

AGENDA FOR COUNCIL MEETING
CITY OF NEW RICHMOND, WISCONSIN

MONDAY, MARCH 9, 2015 - 7:00 P.M.

AGENDA:

1. Call to Order
2. Clerk's Roll Call
3. Pledge of Allegiance
4. Adoption of Agenda

PUBLIC COMMENT

CONSENT AGENDA:

1. Approval of the Minutes from the Previous Regular Council Meeting, February 9, 2015 and Special Council Meeting, February 26, 2015
2. Applications for License to Serve from Laura E. Belisle, New Richmond; Sandra L. Bonney, New Richmond; and Madison J. Crothers, Eagan;
3. Application for a 6 Month Class B Beer License from New Richmond Softball Association for April 15 – October 15, 2015
4. Application from Scott Kastel, Agent for Kwik Trip #337 at 124 Paperjack Drive, for a Class A Beer and Class A Liquor License
5. Application for a Temporary Class B Beer License:
 - a. New Richmond Youth Hockey Association for March 13-15, 2015 at 450 Sports Center Road
 - b. New Richmond Youth Hockey Association for May 9-10, 2015 at 450 Sports Center Road
 - c. New Richmond Fire & Rescue for April 11, 2015 at 106 South Arch Avenue
 - d. New Richmond Area Chamber of Commerce for June 5-6, 2015 at Mary Park
 - e. New Richmond Area Chamber of Commerce for July 9-12, 2015 at Cyclone Park
6. Application for a Permit to Use Amplification Devices and Exemption from Sec. 50-87 Loud & Unnecessary Noise from New Richmond Area Chamber of Commerce from 3:00 p.m. to Midnight on June 5, 2015 and 11:00 a.m. on June 6, 2015 at Mary Park
7. Application for a Permit to Use Amplification Devices and Exemption from Sec. 50-87 Loud & Unnecessary Noise from New Richmond Area Chamber of Commerce for 4:00 p.m. to midnight on July 9, 2015; 11:00 a.m. to midnight on July 10, 2015; 11 a.m. to midnight on July 11, 2015; and 10 a.m. to 2:00 p.m. on July 12, 2015
8. Request for Extension of Premise to Include an Area in the Parking Lot and Application for a Permit to Use Amplification Devices and Exemption from Sec. 50-87 Loud & Unnecessary Noise from Champ's Sports Bar & Grill from 8:00 p.m. to Midnight on March 17, 2015, July 9, 10, 11, & 12, 2015
9. Request for Extension of Premise from Champ's Sports Bar & Grill to Include the Sidewalk in Front of Their Building for March 17, 2015 and July 11, 2015 For One Hour Before and After the Parade
10. Application for a Parade Permit from the New Richmond Area Chamber of Commerce for July 11, 2015 at 5:00 p.m.

11. Application for a Street Use Permit from the New Richmond Area Chamber of Commerce for North Green Avenue from Hughes to Mary Park entrance June 5-6, 2015 .
12. Application for Run/Walk Permit for the Veteran's Memorial Run on May 23, 2015 at 8:00 a.m.
13. Application for a Run/Walk Permit for Bosch Packaging on May 9, 2015 at 8:00 a.m.
14. Payment of VO#57677 through VO#57820 totaling \$4,430,821.08 plus electronic fund transfers of \$1,054,898.60 for a grand total of \$5,485,719.68

DEPARTMENT REPORTS:

- Fire Department
- Police Department
- Administration
- Community Development
- Public Works
- Library

UNFINISHED BUSINESS:

(Consideration and action on matters tabled, postponed or referred to a committee at a previous meeting)

NEW BUSINESS:

(Action on newly introduced motions, ordinances, resolutions or other matters)

1. ADRC – Dementia Care Specialists - Nancy Abrahamson
2. Application for a Permit to Use Amplification Devices and Exemption from Sec 50-87 Loud & Unnecessary Noise from Faith Community Church from May 31 to September 13, 2015 on Sunday Mornings from 8:00 a.m. to Noon at 1040 Paperjack Drive
3. Ordinance #473 – Cross Connection Control and Backflow Prevention
4. Cross Connection Plan
5. Ordinance #474 – Well Abandonment & Well Operation Permit
6. New Richmond Public Transit Hours for Loyalty Day
7. Highway 64/65 Corridor Design
8. **Finance Committee Recommendations:**
 - a. Resolution #031501 – Budget Amendments & Carry Forwards
9. Civilian Active Shooter Training – Craig Yehlik
10. Council Work Session – March 23, 2015 at 5:00 p.m.
11. Communications & Miscellaneous
12. Closed Session per State Statute 19.85 (1)(c)(e)(g):
 - a. TID #6
 - b. Dionisopoulos Litigation
 - c. City Administrator Annual Review
 - d. Staffing Update

13. Open Session – Action on Closed Session Agenda

14. Adjournment

Frederick Horne, Mayor

(THE ABOVE AGENDA IS NOT NECESSARILY IN ORDER OF PRESENTATION)

****Late Changes and Additions**

Posted: Civic Center and Friday Memorial Library and City Website

Mailed: Council Members, City Attorney, Utility Commission Members, NR County Board Members, New Richmond News, Northwest Community Communications, City Website and New Richmond Chamber of Commerce.

If you need a sign language interpreter or other special accommodations, please contact the City Clerk at 246-4268 or Telecommunications Device for the Deaf (TDD) at 243-0453 at least 48 hours prior to the meeting so arrangements can be made.

REGULAR COUNCIL MEETING FEBRUARY 9, 2015 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, Zajkowski, and Student Representative Victoria Johnson

Members Absent: Student Representative Elliot Smallidge

The Pledge of Allegiance was recited.

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

Public Comment

There was none.

Consent Agenda

1. Approval of the Minutes from the Previous Regular Council Meeting, January 12, 2015 and Special Council Meeting, January 26, 2015
2. Application for Temporary Class B Beer License from Knights of Columbus for February 15, 22, 27, March 1, 8, 15, 20, 22, 27, 29, April 12, 19, 24, 26, May 3, 10, 17, July 10, 11, 2015
3. Request for Extension of Premise, Permit for Use of Amplification Devices and Exemption from Sec. 50-87 Loud and Unnecessary Noise from Gibby's Lanes on June 19, 2015
4. Application for License to Serve – Megan Walters, New Richmond; Debra A. Hebert, New Richmond; and Stephen L. Valencour, New Richmond
5. Application for Parade Permit for the St. Patrick's Day Parade on March 17, 2015 at 4:00 p.m.
6. Payment of VO#57532 through VO#57676 totaling \$305,823.25 plus electronic fund transfers of \$3,989,601.61 for a grand total of \$4,295,424.86

General Fund	\$4,256,440.54
Impact Fees Fund	2,835.00
CDBG – Housing	459.90
Debt Service Fund	2,063.47
Capital Projects	19,838.50
Landfill Cleanup Fund	5,990.08
TIF District #6	2,065.87
Storm Water Utility	3,182.52

Park Land Trust Fund

86.92

Tax Agency Fund

2,462.06

Alderman Kittel moved to approve the consent agenda items, seconded by Alderman Ard and carried.

Department Reports

Fire Department - Nothing

Finance – Nancy Petersen reported that she and Bev are working on year-end financial audit information in preparation for the auditors.

Police Department - Nothing

Administration – Mike Darrow reported that Gary and Nancy Cook are not required to gain approval from the City for the proposed division of their land. Rather they are required to obtain approval from the county and the town. We have sent the information to the county and they will be in touch with the applicant.

Community Development – Beth Thompson stated that the Clerk's office has finished collecting taxes. Any future payments need to be made to St. Croix County. Barley John's has temporary heat in their building. They are installing windows. Phillips Medisize has their exterior footings and foundation walls and their under-slab electrical conduit is being installed. They have about a mile of pipe left to install. 45th Parallel has the steel structure up with the insulation going in. Croft Apartments have some backfilling and compacting done but they haven't started on their building. St. Croix Powersports is working on the interior of their building, mudding and taping right now and electrical work. The City's new phone system should be up and running the end of next week.

