front foot of abutting property.
2. Sanitary Sewer Main
 - a) New construction - \$22.50 per front foot of abutting property
 - b) Replacement - \$22.50 per front foot of abutting property, prorated for 75 year life of old main.
3. Water Main
 - a) New construction - \$23.25 per front foot of abutting property
 - b) Replacement - \$23.25 per front foot of abutting property, prorated for 75 year life of old main
4. Curb and Gutter
 - a) New construction - 100% of the cost, as bid annually.
 - b) Replacement - 100% of the cost of removal & replacement, as bid annually.
5. Preparation for Curb and Gutter on streets that have been graded and graveled in a previous year.
 - a) \$3.00 per front foot of abutting property.
6. Sanitary Sewer Laterals
 - a) New construction - 100% of the cost.
 - b) Replacement - \$850.00/each.
7. Water Services (Actual Cost) New and replacement, in accordance with Public Service Commission rules.
8. Sidewalks
 - a) New construction - 100% of the cost.
 - b) Replacement - 100% of the cost.
9. Driveways
 - a) New construction - 100% of the cost
 - b) Replacement - 100% of the cost

Resolution No. 2017-

10. Street Surfacing -Assessed per front foot of abutting property based on street width:

a) \$17.80 for 34' face of curb to face of curb or wider.

All Resolutions in conflict herewith are hereby repealed.

This Resolution shall be effective immediately upon passage.

Dated this 7th day of February, 2017.

ADOPTED: _____

Council President

APPROVED: _____

Mayor

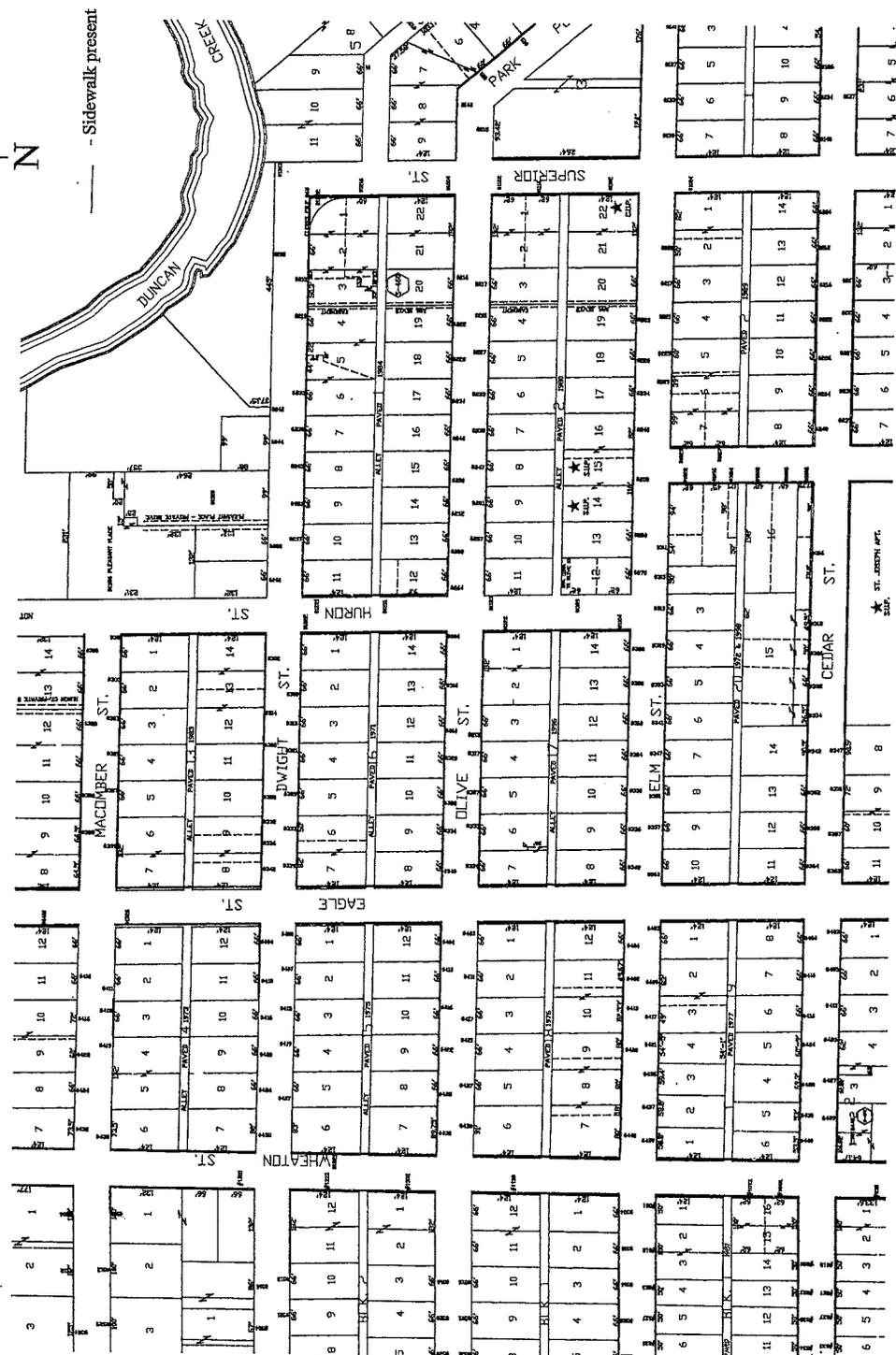
ATTEST: _____

City Clerk

PUBLISHED: _____



- Sidewalk present



3PW - 1/23/17



MINUTES
COMMITTEE #1
REVENUES, DISBURSEMENTS, WATER AND WASTEWATER
February 1, 2017

Committee #1 - Revenues, Disbursements, Water and Wastewater met on Wednesday, February 1, 2017 at 9:30 AM in the Council Chambers, City Hall, 30 West Central Street, Chippewa Falls, WI.

Committee Members present: Rob Kiefer, John Monarski, Paul Nadreau

Mayor/Other Council Members present: Mayor Hoffman

Others present: Finance Manager/Treasurer Lynne Bauer; City Engineer/Public Works Director/Utility Manager Rick Rubenzer; Street Maintenance & Utility Manager Rick Ruf; Utility Office Manager Connie Freagon; Assistant City Engineer Rob Krejci; Police Chief Matt Kelm; Fire Chief Mike Hepfler; Library Director Joe Niese.

Call to Order: 9:30 AM

Motion by Kiefer/Nadreau to recommend the Committee move up Item #6 at this time. All present voted aye. Motion carried.

- 6. Discuss funding for security cameras at the Library and City Hall. Possible recommendations to the Council.**

Utility Office Manager (IT Coordinator) Connie Freagon provided a brief summary of recommendations made by Committee #4 for security cameras at the Library and City Hall. Estimates obtained during the budget process indicate it will cost \$25,000 at the Library and \$15,000 at City Hall. Updated estimates need to be obtained and further discussion will occur at that time.

No action taken.

- 1. Discuss 2017/2018 Street Improvement Projects and potential funding sources including bonds/notes. Possible recommendations to the Council.**

Rick Rubenzer discussed the cost of the proposed street projects for 2017 and 2018. Brian Reilly from Ehlers will present funding sources and borrowing impacts at a future meeting.

No action taken.

2. Discuss department equipment requests and potential funding sources including bonds/notes. Possible recommendations to the Council.

Street & Utility Maintenance Manager Rick Ruf presented his equipment needs for 2017 and beyond. He is appreciative of the city making efforts to replace aging equipment but he continues to have issues with outdated machinery. He indicated in December the transmission went out on a loader but his mechanics were able to fix it. He is not sure how long it will last but would like to replace it in 2018. In January a grader broke and they were again able to fix it and keep it running. He has moved the grader to the top of the priority list for 2017. In addition to the grader, he is also asking for two plow trucks, a one-ton truck and a hot melt kettle but realizes the amount exceeds the estimated amount of \$350,000 the city estimates to borrow for in 2017. He indicated the Parks & Recreation Department should not need any new equipment in 2017. Fire Chief Mike Hepfler spoke about the ambulance needs of his department. Medic #3 is due to be replaced in 2018 but recently broke down and is in need of \$8,600 of repairs and he wanted to make the Committee aware of the cost. If monies would be available in 2017 they could replace it now and save the repair monies. He also mentioned it takes over 200 days to receive a new ambulance. Brian Reilly from Ehlers will also present options for funding for 2017 equipment purchases at a future meeting.

No action taken.

3. Discuss funding for the Police Department's WatchGuard in-car systems. Possible recommendations to the Council.

Chief Kelm discussed his request for a new in-car video camera system. The majority of funding could come from 2016 budgeted monies that were not spent. Finance Manager Bauer indicated there are monies left in the gas account at this time (approximately \$31,000) but that an overall amount left from 2016 cannot be calculated until after all of the bills are paid. Chief Kelm estimates there will be about \$28,000. He suggested using 2017 budgeted monies from the termination of the maintenance agreement for the cameras that are being replaced (at least \$2,500) and monies from vehicle maintenance to cover the balance of the video camera system. It was agreed that funding would come from the 2016 "carryover" monies (the final amount to be determined after the 2016 expenses are paid) with the balance coming from 2017 budgeted monies.

Motion by Monarski/Nadreau to recommend the Council approve funding for the WatchGuard in-car video system using police department 2016 unspent funds with the balance coming from 2017 budgeted monies. **All present voted aye. Motion carried.**

4. Consider S.E.H. supplemental letter agreement for decommissioning of Sprint antennae on the Southside water tower. Make recommendation to common council.

Rick Rubenzer discussed the attached supplemental letter to decommission the Clearwire/Sprint antennae on the Southside water tower. S.E.H. would be responsible for coordinating the effort to remove the antennae including the scope for removal, inspection, cleanup and completion of the project. Any fees associated with the agreement will be passed on to the vendor.

Motion by Kiefer/Monarski to recommend the Council approve the S.E.H. supplemental letter agreement for decommissioning the Sprint antennae on the Southside water tower. **All present voted aye. Motion carried.**

- 5. Consider S.E.H. supplemental letter agreement for decommissioning or additions to antennae on Chippewa Falls Water Utility towers for 2017. Make recommendation to common council.**

Rick Rubenzer explained that the attached supplemental letter agreement is a generalized agreement that can be used for future decommissionings or additions to antennae on the Chippewa Falls water towers. This agreement will eliminate the need to address each antenna separately and Rick believes this is a better and more efficient way to handle these situations.

Motion by Monarski/Kiefer to recommend the Council approve the S.E.H. supplemental letter agreement for decommissioning or additions to antennae on Chippewa Falls water utility towers for 2017. **All present voted aye. Motion carried.**

- 6. Adjournment.**

Motion by Nadreau/Monarski to adjourn at 10:58 AM. **All present voted aye. Motion carried.**

Minutes submitted by,
Lynne Bauer, Finance Manager/Treasurer

Bonding Money Purchases 2015/2016

Equipment Purchased in 2015

Equipment	Dept.	Cost
3 Xmark Lawn mowers	Parks and Rec.	\$ 26,242.00
Gator	Parks and Rec.	\$ 6,383.00
3 - Half Ton Pick-ups	Parks and Rec.	\$ 64,470.00
Half Ton Pick -up	Engineering	\$ 23,057.00
Half Ton Pick-up	Street	\$ 12,894.00
Snow Blower	Street	\$ 118,106.00
Plow Truck	Street	\$ 170,655.04
Skid Loader	Street	\$ 32,903.00
Bucket Truck	Street/Parks and Rec.	\$ 76,500.00
Xmark lawn mower	Street	\$ 11,114.00
	Total	\$ 542,324.04

Equipment Purchased in 2016

Ambulance	Fire	\$ 175,000.00
Air Conditioning Up Grades	Library	\$ 50,000.00
Tool Cat	Parks and Rec.	\$ 30,500.00
One Ton Truck with Plow and Sander	Parks and Rec.	\$ 56,000.00
One Ton Truck	Street	\$ 30,000.00
	Total	\$ 341,500.00

CHIPPEWA FALLS TENTATIVE STREET IMPROVEMENT PROGRAM - 2017 - 2021

Program subject to annual review and change due to budget restrictions and other factors.

Year	Street Name	From	To	Proposed Work Type	Project Length (mi)	Estimated Cost	Work Types	Special Assessments Required	Sanitary Sewer Age	Watermain Age	Paver Surface Rating from 1-10 (10=best)
2017	Bridgewater Avenue	Duncan Cr	STH 124	Reconstruction	0.246	\$488,000	AGG, CG, CW, EC, G, HMA, INT, PA, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	1930	1960	3
	Dover Street	Wheaton St	Terrill St	Reconstruction	0.250	\$447,000	AGG, CG, CW, EC, G, HMA, INT, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	1938	1938	3 & 4
	Bel Air Blvd	Westwood Dr	Manfield St	Resurface	0.280	\$353,000	HMA, PM, REM, S, TC	YES	1987	1964	3
	Tropliana Boulevard	Bel Air Blvd	Manfield St	Resurface	0.220	\$177,000	HMA, PM, REM, S, TC	YES	1926 & 1932	1975	3
	Water Street	State St	Division St	Reconstruction	0.410	\$995,000	AGG, CG, CW, EC, G, HMA, INT, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	1948	1931	3
	Woodward Avenue	Greenville St	Summit Ave	Reconstruction	0.132	\$272,000	AGG, CG, CW, EC, G, HMA, INT, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	1922	1938	2
	Chippewa River	Wheaton St	Superior St	Reconstruction	0.340	\$666,000	AGG, CG, CW, EC, G, HMA, INT, REM, S, SAN, SERV, SS, TC, TR, WTR	NO	-	-	-
	STH 124 - Bridge*	STH 124	Terrill St	Resurface	-	\$60,000	AGG, C, D, EC, G, HMA, INT, REM, S, SAN, SERV, SS, TC, TR, WTR	NO	-	-	-
	Resurfacing Projects	Various	Locations	Resurface	1.5 - 3.0	\$100,000	HMA, MILL, PULV	NO	-	-	-
	2018	High Street	Spring St	Grand Ave	Reconstruction	0.120	\$348,000	AGG, CG, CW, EC, G, HMA, INT, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	1917	1938
State Street		Court St	Grand Ave	Reconstruction	0.380	\$800,000	AGG, CG, CW, EC, G, HMA, INT, PA, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	1911, 1931	1911	2 & 5
STH 124/High Street*		N of Elm St	Wheaton St	Resurface	0.568	\$999,000	CG, CW, G, HMA, INT, REM, S, SAN, SERV, SS, TC, TR	YES	1916	1940	3
Miles Street		Wheaton St	Coleman St	Reconstruction	0.320	\$454,837	AGG, CG, CW, EC, G, HMA, INT, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	1916 & 1923	1920 & 1938	3
Ludgate Street		Oxford St	Terrill St	Reconstruction	0.100	\$298,500	AGG, CG, CW, EC, G, HMA, INT, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	1972	1938	3
Lombard Street		River St	Terrill St	Reconstruction	0.100	\$121,143	AGG, CG, CW, EC, G, HMA, INT, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	1972	1938	3
Regent Street		River St	Terrill St	Reconstruction	0.100	\$121,143	AGG, CG, CW, EC, G, HMA, INT, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	1972	1938	3
Oxford Street		Lombard St	Main St	Reconstruction	0.050	\$71,071	AGG, CG, CW, EC, G, HMA, INT, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	1900	1895	2
Chippewa River		Chippewa Rd	Wisconsin	Reconstruction	0.190	\$300,000	AGG, CG, CW, EC, G, HMA, INT, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	1964	1964	2
Resurfacing Projects		Various	Locations	Resurface	0.75-1.25***	\$270,071	HMA, MILL, PULV	NO	-	-	-
2019	Elm Street	Wheaton St	Wheaton St	Reconstruction	0.430	\$910,000	AGG, CG, CW, EC, G, HMA, INT, PA, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	1916	1895	3 & 4
	Bridgewater Avenue	Wheaton St	Huron St	Reconstruction	0.330	\$680,000	AGG, CG, CW, EC, G, HMA, INT, PA, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	1916	1885	4
	Technology Way	Basewood Dr	Cushman Dr	Resurface	0.170	\$241,643	AGG, CG, CW, EC, G, HMA, INT, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	1940	1915	4 & 5
	Park Avenue*	City Limits	Main Street	Reconstruction	0.490	\$345,000	D, HMA, PM, PULV, S, TC	YES	1983	1981	4
	Chippewa River State Trail	Main Street	STH 124	Reconstruction	0.750	\$1,373,000	AGG, CG, CW, EC, G, HMA, INT, PA, REM, S, SAN, SERV, SS, TC, TR	YES	1948	1993	5
	Resurfacing Projects	Various	Locations	Resurface	0.436	\$271,000	HMA, MILL, PULV	NO	-	-	-
	Resurfacing Projects	Various	Locations	Resurface	0.75-1.25***	\$100,000	HMA, MILL, PULV	NO	-	-	-
	Resurfacing Projects	Various	Locations	Resurface	0.251	\$356,779	AGG, CG, CW, EC, G, HMA, INT, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	1936	1931 & 1951	2
	Resurfacing Projects	Various	Locations	Resurface	0.188	\$267,229	AGG, CG, CW, EC, G, HMA, INT, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	1925	1885	2 & 3
	Resurfacing Projects	Various	Locations	Resurface	0.117	\$166,307	AGG, CG, CW, EC, G, HMA, INT, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	1959 & 1962	-	2
2020	4th Avenue	Goldsmith St	4th Avenue	Reconstruction	0.186	\$264,386	AGG, CG, CW, EC, G, HMA, INT, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	1922	-	3
	Wheaton St	Wheaton St	Wheaton St	Reconstruction	0.220	\$312,714	AGG, CG, CW, EC, G, HMA, INT, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	-	-	2
	Wheaton St	Wheaton St	Wheaton St	Reconstruction	0.141	\$200,421	AGG, CG, CW, EC, G, HMA, INT, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	-	-	3
	Wheaton St	Wheaton St	Wheaton St	Reconstruction	0.220	\$312,714	AGG, CG, CW, EC, G, HMA, INT, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	-	-	3
	Wheaton St	Wheaton St	Wheaton St	Reconstruction	0.244	\$346,829	AGG, CG, CW, EC, G, HMA, INT, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	1928 & 1958	1925 & 1953	2 & 3
	Wheaton St	Wheaton St	Wheaton St	Reconstruction	0.250	\$355,357	AGG, CG, CW, EC, G, HMA, INT, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	1910	1936	3 & 4
	Wheaton St	Wheaton St	Wheaton St	Reconstruction	0.250	\$355,357	AGG, CG, CW, EC, G, HMA, INT, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	N/A	N/A	4
	Wheaton St	Wheaton St	Wheaton St	Reconstruction	0.250	\$355,357	AGG, CG, CW, EC, G, HMA, INT, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	N/A	N/A	4
	Wheaton St	Wheaton St	Wheaton St	Reconstruction	0.250	\$355,357	AGG, CG, CW, EC, G, HMA, INT, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	1964	1892	2
	Resurfacing Projects	Various	Locations	Resurface	0.75-1.25***	\$240,143	HMA, MILL, PULV	NO	-	-	-
2021	Spring Street	Bridge St	STH 124	Reconstruction	0.125	\$177,679	AGG, CG, CW, EC, G, HMA, INT, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	1937 & 1941	1952	4
	Chippewa Street	Wisconsin St	Summit Ave	Reconstruction	0.434	\$616,900	AGG, CG, CW, EC, G, HMA, INT, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	1911 & 1924	1926	2
	Summit Avenue	State St	Marshall St	Reconstruction	0.188	\$267,229	AGG, CG, CW, EC, G, HMA, INT, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	1925 & 1960	1885 & 1948	2 & 3
	Marshall Street	Terrill St	Huron St	Reconstruction	0.434	\$616,900	AGG, CG, CW, EC, G, HMA, INT, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	1975	1885 & 1965	2 & 3
	Wheaton St	Wheaton St	Wheaton St	Reconstruction	0.148	\$210,371	AGG, CG, CW, EC, G, HMA, INT, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	1890 & 1915	1885 & 1965	2 & 3
	Wheaton St	Wheaton St	Wheaton St	Reconstruction	0.238	\$338,300	AGG, CG, CW, EC, G, HMA, INT, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	1925 & 1929	1885 & 1928	2 & 3
	Wheaton St	Wheaton St	Wheaton St	Reconstruction	0.347	\$493,236	AGG, CG, CW, EC, G, HMA, INT, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	-	-	2
	Wheaton St	Wheaton St	Wheaton St	Reconstruction	0.140	\$199,000	AGG, CG, CW, EC, G, HMA, INT, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	1947 & 1954	1951	2
	Wheaton St	Wheaton St	Wheaton St	Reconstruction	0.173	\$245,907	AGG, CG, CW, EC, G, HMA, INT, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	1937 & 1958	1958	2 & 3
	Resurfacing Projects	Various	Locations	Resurface	0.75-1.25***	\$349,671	HMA, MILL, PULV	NO	-	-	-

