

Revised 9/4/19 - 1:37pm

City of Chetek Common Council Meeting Agenda  
**Tuesday, September 10, 2019 - 6:00 p.m. (following public hearing)**  
Council room, 220 Stout Street, Chetek, WI

**AGENDA:**

Call to order

Roll call – Scott Bachowski \_\_\_\_, Earl Grover \_\_\_\_, Terry Hight \_\_\_\_, Mark Edwards \_\_\_\_, Mayor Martin \_\_\_\_

Prayer

Pledge of Allegiance

Approve agenda

**PUBLIC COMMENT** citizens may direct questions/comments to the council for items not on the agenda.

The council may have limited discussion, however; no action will be taken under public comments.

**MAYOR COMMENTS**

**CONSENT AGENDA:**

1. Council minutes from August 2019, August claims
2. Department/Board reports as submitted: **Police department - August report; Plan Commission-August; Parks & Beach-May; Housing Authority-August, Library-June, July, August**
3. Resignations from boards/committees: **none**
4. Appointments to Boards & commissions: **Dave Swangim to Plan Commission**
5. General licenses/permits:

**OLD BUSINESS**

1. Status of Chetek Survey

**NEW BUSINESS** - the following items will be discussed by the council and possible action taken

1. Resolution 2019-17 - consider discontinuing the public alley lying between parcels 211-1309-15-000 and 211-1309-18-000
2. Employee service award - Joel Fostvedt 35 years
3. Request for insurance deductible reimbursement from storm damage
4. Resolution 2019-18 - budget adjustments
5. Increase cemetery rates for grave openings & cremations
6. Housing rental increases - city-owned properties

NOTE: Any person who has a qualifying disability as defined by the American With Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format must contact the municipal clerk at (715) 924-4838 by 10:00 a.m. the Friday prior to the meeting, so that any necessary arrangements can be made to accommodate each request.

**Minutes of the Common Council Meeting of the City of Chetek held on Tuesday, August 13, 2019, at 6:00 p.m. in the Council Chamber, 220 Stout Street, Chetek, WI**

Meeting was called to order at 6:00 p.m. by Mayor Jeff Martin

Present: Mayor, Jeff Martin, Scott Bachowski, Earl Grover, Terry Hight, Mark Edwards

Edwards motioned to approve the agenda. 2nd by Bachowski. Carried.

**Mayor Martin Announced a closed session later in meeting – Wisconsin Statute 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session - discussing possible building purchase as discussed by property committee, reconvene; act on closed session item, if any.**

**Consent agenda** - Approve: Council minutes from 7/9, 7/16, 7/20 & 7/22; city claims from July, accept and place on file department/board reports as submitted: police-July, Plan Commission-July, Housing Authority-June, Property committee-July; general licenses/permits: bowhunting permit renewal for Baptist Assembly camp (3 years), bowhunting permit for Steinmetz- 225 15th Street (one year). Hight motioned to approve consent agenda items with a revision to the minutes of 7/16/19 of which he voted "no" on the approval of engineering proposals for the creation of TID 4. 2nd by Bachowski. Carried.

**Old business -**

**Furnace proposals** - proposals received from three vendors for furnace/air conditioning replacement at Community Center - Motion by Bachowski, 2nd by Edwards to accept the proposal from Hamholm HVAC in the amount of \$7,137 for replacement of furnaces only as the air conditioners functioning well and are 13 years newer than the furnaces. Carried.

Motion by Bachowski, 2nd by Hight to get prices on duct cleaning at Community Center. Carried.

**New Business -**

Wastewater Treatment Plan update: Jon Strand from CBS Squared Inc. presented the council with a powerpoint presentation on upgrading the plant. The timeline for the process was reviewed and a public hearing is targeted for this fall. The type of plant has not yet been determined. Funding will come from available grants and low-interest loans. At this time the anticipated target date for construction to begin is 2021 but this is not definite.

Bachowski motioned to approve the proposal from Marawood Construction Service, Inc. in the amount of \$3,581 for the replacement of wainscot on the south end of the public works building at 1125 Railroad Avenue. 2nd by Edwards. Carried.

Hight motioned to approve the revised procurement policy with the revision of adding the ethical standards from the previous policy - items 3 through 5. Motion 2nd by Bachowski. Carried.

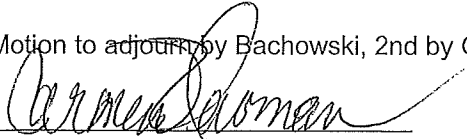
Motion by Bachowski, 2nd by Hight, to accept the CDBG-PF grant in the amount of \$324,000 for the infrastructure project (total project cost of \$486,000) around Roselawn Elementary School to include street, curb, gutter, and sidewalk improvements. Carried.

