

REGULAR COUNCIL MEETING APRIL 11, 2016 7:00 P.M.

The meeting was opened by announcing that this was an open meeting of the Common Council. Notice of this meeting was given to the public at least 24 hours in advance of the meeting by forwarding the complete agenda to the official City newspaper, The New Richmond News, and to all news media who have requested the same as well as posting. Copies of the complete agenda were available for inspection at the City Clerk's office. Anyone desiring information as to forthcoming meetings should contact the City Clerk's office.

Roll call was taken.

Members Present: Mayor Horne, Alderman Kittel, Ard, Jackson, Hansen, Volkert, and Student Representative Jesse Stenske and Victoria Johnson

Members Absent: Alderman Zajkowski

The Pledge of Allegiance was recited.

Alderman Hansen moved to adopt the agenda as presented, seconded by Alderman Ard and carried.

Public Comment

None

Consent Agenda

1. Approval of the Minutes from the Previous Regular Council Meeting, March 14, 2016
2. Application for License to Serve from Liam D. Mehls, New Richmond; Gerald W. Frey, New Richmond; and Emily E. Shilts, River Falls
3. Application for a Direct Seller's Permit from James Jackson to Sell Hawaiian Coffee and Smoothies from May to December 2016 and request to waive the fees
4. Application for Run/Walk Permit from New Richmond Area Centre for May 21, 2016 at 8:00 a.m.
5. Application for Amplification Permit and Exemption from Sec. 50-87 Loud & Unnecessary Noise from Westfields Hospital & Clinic for May 14, 2016 from 11:00 a.m. to 1:00 p.m.
6. Application for Temporary Class B Beer License from New Richmond Miller's Baseball at Citizen's Field for May 1, 6, 15, 20, 21, 22, June 5, 10, 22, 24, 25, 26, 29, July 6, 8, 17, 20, 24, 27, 29, 30, and August 5, 2016
7. Skate Park Donations from the following:
Remington Law Offices \$500
New Richmond Insurance Agency: \$1,500
Culver's of New Richmond: \$500
Williamson & Siler S.C.: \$500
Car Wash & Bake Sale Donation: \$738.19
8. Payment of VO#59161 through VO#59250 totaling \$174,354.75 plus electronic fund transfers of \$633,031.81 for a grand total of \$807,386.56

General Fund	\$ 631,240.92
Impact Fees Fund	13,336.00
CDBG – Housing	256.00
Debt Service Fund	103,913.87
Capital Projects	26,689.00
Landfill Cleanup Fund	8,447.03
TIF District #6	2,736.31
Storm Water Utility	20,561.41
Park Land Trust Fund	206.02

Alderman Hansen moved to approve consent agenda, seconded by Alderman Ard and carried.

Department Reports

Administration- Mike Darrow stated he attended a continuum of care meeting with the faith based community and the hospital to discuss social issues, community health issues, and networking. One issue they discussed was bedbugs. Westfields has seen an increase in patients with bedbugs. The group would like to develop a program to educate the public on these issues. Public Safety also met and discussed bedbugs. They will be forwarding recommendations to the Council regarding this issue. The City is in the process of selecting a Chief of Police. There will be a meeting tomorrow night at 5:00 p.m. for the community to give input on this process.

Public Works – Jeremiah Wendt reported the City is in the process of picking up bagged leaves and grass clippings and also chipping up brush. While they are out chipping up branches, if anyone is interested in receiving wood chips, contact City Hall from now until April 22, 2016.

Community Development – Beth Thompson stated there were 1955 voters at the election on April 5, 2016 which was up from 1581 in 2012. The State of Wisconsin predicted a 40 percent voter turnout and we had 44 percent. If you wish to avoid lines, please register prior to the election and bring your registration card and photo Id to the polling place. You can also vote by absentee ballot to avoid the polling place completely. The first draft of the sign ordinance is being reviewed by City staff and will be reviewed by the Plan Commission the week of April 25.

Library - Kim Hennings stated National Library Week runs from April 10-16. There will be a local author showcase on April 21, 2016. April 23-30 is money smart week. The Library Board had a strategic planning meeting and will have another meeting before the end of the month.

Police – Lieutenant Craig Yehlik stated Nick Cramlet was promoted to Sergeant and Jason Noel was promoted to Detective. Both of them started in their new positions today. Craig thanked Todd Shafer for filling in as detective during the promotion process. The Police Department is in the process of creating an eligibility list for potential new officers. Seventeen people recently took the written test for the eligibility list.

Fire - Jim VanderWyst stated they had 21 fire calls in March. Applications are due on April 20 for new firefighters. Jim thanked the public and local businesses for helping to make the Chili Feed on April 9, 2016 a huge success. Spring inspections are half done at this time.