* Project includes outside funding

10 Year Equipment Replacement Plan 2017 - 2026

2017

1 - Motor Grader	\$320,000.00
2 - Plow Trucks	\$320,000.00
1 - One Ton Truck	\$35,000.00
1 - Hot Melt Kettle	\$45,000.00

2018

2 - Plow Trucks	\$330,000.00
1 - Wheel Loader	\$160,000.00
1 - Sign Truck	\$40,000.00
1 - One Ton Truck	\$35,000.00
1 - X-mark Mower	\$13,000.00

2019

2 - Plow Trucks	\$330,000.00
2 - One Ton Trucks	\$80,000.00

2020

1 - Track Type Back-Hoe	\$250,000.00
1 - Plow Truck	\$180,000.00
1 - Air Compressor	\$20,000.00
1 - Half Ton Pick-up	\$30,000.00
1 - X-mark Mower	\$13,000.00

2021

1 - Wheel Loader	\$170,000.00
1 - Skid Steer	\$55,000.00
1 - 9 Wheel Roller	\$120,000.00

2022

1 - Motor Grader	\$340,000.00
1 - Snow Blower	\$150,000.00
1 - X-mark Mower	\$15,000.00

2023

1 - Chip Spreader	\$150,000.00
1 - Paint Truck	\$75,000.00
1 - Small Roller	\$60,000.00
1 - Oil Distributor	\$200,000.00

2024

1 - Wheel Loader	\$190,000.00
1 - Large Roller	\$150,000.00
1 - Paver	\$175,000.00
1 - X-mark Mower	\$15,000.00

2025

1 - Service Truck	\$75,000.00
1 - Fork Lift	\$50,000.00
1 - Semi- Tractor/Trailer	\$150,000.00
1 - Back-up Generator	\$30,000.00

2026

1 - Plow Truck	\$190,000.00
1 - Skid Loader	\$60,000.00
1 - X-mark Mower	\$15,000.00

**Chippewa Falls Fire & EMS Medic Units
Mileage, Run Hours and Repair Costs
1/31/2017**

Medic #1 - 2013 Ford F-450

Mileage	91,434
Hours	4,064
2014	\$555.57
2015	\$7,065.41
2016	\$18,391.86
2017	\$1,543.16

Medic #2 - 2016 Ford F-450 Super Duty 4X4

Mileage	18,433
Hours	868
2014	
2015	
2016	\$316.00
2017	\$0.00

Medic #3 - 2007 Ford E-450 Super Duty

Mileage	148,008
Hours	7,907
2014	\$5,441.02
2015	\$1,215.63
2016	\$1,786.56
2017	\$446.73

Medic #4 - 2010 E-450 Super Duty

Mileage	174,748
Hours	8,432
2014	\$12,565.12
2015	\$8,321.27
2016	\$5,361.01
2017	\$0.00

EMS run volume increases annually.

2012	2499
2013	2634
2014	2750
2015	2831
2016	2929

BLOOMER FORD
 2111 W. 20TH AVE
 BLOOMER WI 54724
 715-568-2182

Date: 01/24/2017 13:08:34

Customer: CITY CF FIRE DEPT

Home:
 Mobile:
 Work:
 Email:

For: 2007 Ford E450 Super Duty 6.0L Eng

TYPE	DESCRIPTION	PART #	QTY	PRICE	RATE	HOURS	LINE TOTAL
Labor	CYLINDER HEAD GASKET - Remove & Replace Diesel Both	-	-	-	\$102.00	29.5	\$3,009.00
Parts	PARTS PER LIST		1.0	\$5,152.00	-	-	\$5,152.00

Labor:	\$3,009.00
Parts:	\$5,152.00
Shop Supplies:	\$25.00
Hazardous Materials:	\$0.00
Labor Taxes:	\$166.87
Parts Taxes:	\$283.36
TOTAL:	\$8,636.23

Customer Signature: _____

CHIPPEWA FALLS POLICE

Integrity • Compassion • Commitment

TO: Finance Manager/Treasurer Lynne Bauer
FROM: Chief Kelm
DATE: February 1st, 2017
REF: WatchGuard In-car Video System

\$ 36,000.00 WatchGuard In-Car Video System

We have purchased and are in the process of starting implementation of new police body cameras, interview room cameras, server storage with redundant server back-up, and a video evidence management program. This system fully integrates all video sources and links them together for each incident. Interview room video can be watched live remotely from any police department computer terminal.

The five police squad in-car video systems are nearing 5 years old. IT advises life expectancy on these units to be 5 years. I would recommend purchasing and installing an in-car system that integrates with the WatchGuard system infrastructure, put in place in 2016. The body cameras purchased are the version that integrates with this in-car camera system. The body camera serves as the in-car camera system speaker in addition to being another camera capturing the incident. The quote for 5 in-car camera system, 5 year maintenance and software package, and installation into our existing squads is \$36,000.00. IT does not recommend running two camera systems (L3 and WatchGuard). I would also recommend this purchase now as we can roll out and train officer/staff in the whole system all at once.

We have two squad cars that will be replaced in 2017 and the new units have arrived. If this carryover is approved now the WatchGuard system can be installed directly into the new squads and it would be covered under the initial build out cost. If it is delayed we will have to pay to install the WatchGuard system separately in these new squads. I would estimate an additional \$ 2,000 for that process.

\$ 25,350	(5) In-Car WatchGuard Camera Systems
\$ 6,875	5 Year Maintenance and Software Package for 5 systems
\$ 3,000	Estimated installation cost for (3) current squad cars
<u>\$ 775</u>	Miscellaneous Costs
\$ 36,000	

415 Century Parkway
Allen, TX 75013
(800) 605-6734
www.watchguardvideo.com



4RE & VISTA Price Estimate

Provided By: Steve Doble 612-306-8241
Contract #:

TOTAL PROJECT ESTIMATED AT
\$26,225.00

Agency Name: **Chippewa Falls Police Dept.**
Contact Person: **Chief Matt Kelm (mkelm@chippewafalls-wi.gov)**
Contact Info: **210 Island St. / Chippewa Falls, WI 54729**
Date: **September 11, 2016**

4RE In-Car System and Options

		Quantity
4RE-200-GPS-PAN	4RE In-Car Camera System. Includes GPS, High definition Panoramic X2 (720P) forward facing camera, Infrared color cabin camera, DVR, integrated 200GB automotive grade hard drive, 16GB USB removable thumb drive, cabin microphone, 900 MHz Hi Fidelity wireless microphone, hardware & cabling, 1 yr. warranty.	5
4RE ELITE	Upgrade to 4RE Elite. Adds support for up to 6 cameras.	0
4RE Audio Expansion	Upgrade to Audio Expansion. Adds support for dual HiFi Mics.	0
MOBILE APP	4RE Mobile App. Laptop interface software.	0

MSRP	Direct	Extended
\$ 5,675.00	\$ 4,870.00	\$ 24,350.00
\$ 300.00	\$ 275.00	\$ -
\$ 125.00	\$ 100.00	\$ -
\$ 85.00	\$ 50.00	\$ -

4RE In-Car System with VISTA WiFi Bundle Options

		Quantity
VIS-EXT-WIF-BUN	VISTA HD WiFi and 4RE System Bundle. Includes 4RE Standard DVR Camera System with integrated 200GB automotive grade hard drive, ZSL Camera, 16GB USB removable thumb drive, VISTA HD Wi-Fi Extended Capacity Wearable Camera, Wi-Fi docking base, Power over Ethernet Smart Switch	0

MSRP	Direct	Extended
\$ 6,105.00	\$ 5,495.00	\$ -

4RE Interview System and Options

		Quantity
4RE-200-DOM-INT	4RE Interview Room Camera System. Includes dome camera, microphone, DVR, integrated 200GB automotive grade hard drive, 16GB USB removable thumb drive, desktop stand & cabling, 1 yr. warranty and remote viewing software. Supports the addition of a second camera. Price does not include installation.	0
CAM-BST-101-NEW	4RE Interview Room Dome Camera with audio	0
CAM-INT-PIR-COV	4RE Interview Room Covert Camera	0
CAM-INT-PIN-103	4RE Interview Room Pinhole Camera	0

MSRP	Direct	Extended
\$ 5,675.00	\$ 4,870.00	\$ -
\$ 240.00	\$ 200.00	\$ -
\$ 240.00	\$ 200.00	\$ -
\$ 210.00	\$ 175.00	\$ -

4RE Motorcycle System

		Quantity
4RE-64S-GPS-VTY	VISTA HD WiFi and 4RE System Bundle. Includes 4RE Standard DVR Camera System with integrated 200GB automotive grade hard drive, ZSL Camera, 16GB USB removable thumb drive, VISTA HD Wi-Fi Extended Capacity Wearable Camera, Wi-Fi docking base, Power over Ethernet Smart Switch	0
4RE-64S-GPS-HND		0
4RE-64S-GPS-HAR		0
4RE-64S-GPS-BMW		0

MSRP	Direct	Extended
\$ 6,105.00	\$ 5,495.00	\$ -

Wireless Video Transfer and Networking Options

		Quantity
4RE-WRL-KIT-05C	4RE In-Car 802.11n Wireless Kit, 5GHz (2.4GHz is available)	5
HDW-ETH-SWT-001	4RE, Power Over Ethernet / Gigabit 4-port Switch	0

MSRP	Direct	Extended
\$ 345.00	\$ 200.00	\$ 1,000.00
\$ 180.00	\$ 150.00	\$ -

Camera Configuration Options

		Quantity
CAM-BST-102-NEW	Infrared Color Cabin Camera, Additional	0
WGA00485	Auxiliary Camera	0

MSRP	Direct	Extended
\$ 220.00	\$ 195.00	\$ -
\$ 220.00	\$ 195.00	\$ -

Microphone Options

		Quantity
DUAL MIC UPGRADE	Dual Wireless Mics. Includes second wireless microphone kit.	0
DESKTOP CHARGER	Desktop Charging unit for Wireless Transmitter	0
TRANSMITTER	Wireless Transmitter (additional / replacement)	0

MSRP	Direct	Extended
\$ 789.00	\$ 699.00	\$ -
\$ 110.00	\$ 99.00	\$ -
\$ 385.00	\$ 345.00	\$ -

4RE Hardware Warranties 1st year is included with a new 4RE purchase.

		Quantity
WAR-4RE-CAR-2ND	Warranty, 4RE, In-Car, 2nd Year (Months 13-24)	5
WAR-4RE-CAR-3RD	Warranty, 4RE, In-Car, 3rd Year (Months 25-36)	0
WAR-4RE-CAR-4TH	Warranty, 4RE, In-Car, 4th Year (Months 37-48)	0
WAR-4RE-CAR-5TH	Warranty, 4RE, In-Car, 5th Year (Months 49-60)	0
WAR-4RE-5YR-BUN	4RE 5 Year Hardware / Software Bundle, Years 1 - 5	0

MSRP	Direct	Extended
\$ 120.00	\$ 100.00	Included
\$ 240.00	\$ 200.00	\$ -
\$ 390.00	\$ 325.00	\$ -
\$ 540.00	\$ 450.00	\$ -
\$ 1,650.00	\$ 1,375.00	\$ -

Evidence Library 4 Web 4RE Device License and Combo-Discount License

		Quantity
KEY-EL4-DEV-001	Evidence Library 4 Web 4RE In-Car Device License <i>Includes 1st Year of Software Maintenance</i>	5

MSRP	Direct	Extended
\$ 180.00	\$ 150.00	\$ 750.00

Miscellaneous Options and Accessories

		Quantity
RADAR CABLE	Radar Interface Cable (Stalker, Decatur Genesis I and II Select, Kustom Eagle or Raptor, MPH Bee 3)	0
Trade-In	Trade-In Credit, if applicable	0
CUSTOM	Used for additional items, offers or discounts	0

MSRP	Direct	Extended
\$ 85.00	\$ 75.00	\$ -
\$ -	\$ -	\$ -
\$ -	\$ -	\$ -

Total 4RE Equipment \$ 26,100.00

Manual Adjustments

Description:		\$ -
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Applicable taxes may apply and are not necessarily accounted for on this

Subtotal: \$ 26,100.00

415 Century Parkway
Allen, TX 75013
(800) 605-6734
www.watchguardvideo.com



Agency Name:
Contact Person:
Contact Info:
Date:

Chippewa Falls Police Dept.
Chief Matt Kelm (mkelm@chippewafalls-wi.gov)
210 Island St. / Chippewa Falls, WI 54729
September 11, 2016

Notes:

*estimate. Contact WatchGuard Video for a revised estimate.
ESTIMATE VALID FOR 30 DAYS*

4RE & VISTA Price Estimate

Provided By: Steve Doble 612-306-8241
Contract #:

TOTAL PROJECT ESTIMATED AT

\$26,225.00

UPS Ground Shipping: \$ 125.00

Taxes: 0.0% \$ -

4RE TOTAL: \$ 26,225.00

Supplemental Letter Agreement

In accordance with the Master Agreement for Professional Services between City of Chippewa Falls, Wisconsin ("Client"), and Short Elliott Hendrickson Inc. ("Consultant"), effective October 23, 2013, this Supplemental Letter Agreement dated December 15, 2016, authorizes and describes the scope, schedule, and payment conditions for Consultant's work on the Project described as: Clearwire/Sprint Site Decommissioning.

Client's Authorized Representative: Rick Rubenzer
Address: 30 West Central Street
Chippewa Falls, WI 54729
Telephone: 715.726.2736 email: rubenzer@chippewafalls-wi.gov

Project Manager: Dale Romsos
Address: 1701 West Knapp Street, Suite B
Rice Lake, WI 54868-1350
Telephone: 715.236.4000 email: dromsos@sehinc.com

Scope:

Based on our understanding of your request, SEH will provide the following services:

- Review existing City lease to identify parameters of Carrier/City responsibility and expectations
- Review the as-built drawings to define the scope for removal(s) and provide direction to Sprint
- Facilitate and attend project preconstruction meeting
- Provide inspection of the work and close out the project
 - Assumes 2 onsite inspections
 - Assumes completion of a 360 video
- Provide project closeout documentation

Schedule: Our services do not begin until written authorization is provided by the City. Construction observation of major work items will be performed based on the agreed upon schedule (Field related services will require a minimum of 48 hour notice).

Payment: SEH proposes to provide services as referenced above on an hourly basis plus reimbursable expenses, including reproductions, mileage, and daily vehicle allowance. *SEH estimates the following fee:*
\$4,500.00

Should circumstances arise that require additional effort on the part of SEH staff, we will request authorization from the City to perform these services, and provide an estimate of any additional fees.

The payment method, basis, frequency and other special conditions are set forth in attached Exhibit A-1

Exhibit A-1
to Supplemental Letter Agreement
Between City of Chippewa Falls, Wisconsin (Client)
and
Short Elliott Hendrickson Inc. (Consultant)
Dated December 15, 2016

Payments to Consultant for Services and Expenses
Using the Hourly Basis Option

The Agreement for Professional Services is amended and supplemented to include the following agreement of the parties:

A. Hourly Basis Option

The Client and Consultant select the hourly basis for payment for services provided by Consultant. Consultant shall be compensated monthly. Monthly charges for services shall be based on Consultant's current billing rates for applicable employees plus charges for expenses and equipment.

Consultant will provide an estimate of the costs for services in this Agreement. It is agreed that after 90% of the estimated compensation has been earned and if it appears that completion of the services cannot be accomplished within the remaining 10% of the estimated compensation, Consultant will notify the Client and confer with representatives of the Client to determine the basis for completing the work.

Compensation to Consultant based on the rates is conditioned on completion of the work within the effective period of the rates. Should the time required to complete the work be extended beyond this period, the rates shall be appropriately adjusted.

B. Expenses

The following items involve expenditures made by Consultant employees or professional consultants on behalf of the Client. Their costs are not included in the hourly charges made for services and shall be paid for as described in this Agreement but instead are reimbursable expenses required in addition to hourly charges for services:

1. Transportation and travel expenses.
2. Long distance services, dedicated data and communication services, teleconferences, Project web sites, and extranets.
3. Lodging and meal expense connected with the Project.
4. Fees paid, in the name of the Client, for securing approval of authorities having jurisdiction over the Project.
5. Plots, reports, plan and specification reproduction expenses.
6. Postage, handling and delivery.
7. Expense of overtime work requiring higher than regular rates, if authorized in advance by the Client.
8. Renderings, models, mock-ups, professional photography, and presentation materials requested by the Client.
9. All taxes levied on professional services and on reimbursable expenses.
10. Other special expenses required in connection with the Project.
11. The cost of special consultants or technical services as required. The cost of subconsultant services shall include actual expenditure plus 10% markup for the cost of administration and insurance.

The Client shall pay Consultant monthly for expenses.

C. Equipment Utilization

The utilization of specialized equipment, including automation equipment, is recognized as benefiting the Client. The Client, therefore, agrees to pay the cost for the use of such specialized equipment on the project. Consultant invoices to the Client will contain detailed information regarding the use of specialized equipment on the project and charges will be based on the standard rates for the equipment published by Consultant.

The Client shall pay Consultant monthly for equipment utilization.

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Building a Better World
for All of Us®

January 17, 2017

RE: City of Chippewa Falls, WI
2017 Telecommunication Projects
SEH No. CFCIT 140394 10.00

Mr. Rick Rubenzer, PE
DPW, Utility Manager
City of Chippewa Falls
30 West Central Street
Chippewa Falls, WI 54729

Dear Mr. Rubenzer:

Thank you for your interest in SEH services related to providing telecommunications services for the City of Chippewa Falls (Landlord). SEH is providing this proposal specific to providing plan review and inspection services related to telecommunication site development and upgrades at your facilities. Per your request we are sending this attached Letter Agreement for your review and authorization.

Scope

Based on our understanding of these types of projects, SEH will provide the following services:

Telecommunication: Review / Inspection

1. Review lease amendment, site drawings, antenna information, and specifications. (2 iterations)
 - Consult with the Landlord and tenant representative, providing associated administration to ensure that the planned installation meets the Landlord requirements.
2. Review related structural and associated construction documents, calculations. (Part of Item No.1)
3. Conduct a preconstruction meeting with the contractor, subcontractors, and the Landlord prior to the commencement of construction to ensure that all parties understand the Landlord requirements and coordinate the construction schedule.
4. Perform three on site scheduled inspections during construction period.
5. Perform final inspection of the installation in accordance with the Landlord's approved project plans and pre-construction meeting minutes, developing, and distributing a punchlist as applicable.
6. Complete a single 360 imaging of the final installation. Additional imaging annually or after changes will incur additional costs.

If the tenant's plan set varies from the expectations above, then the scope can be modified on a per project basis in order to accommodate the level of effort required, with approval from the Landlord.

Schedule

Upon your authorization we can begin this work immediately. Specific to this project, it would be our intent to complete plan review, review of structural calculations and shop drawing review, as applicable within seven

Mr. Rick Rubenzer, PE
January 17, 2017
Page 2

(7) business days after receipt and authorization. Final inspection will be performed based on the agreed upon schedule (determined at the preconstruction meeting, with the contractor providing 48 hours' notice).

Compensation

SEH proposes to provide services related to new site development or equipment upgrades as referenced above on an hourly basis plus reimbursable expenses, including reproductions, mileage, and daily vehicle allowance. *SEH estimates the following fee:*

Tenant Drawing Review/s (2 iterations)	\$2,300.00
Preconstruction Meeting	\$1,100.00
3 On-site inspections	\$3,100.00
Final Inspection	\$1,200.00
360 Virtual Closeout Tour	\$500.00
Total	\$8,200.00
Additional Review Iterations (Per occurrence)	\$650.00
Inspection (Per occurrence)	\$1,200.00

Fee charges assume the project has been created by the tenant with experienced, diligent, and prepared telecommunication professionals prior to request and document transfer to the City of Chippewa Falls. Landlord encourages tenant to contact SEH for site information and project criteria.

