

City of Chetek Common Council Meeting Agenda

**Tuesday, November 15, 2022- 6:00 p.m.**

Council room, 220 Stout Street, Chetek, WI

**Also view meeting remotely on the City Facebook page**

**AGENDA:**

Call to order

Roll call – Mayor Martin\_\_\_\_ Scott Bachowski\_\_\_\_, Earl Grover\_\_\_\_, Terry Hight\_\_\_\_, Thea Hempel\_\_\_\_

Prayer

Pledge of Allegiance

Mayor Comments

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.

Motion to approve agenda

**CONSENT AGENDA:**

- a. Council minutes and city claims: **October**
- b. Department/Board reports as submitted -**Community Center-October; Fire District-September; Library-September and October;**
- c. Resignations and/or appointments from boards/committees:
- d. General licenses/permits:

**2021 Audit report - summary presented by April Anderson, CPA with Clifton, Larson, Allen**

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

Hangar space lease amendments

Hangar lease annual fees

Hangar lease renewals - Koenitzer #16 and Phillips #9

**NEW BUSINESS:**

Request for credit on high usage from September - 526 Pleasure Street

Ordinance - Airbnb licensing

Discuss handicap accessibility for public buildings

Set meeting date for discussion on proposed use of 2nd deposit of Fiscal Recovery Funds

Resolution to adopt 2023 budget

Adjourn

Minutes of the City of Chetek Common Council Meeting held on **Tuesday, October 11, 2022** in the council room, 220 Stout Street, Chetek, WI. Also posted live on the City Facebook page

The meeting was called to order by Mayor Martin at 6:00 following the public hearing.  
Members in attendance: Mayor Martin, Scott Bachowsk, Earl Grover, Terry Hight, Thea Hempel

Bachowski motioned to approve the agenda. 2nd by Grover. carried.

Hight motioned to approve the consent agenda items: council minutes and city claims for **September**; accept and place file department/board reports as submitted - **Plan Commission-September; Housing Authority-July, Economic Development committee-September; Ambulance commission-September. 2nd by Bachowski. Carried.**

Old Business  
None

New Business:

Emergency Operations Plan. Hight motioned to approve the EOP with corrections to the Lone Oak board and Day Care Center (Laugh n Learn on Morrison St.) 2nd by Hempel. Carried.

Fee Schedule - Hight motioned to approve with the following revisions: assessment search - \$20, Direct seller permits- weekly \$30, monthly \$75, 90-day \$200; Mobile Food vendor quarterly-\$200; zoning applications - \$300; plat reviews-\$150 each plat and \$20 per lot; certified survey map review \$100; Street excavation-\$50; garbage can change-out-\$20; Dumpster rental-\$35 per yard; subtract meters-\$275. 2nd by Bachowski - carried.

Airport runway resurfacing - Hight motioned to approve submitting a petition for Airport Aid for crack filling/micro-surface improvements. The project would be completed in 2023 with an estimated cost to the municipality of \$23,000 (20% of project cost). 2nd by Grover. Carried.

Crescent Landscape lease renewal - Hight motioned to renew the lease agreement for one year for the two acres of land in the northern industrial park for parking equipment, associated vehicles, delivery, storage, and processing of yard waste for the city. 2nd by Hempel. Carried.

Grover motioned to approve outside employment for Brandy Johnson - Sioux Creek Golf Course. 2nd by Hempel. Carried.

Bachowski motioned to approve the title change and wage increase for Mark Eby. New position/title will be deputy clerk with a wage increase of \$2.10 effective immediately. 2nd by Hempel. Carried.

Bachowski motioned to table until the November council meeting the hangar lease renewals for Phillips #9 and Koenitzer # 16 hangars. 2nd by Grover. Carried.

Grover motioned to approve Resolutions 2022-12 and 2022-13 - budget adjustments for revenue receipts for donations. 2nd by Bachowski. Carried.

Grover motioned to go into closed session. 2nd by Bachowski. Carried.  
Bachowski motioned to go into open session - 2nd by Hempel.

Hight motioned to adjourn the meeting. 2nd by Bachowski. Carried.

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Carmen Newman, clerk/treasurer

**The Center  
Community/Senior  
711 First Street  
Chetek, WI 54728  
Community Center Board Meeting  
Monday October 3, 2022 5:00pm**

**Call to Order**

**Roll Call** Thea Hempel P Mark Eby P Donna Bachowski P Kathy Dunham P Jeff Martin A Delores LaFaive P John Rush A Addy Roth A Sherry Chuchwar P

**Mark made the motion and Thea seconded it to Approve of Minutes from Previous Meeting:** May 9, 2022

**Public Comments:** none

**Director Report:** Update what's been happening at The Center

**Old Business:**

- Roof and Sign in and done. Was told by the roofer he was surprised that there were no leaks, there were several bad spots.
- Any other old business to discuss

**New Business:**

- 2023 Budget- Center has the smallest budget and only really use for supplies/small things for the center. Center is pretty much all updated, so unless something breaks we are good.
- There was discussion about the mortar on the building that is disintegrating and therefore the building is in need of tuck pointing to stop the issue. Donna will look into some quotes for this procedure.
- Donna has 2 quotes into the city for push button door openers for both the front door and the door leading to the alley.
- Director Donna having left foot surgery set for Tuesday November 29, off for 2 weeks. Will do like last year when I had surgery on right foot (had plate and 6 screws), work both from home and office. 12 weeks non weight.
- Any other new business to discuss
- Over winter anything I need to mention/update I will email the committee.
- Add on's to the meeting:
  - After the meeting Salena from the Lion's Club contacted Donna and informed her that the Lion's Club will build a pergola on the front of The Center and will also pay for it.
  - The Center got rid of 2 computers that have not been used in a few years, one wasn't working. It will save the Center \$288/year of maintenance expenses. If someone wants to use the computer, there are some available at the library where there are already blocks in place.

**Set time and date for next meeting:** TBD sometime in spring unless something comes up.  
**Adjourn**

Chetek Fire District  
Meeting Minutes: September 29, 2022

Meeting called to order by Ronnie Latcham at 6:00 P.M.

Roll Call was taken with the following present: Ronnie Latcham, Earl Grover, Keith Hanson, Jim Macone, Chief Ryan Olson, Renelle Gill and Randy Books.

Keith Hanson made a motion to approve the agenda, seconded by Jim Macone; motion passed.

Keith Hanson made a motion to approve the minutes from the July 28, 2022 meeting, seconded by Jim Macone; motion passed.

Treasures Report: Jim Macone presented the following updates on accounts: Checking - \$4,142.91; Savings - \$181,071.62; Pension - \$6,550.60; Equipment - \$152,430.26. Earl Grover made a motion to approve, seconded by Keith Hanson; motion carried.

Review/Approve Claims and Payments: Earl Grover asked why the cost from Blake's Radio Repair of \$2,500.00 was so high and what was in need of repair. Assistant Chief Randy Books explained that new radios were purchased to update the system and also provided a greater distance, which enabled better communication, than the older radios thus providing better service. Earl Grover made a motion to approve the Claims and Payments, seconded by Jim Macone; motion carried.