Public Works - Jeremiah Wendt stated that the Hwy 64 Stormwater and Wastewater Coalition has been meeting and recently passed their phase I planning. The group has formed a technical advisory group, which Jeremiah is part of, to review the phase I findings and prioritize next steps. Items include: potentially updating our wastewater facility plan and beginning some urban stormwater planning. The City has received a grant for this and the coalition has approved providing the matching funds for this grant. The County had a public meeting on the mill and overlay project for County Road A from West Fourth Street to the railroad tracks where County Road A crosses HWY 64. This project will be done mid to late summer. The City will work with the County on detours.

Library - Kim Hennings explained that the Library is doing a "Library loves our community week" so if you present your library card at Elements Café this month, you get 20% off a drink purchase. Workforce Resource is coming in tomorrow to help people who are looking for work. Westfield's Hospital is coming in on Wednesday to do a program called "Are you controlled by brownies?" which is about being gluten free. The Library will be closed on Friday so everyone can attend the all staff meeting.

Retirement Announcement

Mike Darrow announced that Dennis Holtz is retiring at the end of the month. He has been with the City for 14 years. He has been in wastewater treatment for over forty years and has been a huge asset. He has been a great leader and team member, just an amazing employee. We wish him all the best as he begins his retirement. He truly is cared about and we will miss him. Jeremiah Wendt stated that Dennis has been a huge asset to the utility and to the community and also one of the big reasons that he came to the City of New Richmond. Dennis has a positive attitude and is a great mentor and will definitely be missed. Mayor Horne also wished Dennis the best.

Resolution #021501 – Supporting the St. Croix River Crossing Loop Trail

Alderman Hansen offered the following resolution and moved for its adoption.

RESOLUTION #021501

CITY OF NEW RICHMOND

SUPPORTING A LINK FROM THE ST CROIX RIVER CROSSING LOOP TRAIL
ON TO THE HWY 35 BRIDGE OVER THE NEW HWY 64

WHEREAS, the Wisconsin Department of Transportation is planning to build a bike and pedestrian trail in Wisconsin, currently referred to as the Loop Trail, as part of the St. Croix River Crossing Project; and

WHEREAS, the Loop Trail connects Minnesota and Wisconsin across both the Stillwater Lift Bridge and the new St. Croix River Crossing Bridge; and

WHEREAS, the Loop Trail, as currently configured, has no provision for an exit at the southern end of the Loop Trail in Wisconsin as it crosses the new St. Croix River Bridge between Minnesota and Wisconsin; and

WHEREAS, there has been a decades old desire to connect the Stillwater Lift Bridge and the Interstate 94 Bridge via a safe and accessible trail between the two bridges; and

WHEREAS, the Interstate 94 Bridge currently has a trail accommodation between Minnesota and Wisconsin; and

WHEREAS, a connection to the Hwy 35 bridge on the southern end of the Loop Trail would create a number of trail connection possibilities as follows:

1. A short trail south on Hwy 35 to St. Croix County Road V which would allow an efficient connection to Willow River State Park; and
2. A connection to the Village of North Hudson, its existing and proposed trails and parks, businesses and attractions, and access to the St. Croix River; and
3. A connection to the City of Hudson, its existing and proposed trails and parks, historic downtown, businesses and attractions, and access to the St. Croix River; and
4. A connection between the cities of Hudson and Stillwater and their respective historic downtowns; and
5. A connection to the Interstate 94 Bridge that crosses into Minnesota; and

WHEREAS, without Loop Trail access on to the Hwy 35 bridge, an alternate route to the attractions referenced above would be a trail between Houlton and the Hwy 35 bridge - a much longer, duplicative and likely more costly connection also requiring an accommodation on the Hwy 35 bridge;

NOW THEREFORE, BE IT RESOLVED that the City of New Richmond officially supports action by the Wisconsin Department of Transportation as the Loop Trail is designed in 2015 to create a trail accommodation from the Loop Trail on to the Hwy 35 Bridge that crosses over the newly constructed Hwy 64, a part of the St. Croix River Crossing Project.

Motion was seconded by Alderman Ard, and carried.

EDC Recommendation for Regional Business Fund Member

The Economic Development Commission recommended appointing Scott Jones to the Regional Business Fund. Mayor Horne appointed Scott Jones to the Regional Business Fund. Alderman Zajkowski moved to confirm this appointment, seconded by Alderman Hansen and carried.

Bids – Centrifugal Pump

Jeremiah Wendt stated that the City had a portable centrifugal pump that it was no longer using. We placed an ad in the paper and received three bids. The highest bid was for \$1,050. Alderman Kittel moved to accept this bid, seconded by Alderman Jackson and carried.

Bids – Rosco Vibrastat Roller

Jeremiah Wendt stated that we put this item out for bids at the same time as the pump, but did not receive any bids. The Street department recently got the roller running. Jeremiah would like one more try to sell the roller. Alderman Ard has contact information for a company that sells larger equipment like this.

Renaming Wall Street to 32nd Division Avenue

The Public Works Committee had recommended changing the name of a portion of Wall Street to 32nd Division Avenue. Jeremiah showed a map of the area in question. Considerable discussion followed. Alderman Kittel moved to table this item, seconded by Alderman Ard and carried.

City Attorney Contract

Mike Darrow explained that the Finance Committee discussed this contract. After the first year, Nick Vivian would go through a review with the Finance Committee and a formal recommendation would be made to the council for an additional two years. Alderman Hansen moved to approve the contract, seconded by Alderman Ard and carried.

Westfield's PILOT Agreement

Mike Darrow worked with Steve Massey, from Westfield's Hospital, to come up with this agreement and has been reviewed by the Finance Committee. In 2015, the payment would go directly to the general fund. In September of 2015, Westfield's will meet with the City to discuss possible projects to put this money toward for the next calendar year. These projects would need to be in line with Westfield's mission statement and be approved by the City. Alderman Ard moved to approve the PILOT agreement, seconded by Alderman Zajkowski and carried.

Council Work Session

There will be a Council work session on February 23, 2015 at 5:00 p.m.

Closed Session

Alderman Ard moved to go into Closed Session per State Statute 19.85 (1)(c)(e)(g) to discuss: 1) Staffing Update; 2) Dionisopoulos Litigation; 3) TID #6, seconded by Alderman Kittel and carried.

Open Session

Alderman Hansen moved to proceed with the management analyst position and salary increase as discussed in closed session, seconded by Alderman Zajkowski and carried.

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

Meeting adjourned at 9:00 p.m.

Tanya Reigel
City Clerk

SPECIAL COUNCIL MEETING
FEBRUARY 23, 2015 AT 5:00 PM

Mayor Horne opened the meeting 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 Zajkowski.

The Pledge of Allegiance was recited.

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

Capital Improvement Planning

Mike Darrow gave an overview of three possible plans for funding capital projects. Option 1 would be to build in 2015 and 2016 with the cost totaling \$4 to \$4.5 million. This would cause the debt levy to increase. Option 2 would include a modified list of projects and the cost would be just over \$3 million. The affect on the debt levy would be less and would still allow us to complete one large street project and several smaller projects. Option 3 would be to begin design work for two large street projects in 2015 and construction would be in 2016. The City could take out a short-term loan from the State Trust Fund in 2015 to cover costs for project design estimated at \$800,000 and then pay that loan off when the borrowing is completed in 2016 totaling \$3.6 million. Sean Lentz, with Ehlers & Associates, explained the affects of borrowing the different amounts for Options 1, 2, and 3. He also offered a fourth option and that would be to restructure some general obligation debt which would push payments out further. The debt levy amount would stay close to what it currently is. It was the consensus of the Council not to do Option 4 because it would push the current debt out further. Alderman Zajkowski moved to proceed with Option 3, seconded by Alderman Jackson and carried.

Communications & Miscellaneous

There was some discussion about the City's website and ideas of how to improve a few things. Staff will look into these items and make the changes accordingly. Alderman Ard stated that the Excel Center is hosting the largest bike and car show in the area and has donated premier booth space to the VFW to advertise the Moving Wall and the Loyalty Day Parade.