Should circumstances arise that require additional effort on the part of SEH staff, we will request authorization from the Landlord to perform these services at the fees identified above (each occurrence).

SEH will prepare monthly invoices that itemize costs (fees and expenses) for work performed during the billing period.

Summary

This letter proposal represents the entire understanding between the City of Chippewa Falls and SEH with respect to providing services for this project and may only be modified in writing signed by both parties.

We appreciate this opportunity to be of service to the City of Chippewa Falls. Please do not hesitate to contact me directly at 612.325.9995 or dromsos@sehinc.com if you should have any questions or need additional information.

Sincerely,

SHORT ELLIOTT HENDRICKSON INC.



Dale Romsos
Project Manager- SEH

ph
Enclosures

Supplemental Letter Agreement

In accordance with the Master Agreement for Professional Services between City of Chippewa Falls ("Client"), and Short Elliott Hendrickson Inc. ("Consultant"), effective October 23, 2013, this Supplemental Letter Agreement dated January 17, 2017 authorizes and describes the scope, schedule, and payment conditions for Consultant's work on the Project described as: As Needed 2017 Telecom Projects.

Client's Authorized Representative: Rick Rubenzer, PE, DPW, Utility Manager
Address: 30 West Central Street
Chippewa Falls, WI 54729
Telephone: 715.726.2736 email: rrubenzer@chippewafalls-wi.gov

Project Manager: Dale Romsos
Address: 1701 West Knapp Street, Suite B
Rice Lake, WI 54868-1350
Telephone: 612.325.9995 email: dromsos@sehinc.com

Scope: The Basic Services to be provided by Consultant: See attached SEH letter dated January 17, 2017

Schedule: See attached SEH letter dated January 17, 2017

Payment: See attached SEH letter dated January 17, 2017

The payment method, basis, frequency and other special conditions are set forth in attached Exhibit A-1.

Other Terms and Conditions: Other or additional terms contrary to the Master Agreement for Professional Services that apply solely to this project as specifically agreed to by signature of the Parties and set forth herein: Client will authorize Consultant to proceed with a telecom project by sending an email from Client's Authorized Representative to Project Manager with tenant drawings and supporting documentation.

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CITY OF CHIPPEWA FALLS

By: _____ Date: _____
Mayor - Honorable Gregory Hoffman

Attest: _____ Date: _____
City Clerk - Bridget Givens

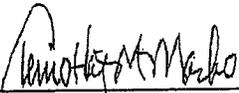
Approved as to Form:

By: _____ Date: _____
City Attorney

I, Lynne R. Bauer, hereby certify that sufficient funds are in the Treasury of the City of Chippewa Falls, to meet the expense of this Contract, or that provisions have been made to pay the liability that will accrue thereunder.

Lynne R. Bauer, Finance Director

SHORT ELLIOTT HENDRICKSON INC.

By: 
Sr. Principal/Project Manager – Timothy M. Marko, PE

Date: 01.17.2017

Exhibit A-1
to Supplemental Letter Agreement
Between City of Chippewa Falls (Client)
and
Short Elliott Hendrickson Inc. (Consultant)
Dated January 17, 2017

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Compensation to Consultant based on the rates is conditioned on completion of the work within the effective period of the rates. Should the time required to complete the work be extended beyond this period, the rates shall be appropriately adjusted.

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4. Fees paid, in the name of the Client, for securing approval of authorities having jurisdiction over the Project.
5. Plots, Reports, plan and specification reproduction expenses.
6. Postage, handling and delivery.
7. Expense of overtime work requiring higher than regular rates, if authorized in advance by the Client.
8. Renderings, models, mock-ups, professional photography, and presentation materials requested by the Client.
9. All taxes levied on professional services and on reimbursable expenses.
10. Other special expenses required in connection with the Project.
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The Client shall pay Consultant monthly for expenses.

C. Equipment Utilization

The utilization of specialized equipment, including automation equipment, is recognized as benefiting the Client. The Client, therefore, agrees to pay the cost for the use of such specialized equipment on the project. Consultant invoices to the Client will contain detailed information regarding the use of specialized equipment on the project and charges will be based on the standard rates for the equipment published by Consultant.

The Client shall pay Consultant monthly for equipment utilization.



Minutes
Committee #3

Transportation, Construction, Public Safety and Traffic

Committee #3 met Tuesday, January 24, 2016 at 4:45 pm in the City Hall Council Chambers, 30 West Central Street, Chippewa Falls, WI.

Committee Members present: Paul Olson and Robert Hoekstra

Council Members present: Paul Nadreau and Chuck Hull

Others present: City Attorney Robert Ferg, Director of Public Works/City Engineer/Utilities Manager Rick Rubenzer, Police Chief Matthew Kelm, Fire Chief Mike Hepfler, Building/Zoning Inspector Paul Lasiewicz, City Clerk Bridget Givens, and those on the attached sign-in sheet.

The meeting was called to order at 4:45 pm.

1. Discuss Special Use Permit from Trinity United Methodist Church (201 W Central Street) for tiny houses. Possible recommendations to the Council.

Councilor Hull indicated that he had requested the Committee meet to discuss the Special Use Permit prior to the public hearing on February 7, 2017. He felt that the Council would need some definition/parameters to consider in moving forward.

Trinity has licensed the tiny houses as RV's. The Fire Department and Building/Zoning Department have concerns as it is hard to find a standard of safety for the occupants. RV's are built to ANSI standards and it is unclear as to whether those would apply to the tiny houses as well based upon their licensing status. Ultimately, there needs to be a standard that these houses are built to and inspected for compliance. It is a matter of determining what standard is applicable.

Concerns were reviewed including sanitary facilities maintenance and disposal, potable water, electrical connections, placing a larger window in the home to allow another form of egress, among others. There was also discussion relative to the screening procedure for occupants, the anticipated involvement of the Police Department, and the proposed contract with the occupants. Representatives of Trinity advised that this is temporary housing and is not meant to be long-term. Occupants will sign contracts for seven days or less at a time which can be renewed in seven day increments if approved.

Police Chief Kelm questioned the legal status of the occupants inquiring if they would be considered guests or tenants and the applicability of the Fair Housing Act. It was indicated that the same screening criteria would be utilized for every applicant. Inspector Lasiewicz stated that he would like the screening process in writing so something could be outlined or referred to in the Special Use Permit. Councilor Hoekstra indicated that the City could regulate this to the point of making it unattainable. In the end, the City wants to ensure the safety of the occupant and the public.

It was questioned if the church's insurance would cover these tiny houses, which the representatives indicated it would.

Following additional discussion relative to the Special Use Permit Process, the Committee directed that the concerns generated by City staff be provided to Mike Cohoon of Trinity. Mr. Cohoon will respond to those concerns and City Engineer Rubenzer will incorporate the concerns and responses in the Special Use Permit.

It was further directed that a Special Use Permit be drafted and brought back to Committee #3 for consideration prior to the public hearing on February 7, 2017.

2. Adjournment

Motion by Hoekstra/Olson to adjourn at 6:13 pm. **All present voting aye, motion carried.**

Minutes submitted by:
Paul Olson, Chair

Committee #3 Sign-in Sheet - January 24, 2017

NAME	ADDRESS
Kew Froelich	22940 Cte Hwy X
Milk Cohen	463 Glenwood Ct CF
Ruth Rosenow	

Bridget Givens

From: Bridget Givens
Sent: Friday, January 20, 2017 2:12 PM
To: Paul Olson; rbh.dmin@gmail.com
Subject: Committee #3

Hello-

Below are concerns regarding the tiny houses as outlined by the Fire Chief and Building/Zoning Inspector.

Thank you,

Bridget

As a fire department we would recommend the following requirements (from Mike)

- Each "home" must have a smoke detector, carbon monoxide detector and fire extinguisher (maintained annually).
- Only listed vent gas (LP or natural) heaters or electric heat will be permitted in the "homes".
- The site must include an outdoor location to store and secure LP gas containers.
- No tents, canopies or tarps will be permitted on site.
- No outdoor fires will be ignited or kindled on the site. Grills may be used for cooking. Minimum 10' clearance from structure.
- Provide and maintain a vertical clearance of 13'-6" over the drive lanes.
- Internal drive isles must be at last 15 feet wide.
- Highly encourage no smoking inside the structure.

I have the following concerns for Tiny Homes for the Homeless.(from Paul)

1. Sanitary facilities maintenance and disposal. Access to a potable water supply?
2. Garbage receptacles and pickup.
3. Proper electrical connections for tiny home (camper). Ground Fault Circuit Interrupter / Weather Resistant receptacle with an in-use cover.
4. A designated person in charge of maintenance with contact number in case of complaints/issues.
5. Proper screening of homeless to verify compliance with probation/parole/registration requirements.
6. A time frame to re-evaluate the permit and address any unforeseen issues or make amendments to the permit.
7. Designated parking spaces (per ord. 1.5 spaces per unit) No inoperable vehicles.
8. No open storage including loaded trailers.



Minutes
Committee #3

Transportation, Construction, Public Safety and Traffic

Committee #3 met Wednesday, February 1, 2017 at 4:45 pm in the City Hall Council Chambers, 30 West Central Street, Chippewa Falls, WI.

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

Council Members present: Chuck Hull

Others present: Director of Public Works/City Engineer/Utilities Manager Rick Rubenzer, Police Chief Matthew Kelm, Fire Chief Mike Hepfler, Building/Zoning Inspector Paul Lasiewicz, City Clerk Bridget Givens, and those on the attached sign-in sheet.

The meeting was called to order at 4:45 pm.

- 1. Discuss communication received from Dwayne Lambert concerning the intoxicating liquor license for Dewey's Roadhouse located at 1 E Canal Street. Possible recommendations to Council.**

Clerk Givens recapped the history of the intoxicating liquor license for Dewey's Roadhouse stating his premises has been closed since May 2016. Mr. Lambert indicated the property is still for sale and they are entertaining potential offers. Councilor Olson questioned if any building permits were pulled or if any remodeling was done as that was the reason he requested to be closed. Mr. Lambert stated that no remodeling was done, but they want to be back in operation. They need until March to get things in order prior to re-opening. Olson asked that an update on progress be provided to the Clerk at the end of February.

Motion by King/Hoekstra to recommend Council approve granting the request of Dwayne Lambert to keep his premises, Dewey's Roadhouse, closed until March 17, 2017 at which time he must re-open.
All present voting aye, motion carried.

- 2. Discuss Special Use Permit from Trinity United Methodist Church (201 W Central Street) for tiny houses. Possible recommendations to the Council.**

The draft Special Use Permit (SUP) was presented to the Committee. City Engineer Rubenzer and Inspector Lasiewicz made the changes/inclusions suggested at the last meeting. This is a specified permit with a set of conditions that apply to this site only.

Discussion was had relative to the water supply in the tiny homes with Mr. Cohoon stating there is a gravity fed water supply for hand washing with no drain, just a spout and pan. He further stated that the sink and toilet are there for emergency use only and that the Church's facilities would be used when they are open.

Motion by Hoekstra/King to recommend Council approve the Special Use Permit for Trinity United Methodist Church and proceed with a public hearing.

Rubenzer shared that he had questioned the City Attorney to determine if the City would have any liability should there be a fire or if a guest would spill waste when emptying it in the church. Thoughts were that as the church was hosting, they would be liable. Olson stated he would like any future tiny houses to be inspected by the City Inspector while they are being built. The SUP was used in this instance as tiny homes are outside of the scope of the building and zoning codes.

Councilor King called the question, hearing no objection, **all present voting aye, motion carried.**

3. Adjournment

Motion by Hoekstra/King to adjourn at 5:06 pm. All present voting aye, motion carried.

Minutes submitted by:
Paul Olson, Chair

COMMITTEE #3 ATTENDANCE SHEET - February 1, 2017

NAME	ADDRESS
DWAYNE LAMBERT	1 E CANAL ST C.F.
Mike Cohoon	463 Glenwood Ct CF
Larry Larson	19806 Co. Hwy S Jim Falls

Date: January 25 2017

To: City of Chippewa Falls Committee 3 members and Members of the City Council

From: Dwayne Lambert 1 East Canal Street Chippewa Falls WI 54729

This letter is in response to the request for information from Bridget Givens, Chippewa Falls City Clerk, dated January 23 2017 in regards to the license and tavern operation at 1 East Canal Street. I am requesting an extension of time to remain closed until March 17 2017. There are several active buyer's I am in negotiations with. We did not have the opportunity to renovate over the winter. Our plan is to immediately start preparing the interior for opening on March 17 2017 if an offer to purchase is not made. With an active offer to purchase I ask to remain closed until the purchase moves the license to the new property owner or agent thereof.

If no active offer is being exercised the location will be opened March 17 2017 and maintained for business in accordance with Section 12.03.12 of the Chippewa Falls Municipal Code going forward from that date.

Regards:

Dwayne Lambert

**AN ORDINANCE GRANTING A SPECIAL USE PERMIT
TO LOCATE ONE OR TWO TINY HOUSES AT 201 WEST CENTRAL STREET, ON
PARCEL 117, LOTS 7, 10, 11, AND 12,
BLOCK 19, CHIPPEWA FALLS PLAT**

**THE COMMON COUNCIL OF THE CITY OF CHIPPEWA FALLS, WISCONSIN, DO
ORDAIN AS FOLLOWS:**

1. That a request by Trinity United Methodist Church for a Special Use Permit was received by the City of Chippewa Falls Plan Commission for consideration and action on January 9, 2017 and has been duly considered.

2. That the City of Chippewa Falls Common Council conducted a public hearing on February 7, 2017 after proper notification of adjacent property owners and heard all those wishing to comment.

3. That a Special Use Permit is hereby issued, pursuant to Chapter 17.48 of the Municipal Code of Chippewa Falls, for one or two tiny houses located at 201 West Central Street. This property is zoned C-3 Central Business District.

4. That the Special Use Permit is hereby granted and shall be expressly subject to and conditioned upon the following:

- a) Tiny houses shall conform to NFPA 70 National Electrical Code and be properly connected to the Trinity United Methodist Church Electrical system.
- b) Each tiny house shall have an operating smoke detector, carbon monoxide detector and fire extinguisher, (maintained annually).
- c) Only electric heat sources will be permitted in the tiny houses.
- d) No tents, canopies or tarps associated with the tiny houses shall be permitted on site. Tents or tarps associated with Trinity United Methodist Church events or celebrations are permitted.
- e) No outdoor fires shall be permitted on the site. Grills are permitted but must maintain a minimum 10' setback from any structure.
- f) No smoking shall be permitted inside the structure.
- g) Sanitary facilities maintenance and disposal and access to potable water supply.
 - The sanitary facilities in the tiny houses/RV shall consist of a porta potty type toilet similar to those found in a small RV. The porta potty shall have a fresh water tank and a waste tank. The porta potty shall be properly emptied daily(except days when the church is not normally open such as holidays and weekends) in the Trinity United Methodist Church restroom by Tiny House Guests. Potable water shall be made available from Trinity United Methodist Church. Dishes shall be washed inside Trinity United Methodist Church. Showers shall be made available at the homes of volunteers, and at the Chippewa Valley Family YMCA.
- h) Trinity United Methodist Church shall provide garbage and recycling bins.
- i) Mike Cohoon, (715) 210-5405 shall be the designated contact in charge of maintenance

- and supervision and shall address concerns. The Hope Village Board shall designate a backup person for cases when Mr. Cohoon is unavailable.
- j) Standard operating procedures for placement of residents within the facilities including the screening, contract and other required documentation are as follows:
- The Career Development Outreach Center(CDC) in Chippewa Falls will perform initial intake; the CDC is the central intake for all homeless in Chippewa County. If CDC staff believes that a person is a good fit for a tiny house then Hope Village will do a separate intake/background check prior to a person being given the keys to a tiny house. The third check is done by local law enforcement. The Chippewa Falls Police Departments shall be given license and identification information for each Guest occupying a tiny house.
- k) Trinity United Methodist Church will designate 1 ½ offstreet Guest parking stalls per tiny house.
- l) Trinity United Methodist Church will carry liability insurance for the tiny houses located on church property.
- m) Tiny house habitants are unsheltered individuals and will be known as Guests and the attached agreement with Hope Village will be executed prior to occupancy.
- n) Tiny House Guests will be screened according to the attached agreement document.
- o) Tiny houses are temporary housing and Guests duration of stay shall be seven days or less, (with additional seven day stays available upon approval), as outlined in the attached agreement.
- p) That the attached location map and Special Use Permit Notice and pictures become part of the Special Use Permit Ordinance and available for inspection in the City of Chippewa Falls Engineering and Inspection Offices.
- q) That this permit shall expire upon transfer of ownership of these premises.
- r) That Chapter 17.48 (14), (15) and (16) of the Chippewa Falls Code of Ordinances regarding lapse of permit, automatic termination of permit and revocation of permit shall apply.
- s) As enumerated in Municipal Code Chapter 17.48(17), this Special Use Permit shall be reviewed by the City of Chippewa Falls Common Council every five years in consideration of health, safety, morals, comfort, prosperity and general welfare of the City.
- t) Except as specifically provided herein, all regulations of the City Zoning Ordinance shall apply.
- u) That this permit shall become null and void by non-compliance with this permit or related Codes or by application to the Board of Appeals for any Code variance at these premises.
- v) That all changes or modifications to this permit shall be by the Common Council only after review and recommendation by the Plan Commission and after public notice and hearing as required for a Special Use Permit.

5. That this Ordinance shall take effect from and after its passage and publication.

Dated this 7th day of February 2017.

FIRST READING: February 7, 2017

SECOND READING: February 21, 2017

APPROVED: _____
Mayor

Council President

ATTEST: _____
City Clerk

PUBLISHED: _____





Date _____

This agreement is between Hope Village-Tiny Housing Alternatives (here after known as "HOPE Village") and _____ (Hereafter known as "the Guest").
First Name, Middle Initial and Last Name

The Guest understands Tiny Houses are Temporary Housing - the duration of the stay is 7 days or less, (with additional seven day stays available upon approval).

This agreement contains the expectations that the Guest(s) will need to agree to and follow to stay in a Hope Village Tiny House:

1. The Guest must follow the Stable Housing Plan developed with the Hope Village Navigator.
2. The Guest must maintain daily contact with the Hope Village Navigator while being sheltered.
3. The Guest will keep the tiny house clean and presentable.
4. The Guest will empty the Porta-potty daily. The Porta-potty is meant for emergency use only. The Porta-potty can be emptied in the bathroom of the church hosting the Tiny House. Hope Village staff will show you how to empty and maintain the Porta-potty.

There is a zero tolerance policy for any of the four following issues causing your immediate removal:

- No illegal activities may take place on the property.
 - Alcohol is not permitted on the property.
 - Illegal Drugs are not allowed on the property.
 - No guns or other weapons are allowed on the property.
6. The Guest will disclose any police record that they may have. Anyone with an open warrant will need to clear it up before being allowed access to a Hope Village house. The local Police Department will be notified of your occupancy,
 7. The Guest will notify Hope Village of any police contact within 6 hours of said contact.

Additional rules include:

- * No other persons/outside guests allowed in the shelter.
- * Cars must be parked in parking lots and not on the lawns.
- * Smoking is not allowed in the house.
- * No open flames are allowed in the house, this includes candles.
- * All possessions need to be kept inside the house.
- * The Guest will lock the door whenever they leave the premises.

**Hope Village reserves the right to enter the unit without notice if there is an immediate or emergency concern for the well-being of the steward or concerns for the condition of the property. Hope Village also reserves the right to inspect the unit for general issues while attending meetings with guests or with a one hour notice. .

You are assigned to Tiny House # _____, which is located at: _____

Your HOPE Village Navigator is: _____

Contact Information for Navigator is: _____

The Guest understands they must follow the rules of this agreement in order to stay in the Tiny House.