Bookkeeper's update: Renelle Gill presented an update and stated that the Township of Dover had not yet paid their full share of the annual contribution. Renelle stated that two invoices have been sent to the Township and she would call and do a follow-up. Ronnie Latcham said, if necessary, he could also give Mitch Hansen a call. Renelle also said that at the end of October there would be another expense of \$36,700.22 payment on the fire firetruck loan. Jim Macone made a motion to approve the Bookkeepers Update, Keith Hanson seconded the motion; motion carried.

Public input: Township of Prairie Lake asked for a copy of the Fire Districts Charter as of 2005, also asked for a run-data report per city and

townships for the last two years. Also stated that the Township has met with the Cameron Fire District comparing cost partnering with them for services. The Township of Prairie Lake is on the City of Chetek's agenda October 11, 2022 to further this discussion.

Chiefs Report: Working on the pontoon for the Diving Team and project completion sometime in the second week of October.

New Business: Election of Board Seats: Motions were made Ronnie Latchman Chairperson by Keith Hansen, second by Jim Macone; Vice Chairman Keith Hansen by Ronnie Latchman, second by Jim Macone; Treasurer Jim Macone by Keith Hanson, second by Earl Grover; Secretary Earl Grover by Ronnie Latchman, second by Keith Hanson; Motions carried. Crack sealing and resurfacing parking lot \$8,000.00. Resurfacing fire hall \$40,000.00. End of October loan payment on fire truck of \$36,700.22. Money to pay for these projects will be used from the savings account of \$181,071.62 which would then leave a balance of \$96,371.40 in the Fire Districts savings account. Review of auditor's report year ending December 31, 2021 tabled until next meeting, December 1, 2022. There is a monetary change needed referencing the Equipment Fund Savings and the Operating Fund Savings. The Equipment Fund Savings should be \$120,464.00 and the Operating Fund Savings should be \$34,726.00. The Budget proposed for 2023 is the same as the budget for 2022, there is a zero increase on the budget for 2023. A \$2.00 wage increase for fire fighter from \$15.00 to \$17.00 an hour. This wage increase is the first since 2009. Budget tabled until the committee meets with the owners. Ronnie Latchman suggested that the committee take a serious look at reducing the Township of Prairie Lake subsidy for 2023. Would like the board to consider making a recommendation to the ownerships of the Fire District to reduce the subsidy from Prairie Lake Township.

Next Meeting: December 1, 2022 – 6:00 pm at the Fire Hall Training Room.

Motion to adjourn was made by Earl Grover, second by Keith Hanson; motion carried.

Calhoun Memorial Library Board Meeting Minutes  
Sept. 6, 2022

Minutes of the Calhoun Memorial Library Board of Director's Meeting: Sept. 6, 2022

The board meeting was called to order at 9 a.m. on Sept 6, 2022, by President Jean Wacker at the Calhoun Memorial Library.

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

The agenda was approved by motion of Rachel Westberg, seconded by Kathy Hayes. Motion carried.

There were no in-person public comments, but Burnham noted that she's received many well-wishes for her retirement and many welcoming Emily.

Minutes of the August board meeting were presented to board members in printed form. Motion was made Evie Nelson, seconded by Louise Brown, to accept the minutes as printed. Motion carried.

Treasurer Kathy Hayes presented the final expenditures, year to date budget, Act 150 and checking account report for June, July and August. Motion made by Jean Wacker, seconded by Louise Brown, to approve the June, July and August treasurer reports. Motion carried.

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

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

Mayor Jeff Martin reported on city happenings.

The board discussed possible options for making their 2023 budget request to the City of Chetek. Kathy Hayes moved to approve a request of \$113,210 to the city for the 2023 budget; motion was seconded by Evie Nelson. Motion carried.

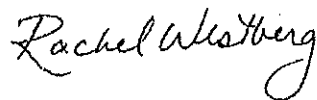
The board discussed salary increases for staff for the 2023 budget. Louise Brown moved to approve a \$0.55/hour increase in library staff salaries as part of the 2023 budget. Motioned seconded by Evie Nelson. Motion carried.

The board discussed the retirement recognition plan for Burnham. An open house with refreshments is planned for Burnham on Sept. 15 from 3-6 p.m.

Burnham and Resendiz gave the board a brief update on the progress for the door and counter projects.

Motion to adjourn by Kathy Hayes, seconded by Jeff Martin. Motion carried; meeting adjourned.

Respectfully Submitted,



Calhoun Memorial Library Board Meeting Minutes  
Oct. 4, 2022

Minutes of the Calhoun Memorial Library Board of Director's Meeting: Oct. 4, 2022

The board meeting was called to order at 9 a.m. on Oct. 4, 2022, by Vice-President Nancy Nix at the Calhoun Memorial Library.

Members present: Nancy Nix, Louise Brown, Kathy Hayes, Evie Nelson, and Rachel Westberg. Missing were Jean Wacker and Jeff Martin. Also present was director Emily Resendiz.

The agenda was approved by motion of Evie Nelson, seconded by Louise Brown. Motion carried.

There were no in-person public comments, but Resendiz noted that she's received many well-wishes in her new position as director.

Minutes of the September board meeting were presented to board members in printed form. Motion was made Kathy Hayes, seconded by Louise Brown, to accept the minutes as printed. Motion carried.

Treasurer Kathy Hayes presented the final expenditures, year to date budget, Act 150 and checking account report for September. Motion made by Evie Nelson, seconded by Rachel Westberg, to approve September treasurer reports. Motion carried.

Library Director Emily Resendiz presented petty cash, statistics, Friends of the Library updates, and activities in her director's reports.

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

There was no city council representative report.

The board discussed updates on their 2023 budget request to the City of Chetek.

Resendiz gave the board an update on the progress for the door and counter projects.

Evie Nelson made a motion to have the library reimburse Louise Brown \$180 for the balance of the Hope and Anchor bill for Carol's retirement party after the Friends of the Library paid their agreed upon amount (\$300). Motion seconded by Rachel Westberg. Motion carried.

Items for the November meeting include an update on the door and counter projects.

Motion to adjourn by Louise Brown, seconded by Rachel Westberg. Motion carried; meeting adjourned.

Respectfully Submitted,

*Rachel Westberg*



## HANGAR SPACE LEASE proposed amendment

THIS LEASE, made this \_\_\_\_\_ day of \_\_\_\_\_ 2022, between the City of Chetek ("Airport"), Lessor, and \_\_\_\_\_, ("Lessee.")