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

Meeting adjourned at 6:06 p.m.

Tanya Reigel
City Clerk

VOUCHERS PRESENTED TO THE COUNCIL MARCH 9, 2015

VO #	PAYMENT TO:	AMOUNT
57513	VOID	(3,701.00)
57677	ADVANCED AUTO PARTS	155.99
57678	BENEFIT EXTRAS, INC	393.50
57679	COMMAND CENTRAL	910.00
57680	DOAR DRILL & SKOW S.C.	105.48
57681	FAMILY FRESH	278.58
57682	FRONTIER COMMUNICATIONS	1,416.63
57683	HANSEN, EARL & WANELL	1,438.09
57684	HOWELL, PAT	50.00
57685	LOEHR, TODD	750.00
57686	SMITH MICRO TECHNOLOGIES INC	4,233.50
57687	WI MUNICIPAL COURT CLERKS ASSN	40.00
57688	WILLIAMSON & SILER S.C.	1,290.00
57689	ANCOM TECHNICAL CENTER	75.50
57690	BERNARD'S NORTH TOWN INC	3,402.63
57691	CITY OF NR - REVOLVING FUND	152.33
57692	DAVE'S SERVICE CENTER	620.00
57693	E O JOHNSON COMPANY	992.41
57694	KWIK TRIP	25.01
57695	MASSEY, JEANNETTE	60.00
57696	NORTHLAND BUSINESS SYSTEMS INC	1,433.25
57697	SCHOOL DISTRICT OF NR - TAX LEVY	2,923,195.49
57698	VOID	-
57699	ST CROIX COUNTY TREASURER - TAXES	974,102.84
57700	STILL STANDING, LLC	99.95
57701	THE PLANNING COMPANY LLC	1,125.00
57702	TRUSTONE FINANCIAL FCU	3,000.00
57703	TWO-WAY COMMUNICATIONS INC	3,034.48
57704	WAL-MART (OTHER PMTS)	464.30
57705	WI DEPT OF JUSTICE - CRIME INFO BUREAU	14.00
57706	WI INDIANHEAD VTAE DISTRICT - TAX LEVY	88,390.78
57707	BLACK HAWK GARAGE DOOR, LLC	200.00
57708	CITY UTILITIES - 2ND BILLING	30,962.78
57709	ECKBERG LAMMERS BRIGGS WOLFF & VIERLING	11,503.75
57710	FRONTIER COMMUNICATIONS (2)	39.74
57711	JOHN DEERE FINANCIAL	469.42
57712	SCSI	40.00
57713	ST CROIX COUNTY TREASURER - DOG LICENSES	644.50
57714	STEPHENS SANITATION - REFUSE	319.15
57715	WI DEPT OF TRANS - TV & RP UNIT	10.00
57716	WI DEPT OF TRANSPORTATION (2)	145,333.40
57717	ALL PIPE CLEANING SEWER SERVICE LLC	175.00
57718	AMAZON (CITY)	651.51
57719	AMAZON (LIBRARY)	642.76
57720	AMERIPRIDE LINEN & APPAREL SERVICES	265.11
57721	AUTO VALUE	536.10
57722	BAKER & TAYLOR BOOKS	3,487.68
57723	BAKER TILLY VIRCHOW KRAUSE, LLP	820.00
57724	BERNARD'S NORTH TOWN INC	5,138.94
57725	BLOOMER PUBLIC LIBRARY	25.00
57726	BOARDMAN & CLARK LLP	266.00
57727	BOND TRUST SERVICES CORPORATION	1,050.00
	SUB - TOTAL	4,210,129.58

	SUB - TOTAL CARRIED FORWARD	4,210,129.58
57728	CENTER POINT LARGE PRIINT	251.70
57729	CHAMBER OF COMMERCE	20,000.00
57730	CHIPPEWA FALLS PUBLIC LIBRARY	17.95
57731	CHIPPEWA VALLEY TECHNICAL COLLEGE	58.14
57732	CITY OF MINNEAPOLIS	204.00
57733	CITY UTILITIES - 1ST BILLING	2,119.46
57734	CITY UTILITIES - INVOICES	47,025.02
57735	CITY UTILITIES - LANDFILL	1,134.15
57736	CITY UTILITIES - SALES TAX	129.29
57737	C N A SURETY DIRECT BILL	30.00
57738	CONESTOGA-ROVERS & ASSOCIATES INC	11,086.19
57739	CONFIDENTIAL RECORDS, INC	40.00
57740	CROIX CRYSTAL WATER TREATMENT	13.50
57741	DAVE'S SERVICE CENTER	238.95
57742	DWD - UNEMPLOYMENT INSURANCE	207.56
57743	E O JOHNSON COMPANY (2)	181.00
57744	E O JOHNSON COMPANY (3)	72.00
57745	E O JOHNSON COMPANY (4)	125.00
57746	EAU CLAIRE PUBLIC LIBRARY	77.99
57747	EMERGENCY AUTOMOTIVE TECHNOLOGIES INC	198.66
57748	FAMILY FRESH	49.30
57749	FARM & HOME SUPPLY	963.45
57750	FLAGS & FLAGPOLES	1,255.00
57751	FLEET ONE LLC	2,298.27
57752	FLOYD LOCK & SAFE COMPANY	3,974.84
57753	FRONTIER COMMUNICATIONS	1,396.80
57754	FRONTIER COMMUNICATIONS (3)	191.81
57755	FUSION METAL PRODUCTS INC	60.00
57756	G & K SERVICES, INC	118.66
57757	GALE / CENGAGE LEARNING	108.76
57758	GOODRICH'S TRAILERS	1,150.00
57759	GTI PARTS	158.16
57760	HOMESTEAD DOORS INC	697.15
57761	HUDSON AREA LIBRARY	36.00
57762	HUDSON MACHINE & TOOL	305.00
57763	INDUSTRIAL HEALTH SERVICES NETWORK INC	67.40
57764	INDUSTRIAL SAFETY	120.00
57765	J H LARSON COMPANY	218.59
57766	JOBSHQ	123.80
57767	KAMM, CAROL	16.00
57768	KEEPRS, INC	7,898.00
57769	KWIK TRIP / KWIK STAR STORES	1,185.48
57770	MENARD'S	645.05
57771	MID-AMERICA BUSINESS SYSTEMS	795.00
57772	MINNESOTA LIFE INSURANCE CO	2,282.37
57773	MOMENTIM WEST	80.00
57774	MOTION TROPHIES / EXPRESS LASER ENGRAVING	33.50
57775	MUNICIPAL TREASURERS ASSN OF WI	180.00
57776	NEW RICHMOND ELECTRONICS	131.97
57777	NEW RICHMOND SENIOR CENTER	4,000.00
57778	NEWMAN SIGNS INC	369.36
57779	OFFICE MAX CONTRACT INC	666.20
57780	OLD GEM THEATER	150.00
57781	ONSITE MEDICAL SERVICE, INC	2,122.00
57782	POWERS LIQUID WASTE MANAGEMENT, INC	95.00
	SUB - TOTAL	4,327,283.06

