

City of Chetek Common Council Meeting Agenda

Tuesday, December 10, 2024- 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.

Announcement of 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.- compensation discussion

Motion to approve agenda

CONSENT AGENDA:

- A. Council minutes and city claims: **November Council**
- B. Department/Board reports as submitted - **Chetek Ambulance- November, Chetek Fire Dist- September & November, Planning Commission-November, Library-October & November**
- C. Resignations and/or appointments from boards/committees: **Appointment of Gary Coleman to Planning Commission**
- D. General license/permits:

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

NEW BUSINESS:

- E. SC Swiderski Update
- F. Ice Rink discussion from Parks
- G. Ordinance 796A Attached private garages
- H. Permission for Special Search Warrant for BSR(Badger State Recovery)
- I. Closed Session
- J. Act on Closed session item if any

Adjournment

Minutes of the City of Chetek Common Council Meeting held on Tuesday, November 12, 2024 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 6:08 p.m.

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

Public comments: Paul Poppe said that he could not agree with the mayor more on how well the city looks. Poppe said that there is broader work that needs to be done. Poppe also said that he was grateful for the parks committee and the fundraising committee for all their work that they have done.

Hight made a motion to approve the agenda. 2nd by Bachowski. Carried.

Hempel made a motion to approve the consent agenda. 2nd by Grover Carried.

Council minutes and city claims: October Council

Department/Board reports as submitted - Planning Commission-October, Chetek Ambulance- October,

Resignations and/or appointments from boards/committees: **Roger Morse appointed to Airport Committee**

General license/permits:

Old Business:

New Business:

The request to close the street for Christmas in the Courtyard. Christmas in the courtyard has now started to outgrow the area so that is why they are asking to close the street this year. The chief said that he does not have a problem. Bachowski made a motion to approve the request to close the street for Christmas in the courtyard. Grover 2nd. Carried

Car Club to use the airport for the July car show during Liberty Fest. They send a letter to do this annually during Liberty Fest. Bachowski makes a motion to use the airport in July for their car show. Grover 2nd. Carried

Resolution 2024-19 Wages during the budget committee was suggested that since it has been 11 years since the last wage increase has occurred for either position that we look at increasing the council & mayor wages this would be a \$25 raise per month for the newly elected council members which would be for ward one and three it would start at the April in statement and then would apply the following year for wards two and four. It would bring the council pay to \$385 per month versus the \$360 that they currently receive. This is already calculated into the upcoming budget and does fit within that budget. For the mayor it would be a \$50 a month increase raising his wage from 669.50 per month to \$719.50 per month again this would take effect in April. The mayor said I think the public should realize anybody who serves on this committee ain't in it for the money. Any of these people they're not paid by the meeting they get a stipend they're happy to do it. I already know what some of them are gonna say. This carries a lot of responsibility and they have to do a lot of homework before they come. Terry said twice before I didn't know that there was pay when I ran for election. None of the council members knew that. I viewed this as a public service. I will add that there is a lot more homework and committee work than I thought there was. It has grown over the past five years as far as my committee assignments and the challenge of them but having said that my stance is still the same, I'm not gonna vote for an increase. Earl said I also have to agree with Terry. I'm serving the community, I'm just not here for the money. I would also continue my stand so that I'm here for ward two and I get feedback from people in the community. I think as a council responsibility should be not only to ourselves but everyone in the community. They understand that we are their voice and it's really important to be able to communicate with people and talk to people because we sit here and we are the voice of our wards. Scott said my stance is the same as well. We definitely are the voice of our wards however you know i've been doing this now since 2017

depending on what committee your assigned to and I know there's a couple of us that are on committees that take up a lot of our personal time so yes we serve our communities but we also have to think about our personal time and the personal time that someone down the road may be sitting in this chair and yeah I didn't realize we even got paid. When I got elected for the first time in 2017 I didn't really care about the money I still don't really care about the money but I do care about how much personal time it does take so I think a \$25 bump is not unreasonable. Thea said that I struggled with this as well because I did not know we got paid that's definitely not why I'm here or a teacher but I do want to point out the reason discussion we had in the budget committee is that this has been a line item n a line item in the budget at \$18,500 a year and can you how long is that number stood as a line item 11 years so for 11 years we have a line item this is how government funding works it is \$18,500 a Year and that never has that number never been reached. So while we have that money allocated this is not an increase in that line item it just takes us closer to it. I would be opposed to this if for some reason we were changing that number line item but I do know as well that I work 2 24 seven jobs between my work here and my work as an educator and I have logged sometimes up to 125 hours a month in my work as a council member and so I hate when I hear government voting for a raise for themselves but in essence this just takes us up to the line item amount. I think that's important to mention that we are not raising that line item amount so I will be in favor of this. The Mayor said like I said these individuals I know they're not gonna think it's reasonable it's not we're talking about pennies really. Bachowski made the motion that we approve resolution 2024-19. Hempel 2nd. The mayor asked for a roll call vote. Bachowski- yes, Grover-no Hight-no Hempel-yes Carried.

Resolution 2024-20 Budget adoption and Tax levy. This has gone through the budget committee and has been recommended by the budget committee to the council for approval. Grover did ask about the Culture, Recreation, Education amount. This is made up of many line items to get to that amount. Hight did ask about the levy increase. Clerk Eby said that we don't have all the numbers yet but that we take the state allowable levy increase. We are not taking any additional increase as a city. Hight made a motion to approve the budget. Bachowski 2nd. Thea did say that she did feel very happy with the way the budget was done. Carried.

Resolution 2024-21 resolution to assign fund balance. This resolution is to assign the fund balance amounts. Bachowski said that he is in agreement with the outlay accounts since he is on the budget committee. Bachowski also said that he is adamant that we leave the \$5000 in the park's outlay. Grover talked about the repair of the dam bridge and making sure that some money was being put away for that project and that we need to think about it. Hight said that our part would be about a million dollars. We do have money for street construction in an outlay account. Bachowski said that the funds from the funds balance can be moved down the road if we need to. Hight asked about the 5000.00 in the park's outlay account in regards to an ice rink. This would be up to the parks committee as to what they could do with it. Hight had some questions in regards to the sidewalks. Hight said that Joe does a good job but some of them look like there is nothing wrong with the sidewalks. The sidewalk by the center that was discussed was to widen it for wheelchair ability. Hempel had questions in regards to some of the sidewalks and we also have to make sure that they are not trip hazards as we did have 2 falls this year on sidewalks. This money would only be for sidewalks that are in the central business district. Bachowski made a motion to approve resolution 2024-21. Hempel 2nd. Carried.

Resolution 2024-22 Vibrant Spaces Grant. This grant is in support of the sports complex. This grant is requesting that the grant have a resolution from the city and that we will maintain the money if they get the grant. Also that we will use the funds appropriately. Grover made a motion to approve resolution 2024-22. Hight 2nd. Carried

Approval from Council to allow Library Mural if selected from CPAL. This was discussed at the last council meeting but took no action on it as the library did not have the application turned in to CPAL. CPAL now has the application filled out by the director of the library and signed by the city clerk. In brief discussion with the library director she would like to see this mural as a community effort should it get selected. It would be the south wall and at this time not for sure what the mural or theme would be that would include the community. Hight made a motion to approve. Grover 2nd. Carried.

Ordinance 793A Shipping Container Ordinance this was talked about in the public hearing from Joe the only addition was to add the school to be able to have shipping containers. On the second page letter A 1 D exception shipping containers may be permanently placed on school property and shall comply with

D1 through six under permanent exception. So the school will still have to comply with everything else. Hempel added the reason the school wants them is for equipment storage for their sports equipment off-season and to protect them from the elements and from the critters. It keeps them from having to also use our tax dollars to re-purchase equipment and those types of things and they keep them kind of way back and so it's just a good thing for the school to have and that's really the only change to it is to allow it on the school grounds. That was the only amendment. Bachowski made a motion to approve ordinance 793A. Grover 2nd. Carried.

Ordinance 795A Shoreline Zoning Ordinance this was talked about during the public meeting. Grover made a motion to accept Ordinance 795A. Bachowski 2nd. The Mayor said that this was a lot of work for the planning commission put into this ordinance. Hempel also said that this ordinance was vetted very well through the planning commission. Carried.

Ordinance 796A Locations of detached garages and accessory buildings this was discussed during the public hearing. Grover made a motion to accept ordinance 796A Locations of detached garages and accessory buildings. Bachowski 2nd. Carried.

Olynick Land Lease This is done yearly nothing has changed in it just changed the dates to commence Dec 1 and expiring Nov 30th, 2025. Hight made a motion to approve the Olynick land lease renewal. Grover 2nd. Carried.

Airport Land Lease Increase for 2025 Matt the Airport Manager said We have two different leases out there right now. I think we're due for the 20% on the old leases. The new lease states that you can go up 2% above CPI so I would recommend you do that as well for the new lease bringing them to 5.4%. Going back in the records it appears that every three years you approve a 20% increase for those that are on that lease that would continue that standard. City Administrator said I will say that for those who have signed the new lease there are a couple who have prepaid I would ask that you don't increase theirs. Next year I'll be presenting or Matt will be presenting the CPI +2% is and at that point council will need to make the decision on if they're going to take that increase. The idea between the CPI plus 2% was to drop it down for those steady increases. If the council decided as a whole to say every year we're going to take an increase it would keep it at that it shouldn't be more than 20% so making it more manageable for the hanger owners out there instead of having large increases of 20% moving forward. Bachowski stated that we need to start to put some money away. We have a runway project that's gonna need to be done and if it makes it 10 years will be happy. Hempel made a motion for the airport lease increase for 2025. Bachowski 2nd. Carried.

Sale of Hanger 12 from Dave Thomas to Travis Turner. Laura discussed this situation. Dave Thomas sold hanger 12 to Travis Turner. This was again not done correctly with the council. Administrator Stelzner did say that she is going to draft a letter stating what is in their lease and how the sale is to go. Bachowski spoke about this and the airport committee has not made a final determination but if we stay in the state program the state will be looking at how our runway is used and how often and if the numbers decline so may some of our state funding for the airport. This is a great move for the airport to sell the hanger to Travis Turner. Grover did ask how the takeoffs and landings have been monitored now and they have not as this would be something that would be discussed with the city administrator, the airport manager and the state. Hight made a motion to approve the sale of hanger 12 to Travis Turner. Hempel 2nd. Carried.

Referendum canceled, reallocation of funds Bachowski asked for this to be on the agenda. Bachowski started with a little bit of a back story. I'm asking the council tonight to write it wrong. The tennis courts were sold back in 2004 to Kwik Trip for \$40,000 and then that money was turned around and used for a storm sewer project and I believe we can't find this but I believe at that time the city did authorize Dan to look for other places to put tennis courts and Gotham Park was one of them so I think the intentions back then of the council was to sell it to Kwik trip because obviously that was a good deal but rebuild those tennis courts. So what I'm asking council to consider tonight is to cancel the referendum for spring reallocate the \$75,000 take \$40,000 of that \$75,000 that was allocated to parks outlay account and put it toward the rebuilding of the tennis courts at Gotham Park. In my opinion it writes a wrong, it improves our community and it's my perspective it's the right thing to do. Then the other \$35,000 can be all allocated wherever you guys decide to put it. Hempel asked if they want to forgo the referendum on the 75? Bachowski said that he thinks we forgo the referendum. Hight said if I can speak for a minute I said in the

beginning that you know the Pickleball club came to us as a brand new club asked us for a corner of a park and I voted in approval of that and then it went to the parks committee and got added onto the price went up in your challenge for fundraising went up and from the original request for just Pickleball. Then the parks committee came back with an estimate of almost \$1 million. In the beginning it was to include a ballpark also and that's where I'm coming up with a statement that it was estimated close to \$1 million. Even though that got nixed the pickle ball idea morphed into more and that's fine and I applaud you guys for the fundraising that you've been doing. You've been doing great, I never would've expected it would've taken off like that and I'm glad you're getting it. My problem has always been that I think the taxpayers need some input because this was just put into an outlay account and I think the taxpayers need to speak. I spoke at a meeting and I said look if the taxpayers say yes to this referendum I will never bring it up again and I said are you willing to do the same if they say no. Going back 20 years for something that happened is a stretch for me but you know Thea you said all along you didn't think it was a bad idea to ask the taxpayers and that's how I felt about it. Ask them. I don't think it's right to run away from asking them what they feel about the expenditure of this money. Grover brought up the previous council in doing a survey six years ago. That survey and I don't know how much the city spent about \$9000. The survey was done and so full-time residents 66% responded seasonal area residence 17.15% responded, visitors 15.78% responded and interested visitors 1.03% responded. Now this is what the taxpayers are asking for: you get down the second page will guided fishing, water ski lessons, that's right on the very bottom I'm not saying that you shouldn't have tennis courts but this is what the citizens who live in the city this is what their response was. That is one reason why I also feel that the citizens should have a voice. That's what I think and it's important. We all have specific interests that we as individuals would like to see but we're on this council not representing our individual interest but we're supposed to be here representing the people in our community and I have to agree with Terry that that's why I voted for the referendum. The citizens in our community make a choice and whatever the choice is, that is their choice and I will respect that because that is why I'm here. I'm elected to represent their voice and that's why I think the referendum is necessary to let them speak. It's their money that's going to be going into this. Bachowski then addressed the council. I am also here to speak for my constituents. Looking at the minutes from 2004 I don't think the people of Chetek were asked if they wanted to sell their tennis courts. I think it just happened and I think they wanted their tennis courts back as these minutes reflect that they want Dan to keep looking for places to put the new tennis courts. That survey unfortunately one thing on that survey has been done. So citizens, visitors, seasonal residents have gotten one thing that they've asked for since we put this survey out. What are we doing to better our community? What are we doing to help our kids stay off the streets and stay out of trouble? We have to give them something to do. We have to become we have to evolve as a city if we don't evolve as a city being on the lake and the mom pops cottages the current generation is coming up they don't wanna go fishing they want other things to do Pickleball, bike riding, things like that so we as a city we have to evolve and this is one one way we can do it is by writing a wrong and giving this 40,000 back to the citizens in order to replace your tennis courts. Hempel had a couple comments the way that what I am hearing is that the \$75,000 in outlay will get broken into two parts, \$40,000 and \$35,000 no referendum. Can I be assured that no additional dollars will be asked for? City Administrator Stelzner said can I just say we do have some ARPA funds that are already allocated. Hempel said yes she allocated \$5000 in ARPA funds. This money we are talking about is not included in that and Hempel said correct. Bachowski said, I don't foresee a reason we would be asking for more money. Hempel said, I can be swayed in this manner, here's the way I think. Cancel the referendum and allocate the \$40,000 I would want the other \$35,000 to go into law-enforcement outlay. I want no ever further request for funds from this council for anything related to Gotham Park because we will maintain our public works department and will be the ones responsible for maintaining it. Not one dollar has been given from any Township which I will be forever ired about. I can be swayed to this matter if those conditions can be met. Bachowski responded let me make a point to the townships if the townships see this they see a council divided they see lack of support from the city why should they throw any money in the ring if we're not even supporting it. Hempel replied back you know what I think that's a moot point because I want this much attention given in every single one of those board meetings. Bachowski responded one of the potential outcomes of relocating his funds is to maybe have those townships now help us and help pitch in because because let's be let's be honest here they have most of the visitors when they're in the summer and so they should be helping us and I think if we're in unity and if we are we're putting a little skin in the game here more. We have the potential of them joining us then. Hempel responded ok well I will be happy to support that if I can have on record the things I just asked for. Grover responded I don't think any of us are against development of the park. What it is is that presently the city has major expenses and that's why people are concerned in the city. Hempel responded and in the feedback I have had excited about the park. Thank you for letting me have

a voice on how my tax dollars are spent. That is the feedback I am getting. Grover said the same here. Hempel responded and to poo poo that is a travesty. But if that is the way that this is gonna roll and I have been asked repeatedly about the \$40,000. I don't think going 20 years back in history is any way to approach this quite frankly. But \$40,000 breaking it out of the 75 the other \$35,000 goes to law-enforcement outlay no referendum and not one more dollar gets asked for. Hempel made a motion \$40,000 breaking it out of the 75 the other \$35,000 goes to law-enforcement outlay no referendum and not one more dollar gets asked for. Bachowski 2nd. The mayor asked for a roll call vote Bachowski-yes Grover- I do agree with you and I will vote yes, Hight-no, Hempel-yes Carried.

Closed Session: Bachowski made a motion to go into closed session. Grover 2nd. roll call vote Bachowski-yes, Grover-yes, Hight-yes, Hempel-yes

Hight motioned to adjourn the meeting, 2nd by Hempel. Carried.

Mark Eby, City Clerk

CAAC MEETING MINUTES NOVEMBER 19, 2024

Meeting called to order at 5:38 pm

- Roll Call- Present- Joe, John, Megan, Terry, Ryan and Michele. Absent- Mitch and Arnie
- Announcements- none
- Additions and Approve Agenda- motion by John second by Terry to approve, motion carried
- Approve Minutes from September meeting- motion by John to second by Joe to approve-motion carried.
- Approve Minutes from October Budget Meeting- motion by John to approve second by Joe motion carried
- Approve Payments- motion by Megan to approve second by Terry motion carried
- Accept Financial Report presented by Michele- motion by John to approve second by Megan motion carried.
Profit & Loss- Jan-Oct 24 Net Income- \$80,411.84
Budget- \$26,411.64
Over Budget- \$54,000.20
Total Checking- \$196,696.60
Total Money Market- \$32,526.97
Total Savings/Checking- \$299,241.44
Total Accounts Receivable- \$431,893.19
Total Current Assets- \$647,468.25
- Public Comment- NONE
- Directors Report- Ryan reported that the FAP Grant has been submitted, EVOC Training is complete, the Tree of Love is started in the library, radios are programed for the new system, the service was out of commission for 30 ½ hours total for the last two months combined for a total of 598.5 hours since January, looked at a new rig and the cost is estimated to be around \$390, 000 with a cot. Might take three years to get one once ordered. Terry asked Ryan about getting certified and taking Sue's position by November 2025, Ryan stated he has no plan at this time.
- New Lease- motion by John second by Terry to accept the terms of the new lease, motion carried
- Credit Card- motion by John second by Megan to approve credit card for Ryan, motion carried
- Fundraisers- Tree of Love and Patches for Justin funds go into the fundraiser account not the general account
- Future Topics- new rig, add Treasurer's Report as an agenda item
- Next Meeting- January 28, 2025 after Fire Meeting
- Adjournment- motion by Terry second by John motion carried
Minutes prepared by Joe Atwood/Treasurer

City of Chetek/Township of Chetek Fire District Meeting Minutes
Tuesday, September 24, 2024
Fire Hall Training Room

Meeting was called to order at 5:00 P.M.

Present: Ronnie Latcham (Chair), Dave Lentz, Mark Carlson, Earl Grover, Ryan Olson (Chief), Randy Books (Assistant Chief), Book Keeper Michele Loesel

Absent:

Approve Agenda: Mark Carlson made a motion to approve the agenda, seconded by Dave Lentz; motion passed.

Approve Minutes: Dave Lentz made a motion to approve the minutes from the February 1, 2024 meetings, seconded by Earl Grover; motion passed.

Treasurers Report: Mark Carlson presented the following updates on accounts: Checking - \$164,487.17; Savings - \$221,901.45; Pension - \$13,924.57 and Equipment \$148,997.32. Dave Lentz made a motion to approve, Mark Carlson seconded; motion passed.

Review/Approve Claims and Payment: Earl Grover made a motion to approve the claims and payments, Mark Carlson seconded; motion passed.

Bookkeeper Report: Transfer \$36,369.00 from the General fund balance to pay off truck loan. Audit for 2023 is in the process of being completed by Clifton Meyers. Moving \$50,000.00 from the Saving Account into the Equipment Fund (presently the Equipment fund is approximate \$149,200.00) the amount presently in the budget is \$13,485.44. Move \$212,000.00 from the Equipment fund balance into Time Deposit with interest at 4.33 %. The money if needed can be drawn out of the account without a penalty if needed. Dave Lentz made a motion to move \$212,000.00 into a Time Deposit account. Mark Carlson seconded; motion passed.

Public Comments: None

Township Comments: None

Chief's Report: Chief Olson presented the following comments:

- a. Business as usual.
- b. Researching cost on new tanker.
- c. Looking into the purchasing a skid for the brush truck cost approximately \$30,000.00.

New Business:

- a. Election of City of Chetek/Township of Chetek District Board Seats, Dave Lentz made a motion to keep the board as is, Mark Carlson seconded: motion passed.
- b. C.A.A.S Lease Renewal, remove section 8 from the Building Bay Lease and change section 4 to an annual payment instead of a monthly payment which would start as of January 1, 2025. Motion made to make changes to the Lease Renewal and authorizing the Board Chairman Ronnie Latcham to sign on behalf of the Fire District by Dave Lentz, Earl Grover seconded; motion passed.
- c. 2025 CFD Budget, Mark Carlson made a motion to approve the 2025 CFD budget, Dace Lentz seconded; motion passed.
- d. Ryan Olson researching information and cost on a new water tanker.

Other Business for Discussion Only: None

Next Meeting: November 19, 2024 at 5:00 pm at the Fire Hall Training Room.

Motion to adjourn was made by Earl Grover, seconded by Marki Carlson. Motion carried.

City of Chetek/Township of Chetek Fire District Meeting Minutes
Tuesday, November 19, 2024
Fire Hall Training Room

Meeting was called to order at 5:00 P.M.

Present: Ronnie Latcham (Chair), Dave Lentz, Mark Carlson, Earl Grover, Ryan Olson (Chief), Randy Books (Assistant Chief), Book Keeper Michele Loesel

Absent:

Approve Agenda: Earl Grover made a motion to approve the agenda, seconded by Dave Lentz; motion passed.

Approve Minutes: Ronnie Latcham made a motion to strike from the September Minutes Election of City of Chetek/Township of Chetek Seats and change to Election of Board Positions for Chairman, Vice Chairmen, Treasurer and Secretary. Dave Lentz made a motion to approve the change and the minutes from the September 24, 2024 meetings. Seconded by Earl Grover; motion passed.

Treasurers Report: Mark Carlson presented the following updates on accounts: Checking - \$938.97; Savings - \$132,895.14; Total Time Deposit - \$212,000.00; Pension - \$12,959.32 and Equipment \$493.38 for a total of \$359,286.81. Dave Lentz made a motion to approve, Earl Grover seconded; motion passed.

Review/Approve Claims and Payment: Dave Lentz made a motion to approve the claims and payments, Mark Carlson seconded; motion passed.

Bookkeeper Report: Check received from the Township of Dovre for \$1860.02. Need to contact Mitch Hansen to see whether the check should be returned and sent to state for their state dues or does the Township of Dovre want the check applied to their portion of the district funding for 2025. Would like to reduce the number of accounts and move the Pension funds into the General Saving Account and pay as needed, this would help simplify things.

Public Comments: None

Township Comments: None

Chief's Report: Chief Olson presented the following comments:

- a. 32 calls, dive call at Cumberland, mutual fire call at Sand Creek
- b. Hired six new firefighters, one has started training now have a full roster
- c. Start training January and February for a refresher of HazMat and Confined space Technician class
- d. Volunteer Fire Department members used monies raised through fund raising activities to purchase lockers for new firefighter's gear.

New Business:

- a. Signing of new lease for the Chetek Area Ambulance Service, the lease agreement has no change to the cost.

Other Business for Discussion Only: Truck replacement, haven't received a final cost, call Rosenbauer and set up a meeting.

Next Meeting: January 28, 2025 at 5:00 pm at the Fire Hall Training Room.

Motion to adjourn was made by Earl Grover, seconded by Mark Carlson.
Motion carried.

Minutes of the Hearing of the Plan Commission of the City of Chetek held on November 21, 2024 at 6:00p.m.

City of Chetek – Planning Commission Meeting Minutes – November 21,2024.

A regular meeting of the Planning Commission for the City of Chetek was called to order at 6:00pm on November 21, 2024 by Mayor Jeff Martin.

Roll call for the Planning Commission meeting was taken. Present were Shawn Ayers, Del Wacker, Thea Hempel, Mark Etten, Mayor Martin. Absent were Dave Swangim

Also present was Mark Eby, Planning Commission Secretary, Building Inspector Joe Atwood, Gary Coulman, Steven Bant. Compliance with the open meeting law was verified.

Thea Hempel made a motion to approve the prior month meeting minutes. 2nd by Shawn Ayers Motion carried.

1) Discussion/Action Approve or not approve a request from Steven Cole for a land division in the Extraterritorial Zoning.

Joe looked at the environmental assessment and everything looked good. This property is down on ss and is taking 2 acres out of the original 12.38 acres and making a 1 acre lot. Mark Etten made a motion to approve the Extraterritorial zoning for Steven Cole. Del 2nd. Carried

2) Discussion/Action: Review Conditional Use Permit for 251 Woodard Street-proposing an addition.

Stephen Bant was here for Chrismark Home. They are looking at putting on an addition for some things that are lacking, beds and some things that they need. This would be adding an addition to the south to add on more laundry common space and office. They have a lot of shared beds and thus would allow for single rooms. This is currently zoned residential. He currently has a conditional use. Joe said that since it is a conditional use property already that any additions would need to come to the planning commission for the approval. The conditional use would also stay with the property, if it ever were to be sold. Everything checks off on Joe's end. Thea asked when it became a conditional use home. Integra care sold it and they got the conditional use in 2019. They are looking at another 3,300 sq ft for the addition. They are not going to go into the 2nd part of the next acre which is right next to the current property. Del asked if it meets all the setbacks and Joe said that it does meet all the setbacks. Thea made a motion to approve the addition for 251 woodard and to continue with the conditional use. 2nd by Del. Carried.

3) Discussion/Possible Action: Review ordinance changes

Joe said that we are about halfway through the ordinance changes on our list.

Sec. 118-75. - R-1 Single-Family Residence District

Text addition:

(3) *Yard for accessory buildings.* Side and rear yard setbacks are three feet for all accessory buildings. **Except when fronting an alley (see Sec. 26-151).**

Sec. 118-76. - R-2 Two-Family Residence District.

Text addition:

(3) *Yard for accessory buildings.* Side and rear yard setbacks are three feet for all accessory buildings. **Except when fronting an alley (see Sec. 26-151).**

Sec. 118-77. - R-3 Multiple-Family Residence District.

Text addition:

(3) *Yard for accessory buildings.* Side and rear yard setbacks are three feet for all accessory buildings. **Except when fronting an alley (see Sec. 26-151).**

Joe said that he would like to update this section just the red part. This is to coincide with the garage ordinance that was passed. Thea makes a motion to accept the change to sec. 118-75, 118-76, & 118-77 to say Except when fronting an alley and recommend to council for passage. 2nd by Del. Carried.

Sec. 26-155. - Attached private garages.

Text addition and repeal:

(3) An attached private garage may have a door connecting directly into the principal building, provided that the door **has a minimum 20 minute fire rating.** ~~floor of such garage is at least eight inches below the floor of such principal building. Such door shall be a self-closing metal clad door or solid wood door not less than 1 1/2 inches in thickness. A maximum 100 square inches of at least one-quarter inch stationary wire glass window may be permitted in such door.~~

Sec 26-155 there are some inconsistencies with the state building codes. That is all he eliminated and added the 20 min fire rating. The city has adopted the state code. Mark Etten makes a motion to approve the changes in sec. 26-155 to include a minimum 20 minute fire rating and deleting the rest. Also to recommend to the council for passage. 2nd by Thea. Carried.

Sec. 26-249. - Permit requirement.

Text addition:

No building of any kind shall be moved within or into the City and no new building or structure, or any part thereof, shall hereafter be erected, or ground broken for the same, or enlarged, altered, moved, demolished, razed or used within the City, except as herein provided, until a permit therefor shall first have been obtained by the owner, or his authorized agent, from the Building Inspector. The term "building" as used in this section includes any building or structure and any enlargement or alterations **to construction, HVAC, plumbing and electrical** ~~heating or ventilating~~ installations, moving or demolishing or anything affecting the fire hazards or safety of any building or structure.

Sec 26-249 Permit requirements Joe added to construct HVAC, plumbing and electrical for alterations. The Commission would like to work on this one at their next meeting to allow Joe time to be able to see what all would require a permit. This was tabled till the next planning commission meeting.

Motion to adjourn by Shawn Ayers 2nd by Mark Etten. Carried meeting adjourned at 6:22pm

Date of the next meeting tbd

Respectfully Submitted Mark Eby

Calhoun Memorial Library Board Meeting Minutes
Oct. 1, 2024

Minutes of the Calhoun Memorial Library Board of Director's Meeting: Oct. 1, 2024

The board meeting was called to order at 9 a.m. on Oct. 1, 2024, by President Jean Wacker at the Calhoun Memorial Library.

Members present: Jean Wacker, Nancy Nix, Louise Brown, Brandy Johnson, Jeff Martin, John Banks, Sally Johnson, and Rachel Westberg. Also present was Library Director Emily Resendiz and Friends of the Library President Barb Ryan.

The agenda was approved by motion of Brandy Johnson, seconded by Rachel Westberg. Motion carried.

There were no in-person public comments.

Minutes of the September 2024 regular board meeting and the special meeting on Sept. 18 were presented to board members in printed form. Motion was made by John Banks, seconded by Nancy Nix, to accept the minutes from 9/10 as printed. Motion carried. Motion made by John Banks, seconded by Louise Brown to accept the minutes from 9/18 as printed. Motion carried.

Treasurer Brandy Johnson presented the reoccurring expenditures, year-to-date budget, Act 150 and checking account reports for September. Motion made by Nancy Nix, seconded by Sally Johnson, to approve the report. Motion carried.

Library Director Emily Resendiz presented the month's petty cash, statistics, and activities as part of the director's reports. She also presented the monthly expenditures for September. Motion made by Brandy Johnson, seconded by Rachel Westberg, to approve the expenditures. Motion carried.

Friends President Barb Ryan provided an update from the Friends of the Library.

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

Mayor Jeff Martin reported on the happenings within the City of Chetek.

John Banks presented a report as the county representative.

The board took up discussion one last time on the library addendum to the city handbook. The agreement amongst the board was that the changes requested over the past few weeks had been satisfactorily made. Rachel Westberg requested the addendum be addressed each year to ensure that it has been meeting its needs. Seeing no more discussion, Sally Johnson made a motion to accept the city handbook's library addendum as presented. Motion was seconded by Brandy Johnson. Motion carried.

The board briefly received an update on the purchase of a video camera system for the library and the progress on a policy for the system.

Pursuant to Wisconsin Statute 19.85 (1)(c) a motion was made by Jeff Martin, seconded by John Banks to go into closed session. By a roll call vote, the board unanimously agreed to go into closed session. Following closed session discussion, John Banks made a motion, seconded by Rachel Westberg, to return into open session. A roll call vote was held to break back into open session, which was agreed upon unanimously. No action was taken on items discussed in closed session.

The board discussed the advertisement and posting for a new library aid and library cleaning position.

Items discussed for the Nov. 12 meeting agenda include Act 150 monies, updates on a proposed mural on the wall of the library, and an update on new hires.

Motion to adjourn by John Banks, seconded by Jeff Martin. Motion carried; meeting adjourned.

Respectfully Submitted,



Calhoun Memorial Library Board Meeting Minutes
Nov. 12, 2024

Minutes of the Calhoun Memorial Library Board of Director's Meeting: Nov. 12, 2024

The board meeting was called to order at 9 a.m. on Nov. 12, 2024, by President Jean Wacker at the Calhoun Memorial Library.

Members present: Jean Wacker, Nancy Nix (via Zoom), Louise Brown, John Banks, Sally Johnson, and Rachel Westberg. Also present was Library Director Emily Resendiz, Friends of the Library President Barb Ryan and Friend Allison Wolf. Not present was Brandy Johnson and Jeff Martin

The agenda was approved by motion of Rachel Westberg, seconded by Louise Brown. Motion carried.

There were no in-person public comments.

The board hear from Nan Banks, a member of the Chetek Public Arts League, regarding creating a mural on an outside library wall. The City of Chetek has agreed to allow a mural on the building. Designs, funding and next steps will all continue to be discussed. A motion was made by John Banks, seconded by Rachel Westberg, to continue moving forward with the process and establishing a design and artists.

Minutes of the October 2024 regular board meeting were presented to board members in printed form. Motion was made by Nancy Nix, seconded by John Banks, to accept the minutes as printed. Motion carried.

Treasurer Brandy Johnson was not present, so the board did not hear on reoccurring expenditures, year-to-date budget, Act 150 and checking account reports for October.

Library Director Emily Resendiz presented the month's petty cash, statistics, and activities as part of the director's reports. She also presented the monthly expenditures for October.

Friends President Barb Ryan provided an update from the Friends of the Library, along with Friend Allison Wolf.

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

Mayor Jeff Martin was not present to report on the happenings within the City of Chetek.

John Banks presented a report as the county representative.

The board briefly received an update on the video camera system for the library and a subsequent policy for the system.

The board heard updates on a new library aid and library cleaning position and updates on the ACT 150 monies for next year based on the county board's latest funding agreements.

Items discussed for the Dec. 3 meeting agenda include the library open house, staff holiday bonuses, the video camera system, the 2025 budget proposal, and an update on library new hires.

Motion to adjourn by Rachel Westberg, seconded by John Banks. Motion carried; meeting adjourned.

Respectfully Submitted,

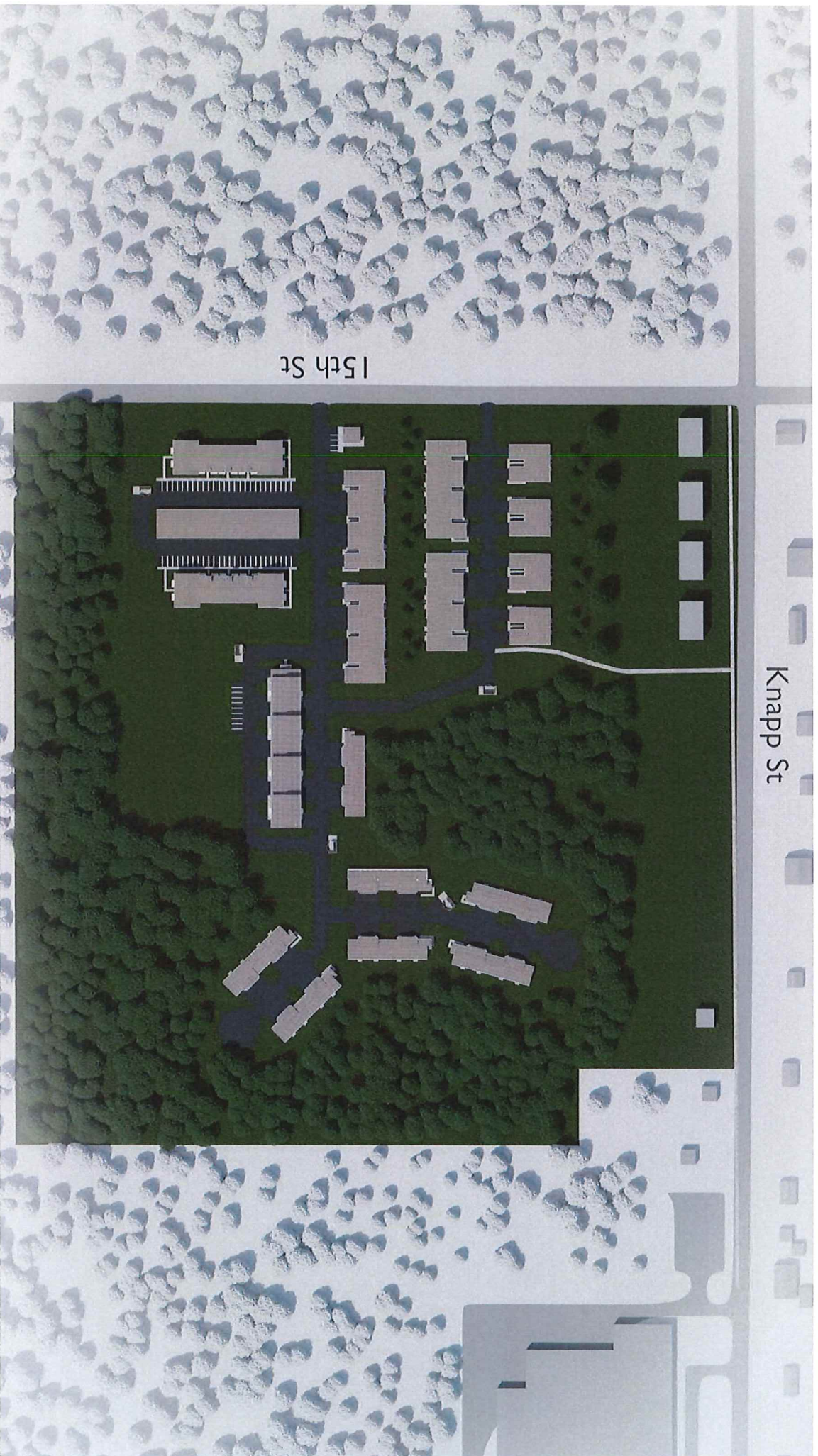


SCS Chetek



SCS

Site Rendering



Site Statistics

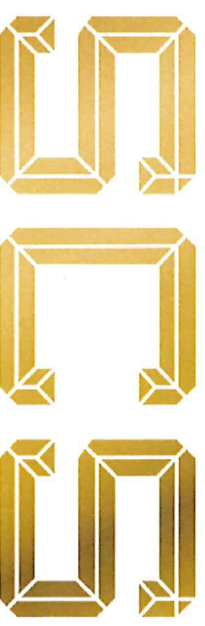
TOTAL MULTIFAMILY UNITS = 116
TOTAL SINGLE FAMILY UNITS = 4

TOTAL ACRES = 39
MULTIFAMILY = 37 ACRES (3.13 UNITS/ACRE)
SINGLE FAMILY LOTS = 2 ACRES (0.5 ACRES PER LOT)

<u>BUILDINGS</u>	<u>QTY</u>
AC = ASHTON 16 UNIT 1&2 BED 8- 1 BED PER BUILDING 8- 2 BED PER BUILDING	1
BC = BEDFORD 6 UNIT 2&3 BED 4- 2 BED PER BUILDING 2- 3 BED PER BUILDING	4
BE = BEDFORD 2 UNIT 3 BED 2- 3 BED PER BUILDING	4
FA = FULTON 20 UNIT 1&3 BED 12- 1 BED PER BUILDING 8- 3 BED PER BUILDING	2
RA = ROCKWELL 4 UNIT 2 BED 4- 2 BED PER BUILDING	7
<u>BEDROOM BREAKDOWN</u>	
1 BEDROOMS = 32 UNITS 2 BEDROOMS = 52 UNITS 3 BEDROOMS = 32 UNITS	

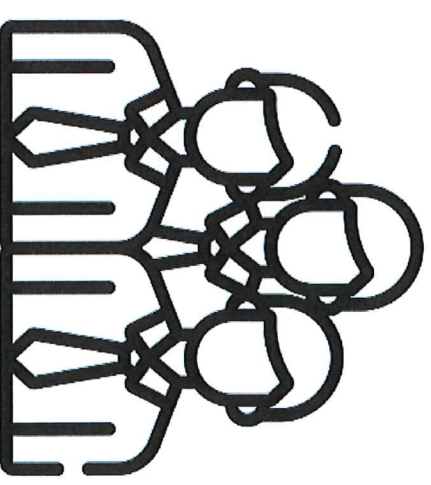
GARAGE STALLS = 152
PARKING SPACES = 222
PARKING PER UNIT = 3.12

PARKING



SCS Leasing

- ✓ Professionally trained on - site staff.
- ✓ Highly experienced area manager and administrative support staff.
- ✓ Comprehensive applicant screening process:
 1. income guideline
 2. background check
 3. credit check
- ✓ Extensive rules and regulations enforced for all tenants.
- ✓ In compliance with all Equal Housing Opportunity criteria.
- ✓ Tenant portal for on - line payments and maintenance requests.
- ✓ Virtual tours and contactless transactions available.



SCS Maintenance

To keep our sites secure and ensure peace of mind, SCS Maintenance and Grounds Crews operate SCS marked vehicles and wear SCS attire. This also assures tenants that any staff present is from SCS.

REGULARLY SCHEDULED Maintenance

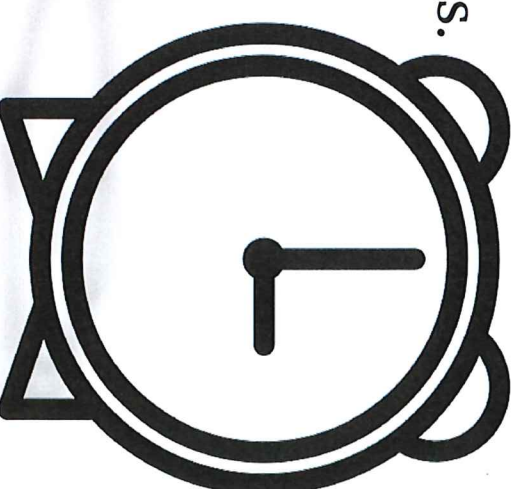
- Pressure washing of building.
- Annual dryer vent cleaning.
- Monthly building lighting and general building inspections.
- Regular landscape inspections.
- Annual inspection of asphalt parking and driveway areas.
- Filter changes per type of equipment specifications.
- Annual testing of fire alarms & fire suppression systems.

AVERAGE RESPONSE TIME

1 days 20 hours and 2 minutes

AVERAGE WORK ORDER COMPLETION

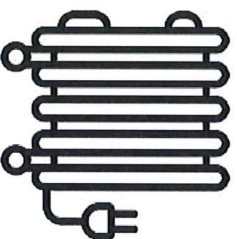
55 minutes



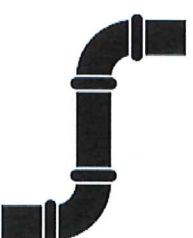
Included In Rent Rates



Individual
Thermostats



Hydronic
Heat



Water



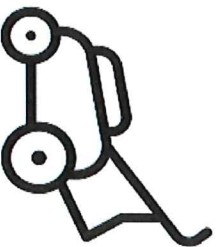
Sewer



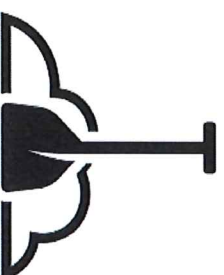
Cable



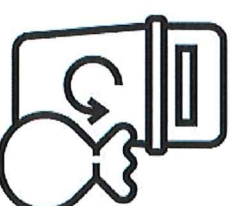
Wireless
Internet



Lawn
Care



Snow Removal



Trash Removal

Ashton 16 - unit

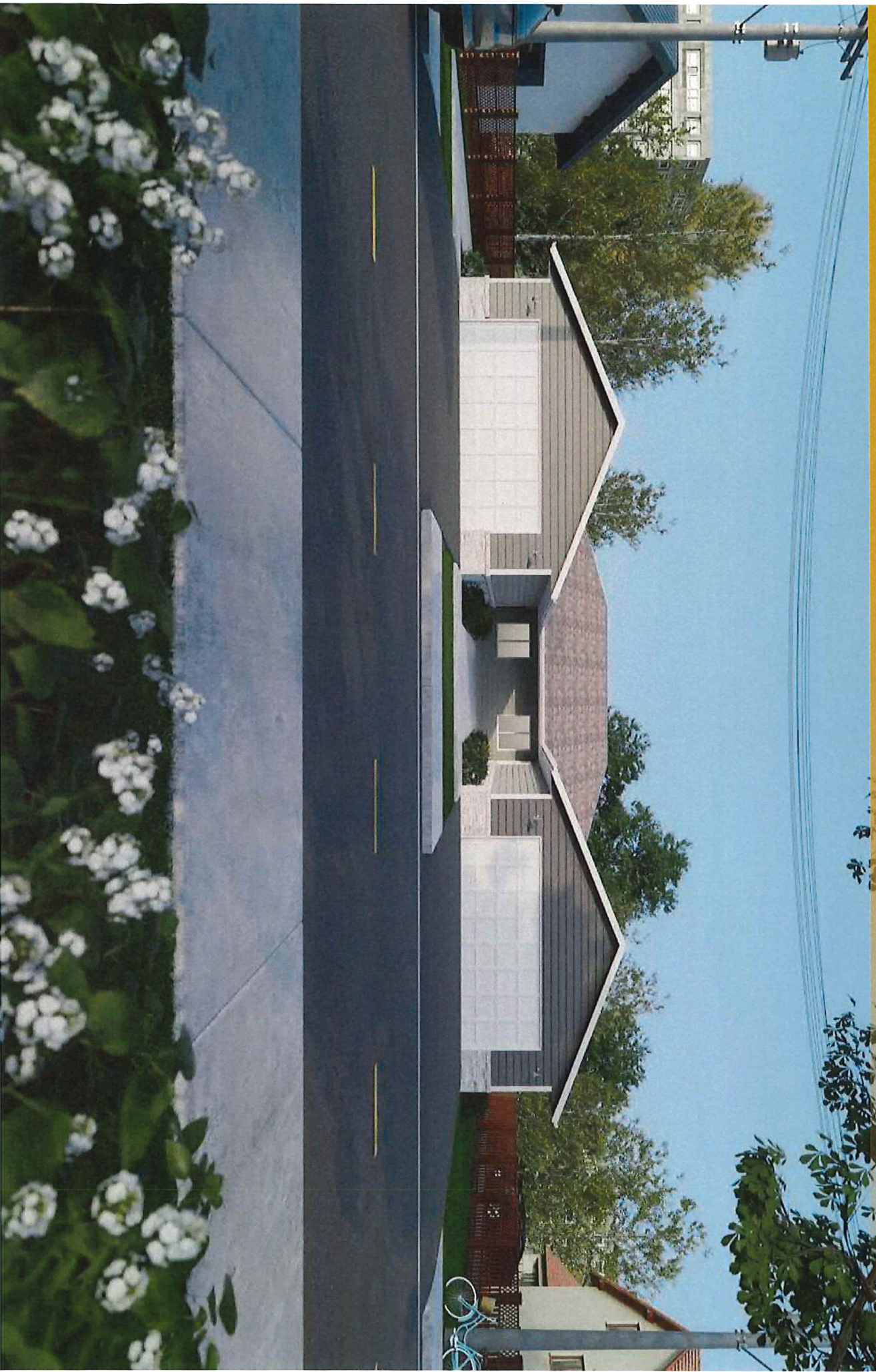
1+2 Bed/1+2 Baths



Bedford 6-unit ^{2 + 3} Bed/2 Baths



Bedford 2-unit



Fulton 20-unit

1 + 3 Bed / 1 + 2 Baths



Rockwell 8-unit

2 Bed/ 1 Bath



Parker – Ranch 4bed/3bath



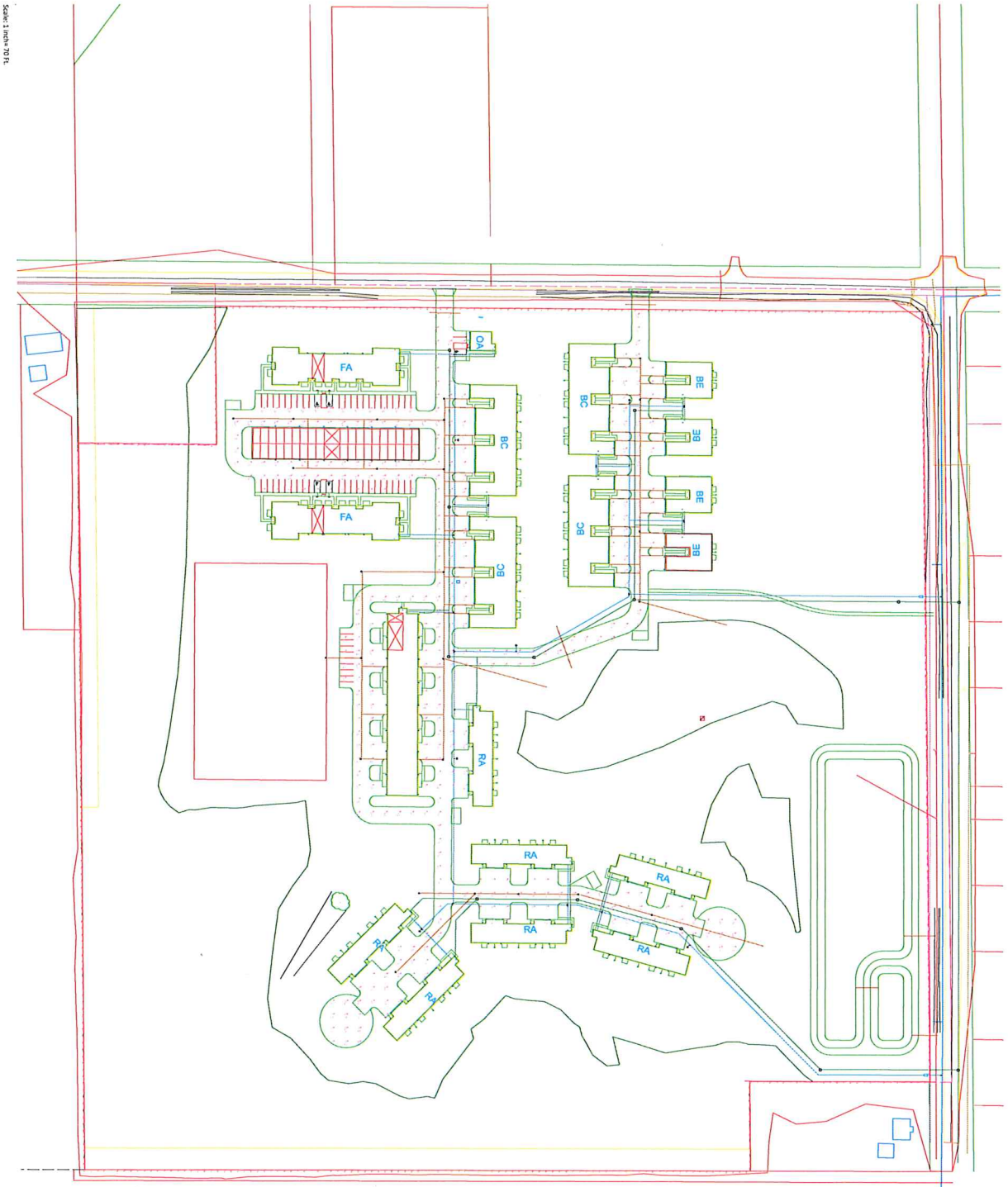
Carson – Ranch 3bed/2 bath



Thank you



505



Scale: 1 inch = 20 ft.

Symbol	Qty	Label	Description	Luminaire	Total
1	12	C	SUBFACE MOUNT DISC LIGHT	MS	12
2	212	L	ROW INCANDESCENT WALL LUMINAIRE	GO	1980

Label	Units	Avg	Maximum
PROPORTY LINE CALCS	FC	0.0	N/A

To request the Project Question for these materials or to place the order, please contact: Sales@LightingDesignSolutions.com or call us at 1888-357-7070

These plans, schedules, calculations, and lighting concepts are the property of Lighting Design Solutions (LDS) and are not to be shared, reproduced, viewed, or used in any manner without the explicit written permission of LDS. All luminaires and accessories purchased for this project are to be supplied by LDS unless other arrangements that include additional reimbursement for design costs are codified in a pre-approved written agreement with LDS.

These plans are not approved for construction unless specifically noted. They have not been reviewed or approved by any local or state agency, nor has the building owner confirmed final acceptance of the design or materials. Once approved, the final product details, voltages, accessories and quantities are the responsibility of the installing contractor and are to be fully verified by the contractor prior to release of order. Lead time for luminaires will vary but should be assumed to be 4-6 weeks after release unless specifically noted as "in-stock" or "quick ship" on the LDS Project Quotation.

Lighting performance and energy calculations are based on photometric data provided by the specified manufacturers, expected site finishes, anticipated energy costs, current rebate programs, and the projected operational use of the facility. Lighting Design Solutions, Inc. accepts no responsibility for variances resulting from inaccurate or changed data files, drawings, reflectance values, or rebate programs, and guarantees no alternate funding or rebate payment.

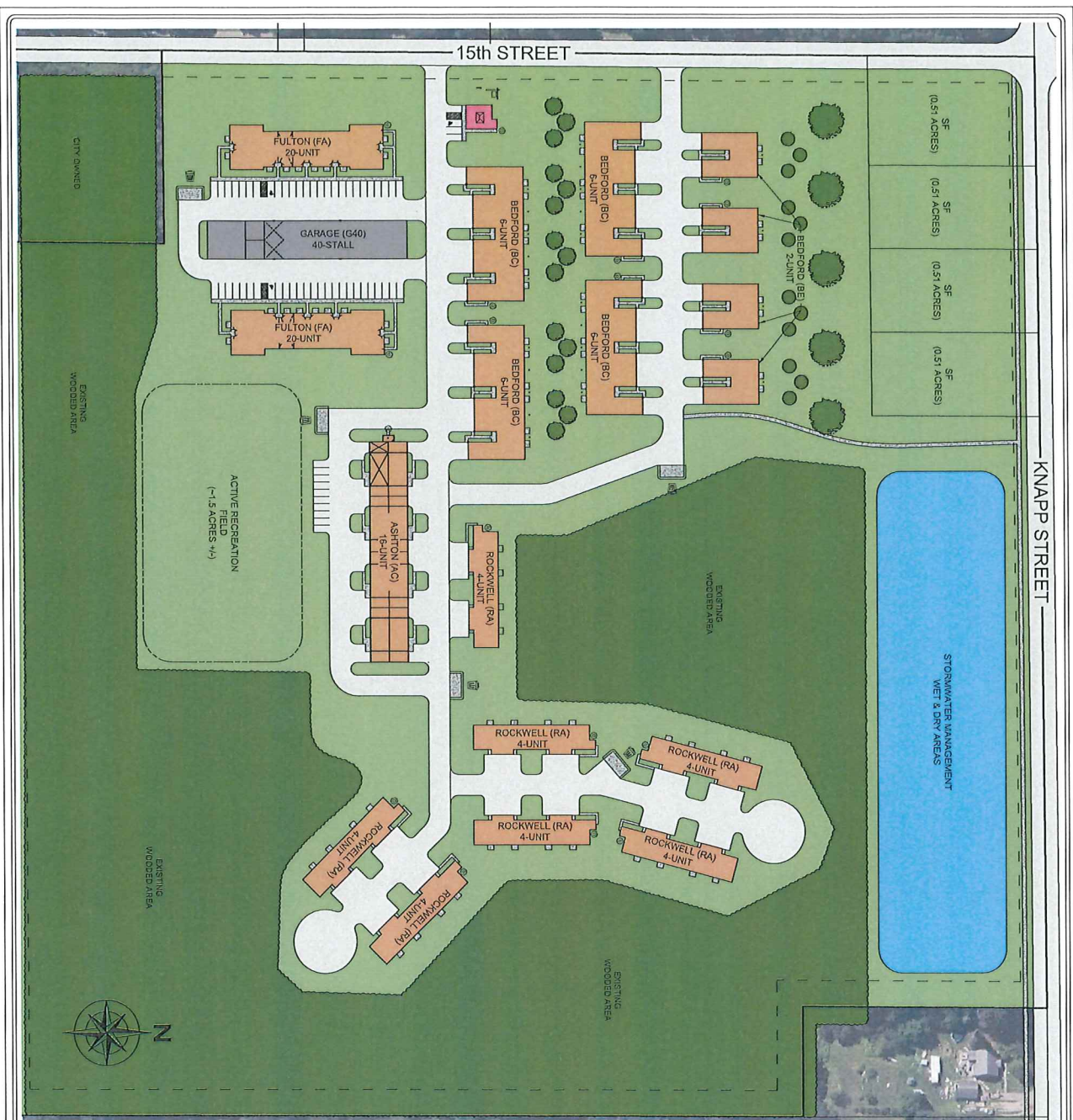
PROJECT INFORMATION:	DRAWN BY: A. THOMER	REVIEWED BY: A. THOMER	DATE
	CONTRACTOR:	APPROVED BY:	

LIGHTING
Design Solutions

Lighting Design Solutions, Inc.
 Schofield Office:
 PO Box 375
 Schofield, WI 53029
 Office: 608.357.7070
 Fax: 715.693.2594

Milwaukee Office:
 955A Walnut Ridge Drive
 Hartland, WI 53029
Design@LightingDesignSolutions.com
www.LightingDesignSolutions.com

DATE: 11/15/2024



SITE STATISTICS

TOTAL MULTIFAMILY UNITS = 116
 TOTAL SINGLE FAMILY UNITS = 4
 TOTAL ACRES = 39
 MULTIFAMILY = 37 ACRES (0.13 UNITS/ACRE)
 SINGLE FAMILY LOTS = 2 ACRES (0.5 ACRES PER LOT)

BUILDINGS

BUILDINGS	QTY
AC = ASHTON 16 UNIT 182 BED	1
B = 1 BED PER BUILDING	
B = 2 BED PER BUILDING	
BC = BEDFORD 6 UNIT 283 BED	4
B = 2 BED PER BUILDING	
B = 3 BED PER BUILDING	
BE = BEDFORD 2 UNIT 3 BED	4
B = 2, 3 BED PER BUILDING	
FA = FULTON 20 UNIT 183 BED	2
B = 1 BED PER BUILDING	
B = 3 BED PER BUILDING	
RA = ROCKWELL 4 UNIT 2 BED	7
B = 2 BED PER BUILDING	

BEDROOM BREAKDOWN

1 BEDROOMS = 32 UNITS
 2 BEDROOMS = 52 UNITS
 3 BEDROOMS = 32 UNITS

PARKING

GARAGE STALLS = 152
 PARKING SPACES = 222
 PARKING PER UNIT = 3.12

LEGEND

PROPERTY LINE	OFFICE (MAIL)
SETBACK	MULTI-FAMILY
EASEMENT	GARAGE
WETLANDS	SINGLE FAMILY
BUILDING FOOTPRINTS	TWIN HOMES
ASPHALT PAVEMENT	MID-RISE
CONCRETE PAVEMENT	STORAGE UNITS
PROPOSED GRADE	TYPE-A
LANDSCAPE CURB	MAIL
POND	TRASH
SANITARY SEWER	MECH ROOM
WATERMAIN	SIGN
STORM SEWER	

SHEET NO.
C1.0

DATE: 10.16.24
 TOWNSHIP: BH
 SCALE: N/A

PROJECT: SCS CHETEK
 TITLE: CONCEPTUAL SITE PLAN



401 RANGER STREET
 HOENES, WI 54455
 PH: 715.693.9522
 FAX: 715.693.5523
 WWW.SCSWIDESKI.COM

REV	DATE	DESIGNER	REMARKS

Proposal to the City of Chetek Council

Subject: Ice Skating Rink at Denny Overby Field

Submitted by: Josh Eby/City of Chetek Parks and Recreation Committee

Date: 12/6/24

Overview

This proposal seeks approval to establish a seasonal ice skating rink at Denny Overby Field. The rink would serve as a community-focused, family-friendly recreational asset during the winter months, encouraging physical activity, enhancing quality of life, and fostering community engagement in Chetek.