WITNESSED, that the Lessor has demised and leased to the Lessee certain premises situated on the Chetek Airport, located in the City of Chetek, the County of Barron, Wisconsin, which is known and described as \_\_\_\_\_ (the "Property"). The property is hereby leased under the terms and conditions as follows:

1. **Term.** The lease period is for a term of **Twenty (20)** years commencing on \_\_\_\_\_, 2021. The Lessee agrees to promptly pay the City of Chetek in advance an annual rental fee of \$ **252.00** on or before the first day of each year hereof. Said annual rental amount may be reviewed and changed annually, on a calendar year basis, by the City of Chetek. However, no single increase shall exceed 20% of the prior year's annual rental charge. Notice of any change shall be given by the City of Chetek by December 1 and the change shall become effective on January 1. This lease shall be automatically renewed at the then-established current rates established by Lessor on each January 1 for successive one-year periods, unless either party sends by mail a written notice of termination to the other party at least thirty (30) days prior to the expiration of the then-existing Lease. The City shall not terminate this lease without reasonable cause. Lease payment shall be made payable to the City of Chetek and delivered to 220 Stout Street, Chetek, Wisconsin 54728.

2. **Construction Liens.** Lessor understands and agrees that Lessee may construct, occupy, and maintain an airplane hangar ("Hangar") on the Property. Any construction, repair, or maintenance shall be in compliance with all federal, state, and local laws, rules, regulations, and directives. Lessee shall not allow any lien to attach to the Property whatsoever and shall provide appropriate lien waivers within ten (10) days of any written demand by the Lessor. The hangar shall be occupied within one (1) year from the date hereof.

3. **Use of Premises & Storage.**  
**Aircraft:** On the completion of the construction of the Hangar, or after initial occupancy thereof, the Lessee shall own or lease and maintain an airworthy aircraft at the Hangar. For the purpose of the Hangar Lease Agreement, an airworthy aircraft is defined as one that has either: a) successfully completed an annual inspection by a properly certified aircraft mechanic within the preceding twelve month period (for standard category aircraft); b) has been maintained in accordance with the operating limitations prescribed by the FAA (for special category aircraft); or c) has been maintained in accordance with the manufacturers' recommendations (for all other aircraft), as documented in the aircraft logbooks or other formal FAA compliant maintenance records and LESSEE shall make these records available upon Airport Committee or Common Council request. The aircraft stored in the leased premises shall be properly registered with the federal and state agencies. If an aircraft is found to not be properly registered, the LESSEE will be required to provide proof of registration within 60 days. Indefinite storage of a non-airworthy aircraft is strictly prohibited (which will be evaluated on a case by case basis, at the determination of the Common Council or Airport Committee). LESSEE shall comply with Federal Aviation Administration (FAA) policy on Non-Aeronautical Use of Airport Hangars as outlined in the current version of FAA Order 5190.6, Federal Register Vo. 81, No. 115 pp 38906-38911, and in any other guidance published by the FAA concerning the use of hangars, so as not to ultimately impede the use of the hangar for aeronautical purposes. Pursuant to City of Chetek Code Chapter 22 - Aviation, LESSEE agrees to observe and obey during the term of the lease all laws, ordinances, rules and regulations enforced by the LESSOR, and any other authority having jurisdiction over the airport. If a Lessee sells his/her aircraft or terminates a user agreement, the above also applies. The Lessee may not assign this Lease or sublet without the written consent of the City of Chetek. The Lessor may request proof of aircraft ownership or usage rights from the Lessee during the term of this Lease.

**Storage:** Lessee shall store nothing in the Hangar other than an aircraft and the necessary tools, equipment, and parts required for the service of the aircraft with the exception of snowmobiles, off- road vehicles, or similar recreational vehicles personally owned by the Lessee. All such allowed items must be stored inside the Hangar.

**Residential use prohibited:** Hangars cannot be used as a residence. The hangar may be used for overnight/resting periods for crew members, however; hangars cannot be used for permanent or temporary residential use.

(the storage language was moved up from item #11 originally.)



4. **Insurance.** Lessee shall obtain whatever insurance they desire as to the hangar itself and as to any personally stored or allowed to be present on the Property. Lessor will not be responsible for and shall not insure any of Lessee's or Lessor's guest or invitee's property.

5. **Inspection.** It is further agreed and understood that the agents of Lessor may enter the Hangar to view and inspect the Hangar at all reasonable hours. It is further agreed and understood that, in the event said Lessee defaults in the payment of rent as stipulated in the Lease or annual personal property tax, agents of the Lessor may enter the Hangar with legal process and take possession of any aircraft which may be stored in the Property and retain possession of same until the rent or personal property tax is paid in full. Rental payments not received within thirty (30) days of their specified due dates shall be subject to a 2% surcharge thereupon for billing expenses.

6. **Utilities.** Lessee shall maintain and pay the monthly charge for any power for electrical service into the Hangar required or desired. Lessee shall be responsible for any garbage collection, water, or other utility charges and shall pay the same when and as due.

7. **Taxiway Construction, Snow Removal, lawn care**

a. **Taxiway Construction.** Lessee shall pay its pro-rata share of the cost incurred by Lessor in constructing, reconstructing, repairing, and/or paving the taxiway in front of Lessee's hangar if and whenever incurred. Lessee shall pay one third of said pro-rata share within sixty (60) days of the date of billing. Lessee may also pay the remainder of said pro-rata share within said sixty (60) days without interest. If Lessee fails to pay the remainder of said pro-rata share within 60 days of the date of the bill, any special charge remaining unpaid, together with interest, shall be payable in two (2) equal annual installments to the City Clerk/Treasurer on or before the first day of November of each year following the first payment date. Interest shall be computed at the rate of 9.0% per annum. The unpaid balance can be pre-paid at any time, together with interest accrued to the date of payment.

If the City does not elect to construct and/or pave a taxiway, the Lessee shall construct a taxiway at Lessee's sole cost, but said taxiway may only be constructed within the specifications set by the airport committee. No construction shall commence on said taxiway until the Lessee has received the written specifications relative thereto from the Airport Committee.

b. **Pro-Rata Share.** The pro-rata share identified in Section 7(a) of this Lease shall be a fraction, the numerator of which shall be equal to the length of the parcel adjoining the taxiway plus an additional 15 feet, and the denominator of which shall be the length of the entire taxiway then constructed.

c. **Ice, Snow and Debris.** Lessor shall keep the runways and taxiways reasonably free and clear of ice, snow, and debris.

d. **Grass/weeds.** Lessee shall be responsible for removing weeds and mowing their 50% share of the area on either side of their hangar.

8. **Maintenance.** Lessee shall perform routine repairs and maintenance on the Hangar. Upon the Lessee's failure to do so, the Lessor may clean and/or otherwise repair the Hangar at the Lessee's expense. Lessee further agrees that no flammable material shall be stored in the Hangar, other than the usual oil and fuel contained in aircraft tanks and engines, and lubricants required for the servicing of Lessee's aircraft.

9. **Security.** Lessee agrees that Hangar doors shall be closed and lights turned off when the Hangar is unattended, and that no aircraft engine shall be operated within the Hangar.

10. **Commerce.** No commercial business whatsoever, of any kind or nature, shall be conducted in or from Hangar unless approved in advance by the Common Council.

11. **Regulations.** Lessee agrees to assist the airport in complying with Federal Airport Air Carrier Security Requirements FAR 107/108 as the same may be amended from time to time. Lessee agrees not to operate any vehicle other than an aircraft on the Aircraft Operations Area of the airport. This includes taxiways and aircraft ramp areas outside of the Property area. Lessee agrees to obey all the laws, rules, regulations, and ordinances that may be promulgated from time to time by the United States of America, the State of Wisconsin, County of Barron, or the City of Chetek, as may affect the use of the Hangar or the Airport.