Guest _____ Hope Village _____

Date _____

Agreement duration from _____ to _____

Date _____ Contact/cell # _____

Name _____
Last Name First Middle Initial

DOB: _____ Social Security Number: _____

Other Members of your household:

Name: _____ Age: _____ Relationship: _____

Email/Other media contact: _____

Last Address _____

How long did you live there: _____

Do you have a Driver's License? _____

Do you own a vehicle? Type & License Number: _____

How Long have you been without housing: _____

What happened that you lost your housing: _____

Have you experienced homelessness before this? for how long? _____

Do you have any special health care needs: _____

Do you have any current criminal issues/charges pending? circle YES / NO_

List: _____

Have you ever been convicted of a crime? _____

Are you a veteran? _____ Receive VA Benefits? Yes/NO Amount _____

When did you serve: _____

Are you currently working with a VA Rep/Counselor: _____

VA Contact/Location: _____

What do you feel are your greatest barriers to securing or keeping housing? _____

Are you Disabled: YES / NO Disability: _____
Are You receiving any type of Disability Benefits: Yes/No Amount: _____
Type of Disability: _____
Treatment Plan: _____

Do you have any other type of Income? Source: _____
Amount: _____ Per Week/BI-weekly/Month: _____

Are you Employed? YES / NO What Is your Occupation: _____

Name of Employer: _____
How long have you worked there? _____

How long have you been unemployed: _____
What type of work are you looking for: _____
Are you working with any employment agencies or programs: _____

Is there anything else you would like us to know? _____

Emergency Contact Person:

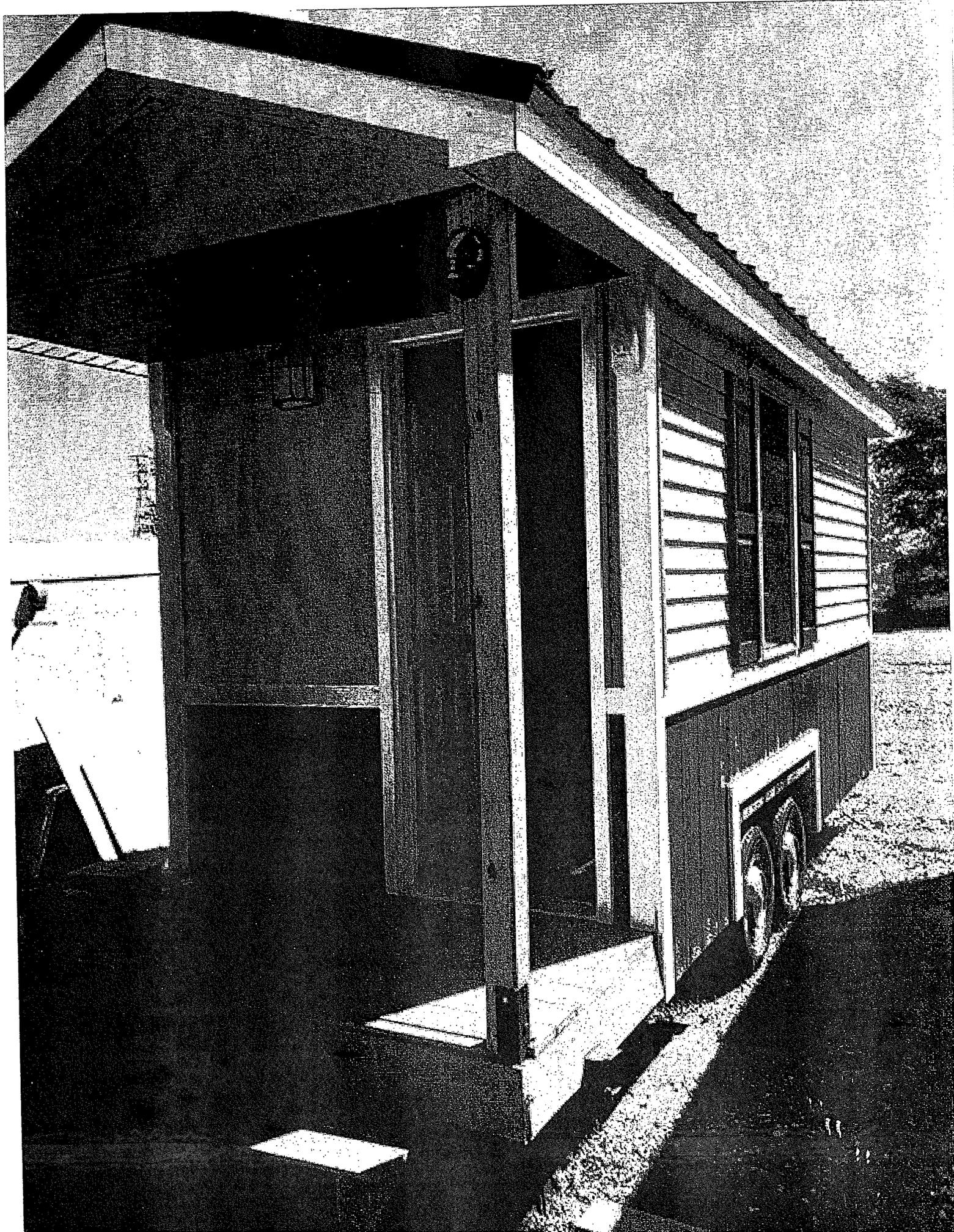
Name: _____
Address: _____
Phone: _____ Relationship: _____

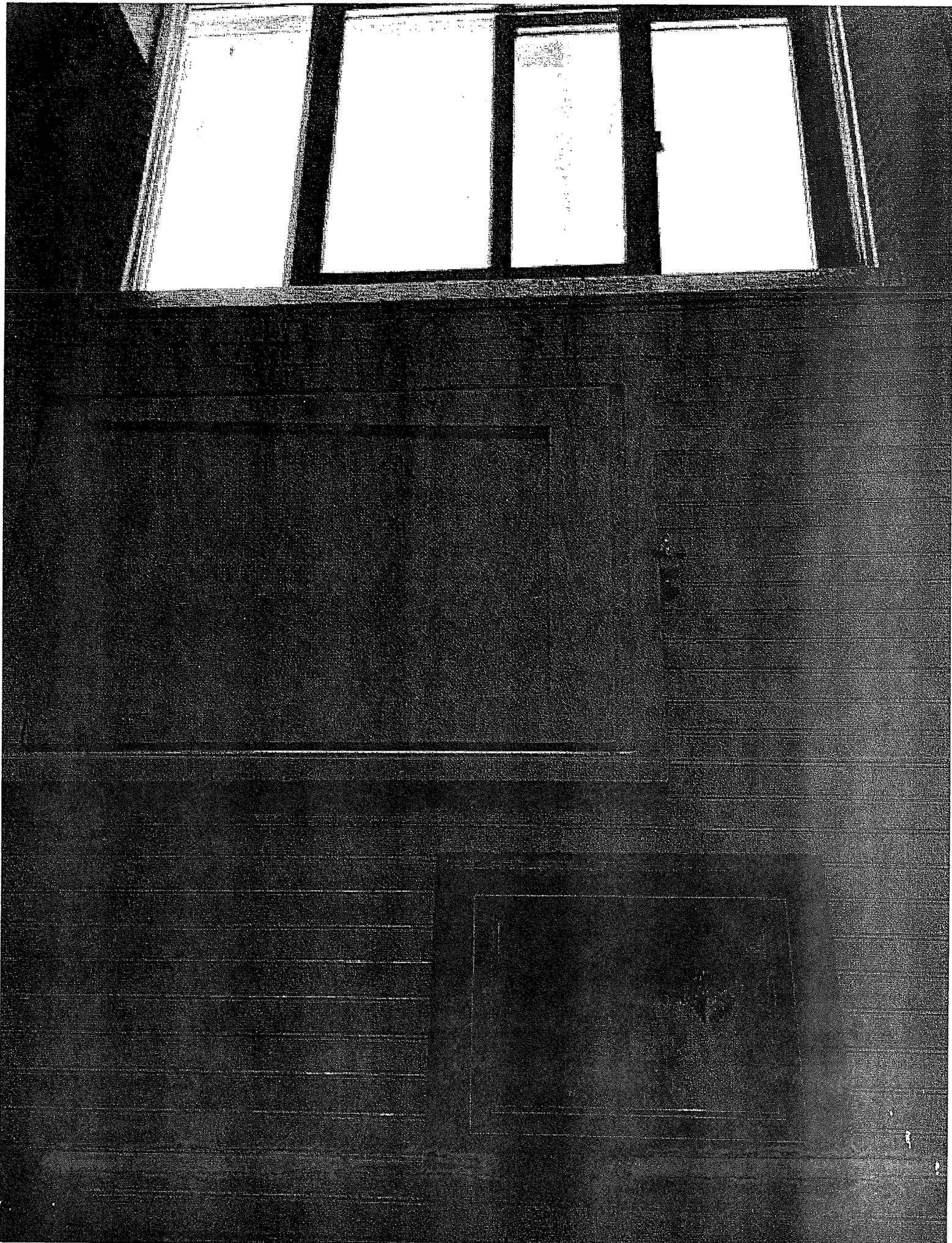
The Information I/We have provided on this application is true and correct to the best of my/our knowledge.

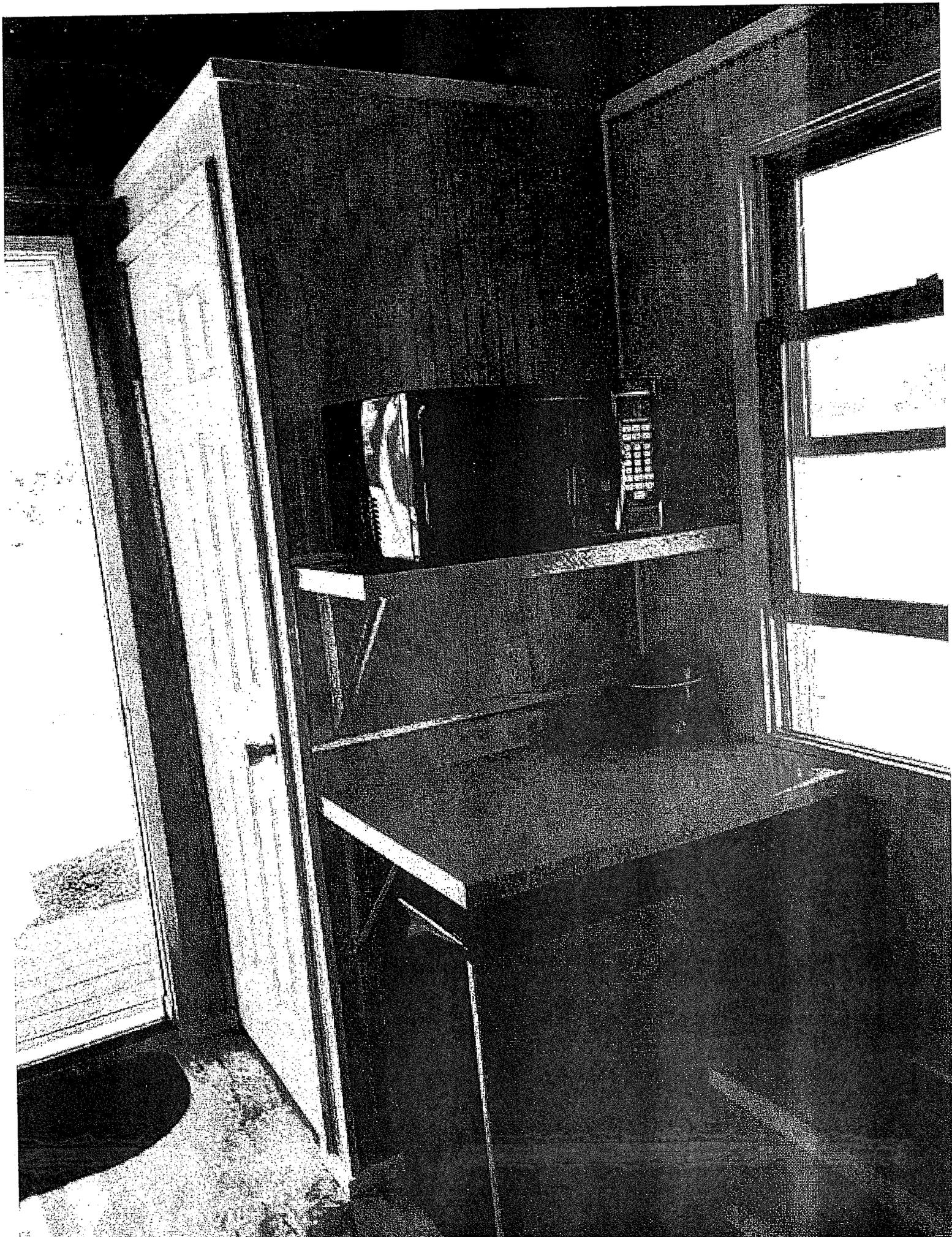
Signature Date Signature Date

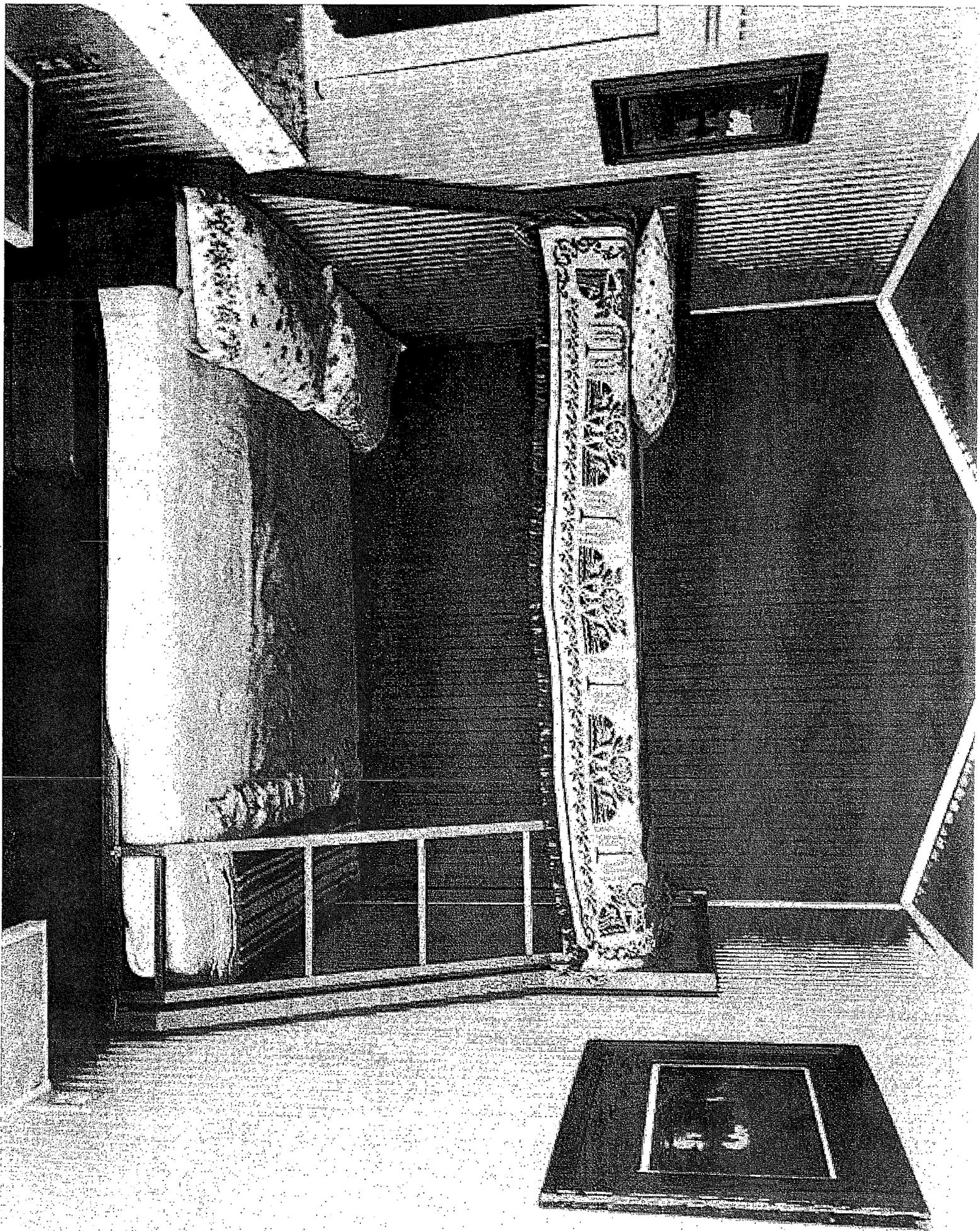
Statistical Information:

Male / Female _____ Senior 62 or + _____ Two-Parent Household
____ Single Parent M / F _____ Household w/ Children _____ Adult Couple w/o kids
____ Vet _____ Homeless due to D/V _____ Teen Parent (under 21)
____ Disabled _____ Gross Month Income _____ Ethnicity: _____













Minutes

Committee #4

Recycling, Computerization, Building, and Intergovernmental Services

Committee #4 met Thursday, January 26, 2017 at 1:00 pm in the City Hall Council Chambers, 30 West Central Street, Chippewa Falls, WI.

Committee Members present: Chuck Hull, Paul Nadreau, and Paul Olson

Mayor/Other Council Members present: Mayor Hoffman and Rob Kiefer

Others present: Finance Manager/Treasurer Lynne Bauer, City Clerk Bridget Givens, Library Director Joe Niese, Utilities Office Manager Connie Freagon, Chippewa County Recycling Coordinator Renee Yohnk, and Chippewa County Network Engineer Andy Bauer.

The meeting was called to order at 1:00 pm.

1. Discuss possible installation schedules of security cameras in various City Buildings and address retention storage space needs. Possible recommendations to Council.

It was discussed that security cameras are going to be installed in the Irvine Park Welcome Center and at the new Fire Station. The City will be working with the County on a Request for Proposal (RFP) for all aspects of installation. The project has been budgeted for the Welcome Center and Fire Station, but it was questioned if there would be interest in placing cameras at City Hall and the Library in the near future. If there is interest, it was suggested that additional storage space should be included when drafting the RFP.

Network Engineer Bauer shared that storage space could be saved by going to motion sensor cameras in lower-traffic areas. A full review of the Library and City Hall was done with recommendations that roughly 15 cameras be installed at the Library and 5-6 at City Hall. Different camera types were discussed with Bauer adding that we want to ensure the system is scalable to allow for anticipated growth while still remaining economical.

Motion by Nadreau/Olson to recommend Council approve with proceeding with installation of security cameras with referral to Committee #1 to determine any possible funding sources for City Hall and the Library. **All present voting aye, motion carried.**

Utilities Office Manager Freagon questioned the retention period for the video indicating that the Police Department's current policy is two weeks. It was agreed that we should maintain consistency and have the same retention policy.

Motion by Hull/Olson to move Item #6 before Item #2. **All present voting aye, motion carried.**

6. Discuss possibility of installing a new sign at the library. Possible recommendations to Council.

Mayor Hoffman shared that Main Street Wisconsin did an inventory and questioned why there was not visible signage at City Hall and the Library. With the new City Hall sign installed, the Mayor feels we should explore a new sign for the Library as well.

A mock-up prepared by Main Street Wisconsin was shared. Discussion ensued relative to possible sign placement, potential funding sources, and branding considerations. Library Director Niese was directed to obtain quotes and designs to bring back to Committee #4 for consideration. Any funding considerations would need to be forwarded to Committee #1.

No action taken.

2. Chippewa County Recycling Coordinator, Renee Yohnk, to provide an overview of the City's Recycling Program.

Chippewa County Recycling Coordinator Yohnk distributed the 2017 brochure and tonnage reports and provided details thereon. The switch to ProVyro has resulted in tonnage going up 27% and a reduction in the number of routes from eight to six (accomplished utilizing one truck and one employee). The number of complaints has also significantly reduced.

Options for continuing to educate the public as to what is recyclable were discussed. Councilor Nadreau questioned if the tonnage report could be added to the brochure so citizens could see how significantly it has increased.

No action taken.

3. Discuss Memorandum of Understanding between Chippewa County, Eagle Waste, ProVyro, Express Disposal and the City of Chippewa Falls for the collaboration on the collection, transfer, processing, and marketing of recyclable materials from the City of Chippewa Falls. Possible recommendations to Council.

Yohnk reviewed the MOU indicating it defines the roles of each entity involved in the City's recycling program.

Motion by Olson/Nadreau to recommend Council approve the Memorandum of Understanding between Chippewa County, Eagle Waste, ProVyro, Express Disposal and the City of Chippewa Falls for the collaboration on the collection, transfer, processing, and marketing of recyclable materials from the City of Chippewa Falls. **All present voting aye, motion carried.**

4. Discuss options for single hauler waste collection in the City of Chippewa Falls. Possible recommendations to Council.