Motion by Grover to approve Resolution 2019-14 reallocating the docks/boat landing general fund balance of \$9,000 to the park fund to cover the cost of the new dock at the boat landing. 2nd by Edwards. Carried.

Motion to go into closed session by Bachowski, 2nd by Edwards. Carried.

Motion to go into open session by Bachowski, 2nd by Grover. Carried.

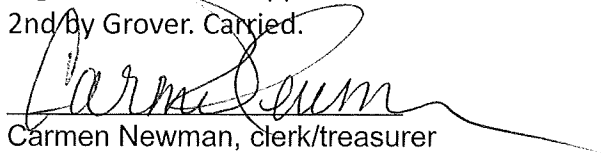
Motion to adjourn by Bachowski, 2nd by Grover. Carried.,

  
Carmen Newman, clerk/treasurer

Minutes of the Special Meeting of the Common Council of the City of Chetek held on Thursday, August 8, 2019 at 10:00 a.m. in the Council Chamber, 220 Stout Street, Chetek, WI

Meeting was called to order at 5:00 p.m. by Jeff Martin, mayor.  
Present: Earl Grover, Terry Hight, Jeff Martin. Scott Bachowski via phone.  
Excused: Mark Edwards

Hight motioned to approve Resolution 2019-16 adopting Wisconsin DOT schedule of equipment rates.  
2nd by Grover. Carried.

  
Carmen Newman, clerk/treasurer

## **City of Chetek - Planning Commission Meeting Minutes – August 15, 2019**

The Planning Commission for the City of Chetek was called to order at 7:50 pm on August 15, 2019 by Mayor Jeff Martin. Compliance with the open meeting law was verified by Joe Atwood.

Roll call for the Planning Commission meeting was taken. Present were Mayor Jeff Martin, Shawn Ayers, John Hunsinger, and Scott Backowski. Also present were Building Inspector/Zoning Administrator Joe Atwood and surveyor Matt Schiltz. Del Wacker, Mark Etten, and Sarah Knepper were absent.

### **1) Discussion/Action: Approve or not approve Extraterritorial Zoning land division North of Chetek for Nathaniel Harding.**

Matt Schiltz explained the land division.

Joe Atwood stated that it would have no environmental impact on the City of Chetek.

Scott Backowski moved that the land division be approved. Shawn Ayers seconded the motion. The motion was carried.

Mayor Jeff Martin signed the surveyor's papers.

### **2) Discussion/Action: Approve or not approve Extraterritorial Zoning land division North of Chetek for Teresa Mitchell.**

Matt Schiltz explained the land division.

Joe Atwood stated that it would have no environmental impact on the City of Chetek.

Shawn Ayers moved that the land division be approved. Scott Backowski seconded the motion. The motion was carried.

Mayor Jeff Martin signed the surveyor's papers.

Scott Backowski moved that the meeting be adjourned. Shawn Ayers seconded the motion. Motion carried.

Respectfully Submitted  
John Hunsinger

**City of Chetek**  
**Parks & Beach Committee Meeting Minutes**  
**Monday May 13, 2019 at 5:00 PM**  
**The Center**  
**711 First Street**

**MEETING CALLED TO ORDER:**

5:10 PM by Donna Bachowski, Committee Chair

**PRESENT:** Denise Moran, Jim Metcalf, and Mark Etten, Dan Knapp

**ABSENT:** Jennifer Blatz and Joe Atwood

**PRIOR MEETING MINUTES APPROVAL:**

Jim Metcalf made motion to accept minutes as written; Moran wholeheartedly seconded.

**OLD BUSINESS**

**Main Street Park:**

- An anonymous donor gifted two deep planters. A drip system for watering is now being considered.
- Donna and Scott power washed the pavilion.
- Joe will edge and make use of rubber mulch.
- \$2000 due any day from prior "Natalie Fund." This will be used for bench(es) maybe from Whimsical Wares.
- Wording for the sign was settled on - to acknowledge the (Tornado Recovery Fund). Donna will look into where to mount the sign.
  
- Dock by Hydroflights: Dock is ready to go in. Concrete apron should be done this week ( ) per Dan. The new blacktop costs at the Hydroflights is to be split between Hydroflights and the City.

- Bathrooms in all the parks have been painted. A bit more to come to the doors by the pavilion on the outside.
- Excel Energy can tap into an electrical power source close enough to MSP (left over from a prior event some time ago and not being used) that will provide electricity to the park. Dan shared that Excel could trench and then bring the wire to the Park, mount on a backboard and be done by June 1 for \$1500. Committee agreed with Dan's recommendation and voted to approve the expense. Taste of Chetek wants to use the park and this will allow them electricity with use of extension cords. Down the road, with power at the Park, electricity can be set up more permanently on backboards as needed.
- Budget: Some clarification needed from Carmen, but expenses so far are likely at \$51,500.
- qSchools will make grills for the parks.
- Mark Ettan shared photos and blueprint ideas (provided by Romtec) for two unisex bathrooms at MSP – a future project.