12. **Covenant to Hold Harmless: Public Liability Insurance.**

a. **Indemnification.** Lessee agrees to indemnify and hold Lessor harmless against and from any and all claims, damages, costs, and expenses, including reasonable attorney's fees, arising from Lessee's use and occupancy of the leased premises. Lessor shall not be liable, and Lessee waives all claims against Lessor, for damage to person or property sustained by Lessee or its employees or agents, resulting from the condition of a building situated on the leased premises, the leased premises proper, or any equipment or appurtenance located thereon; or such claims as may result from an accident on or about the leased premises, including any improvements thereon.

b. **Minimum Insurance.** Lessee agrees to carry and pay the premiums for either commercial general liability insurance, comprehensive liability insurance, or public liability insurance, insuring for injury to property, person, or loss of life arising out of the use and occupancy of the leased premises, with limits of at least \$100,000 property damage, \$300,000 for any one person, and \$500,000 for any number of persons injured or killed in any one accident. Lessee shall furnish to Lessor a certificate of said insurance as may be requested by Lessor from time to time. Such policy or policies of insurance shall not be canceled, discontinued, or altered unless Lessee first gives ten (10) days written notice to Lessor. Any hangar owner conducting any type of approved business in their hangar must provide insurance as outlined in City of Chetek code of ordinances section 22-21.

c. **Penalty.** Evidence of the required insurance shall be provided on each anniversary date of this lease. Failure to provide this evidence within ten (10) days of its due date shall, in addition to other remedies for default under this lease, subject the Lessee to a **penalty of One Hundred Fifty Dollars (\$150.00) for each such failure.**

13. **Assignment.** Lessee shall not assign, mortgage, or encumber this Lease or sublet or permit the leased premises, or any part thereof, to be used by others for purposes other than storage of an aircraft without the prior written consent of Lessor in each instance, but such consent shall not be unreasonably withheld. No such consent is required for the storage of aircraft other than Lessee's.

14. **Default and Remedies.**

a. **Acts of Default.** Each of the following shall be deemed a default by Lessee and a breach of the Lease:

- (i) Failure to pay any rent within 10 days of its due date.
- (ii) Failure to do, observe, keep, and perform any of the terms, covenants, conditions, agreements, and provisions of this Lease for a period of twenty (20) days after written notice of such failure is given by the Lessor to the Lessee.
- (iii) The abandonment of the premises by Lessee except upon the termination of this Lease as expressly permitted by a provision hereof.
- (iv) The filing by the Lessee of a petition for relief under the Bankruptcy Act of the United States, as amended; the filing by Lessee of a petition for relief under any state bankruptcy, receivership, or any insolvency statute; the making by the Lessee of any assignment for the benefit of its creditors, or any appointment of a receiver or trustee for Lessee for all or part of its property; or the taking by execution of any of Lessee's rights hereunder.

Upon the happening of any of the events set forth in this paragraph, Lessor shall have the right without notice to terminate all of Lessee's interests herein forthwith.

b. **Remedies.** Upon the happening of any of the acts of default set forth above, Lessor shall have the right to elect one or more of the following remedies:

- (i) Lessor may terminate this Lease upon a specified date not less than twenty (20) days after the date of notification in writing to Lessee of an act of default as set

forth in subparagraphs (a)(i), (ii), or (iii) unless such default has been cured within said twenty (20) day period.

- (ii) If Lessee commits an act of default, Lessor may re-enter the premises upon a specified date not less than twenty (20) days after the date of notification in writing to Lessee by Lessor of the act of default set forth in this section unless such default was cured within said twenty (20) day period. Such re-entry shall not be deemed abandonment by Lessee. Upon Lessor's re-entry, Lessee shall remain liable for all rentals due for the term of this Lease; provided, however, that the Lessor shall use its best efforts to relet the premises on behalf of Lessee upon the best terms and conditions available in the marketplace, and to credit Lessee with the rentals received by Lessor for such reletting.
- (iii) In the event of default described in subparagraph (a)(iv), Lessor may elect to accept rentals from any trustee, receiver, or other agent to occupy the leased premises so long as said trustee, receiver, or other agent performs all of the other terms and conditions of this Lease. Nothing herein shall be construed to give to any trustee, receiver, or other agent any right, title, or interest in or to the leased premises or any leasehold interest therein.

In addition to the foregoing, Lessor shall have the right to exercise any remedy at law or equity as provided by the laws of the State of Wisconsin.

15. **Surrender Upon Termination of Lease.** Lessee shall vacate the leased premises in the good order and repair in which such property is at the time this Lease is executed, ordinary wear and tear excepted, and shall remove all of its property there from so that Lessor can repossess the lease premises no later than noon on the day upon which this Lease ends, whether upon notice, by holdover or otherwise. Lessor shall have the same rights to enforce this covenant by ejectment and for damages or otherwise and for the breach of any other condition or covenant of this Lease. Lessee may, at any time prior to or upon the termination of this Lease, remove from the leased premises all materials, equipment, and property of every other sort or nature installed by Lessee thereon, provided that such property is removed without substantial injury to the leased premises. No injury shall be considered substantial if it is promptly corrected by restoration to the condition prior to the installation of such property if so requested by Lessor. Any property of Lessee not removed shall become the property of the Lessor.

16. **Miscellaneous.**

a. **Duplicates; Recordation.** The parties shall, at any time at the request of either one, promptly execute duplicate originals of an instrument, in recordable form, which will constitute a short form lease, setting forth a description of the leased premises, the term of this Lease, and any other portion thereof, excepting the rental provisions, as either party may request.

b. **No Waiver.** No waiver by Lessor of a breach of any of the covenants contained in this Lease shall be constructed to be a waiver of any succeeding breach of the same covenants.

c. **Arrears.** All arrearages in the payment of rent or any other payment required by the Lessee under this Lease shall bear interest from the date when due and payable at the rate of twelve percent (12%) per annum until paid.

d. **Written Modifications.** No modification, release, discharge, or waiver of any provisions hereof shall be of any force, effect, or value unless in writing signed by Lessor and Lessee, or their duly authorized agents or attorneys.

e. **Entire Agreement.** This instrument contains the entire agreement between the parties as of this date, and the execution hereof has not been induced by either party by representations, promises, or understanding not expressed herein. There are no collateral agreements, stipulations, promises, or undertaking whatsoever upon the respective parties in any way touching the subject matter of this instrument which are not expressly contained in this instrument.

f. **Notices.** Any notice, offer, or demand required to be sent hereunder shall be sent by

United States mail addressed to the respective parties at:

To Lessor: City of Chetek 220  
Stout Street  
PO Box 194  
Chetek, WI 54728

To Lessee: [Redacted]  
[Redacted]  
[Redacted]

Phone: \_\_\_\_\_ email: \_\_\_\_\_

Nothing herein contained shall be construed as prohibiting the parties respectively from changing the place at which notice is to be given, but no such change shall be effective unless and until it has been accomplished by written notice given in the manner set forth in this paragraph.

g. **Governing Law.** All of the rights and remedies of the respective parties shall be governed by the provisions of this instrument and by the laws of the State of Wisconsin as such laws relate to the respective rights and duties of landlords and tenants.

h. **Rules of Interpretation.** The language used in this Lease shall be deemed to be the language chosen by the parties hereto to express their mutual intent, and no rule of strict construction against either party shall apply to any terms or conditions hereof.

