

REGULAR COUNCIL MEETING SEPTEMBER 11, 2017 7:00 P.M.

The meeting was opened by announcing 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 and on the City's website at [www.newrichmondwi.gov](http://www.newrichmondwi.gov). 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, Montello, Volkert and Zajkowski

The Pledge of Allegiance was recited.

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

**Public Comment**

**Consent Agenda**

1. Approval of the Minutes from the Previous Regular Council Meeting, August 14, 2017 at 7:00 p.m. and Special Council Meeting, August 28, 2017 at 5:30 p.m.
2. Applications for License to Serve from John P. Vlasak, New Richmond and Michael E. Hoppe Jr, New Richmond
3. Application for Parade Permit from the Wisconsin State VFW Loyalty Day Parade on April 28, 2018 at 12:30 p.m.
4. Donations for K-9 Program:

Bernard & Carol Colbeth	\$100
Bernard's Northtown	\$2,500
James & Susan Zajkowski	\$100
Reardon Family (in Hogan's honor)	\$100
Wisconsin Tavern League	\$500
5. Payment of VO#61077 through VO#61174 totaling \$508,358.61 plus electronic fund transfers of \$2,406,826.31 for a grand total of \$2,915,184.92

General Fund	\$2,451,002.73
Impact Fees Fund	18,797.96
Cemetery Fund	1,076.70
Debt Service Fund	53,302.33
Capital Projects	192,723.78
Landfill Cleanup Fund	2,604.17
TID District #10	3,959.45
TID District #6	2,948.96
TID District #9	2,000.00
Storm Water Utility	134,439.94
Park Land Trust Fund	46,308.12

Tax Agency Fund

6,020.78

Alderman Montello moved to approve the consent agenda as presented, seconded by Alderman Ard and carried.

### **Department Reports**

Administration – Mike Darrow stated staff has been working on the City and Utility Budgets. There will be community engagement opportunities in September and October through the 2018 Budget Lab. Staff will present the budget to the Rotary, the Senior Center, the Deerfield, among other organizations. Updates will be posted on Facebook and Twitter.

Finance –Rae Ann Ailts stated City Utilities is launching a new website in late October or early November. Public Power Week is October 1-7, 2017. Alderman Montello asked about providing online utility billing. This is something they are looking into.

Community Development – Beth Thompson stated 654 building permits have been issued to date; 66 of those were issued for new dwelling units and 18 more are pending. There have been 1,016 building inspections completed to date. Over the last month there have been ribbon cuttings for SF Insurance Group on August 23, 2017; Westfields Hospital & Clinic on August 29, 2017; and Family Therapy Associates on September 8, 2017. The next Citizens Comprehensive Plan Meeting will be on Wednesday, September 13, 2017, at the airport from 4:30 to 6:30 p.m.

Public Works – Noah Wiedenfeld explained that curb & gutter was started on September 8 on North Fourth Street and they will be working on driveway aprons this week. The first lift of blacktop will likely begin September 20, 2017. James Place and Paperjack Bend Developments both have curb and the first lift of asphalt completed. There will be an Open House on September 28, 2017, from 5:30 to 7:00 p.m. at the Civic Center for the 125<sup>th</sup> Street project. Downtown sidewalk repairs will begin this week. Open houses will be held on September 20, 2017 from 5:30 p.m. to 7:00 p.m. at the park sites in Fox Run and Whispering Prairie developments to determine future park amenities. There will be a visual preference survey and root beer floats will be given out.

Library - Noah Wiedenfeld gave the Library updates. Author James Campbell will be at the library on September 13, 2017 at 6:00 p.m. Books and Brews will be on September 14 at 6:30 p.m. at Table 65. There will be a tech tutor at the library on September 20, 2017 from 10:00 a.m. to 3:00 p.m. to help people with their phones and/or tablets. Friends of the Library will host the Library Mystery Dinner Theater on October 7-8 at the Golf Club. Tickets are \$40 and include a three-course dinner.

Police – Craig Yehlik reported there was a meeting with police, fire and EMS to discuss radios and the transition to all digital radios. The Police Department is currently attending critical incident team training. Craig stated that school is back in session and reminded people to drive safely near and around the schools. There have been parking issues at the high school that police have had to deal with.

Fire – Mayor Horne reported there were 21 incidents in August. The Fire Prevention Open House will be on Monday, October 9, 2017 from 6:00 to 8:00 p.m. at the Fire Hall. They ask everyone to bring a non-perishable food item for Five Loaves Food Shelf to receive a fire truck ride. The theme of this year's event is "Every Second Counts, Plan 2 Ways Out".