#### Pickle Ball Courts:

- Some prices were available (Dan and Denise) and discussion had about location. Since kids have been seen using the basketball court at Overby – it was decided to hold off on converting that location into paved parking. Instead it will be considered as the location for the proposed pickle ball court /upgraded basketball court / and (?) tennis. Dan will get prices on blacktop after Jim gets him the measurements.
- Officer Travis might take on a project with some neighborhood kids to create a skate park (same kids have been seen using the new bench seats at MSP). Not a good plan. Travis will keep the Parks and Beach Committee informed if that idea develops.

Respectfully submitted:

Denise Moran

Tuesday, May 15, 2019

# THE CHETEK HOUSING AUTHORITY

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## MONTHLY BOARD MEETING MINUTES

August 1, 2019

The Chetek Housing Authority met at Lone Oak Manor Apartments in the Community Room at 801 West Stout Street in Chetek, WI.

CALL TO ORDER / ROLL CALL: In the absence of the Chair, Executive Director Meg Skemp called the meeting to order at 10:30 AM. Skemp called for nominations from the floor for an Acting Chair for the meeting.

**Motion (Kutchins/Hight)** to nominate Morley as Chair. Motion carried; unanimous.

Commissioners present: Lou Ann Novak, Shirley Morley, Victoria Kutchins and Terry Hight.

Excused: Judy Anderson

Other(s) present: Meg Skemp; Executive Director, Tom Burce, Property Caretaker, Keith Sirek, Property Caretaker, and tenants.

ASSURE COMPLIANCE WITH OPEN MEETING LAW: Meeting is in compliance with open meeting law.

MOMENT OF SILENCE: A moment of silence was observed to open the meeting.

MINUTES OF PREVIOUS MEETING: Minutes of the previous meeting were reviewed.

**Motion (Hight/Kutchins)** to approve the minutes of the June 27, 2019 meeting. Motion carried; unanimous.

DIRECTOR'S REPORT: The committee reviewed the report. Burce gave an update on that morning's water pressure test performed by the City's contractor. A leak had been found in the area where the last repair occurred, near the apple tree. The recommendation was to have the leak repaired.

**Motion (Hight/Kutchins)** to accept the Director's Report. Motion carried; unanimous.

FINANCIAL REPORT/BILLS: No financial statements prepared by Housing Authority Accounting Specialists (HAAS) were available as a result of the fiscal year-end processing timeline.

The committee reviewed the payment detail report for the current bills due.

**Motion (Kutchins/Hight)** to approve payment for the bills.

Motion carried; unanimous.

OLD BUSINESS:

TENANT MEETING: The committee reviewed the tenant meeting notes; discussion ensued. The Five-Year Plan revision was presented and discussed at the tenant meeting, as well as HUD's Harassment Policy.

No action taken.

FIVE YEAR PLAN REVISION: Skemp reported the required tenant notification period had passed with no tenant comment.

**Motion (Hight/Kutchins)** to approve the revision to the 5-Year Plan.

Motion carried; unanimous.

ANY OTHER OLD BUSINESS: None

NEW BUSINESS:

L.O.R.A.C.: President Pamela Haas reported on the memorial for Skip Gardner, birthday party, game night, and bakery visit.

No action taken.

WHEDA GRANT APPLICATION: Potential improvement activity was discussed included replacing sidewalks, water pipe replacement and baseboard heaters.

**Motion (Hight/Kutchins)** to apply for grant funds for the replacement of the remaining water pipes. Motion carried; unanimous.

RECORDS RETENTION POLICY: Skemp discussed the proposed schedule of record retention and disposition.

**Motion (Hight/Kutchins)** to approve a resolution to adopt the Record Retention Schedule.

Motion carried; unanimous.

DISPOSAL OF ABANDONED PROPERTY POLICY: Skemp discussed the change in Wisconsin Landlord Tenant law which allows Owners to dispose of abandoned property without storing and providing notice, introduced a draft policy and suggested lease policy revisions all be done at the same time.

No action taken.

NATURAL DISASTER RESPONSE PLAN: Skemp and the maintenance staff discussed the July 19<sup>th</sup> storm damage, which included a large tree limb that fell on the roof,



leaving minor damage. The committee reviewed Barron County Housing Authority's Natural Disaster Response Plan. The plan will be brought to the next meeting when the full board will be present.

AGENDA/ORDER OF BUSINESS: Deputy Director Maxwell-Parker will discuss at the next meeting.