**Make and model of aircraft to be stored:** [Redacted]  
**Aircraft registration #:** [Redacted]

**Name of insurance company:** [Redacted]  
**Address of insurance company:** [Redacted]  
**Effective date of coverage:** [Redacted]

IN WITNESS WHEREOF, said parties have hereunto set their hands and seals the same day and year first above written.

CITY OF CHETEK, Lessor

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

By: \_\_\_\_\_ date \_\_\_\_\_  
Carmen Newman, Clerk/Treasurer

By: \_\_\_\_\_, Lessee Date: \_\_\_\_\_

By: \_\_\_\_\_, Lessee Date: \_\_\_\_\_

Hangar #	HANGAR OWNER	Lease renewal			2021	2020
1	1 Brodt, Herbert (Greg)	2/1/2041	2714 7th Avenue, Chetek, WI 54728 (chetek aviation)	211910020000	\$567.23	\$590.00
2	2 Davis, John	12/13/2031	W5215 County Rd Z, Eau Claire, WI 54701	211920000000	\$231.01	\$240.00
3	3 Abbott, Greg	1/1/2025	12509 Fillyside Drive, Dunlap, IL 61525	211960088000	\$267.60	\$279.00
4	5 Pruzek, Russell	1/1/2021	13654 County I, New Auburn, WI 54757	211950072000	\$102.92	\$107.00
5	6 Lenbom, Mark	10/10/2037	1139 25th Street, Cameron WI 54822	211940007000	\$114.37	\$119.00
6	7 Lind, Stephen	1/1/2026	680 Lakeview Drive, Chetek	211950095000	\$873.70	\$910.00
7	8 Southworth, Grant	1/1/2026	15387 70th Street, Bloomer, WI 54724	211950096000	\$880.58	\$917.00
8	9 Phillips, Dave	1/1/2023	691 Lakeview Drive, Chetek, WI 54728	211960090000	\$997.23	\$1,038.00
9	10 Thalacker, H	1/1/2026	335 Phillips Street, Chetek, WI 54728 -Wacker see Ins Form	211920040000	\$983.50	\$1,024.00
10	11 Wright, Bill	10/10/2037	1055 24 1/2 Street, Cameron, WI 54822	211900035000	\$384.25	\$400.00
11	Thomas, David (m.Hutzler leasing)	12/31/2034	437 N Main Street, Rice Lake WI 54868	211910060000	\$674.73	\$702.00
12	12A Harrison, Chuck	5/1/2038	PO Box 92 Chetek, WI 54728	211930077000	\$882.86	\$919.00
13	12B Carlson, Kevin	8/1/2033	3375 56th Ave NE Naples, FL 34120	211900032000	\$882.86	\$919.00
14	13 Cushing, Jim	11/1/2036	PO Box 327, Red Wing, MN 55066	211920015000	\$512.34	\$533.00
15	14 Buffinton, Gene	1/1/2026	341 22nd Street, Chetek, WI 54728	211900065000	\$795.94	\$829.00
16	15 Sailor, Robert	10/10/2037	PO Box 166, Chetek, WI 54728	211960080000	\$599.88	\$729.00
17	16 Koenitzer, Judd	01/01/2023	1955 5th Avenue, Chetek, WI 54728	211950060000	\$416.26	\$433.00
18	17 Eberle, John	5/10/2025	2011 Lake Shore, Bloomer, WI 54724	211930036000	\$498.61	\$519.00
19	18 Tchop, Robert	4/9/2039	2605 7th Avenue, Chetek, WI 54728	211960045000	\$555.80	\$579.00
20	19 Schoonover, Traci	1/11/2037	see 58	211960085000	\$1,312.86	\$1,367.00
21	20 Kutrieb, Mike	10/10/2037	702 1st Street, Chetek, WI 54728	211930076000	\$706.76	\$736.00
22	21 Schlasinger, Larry	2/1/2039	Box 767, Chetek, WI 54728	211920073000	\$1,230.51	\$1,281.00

Hangar #	HANGAR OWNER	Lease renewal		2021	2020
23	Larsen, Jim/ Aerosource, LLC	1/1/2024	5068 Cty Hwy K , Chippewa Falls, WI 54729	\$1,189.35	\$1,238.00
24	Thalacker, H	8/1/2040	335 Phillips Street, Chetek, WI 54728-9338	\$830.26	\$864.00
25	Kirkman, Todd	11/1/2041	779 Lakeview Drive, Chetek, WI 54728	\$1,646.80	\$1,714.00
26	Kirkman, Todd	10/10/2037	779 Lakeview Drive, Chetek, WI 54728	\$1,338.02	\$1,393.00
0	Ayers, Shawn	01/01/2042	PO Box 536, Chetek, WI 54728	\$0.00	\$0.00
27	Kirkman, Todd	12/1/2040	779 Lakeview Drive, Chetek, WI 54728	\$1,152.75	\$1,200.00
28	Salmon Investment, LLC	11/1/2040	W2955 County Rd. Z, Eau Claire, WI 54701	\$1,152.75	\$1,200.00
29	Wells, Kris	12/1/2040	c/o Northern Granite, PO Box 158, Barron, WI 54812	\$896.59	\$933.00
30	Riewestahl, Dan	11/1/2040	404 Lake Road, Altoona, WI 54720	\$1,029.25	\$1,071.00
31	Hartman, William	11/1/2025	2715 Imperial Way, Yuba City, CA 95993	\$1,152.75	\$1,200.00
32	Schoonover, Traci	5/1/2041	PO Box 148, Chetek, WI 54728 see 19	\$1,152.75	\$1,200.00
33	H.T. Lystrup, Jr. - c/o Lystrup Living Trust	12/1/2040	2904 Pine Lodge Rd, Eau Claire, WI 54701	\$1,152.75	\$1,200.00
34	Schoonover, Traci / Whitmore, Alex	3/1/2041	PO Box 215, Terlingua, TX 79852 & Traci Schoonover	\$926.32	\$964.00
35	Skaw, Jack	9/1/2024	26255 105th Street, New Auburn, WI 54757	\$1,004.09	\$1,045.00
36	Ayres, Shawn	3/2/2034	1512 Knapp Street	\$921.74	\$960.00
37	Eberle, John	9/1/2023	2011 Lake Shore, Bloomer, WI 54724	\$832.54	\$867.00
				\$30,850.51	\$32,219.00
			average tax paid	\$811.86	\$847.87

Approximate tax retained by City 36%

hangar lease payments

Year fee





October 2022

To the City of Chetek,

An issue occurred while having our bathroom made more handicapped accessible.