Airport – Mike Demulling explained the airport hosts lunch cookouts every Wednesday during the summer and this year they had over 650 people attend. They also held tours and events for the kids and had over 400 kids participate in those events. The runway sweeper has arrived and has been assembled. This will help out immensely with Superbowl traffic. There have been meetings with

the FAA regarding the Superbowl. Mike is working with limo services and bus companies to see what transportation can be provided to those who use our airport. There will also be enhanced security at the airport during this time.

**Resolution #091701 – Exemption from County Library Tax**

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

RESOLUTION #091701  
REQUESTING APPLICATION FOR EXEMPTION  
FROM COUNTY LIBRARY TAX

WHEREAS, the County Board for St. Croix County, Wisconsin levies a county library tax; and

WHEREAS, Section 43.64(2)(b) of the Wisconsin Statutes provides that any city, town or village which levies a tax for public library service and appropriates and expends for a library fund as defined by section 43.52(1) of the Wisconsin Statutes during the year for which the county tax levy is made a sum at least equal to the county tax rate in the prior year multiplied by the equalized valuation of the property in the city, town, or village for the current year is exempt from the county library tax; and

WHEREAS, the City of New Richmond will, in 2018, appropriate and expend an amount in excess of that calculated above.

NOW THEREFORE, BE IT RESOLVED that the City of New Richmond hereby requests of the St. Croix County Board of Supervisors that the City of New Richmond be exempted from the payment of any county tax for the support of public library service as provided in Section 43.63(2) of the Wisconsin Statutes.

BE IT FURTHER RESOLVED that copies of this Resolution be forwarded by the City of New Richmond Clerk to the following parties:

Carleton A. Friday Memorial Library  
155 East First Street  
New Richmond, WI 54017

St. Croix County – County Clerk  
1101 Carmichael Road  
Hudson, WI 54016

Motion was seconded by Alderman Kittel and carried.

**Plan Commission Recommendations**

Beth Thompson explained the Plan Commission recommended approval of the application from DLH Consulting, LLC, Amending PUD district for Evergreen Valley. The proposal was to have detached single-family homes on these lots rather than twin homes. Mike Montello moved to approve a PUD amendment for Evergreen Valley Third Addition allowing development of one-family dwellings, subject to the following conditions:

1. Lots 179, 180, 183-186 shall be developed as two-family buildings in accordance with the provisions of the PUD approved 13 January 2005.
2. Lots 167-176 and 212-225 shall only be developed as one-family dwellings subject to the conditions established herein.
3. Lot coverage shall be limited to 40 percent.
4. Development of one-family dwellings upon the Lots 167-176 and 212-225 shall be subject to the following setback requirements:

	Front	Side	Rear
Lots 167-176	30ft.		
Lots 212-225	25ft. <sup>1</sup>		
1. The secondary front setback for Lot 225 shall be 30 feet.			

5. Landscaping shall be installed in each front yard in accordance with Table 15 of the Zoning Ordinance. Rear yards and side yards abutting lots not included in the PUD amendment shall provide for turf grass. Side yards interior to the PUD amendment shall provide for turf or rock.
6. All grading, drainage, and erosion control issues shall be subject to review and approval of the Public Works Director.
7. The developer shall prepare a 10-foot wide drainage and utility easement document to be recorded over the common side lot line of the former two family lots (5 feet each side), subject to review and approval of the Public Works Director.

Motion was seconded by Alderman Kittel and carried.

The Plan Commission recommended approval of a Certified Survey Map for property north of LWT along Richmond Way. Alderman Montello moved to approve the Certified Survey Map subject to the following condition:

- 1) An ingress/egress easement providing for shared use and maintenance of a private driveway across lot 31 and lot 32 shall be drafted and recorded with the CSM, subject to review and approval of the City Attorney.

Motion was seconded by Alderman Kittel and carried.

The Plan Commission recommended approving Ordinance #500 amending curb requirements. Beth Thompson explained that our current ordinance is very restrictive regarding curb requirements and there is a need for flexibility. Alderman Montello moved to suspend the rules and adopt Ordinance #500 allowing more flexibility in the curb requirements, seconded by Alderman Zajkowski and carried.

#### **Development Agreement with Johnson Motors**

Nick Vivian, City Attorney, explained the development agreement with Johnson Motors. Alderman Montello moved to approve the development agreement as presented, seconded by Alderman Ard and carried.