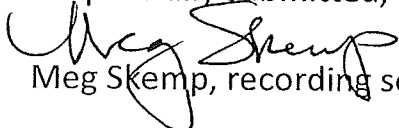
PUBLIC COMMENT: Tenant Goodwin questioned the root framing project. Skemp reports the project is at the framer's shop.

DISCUSS POTENTIAL ITEMS FOR THE NEXT BOARD MEETING: WHEDA Grant Application, annual inspection results and potential items for Five-Year Plan, Natural Disaster Response Plan and Agenda/Order of Business.

ADJOURN MEETING: Motion (Hight/Kutchins) to adjourn at 11:17 AM.  
Motion carried; unanimous.

NEXT MEETING: The next monthly board meeting is scheduled for Thursday, September 26th, 2019 at 10:30 AM.

Respectfully submitted,

  
Meg Skemp, recording secretary

**MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE CHETEK HOUSING  
AUTHORITY BOARD OF COMMISSIONERS AT THE NEXT MEETING.**

Calhoun Memorial Library Board Meeting Minutes  
June 4, 2019

Minutes of the Calhoun Memorial Library Board of Director's Meeting: June 4, 2019

The regular monthly meeting was called to order at 9 a.m. on June 4, 2019, by President Jean Wacker, at Calhoun Memorial Library.

Members present: Jean Wacker, Rachel Westberg, Kathy Hayes, Evie Nelson, Louise Brown, Jeff Martin and Nancy Nix. Also present was library director Carol Burnham.

The agenda was approved by motion of Nancy Nix, seconded by Evie Nelson. Motion carried.

There were no public comments.

Minutes of the April 2 meeting were presented to Board members in printed form. Motion by Kathy Hayes, seconded by Nancy Nix to accept the minutes of the April 2 meeting as presented. Motion carried. There was no quorum for the scheduled meeting in May, so no minutes were read.

Treasurer Kathy Hayes presented the April and May expenditures, year to date budget, Act 150 and checking account report. Motion by Evie Nelson, seconded by Louise Brown, to approve April and May expenditures. Motion carried.

Library Director Carol Burnham presented petty cash, statistics, activities and Friends of the Library liaison reports in her director's reports.

Rachel Westberg, school representative, reported on Chetek-Weyerhaeuser school activities.

Jeff Martin updated the library board on city happenings and news as part of the city council representative report. Martin noted that the city property committee recently met to discuss the various needs of the municipal buildings. President Wacker and Burnham were at this meeting.

An election of library board officers took place, with a motion by Jeff Martin and a second by Louise Brown, to retain current officers in their positions. Those officers are: Jean Wacker, president; Nancy Nix, vice president; Kathy Hayes, treasurer; and Rachel Westberg, secretary.

Thoughts on a long-range plan for the library were discussed by board members, with much of the focus centering on a document that Jean Wacker prepared that involves existing children's/family programming. The hope is to review what the library is currently doing and expand upon those things. The board also talked about extending the long-range plan to include specific space and facility needs that may need to be researched. Burnham is currently circulating a survey to patrons to gather feedback from library users. They agreed to hold a special meeting on Tuesday, July 9, to specifically address the long-range needs of the library.

The board received an update on the security system upgrades being considered for the library building. Director Burnham submitted a proposal from Mosaic, which the board tabled until the August meeting. They also received an update on website upgrades being requested.

Items for the next full meeting agenda in August include an update on the camera and security system request.

Motion to adjourn by Evie Nelson, seconded by Louise Brown. Motion carried; meeting adjourned.

Respectfully Submitted,

*Rachel Westberg*

Calhoun Memorial Library Board Meeting Minutes  
July 9, 2019

Minutes of the Calhoun Memorial Library Board of Director's Meeting: July 9, 2019

The special July board meeting was called to order at 9 a.m. on July 9, 2019, by President Jean Wacker, at Calhoun Memorial Library.

Members present: Jean Wacker, Rachel Westberg, Kathy Hayes, Evie Nelson, Louise Brown, and Nancy Nix. Not attending was Jeff Martin. Also present was library director Carol Burnham.

The agenda was approved by motion of Evie Nelson, seconded by Nancy Nix. Motion carried.

The purpose of the special meeting on July 9 was to discuss needs and concerns regarding a long-range plan for the Calhoun Memorial Library. The hope is to not only increase the community consciousness as it concerns the library, but to also address the long-term needs of the building itself.