Councilor Hull shared a spreadsheet he prepared depicting different municipalities in the State of Wisconsin and their method for waste collection. When the City reviewed the recycling bids, waste collection was also bid as an option. Hull feels there would be significant cost savings for residents if a single hauler was contracted for waste collection. Additionally, he felt it would reduce the number of complaints as every household would have waste service.

A majority of the Committee did not agree with the single hauler waste collection, but agreed they were open to an advisory referendum if it was decided that it should be pursued.

No action taken.

5. Discuss disposition of old City Hall sign. Possible recommendations to Council.

With the new sign installed, Councilor Nadreau asked that this item be brought forward to discuss how the old City Hall sign could be preserved for posterity. It was thought that it should be displayed somewhere inside of City Hall. Different options for lighting the sign and locations to hang the sign were discussed. Councilors Nadreau, Hull and Olson all volunteered to help with the restoration project.

It was directed that Head Custodian, Scot Michels, remove the sign from the pole so it can be looked over for a determination of restoration options.

No action taken.

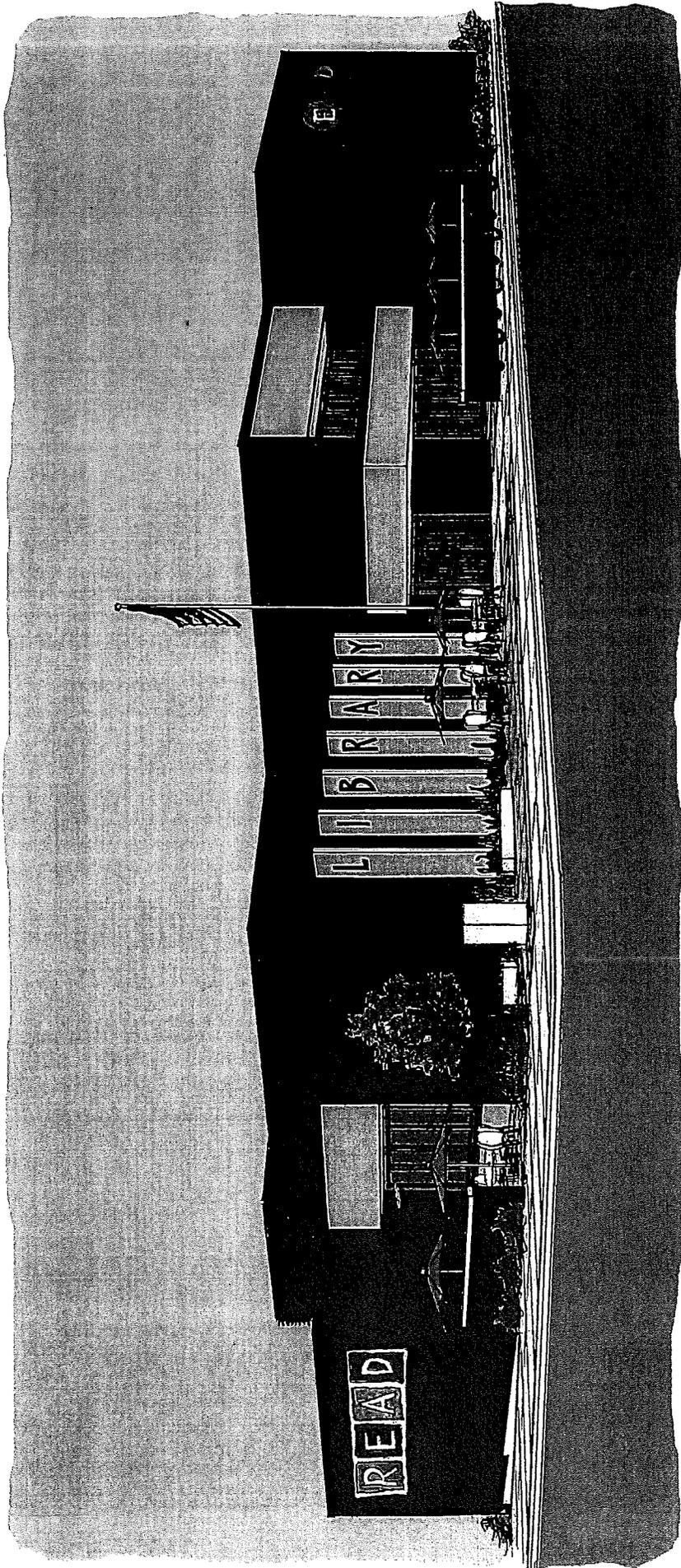
7. Adjournment

Motion by Olson/Hull to adjourn at 2:35 pm. All present voting aye, motion carried.

Minutes submitted by:
Chuck Hull, Chair

COMMITTEE #4 ATTENDANCE SHEET - JANUARY 26, 2017

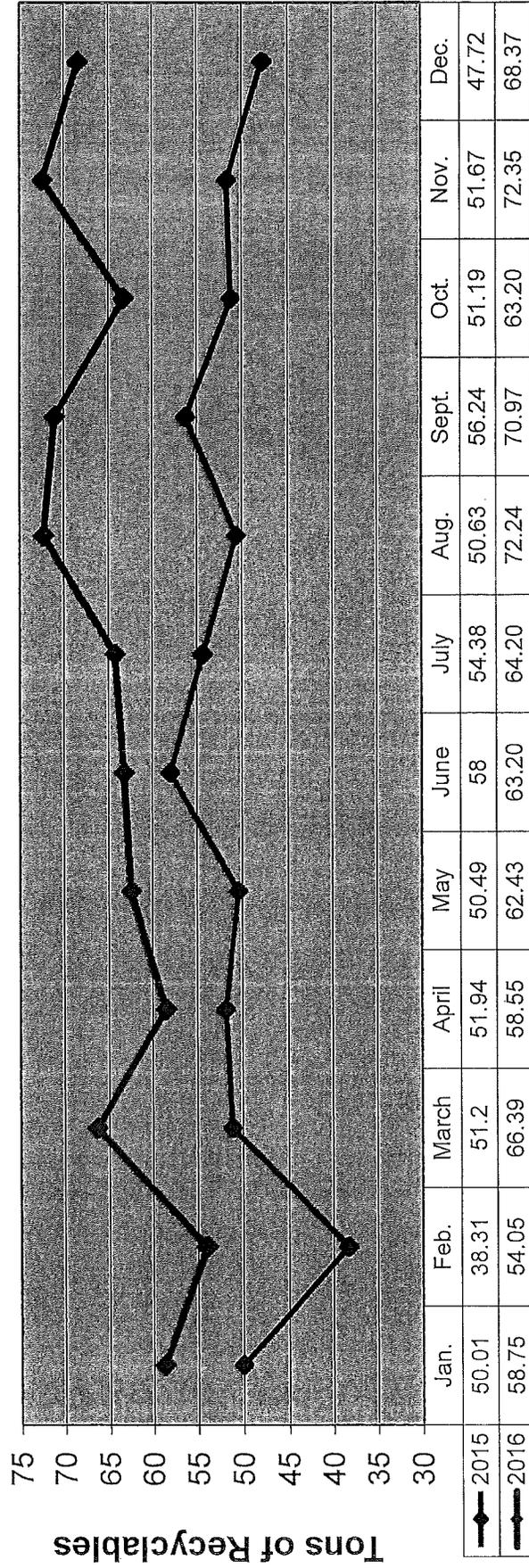
NAME	ADDRESS
Kevin Erickson	219 Albert St CF
Renee Yohnk, Rec. Coordinator	



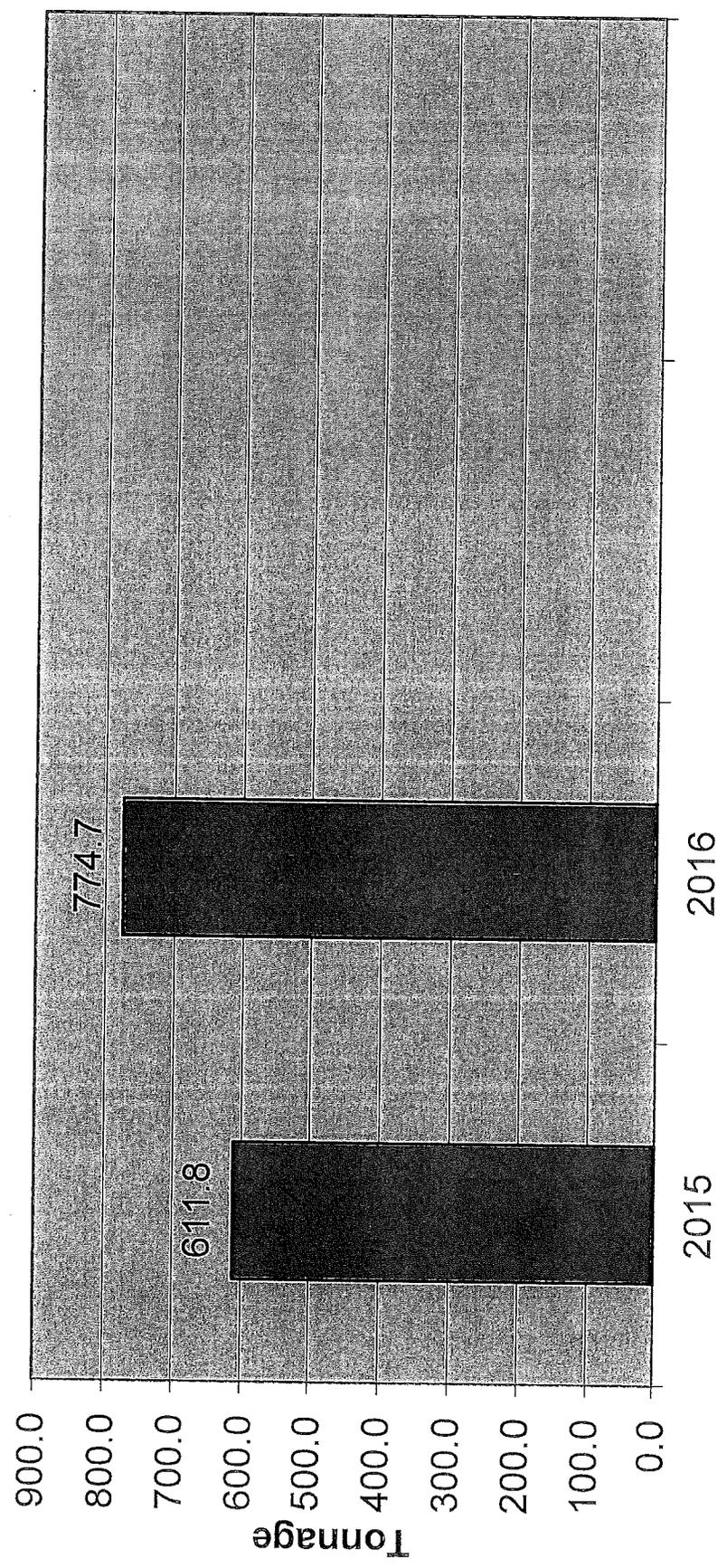
CHIPPEWA COUNTY LIBRARY - CHIPPEWA FALLS
JULY 13, 2016

JOE LAWNICZAK

CITY OF CHIPPEWA FALLS RECYCLING TONNAGE COMPARISONS FOR 2015-2016



City of Chippewa Falls Recycling Tonnage 2015-2016



WI RANK	MUNICIPALITY	SIZE	TYPE	TRASH	RECYCLE	WHO?
1	Milwaukee	594,833	City	MUNICIPAL		MUNI
2	Madison	233,209	City	MUNICIPAL		MUNI
3	Green Bay	104,057	City	MUNICIPAL		MUNI
4	Kenosha	99,218	City	MUNICIPAL		MUNI
5	Racine	78,860	City	MUNICIPAL		MUNI
6	Appleton	72,623	City	MUNICIPAL		MUNI
7	Waukesha	70,718	City	MUNICIPAL		ADVANCED
8	Oshkosh	66,083	City	MUNICIPAL		MUNI
9	Eau Claire	65,883	City	INDV		INDV
10	Janesville	63,575	City	MUNICIPAL		MUNI
11	West Allis	60,411	City	MUNICIPAL		MUNI
12	La Crosse	51,320	City	MUNICIPAL		HARTER'S
13	Sheboygan	49,288	City	MUNICIPAL		MUNI
14	Wauwatosa	46,396	City	MUNICIPAL		MUNI
15	Fond du Lac	43,021	City	MUNICIPAL		WM
16	New Berlin	39,584	City	MUNICIPAL		ADVANCED
17	Wausau	39,106	City	MUNICIPAL		ADVANCED
18	Brookfield	37,920	City	MUNICIPAL		ADVANCED
19	Beloit	36,966	City	MUNICIPAL		MUNI
20	Greenfield	36,720	City	MUNICIPAL		JOHN'S
21	Menomonee Falls	35,626	Village	MUNICIPAL		WM
22	Franklin	35,451	City	MUNICIPAL		JOHN'S
23	Oak Creek	34,451	City	MUNICIPAL		ADVANCED
24	Manitowoc	33,736	City	MUNICIPAL		MUNI
25	West Bend	31,078	City	MUNICIPAL		MUNI
26	Sun Prairie	29,364	City	MUNICIPAL		ADVANCED
27	Superior	27,244	City	MUNICIPAL		MUNI
28	Stevens Point	26,717	City	MUNICIPAL		MUNI
29	Mount Pleasant	26,197	Village	MUNICIPAL		ADVANCED
30	Neenah	25,501	City	MUNICIPAL		MUNI
31	Fitchburg	25,260	City	MUNICIPAL		PELLITERI
32	Caledonia	24,705	Village	MUNICIPAL		JOHN'S
33	Muskego	24,135	City	MUNICIPAL		ADVANCED
34	Watertown	23,861	City	MUNICIPAL		ADVANCED
35	De Pere	23,800	City	MUNICIPAL		MUNI
36	Mequon	23,132	City	INDV		INDV
37	South Milwaukee	21,156	City	MUNICIPAL		MUNI

TOTAL
2,361,205
INDV
89,015 3.77%

WI RANK	MUNICIPALITY	SIZE	TYPE	TRASH	RECYCLE	WHO?
38	Germantown	19,749	Village	MUNICIPAL		WM
39	Pleasant Prairie	19,719	Village	MUNICIPAL		MUNI
40	Marshfield	19,118	City	MUNICIPAL		ADVANCED
41	Wisconsin Rapids	18,367	City	MUNICIPAL		ADVANCED?
42	Cudahy	18,267	City	MUNICIPAL		ADVANCED
43	Onalaska	17,736	City	MUNICIPAL		HARTER'S
44	Middleton	17,442	City	MUNICIPAL		PELLITTERI
45	Howard	17,399	Village	MUNICIPAL		MUNI
47	Ashwaubenon	16,963	Village	MUNICIPAL		MUNI
48	Menomonie	16,264	City	MUNICIPAL		??
49	Beaver Dam	16,214	City	MUNICIPAL		ADVANCED
50	Oconomowoc	15,759	City	MUNICIPAL		JOHN'S
51	Kaukauna	15,462	City	MUNICIPAL		INLAND?
52	River Falls	15,000	City	MUNICIPAL		ADVANCED
53	Weston	14,868	Village	MUNICIPAL		ADVANCED
54	Bellevue	14,570	Village	MUNICIPAL		HARTER'S
55	Whitewater	14,390	City	MUNICIPAL		JOHN'S
57	Whitefish Bay	14,110	Village	MUNICIPAL		MUNI
58	Greendale	14,046	Village	MUNICIPAL		ADVANCED
59	Allouez	13,975	Village	MUNICIPAL		MUNI?
60	Chippewa Falls	13,661	City	INDV	MUNI	PROVYRO
61	Pewaukee	13,195	City	MUNICIPAL		JOHN'S
62	Shorewood	13,162	Village	MUNICIPAL		MUNI
63	Glendale	12,872	City	MUNICIPAL		MUNI
64	Hudson	12,719	City	MUNICIPAL		ADVANCED
65	Stoughton	12,611	City	MUNICIPAL		JOHN'S
66	Fort Atkinson	12,368	City	MUNICIPAL		ADVANCED
67	Plover	12,123	Village	MUNICIPAL		ADVANCED
68	Wauaukee	12,097	Village	MUNICIPAL		PELLITTERI
69	Baraboo	12,048	City	MUNICIPAL		MUNI
70	Brown Deer	11,999	Village	MUNICIPAL		ADVANCED
71	Two Rivers	11,712	City	MUNICIPAL		MANITOWOC
72	Grafton	11,459	Village	MUNICIPAL		ADVANCED
73	Cedarburg	11,412	City	MUNICIPAL		MUNI
74	Suamico	11,346	Village	MUNICIPAL		HARTER'S
75	Waupun	11,340	City	MUNICIPAL		ADVANCED
76	Port Washington	11,250	City	MUNICIPAL		ADVANCED
77	Platteville	11,224	City	MUNICIPAL		MUNI
78	Marinette	10,968	City	MUNICIPAL		MUNI
79	Monroe	10,827	City	MUNICIPAL		MUNI
80	Verona	10,619	City	MUNICIPAL		WM
81	Sussex	10,518	Village	MUNICIPAL		ADVANCED
82	Burlington	10,464	City	MUNICIPAL		JOHN'S
83	Little Chute	10,449	Village	MUNICIPAL		MUNI
84	Portage	10,324	City	MUNICIPAL		MUNI
85	Elkhorn	10,084	City	MUNICIPAL		ADVANCED

TOTAL

47

TOTAL

634,279

INDV

13,661 2.15%

16 ADVANCED

14 MUNI

5 JOHN'S



November 3, 2015

RE: Chippewa CO MRF Study – Phase 3

Recycling & Solid Waste Collection Evaluation Memo – Chippewa Falls

Background

State cuts have reduced recycling grants to counties and municipalities. Tax levy caps have removed the capacity of the County and local municipalities to raise revenue through increases in property taxes. Recycling costs to municipalities and landowners are expected to continue to rise.

In response to these circumstances, the Chippewa County **Responsible Unit (RU)**, through the Recycling Division of the Chippewa County Department of Land Conservation and Forest Management, commissioned a study in 2012 to determine where changes could be made to gain efficiencies in municipal programs.

Key findings from the study and subsequent research include:

1. Single stream recycling is the future of recycling in cities and urban areas.
2. Recyclable materials are a commodity and have market value.
3. The volume of recyclable materials collected will increase and the volume of garbage generated will decrease as municipalities make a transition to effective single stream curbside recycling.
4. Public funds can be saved and recycling service costs can be controlled if municipalities in the Chippewa Falls urban area and Highway 29 corridor work together in a competitive market environment to consolidate household recyclables collected from their municipality.
5. To achieve greater efficiency and cost savings, the potential for combining residential recycling and waste collection services should be examined, with the objective of moving toward a system of volume based waste disposal.
6. Residential waste collection fees in Chippewa Falls are high when compared to municipalities in the County with single-hauler waste collection services.

Request for Proposals (RFP)

On August 19, 2015, an RFP was issued by the Chippewa County Department of Land Conservation and Forest Management to solicit proposals for single stream recycling and solid waste collection and transfer services. Six communities chose to participate in the bid process, including the villages of Boyd

and Cadott, and the City of Stanley (Zone 1), as well as the city of Chippewa Falls, and the towns of Lafayette and Eagle Point (Zone 2).

The RFP was sent directly to all haulers with a presence in the Chippewa Valley. Respondents were asked to provide a statement of qualifications and provide cost information for the following services:

1. Bi-weekly (every other week) Single Stream Recycling Collection
2. Volume-Based Waste Collection
3. Combined bi-weekly Recycling and Weekly Waste Collection

Respondents were asked to provide the above cost information by municipality, by zone, and for serving the entire service area defined in the RFP. Five firms responded to the RFP, including Express Disposal, Waste Management, Advanced Disposal, Boxx Sanitation, and Provyro.

Short Elliott Hendrickson Inc (SEH) and Resource Recycling Systems (RRS), on behalf of Chippewa County, evaluated the experience and strength of operations of the Proposer's services and their cost proposals. All of the proposing companies provide the technical and managerial expertise to fulfill the requirements of the RFP.

A financial analysis for each cost proposal was completed covering the full term of services, including solid waste collection costs and recycling collection and transfer costs. The following tables provide the information for each cost proposal. All costs are based on a 5-year collection contract term, which every respondent asked for in their RFP response.

Evaluation Criteria

All proposals were evaluated by the following criteria to determine that all technical and managerial requirements were met and that the Proposers were capable of providing all required services.