Student Representative Jesse Stenske – His project is to look at an orphan park South of Paperjack Drive for possible uses. He has determined that the best use of the park would be a butterfly garden. This would include plantings that attract butterflies and would be a low cost project. His plan is to start the project this spring.

Student Representative Victoria Johnson - She reported that she is working with students at the High School to pick a design for signs to mark pathways and trails in the City. She will also be getting a group together to record the usage of trails around the City.

Request from Jack Links Auto and RV Supercenter

The City received a request from Jack Links Auto and RV Supercenter to have an RV sale in New Richmond at 1470 South Knowles Avenue from June 1 to June 5, 2016. There were no objections to this sale. The next step will be for them to submit applications for Direct Seller's Permit for those who will be selling.

Plan Commission Recommendations

Beth Thompson explained the Certified Survey Map from Dorset Investments II, LLC was previously approved, but another buyer is interested in the second lot, so the road right-of-way needed to be moved. The Plan Commission recommended approving the Certified Survey Map from Dorset Investments LLC with the following stipulations:

1. All public right-of-way, trail, sidewalk and drainage and utility easements are subject to review and approval of the Public Works Director.
2. All grading, drainage and erosion control issues are subject to review and approval of the Public Works Director.
3. All utility issues are subject to review and approval of the Public Works Director.
4. Installation of street trees required by Section 117-40.B of the Subdivision Ordinance shall be deferred and is to be made a condition of the site plan review approval.

Alderman Ard moved to approve the CSM with the stipulations listed, seconded by Alderman Jackson and carried.

The Plan Commission also discussed a utility easement that is on the Certified Survey Map from Dorset Investments II, LLC and needs to be vacated due to the property line moving. Alderman Kittel offered the following resolution and moved for its adoption:

RESOLUTION#041601
PRELIMINARY RESOLUTION FOR
VACATING AN EASEMENT

WHEREAS, pursuant to Section 66.1003 of Wisconsin Statutes, the Plan Commission has received a request to vacate and discontinue a drainage and utility easement described below:

The vacation of that particular 10.00 foot wide drainage and utility easement lying southerly and adjacent to the north line of Lot 12 as shown on St. Croix County Certified Survey Map, Volume 22, Page 5373, Document Number 846611, recorded on March 16, 2007.

WHEREAS, the City of New Richmond supports the vacation of the easement as it serves no public purpose and will allow for development of the encumbered property in accordance with the Comprehensive Plan; and

WHEREAS the Plan Commission is recommending the Common Council call for a Public Hearing to consider the proposed vacation; and

NOW, THEREFORE, BE IT RESOLVED, that the Common Council shall call and hold such hearing at the Council Meeting on June 13, 2016, at 7:00 p.m. to vacate and discontinue the drainage and utility easement described above and depicted on attachment A; and

The City Clerk is instructed to publish a notice stating when and where this resolution will be acted upon and stating that drainage and utility easement to be vacated, and cause all the necessary notices be delivered to all the abutting land owners and those residing within 2,650 feet from the ends.

Motion was seconded by Alderman Ard and carried.

Resolutions for Transportation Alternatives Program

Noah Wiedenfeld explained the City is applying for two TAP grants that would reimburse 80% of project costs related to future bicycle and pedestrian facilities. The project must begin before July

2020 and be completed by June 30, 2023. The following resolutions are support required as part of the grant application. One is for North Fourth Street and the other is for the extension of Doughboy Trail. Alderman Kittel offered the following resolutions and moved for their adoption:

RESOLUTION #041602

RESOLUTION IN SUPPORT OF GRANT REQUEST FROM WISDOT TRANSPORTATION ALTERNATIVES PROGRAM (TAP) FOR THE NORTH FOURTH STREET RECONSTRUCTION PROJECT

WHEREAS, the State of Wisconsin Department of Transportation makes grant funding available for the planning, design, and construction of bicycle and pedestrian facilities that will serve utilitarian trips that might otherwise be made by automobile; and

WHEREAS, the City of New Richmond plans to reconstruct North Fourth Street in 2017; and

WHEREAS, the receipt of a TAP grant would fund up to 80% of costs related to any future bicycle and pedestrian facilities that might be included with the project after receiving and incorporating feedback from residents through numerous open house meetings; and

WHEREAS, the State of Wisconsin Department of Transportation requires as part of the grant a process, a resolution from the City Council agreeing to commence the project by July of 2020 and complete the project by June 30, 2023.

THEREFORE, the New Richmond City Council resolves that the City of New Richmond, if awarded the funding from WisDot for the 2016-2020 TAP award cycle, is authorized to and agrees to accept the award and enter into the required agreements with WisDOT for this project; and

BE IT FURTHER RESOLVED that the City of New Richmond agrees to comply with the applicable laws, requirements, and regulations as outlined in the WisDOT 2016-2020 TAP application materials, the State-Municipal Agreement between WisDOT and the City of New Richmond, and the program and project documentation.