We were surprised when we received our utility bill and found it had increased from the usual \$68 to \$304.

As we delved into the issue, we believed we found what caused the dramatic increase in water usage, (In one month we used more water than in the entirety of 2021)

After working with the City and determining it was not a meter malfunction or derisous neighbor, we contacted our contractor, Ken Schmidt. Ken noted that when he was at our house he heard water running and found a faucet turned on in the basement. The faucet had a hose attached and water was running down the drain.

We believe the hose was used to blow out sewer lines after a backup in the 1980's. We purchased our home in December 2021 and have a lot yet to discover.

We are asking if there is anything that can be done to offset some of the costs or leniency in payment due to this unfortunate incident.

Thank you for your consideration,

LeBae & Roger Zahorski  
526 Pleasure St.

**ORDINANCE NO. 787A**

**TO ADOPT SECTION 30-300, ARTICLE VI, CHAPTER  
30-BUSINESS REGULATION AND TAXATION OF THE  
MUNICIPAL CODE OF THE CITY OF CHETEK,  
WISCONSIN**

The Common Council of the City of Chetek does hereby ordain as follows:

**Chapter 30 Short-Term Home Rentals**

**§ 30-300 Purpose.**

- A. The purpose of this section is to allow short-term home rental while mitigating impacts on surrounding properties by implementing balanced regulations to protect the integrity of the City's neighborhoods as well as protect the general public health, safety and welfare.
- B. These provisions establish the framework for City review of applications for short-term home rental operations, and the standards which apply to the operation of these businesses.

**§ 30-301 Definitions.**

As used in this chapter, the following terms shall have the meanings indicated:

**GUEST BEDROOM**

Every sleeping guest room shall be of sufficient size to afford at least 400 cubic feet (12 cu m) of air space for each occupant over 12 years of age and 200 cubic feet (6 cu m) for each occupant 12 years and under. Every sleeping guest room shall have a minimum ceiling height of 7 feet (2.13 m). No greater number of sleeping occupants than the number established by application of these standards is permitted in any sleeping guest room. The property owner is not allowed to designate sleeping areas in spaces that are not typically for sleeping purposes for additional occupancy. In addition, the maximum occupancy can never exceed the occupancy established by the Barron County Zoning office based upon the size of the septic system.

**OUTDOOR RECREATION AREA**

Any man-made structure within a property that is used for outdoor recreational purposes which includes but is not limited to: pools, decks, patios, seating areas, gathering spaces, gazebos, and children's playground equipment. This includes areas for smoking, playing yard games, or similar activities.

**PARKING MITIGATION PLAN**

A plan that consists of existing parking conditions and proposed parking conditions within 300 feet of a proposed short-term home rental.

**PRIMARY RESIDENCE**

The dwelling unit within which a person lives for six months plus a day during a calendar year. A person shall only have one primary residence.

**PRIMARY RESIDENT**

A person living on a property where the property is the person's primary residence.

**PROPERTY MANAGER**

The person identified as being the person responsible for the short-term home rental, to respond to complaints, or be available to address the needs of transient guests in the absence of the property owner.

**PROPERTY OWNER**

The owner of the property being used as a short-term home rental.

**RESIDENTIAL DWELLING**

Any building, structure, or part of the building or structure that is used or intended to be used as a home, residence, or sleeping place by one person or by two or more persons maintaining a common household, to the exclusion of all others.

**SHORT-TERM HOME RENTAL**

A residential dwelling unit that is offered for rent for a fee and for fewer than 29 consecutive days as defined in W.S.A. § 66.061S(l)(dk). This includes short-term home rental of any accessory dwelling units as defined in Chetek Municipal Code § **118-254**, the second unit of an owner-occupied duplex, mother-in-law apartments, and bed-and breakfast establishments.

**TRANSIENT GUEST**

A person who travels to a location away from his or her permanent address for a short period of time for vacation, pleasure, recreation, culture, business or employment and rents a short-term home rental.

*ill Editor's Note: See Chs. SPS 320 through 325, Wis. Adm. Code.*

**§ 30-302 License required.**

- A. No property may be used as a short-term home rental for more than 10 nights each year unless granted a license by the City.
- B. License standards. All short-term home rentals shall be subject to the following performance standards and the property owner must certify on the application form that all applicable items found in this chapter are satisfied, including:
  - (1) Performance standards as found in **§30-303**.
  - (2) Proof of sufficient and suitable property insurance identifying that the property is protected and the short-term rental business has commercial liability insurance.

- (3) Proof of tourist rooming house or bed-and-breakfast license, as amended, from Barron County
- (4) The license application must supply information on any web-based booking service(s) used for the license property.
- (5) Compliance with any other applicable state, county, or local regulations that are not otherwise identified as part of this chapter.

§ 30-303 **Performance standards.**

- A. Maximum occupancy. The maximum number of Transient Guests shall be limited to the guest bedroom measurements as in definitions of 30-301. Maximum Occupancy shall not be exceeded at any time during which the dwelling unit is being used by Transient Guests.
- B. Proximity of assistance to short-term home rentals. The property owner or property manager must be within 30 miles of the short-term home rental property at any time the property is being used by transient guests.
- C. Contact information. The City Clerk's Department must be notified within 10 days of a change in property owner's or property manager's contact information. The property owner and/or property manager must provide the property owner's or the property manager's (as applicable) contact information, including name, address and phone number, to all property owners within 300 feet of the property boundary. The property owner and property manager must notify neighboring properties within 10 days of a change in contact information.
- D. Parking. Outdoor parking for overnight and day guests shall be limited to available parking on the Short-Term Rental property. In no event shall parking for Short-Term rental guests include spaces in any public street right-of-way or on any lawns or vegetated areas. Short-Term rental parking is to include no more than 6 vehicles.
  - 1) In the R-1 and R-2 Zoning Districts, transient guest parking must either be accommodated on the property of the short-term home rental dwelling unit, or a Parking Mitigation plan must be approved by the building and zoning administrator.
  - 2) No vehicular traffic or parking use shall be generated that is greater than normally expected in the neighborhood for the district for which the dwelling is zoned.