	SUB - TOTAL CARRIED FORWARD	4,327,283.06
57783	PRO-BUILD	36.92
57784	RELIANCE ELECTRIC MOTORS	55.00
57785	RICE, CYNTHIA	900.00
57786	RIVERTOWN MULTIMEDIA	72.08
57787	RUNNING, INC	5,340.13
57788	SCHOOL DISTRICT OF NR - MOBILE HOME FEES	178.49
57789	SECURITY RESPONSE SERVICES, INC	221.70
57790	SHUMAKER, CHERI	24.00
57791	SKOGLUND OIL COMPANY	492.50
57792	SMITH MICRO TECHNOLOGIES INC	400.00
57793	SPECTRUM INSURANCE GOUP	54,312.00
57794	ST CROIX COUNTY TREASURER	150.00
57795	ST CROIX COUNTY TREASURER - MUNICIPAL COURT	679.20
57796	STATE OF WI - COURT FINES & ASSESSMENTS	1,929.83
57797	STEPHENS SANITATION - RECYCLING	3,991.00
57798	STEPHENS, LORI	749.32
57799	TAPCO INC	12,517.95
57800	TASTE OF HOME BOOKS	30.98
57801	TITAN PUBLIC SAFETY SOLUTIONS LLC	3,701.00
57802	TWO-WAY COMMUNICATIONS INC	206.00
57803	ULINE	131.26
57804	UNIFORMS UNLIMITED	220.95
57805	VARIETY OFFICE PRODUCTS	2,553.36
57806	VILLAGE OF STAR PRAIRIE	177.45
57807	VODENKA, PETER	300.00
57808	WASHINGTON NATIONAL INS CO	409.90
57809	WENDT, JEREMIAH	288.30
57810	WESTERMAN, CHRISTOPHER	25.00
57811	WESTFIELDS HOSPITAL	85.50
57812	WESTFIELDS HOSPITAL (2)	25.00
57813	WHIPLASH DESIGNS & GRAPHICS	750.00
57814	WI CHIEFS OF POLICE ASSOCIATION INC	244.00
57815	WI CITY/COUNTY MANAGEMENT ASSN	162.23
57816	WI DEPT OF REVENUE - MFG ASSESSMENT	2,181.16
57817	WI PROFESSIONAL POLICE ASSN, INC	570.50
57818	WISCONSIN SUPREME COURT	700.00
57819	WITC - NEW RICHMOND CONF CTR	1,187.50
57820	XCEL ENERGY	7,537.81

TOTAL VOUCHERS

4,430,821.08

TOTAL VOUCHERS

ELECTRONIC FUND TRANSFERS

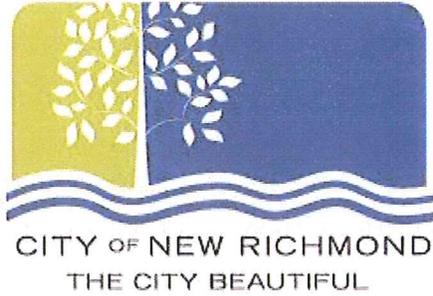
PAYROLL (2/20, 3/6)	211,727.89
DEFERRED COMP	11,930.00
ROTH - WI	200.00
FEDERAL W/H	82,215.98
STATE W/H	14,476.34
POSTAGE	-
LT DISABILITY PREMIUMS	1,451.23
INSURANCE - EMC	-
MEDICAL PREMIUMS	86,812.08
RETIREMENT	48,792.04
VISA	4,226.78
HRA	4,936.34
WI - SCTF	800.00
FLEX SPENDING	3,062.42
EMPLOYEE FUND	220.00
FIREMEN DUES DEDUCTIONS	380.00
INVESTMENT TRANSFER	-
AFLAC	1,564.03
ASM TRANSFER	-
IMPACT FEE TRANSFERS	-
SPORTS CENTER LEASE	-
MISC - RESTITUTIONS	567.50
TID FEES	-
WPPI LOAN PMTS	1,363.47
DEBT PAYMENTS	580,172.50

TOTAL ELECTRONIC FUNDS **1,054,898.60**

GRAND TOTAL **5,485,719.68**

CHAIRMAN OF FINANCE COMMITTEE

3/9/2015



156 East First Street
New Richmond, WI 54017
Ph 715-246-4268 Fax 715-246-7129
www.newrichmondwi.gov

TO: Mayor and City Council

FROM: Tanya Reigel, City Clerk

DATE: March 6, 2015

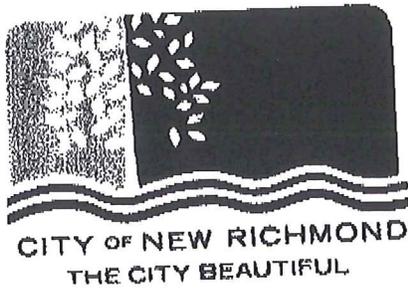
RE: Faith Community Church – Amplification Request

Background

Faith Community has applied for an amplification device license for every Sunday from May 31, 2015 through September 13, 2015 from 8:00 a.m. to Noon. Since this is such a large request, I suggested that someone come from Faith Community Church to discuss this with the Council.

Recommendation

Council has the authority to approve or deny this request.



CITY OF NEW RICHMOND
APPLICATION FOR:

- Permit for Extension of Premises
- Permit for Use of Amplifying Devices
- Request for Exemption from Sec. 50-87- Loud and unnecessary noise

ORGANIZATION NAME: Faith Community Church

CONTACT NAME: Heidi Marsh

ADDRESS: 1040 Paperjack Dr., New Richmond WI 54017

PHONE NUMBER: (715) 246-3763

LOCATION OF PERMIT USE: Front + back of building
(Diagram of area of intended use must be included)

DATE(S) REQUESTED: May 31 - Sept 13, 2015 (Sunday mornings)

TIME PERIOD REQUESTED: 8:00am - Noon

PURPOSE OF REQUEST: Outdoor worship services

COUNCIL APPROVAL

Heidi Marsh
SIGNATURE OF APPLICANT

MAP INCLUDED
COPY TO POLICE DEPT

DATE APPROVED



156 East First Street
New Richmond, WI 54017
Ph 715-246-4268 Fax 715-246-7129
www.newrichmondwi.gov

TO: Mayor and City Council

FROM: Jeremiah Wendt, Public Works Director

DATE: March 6, 2015

RE: Ordinance #473 Cross Connection Control and Backflow Prevention

Background

Wisconsin Administrative Code NR 810.15 requires the water supplier for every municipal water system to develop and implement a comprehensive cross connection control program. The City of New Richmond currently has Ordinance 441 which establishes this program, but the DNR is requiring changes to the ordinance to include more details on this program. These changes must be implemented by March 30, 2015.

Staff has developed a proposed ordinance that would replace the current ordinance in its entirety, based on the model ordinance developed by the DNR. The proposed ordinance includes more detailed definitions of cross connection terminology, as well as references to the appropriate state statutes with regard to enforcement actions that may be taken.

The changes to the ordinance have been reviewed by the City's attorney, and have been recommended for approval by the Utility Commission. Staff is recommending adoption of this revised ordinance

ORDINANCE NO. 473
AN ORDINANCE PROVIDING FOR THE AMENDMENT
AND RESTATEMENT OF SECTION NO. 86-132 OF THE
NEW RICHMOND MUNICIPAL CODE

PROVIDING FOR CROSS CONNECTION CONTROL
AND BACKFLOW PREVENTION

PUBLIC WATER UTILITY ORDINANCE
FOR CONTROL OF CROSS CONNECTIONS AND BACKFLOW PREVENTION
For the Municipal Water System, New Richmond, Wisconsin.

Section 86-132 of the New Richmond Municipal Code is hereby amended to read as follows:

No.86-132 CROSS CONNECTION CONTROL AND BACKFLOW PREVENTION

1. Purpose The purpose of this ordinance is:

To protect the health and welfare of users of the public potable water supply of the City from the possibility of contamination or pollution of the potable water system(s) under the direct authority of the City.

To promote for the control and/or elimination of existing Cross Connections (actual or potential) between the City's potable water system(s) and other environment(s) containing substance(s) which may contaminate or pollute the water supply.

To provide for the maintenance of a continuing Comprehensive Program of Cross Connection Control which will systematically and effectively prevent the contamination or pollution of all potable water system(s) under the direct authority of the City.

2. Definitions.

a. Backflow: The undesirable flow of water or mixtures of water and other liquids, solids gases or other substances under positive or reduced pressure into the Water System's potable water supply from any source.

b. Backflow Prevention: the prevention of backflow caused by backpressure or Backsiphonage; most commonly categorized as air gap, reduced pressure principle backflow assembly, double check valve assembly, pressure vacuum breaker assembly, Backsiphonage backflow vacuum breaker (spill resistant pressure vacuum breaker) assembly, pipe applied atmospheric vacuum breaker, flush tank ballcock, laboratory faucet backflow preventer, backflow preventer for carbonated beverage machine, vacuum breaker wall hydrants, (freeze resistant automatic draining type), chemical dispensing machine, hose connection vacuum breaker, hose connection backflow preventer, backflow preventer with intermediate atmospheric vent and barometric loop.

c. Backflow Preventer; a mechanism or means designed for Backflow Prevention.