Discussion of the long-term plan centered around the following items:

- 1) The board expressed the desire to increase and improve public contact between the library and community members. Most of the discussion centered around the need to heavily publicize, particularly through social media, the events and news happening with the library. Although the focus was on social media, other avenues of promotion (such as through the newspaper) were also encouraged as much as possible. Rachel Westberg agreed to consider other ways in which the library could expand their promotional and advertising presence—including through an e-newsletter or brochures.
- 2) The board expressed their hope to expand library office during two days of the week to help accommodate families and other patrons who might struggle getting to the library during regular business hours. To do this, the idea of utilizing high school youths to work the library during those additional hours was debated. Kathy Hayes agreed to look at the financial and costing impact of extended hours and report back to the board. The original idea was to expand hours on Monday and Wednesdays to open until 8 p.m., instead of closing at 6 p.m.
- 3) President Jean Wacker also noted her wish to work more closely with the Friends of the Library to utilize their resources and personnel to better increase the presence of the library within the community. She agreed to talk with the Friends of the Library president to discuss the group's goal and how the two groups can utilize their relationship for the betterment of the library.
- 4) Burnham has been circulating a survey with library patrons to get thoughts from library users on what they would like to see at the library. The board discussed additional ways in which community members could be surveyed to get a full spectrum of thoughts from others on the subject.

Other items discussed included: working with the property committee to determine how the library's building needs can be met; the usage options for a newly purchased TV monitor that could be utilized for public events like movie viewings and speakers or to showcase library news slides; and purchasing new materials such as "Play-Aways" that will give new reading/listening options for patrons of the library.

Motion to adjourn by Nancy Nix, seconded by Louise Brown. Motion carried; meeting adjourned.

Respectfully Submitted,

*Rachel Westberg*

Calhoun Memorial Library Board Meeting Minutes

August 6, 2019

Minutes of the Calhoun Memorial Library Board of Director's Meeting August 6, 2019

The regular monthly meeting was called to order at 9 a.m. by President Jean Wacker at the Calhoun Memorial Library.

Members present: Jean Wacker, Kathy Hayes, Louise Brown, Nancy Nix, and Evie Nelson. Also present was library director Carol Burnham.

The agenda was approved by motion of Kathy Hayes, seconded by Nancy Nix. Motion carried

There was no public comment.

Minutes of the June 4 and July 9 meetings were presented to the board members in printed form. Motion by Kathy Hayes, second by Nancy Nix to accept both sets of minutes. Motion carried.

Treasurer Kathy Hayes presented June and July expenditures, year to date budget, Act 150 and checking account report. Motion by Evie Nelson, second by Louise Brown to approve June and July expenditures. Motion carried.

Library Director Carol Burnham presented petty cash, statistics, activities and Friends of the Library liaison reports in her director's report.

There was no school representative report.

There was no city council representative report.

There was discussion about the 2020 budget request. There will be no increase in funding from the city. Salary increases were suggested and Kathy Hayes will calculate raises at different rate increases.

Long Range Library plans were reviewed and people reported on their assigned items.

Security system options and bids continue to be explored. Carol has two bids and an appointment with another company.

Web site improvements are being planned with the help of IFLS office staff.

Items for next agenda (Sept. 3) include long range plan, budget request, and survey results.

Motion to adjourn by Nancy Nix, seconded by Louise Brown. Motion carried.

Respectfully submitted, with notes supplied by Evie Nelson,

*Carol Burnham*

Document Number

**RESOLUTION DISCONTINUING PUBLIC  
WAY AND/OR UNPAVED ALLEY IN  
THE CITY OF CHETEK 2019-17**

RETURN TO :  
Ruder Ware, L.L.S.C.  
Attn: Randi L. Osberg  
P.O. Box 187  
Eau Claire, WI 54702-0187

Parcel Identification Number \_\_\_\_\_

WHEREAS, the City Council for the City of Chetek declares that the public interest requires that the following-described public way and/or unpaved alley should be discontinued and vacated, to wit:

Commencing at the southwest corner of Lot 10 of Fairview Addition to the City of Chetek, Barron County, Wisconsin, all in the NW ¼ of the NE ¼ of Section 30, Township 33 North, Range 10 West, thence south 16.5 feet to the northwest corner of Lot 9 of Fairview Addition to the City of Chetek, thence about 198 feet east along the northerly line of said Lot 9 to the high water mark of Lake Chetek, thence north along the high water mark of Lake Chetek to the southeast corner of said lot 10, thence west along the south line of said Lot 10, 195 feet more or less, to the point of beginning.

Lying between Parcel Nos. 211-1309-15-000 and 211-1309-18-000.

WHEREAS, this Resolution was introduced before the City Council of the City of Chetek on July 9, 2019, Notice of Pendency of Application to Vacate the above-described property was filed with the Register of Deeds for Barron County, Wisconsin, on July 19, 2019; Notice of Hearing was published in the *Chetek Alert* for three consecutive weeks with the last week being one week prior to the Hearing, a copy of said Notice was served more than thirty (30) days prior to the hearing in the manner prescribed by law on the owners of all of the frontage of the lots and lands abutting upon the portion of said way or alley to be vacated and discontinued; and a public hearing was held before the City Council of the City of Chetek on September 10, 2019, at 6:00 o'clock p.m.; and

WHEREAS, no sufficient written objection to the discontinuance or vacation has been filed with the Clerk;


NOW, THEREFORE, in accordance with the authority vested in the City of Chetek by Section 66.1003(4)(a), Wis. Stats., and or otherwise provided for by law,

BE IT RESOLVED by the City Council of the City of Chetek that the alley described above be and is hereby vacated and discontinued since the public interest requires it.