RESOLUTION #041603

RESOLUTION IN SUPPORT OF GRANT REQUEST FROM WISDOT TRANSPORTATION ALTERNATIVES PROGRAM (TAP) FOR THE EXTENSION OF THE DOUGHBOY TRAIL TO HATFIELD PARK

WHEREAS, the State of Wisconsin Department of Transportation makes grant funding available for the planning, design, and construction of bicycle and pedestrian facilities that will serve utilitarian trips that might otherwise be made by automobile; and

WHEREAS, the Public Works Committee has discussed an off-street trail from the Doughboy Trail to Hatfield Park as a preferred alternative to an on-street signed bike route; and

WHEREAS, Knowles Avenue averages over 16,000 vehicles per day; and

WHEREAS, Hatfield Park and Freedom Park are expected see an increased number of users in future years; and

WHEREAS, providing a safe off-street trail would provide a safe route for north-side residents to travel to the downtown; and

WHEREAS, the receipt of a TAP grant would fund up to 80% of costs related to a future off-street trail that would require feedback from residents and local business owners prior to construction; and

WHEREAS, the State of Wisconsin Department of Transportation requires as part of the grant a process, a resolution from the City Council agreeing to commence the project by July of 2020 and complete the project by June 30, 2023.

THEREFORE, the New Richmond City Council resolves that the City of New Richmond, if awarded the funding from WisDot for the 2016-2020 TAP award cycle, is authorized to and agrees to accept the award and enter into required agreements with WisDOT for this project; and

BE IT FURTHER RESOLVED that the City of New Richmond agrees to comply with the applicable laws, requirements, and regulations as outlined in the WisDOT 2016-2020 TAP application materials, the State-Municipal Agreement between WisDOT and the City of New Richmond, and the program and project documentation.

Motion was seconded by Alderman Ard and carried.

Richmond Crossing Landscape Plan

Jeremiah Wendt explained there are three storm water ponds in the Richmond Crossing area. The landscape plan was designed by Cedar Corporation, but since there was a rush to accommodate Goodwill, the improvements were deferred until now. Twenty-five thousand dollars was set aside from the sale of Goodwill to help pay for the improvements to these ponds. The estimated cost is \$75,000 and the balance of the funds will come from TIF #6. The timeline for this project is for bids to be published April 21 & 28. Bids would be opened May 5, 2016 and the contract would be awarded on May 9, 2016. Alderman Ard moved to approve the landscaping plan and bidding of the contract, seconded by Alderman Jackson and carried.

Paperjack Drive Relocation Order

Jeremiah Wendt explained a relocation order is needed for acquiring the necessary lands and interests for the construction of the Paperjack Drive project. Alderman Hansen moved to approve the relocation order, seconded by Alderman Ard and carried.

North Shore Drive Relocation Order

Jeremiah Wendt explained a relocation order is needed for acquiring the necessary lands and interests for the construction of the North Shore Drive project. Alderman Hansen moved to approve this relocation order, seconded by Alderman Ard and carried.

North Shore Drive Nominal Payment Parcel Report

Jeremiah Wendt stated City staff and consultants have completed a sales study for the land and interests along North Shore Drive that the City needs to acquire. The report states the lots and prices proposed as follows:

Lot 1	\$1,125
Lot 3	\$275
Lot 4	\$5,425

Alderman Ard moved to approve the nominal payment report with the amounts listed, seconded by Alderman Jackson and carried.

Cemetery Updates and Actions

Mike Darrow stated The New Richmond Cemetery Association officially disbanded on April 5, 2016 and outlined steps that need to be taken by the City. Authority is now at the discretion of the City of New Richmond. Alderman Ard offered the following resolution and moved for its adoption:

RESOLUTION #041604

A RESOLUTION OF THE CITY OF NEW RICHMOND, WISCONSIN
ACCEPTING THE TRANSFER AND CONVEYANCE OF ALL ASSETS OF
THE NEW RICHMOND CEMETERY ASSOCIATION

WHEREAS, in accordance with Section 157.062 of the Wisconsin Statutes, the New Richmond Cemetery Association owns and operates the New Richmond Cemetery;

WHEREAS, on April 5, 2016, the Board of Directors for the New Richmond Cemetery Association notified the City of New Richmond of its intention to “cease and desist as an Association as of 4-5-2016 and transfer all assets, records, operational functions, and liabilities for future function to the City of New Richmond”;

WHEREAS, the New Richmond Cemetery Association’s Notice to the City and the Minutes of its April 5, 2016 meeting are attached as Exhibit A;

WHEREAS, the Board of Directors for the New Richmond Cemetery Association, in accordance with Section 157.064(5) of the Wisconsin Statutes has the authority to convey cemetery property and all trust funds pertaining to the property to the City of New Richmond;

WHEREAS, the City of New Richmond recognizes the value of maintaining a public cemetery within the City’s corporate jurisdiction;

WHEREAS, the City of New Richmond desires to accept the transfer of the New Richmond Cemetery, and all associated personal property, from the New Richmond Cemetery Association in accordance with Section 157.064(5) of the Wisconsin Statutes.