- d. Backpressure: An elevation of pressure in the downstream piping system (i.e. pump, elevation of piping, or steam and/or air pressure) above the City supply pressure, which has caused or may cause a reversal of the normal direction of flow.
 - e. Backsiphonage: The flow of water or other liquids, mixtures or substances into the Water System's potable water supply from any source caused by the sudden reduction of pressure in the Water System's potable water supply.
 - f. Cross Connection: Any physical connection or arrangement between two otherwise separate systems, one of which contains potable water from the City, and the other containing water from a private source of unknown or questionable safety or steam, gases, or chemicals, whereby there may be a flow from one system to the other, the direction of flow depending on the pressure differential between the two systems.
 - g. Cross Connection Control Manual: Policies and procedures for Cross Connection control and Backflow Prevention for the City.
 - h. Water System: the City of New Richmond's public water system.
3. Cross Connection Prohibited: No person shall establish or permit to be established or maintain or permit to be maintained any Cross Connection to the Water System, except as expressly permitted in this Ordinance. No Cross Connection shall be established whereby potable water from a private, auxiliary or emergency water supply, other than the public water supply of the City, is connected to the Water System, unless such private, auxiliary or emergency water supply and the method of connection and use of such supply have been approved by the City and the Wisconsin Department of Natural Resources.
 4. Responsibility: The City shall be responsible for the protection of the public potable water distribution system from contamination or pollution due to backflow of contaminants or pollutants through enforcement of this ordinance. The City shall charge fees according to the Cross Connection Control Manual for maintaining a Comprehensive Cross Connection Control Protection Plan.
 5. Owner Responsibility: Each property owner shall be responsible for the protection of its potable water system. Each property owner's responsibilities include the elimination of or protection from all Cross Connections on its premises except as expressly permitted pursuant to this ordinance. Each property owner shall, at its sole expense, install, maintain and test any and all Backflow Preventers on its premises in compliance with the Department of Safety and Professional Services Code SPS 382.21 requirements and the Cross Connection Control Manual. Each property owner shall correct any malfunction revealed by periodic testing of any Backflow Preventer on its premises. Each property owner shall inform the City of any proposed or modified Cross Connections and also any existing Cross Connections that are not protected by an approved Backflow Prevention means.

A property owner shall not install any by-pass around any Backflow Preventer unless there is a Backflow Preventer of the same type in such by-pass. A property owner who cannot shut down its operations for testing of the Backflow Prevention assembly must supply additional assemblies necessary to allow testing and maintenance to take place. In the event a property owner installs any

potable water connection using fixtures, equipment or appurtenances upstream of a Backflow Preventer, such connection must have its own approved backflow prevention means.

The property owner is required to follow the protection practices described in the American Water Works Association publication AWWA M-14 titled "*Recommended Backflow Prevention and Cross Connection Control*", United States Environmental Protection Agency publication titled "*Cross Connection Control Manual*", Wisconsin Department of Safety and Professional Services, SPS 382-384 and the Cross Connection Control Manual, unless the City requires or authorizes other means of protecting the potable water supply system. These requirements or authorizations will be at the discretion of the City.

6. Inspections: It shall be the duty of the City to cause surveys to be made of all properties serviced by the City containing possible Cross Connections with Water System. Residential properties serviced by the City shall be surveyed on a 10-year interval or a longer interval if justified by a meter replacement plan. The City may, but is not required to, perform the Cross Connection survey of any property. All non-residential properties serviced by the City shall be surveyed on an interval not exceeding two (2) years, as determined by the City. If, the City is not able to perform the survey, a property owner must, at the owner's expense, have the water system piping surveyed for Cross Connections by a person approved by the City who has proper training and experience as a Cross Connection Control Surveyor. The City may charge fees as approved by the State of Wisconsin Public Service Commission for on-premises follow-up visits by City personnel for re-inspection due to customer noncompliance and for after hours inspections or re-inspections.
7. Right of Entry: Upon presentation of credentials, representatives of the City shall have the right to request entry at any reasonable time to examine property served by a connection to the public potable water system of the City for Cross Connections. If entry is refused, such representatives shall obtain a special inspection warrant under Wisconsin Statutes Section 66.122. The City shall charge the property owner a fee of \$100.00 per day for refusal to allow entry to examine the owner's property. Upon request, the owner, lessee or occupant of any property served shall furnish to the inspection agency any pertinent information regarding the piping system on such property.
8. Violations: If an inspection reveals violations of this ordinance or the Cross Connection Control Manual the property owner shall be informed in writing. Such written notice shall include a description of the violation(s), a description of the necessary corrective measures, a deadline for implementing the corrective measures, and a listing of the consequences for non-compliance, including discontinuation of service and payment of fines, as set forth in this ordinance and the Cross Connection Control Manual.
9. Authority to Discontinue Service: The City is hereby authorized and directed to discontinue water service to any property wherein any connection in violation of this ordinance exists and to take such other precautionary measures deemed necessary to eliminate any damage or contamination of the potable water system. Water service shall be discontinued if the means of Backflow Prevention required by the City is not installed, tested, maintained and/or repaired in compliance with this ordinance, the Department of Safety and Professional Services Code SPS 382-384 and the Cross Connection Control Manual, or if it is found that the means of Backflow Prevention required by this ordinance has been removed or bypassed. Water service shall be discontinued only after reasonable notice and opportunity for hearing, except as provided in subsection eleven (11) of this ordinance.

10. Reconnection of Service: Water service to any property disconnected under provisions of this ordinance shall not be restored until the Cross Connection(s) has been eliminated or a Backflow Prevention means approved by the City has been installed in compliance with the provisions of this section. The City shall charge fees as approved by the State of Wisconsin Public Service Commission for the reconnection of the water service.
11. Emergency Discontinuance of Service: If it is determined by the City that a Cross Connection or an emergency related to the Water System endangers public health safety or welfare and requires immediate action, water service may be immediately discontinued to any property. Any owner, lessee or occupant impacted thereby shall have an opportunity for hearing on such emergency discontinuance under Chapter 68, Wisconsin Statutes within 10 days of demand for such hearing. Such hearing shall be before the City's Water Utility Committee and shall conform to all existing due process requirements.
12. Additional Protection: In the case of a property having (a) Cross Connections that cannot be permanently corrected or controlled, or (b) intricate plumbing and piping arrangements or where entry to all portions of the premises is not readily accessible for surveying purposes, making it impractical or impossible to ascertain whether or not dangerous Cross Connections exist, the Water System shall be protected by installing any necessary Backflow Prevention means in the service line for the property, at the sole cost of the property owner. In the case of any premises where there is any liquids, substances, gases or other materials dangerous to health that, in the opinion of the City, may create a hazard to the public water supply system, an approved air gap separation or an approved reduced pressure principle backflow assembly shall be installed, at the owner's expense, to protect the Water System. Examples of premises where these conditions will exist include premises with auxiliary water supplies either interconnected or not interconnected with the public water supply system, premises where inspection is restricted, hospitals, mortuaries, clinics, laboratories, piers, docks, and other water front facilities, sewage treatment plants, sewage lift stations, food and beverage, processing plants, chemical plants using a water process, metal processing plants or nuclear reactors, car washing facilities and premises with reclaimed water systems. In the case of any presence of toxic substances, the City may require an approved air gap or reduced pressure principle backflow assembly at the service connection to protect the public water supply system. This requirement will be at the discretion of the City.
13. Public Water Supplies: This section does not supercede the State of Wisconsin Department of Natural Resources Administrative Code NR 810, but is supplementary to it.
14. Plumbing Code: The New Richmond Water Utility Committee adopts by reference the Wisconsin Safety and Professional Services being Chapter SPS 382-384, Wisconsin Administrative Code. This section does not supercede the Wisconsin Uniform Plumbing Code and/or the New Richmond Plumbing Code, but is supplementary to it.
15. Conflicting ordinances: All ordinances or parts of ordinances, in conflict herewith are hereby repealed.
16. Effectiveness. This ordinance shall take effect upon its adoption and publication.