- E. Exterior appearance and signage. There shall be no change in the exterior appearance of the home or premises, or other visible evidence of the conduct of a short-term home rental, except:
- (1) Additional on-site City-code-compliant parking may be added to accommodate transient guests.
- F. Refuse. As required by City of Chetek Municipal Code § **Division 2 Chapter 86** waste shall be kept in approved receptacles or containers with closed tops and shall be stored out of view as much as possible.
- G. Noise. Use of Outdoor Recreation Areas or any other outdoor spaces at the property must comply with all applicable noise and nuisance ordinances, including but not limited to §62-113-62-122. There shall be no amplified outdoor sound after 10:00 p.m. or before 7:00 a.m.
- H. Outdoor Recreation Areas. All Outdoor Recreation Areas space utilized by three or more people at a time must be located at least one and one half (1.5) times the distance of the side yard setback from the property's boundaries. For the avoidance of doubt, if the side yard setback is ten (10) feet, Outdoor Recreation Areas utilized by three or more people at a time must be located at least fifteen (15) feet from the property's side yard property line.
- I. Health and safety. Short-term home rental shall be equipped with the following:
- (1) Smoke detector and carbon monoxide detectors in accordance with Wisconsin statutes on each floor level and sleeping area.
  - (2) Fire extinguishers shall be placed in the kitchen area, furnace area, and hallways adjoining bedrooms.
  - (3) Inside each bedroom door shall exhibit an evacuation plan, with a diagram of escape routes and emergency telephone numbers.
- J. Guest disclosure posting. Each short-term home rental shall have posted inside within two feet of the main entrance, in writing, the following rules and regulations and must submit a copy of the disclosure to the City with the license application and renewal applications.
- (1) The name, phone number and address of the property owner or property manager.
  - (2) The maximum number of transient guests allowed at the property.
  - (3) The maximum number of vehicles allowed at the property and where they are to be parked.



- (4) Property rules related to use of outdoor recreation areas, such as decks, patios, grills, recreational fires, pools and other recreational facilities.
- (5) City nuisance ordinances will be enforced by the Chetek Police Department, including reduced noise levels between 10:00 p.m. and 7:00 a.m.
- K. Inspections. All short-term home rentals shall be inspected annually by the Chetek Fire Department. Upon prior notice to the property owner or property manager, as applicable, City departments, including Police, Fire and Building Inspections, have permission to inspect the premises to investigate any complaints or possible violations.
- L. Temporary or short-term guests. In addition to Transient Guests, no more than four (4) total additional guests are permitted at the property at any one time, between the hours of 8:00 a.m. and 10:00 p.m. All guests who are not Transient Guests of the property must abide by all property rules and all relevant City ordinances.
- M. No recreational vehicles (RVs), campers, tents or other temporary lodging arrangements shall be permitted on site as a means of providing additional accommodations for paying guests or other invitees.

**§ 30-304 License application.**

Any property owner desiring to operate a short-term home rental must apply to the City Clerk's office for a short-term home rental license. A license must be approved prior to operating within the City of Chetek. The license application must be submitted on the form prescribed by the City Clerk and must include all the information requested on the application form, including:

- A. A site plan, drawn to scale, showing parking and driveways, all structures and outdoor recreational areas that guests will be allowed to use, including, but not limited to, deck/patio, barbeque grill, recreational fire, smoking area, or pool/hot tub.
- B. A floor plan, drawn to scale, of the home identifying which rooms will be used as transient guest bedrooms.
- C. The property owner shall request a time to have their property inspected before the application can be considered complete.
- D. Incomplete applications will not be accepted.

**§ 30-305 Application fee.**

The license application form must be accompanied by payment in full of the required license application fee for short-term home rental. The application fee amounts will be as determined by the Common Council in the City fee schedule.

**§ 30-306 License issuance.**

All short-term home rentals are required to have an administratively issued license from the City.

- A. Licenses are non transferable and shall automatically expire upon change of ownership of the property.
- B. A license constitutes a limited license granted to the applicant by the City and in no way creates a vested zoning right or property right to operate a short-term home rental.
- C. Licenses are valid for a period of one year. A renewal license must be applied for 90 days prior to expiration every calendar year.

**§ 30-307 Appeal of licensing decisions; filing complaints; license revocation; appeal procedure; judicial review.**

- A. License decision. The Cities Building/Zoning Administrator's decision to deny an initial short-term rental license or to deny renewal of a short-term rental license shall be in writing and shall specify the reason(s) for such denial. Prior to the time for the renewal of the license, the Building/Zoning Administrator shall notify the licensee, in writing, of the City's intention not to renew the license and notify the licensee of his or her right to an appeal hearing as provided in § **30-308B**.
- B. Appeal procedure. The applicant or licensee, as applicable, may appeal the Building/Zoning Administrator decision to deny an initial license or to deny renewal of a license to the Common Council by filing a written appeal with the Building/Zoning Administrator within 20 business days after the date of mailing of the written notice of the Building/Zoning Administrator decision denying such license or renewal license. The Common Council shall conduct a due process hearing within 30 business days of the Clerk's receipt of the written appeal. The Clerk shall provide a minimum of 10 calendar

days' notice to the appellant of the date, time, and location of the hearing. The Common Council shall issue a written decision on the appeal within 20 business days of the hearing. At the hearing, the appellant may produce and cross-examine witnesses, present relevant evidence, and be represented by counsel of the appellant's/licensee's choosing and at the appellant's/licensee's expense. If the Common Council finds the reason(s) for the Building/Zoning Administrator decision to be sufficient, the decision shall be affirmed. If the Common Council finds the reason(s) for the Building/Zoning Administrator decision to be insufficient, the decision shall be reversed, and the license shall be granted and issued. If the appellant does not appear at the hearing and the Common Council finds the reason(s) for the Building/Zoning Administrator decision to be sufficient, the decision shall be affirmed. The Common Council's written decision on the appeal must specify the reason(s) for its determination. The Clerk shall give written notice of the Common Council's decision to the applicant or licensee.

- C. Revocation. A license may be revoked by the Common Council during the term of a license year and following a due process hearing as described in § 30-308B for one or more of the following reasons:
- (1) Licensee's failure to pay any and all delinquent fees, taxes, special charges, forfeitures or other debt the licensee owes to the city.
  - (2) Licensee's failure to maintain all required local, county and state licensing requirements.
  - (3) Any violation of local, county or state laws or regulations which, based upon their number, frequency and/or severity, and their relation to the short-term home rental property, its owner(s), tenant(s), occupant(s) or visitor(s), substantially harm or adversely impact the surrounding neighborhood.
- D. Complaint; Violations. Any resident of or owner of property within the City may file a sworn written complaint with the City Clerk at Chetek City Hall, alleging one or more violations, in accordance with § 30-308C as grounds for revocation of a short-term home rental license issued under this chapter. Upon the filing of the complaint, the Clerk shall notify the licensee of the complaint by certified mail, return receipt requested, and provide the licensee with a copy of the complaint. The notice shall direct the licensee to appear before the Common Council on a day, time and place included in the notice, not less than 10 days and not more than 30 days from the date of the notice and show cause why his or her license should not be revoked. The hearing shall be conducted as provided in § 30-308B. If a license is revoked, the Clerk shall give notice of revocation to the licensee by certified mail, return receipt requested. No part of the fee paid for any license so revoked may be refunded.
- E. Judicial review. The action of the Common Council in granting or renewing, refusing to grant or renew, or revoking a license under this chapter may commence an action in Barron County Circuit Court seeking the remedy available by certiorari. Such an action seeking certiorari review by the Barron County Circuit Court shall be filed within 30 days of the date of mailing by the Clerk of the notice of the Common Council's action

granting or renewing, refusing to grant or renew, or revoking a license. The procedure for certiorari review shall be the same as in civil actions commenced in the circuit court pursuant to Wisconsin Statutes regarding certiorari review.