#### **Development Agreement with Richmond Prairie Condos Phase 3**

Nick Vivian explained this agreement. Alderman Montello moved to approve the agreement as presented, seconded by Alderman Zajkowski and carried.

#### **Resolution #091702 Approving Sale of Land to Bernard Real Estate Holdings LLC**

This property is located north of LWT on the corner of Richmond Way and Madison Avenue and is 2.40 acres. Alderman Kittel offered the following resolution and moved for its adoption:

##### RESOLUTION #091702

##### RESOLUTION AUTHORIZING SALE OF REAL ESTATE

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

Located in Part of the NE ¼ of the SW ¼, Section 10, T30N, R18W, City of New Richmond, St. Croix County, Wisconsin, Being a portion of Lot 29 of Certified Survey Map recorded in Volume 22, Page 5390. Property to be recorded as Lot 31 of a Certified Survey Map approved by City Council on September 11, 2017. Approximately 2.40 acres.

WHEREAS, the City has entered into an Offer to Purchase and Sale Agreement with Bernard Real Estate Holdings, LLC, Whereby the City would sell this parcel to Bernard Real Estate Holdings, LLC; 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 Bernard Real Estate Holdings, LLC
2. That Mayor, Frederick Horne, and City Clerk, Tanya Batchelor, are authorized to execute all documents necessary to complete the sale of the property.

Motion was seconded by Alderman Montello and carried.

**Resolution #091703 Approving the Sale of Land to DDR Estates, LLC**

This property is located directly east of the property described above. Alderman Montello offered the following resolution and moved for its adoption:

RESOLUTION #091703

RESOLUTION AUTHORIZING SALE OF REAL ESTATE

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

Located in Part of the NE ¼ of the SW ¼, Section 10, T30N, R18W, City of New Richmond, St. Croix County, Wisconsin, Being a portion of Lot 29 of Certified Survey Map recorded in Volume 22, Page 5390. Property to be recorded as Lot 32 of a Certified Survey Map approved by City Council on September 11, 2017. Approximately 1.40 acres.

WHEREAS, the City has entered into an Offer to Purchase and Sale Agreement with DDR Estates, LLC, Whereby the City would sell this parcel to DDR Estates, LLC; 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 DDR Estates, LLC
2. That Mayor, Frederick Horne, and City Clerk, Tanya Batchelor, are authorized to execute all documents necessary to complete the sale of the property.

Motion was seconded by Alderman Kittel and carried.

**Police Squad Proposed RFP**

Craig Yehlik, Police Chief, explained the vehicles in his fleet. He proposed to get RFPs for two pursuit SUVs, one K-9 Police pursuit SUV, and one Chief of Police vehicle. Normally the department trades the oldest squad car in on the new ones, but Craig asked to keep one of squad cars that would have been traded in on the new squad cars. This vehicle would be used by the Lieutenant. The bids would be due by October 2, 2017 with City Council approval in October, with delivery after January 1, 2018. Discussion followed. Alderman Ard moved to proceed with the RFP as proposed, seconded by Alderman Jackson and carried. Alderman Montello abstained.

**K-9 Update and Approval for Full-time Position**

Craig Yehlik explained that a formal vote had not been completed for the K-9 Officer position. At this time \$75,000 has been raised. Discussion followed. Craig is working on writing policies for this position and figuring out costs involved. Alderman Montello moved to formally approve the K-9 Officer position, seconded by Alderman Jackson and carried.

**Work Session on August 28, 2017 at 5:30 p.m.**

The work session will be changed to October 2, 2017 at 5:30 p.m. and another Special Council meeting will be on September 18 in the early afternoon.

**Communications and Miscellaneous**

Craig Yehlik asked to observe a moment of silence for all those affected by 911. The skate park dedication will be on Saturday, September 16, 2017 from 11:30 a.m. to 2:00 p.m. There will be free lunch, demonstrations, and prizes.

**Closed Session**

Alderman Ard moved to go into Closed Session per State Statute 19.85 (1)(e)(g) – TID #6, Evergreen Valley –Storm Water Management, Walmart Real Estate Property Tax Appeal, and Negotiation of Public Contract – PILOT, seconded by Alderman Montello, and carried.

**Open Session**

No action was taken.

Alderman Kittel moved adjourn the meeting, seconded by Alderman Kittel, and carried.

Meeting adjourned at 9:30 p.m.

Tanya Batchelor  
City Clerk