Approved and adopted this 1st day of _____, 2015.

Fred Horne, Mayor

ATTEST:

Tanya Reigel, City Clerk

DATE OF PUBLICATION: _____



156 East First Street
New Richmond, WI 54017
Ph 715-246-4268 Fax 715-246-7129
www.newrichmondwi.gov

TO: Mayor and City Council

FROM: Jeremiah Wendt, Public Works Director

DATE: March 6, 2015

RE: Cross Connection Control Plan

Background

Proposed Ordinance 473 (Cross Connection Control and Backflow Prevention) references the City's Cross Connection Control Plan, which contains most of the details of how the requirements in the ordinance will be implemented. DNR is requiring the City to implement a more comprehensive Cross Connection Control Plan to accompany the new ordinance.

Recommendation

Along with the new ordinance, staff is recommending approval of this new Cross Connection Control Plan to ensure compliance with DNR requirements and state statutes. The changes to the ordinance have been reviewed by the City's attorney, and have been recommended for approval by the Utility Commission.



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TO: Mayor and City Council

FROM: Jeremiah Wendt, Public Works Director

DATE: March 6, 2015

RE: Ordinance #474 Well Abandonment & Well Operation Permit

Background

The Wisconsin DNR requires municipalities, including the City of New Richmond, to regulate private wells within their water service area. This regulation is intended to prevent contamination of the groundwater supply that the City relies on for its drinking water, as well as to prevent direct contamination of the drinking water distribution system.

The City of New Richmond currently has Ordinance 86-135, which establishes this regulation, but the DNR is requiring changes to the ordinance to include more details on this program. These changes must be implemented by March 30, 2015. Staff has developed a proposed ordinance that would replace the current ordinance in its entirety, based on the model ordinance developed by the DNR.

In addition to the ordinance, staff has developed an application form. Any landowner with a private well on their property within the City's service area (including the area served in the Township) would be required to fill out this form. Staff would review the application and either approve or deny a private well permit based on the information submitted. Permit holders would be required to re-apply every 5 years. Applicants that are denied permits would be required to abandon their private well.

Recommendation

The changes to the ordinance and the permit application have been reviewed by the City's attorney, and recommended for approval by the Utility Commission. Staff is recommending adoption of this ordinance.

ORDINANCE #474

WELL ABANDONMENT and WELL OPERATION PERMIT ORDINANCE

SECTION 1: PURPOSE

To protect public health, safety and welfare and to prevent contamination of groundwater by assuring that unused, unsafe or noncomplying wells or wells which may act as conduits for contamination of groundwater or wells which may be illegally cross-connected to the municipal water system, are properly maintained or abandoned.

SECTION 2: APPLICABILITY

This Ordinance applies to all wells located on premises served by the City municipal water system. Utility customers outside the jurisdiction of the City's jurisdiction may be required under contract agreement or utility rule to adopt and enforce equivalent ordinances within their jurisdictions for purpose stated in Section 1 above.

SECTION 3: DEFINITIONS

- A. "Department of Natural Resources" means the Wisconsin Department of Natural Resources.
- B. "Municipal water system" means a community water system owned by the City.
- C. "Noncomplying" means a well or pump installation that does not comply with Section NR 812.42 of the Wisconsin Administrative Code, Standards for Existing Installations, and which has not been granted a variance pursuant to Section NR 812.43 of the Wisconsin Administrative Code.
- D. "Pump installation" means the pump and related equipment used for withdrawing water from a well, including the discharge piping, the underground connections, pitless adapters, pressure tanks, pits, sampling faucets and well seals or caps.
- E. "Unsafe" well or pump installation means one which produces water which is bacteriologically contaminated or contaminated with substances which exceed the drinking water standards of Chapter NR 140 or 809 of the Wisconsin Administrative Code, or for which a Health Advisory has been issued by the Department of Natural Resources.
- F. "Unused" well or pump installation means one which is not used or does not have a functional pumping system.
- G. "Well" means a drillhole or other excavation or opening deeper than it is wide that extends more than 10 feet below the ground surface constructed for the purpose of obtaining groundwater.
- H. "Well Abandonment" means the proper filling and sealing of a well according to the provisions of Section NR 812.26 of the Wisconsin Administrative Code.

SECTION 4: ABANDONMENT REQUIRED

All wells on premises served by the municipal water system shall be properly abandoned in accordance with Section 6 of this ordinance by the later of (i) December 31, 2015 and (ii) than 90 days after the date of connection to the municipal water system, unless a valid well operation permit has been issued to the well owner by the City under terms of Section 5 of this ordinance.

SECTION 5: WELL OPERATION PERMIT

Owners of wells on premises served by the municipal water system wishing to retain their wells for any use shall make application for a well operation permit for each well no later than the earlier of (i) 90 days after connection to the municipal water system and (ii) 90 days after the effective date of this ordinance. The City may grant a permit to a well owner to operate a well for a period not to exceed 5 years if all conditions of this section are met. The City may renew an existing permit for successive terms not to exceed 5 years if an owner submits a well permit renewal application verifying that the conditions of this section are met. The City or its agent, may conduct inspections and water quality tests or require inspections and water quality tests to be conducted at the applicant's expense to obtain or verify information necessary for consideration of a permit application or renewal. Permit applications and renewals shall be made on forms provided by the Clerk. All initial and renewal applications must be accompanied by a fee of \$25.00.

The following conditions must be met for issuance or renewal of a well operation permit:

- (1) The well and pump installation shall be evaluated by a licensed well driller or pump installer and certified to meet the Standards for Existing Installations described in Section NR 812.42 of the Wisconsin Administrative Code. This evaluation shall occur prior to the City issuing the permit and no less frequently than every ten (10) years thereafter.
- (2) The well and pump shall have a history of producing safe water evidenced, at a minimum, by at least 1 coliform bacteria sample. In areas where the Department of Natural Resources has determined that groundwater aquifers are contaminated with substances other than bacteria, additional chemical tests may be required to document the safety of the water.
- (3) There shall be no cross-connections between the well's pump installation or distribution piping and the municipal water system.
- (4) The water from the private well shall not discharge into a drain leading directly to a public sewer utility unless properly metered and authorized by the sewer utility.
- (5) The private well shall have a functional pumping system.
- (6) The proposed use of the private well shall be reasonably necessary or useful in addition to water provided by the municipal water system.

SECTION 6: ABANDONMENT PROCEDURES

- (1) All wells required to be abandoned under this ordinance shall be abandoned according to the procedures and methods of Section NR 812.26 of the Wisconsin Administrative Code. All debris, pumps, piping, unsealed liners and any other obstructions which may interfere with sealing operations shall be removed prior to abandonment.
- (2) The owner of the well, or the owner's agent shall be required to obtain a well abandonment permit prior to any well abandonment and shall notify the City Clerk at least 48 hours in advance of any well abandonment activities. If required by the City, the abandonment of the well may be observed or verified by personnel of the municipal system.
- (3) An abandonment report, on the form supplied by the Department of Natural Resources, shall be submitted by the well owner to the City Clerk and the Department of Natural Resources within 30 days of the completion of the well abandonment.

SECTION 7: PENALTIES

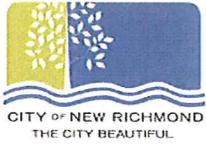
Any well owner violating any provision of this ordinance shall upon conviction be punished by forfeiture as prescribed in Section 1-7 of the New Richmond Municipal and the cost of prosecution. Each day of violation is a separate offense. If any person fails to comply with this ordinance for more than 30 days after receiving written notice of the violation, the municipality may impose a penalty and cause the well abandonment to be performed and the expense to be assessed as a special tax against the property.