NOW THEREFORE BE IT RESOLVED, in accordance with Wisconsin law, the City of New Richmond does hereby accept from the New Richmond Cemetery Association, the transfer and conveyance of all assets, records and operational functions related to the New Richmond Cemetery.

BE IT FURTHER RESOLVED, the City of New Richmond hereby authorizes its City Administrator and City Attorney to complete the transfer of the cemetery property and all of the all New Richmond Cemetery personal property to the City of New Richmond in accordance with the Quit Claim Deed and the Bill of Sale attached at Exhibits B and C, respectively. Motion was seconded by Alderman Jackson and carried.

Alderman Ard moved to proceed with and audit of the NR Cemetery Association books, seconded by Alderman Hansen and carried.

Alderman Hansen moved to establish a Cemetery special revenue fund, seconded by Alderman Ard and carried.

Alderman Ard moved to hire the existing personnel at the NR Cemetery for 90 days, seconded by Alderman Jackson and carried.

Alderman Ard moved to designate the City Council to serve as the board of directors for the cemetery for 90 days while staff comes up with a plan for managing the cemetery, seconded by Alderman Hansen and carried. We will discuss the creation of an ordinance as to membership on the board at a later date.

Alderman Ard moved to proceed with a legal review of the New Richmond Cemetery Association, seconded by Alderman Kittle and carried.

Skate Park Design And Construction Contract

Noah Wiedenfeld explained the request for proposals received for the design and construction of the skateboard and BMX park. Staff is recommending approving the contract with Misiano Skateparks for the final design and construction of the skateboard and BMX park, pending a final

review of the contract by the City Attorney. Alderman Ard moved to approve the contract with Misiano Skateparks, seconded by Alderman Jackson and carried.

CDBG Update

Mike Darrow discussed the Community Development Block Grant process. The City has been working with West Central Wisconsin Regional Planning Commission. Staff is asking Council for approval to proceed with an application. We will be working on it in house along with the WCRPC. Alderman Ard moved to proceed with the CDBG application and request the school district to share the cost of the application, seconded by Alderman Hansen and carried. The agreement with the school will come back to the council on April 25.

City of New Richmond Bike & Pedestrian Plan

Noah Wiedenfeld explained that Council has received this plan and staff is recommending approval. Alderman Hansen and Ard complimented staff on the quality of the plan. Alderman Kittel moved to approve the City of New Richmond Bike & Pedestrian Plan, seconded by Alderman Ard and carried.

Council Meeting on April 19, 2016 at 7:00 p.m. – Oaths of Office for Newly Elected Council Members

Council Work Session on April 25, 2016 at 5:00 p.m.

Communications and Miscellaneous

The Loyalty Day Parade will be on April 30, 2016. Awards will be given following the parade at the field in front of the commons building.

Closed Session

Alderman Ard moved to go into Closed Session per State Statute 19.85 (1)(e)(g) to discuss TIF #10; Dionisopoulos - Circuit Court Litigation; New Richmond News – Appeal; Johnson – Notice of Claim; and Borst – Notice of Encroachment , seconded by Alderman Jackson and carried.

Open Session

Alderman Ard offered the following resolution and moved for its adoption:

RESOLUTION #041605

RESOLUTION AUTHORIZING SALE OF REAL ESTATE

WHEREAS, the City of New Richmond is the owner of real estate described as:

SEC 10 T30N R18W PT NW NE NR BUSINESS & TECHNICAL

PARK LOT 26/NKA CSM 13/3729 LT 26 (2.770AC) EXC S 93.18FT

WHEREAS, the City has entered into an Offer to Purchase and Sale Agreement with East

Suburban Resources, Whereby the City would sell this parcel to East Suburban Resources; and

WHEREAS, all necessary contingencies have been met and the transaction is ready to be closed.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of New Richmond as follows:

1. That the City shall proceed with the sale of the real estate to East Suburban Resources
2. That Mayor, Frederick Horne, and City Clerk, Tanya Reigel, are authorized to execute all documents necessary to complete the sale of the property.

Motion was seconded by Alderman Jackson and carried.

Alderman Ard moved to adjourn the meeting, seconded by Alderman Jackson and carried.

Meeting adjourned at 8:40 p.m.

Tanya Reigel
City Clerk