Organizational

- Proposal understands and is consistent with the needs of the Community
- Proposer has demonstrated strength and experience in Solid waste and recycling collection
- Proposer has demonstrated experience providing contracted services to municipalities or other governmental agencies
- Proposer accepts required terms/conditions of proposed contract(s) and has no major exceptions
- High level of experience for facility Key personnel

Technical

- Curbside and Recycling Waste Collection Services
- Proposal fulfills all requirements (org chart and experience)

- Management experience to deliver operations performance requirements
- Efficient access to major transportation routes and Transfer Capabilities to MRF

Financial

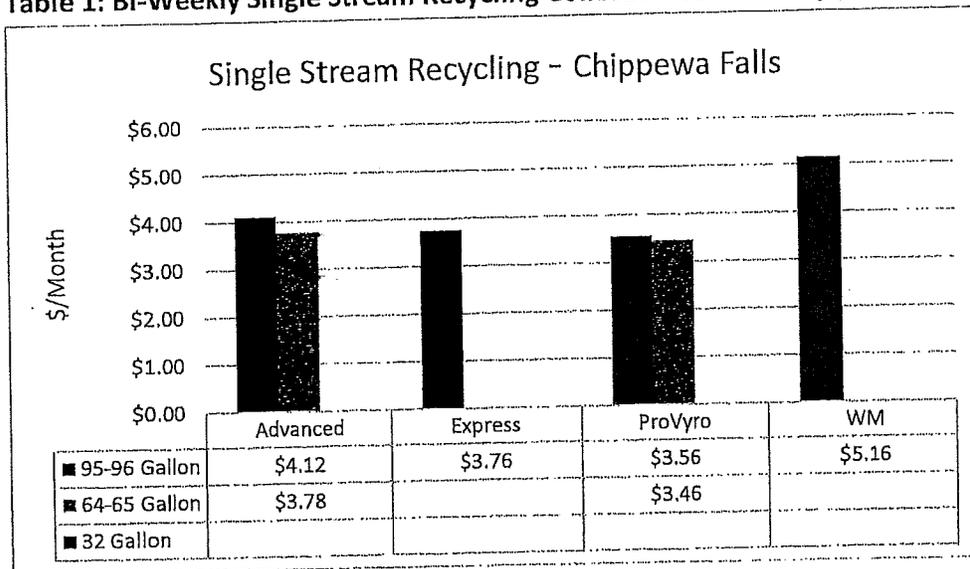
- Weekly Waste and Bi weekly Recycling Collection Services Cost

Bi-Weekly Single Stream Recycling Collection

Table 1 provides a comparison of respondent's cost proposals to provide bi-weekly single stream recycling collection for Chippewa Falls using three different cart sizes. It should be noted that not all respondents provided costs for every size cart. Looking just at the 95-96 gallon cart size ProVyro provided the best cost proposal (\$3.56) followed by Express Disposal (\$3.76), Advanced Disposal (\$4.12) and Waste Management (\$5.16).

Respondents were asked to include in their recycling collection costs the cost of transferring recyclables to the Eagle Waste MRF on a cost per ton basis. All respondents did so, with the exception of Advanced Disposal and Boxx Sanitation. For Advanced Disposal, an \$.84/month recycling transfer charge was added to the monthly costs identified in Table 1 below and in Table 3. This estimated charge was verified with Advanced Disposal and their original bid was adjusted in order to allow for an "apples to apples" comparison of costs. Boxx Sanitation chose not to bid on recycling services.

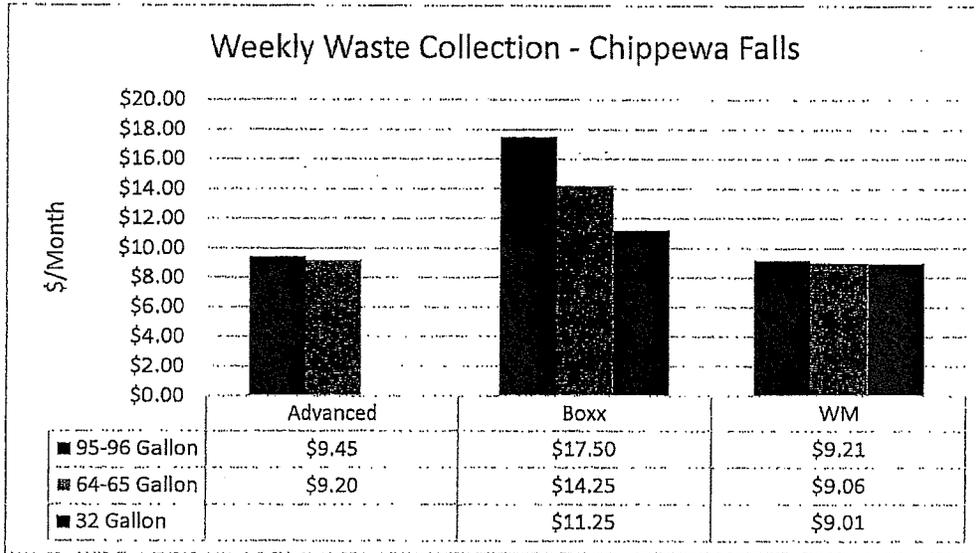
Table 1: Bi-Weekly Single Stream Recycling Collection Cost Table (\$/HH/Month Cost Table)



Volume-Based Weekly Waste Collection

Table 2 provides a comparison of respondent's cost proposals to provide weekly waste collection for Chippewa Falls using three different cart sizes. It should be noted that not all respondents provided costs for every size cart. Looking just at the 95-96 gallon cart size Advanced Disposal provided the best cost proposal (\$9.45) followed by Waste Management (\$9.21), and Boxx Sanitation (\$17.50). Express Disposal and ProVyro chose not to provide cost proposals for waste collection only.

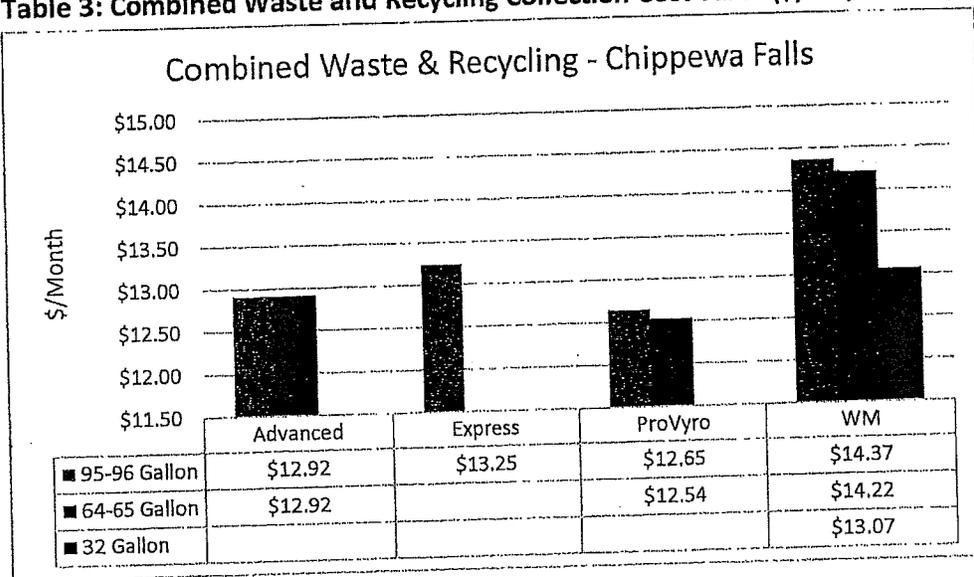
Table 2: Volume-Based Weekly Waste Collection Cost Table (\$/HH/Month Cost Table)



Combined Waste and Recycling Collection

Table 3 provides a comparison of respondent's cost proposals to provide combined waste and recycling collection for Chippewa Falls using three different cart sizes. It should be noted that not all respondents provided costs for every size cart. Looking just at the 95-96 gallon cart size ProVyro provided the best cost proposal (\$12.65) followed by Express Disposal (\$13.25), Advanced Disposal (\$12.92), and Waste Management (\$14.37).

Table 3: Combined Waste and Recycling Collection Cost Table (\$/HH/Month)



Current Rates

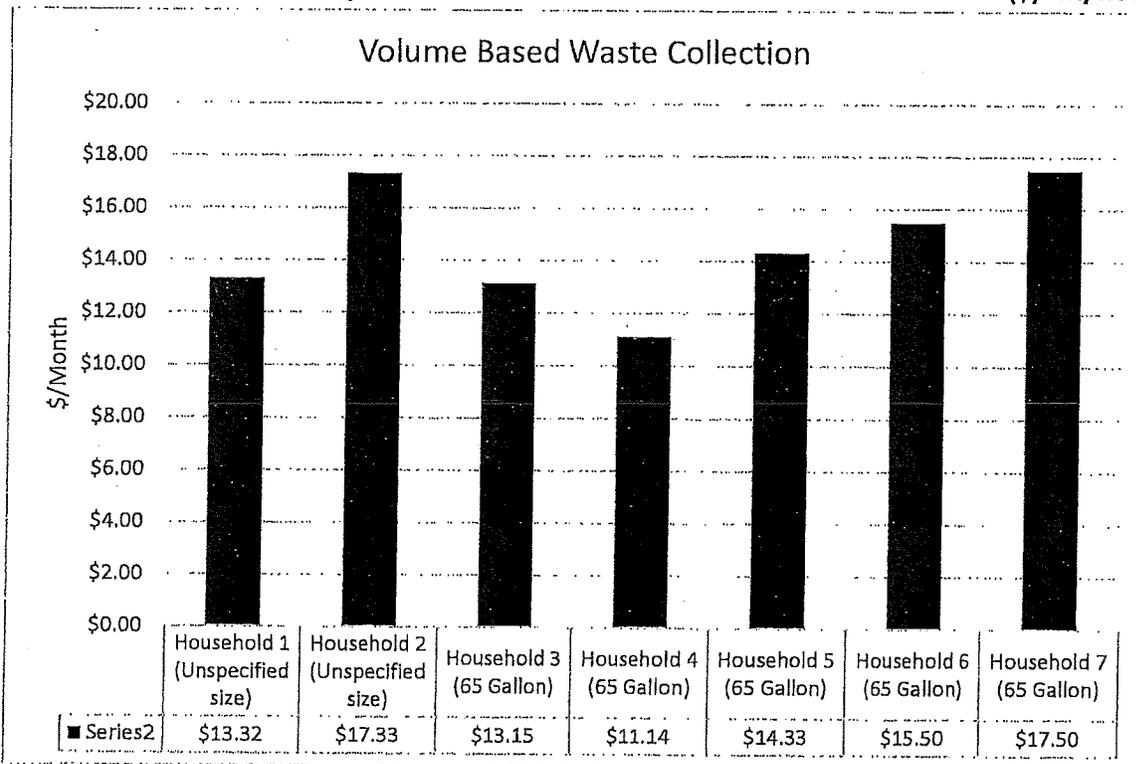
The City of Chippewa Falls does not currently contract for waste collection services. Rather, individual households subscribe to service directly from the hauler of their choice. Table 4 provides a comparison of rates for seven (7) different households. It should be noted that the costs for Household 4, Household 5, and Household 6 were obtained by calling the service providers and asking for quotes. Households 1, 2, 3, and 7 are actual costs of service currently being provided.

The average cost for volume based waste collection service based on the data below is \$14.61 per household per month. This cost does not include recycling collection.

The current cost of recycling in the City of Chippewa Falls is \$2.14 per household per month.

If recycling collection were factored in the average cost per household per month it would be \$17.61 per household per month or higher, given the new cost proposals for single stream recycling collection only (Table 1).

Table 4: Individual Subscription Rates for Volume Based Waste Collection Cost (\$/HH/Month)



Recommendation

The City has three primary options to consider in terms of ensuring that residents have access to cost effective, quality recycling and solid waste collection service. These options include:

1. Continue with the current arrangement, allowing multiple haulers to provide solid waste collection service to individual households through subscription service. The City continues to contract with a single recycling hauler for single stream recyclables collection.
2. Contract with a single waste hauler to provide waste collection to all households in the City. The City continues to contract with a single recycling hauler for single stream recyclables collection.
3. Contract with a single hauler to provide both solid waste and recycling collection.

If the City chooses Option 1 the consultant recommendation is for the City to enter into contract negotiations with ProVyro, which provided the most cost effective proposal for single stream recycling collection (Table 1)

If the City chooses Option 2, the consultant recommendation is for the City to enter into contract negotiations with Waste Management, which provided the most cost effective proposal for volume based waste collection (Table 2), and for the City to enter into contract negotiations with ProVyro, which provided the most cost effective proposal for single stream recycling collection (Table 1).

If the City chooses Option 3, the consultant recommendation is for the City to enter into contract negotiations with ProVyro, which provided the most cost effective proposal for providing **both** volume based waste collection and single stream recycling collection services (Table 3).

Overall, the most cost effective proposal for city residents is the combined recycling and waste collection services option (Option 3, Table 3) with a single hauler providing both recycling and waste collection services.

Date: 01 26 2017

From: Dwayne Lambert

TO: The City of Chippewa Falls

I would like to change the trade name on my Class B liquor license. The trade name I would like to use is Stiffy's instead of Deweys Roadhouse.

Thank you for considering my request:

DB Lambert



CITY OF CHIPPEWA FALLS STREET USE PERMIT APPLICATION

Applicant Name and Address: CARQUEST Auto Parts	Applicant Phone Number: 715-723-9391
---	--

<input checked="" 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.	Name, Address and Phone Number of the headquarters of the organization and responsible head of such organization: 20 Island St.
--	---

Name of the event: Remodeling Project	Estimated number of persons participating:
---	--

Date and start and end times requested for street use:
FEB 8th - ~~14th~~ 15th

Accurate description of the portion of the street or streets being requested for use (attach maps if necessary):
Parking spots on SPRING ST Along our build.

Use, described in detail, for which the street use permit is requested:
Parking of a semi-trailer for storage.

City services requested for the event (e.g., Street Department or Police Department staff time)
NONE

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] _____ 1-30-17
Signature of Applicant Date

OFFICE USE ONLY

Estimated cost of City services requested (to be completed by Police Chief and Director of Public Works):
Nothing

Requirements of Applicant: **Have Truck Tractor available to move the trailer in the event of a large snow event in the Feb 8-15 in time period. Or have private source hired by Carquest to remove snow around trailers if trailer isn't moved.** *[Signature]* 2/1/2017

Approved by: *[Signature]* 1-31-17 *[Signature]* PE 2/01/2017
Signature of Chief of Police Signature of Director of Public Works

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

Decision of City Council (required): Approved Denied



CITY OF CHIPPEWA FALLS
STREET USE PERMIT APPLICATION

Rec'd

JAN 16 2017

Applicant Name and Address: <i>Karen Swanson 802 Bluff View Circle</i>	Applicant Phone Number: <i>(608) 577-6175</i>
---	--

<input checked="" 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.	Name, Address and Phone Number of the headquarters of the organization and responsible head of such organization: <i>Chippewa Falls Cross Country Team 735 Terrill St. (715) 726-2406</i>
--	--

Name of the event: <i>Chilly Chippewa 5K/1 Mile Run/Walk</i>	Estimated number of persons participating: <i>200</i>
---	--

Date and start and end times requested for street use:
3/4/17 10:00-11:30

Accurate description of the portion of the street or streets being requested for use (attach maps if necessary):
See attached maps

Use, described in detail, for which the street use permit is requested:
Left side of the road for walkers + runners

City services requested for the event (e.g., Street Department or Police Department staff time)
N/A

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.

Karen Swanson _____ *1/3/16* _____
Signature of Applicant Date

OFFICE USE ONLY

Estimated cost of City services requested (to be completed by Police Chief and Director of Public Works):
N/A \$105

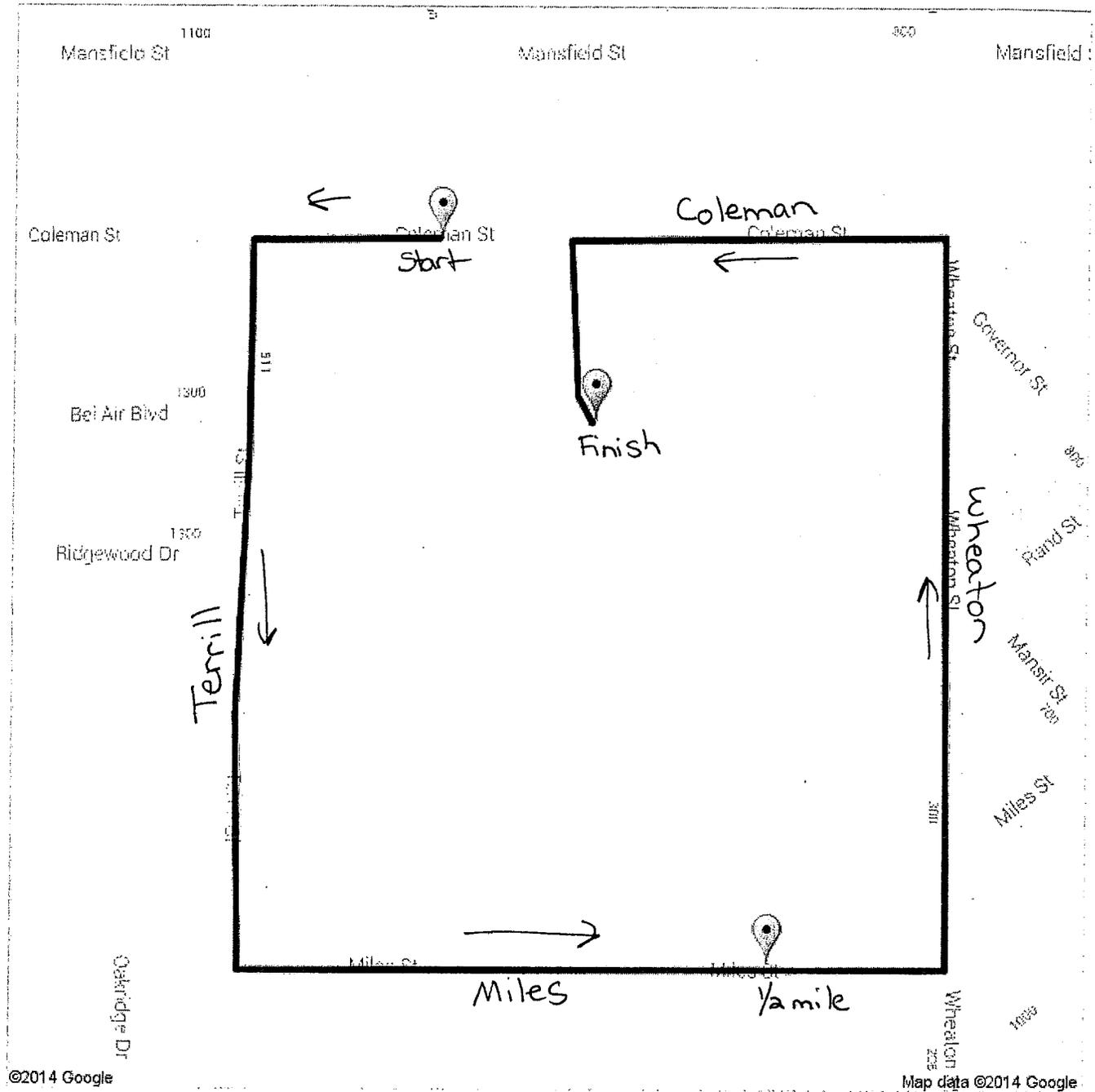
Requirements of Applicant: *Have traffic control at key intersections, Pick up necessary traffic barricades and controls (cones) at the city garage (located @ 45 Brook Riverside Drive) by 1 pm on Friday, March 3, 2017 and return on Monday, March 6, 2017 RJR 1/23/2017*

Approved by: _____ *1-19-17* _____ *Richard J. Ruberg, PE 1/23, 2017*
Signature of Chief of Police Signature of Director of Public Works

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

Decision of City Council (required): Approved Denied

Google 1 mile Route



Chilly Chippewa 1mi

This is the Chilly Chippewa 1mi course, new for 2012.