Passed and approved: March 9, 2015
Published and Effective: March 19, 2015

Fred Horne, Mayor

ATTEST:

Tanya Reigel, City Clerk



**CITY OF NEW RICHMOND
APPLICATION FOR PRIVATE WELL OPERATING PERMIT
APPLICATION FEE: \$25.00**

DATE OF APPLICATION: _____

PERMIT NO: _____

Property Address: _____ Account No. _____

Property Owner: _____ Phone No. _____

WELL INFORMATION:

Type of Application: New Well: _____ Renewal: _____ Previous Permit #: _____

For Permit Renewals:

1. Ch. NR 812 requires that the well installation is inspected every 10 years by a licensed well driller or pump installer.

Date of Inspection: _____

2. Inspection Report on file with the City: Yes _____ No _____ Attached _____

Permit will not be issued without a current inspection report on file.

For New Wells:

1. Dept. of Natural Resources – Well Notification Number (new wells only) _____

2. Type of well: Point, drilled well, etc: _____

3. Well Construction Report filed with the Department of Natural Resources and City of New Richmond:

Yes _____ No _____ If yes, Date: _____

4. Well construction date: _____ Well location _____

5. Well Installer: _____

I CERTIFY THE ABOVE INFORMATION IS ACCURATE TO THE BEST OF MY KNOWLEDGE AND THE WELL COMPLIES WITH THE REQUIREMENTS OF CH NR812 OF THE WISCONSIN ADMINISTRATIVE CODE:

SIGNATURE: _____ DATE: _____

APPLICATION FEE: \$25.00

DATE PAID: _____ RECEIPT NO: _____

PLUMBING INFORMATION: (COMPLETED BY CITY/UTILITY STAFF)

• Does well location and installation comply with Chapter NR 812 of the Wisconsin Administrative Code?

Yes _____ No _____

If no Explain: _____

• Were any Cross Connections observed? Yes _____ No _____ If yes, Explain: _____

• Inspection Report on file: Yes _____ No _____

INSPECTOR: _____ **DATE:** _____

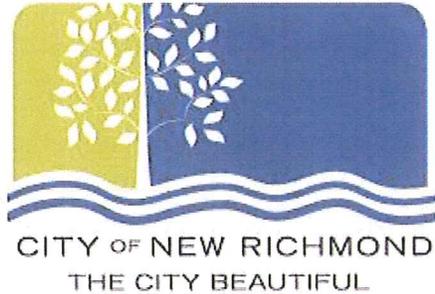
BACTERIOLOGICAL WATER SAMPLES:

Sample No. 1 Date Sampled: _____ Sampled By: _____ Results: _____

APPROVAL & ISSUANCE:

This permit grants operation of a private well for non-potable water at the above named address, subject to all DNR and City regulations, for a period of 5 years after which this permit **must be renewed or the well abandoned.**

Water Superintendent Signature: _____ Date Approved: _____



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www.newrichmondwi.gov

TO: Mayor Horne and City Council

FROM: Beth Thompson, Community Development Director

DATE: March 6, 2015

RE: New Richmond Public Transit Services for Loyalty Day

Background

Alderman Ard had made some inquiries as to how the City could increase public transportation for Loyalty Day. New Richmond Public Transit currently has one driver available, on Saturdays, per the City's contract. On a normal Saturday, the service has approximately 30 to 40 runs.

In discussions with New Richmond Public Transit we have a couple options for the City to consider, please see below:

Option 1

Increase the drivers by two from 7:00 a.m. to 6:00 p.m. which would require the City to authorize an additional 22 hours of service.

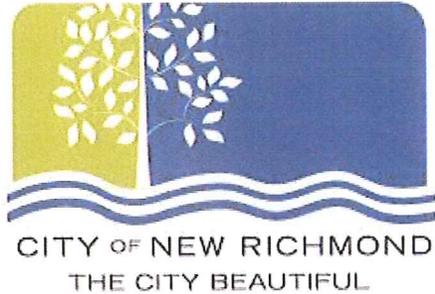
Option 2

Increase the drivers by one from 7:00 a.m. to 6:00 p.m. which would require the City to authorize an additional 11 hours of service.

Since the 22 or 11 hours is not in our official contract, Running's has volunteered to donate the extra hours for Loyalty Day. This is a great show of commitment to the City of New Richmond from Running's Inc.

Recommendation

City staff is recommending Option 1.



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TO: Mayor and City Council

FROM: Jeremiah Wendt, Public Works Director

DATE: March 6, 2015

RE: STH 64/65 Corridor Enhancements

Background

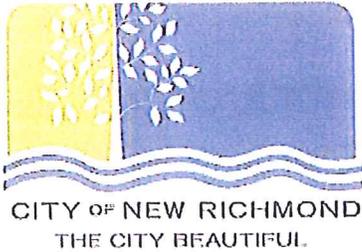
One element of the 2014 planning process for the Public Works and Community Development Departments was to investigate alternative options for the STH 64 area near North 4th and Wall Streets, that would serve in place of the proposed Jug-Handle Concept that DOT has proposed.

As part of that process, staff and community members formed a subcommittee to investigate options for this corridor. Recommendations from this subcommittee have been reviewed by Wisconsin Department of Transportation staff, the City's Economic Development Commission, as well as the Public Works and Public Safety Committees.

One component of these recommendations, along with previous studies such as the Downtown Small Area Study, is the implementation of corridor enhancements that will serve to draw and welcome people to New Richmond, and serve as a very visible expression of the City Beautiful concept. Staff will provide a presentation on the proposed corridor enhancement concepts for the council to consider.

Recommendation

We are recommending approval to vet the concepts with property owners over the next 45 days. Once the concepts have been reviewed by property owners, staff would plan to come back to the council in May for approval of a formal plan to move forward.



TO: Finance Committee
FROM: Bev Langenback, City Treasurer and Mike Darrow, City Administrator
DATE: February 27, 2015
RE: 2014 Amended Budget

BACKGROUND:

Attached to this memorandum is a breakdown of the end of year budget items by department. To proceed with the 2014 audit, the Council will need to approve the adjustments. The adjustments for 2014 were as a result of the following:

- Budgeted revenues were in excess by \$39,943.72 mostly due to interest earnings and market adjustments on investments.
- Budgeted expenditures were under budget by \$108,367.78. The majority of this is due to the credits received from WPPI Benefit Plan Trust's distribution of fund balance.
- 2014 addition to General Fund Balance totals \$122,486.88

The 2014 General Fund balance as a percentage of revenues is 31%. The General Fund balance as a percentage of expenditures is 29%. According to Ehlers, fund balance as a percentage of revenue is one piece of Moody's measure of "liquidity," which forms 10% of our bond rating. Fund balance as a percentage of expenditures is what forms Moody's measure of "budget flexibility." Having both in the 25-30% range is a good target for maintaining a high rating. During the 2015 budget process, there was discussion of transferring fund balance greater than 26% of revenue to the newly created capital replacement fund. After the 2014 audit is complete the finance/council could decide to transfer approximately \$250,000 to the capital replacement fund, leaving a fund balance of 27% of revenue and 25% of expenditures. The City's fund balance would be within the target range of 25-30%, as outlined by Ehlers.

RECOMMENDATION:

Staff recommends approval to adopt the Amended 2014 budget as presented, resulting in an addition of \$122,486.88 to the General Fund for 2014, the approval of the carried forward amount of \$21,563.80 and the approval of assigned fund balance of \$12,582.14 for "Future Outlay & Retirements".

CITY OF NEW RICHMOND
RESOLUTION #031501

WHEREAS, the City of New Richmond has levied taxes and appropriated monies for City operations, and
WHEREAS, unforeseen circumstances and events occurred in 2014, that were not anticipated when the budget
was originally adopted.