The above and foregoing Resolution was duly adopted by the City Council of the City of Chetek at its meeting held on September 10, 2019.

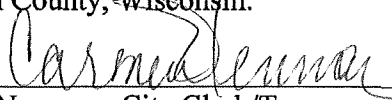
CITY OF CHETEK

By: \_\_\_\_\_  
Rev. Jeffrey Martin, Mayor

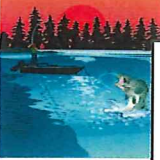
Attest:   
\_\_\_\_\_  
Carmen Newman, City Clerk/Treasurer

Vote: Ayes: \_\_\_\_\_  
Noes: \_\_\_\_\_

I certify that on the 10 day of September, 2019, the above Resolution Discontinuing Public Way and/or Unpaved Alley in the City of Chetek was adopted by a vote of \_\_\_\_\_ ayes and \_\_\_\_\_ noes by the City Council of the City of Chetek, Barron County, Wisconsin.

  
\_\_\_\_\_  
Carmen Newman, City Clerk/Treasurer

This Instrument was drafted by: Randi L. Osberg  
Ruder Ware, L.L.S.C., 402 Graham Avenue, Eau Claire, WI 54702



City Council Agenda Request Form

I request that the following item(s) be addressed by the City of Chetek council and placed on the agenda for the Sept 10<sup>th</sup> city council meeting.  
date of council meeting

Item(s) / explanation  
Damage to vehicle by City of Chetek  
Dumpster that blew into our jeep  
during storm. July 19, 2019

Requested by John Janson phone (715) 925-2807

Address of requestor 1311 2nd St Chetek, WI

Time needed 10 min documents attached - yes  No

Signature [Signature] (our insurance and estimate for repair)

Action requested: pay damage - 1 estimate attached

For office Use

Council action taken \_\_\_\_\_  
\_\_\_\_\_  
Follow up needed \_\_\_\_\_  
\_\_\_\_\_  
Refer to: \_\_\_\_\_

Milwaukee Claim Department



August 21, 2019

RECEIVED  
AUG 23 2019

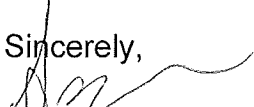
Carrie Johnson  
717 1<sup>st</sup> St  
Chetek, WI 54728

RE:            Policyholder:            City of Chetek  
                 Claimant:                    Carrie Johnson  
                 Date of Loss:                07/19/19  
                 Claim Number:              1534551

Dear Ms. Johnson:

We have received and reviewed the claim that you presented against our policyholder for the damage to your property. Our investigation shows the dumpster was pushed by the wind, during a storm.

The policy under which this claim was submitted is one of liability insurance. It is our obligation to pay only for claims for which our policyholder is legally responsible. We do not believe there was any negligence on the part of our policyholder. Therefore, we are unable to assist you with payment of this claim.

Sincerely,  
  
Sarah Johnson Claims Adjuster I  
(262)717-3915

CC: City of Chetek  
M3 Insurance Solutions Inc

P.O. Box 327 | Brookfield, WI 53008-0327 | 262.717.3900 | 855.495.1800 | F 888.992.6125 | milwaukee.claims@emcins.com | www.emcins.com

Employers Mutual Casualty Company  
EMCASCOS Insurance Company  
EMC Reinsurance Company

Illinois EMCASCO Insurance Company  
Dakota Fire Insurance Company  
EMC Property & Casualty Company

Union Insurance Company of Providence  
Hamilton Mutual Insurance Company  
EMC Risk Services, LLC

EMC Underwriters, LLC  
EMC National Life Company (affiliate)



**Policy Number: 907479864**

Underwritten by:  
Artisan and Truckers Casualty Co  
Policyholder:  
Carrie A Johnson  
Page 1 of 1  
September 2, 2019

**Meinen Insurance Agency, Inc.**  
**1-715-723-1174**

Contact your agent for personalized service.

**Customer Service**

**1-800-876-5581**  
24 hours a day, 7 days a week

## Verification of Insurance for

### Carrie A Johnson

This verification of insurance is not an insurance policy and does not amend, extend or alter the coverage afforded by the policies listed herein. Notwithstanding any requirement, term or condition of any contract or other document with respect to which this verification of insurance may be issued or may pertain, the insurance afforded by the policies described herein is subject to all the terms, exclusions and conditions of the policies.