**§ 30-308 Violations and penalties.**

- A. Any person who violates any provision of this chapter shall be subject, upon conviction thereof, to a forfeiture of not less than \$250 nor more than \$750 for each offense, together with the costs of prosecution. Each violation and each day a violation occurs or continues to exist shall constitute a separate offense.
- B. The penalties set forth in this section shall be in addition to all other remedies of injunction, abatement or costs, or any other remedy available under this chapter or Wisconsin or federal law.

**Effective Date:** This Ordinance shall be effective upon adoption and publication as required by law.

Passed and Adopted: , 2022.

Published: \_\_\_\_\_

CITY OF CHETEK

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

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

# CITY OF CHETEK

## Short Term Rental (STR) Application - \$150.00 Fee

(License required if period of operation is more than 10 days in a license year, days do not need to be consecutive and less than 28 consecutive days to one renter in a license year) (No license required for a total of less than 10 days per license year)

### SHORT TERM RENTAL HOUSE INFORMATION:

Property Address: \_\_\_\_\_ in the City of  
Chetek, WI

Period of Operation: \_\_\_\_\_

### APPLICANT/OPERATOR INFORMATION:

Applicant/Operator Identity:

Name: \_\_\_\_\_  
(Last, First, Middle)

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone # \_\_\_\_\_ E-mail: \_\_\_\_\_

Maximum Occupancy for Premise: \_\_\_\_\_

(Total number of occupants licensed by the State of Wisconsin or two unrelated per bedroom or 1 family, whichever is less)

PROPERTY OWNER INFORMATION:  SAME AS APPLICANT:

Name: \_\_\_\_\_  
(Last, First, Middle)

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

24 Hour Phone #: \_\_\_\_\_ E-mail: \_\_\_\_\_

**Please include the following REQUIRED items with this application  
(Application cannot be submitted without all items included)**

1. Completed City of Chetek Short Term Rental (STR) Application Form with \$150.00 fee issued for a 1-year period, from January 1st to December 31st.
2. Provide proof of valid property and liability insurance for the dwelling unit.
3. Provide a State of Wisconsin Tourist Rental House License as required by Wis. Stat. 66.1014(2)(d)2.a. issued by the Wisconsin Department of Agriculture, Trade, and Consumer Protection or agent thereof, Barron County Public Health. ( Barron County Hotel/Motel/Tourist Rooming House License)
4. Must have confirmation of successful completion of annual inspection performed by the City of Chetek Building Inspector to ensure compliance with Chetek Code of Ordinances and Wisconsin Administrative Code ATCP Chapter 72. (Building Inspector will contact you to set up appointment)

I certify that I have read the foregoing answers and the same are true to the best of my knowledge. I understand that any Short-Term Rental license is required to comply with all provisions of Section 30-300 through 30-309 of the City of Chetek Code of Ordinances and I hereby certify that the property meets those ordinance/code requirements.

I hereby certify that the short-term rental dwelling, subject to this license, is my property.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

(Applicants signature must be notarized)

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
(Signature of person authorized to administer oaths)

\_\_\_\_\_  
Printed name of person authorized to administer oaths)

My commission expires \_\_\_\_\_

**For Office Use Only**

Date Filed: \_\_\_\_\_ Receipt Number: \_\_\_\_\_ Total Amount: \$ \_\_\_\_\_  
Building Inspector Approval: \_\_\_\_\_ Notes/conditions: \_\_\_\_\_  
Date License issued: \_\_\_\_\_ License Number: \_\_\_\_\_  
Copy to: Finance \_\_\_\_\_ Copy to: Building Inspection \_\_\_\_\_ Copy to: Police Department \_\_\_\_\_ Copy to: Fire Department \_\_\_\_\_



Stars n Stripes Lock and Door  
 1621 Westgate Rd Suite 2  
 Eau Claire, WI 54703 US  
 (715) 514-3127  
 starsnstripeslockanddoor@gmail.com



# Estimate

**ADDRESS**

Chetek Community Center  
 711 1st St  
 Chetek, WI 54728

**SHIP TO**

Chetek Community Center  
 711 1st St  
 Chetek, WI 54728

ESTIMATE # 1143

DATE 07/23/2022

EXPIRATION DATE 08/26/2022

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	<b>Services</b>	2- Low Energy Handicap Door operators installed 4- Wireless buttons installed 1- 42" Pedestal insalled Prices includes all parts and labor 50% Deposit required to order parts	1	7,000.00	7,000.00

SUBTOTAL	7,000.00
TAX	0.00
<b>TOTAL</b>	<b>\$7,000.00</b>

Accepted By

Accepted Date



2105 N Clairemont Ave, Eau Claire, WI 54703 - Phone: 715-514-4172 -Fax: 715-514-4173

8-22-2022

The Center  
Attn: Donna Bachowski  
711 1<sup>st</sup> Street  
Chetek, WI 54728

Donna,

Below is price per onsite visit and conversations. Work is as follows:

**HM Door:**

Furnish & install exit device, flat plate door pull, rim cylinder, operator with (2) remote transmitter wall switches. Existing door & frame to be used. New exit device required for HM door to allow for new operator.

**Aluminum Door:**

Furnish & install operator with (2) remote transmitter wall switches. Existing door, hardware & frame to be used.

**Clarifications:**

Wiremold & raised boxes are proposed to be used for both doors, no sheetrock work is proposed at this time.  
Normal working hours 7:00 am – 3:30 pm M-F.  
Final cleaning by others.

**Total: \$12,785.00**

Thank you for the opportunity to provide this proposal. Please feel free to contact me with any questions.

Craig Heck  
Rhom Construction  
715-514-4172

Acceptance Signature \_\_\_\_\_

Date Signed \_\_\_\_\_

**RESOLUTION 2022-**  
**BUDGET ADOPTION AND TAX LEVY RESOLUTION**

Resolution appropriating the necessary funds for the operation of the government and administration of the City of Chetek for the year **2023**

BE IT RESOLVED, that there is hereby enacted the City of Chetek budget for fiscal year 2023 for the purposes therein stated:

**2023 BUDGET - CITY OF CHETEK, WISCONSIN**

General Operation	
General Government.....	486,368.00
Public Safety.....	708,819.00
Public Works.....	428,500.00
Health & Human Services.....	11,200.00
Culture/Recreation/Education....	186,750.00
Conservation/Development.....	3,800.00
Capital Outlay.....	207,400.00
Other Financing/Debt.....	51,000.00
Total expenditures.....	2,083,837.00
Less Revenue (other than property tax).....	\$775,174.00
Levy for general fund.....	1,308,663.00

BE IT FURTHER RESOLVED, that the tax of \$1,308,663 be levied on all the taxable property within the City of Chetek for the purposes set forth in the budget, and that the City Clerk/Treasurer is hereby authorized and directed to spread this tax on the current tax roll of the City of Chetek.

This Resolution shall take effect and be in force from and after its passage and publication.

CITY OF CHETEK

By \_\_\_\_\_

Jeff Martin, Mayor

Attest: \_\_\_\_\_

Carmen Newman, Clerk/Treasurer

Date Passed: