

**The Common Council of the City of Chetek will hold its regular monthly meeting
on Tuesday, May 9, 2023 - 6:00 p.m.
Council room, 220 Stout Street, Chetek, WI
Also view meeting remotely - via Facebook**

AGENDA:

- Call to order
- Roll call: Scott Bachowski, Earl Grover, Terry Hight, Thea Hempel, Mayor Martin
- Prayer
- Pledge of Allegiance
- Motion to 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.

- **Mayors comments**

- **CONSENT AGENDA:**
 - A. Council minutes and city claims: April
 - B. Department/Board reports as submitted: Plan Commission-April;
 - C. Appointments and/or Resignations Josh Eby - Board of Appeals; Brandy Johnson-Library; Tim Esselman - Plan Commission
 - D. General license/permits: Vintage Voyagers temporary class "b" license

- **OLD BUSINESS** - the following items will be discussed by the council and possible action taken:
 - Timeline for water tower and housing development

- **NEW BUSINESS:**
 - A. Contract revisions - Market & Johnson, wastewater treatment plant project
 - B. Temporary Use Agreement - renewal for The Mill
 - C. Resolution 2023.6 - adjusting 2023 budget
 - D. Resolution 2023.7 - authorizing the appropriate of donations
 - E. Ordinance 789A - allowing chickens in single family residential and agricultural zoned areas.
 - F. Approve revised rental rates for community center
 - G. Authorize payment of cleaning hours for community center - prior to April 18th
 - H. Approve any personnel recommendations from May 8th meeting
 - I. Request for funding to paint city hall
 - J. Request for funding for software upgrade
 - K. Transient entertainment permit - Culpepper & Merriweather Circus

Adjournment

Minutes of the City of Chetek Special Common Council Meeting held on Monday, April 3, 2023 at 5:00 p.m., 220 Stout Street, Chetek, WI.

The meeting was called to order by Mayor Martin at 5:00 p.m.

Members in attendance: Mayor Martin, Scott Bachowski, Earl Grover, Terry Hight, Thea Hempel

Other in attendance:

Brian Roemer, Ehlers Public Finance Advisors (virtual); Tia McCarthy, CBS engineer

Brian Roemer presented to the council the long-range cash flow analysis for the water utility. The analysis looked at the ten year improvements plans, utility rates, and associated debt. The major improvement at this time is the proposed water tower. The analysis assumes half of the project cost being paid by TID increment. The analysis looks at the historical rate of performance and future projections including future debt and inflation. The analysis also looks at the impact on the residential utility bill. The analysis does not factor in any grant or principle forgiveness for the water tower project as that has not yet been determined.

Council members were advised that while a full rate review with the Public Service commission may not be warranted, a simple rate case application should be done this year to keep increases more even versus larger increases in the future. The PSC will not consider the cost of the water tower project until we are closer to that time, so any increase at this time will be not reflective of those future costs.

Tia McCarthy advised the council of the options for funding the overrun on the wastewater treatment plant. At this time, we are still waiting on a decision from Rural Development on whether or not they will require BABA regulations to be followed (build american-buy american). This could increase the cost on the project due to being limited on which vendors we can purchase equipment from. The other option would be to borrow the money through the DNR Clean Water Fund. This option would require the wages for contractors to use the "Davis-Bacon wage rates" determined by the State. Market and Johnson gave an estimate of increase for meeting those wage rates at \$500,000. The loan program through the DNR may offer some principal forgiveness - possibly up to \$3 million. There may be a greater chance of receiving some principal forgiveness versus any more grant money from Rural Development.

Grover motioned to authorize the application for funding with the DNR Clean Water Fund and approve the contract revision with Market and Johnson for the wastewater treatment plant. 2nd by Bachowski. Grover-yes, Bachowski-yes, Hight-yes, Hempel-yes. Carried.

Key Equipment Company, Inc. d/b/a - Culpepper/Merriweather Circus requested to have the extra liability insurance requirement waived for their Circus application for July 2023. Ordinance requires \$3,000,000 for transient entertainment but they would like to provide \$2,000,000.

Thea motioned to approve their request. 2nd by Bachowski. Carried.

Motion to adjourn - Bachowski/Grover. Carried.

Carmen Newman, clerk/treasurer

Minutes of the City of Chetek regular Common Council Meeting and organizational meeting held on Tuesday, April 18, 2023 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 p.m.

Members in attendance: Mayor Martin, Scott Bachowski, Earl Grover, Terry Hight

Absent: Thea Hempel

Mayor Martin announced a closed session later in meeting – Wisconsin Statute 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility & 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 - discuss purchasing of public property, 2023 wage study & employee wages, and status of negotiations on payoff of 2021 employee medical bills, reconvene; act on closed session items.

Motion to approve agenda - Bachowski/Hight. Carried.

Motion to elect Scott Bachowski as council president - Grover/Hight - carried.

Motion by Hight/Grover to confirm mayor's appointments of municipal officers, boards, committees for the ensuing year: budget committee - Jeff Martin, Carmen Newman, Brandy Johnson, Thea Hempel, Scott Bachowski; grievance committee - Jeff Martin, Earl Grover, Scott Bachowski; fire district board - Earl Grover; joint ambulance service commission - Terry Hight; park committee - Earl Grover, Mark Etten, Donna Bachowski, Sam Rost, Jim Metcalf, Joe Atwood, Paul Poppe, Austin Chamberlain; personnel committee - Jeff Martin, Terry Hight, Scott Bachowski; utility committee - Earl Grover, Terry Hight; street committee - Scott Bachowski, Thea Hempel; Barron county economic development representative - Jim Metcalf; plan commission - John Hunsinger, Del Wacker; board of appeals - Shawn Ayers, Mark Etten, Library board - Jean Wacker; economic development committee - Thea Hempel, Jennifer Blatz, Jessica Clark, Travis Turner, Dan Knapp, Sr., Alex Swanson, Rick Meskers. Carried.

Motion to approve the consent agenda items: city claims and minutes from March; Accept and place on file committee minutes: Fire District-January & March; Economic Development - March; Housing Authority-January. Accept resignation of Jack Harrison, municipal judge effective May 31, 2023. Hight/Grover - carried.

Ordinance 788A - detaching territory from City of Chetek (parcel 211-8044-17-000). Petitioner, Theesfeld indicated they do not receive any services from the city and would like to use their property for agricultural use. Access to their property is through the town of Prairie Lake since highway 53 cuts off access from the city limits. Motion to approve - Bachowski/Hight. Carried.

Council discussed the proposed water tower replacement which will be needed in order to proceed with the housing development on the 39 acre parcel on Knapp Street. The project will be financed through the water utility rates, tax increment from the new housing development, and possible principle forgiveness through the DNR safe drinking water loan program. Motion to approve to proceed with the project - Bachowski/Grover. Carried.

Resolution 2023-5 - declaring official intent to reimburse expenditures from proceeds of borrowing through the State of Wisconsin Environmental Improvement Fund for State Fiscal Year 2024, water tower and well pump projects. Motion to approve Grover/Bachowski. Carried.

A revised article of agreement for the fire district was prepared by city attorney Paul Mahler. Hight motioned to approve the Articles of Agreement contingent on the Town of Chetek board approving the same. Grover seconded. Carried.

Donna Bachowski proposed for her and another employee to clean the community center as she no longer has a contract with a cleaning service. She is proposing to be paid for 2 hours per week @ \$25.00 per hour and Coletta Peterson for one hour per week @ \$15.00 per hour. Motion to approve: Grover/Hight. Bachowski abstained. Carried.

Nicolet Bank requested to install a community library at the Main Street park. Council members decided it wouldn't be a good idea to place anything else at the park at this time as other requests have been denied due to the small space available.

Bachowski motioned to approve the hiring of attorney Randi Osberg or Paul Mahler to assist with a development agreement for the housing development project. 2nd by Grover. Carried.

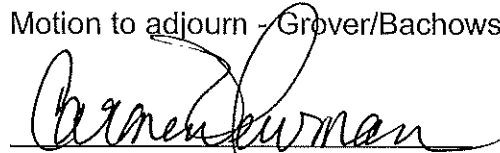
Motion to go into closed session: Grover/Hight. Carried.

Motion to go back into open session: Grover/Bachowski. Carried.

Grover motioned to authorize the mayor to negotiate the purchase of vacant land as discussed in closed session. 2nd by Hight. Carried.

Hight motioned to approve the final wage study prepared and submitted by McGrath Consulting and implement 2023 employee wage adjustments retroactive to March 1, 2023. 2nd by Grover. Bachowski abstained. Carried.

Motion to adjourn - Grover/Bachowski. Carried.



Carmen Newman, clerk/treasurer

Minutes of the Hearing of the Plan Commission of the City of Chetek held on April 27,2023 at 6:00p.m.

Planning Commission attendees were Del Wacker, Scott Bachowski, Shawn Ayers, Dave Swangim, & John Hunsinger. Absent were Mayor Martin & Mark Etten Also in attendance was Secretary for the Planning Commission Mark Eby, Joe Atwood, Joanne Rehberg, Kathy Madison, Tom Spanel, Patti Spanel, & Matt Shilts

A regular meeting of the Planning Commission for the City of Chetek was called to order at 6:00 pm on April 27,2023 by Scott Bachowski.

Roll call for the Planning Commission meeting was taken. Present were Del Wacker, Scott Bachowski, Shawn Ayers, Dave Swangim, & John Hunsinger. Absent were Mayor Martin & Mark Etten.

Also present was Mark Eby, Planning Commission Secretary, Joe Atwood Building and Zoning Coordinator, Joanne Rehberg, Kathy Madison, Tom Spanel, Patti Spanel, & Matt Shilts

Compliance with the open meeting law was verified.

Del Wacker made a motion to approve the prior month meeting minutes with 1 change. 2nd by Dave Swangim Motion carried.

Discussion/Action: Approve or not approve land division at 113 Dallas Street. Joe reviewed the environmental assessment and that looked good. This property is north of the City shop; Matt Shilts discussed there is enough to separate it out to 2 lots. The one lot would be just vacant land and the other lot would have some land and the building on it. Shawn asked if Dan was aware of how it was sectioned off. Dan is aware and is currently using some of the space. Scott said that Dan would like to use some more of the area. Del asked if all the property was in compliance and within ordinance it is. Del made a motion to approve the land division at 113 Dallas Street. Shawn 2nd motion. motion carried.

Discussion/Action: Approve or not approve land revision/relocation of units at Elizabeth Lane Condos. Environmental assessment looks good on Joe's end. Matt said that the condo association was created back in the late 90's and there was a revision in the early 2000's. The construction of the current units were off and not from what is shown on the plat. So with that being said the ones that would be built as part of the process will be that the condo association will need to act on it. Joe said they do meet all the setbacks. The cul-de-sac is a private one so it does not need to follow the state. Matt said that the current units that are built are set back currently with Dan's approval. Del wants to know why it's a private cul-de-sac. The City does not own that drive/road and does no maintenance to that road. The current road will stay part of the condo association. Units 102 and 104 which were shown on the new map have added a little more area and reconfigured the garages so there is a little more room for the driveways. Scott asked if they meet all the ordinance requirements and Joe says yes. Scott made a motion to approve the land revision/relocation of the units at Elizabeth Lane Condos. John Hunsinger 2nd motion. motion carried.

Discussion: Zoning Ordinance changes. Joe said that throughout the winter he was able to look through the zoning ordinances and he did find a lot of outdated ordinances and those changes will be given to the planning commission to look through. Those will be coming in your email. When and if the commission signs off on the ordinances they would then go to the council for final approval and passing. Joe did mention a few ordinances that will either be new or changed. There will be a new fence ordinance, a chicken ordinance is being worked on and looked at. In regards to looking at the ordinances that have changed there will be plenty of time to look at them. There may be some zone changes but this will be the things to look at for the next few meetings.

Motion to adjourn by Dave Swangim 2nd by John Hunsinger motion carried meeting adjourned at 6:20pm

Date of the next meeting is May 18th.

Respectfully Submitted Mark Eby

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 10.00
☐ Town ☐ Village ☒ City of Chetek

Application Date: 4/12/23
County of Barron

The named organization applies for: (check appropriate box(es).)

☐ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.

☐ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 7/1/23 and ending 7/1/23 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

- ☒ Bona fide Club ☐ Church ☐ Lodge/Society
☐ Chamber of Commerce or similar Civic or Trade Organization
☐ Veteran's Organization ☐ Fair Association

(a) Name Vintage Voyagers Street Rod Club

(b) Address _____
(Street) ☐ Town ☐ Village ☒ City

(c) Date organized 1987

(d) If corporation, give date of incorporation N/A

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☐

(f) Names and addresses of all officers:

President Brandon Kellenbach

Vice President Larry Larson

Secretary Justin Rasmussen

Treasurer Carol Kellenbach

(g) Name and address of manager or person in charge of affair: _____

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number Chetek Airport Park

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? Ground and Occupied

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: _____

3. Name of Event

(a) List name of the event Blast from the Past

(b) Dates of event 7/1/23

DECLARATION

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.

Officer [Signature]
(Signature/date)

Officer _____
(Signature/date)

Date Filed with Clerk 4/12/23

Date Granted by Council _____

Vintage Voyagers
(Name of Organization)

Officer _____
(Signature/date)

Officer _____
(Signature/date)

Date Reported to Council or Board _____

License No. _____

PD 4/12/23

Chetek Housing Development Update

May 9, 2023

Summary:

The housing development is dependent on the construction of the new water tower. The timeline of the water tower is dependent on a signed development agreement and the bidding/construction process. I have begun working with Randi Osberg on the development agreement. He needs a waiver signed for conflict of interest as his firm has done business with S.C. Swiderski, LLC. I have been communicating with Kortni Wolf regarding some of the basic items that will need to be agreed upon.

Key Area 1:

Swiderski is asking that the water tower be accessible to them by February 2025. Currently, the timeline for completion on the water tower is set for October 2025. Swiderski is advising that we would need to move the housing construction start date to June 2025 versus June 2024 if the water tower will not be ready. I have been communicating with SEH engineering staff and Kortni Wolf regarding some options to move this project up.

Key Area 2:

Timing of the water tower construction is very tight. In order to start the process for the water tower bidding, we need the development agreement signed. I have Swiderski agreeing to the total units of 116 plus 4 single family lots, the minimum assessed value of \$15 million, a 2-year completion date beginning June 2024 or June 2025, a guarantee that the property will not be sold to a non-profit, and the project grant to Swiderski in the amount of \$500,000 to be reimbursed over a 5-year period from completion date. Jana Nyhagen with SEH reached out to one of the water tower contractors to get their input on the schedule. She was advised that if the project was bid and awarded in June or July 2023 they estimated it could be completed at the end of November 2024. We won't be able to get that done by end of July. Jana advised that they like to have 3-4 weeks for advertising, then a 60 day bid acceptance period is standard. Also, even if the water tower was scheduled to be completed by Fall of 2024 - we are dependent on the weather for getting the tower painted. That may have to wait until Spring.

Key Area 3:

Financing - the Safe Drinking Water loan program through the DNR has an anticipated closing date of Spring 2024. If we want to move faster on the project we will need to get some interim financing which would then be paid off once the DNR funds are available. I am discussing this with Ehlers Associates.

Key Area 4:

I have asked Kortni Wolf to talk to her development and construction teams to see if we can get some leeway on the water tower timeline. If they begin construction in June of 2024, we assume they will work on the twin homes first and leave the apartments until later. What is their timeline for buildings? Would they need the water tower as early as February? If we can say that we could get substantial completion by June 2025 will they agree to a construction start date of June 2024? That discussion won't take place until May 15th.

Final - The development will have to be pushed to June 2025 if we cannot get the agreement signed quickly and if Swiderski's construction timeline will require the water tower before June 2025.

TEMPORARY USE AGREEMENT FIFTH AMENDMENT

THIS TEMPORARY USE AGREEMENT FIFTH AMENDMENT ("Fifth Amendment") is made and entered into effective as of February 26, 2022 (the "Effective Date"), by and between the City of Chetek, a Wisconsin municipal corporation ("City"), and The Mill Properties of Chetek, LLC, a Wisconsin limited liability company ("Lessee"), to wit:

WHEREAS the City entered into an agreement dated on or about September 29, 2016 ("Lease Agreement"), to use certain property located between Center Street and Stout Street known as Dixon Street, more particularly described in Exhibits A-1 and A-2 to said agreement;

WHEREAS, the Lease Agreement, as amended, expired February 25, 2022, and the parties desire to extend the same on certain terms and conditions;

NOW, THEREFORE, the parties state their further agreements as follows:

1. The Lease Agreement is extended to February 26, 2023, at 12:01 a.m. on the additional terms and conditions set forth below:

- a. No parking shall be allowed on the east side of Dixon Street.
- b. The large illuminated sign facing east on Lessee's property is to be shut off when Lessee is closed for business, generally at dark, and is not to be operated after midnight.
- c. The street closing chains on Banks Street are to be set up by the Lessee for events and taken down by Lessee when events are not occurring.
- d. Lessee is to offer shuttle services for guests from off-site parking locations.
- e. Parking area between 646 Banks Street and 612 Stout Street (west side of Dixon Street) shall be public use when The Mill is not being used for events/parties, etc.
- f. A lease payment of \$100 per month shall be effective May 1, 2022. The fee shall be waived for a period of thirty six (36) months upon completion of a fence (approved by the city zoning administrator according to city ordinances) placed between the lot owned by The Mill Properties (parcel 211-1177-08-000) and parcels 211-1177-07-000 and 211-1177-13-000.

2. Lessee will comply with the terms of the conditional use during the term hereof, including the limitation on hours. Lessee agrees that the facility will be closed and operations will cease no later than 10pm on Sundays through Thursdays and by midnight on Fridays and Saturdays. However, Lessee may extend operations to midnight on Sundays or Mondays that fall on the following holidays: Memorial Day, Fourth of July, and Labor Day.

Dated at Chetek, Wisconsin, this 10th day of March, 2022.

CITY OF CHETEK ("The City") LESSEE: THE MILL PROPERTIES OF CHETEK, LLC

By: 

Jeff Martin, Mayor

Attest: 

Carmen Newman, clerk/treasurer

By: 

Nancy E. Helms, a duly authorized Manager or Member

Attest: 

date 5/10/22

RESOLUTION NO. 2023.6

WHEREAS, the 2023 wages were adjusted after the final wage study was completed and the allocations for employees wages were also adjusted. A line item in the original budget included \$53,728 to allow for wage increases. The budget needs to be adjusted to account for the adjustment.;

NOW THEREFORE, BE IT RESOLVED, by the Common Council of the City of Chetek that the City Clerk/Treasurer be authorized to adjust the **2023 budget** according to the attached revised budget spreadsheet. The total budget for expenditures remains the same.

CITY OF CHETEK

By: _____
Jeff Martin, Mayor

Attest: _____
Carmen Newman, Clerk/Treasurer

Passed: May 9, 2023

2023 budget adjustment after wage study adjustments

Total increases to the wages and benefits		49993
decreases to wages and benefits	**	-40100
	net difference	9893
Money set aside for wage increases		53728
Amount needed to cover net increases		-9893
	funds remaining	43835
Remaining expense for wage study		3000
funds added to public works equip/vehicle account		40835

**** decreases to wages and benefits:**

There were some adjustments made to clerks office benefits due to Carmen changing to a single policy

Joe Atwood's wages adjusted to account for more wages being charged to public works because in 2022 very little hours were charged to public works.

Public works wage allocations were adjusted to charge additional wages to the garbage, water, and sewer funds.

Account Title		2023 adopted	2023 revised
Expenses			
100-51100-100-000	legislative general expenses	3,000.00	3,000.00
100-51100-105-000	Legislative Committee expenses		
100-51100-110-000	City Council Member Wages	18,240.00	18,240.00
100-51100-130-000	Legislative - Benefits	1,400.00	1,400.00
100-51120-100-000	Mayor Expense	500.00	500.00
100-51120-110-000	Mayor Wages	8,650.00	8,650.00
100-51120-130-000	Mayor - Benefits	665.00	665.00
100-51200-100-000	Court - General / Office Exp	600.00	600.00
100-51200-105-000	Incarceration fees		
100-51200-110-000	Court / Judge Wages	5,560.00	5,560.00
100-51200-130-000	Court Benefits	425.00	425.00
100-51200-200-000	Court Postage	200.00	200.00
100-51200-300-000	Court Utilities Expense	2,500.00	2,500.00
100-51200-400-000	Court Computer	4,900.00	4,900.00
100-51200-500-000	Court - Training	1,500.00	1,500.00
100-51210-110-000	Court Clerk wages	18,300.00	18,843.00
100-51210-130-000	Court Clerk benefits	1,500.00	1,500.00
100-51220-000-000	Municipal Court Attorney	5,500.00	5,500.00
100-51300-000-000	Legal	40,000.00	40,000.00
	Employee general benefit expense	53,728.00	3,000.00
KH legal			
100-51400-000-000	Election Expenses	3,000.00	3,000.00
100-51402-000-000	Web site/GLS maintenance	3,000.00	3,000.00
100-51403-000-000	Codification Expense	3,000.00	3,000.00
100-51420-100-000	Clerks Office Gen Expense	8,000.00	8,000.00
100-51420-110-000	Clerks Office Wages	124,300.00	128,000.00
100-51420-130-000	Clerks Office Benefits	54,900.00	44,000.00
100-51420-200-000	Clerks Office Postage	2,000.00	2,000.00
100-51420-300-000	Clerks Office Utilities	8,000.00	8,000.00
	rental utility expense	0.00	0.00
100-51420-400-000	Clerks Off Computer support/maint.	5,000.00	5,000.00

+543

-50728

+3700
-10900

	Account Title	2023 adopted	2023 revised
100-51420-500-000	Clerks Office Training	3,000.00	3,000.00
100-51420-600	Clerks building maintenance	1,000.00	1,000.00
100-51420-900-000	Clerks Office Notices /Publica	3,000.00	3,000.00
100-51425-000-000	License expense	0.00	0.00
100-51510-000-000	Auditing	16,000.00	16,000.00
100-51530-000-000	Assessment of Property	11,000.00	11,000.00
100-51910-000-000	Tax Refunds - Special Assessm.	0.00	0.00
100-51933-000-000	Workers Compensation	23,000.00	23,000.00
100-51934-000-000	Unemployment Compensation	1,000.00	1,000.00
100-51938-000-000	Insurance- Property /Liability	35,000.00	35,000.00
100-51980-000-000	Retirement Expense	15,000.00	15,000.00
	Total General Government	486,368.00	428,983.00
100-52105-110-000	Police Full Time Wages	257,000.00	275,500.00
100-52105-130-000	Police Full Time Benefits	87,000.00	92,900.00
100-52110-110-000	Wage-admin asst.	41,500.00	44,000.00
100-52110-130-000	Benefits -admin asst.	3,500.00	3,600.00
100-52111-110-000	Police Chief - Wages		
100-52111-130-000	Chief - Benefits		
100-52112-110-000	Police Part Time Wages	45,000.00	53,000.00
100-52112-130-000	Police Part Time Benefits	7,000.00	7,000.00
100-52113-000-000	Police Phone	4,000.00	4,000.00
100-52114-000-000	Police Office Expense	4,500.00	4,500.00
100-52115-000-000	Police Postage	300.00	300.00
100-52116-000-000	Police Computer	13,000.00	13,000.00
100-52117-000-000	Police Cleaning/building maintenance	2,500.00	2,500.00
100-52118-000-000	Police Gas & Oil	10,000.00	10,000.00
100-52119-000-000	Police Squad Maintenance	4,000.00	4,000.00
100-52120-000-000	Police Uniforms	2,500.00	2,500.00
100-52121-000-000	Police Equip/Radio	1,000.00	1,000.00
100-52122-000-000	Police Electric	4,500.00	4,500.00
100-52123-000-000	Police Wtr /Swr /Grb	1,400.00	1,400.00
100-52124-000-000	Police Gas/Heat Expense	2,300.00	2,300.00

+18500
 +5900
 +2500
 +100
 +8000

Account Title	2023 adopted	2023 revised
100-52125-000-000 Police Training / Workshops	3,500.00	3,500.00
100-52129-000-000 Police Hiring Expense	500.00	500.00
100-52131-000-000 police towing/damages	800.00	800.00
subtotal	495,800.00	530,800.00
100-52200-000-000 Fire District Subsidy	65,000.00	65,000.00
100-52210-000-000 Hydrant Rental Suppression	0.00	0.00
100-52300-000-000 Ambulance /EMS Subsidy	60,319.00	60,319.00
100-52420-000-000 Building / Zoning Expense	6,000.00	6,000.00
100-52420-110-000 Building / Zoning Wages	55,800.00	54,000.00
100-52420-130-000 Benefits Building / Zoning	25,400.00	28,800.00
100-52600-000-000 Tornado Warning System	500.00	500.00
100-52980 retirement public safety		
subtotal	213,019.00	214,619.00
total Public Safety	708,819.00	745,419.00
100-53101-100-000 Public Works Dept Gen Expense	31,000.00	31,000.00
100-53101-110-000 Public Works Dept Wages	223,500.00	200,000.00
100-53101-130-000 Public Works Employee Benefits	29,000.00	28,000.00
100-53101-300-000 Public Works Dept Utility Exp	22000	22000
100-53101-500-000 Public Works Fuel-Auto Rpr/Exp	38,000.00	38,000.00
DNR tree grant expense		
100-53420-000-000 Street Lighting	50,000.00	50,000.00
100-53421-000-000 Traffic Control - Lights		
100-53422-000-000 Safety Program	3,000.00	3,000.00
100-53510-000-000 Airport Expenses	12,000.00	12,000.00
100-53511-000-000 Airport Fuel Purchases	20,000.00	20,000.00
100-53620-100-000 Refuse & Garbage Gen Exp		
100-53620-110-000 Refuse & Garbage Wages		
100-53620-130-000 Refuse - Employee Benefits		
100-53620-500-000 Garbage Fuel & Vehicle Repair		
100-53621-000-000 Solid Waste Incinerator		
100-53980-000-000 retirement public works		
total Public Works	428,500.00	404,000.00

-1800
+3400

-23500
-10000

	Account Title	2023 adopted	2023 revised
100-54106-000-000	Animal Control	1,200.00	1,200.00
100-54107-000-000	Cemetery maintenance	10,000.00	10,000.00
	aging expense		
	Total health/human services	11,200.00	11,200.00
100-55110-100-000	Library Oper/Supplies Exp		
100-55110-110-000	Library Wages	94,000.00	94,000.00
100-55110-130-000	Library Benefits=Payroll	22,000.00	22,000.00
100-55110-300-000	Library Utilities Expense	0.00	0.00
100-55110-700	library checking expense		
	subtotal/Library	116,000.00	116,000.00
	Museum		
100-55140-100-000	Community Center Expenses	4,000.00	4,000.00
100-55140-110-000	Community Center Wages	24,350.00	31,500.00
100-55140-130-000	Community Ctr Benefits	2,500.00	2,700.00
100-55140-300-000	community center utility	10,000.00	10,000.00
	building expense	500.00	500.00
100-55140-600-000	Community Center Cleaning	6,400.00	3,500.00
	subtotal/Community Center	47,750.00	52,200.00
100-55200-100-000	Parks Expenses	7,000.00	7,000.00
100-55200-300-000	Parks - Utilities	8,000.00	8,000.00
100-55200-500-000	Parks Fuel & Vehicle Repair	4,000.00	4,000.00
	subtotal/Parks	19,000.00	19,000.00
100-55300-000-000	Celebration / Holiday Events	4,000.00	4,000.00
100-55301-000-000	Recreation/Education/Culture	0.00	0.00
	subtotal celebration/recreation		
	total culture/recreation/education	186,750.00	191,200.00
100-56000-000-000	Conservation and Development	300.00	300.00
100-56500-000-000	Barron Cty Economic Devel.	3,500.00	3,500.00
	Total Conservation/Development	3,800.00	3,800.00
	Outlay		
100-57100-000-000	future cemetery maintenance	0.00	0.00

7150
+ 200
+ 200
- 2900

	Account Title	2023 adopted	2023 revised
100-57120-000-000	City hall building		
100-57124-000-000	Election Equipment	2,000.00	2,000.00
100-57125-000-000	City Hall Data Processing	2,000.00	2,000.00
100-57126-000-000	Fixed Asset Reserve		
100-57128-000-000	Building Fund		
100-57129-000-000	Retirement Expense		
100-57130-000-000	Health Expense		
100-57141-000-000	City Shop Computers	2,000.00	2,000.00
100-57208-000-000	Vest - Matching Funds		
100-57209-000-000	Law Enforce-Bldg Maintenance		
100-57211-000-000	Law Enforce-Computer	1,400.00	1,400.00
100-57212-000-000	Law Enforce-Car	12,000.00	12,000.00
100-57213-000-000	Law Enforce-Equipment	2,000.00	2,000.00
100-57215-000-000	Law Enforce-Radios	1,000.00	1,000.00
100-57216-000-000	Court Special Purchases		
100-57217-000-000	Canine - therapy dog		
100-57219-000-000	shop with a cop		
100-57220-000-000	National night out		
100-57311-000-000	Public works equip/vehicles	0.00	40,835.00
100-57312-000-000	Snow / Ice Control	5,000.00	5,000.00
100-57330-000-000	Street Construction	155,000.00	155,000.00
100-57334-000-000	gravel crushing	25,000.00	25,000.00
100-57351-000-000	Airport Outlay		
100-57530-000-000	Assessment of Property		
100-57600-000-000	Airport Courtesy Van		
100-57610-000-000	community center sign		
100-57611-000-000	Library Act 150 Expense	0.00	0.00
100-57612-000-000	Docks & Boat Landing		
100-57613-000-000	Community Center Building		
100-57614-000	Community Center computers	0.00	0.00
100-57620-000-000	Parks Outlay	0.00	0.00
100-57622	Boat launch repairs		

	Account Title	2023 adopted	2023 revised
100-57723-000-000	Economic Development	0.00	0.00
100-57724-000-000	Sidewalks		
100-57725-000-000			
	Total Outlay	207,400.00	248,235.00
100-59300-000-000	Transfer to Debt Service	51,000.00	51,000.00
	Total Expenditures	\$2,083,837.00	\$2,083,837.00
	total revenues	2,083,837.00	2,083,837.00
	Net revenue over expenditures	0.00	0.00

RESOLUTION NO. 2023-7

WHEREAS, donations are being received for the Emily Breidenbach Memorial Fund, police equipment fund, and general donations for the police department;

WHEREAS, the donations need to be appropriated according to the donors request;

WHEREAS, the donations for “the police department” without a specification for those donations will be appropriated at the discretion of the police chief;

NOW THEREFORE, BE IT RESOLVED, by the Common Council of the City of Chetek that the City Clerk/Treasurer be authorized to adjust for the remainder of the year the **2023 budget** with any and all donations received for the aforementioned accounts and at the discretion of the police chief.

CITY OF CHETEK

By: _____
Jeff Martin, Mayor

Attest: _____
Carmen Newman, Clerk/Treasurer

Passed: May 9, 2023

Ordinance No. 789A

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

Section 1. Chapter 18 – Animals is hereby amended as follows:

Section 18.1 Definitions is amended to include:

Chicken. A common domestic fowl or its young kept for its eggs or meat, especially a young one.

Chicken Run or Pen. A fenced or other type of enclosure that is mostly open to the elements, for the purpose of allowing chickens to leave the henhouse or coop while remaining in a predator- safe environment.

Henhouse or Coop. A weather resistant structure providing adequate shelter for chickens which is completely enclosed

Section 18-2 Penalties (d) is amended to read:

Any person who violates Sections 18-24 through 18-31, 18-33, 18-213, 18-214, and 18-237 through 18-242 shall be subject to a forfeiture of the amount established from time to time by the Common Council and maintained in the penalty schedule available in the office of the City Clerk-Treasurer.

Sec. 18-33 Owning, Keeping or Harboring Chickens is hereby added:

Section 18-33 is intended for the keeping of chickens only. It shall be unlawful for any person to keep chickens upon any premises within the corporate limits of the City unless the chickens are kept in accordance with the following provisions:

- (a) Permit required. An annual permit shall be obtained for the purpose of keeping or harboring chickens. The permit shall be issued for one (1) year, commencing with the first day of January and expiring on December 31.
 - (1) Applicants who don't own the subject property must receive written approval from the owner of the property prior to submission of the application.
 - (2) The owner of the chickens and premises shall register with the Wisconsin Department of Agriculture, Trade and Consumer Protection pursuant to Wisconsin State Statute 95.51 and ATCP Chapter 17.
 - (3) A written waste/manure removal and disposal plan shall be submitted with permit application.
 - (4) Failure to renew the permit annually in a timely manner may result in a citation and issuance of a late fee.

(b) Structures required – minimum standards shall include:

- (1) A chicken pen, run or coop shall provide enough freedom of movement and shall not provide less than four (4) square feet of area per chicken.
- (2) Chickens shall be provided with a covered predator proof enclosure and chickens must be kept in the enclosure, run or fenced enclosure at all times.
- (3) Chicken runs, pens, coops and enclosures shall be constructed of weather resistant materials that can be cleaned, maintained and kept in good appearance and shall be kept in a clean, sanitary condition and free from all objectionable odors. Odors shall not be perceptible at neighboring lot lines or cause a public nuisance.
- (4) All runs, pens, coops and enclosures and their location shall be inspected by the City Official prior to operation. The City Official shall have jurisdiction to inspect the premises and determine whether any conditions exist that create a public nuisance.
- (5) Chickens, runs, pens, coops and enclosures shall not be kept or maintained upon a vacant lot or inside a residential structure including basements, porches, garages, sheds or similar storage structures.
- (6) Chickens and all related structures shall only be kept and maintained on a lot zoned R-1 Single Family Residence or A-Agricultural District.

(c) Use Conditions shall be met:

- (1) No person shall keep or harbor any rooster or other fowl except chickens including but not limited to ducks, geese, turkeys, pheasants, quail, peacock or guinea hens.
- (2) No person shall own, harbor or keep in his or her possession more than six (6) chickens per any lot.
- (3) Commercial slaughtering of chickens is prohibited.
- (4) Commercial sales of chickens from the residence or any residential area within the city is prohibited.
- (5) Adequate feed and water are required. Feed shall be stored in an enclosed container to prevent rodents or other pests from gaining access.

(d) Setbacks shall be met:

- (1) All coops and any attached runs/enclosures shall be located in the backyard of the residence and shall be a minimum of ten (10) feet from an abutting lot and a minimum of (25) feet from any residential structure on adjacent lots.
- (2) Manure and waste shall not be stored within ten (10) feet of the abutting lot and shall not create a public nuisance or offensive odors to neighboring properties.

(e) Public Health and Safety.

- (1) It shall be unlawful for any person harboring chickens to disturb the

peace and quiet of any person in the vicinity thereof.

- (2) It shall be unlawful for any person harboring chickens to threaten the Health and Safety of any person in the vicinity thereof.
- (3) Noise and odor shall not be perceptible at the adjoining lots lines to the extent it creates a public nuisance.

Section 2: This ordinance shall become effective upon its passage and publication as provided for by law.

CITY OF CHETEK

By: _____
Jeff Martin, Mayor

Attest: _____
Carmen Newman, clerk/treasurer

Date passed: _____

Date published: _____

Emailed to Alert _____

City of Chetek
Permit application for keeping or harboring chickens
(an annual permit is required under Section 18-33 of City Code)

Applicant: _____

Address where chickens will be kept: _____

Are you the owner of the property? ☐ yes
☐ no

If **no**, you must provide the written approval from the owner of the property. ☐ attached

Applicant phone number _____ Owner phone number _____

☐ I have read the Chetek City ordinance section 18-33 and understand the requirements for keeping chickens.

☐ I will follow all city ordinances and state laws relating to the care and keeping of animals.

☐ I am aware that I am responsible for keeping chickens within the confines of my property listed above.

☐ I am aware that a maximum of six (6) female chickens shall be allowed under this permit.

☐ I grant the right for city staff to inspect the above listed property at any time to ensure compliance and to investigate complaints.

☐ I acknowledge that I live in a R-1 single family dwelling district or A - agricultural district as required and if I rent I have written permission from my landlord.

☐ I understand and acknowledge that the ordinance allowing chickens may be amended or repealed and that I acquire no vested rights to have or raise chickens by virtue of the issuance of a permit.

☐ I understand that the keeping and handling of chickens may cause health hazards and that adequate health precautions are the responsibility of the applicant. I have registered my premises at wiid.org Department of Agriculture Trade and Consumer Protection.

☐ I understand that I need to obtain an annual permit from the city.

Applicant signature

Date _____

City staff approval

Date _____

Official use

Site inspected by _____ Date _____

Fee paid _____ Date _____

Community Center Board - revised rental fees.

8 hour limit of usage

Up to 4 hours	\$ 50.00
Over 4 up to 8	\$100.00

Kitchen fee \$ 50.00

Non-city residents shall pay \$25.00 in addition to the above fees.

Community Center

Employee Name:

Donna Bachowski

R-58-
S-2 C-6

Pay Period: 4/9/2023 to 4/22/2023

Employee Signature:

Reg Rate: \$ 20.00 per hour

Cleaning Rate: \$ 25.00 per hour

APPROVAL: Per Community Center Approval

Reg	58.00	1,450.00
H	0.00	-
C	6.00	150.00
S	2.00	50.00
V/P	0.00	-
F	0.00	-
Gross	66.00	1,650.00

2nd pay each month:

cemetery pay 100.00

DATE	S	M	T	W	T	F	S	S	M	T	W	TH	F	S	total	code
Regular Time		8.00	7.00	7.00	7.00	6.00			7.00	6.00	6.00	4.00			58.00	R
Cleaning									6.00						6.00	C
Holiday															-	H
Sick											2.00				2.00	S
Vacation/PTO															-	V
Funeral															-	F
Total	-	8.00	7.00	7.00	7.00	6.00	-	-	13.00	6.00	8.00	4.00	-	-	66.00	T

Subtotal Wk 1 35.00

Subtotal Wk 2 31.00

Total Hours

66.00

Funding requests - City Hall

Painting:

The exterior of city hall was last painted in 2013. It looks like it needs to be painted again. I would like to get a couple quotes. Funding could come from the building outlay account which has a balance of \$147,000. Or, ARPA funds could be used.

Software for city hall:

Our software program for payroll, accounts payable, accounts receivable, and utility billing is 12 years old. The software is no longer being updated with enhancements. We have been experiencing software crashing when creating large reports and statements, we're limited on some reports that would be available in the upgraded program, and we would like to eliminate our current online utility payment vendor as there are issues with balancing the payments between how payments are posted with the bank balance.

The software we have is through Civic Systems which specializes in the public sector and is backed by Baker Tilly US, LLP, a nationally-known accounting and consulting firm. The upgrade will provide better reporting capabilities (more easy access reports), a customer online portal for utility billing, faster data retrieval, faster downloading of reports, and quarterly updates for life.

In 2011 the cost of this software program was approximately \$30,000. The cost to convert to the upgraded platform would be around \$16,000. We have \$6,000 in our general fund outlay to cover software updates but I would like to also cover the cost in the water, sewer, and storm water utility by using some of the fixed asset reserve money. The balance in this account is \$16,436 and is in our outlay accounts for phones, computers, etc.



Proposal

BEAR-ON DECORATING



22 Bird Street
Chetek, WI 54728
(715) 924-3073



PROPOSAL SUBMITTED TO Chetek City Hall		PHONE 924-4838	DATE 09/01/13
STREET 220 Stout Street		JOB NAME City Hall Offices	
CITY, STATE AND ZIP CODE Chetek, WI 54728		JOB LOCATION Chetek, WI	
ARCHITECT	DATE OF PLANS		JOB PHONE

We hereby submit specifications and estimates for:

Pressure wash 3 sides of building
Treat rust where needed spot prime
Paint 3 sides of building
Paint 2 entry way doors
Paint City Hall letters and sign on front of building
Paint ceiling exterior
Paint vestibule walls & ceiling.
Paint windows inside vestibule & wood board

4th wall - 400.00 W.B.
per phone
call
9/3/13

labor - \$1,740.00
paint 800.00

2540.00

Fully Insured will furnish Certificate of Insurance with proposal
Price does not include paint. Paint to be furnished by City Hall.

We Propose hereby to furnish material and labor — complete in accordance with above specifications, for the sum of:

One Thousand Three Hundred Forty and 00/100

Dollars (\$**1,340.00**).

Payment to be made as follows

1/3 down upon starting and Final upon completion.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an Extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized
Signature

Wayne Brues

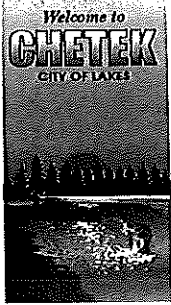
Note: This Proposal may be
withdrawn by us if not accepted within _____ days

Acceptance of Proposal — The above prices, specifications
and conditions are satisfactory and are hereby accepted. You are authorized
to do the work as specified. Payment will be made as outlined above.

Signature _____

Date of Acceptance _____

Signature _____



Request For Quotation

City of Chetek

PO Box 194
Chetek, WI 54728
715-924-4838

Request Date: 8/20/13

Vendor Name: Gary Fitzgerald

Address _____

Phone 715 822-3657

\$ 3,400
2 coats paint -
\$ 780 - paint - 26 gal @ 30" each.
120⁰⁰ materials - tape, brushes
2500 - labor.

Requirements:

Reply date: 9-3-13

Earliest delivery date: ASAP

Due no later than: 9-30-13

payment terms: upon completion

Insurance: liability insurance certificate

Item	Qty	description	comment
1. painting building	1	paint city hall building/outside	see instructions
2.			
3.			

Specific instructions for services:

Entryway - door to be painted dark color, rough walls to be painted dark color, windows/inside wall to be painted light color - board to be painted light color, ceiling - needs paint?

Outside - fascia to be treated and painted white. Outside door - leave, rough walls - dark color,
Windows in alcove area - light color
Parking lot wall - light color. Treat rusted screw on wall to prevent further rusting
Back wall - light color, back door - dark color

City Hall letters - repaint in black

Materials either included or listed separate from labor

Selected Modules Detailed Costs

LICENSE FEES (4 CONCURRENT USERS)

Connect Upgrade Modules	License Fee	Conversion/ Setup	Training Cost	Total Investment
Based on 4 Concurrent User Licenses	\$ 0	\$ 0	\$ 0	\$ 0
Accounts Payable	5,500	Included	Videos	5,500
Accounts Receivable	5,500	Included	Videos	5,500
Cash Receipting	4,500	Included	Videos	4,500
Web Services	1,500	--	--	1,500
General Ledger	5,500	Included	Videos	5,500
Activity Reporting	Included	Included	Videos	Included
Bank Rec	Included	Included	Videos	Included
Budgeting	Included	Included	Videos	Included
Payroll	10,200	Included	Videos	10,200
Direct Deposit	Included	Included	Videos	Included
Electronic Submittals	Included	Included	Videos	Included
miPay Online (Electronic W2s and Paystubs)	FREE	Included	Videos	FREE
Utility Billing	10,900	Included	Videos	10,900
ACH Direct Pay	Included	Included	Videos	Included
Electronic Read Interface	Included	Included	Videos	Included
Online Portal	--	900	--	900
Tax Certification	Included	Included	Videos	Included
Conversion And Setup Estimates	Included	Included	Videos	Included
Less: Upgrade Discount	(29,470)	--	--	(29,470)
TOTALS COSTS	14,130	900	--	15,030



strong software, strong community

A SUBSIDIARY OF BAKER TILLY US, LLP

CITY OF CHETEK
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL OUTLAY</u>					
100-57100-000-00 FUTURE CEMETERY EXPENSE	.00	.00	22,046.61	22,046.61	.0
100-57124-000-00 ELECTION EQUIPMENT	.00	2,056.00	2,094.05	38.05	98.2
100-57125-000-00 CITY HALL DATA PROCESSING	.00	.00	8,803.61	8,803.61	.0
100-57126-000-00 FIXED ASSET RESERVE	.00	.00	16,436.55	16,436.55	.0
100-57128-000-00 BUILDING FUND	.00	789.54	148,645.03	147,855.49	.5
100-57129-000-00 RETIREMENT EXPENSE	.00	.00	128,443.45	128,443.45	.0
100-57130-000-00 HEALTH EXPENSE	.00	13,083.75	208,872.64	195,788.89	6.3
100-57141-000-00 CITY SHOP COMPUTERS	.00	.00	4,888.88	4,888.88	.0
100-57208-000-00 VEST - MATCHING FUNDS	.00	.00	8,175.00	8,175.00	.0
100-57211-000-00 LAW ENFORCE-COMPUTER	.00	.00	4,604.57	4,604.57	.0
100-57212-000-00 LAW ENFORCE-CAR	.00	3,306.99	14,717.54	11,410.55	22.5
100-57213-000-00 LAW ENFORCE-EQUIPMENT	.00	8,176.68	13,932.66	5,755.98	58.7
100-57215-000-00 LAW ENFORCE-RADIOS	.00	.00	6,513.99	6,513.99	.0
100-57216-000-00 COURT- SPECIAL PURCHASES	.00	.00	661.41	661.41	.0
100-57217-000-00 CANINE UNIT	.00	5,686.75	19,940.75	14,254.00	28.5
100-57219-000-00 POLICE- SHOP WITH A COP	.00	9.98	2,586.96	2,586.98	.4
100-57220-000-00 POLICE- NAT'L NIGHT OUT	.00	.00	429.04	429.04	.0
100-57311-000-00 PUBLIC WORKS EQUIP-VEHICLES	.00	780.83	48,231.62	47,450.79	1.6
100-57312-000-00 SNOW / ICE CONTROL	.00	3,411.59	16,971.96	13,560.37	20.1
100-57330-000-00 STREET CONSTRUCTION	.00	92.94	260,436.81	260,343.87	.0
100-57334-000-00 GRAVEL CRUSHING	.00	.00	53,031.96	53,031.96	.0
100-57351-000-00 AIRPORT OUTLAY	.00	.00	11,482.20	11,482.20	.0
100-57530-000-00 ASSESSMENT OF PROPERTY	.00	.00	24,713.17	24,713.17	.0
100-57600-000-00 AIRPORT COURTESY VAN	(219.95)	.00	.00	.00	.0
100-57611-000-00 LIBRARY ACT 150/ACT 520	13,009.33	36,745.21	276,525.60	239,780.39	13.3
100-57611-100-00 LIBRARY HRA RETIREES	.00	.00	19,566.30	19,566.30	.0
100-57613-000-00 COMMUNITY CENTER BUILDING	(195.00)	.00	.00	.00	.0
100-57614-000-00 COMMUNITY CENTER COMPUTERS	.00	.00	485.53	485.53	.0
100-57620-000-00 PARKS OUTLAY	.00	.00	1,362.32	1,362.32	.0
100-57621-000-00 PARKS-SUMMER MUSIC PROGRAM	.00	.00	100.00	100.00	.0
100-57723-000-00 ECONOMIC DEV COMMITTEE	.00	.00	3,950.01	3,950.01	.0
100-57724-000-00 SIDEWALKS	.00	.00	891.96	891.96	.0
TOTAL CAPITAL OUTLAY	12,594.38	74,140.26	1,329,552.18	1,255,411.92	5.6
<u>OTHER FINANCING USES</u>					
100-59300-000-00 TRANSFER TO DEBT SERVICE▲	.00	52,658.47	51,000.00	(1,658.47)	103.3
TOTAL OTHER FINANCING USES	.00	52,658.47	51,000.00	(1,658.47)	103.3
TOTAL FUND EXPENDITURES	167,702.64	815,583.43	3,205,989.18	2,390,405.75	25.4
NET REVENUE OVER EXPENDITURES	(134,175.81)	(564,372.94)	(1,003,002.67)	(438,629.73)	(56.3)



City of Chetek
DAILY
TRANSIENT/PUBLIC ENTERTAINMENT
Permit Application

From: July 27th 2023 - To: X

This completed form, required attachment(s) and fee
Shall be submitted at the time of application to:

City Clerk's Office
220 Stout Street
Chetek, WI 54728

Make Checks Payable to: City of Chetek

Inquiries: Phone: 715-924-4838 Fax: 715-924-2476 Email: meby@cityofchetekwi.us

Note: The City of Chetek has alcohol, bartender, close out sale, pawn broker and other license and/or permit applications not included within this form. Contact the Clerk's Office for more information.

Indemnification – By signing this application, the applicant hereby indemnifies, defends, and hold the City of Chetek and its employees and agents harmless against all claims, liability loss, damage or expense incurred by the City on account of any injury to or death of any person or any damage to property caused by or resulting from the activities for which the permit is granted.

To the best of the applicant's knowledge and belief, the information on this application is true, correct and complete. The applicant agrees to comply with all appropriate Wisconsin State Statutes and City of Chetek Ordinances relating to the license/permit. (The City of Chetek Code of Ordinances is available for review at the City Clerk's Office, 220 Stout Street, Chetek, WI 54728 and on the City's Official website: www.cityofchetekwi.us.)

PART A – REQUIRED APPLICANT INFORMATION

Applicant Name (last, first, MI) & type of entity, Individual, Corp, LLC, etc <u>JIM ROYAL</u>		Social Security Number (required for individuals/sole Proprietorship) 	
Title <u>OFFICE ADMINISTRATOR</u>		Federal Employer Identification # (FEIN) <u>73-1603787</u>	
Trade/Business Name <u>CULPEPPER & MERRIWEATHER CIRCUS</u>		Wisconsin Seller's Permit # 	
226 CITY PARK DRIVE		Phone <u>580 326 8833</u>	
City/State/Zip <u>CHETEK, WI 54728</u>		Fax 	
Business Address (if different than license address) <u>2588 E 2070</u>		Email <u>CMCIRCUS2@GMAIL.COM</u>	
City/State/Zip <u>7460 OK 74743</u>			
Applicant's Signature <u>Jim Royal</u>		Date <u>4/12/2023</u>	

PART B – DAILY TRANSIENT/PUBLIC ENTERTAINMENT LICENSE

Fee to be paid at the time of Application



Transient/Public Entertainment

Paid 4/19/23 by fire Dept,
\$150.00 per day - carnivals/circus
\$25.00 - other

Applicant allows the public to gain admission by payment of an admission charge. It includes shows, Circuses, exhibitions, carnivals and vaudeville. **Application must be submitted at least 30 days Before the event is to take place.**

A license is not required for the giving of fairs, lectures, concerts, exhibitions or entertainments of a scientific, historical, political, literary or musical character for humane, religious, charitable or scientific purposes; or for shows, exhibitions, carnivals or other amusements given on the grounds of the Barron County Fair Association during the annual fair of such association.

Required Date of the last state inspection of rides, merry-go-rounds and other mechanical devices.

Date

Attached: copy of applicant's valid certificate of insurance for a coverage of at least \$3,000,000 on a general liability policy itself or combined with an umbrella policy.

☐ Yes

☒ No

2,000,000 waived by council
NOTE: By signing this application, the applicant shall indemnify and save harmless the City, its officers, agents, and citizens against any injuries and damages resulting or arising from the conducting of any public entertainment for which the license is issued or from the performance by the applicant or his agents of any negligence incident to or connected with the conduct of such carnival and that the applicant shall pay all judgments, costs and charges that may be recovered against the City, any of its officers, or agents by reason of the conduct of such entertainment.

PART C – CITY REVIEW OF APPLICATION – (to be completed by City)

Application Review by: _____

Date: _____

The above application is complete "C" or incomplete "I" at the time of receipt: _____

Describe each **incomplete** issue(s):



Carmen Newman <cnewman@cityofchetekwi.us>

Chetek, WI 7/22 - Circus Information

1 message

Culpepper & Merriweather Circus <cmccircus@gmail.com>

Tue, Mar 21, 2023 at 11:43 AM

To: "cnewman@cityofchetekwi.us" <cnewman@cityofchetekwi.us>, Doug Stalker <stalkerda@yahoo.com>

Thank you for your interest in the Culpepper & Merriweather Circus. Our show has been in business since 1985. We travel for approximately eight months per year, performing two shows per day. We focus on families and pride ourselves in being a clean, family show that is fun for all generations.

Our midway attractions include bounce houses, a big blow-up slide, pony rides, face painting and a fully stocked concession stand. We have no mechanical rides and do not serve or allow alcohol on the circus property during show times.

The event you are interested in is for Saturday, July 22nd. The show times would be at 2 pm and 4:30 pm. We will be performing in Amery the day before your event and in Hayward the day after. you can view our event pages we set up for each event on Facebook and at cmccircus.com.

Our office staff will provide you with a sponsor guide that will provide all the circus information you will need for the event. Our staff is here to answer any questions you may have.

We will also provide an insurance certificate in the amount of two million dollars that will cover the Chetek Volunteer Fire Department as well as any additionally insured parties.

We will make sure the lot we are using for the event is left in a clean condition and the community is happy that we came to town.

Please let me know if you have any other questions that I have not addresses.

Sincerely,

Alana Green, Office Manager
Culpepper & Merriweather Circus
PO Box 813
Hugo, OK 74743

Ph: 580-326-8833