Public · 305 views

Created on Feb 16, 2012 · By Chuck · Updated Feb 16, 2012

 Chilly Chippewa 1mi

 START

 FINISH

 1/2 MILE

**AN ORDINANCE GRANTING A SPECIAL USE PERMIT
TO LOCATE ONE OR TWO TINY HOUSES AT 201 WEST CENTRAL STREET, ON
PARCEL 117, LOTS 7, 10, 11, AND 12,
BLOCK 19, CHIPPEWA FALLS PLAT**

**THE COMMON COUNCIL OF THE CITY OF CHIPPEWA FALLS, WISCONSIN, DO
ORDAIN AS FOLLOWS:**

1. That a request by Trinity United Methodist Church for a Special Use Permit was received by the City of Chippewa Falls Plan Commission for consideration and action on January 9, 2017 and has been duly considered.

2. That the City of Chippewa Falls Common Council conducted a public hearing on February 7, 2017 after proper notification of adjacent property owners and heard all those wishing to comment.

3. That a Special Use Permit is hereby issued, pursuant to Chapter 17.48 of the Municipal Code of Chippewa Falls, for one or two tiny houses located at 201 West Central Street. This property is zoned C-3 Central Business District.

4. That the Special Use Permit is hereby granted and shall be expressly subject to and conditioned upon the following:

- a) Tiny houses shall conform to NFPA 70 National Electrical Code and be properly connected to the Trinity United Methodist Church Electrical system.
- b) Each tiny house shall have an operating smoke detector, carbon monoxide detector and fire extinguisher, (maintained annually).
- c) Only electric heat sources will be permitted in the tiny houses.
- d) No tents, canopies or tarps associated with the tiny houses shall be permitted on site. Tents or tarps associated with Trinity United Methodist Church events or celebrations are permitted.
- e) No outdoor fires shall be permitted on the site. Grills are permitted but must maintain a minimum 10' setback from any structure.
- f) No smoking shall be permitted inside the structure.
- g) Sanitary facilities maintenance and disposal and access to potable water supply.
 - The sanitary facilities in the tiny houses/RV shall consist of a porta potty type toilet similar to those found in a small RV. The porta potty shall have a fresh water tank and a waste tank. The porta potty shall be properly emptied daily(except days when the church is not normally open such as holidays and weekends) in the Trinity United Methodist Church restroom by Tiny House Guests. Potable water shall be made available from Trinity United Methodist Church. Dishes shall be washed inside Trinity United Methodist Church. Showers shall be made available at the homes of volunteers, and at the Chippewa Valley Family YMCA.
- h) Trinity United Methodist Church shall provide garbage and recycling bins.
- i) Mike Cohoon, (715) 210-5405 shall be the designated contact in charge of maintenance

Ordinance No. 2017-01

and supervision and shall address concerns. The Hope Village Board shall designate a backup person for cases when Mr. Cohoon is unavailable.

- j) Standard operating procedures for placement of residents within the facilities including the screening, contract and other required documentation are as follows:
- The Career Development Outreach Center (CDC) in Chippewa Falls will perform initial intake; the CDC is the central intake for all homeless in Chippewa County. If CDC staff believes that a person is a good fit for a tiny house then Hope Village will do a separate intake/background check prior to a person being given the keys to a tiny house. The third check is done by local law enforcement. The Chippewa Falls Police Departments shall be given license and identification information for each Guest occupying a tiny house.
- k) Trinity United Methodist Church will designate 1 ½ off street Guest parking stalls per tiny house.
- l) Trinity United Methodist Church will carry liability insurance for the tiny houses located on church property.
- m) Tiny house habitants are unsheltered individuals and will be known as Guests and the attached agreement with Hope Village will be executed prior to occupancy.
- n) Tiny House Guests will be screened according to the attached agreement document.
- o) Tiny houses are temporary housing and Guests duration of stay shall be seven days or less, (with additional seven day stays available upon approval), as outlined in the attached agreement.
- p) That the attached location map and Special Use Permit Notice and pictures become part of the Special Use Permit Ordinance and available for inspection in the City of Chippewa Falls Engineering and Inspection Offices.
- q) That this permit shall expire upon transfer of ownership of these premises.
- r) That Chapter 17.48 (14), (15) and (16) of the Chippewa Falls Code of Ordinances regarding lapse of permit, automatic termination of permit and revocation of permit shall apply.
- s) As enumerated in Municipal Code Chapter 17.48(17), this Special Use Permit shall be reviewed by the City of Chippewa Falls Common Council every five years in consideration of health, safety, morals, comfort, prosperity and general welfare of the City.
- t) Except as specifically provided herein, all regulations of the City Zoning Ordinance shall apply.
- u) That this permit shall become null and void by non-compliance with this permit or related Codes or by application to the Board of Appeals for any Code variance at these premises.
- v) That all changes or modifications to this permit shall be by the Common Council only after review and recommendation by the Plan Commission and after public notice and hearing as required for a Special Use Permit.

5. That this Ordinance shall take effect from and after its passage and publication.

Dated this 21st day of February 2017.

FIRST READING: February 7, 2017

SECOND READING: February 21, 2017

Ordinance No. 2017-01

APPROVED: _____
Mayor

Council President

ATTEST: _____
City Clerk

PUBLISHED: _____

Date _____ Contact/cell # _____

Name _____
Last Name First Middle Initial

DOB: _____ Social Security Number: _____

Other Members of your household:

Name: _____ Age: _____ Relationship: _____

Email/Other media contact: _____

Last Address _____

How long did you live there: _____

Do you have a Driver's License? _____

Do you own a vehicle? Type & License Number: _____

How Long have you been without housing: _____

What happened that you lost your housing: _____

Have you experienced homelessness before this? for how long? _____

Do you have any special health care needs: _____

Do you have any current criminal issues/charges pending? circle YES / NO_

List: _____

Have you ever been convicted of a crime? _____

Are you a veteran? _____ Receive VA Benefits? Yes/NO Amount _____

When did you serve: _____

Are you currently working with a VA Rep/Counselor: _____

VA Contact/Location: _____

What do you feel are your greatest barriers to securing or keeping housing? _____

Are you Disabled: YES / NO Disability: _____

Are You receiving any type of Disability Benefits: Yes/No Amount: _____

Type of Disability: _____

Treatment Plan: _____

Do you have any other type of Income: Source: _____

Amount: _____ Per Week/Bi-weekly/Month: _____

Are you Employed? YES / NO What is your Occupation: _____

Name of Employer: _____

How long have you worked there? _____

How long have you been unemployed: _____

What type of work are you looking for: _____

Are you working with any employment agencies or programs: _____

Is there anything else you would like us to know? _____

Emergency Contact Person:

Name: _____

Address: _____

Phone: _____ Relationship: _____

The Information I/We have provided on this application is true and correct to the best of my/our knowledge.

Signature _____ Date _____ Signature _____ Date _____

Statistical Information:

Male / Female

___ Single Parent M / F

___ Vet

___ Disabled

___ Senior 62 or +

___ Household w/ Children

___ Homeless due to D/V

Gross Month Income _____

___ Two-Parent Household

___ Adult Couple w/o kids

___ Teen Parent (under 21)

Ethnicity: _____



Date _____

This agreement is between Hope Village-Tiny Housing Alternatives (here after known as "HOPE Village") and _____ (Hereafter known as "the Guest").
First Name, Middle Initial and Last Name

The Guest understands Tiny Houses are Temporary Housing - the duration of the stay is 7 days or less, (with additional seven day stays available upon approval).

This agreement contains the expectations that the Guest(s) will need to agree to and follow to stay in a Hope Village Tiny House:

1. The Guest must follow the Stable Housing Plan developed with the Hope Village Navigator.
2. The Guest must maintain daily contact with the Hope Village Navigator while being sheltered.
3. The Guest will keep the tiny house clean and presentable.
4. The Guest will empty the Porta-potty daily. The Porta-potty is meant for emergency use only. The Porta-potty can be emptied in the bathroom of the church hosting the Tiny House. Hope Village staff will show you how to empty and maintain the Porta-potty.

There is a zero tolerance policy for any of the four following issues causing your immediate removal:

- No illegal activities may take place on the property.
 - Alcohol is not permitted on the property.
 - Illegal Drugs are not allowed on the property.
 - No guns or other weapons are allowed on the property.
6. The Guest will disclose any police record that they may have. Anyone with an open warrant will need to clear it up before being allowed access to a Hope Village house. The local Police Department will be notified of your occupancy,
 7. The Guest will notify Hope Village of any police contact within 6 hours of said contact.

Additional rules include:

- * No other persons/outside guests allowed in the shelter.
- * Cars must be parked in parking lots and not on the lawns.
- * Smoking is not allowed in the house.
- * No open flames are allowed in the house, this includes candles.
- * All possessions need to be kept inside the house.
- * The Guest will lock the door whenever they leave the premises.

**Hope Village reserves the right to enter the unit without notice if there is an immediate or emergency concern for the well-being of the steward or concerns for the condition of the property. Hope Village also reserves the right to inspect the unit for general issues while attending meetings with guests or with a one hour notice. .

You are assigned to Tiny House # _____, which is located at: _____

Your HOPE Village Navigator is: _____

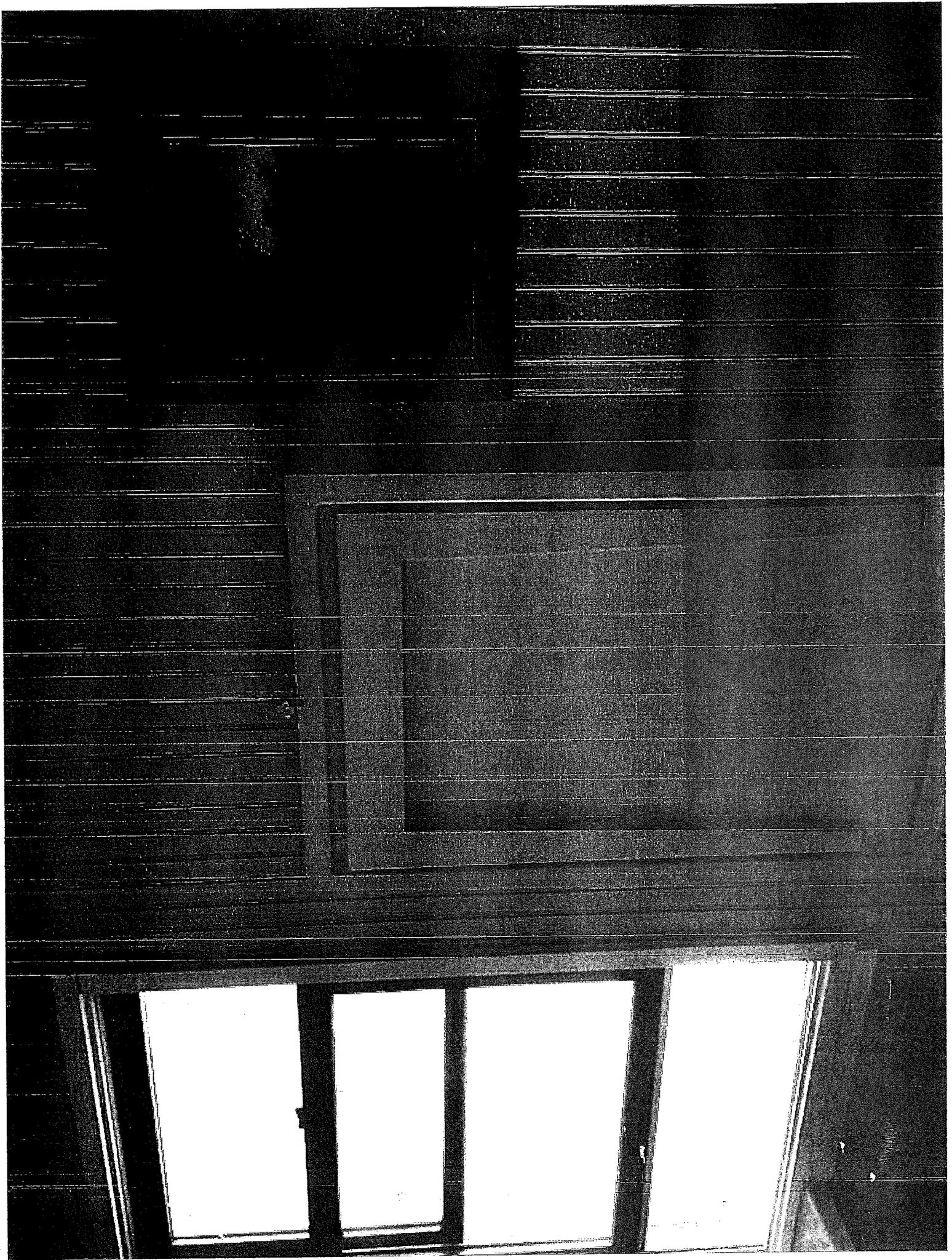
Contact Information for Navigator is: _____

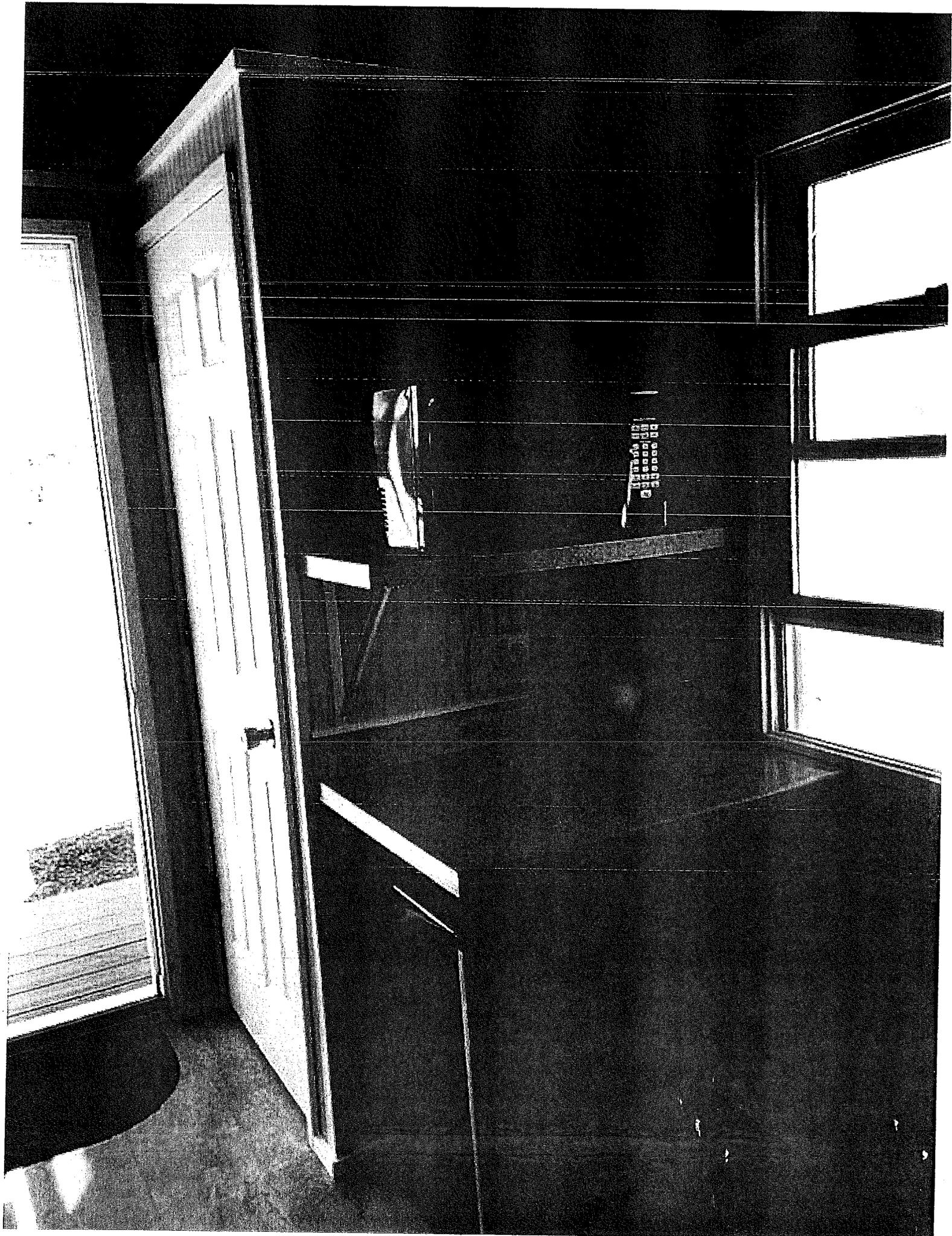
The Guest understands they must follow the rules of this agreement in order to stay in the Tiny House.

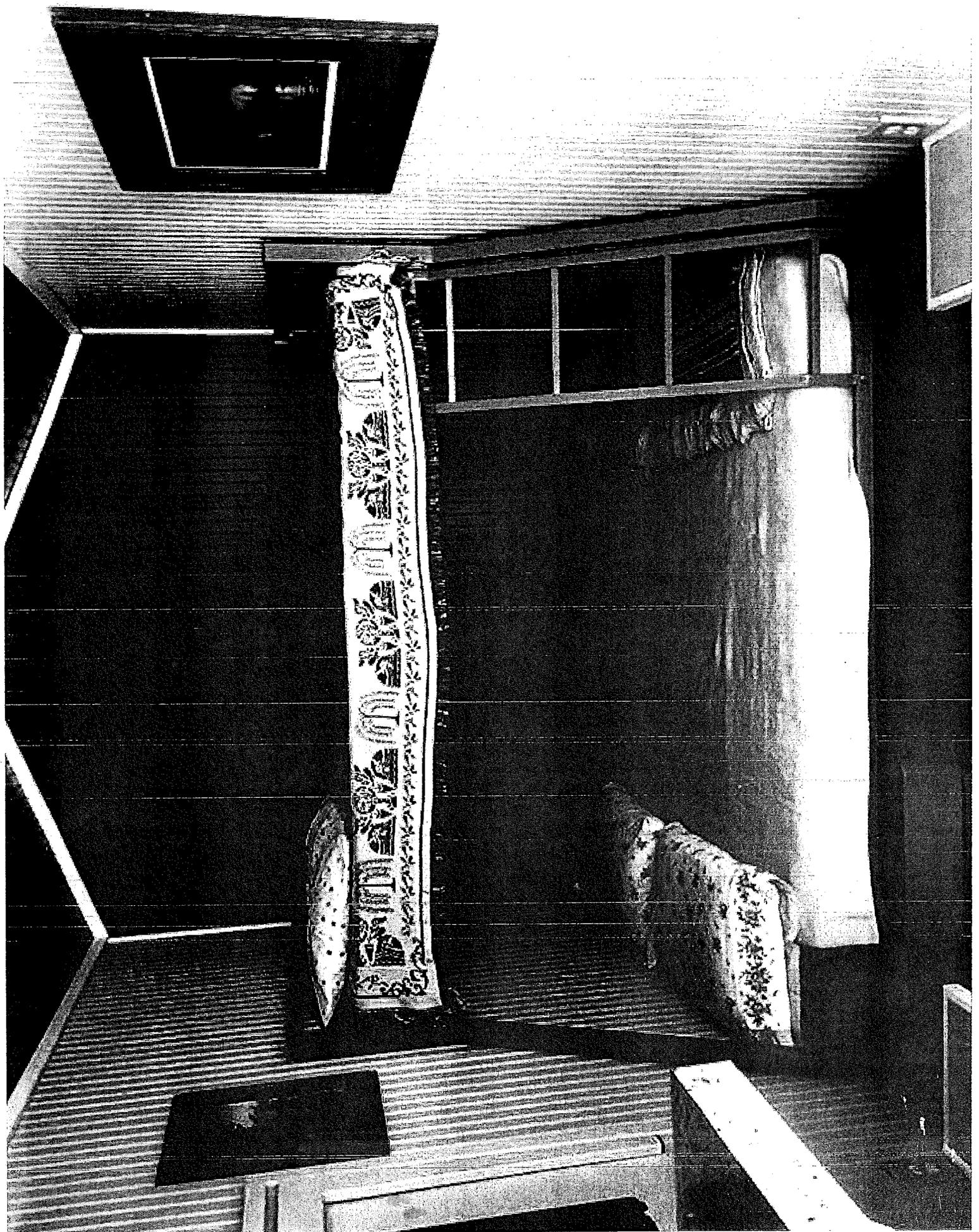
Guest _____ Hope Village _____

Date _____

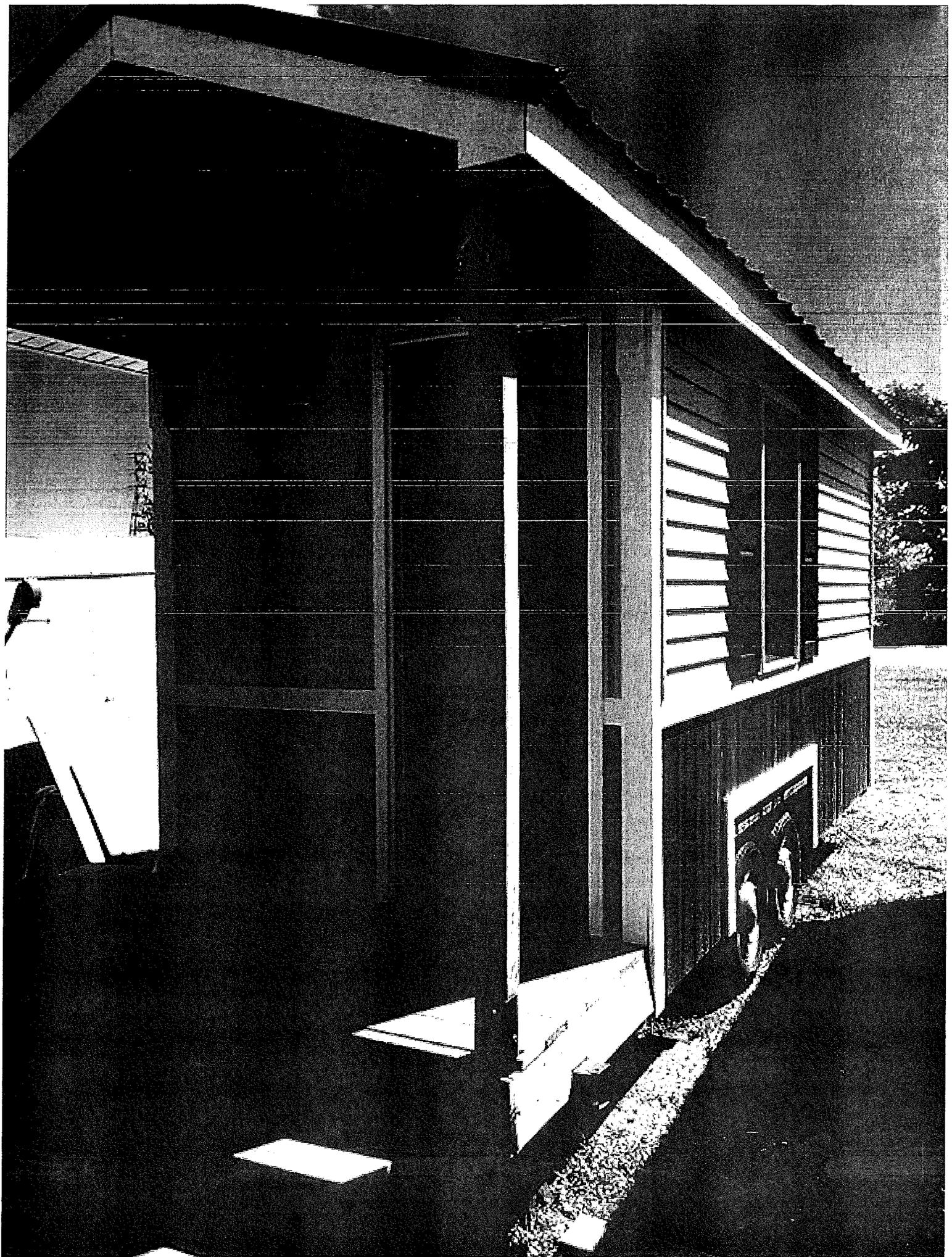
Agreement duration from _____ to _____











RESOLUTION REGARDING 2017 SPECIAL ASSESSMENT RATES

**BE IT HEREBY RESOLVED BY THE COMMON COUNCIL OF THE CITY OF
CHIPPEWA FALLS, WISCONSIN:**

That the following schedule be and is hereby adopted as the front foot special assessment rate to be charged against abutting property for the installation of the following facilities in the City of Chippewa Falls, WI.

1. Grading and Graveling - \$15.50 per front foot of abutting property.
2. Sanitary Sewer Main
 - a) New construction - \$22.50 per front foot of abutting property
 - b) Replacement - \$22.50 per front foot of abutting property, prorated for 75 year life of old main.
3. Water Main
 - a) New construction - \$23.25 per front foot of abutting property
 - b) Replacement - \$23.25 per front foot of abutting property, prorated for 75 year life of old main
4. Curb and Gutter
 - a) New construction - 100% of the cost, as bid annually.
 - b) Replacement - 100% of the cost of removal & replacement, as bid annually.
5. Preparation for Curb and Gutter on streets that have been graded and graveled in a previous year.
 - a) \$3.00 per front foot of abutting property.
6. Sanitary Sewer Laterals
 - a) New construction - 100% of the cost.
 - b) Replacement - \$850.00/each.
7. Water Services (Actual Cost) New and replacement, in accordance with Public Service Commission rules.
8. Sidewalks
 - a) New construction - 100% of the cost.
 - b) Replacement - 100% of the cost.
9. Driveways
 - a) New construction - 100% of the cost
 - b) Replacement - 100% of the cost

Resolution No. 2017-02

10. Street Surfacing -Assessed per front foot of abutting property based on street width:
a) \$17.80 for 34' face of curb to face of curb or wider.

All Resolutions in conflict herewith are hereby repealed.

This Resolution shall be effective immediately upon passage.

Dated this 7th day of February, 2017.

ADOPTED: _____

Council President

APPROVED: _____
Mayor

ATTEST: _____
City Clerk

PUBLISHED: _____

Supplemental Letter Agreement

In accordance with the Master Agreement for Professional Services between City of Chippewa Falls, Wisconsin ("Client"), and Short Elliott Hendrickson Inc. ("Consultant"), effective October 23, 2013, this Supplemental Letter Agreement dated December 15, 2016, authorizes and describes the scope, schedule, and payment conditions for Consultant's work on the Project described as: Clearwire/Sprint Site Decommissioning.

Client's Authorized Representative: Rick Rubenzer
Address: 30 West Central Street
Chippewa Falls, WI 54729
Telephone: 715.726.2736 **email:** rubenzer@chippewafalls-wi.gov

Project Manager: Dale Romsos
Address: 1701 West Knapp Street, Suite B
Rice Lake, WI 54868-1350
Telephone: 715.236.4000 **email:** dromsos@sehinc.com

Scope:

Based on our understanding of your request, SEH will provide the following services:

- Review existing City lease to identify parameters of Carrier/City responsibility and expectations
- Review the as-built drawings to define the scope for removal(s) and provide direction to Sprint
- Facilitate and attend project preconstruction meeting
- Provide inspection of the work and close out the project
 - Assumes 2 onsite inspections
 - Assumes completion of a 360 video
- Provide project closeout documentation

Schedule: Our services do not begin until written authorization is provided by the City. Construction observation of major work items will be performed based on the agreed upon schedule (Field related services will require a minimum of 48 hour notice).

Payment: SEH proposes to provide services as referenced above on an hourly basis plus reimbursable expenses, including reproductions, mileage, and daily vehicle allowance. *SEH estimates the following fee:* \$4,500.00

Should circumstances arise that require additional effort on the part of SEH staff, we will request authorization from the City to perform these services, and provide an estimate of any additional fees.

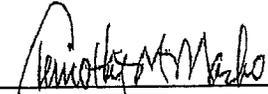
The payment method, basis, frequency and other special conditions are set forth in attached Exhibit A-1

Other Terms and Conditions: Other or additional terms contrary to the Master Agreement for Professional Services that apply solely to this project as specifically agreed to by signature of the Parties and set forth herein:
None.

s:\a\c\cfc\l\common\ow decomp 121516\suppl letter agreement 121516.docx

Short Elliott Hendrickson Inc.

City of Chippewa Falls

By: 

Timothy M. Marko, PE
Title: Client Service Manager

By: _____
Richard Rubenzer, PE
Title: Utility Manager/DPW/City Engineer

Exhibit A-1
to Supplemental Letter Agreement
Between City of Chippewa Falls, Wisconsin (Client)
and
Short Elliott Hendrickson Inc. (Consultant)
Dated December 15, 2016

Payments to Consultant for Services and Expenses
Using the Hourly Basis Option

The Agreement for Professional Services is amended and supplemented to include the following agreement of the parties:

A. Hourly Basis Option

The Client and Consultant select the hourly basis for payment for services provided by Consultant. Consultant shall be compensated monthly. Monthly charges for services shall be based on Consultant's current billing rates for applicable employees plus charges for expenses and equipment.

Consultant will provide an estimate of the costs for services in this Agreement. It is agreed that after 90% of the estimated compensation has been earned and if it appears that completion of the services cannot be accomplished within the remaining 10% of the estimated compensation, Consultant will notify the Client and confer with representatives of the Client to determine the basis for completing the work.

Compensation to Consultant based on the rates is conditioned on completion of the work within the effective period of the rates. Should the time required to complete the work be extended beyond this period, the rates shall be appropriately adjusted.

B. Expenses

The following items involve expenditures made by Consultant employees or professional consultants on behalf of the Client. Their costs are not included in the hourly charges made for services and shall be paid for as described in this Agreement but instead are reimbursable expenses required in addition to hourly charges for services:

1. Transportation and travel expenses.
2. Long distance services, dedicated data and communication services, teleconferences, Project web sites, and extranets.
3. Lodging and meal expense connected with the Project.
4. Fees paid, in the name of the Client, for securing approval of authorities having jurisdiction over the Project.
5. Plots, reports, plan and specification reproduction expenses.
6. Postage, handling and delivery.
7. Expense of overtime work requiring higher than regular rates, if authorized in advance by the Client.
8. Renderings, models, mock-ups, professional photography, and presentation materials requested by the Client.
9. All taxes levied on professional services and on reimbursable expenses.
10. Other special expenses required in connection with the Project.
11. The cost of special consultants or technical services as required. The cost of subconsultant services shall include actual expenditure plus 10% markup for the cost of administration and insurance.

The Client shall pay Consultant monthly for expenses.

C. Equipment Utilization

The utilization of specialized equipment, including automation equipment, is recognized as benefiting the Client. The Client, therefore, agrees to pay the cost for the use of such specialized equipment on the project. Consultant invoices to the Client will contain detailed information regarding the use of specialized equipment on the project and charges will be based on the standard rates for the equipment published by Consultant.

The Client shall pay Consultant monthly for equipment utilization.

s:\a\eloh\cfcl\common\low decom prop 121616\exhibit a1 121516.docx



Building a Better World
for All of Us®

January 17, 2017

RE: City of Chippewa Falls, WI
2017 Telecommunication Projects
SEH No. CFCIT 140394 10.00

Mr. Rick Rubenzer, PE
DPW, Utility Manager
City of Chippewa Falls
30 West Central Street
Chippewa Falls, WI 54729

Dear Mr. Rubenzer:

Thank you for your interest in SEH services related to providing telecommunications services for the City of Chippewa Falls (Landlord). SEH is providing this proposal specific to providing plan review and inspection services related to telecommunication site development and upgrades at your facilities. Per your request we are sending this attached Letter Agreement for your review and authorization.

Scope

Based on our understanding of these types of projects, SEH will provide the following services:

Telecommunication: Review | Inspection

1. Review lease amendment, site drawings, antenna information, and specifications. (2 iterations)
 - Consult with the Landlord and tenant representative, providing associated administration to ensure that the planned installation meets the Landlord requirements.
2. Review related structural and associated construction documents, calculations. (Part of Item No.1)
3. Conduct a preconstruction meeting with the contractor, subcontractors, and the Landlord prior to the commencement of construction to ensure that all parties understand the Landlord requirements and coordinate the construction schedule.
4. Perform three on site scheduled inspections during construction period.
5. Perform final inspection of the installation in accordance with the Landlord's approved project plans and pre-construction meeting minutes, developing, and distributing a punchlist as applicable.
6. Complete a single 360 imaging of the final installation. Additional imaging annually or after changes will incur additional costs.

If the tenant's plan set varies from the expectations above, then the scope can be modified on a per project basis in order to accommodate the level of effort required, with approval from the Landlord.

Schedule

Upon your authorization we can begin this work immediately. Specific to this project, it would be our intent to complete plan review, review of structural calculations and shop drawing review, as applicable within seven

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 1701 West Knapp Street, Suite B, Rice Lake, WI 54868-1350
SEH is 100% employee-owned | sehinc.com | 715.236.4000 | 800.903.6970 | 888.908.8166 fax

Mr. Rick Rubenzer, PE
January 17, 2017
Page 2

(7) business days after receipt and authorization. Final inspection will be performed based on the agreed upon schedule (determined at the preconstruction meeting, with the contractor providing 48 hours' notice).

Compensation

SEH proposes to provide services related to new site development or equipment upgrades as referenced above on an hourly basis plus reimbursable expenses, including reproductions, mileage, and daily vehicle allowance. *SEH estimates the following fee:*

Tenant Drawing Review/s (2 iterations)	\$2,300.00
Preconstruction Meeting	\$1,100.00
3 On-site inspections	\$3,100.00
Final Inspection	\$1,200.00
360 Virtual Closeout Tour	\$500.00
Total	\$8,200.00
Additional Review Iterations (Per occurrence)	\$650.00
Inspection (Per occurrence)	\$1,200.00

Fee charges assume the project has been created by the tenant with experienced, diligent, and prepared telecommunication professionals prior to request and document transfer to the City of Chippewa Falls. Landlord encourages tenant to contact SEH for site information and project criteria.

Should circumstances arise that require additional effort on the part of SEH staff, we will request authorization from the Landlord to perform these services at the fees identified above (each occurrence).

SEH will prepare monthly invoices that itemize costs (fees and expenses) for work performed during the billing period.

Summary

This letter proposal represents the entire understanding between the City of Chippewa Falls and SEH with respect to providing services for this project and may only be modified in writing signed by both parties.

We appreciate this opportunity to be of service to the City of Chippewa Falls. Please do not hesitate to contact me directly at 612.325.9995 or dromsos@sehinc.com if you should have any questions or need additional information.

Sincerely,

SHORT ELLIOTT HENDRICKSON INC.



Dale Romsos
Project Manager- SEH

ph
Enclosures

Supplemental Letter Agreement

In accordance with the Master Agreement for Professional Services between City of Chippewa Falls ("Client"), and Short Elliott Hendrickson Inc. ("Consultant"), effective October 23, 2013, this Supplemental Letter Agreement dated January 17, 2017 authorizes and describes the scope, schedule, and payment conditions for Consultant's work on the Project described as: As Needed 2017 Telecom Projects.

Client's Authorized Representative: Rick Rubenzer, PE, DPW, Utility Manager
Address: 30 West Central Street
Chippewa Falls, WI 54729
Telephone: 715.726.2736 **email:** rrubenzer@chippewafalls-wi.gov

Project Manager: Dale Romsos
Address: 1701 West Knapp Street, Suite B
Rice Lake, WI 54868-1350
Telephone: 612.325.9995 **email:** dromsos@sehinc.com

Scope: The Basic Services to be provided by Consultant: See attached SEH letter dated January 17, 2017.

Schedule: See attached SEH letter dated January 17, 2017.

Payment: See attached SEH letter dated January 17, 2017.

The payment method, basis, frequency and other special conditions are set forth in attached Exhibit A-1.

Other Terms and Conditions: Other or additional terms contrary to the Master Agreement for Professional Services that apply solely to this project as specifically agreed to by signature of the Parties and set forth herein: Client will authorize Consultant to proceed with a telecom project by sending an email from Client's Authorized Representative to Project Manager with tenant drawings and supporting documentation.

r:\admin\agreements\telecom\2017_complete\chippewa falls\chippewa falls-suppl letter agreement.011717.docx

CITY OF CHIPPEWA FALLS

By: _____ **Date:** _____
Mayor – Honorable Gregory Hoffman

Attest: _____ **Date:** _____
City Clerk – Bridget Givens

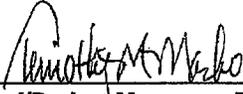
Approved as to Form:

By: _____ **Date:** _____
City Attorney

I, Connie Freagon, hereby certify that sufficient funds are in the Treasury of the City of Chippewa Falls, Water Utility Enterprise Fund to meet the expense of this Contract, or that provisions have been made to pay the liability that will accrue thereunder.

Connie Freagon, Utility Office Manager

SHORT ELLIOTT HENDRICKSON INC.

By:  Date: 01.17.2017
Sr. Principal/Project Manager – Timothy M. Marko, PE

**Exhibit A-1
to Supplemental Letter Agreement
Between City of Chippewa Falls (Client)
and
Short Elliott Hendrickson Inc. (Consultant)
Dated January 17, 2017**

**Payments to Consultant for Services and Expenses
Using the Hourly Basis Option**

The Agreement for Professional Services is amended and supplemented to include the following agreement of the parties:

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Compensation to Consultant based on the rates is conditioned on completion of the work within the effective period of the rates. Should the time required to complete the work be extended beyond this period, the rates shall be appropriately adjusted.

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2. Long distance services, dedicated data and communication services, teleconferences, Project Web sites, and extranets.
3. Lodging and meal expense connected with the Project.
4. Fees paid, in the name of the Client, for securing approval of authorities having jurisdiction over the Project.
5. Plots, Reports, plan and specification reproduction expenses.
6. Postage, handling and delivery.
7. Expense of overtime work requiring higher than regular rates, if authorized in advance by the Client.
8. Renderings, models, mock-ups, professional photography, and presentation materials requested by the Client.
9. All taxes levied on professional services and on reimbursable expenses.
10. Other special expenses required in connection with the Project.
11. The cost of special consultants or technical services as required. The cost of subconsultant services shall include actual expenditure plus 10% markup for the cost of administration and insurance.

The Client shall pay Consultant monthly for expenses.

C. Equipment Utilization

The utilization of specialized equipment, including automation equipment, is recognized as benefiting the Client. The Client, therefore, agrees to pay the cost for the use of such specialized equipment on the project. Consultant invoices to the Client will contain detailed information regarding the use of specialized equipment on the project and charges will be based on the standard rates for the equipment published by Consultant.

The Client shall pay Consultant monthly for equipment utilization.

Statewide Services, Inc.

Claim Division

1241 John Q Hammons Dr.
P.O. Box 5555
Madison, WI 53705-0555

VIA E-MAIL ONLY

January 17, 2017

City of Chippewa Falls
Attn: Ms. Lynne Bauer, Finance Manager
30 W. Central St.
Chippewa Falls, WI 54729

RE: Our Claim #: WM000092110190
Date of Loss: 10/12/2016
Claimant: Nicole Estenson
920 Pine Needle Dr.
Chippewa Falls, WI 54729

Loss location: 920 Pine Needle Dr.
Chippewa Falls, WI 54729

Dear Ms. Bauer:

As you know, Statewide Services, Inc. administers the claims for the League of Wisconsin Municipalities Mutual Insurance, which provides the insurance coverage for the City of Chippewa Falls. We are in receipt of the above-captioned claim involving damage to Ms. Estenson's water faucet and faucet supply line.

We have completed our investigation, and we recommend that the City disallow this claim pursuant to the Wisconsin Statute for disallowance of claim 893.80(1g). The disallowance of the claim in this manner will shorten the statute of limitations period to six months.

Our investigation determined that Ms. Estenson's damages occurred on account of pressure in her water pipes—often called a “water hammer”—which resulted when City staff was required to turn shut down the water main near her home to make repair to a broken water corporation which the City was not liable for breaking. There is no evidence that City staff failed to perform any required ministerial duties—or mandates--when shutting down the water main to make the needed repairs, thus, the City would be given immunity from this loss under WI Statute 893.80.

I have enclosed a sample Notice of Disallowance for your use, should you choose to use it, or you may use your own. Please send your disallowance, on your letterhead, directly to the claimant at the above listed address. This should be sent certified or registered (restricted) mail, and must be received by the claimant within 120 days after you received the claim. Please send me copies of the letters for our file.

Thank you, Lynne, for your attention to the above, and please do not hesitate to contact me with any questions.

Best regards,

Doug Detlie

Douglas A. Detlie

Casualty Claims Specialist

Office: 608-828-5503

Fax: 800-720-3512

E-mail: ddetlie@statewidesvcs.com

Cc: Darrel Zaleski, Agent