Proposal Details

Location

Denny Overby Field is an ideal site due to its central location, accessibility, and existing infrastructure, such as parking and nearby facilities. The temporary rink would be set up in a designated area to preserve the field for summer activities.

Features

- **Open Public Skating:** Free access to ensure inclusivity.
- **Youth and Family Activities:** Opportunities for skating lessons, or family skate nights.
- **Community Events:** Hosting special events such as themed skate nights or winter festivals.

Seasonal Timeline

- **Setup:** Late November to early December.
 - **Operation:** December through February, weather permitting.
 - **Dismantling and Restoration:** Early March.
-

Community Benefits

1. **Health and Wellness:**
Encourages physical activity, providing a fun and accessible way to stay active during winter.
2. **Community Building:**
Creates a gathering space for residents, fostering connections and community spirit.
3. **Youth Engagement:**
Offers a space for children and teens to engage in positive recreational activities.

4. **Tourism and Economic Growth:**

Attracts visitors, benefiting local businesses and promotes Chetek to be a vibrant, family-friendly community.

5. **Fundraising opportunities:**

Having the facilities of the concession stand allows for organizations to do fund raising activities.

Cost Estimate and Funding Plan

Estimated Costs:

- **Rink Materials:** \$3239.03 (Brackets, 6 Mil liner, boards, supports, Ice Rink Shovel and Resurfacing tool)
- **Water Supply:** Options include as follows:
Water donated by the City or Water Metered and charged to the parks account.
- **Setup:** Utilizing volunteers throughout our community who have expressed interest in assisting.
- **Lighting:** Utilize existing lighting for the ball field. Possible option is other communities have push button 1-hour timers to activate the lights to save on cost when not being utilized.
- **Maintenance:** Although minimal maintenance is expected, the largest chore would be snow removal. Working with our park and Rec committee, local groups and community volunteers our plan is to maintain the ice rink by volunteers. With that being said, if volunteers are not available, we may have to ask the city for assistance of the public works staff and/or equipment. Surrounding communities fully rely on parks or public work staff to fully maintain operation. This is not our goal and will attempt to make every effort to prevent this from occurring.

Total Estimated Cost: \$3239.03

Implementation Plan

1. **Site Preparation:**
 - Identify the best area within Denny Overby Field for the rink.
 - Ensure the site is leveled and prepared for setup.
 2. **Rink Setup:**
 - Install a rink liner, and boards.
 - Fill with water and allow natural freezing.
 3. **Ongoing Operations:**
 - Designate volunteers or staff for rink maintenance, including clearing snow.
 4. **Dismantling and Restoration:**
 - Remove temporary materials and return the field to its original state.
-

Request for Approval

We request the City of Chetek Council to approve this proposal, allowing us to move forward with detailed planning and purchasing. With council support, we are confident this initiative can become a cherished winter tradition in Chetek.

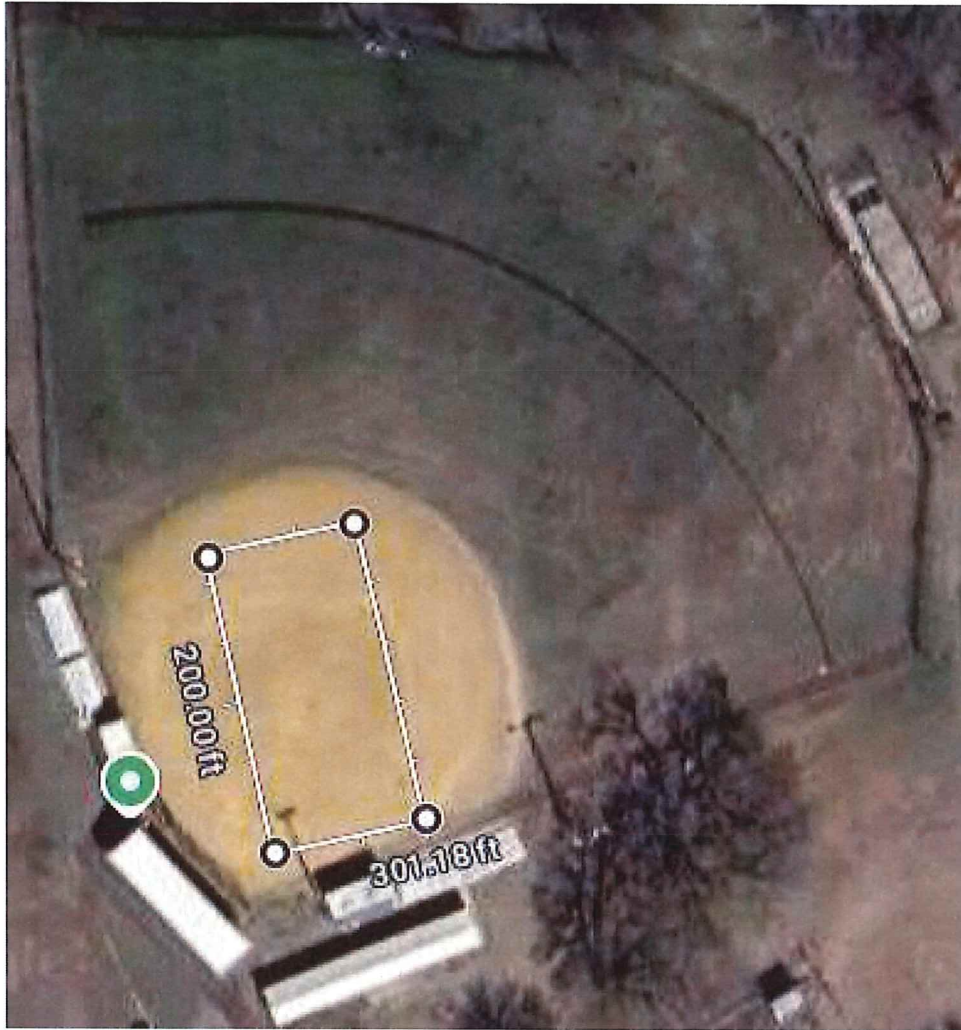
Contact Information:

Joshua Eby
City of Chetek Parks and Recreation Committee Member
Joshisonthego@gmail.com
715-205-1378

Attachments:

- Draft Site Plan
- Budget Breakdown

Draft Site Plan: 50' X 100' Orientation and placement of ice rink is TBD.



50' x 100' Skating Rink

Kit - \$1853.47

Brackets

Corner Brackets

Rink Round Brackets

55' X 105' Iron Sleet 6mil All-White Liner

Perimeter rink edge topper

Cove Foam

Install tool



30 – 2x12x10 Green Treated Side Boards - \$1059.60

Resurfacing Tool \$225.98



Ice Rink shovel (48" wide snow Shovel) \$99.98



Total Estimated Cost: \$3239.03

Ordinance No. 796A

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

Section 1. Chapter 26 – Building and Building Regulations Sec26-155 Attached private garages is hereby amended to read:

Sec. 26-155. Attached private garages.

Private garages may be attached to or made a part of residential buildings when in compliance with the following regulations:

- (1) All walls in common with a principal building and attached private garage shall be of not less than one-hour fire-resistive construction on garage interior.
- (2) Where a private garage is part of a building having habitable rooms over such garage, there shall be provided a horizontal and vertical separation between the two occupancies. Spaces between the joists and studs of the floor and wall shall be filled with approved noncombustible material four inches in thickness and protected with one-hour fire-resistive construction.
- (3) An attached private garage may have a door connecting directly into the principal building, provided that the door has a minimum 20 minute fire rating.

(Code 2005, § 15-1-11(f))

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: _____
Mark Eby, City Clerk

Date Passed: 12/10/2024

Published: 12/ /2024