Please accept this letter as verification of insurance for this policy.

### Policy and driver information

Policy number:	907479864
Policy state:	Wisconsin
Policy period:	Apr 7, 2019 - Oct 7, 2019
There was no lapse in coverage during this policy period.	
Effective date:	Apr 7, 2019
Drivers: Carrie A Johnson	Insured Driver
EMILY E JOHNSON	
Address:	717 1st Street PO Box 577 Chetek, WI 54728

### Vehicle information

Vehicle:	2017 Jeep Renegade
Vehicle identification number:	ZACCJBBB1HPG31429
Lienholder:	HUNTINGTON BANK 2361 MORSE RD COLUMBUS, OH 43229

### Coverage information

Bodily Injury Liability:	\$100,000 each person/\$300,000 each accident
Property Damage Liability:	\$100,000 each accident
Collision:	Deductible: \$500 deductible
Comprehensive:	Deductible: \$500 deductible

HARRISON AUTO BODY  
1009 DALLAS STREET  
CHETEK, WI 54728  
PHONE: (715)924-4501 FAX: (715)924-3173  
FEDERAL TAX ID #26-1213632

\*\*\* PRELIMINARY ESTIMATE \*\*\*

08/02/2019 11:46 AM

**Owner**

**Owner:** CARRIE JOHNSON  
**Address:** 717 1ST ST  
**City State Zip:** Chetek, WI 54728

**Cell:** (715)205-1072  
**FAX:**

**Inspection**

**Inspection Date:** 08/02/2019 11:47 AM

**Inspection Type:**

**Appraiser Name:** Harlen Larson

**Appraiser License # :**

**Repairer**

**Target Complete Date/Time:**

**Days To Repair:** 5

**Vehicle**

2017 Jeep Renegade Latitude 4 DR Wagon  
4cyl Gasoline 2.4  
9-Speed Automatic

**Lic Expire:**  
**Veh Insp# :**  
**Condition:**  
**Ext. Refinish:** Two-Stage

**VIN:** ZACCJBBB1HPG31429  
**Mileage Type:** Actual  
**Code:** J2214B  
**Int. Refinish:** Two-Stage

**Options**

1st Row LCD Monitor(s)  
5 Passenger Seating  
Aluminum/Alloy Wheels  
Auto Headlamp Control  
Black Grille  
Cargo Lamp  
Daytime Running Lights  
Electric Steering  
Fog Lights  
Head Airbags  
Interior Cargo Tray  
Keyless Ignition System  
Lighted Entry System  
Power Door Locks  
Rear Reading Lights  
Rear Step Bumper  
Rear Window Wiper/Washer  
Side Airbags  
Stability Cntrl Suspens

2nd Row Head Airbags  
AM/FM Stereo  
Anti-Lock Brakes  
Automatic Power Locks  
Bodyside Cladding  
Center Console  
Driver Knee Airbag  
Electronic Compass  
Fuel Door Release  
Heated Power Mirrors  
Intermittent Wipers  
Knee Air Bags  
Overhead Console  
Power Windows  
Rear Seat Headrest(s)  
Rear View Camera  
Remote Starter  
SiriusXM Satellite Radio  
Strg Wheel Radio Control

4-Wheel Drive  
Air Conditioning  
Armrest(s)  
Auxiliary Audio Input  
Bucket Seats  
Cruise Control  
Dual Airbags  
Fender Flares  
Halogen Headlights  
Illuminated Visor Mirror  
Keyless Entry System  
Leather Steering Wheel  
Power Brakes  
Privacy Glass  
Rear Spoiler  
Rear Window Defroster  
Roof Rails  
Split Folding Rear Seat  
Tachometer

Temperature Gauge(s)	Tilt & Telescopic Steer	Tire Pressure Monitor
Touch Screen Display	Traction Control System	Trip Computer
USB Audio Input(s)	Velour/Cloth Seats	Wireless Audio Streaming
Wireless Phone Connect	Xtra Storage Cmptrmnt(s)	