NOW, THEREFORE, BE IT RESOLVED by the common council of the City of New Richmond that the
2014 budget be amended as follows:

GENERAL FUND	2014 ADOPTED BUDGET	ADJUSTMENTS	AMENDED 2014 BUDGET
REVENUES			
General Property Taxes	2,905,267.34	-	2,905,267.34
Taxes (other than property)	674,225.96	-	674,225.96
Intergovernmental Revenues	1,560,121.80	79,258.06	1,639,379.86
Licenses & Permits	320,225.00	-	320,225.00
Public Charges for Service	279,707.00	7,475.58	287,182.58
Public Imp Revenue-Assessments	4,053.13	-	4,053.13
Miscellaneous Revenue	50,109.75	44,906.19	95,015.94
Other Financing Sources & Transfers	-	-	-
TOTAL REVENUES	5,793,709.98	131,639.83	5,925,349.81
EXPENDITURES			
General Government	1,249,630.09	2,162.81	1,251,792.90
Protection - Person & Property	2,091,194.09	25,197.38	2,116,391.47
Health & Sanitation	12,050.00	-	12,050.00
Public Works - Streets	1,112,113.29	99,475.28	1,211,588.57
Education & Recreation	1,140,359.29	(551.00)	1,139,808.29
Conservation & Development	135,163.22	1,000.00	136,163.22
Other Financing Uses & Transfers	17,200.00	-	17,200.00
Outlay	36,000.00	33,755.09	69,755.09
TOTAL EXPENDITURES	5,793,709.98	161,039.56	5,954,749.54
OTHER FUNDS			
REVENUES			
Impact Fees	20,033.00	-	20,033.00
WDF/RLF/Housing Fund	-	-	-
Debt Service Funds	2,498,753.74	225,119.72	2,723,873.46
Capital Project Fund	130,000.00	-	130,000.00
Capital Project - Landfill Cleanup	96,482.02	-	96,482.02
Tax Increments	1,521,912.34	-	1,521,912.34
Storm Water Utility	248,753.24	-	248,753.24
Parks Trust Fund	29,000.00	9,000.00	38,000.00
Library Trust Fund	25,000.00	200.00	25,200.00
Enterprise Funds	12,651,995.00	-	12,651,995.00
TOTAL REVENUES	17,221,929.34	234,319.72	17,456,249.06
EXPENDITURES			
Impact Fees	40,420.00	-	40,420.00
WDF/RLF/Housing Fund	1,000.00	-	1,000.00
Debt Service Funds	2,498,753.74	225,119.72	2,723,873.46
Capital Project Fund	344,800.00	89,807.00	434,607.00
Capital Project - Landfill Cleanup	100,896.00	9,095.00	109,991.00
Tax Increments	1,942,429.77	17,287.00	1,959,716.77
Storm Water Utility	200,194.02	-	200,194.02
Parks Trust Fund	26,350.00	9,000.00	35,350.00
Library Trust Fund	12,500.00	200.00	12,700.00
Enterprise Funds	12,741,956.00	-	12,741,956.00
TOTAL EXPENDITURES	17,909,299.53	350,508.72	18,259,808.25

Adopted at a regular meeting of the common council on March 9, 2015.

**APPROVAL OF TRANSFERS FROM THE GENERAL FUND
FOR OVERDRAWN EXPENDITURES**

GENERAL EXCESS REVENUES

Taxes	(48,380.01)		
Special Assessments	-		
Intergovernmental Revenues	24,313.44		
Licenses & Permits	(2,164.66)		
Fines, Forfeits & Penalties	(16,772.03)		
Public Charges for Services	1,249.95		
Misc Revenues	81,697.03		
Other Financing	-		
REVENUES - EXCESS (UNDER) BUDGET		\$	39,943.72

EXPENDITURES

General Government	48,811.78		
Public Safety	(2,472.30)		
Public Works	(12,773.42)		
Health & Human Services	309.06		
Culture, Rec & Education	56,758.26		
Conservation & Development	20,586.93		
Other Financing Uses (Trsfrs to other funds)	722.58		
Outlay	(3,575.11)		
EXPENDITURES - UNDER (OVER) BUDGET		\$	108,367.78

ACTUAL REVENUES (ADDITION TO FUND BALANCE)			5,965,293.53
ACTUAL EXPENDITURES (SUBTRACTION TO FUND BALANCE)			(5,842,806.65)
INCREASE (REDUCTION) TO FUND BALANCE		\$	122,486.88

2014 FUND BALANCES CARRIED FORWARD TO 2015

POLICE - CHILD SAFETY FUNDING	3,456.96		
POLICE - COMMUNITY PROGRAMS (DONATIONS)	6,253.74		
POLICE - BULLETPROOF VESTS (DONATIONS)	5,473.00		
FIRE - EQUIPMENT (DONATIONS)	1,563.40		
VFW POST 10818 - MOVING WALL	3,000.00		
LIBRARY - COMPUTERS	1,816.70		
BALANCE TO BE CARRIED FORWARD		\$	21,563.80

2014 FUND BALANCE - ASSIGNED

"FUTURE OUTLAY"	(3,575.11)	\$	2,054.44
"FUTURE RETIREMENTS"	(2,472.30)	\$	10,527.70
		\$	12,582.14

FINANCE COMMITTEE MEETING
MARCH 2, 2015 – 5:00 P.M.

The Finance Committee was called to order by Jane Hansen at 5:00 p.m. on March 2, 2015.

Roll call was taken.

Members Present: Jane Hansen and Jim Zajkowski

Members Absent: Fred Horne

Others Present: Mike Darrow, Bev Langenback, and Sean Lentz

Jim Zajkowski moved to adopt the agenda, seconded by Jane Hansen and carried.

Jim Zajkowski moved to approve the minutes of the February 2, 2015 meeting, seconded by Jane Hansen and carried.

2015 Budget Amendments & Carry Forwards

Bev Langenback gave a review of the 2014 budget amendments, amounts carried forward and current fund balance. Jane Hansen moved to recommend council approval of the budget amendments, amounts carried forward, and assigned fund balances as presented by staff, seconded by Jim Zajkowski and carried.

Room Tax Update

Mike Darrow explained that State Statutes require us to spend at least 70% of amount collected on tourism. In 2014, we paid out the following:

\$10,000	Chamber of Commerce
\$10,000	Chamber for Fun Fest
\$15,000	Hockey Association for Utilities
\$ 8,000	Hatfield Park for Utilities
<u>\$ 2,750</u>	Heritage Center for the Hillside Series
\$45,750	Total

We are in compliance with State Statutes. Staff is going to be auditing each of the hotels to make sure they are doing things properly. The only hotel we have issues with is the Riverfront Inn. Our City Attorney has sent them a letter to explain the process we will follow to collect these funds. Mike and Bev are working on an agreement for each of the hotels to sign stating that in the event of a sale, all room tax funds will be paid to the City in full.

CIP and Refinancing

Mike Darrow gave an update on the Capital Improvement Plan process. We will continue to move forward on this. Agreements will be drafted and signed with the townships and with Lakeside regarding the projects we plan to do and explaining that they will need a separate contract with each of the parties doing the work on the project. The City will have a contract for our share of the costs and the other entities will have their own contract and be billed directly from those providing the work.

Refinancing Update

Sean Lentz, from Ehlers & Associates, presented a proposal for refunding the 2006 GO bonds. The City issued \$4,545,000 in General Obligation Corporate Purpose bonds in 2006. The bonds will be callable on 10-1-15 and are eligible for refunding 90 days prior. The purpose of refunding would be to save money in interest and the estimated savings would be \$400,000. It would not push the payments out over more years; it would still be paid off by 2025. The Council will discuss this further at the next working session on March 23, 2015.

Closed Session per State Statute 19.85 (1)(c) – City Admin Annual Review and Staffing

Jim Zajkowski moved to go into Closed Session per State Statute 19.85 (1)(c) to discuss the City Administrator's Annual Review and Staffing, seconded by Jane Hansen, and carried.

Open Session - Action on Closed Session

No Action was taken.

Communications and Miscellaneous

None

Adjournment:

Jim Zajkowski moved to adjourn the meeting, seconded by Jane Hansen and carried.

Meeting adjourned at 6:27 p.m.


Tanya Reigel,
City Clerk