**Damages**

Line	Op	Guide	MC	Description	MFR.Part No.	Price	ADJ%	B%	Hours	R
<b>Stripes And Mouldings</b>										
1	RI	1124		Mldg,Rear Door Lower RT	R & I Assembly				0.2	SM
<b>Front Doors</b>										
2	BR	208	13	Door Shell,Front RT High Strength Steel	Blend Refinish				2.1	RF
					1.0 Blend					
					0.6 Two-stage setup					
					0.5 Two-stage					
3	RI	275		W/Strip,Belt Outer R/F	R & I Assembly				0.5	SM
4	E	228		N/Plate,Front Door RT	68267207AA	\$41.70			0.2	SM
5	RI	1355		Frt Door Mirror O/H RT	R & I Assembly				0.7	SM
6	RI	279		Handle,Front Door Otr RT	R & I Assembly				0.3	SM
<b>Rear Doors</b>										
7	I	288		Door Shell,Rear RT High Strength Steel	Repair				8.0*	SM
8	L	288		Door Shell,Rear RT	Refinish				2.4	RF
					2.0 Surface					
					0.4 Two-stage					
9	RI	434		W/Strip,Belt Outer RT	R & I Assembly				0.5	SM
10	RI	328		Handle,RR Door Outer RT	R & I Assembly				0.3	SM
<b>Manual Entries</b>										
11	I	M14		Corrosion Protection	Repair				0.3*	RF
12	I	M66		Color Sand And Buff	Repair				0.5*	RF
12	Items									

MC	Message
13	INCLUDES 0.6 HOURS FIRST PANEL TWO-STAGE ALLOWANCE

**Estimate Total & Entries**

Gross Parts		\$41.70
Paint & Materials	5.3 Hours @ \$40.00	\$212.00
Parts & Material Total		\$253.70
Tax on Parts & Material	@ 5.500%	\$13.95

Labor	Rate	Replace Hrs	Repair Hrs	Total Hrs	
Sheet Metal (SM)	\$60.00	2.7	8.0	10.7	\$642.00
Mech/Elec (ME)	\$80.00				
Frame (FR)	\$80.00				
Refinish (RF)	\$60.00	4.5	0.8	5.3	\$318.00
<b>Labor Total</b>				16.0 Hours	\$960.00
<b>Tax on Labor</b>		@ 5.500%			\$52.80
<b>Gross Total</b>					<b>\$1,280.45</b>

**Net Total**

**\$1,280.45**



Alternate Parts Y/00/00/00/00/00 CUM 00/00/00/00/00 Zip Code: 54728 Default  
Rate Name Default

**Audatex Estimating 8.0.643 Update 5 ES 08/02/2019 11:56 AM REL 8.0.643 Update 5 DT 07/01/2019**  
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**1.5 HRS WERE ADDED TO THIS ESTIMATE BASED ON AUDATEX'S TWO-STAGE REFINISH FORMULA.**

**Op Codes**

* = User-Entered Value	^ = Labor Matches System Assigned Rates	E = Replace OEM
NG = Replace NAGS	EC = Replace Economy	OE = Replace PXN OE Srpls
UE = Replace OE Surplus	ET = Partial Replace Labor	EP = Replace PXN
EU = Replace Recycled	TE = Partial Replace Price	PM = Replace PXN Reman/Reblt
UM = Replace Reman/Rebuilt	L = Refinish	PC = Replace PXN Reconditioned
UC = Replace Reconditioned	TT = Two-Tone	SB = Sublet Repair
N = Additional Labor	BR = Blend Refinish	I = Repair
IT = Partial Repair	CG = Chipguard	RI = R & I Assembly
P = Check	AA = Appearance Allowance	RP = Related Prior Damage

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**RESOLUTION NO. 2019-18**

WHEREAS, donations to the “shop with a cop” program were received,

WHEREAS, the police 2010 charger was sold,

WHEREAS, reimbursement for police training at the Chetek-Weyerhaeuser School District was received,

WHEREAS, police department firearms were sold,

WHEREAS, reimbursement for expenses for the National Night Out was received,

WHEREAS, the police chief is requesting to appropriate receipts to various police department accounts,

NOW THEREFORE, BE IT RESOLVED, by the Common Council of the City of Chetek that the City Clerk/Treasurer be authorized to adjust the **2019 budget** with the aforementioned funds to the following accounts:

Revenue accounts		Expense Accounts	
100-46216	\$ 600.00	100-57219	\$ 600.00
100-48001	\$14,100.00	100-57212	\$13,500.00
100-46216	\$ 1,198.69	100-52125	\$ 600.00
		100-52112-110	\$ 598.69
		100-57213	\$ 600.00

CITY OF CHETEK

By: \_\_\_\_\_  
Jeff Martin, Mayor

Attest: \_\_\_\_\_  
Carmen Newman, Clerk/Treasurer

Passed: September 10, 2019

2019 Rental Increase      rent increase effective November 1, 2019

rental unit	unit type	current rent	fees to management	% increase	Renters	length of time	utilities included
75 Hwy Blvd. S	house/garage	\$500.00	15% - \$75	10% - \$50 20% - \$100	Steve & Betty Davis	6 years	none
110 Moore St	Unit 1 - apartment	\$400.00	15% - \$60	10% - \$40 20% - \$80	Brent Thompson	?	all utilities included
110 Moore St	Unit 2 - apartment	\$385.00	15% - \$57.75	10% - \$38.50 20% - \$77	Jim Hansen	12 years	all utilities included