

COMMON COUNCIL AGENDA
October 25, 2021
REEDSBURG CITY HALL COUNCIL CHAMBERS
6:00 PM

DUE TO THE RESTRICTIONS CAUSED BY THE COVID-19 PANDEMIC, SOME VOTING MEMBERS MAY BE PRESENT VIA TELECONFERENCE OR VIDEO CONFERENCE, AS PROVIDED BY THE RECOMMENDATIONS OF THE WISCONSIN DEPARTMENT OF JUSTICE. [HTTPS://WWW.DOJ.STATE.WI.US/NEWS-RELEASES/OFFICE-OPEN-GOVERNMENT-ADVISORY-CORONAVIRUS-DISEASE-2019-COVID-19-AND-OPEN-MEETINGS](https://www.doj.state.wi.us/news-releases/office-open-government-advisory-coronavirus-disease-2019-covid-19-and-open-meetings)

CALL TO ORDER:

ROLL CALL:

PLEDGE OF ALLEGIANCE:

THE COUNCIL WILL RECEIVE INFORMATION ON NON-AGENDA TOPICS BROUGHT BEFORE THE COUNCIL BY MEMBERS OF THE PUBLIC. THE COUNCIL WILL NOT DISCUSS THESE TOPICS, AND WILL NOT TAKE ACTION ON ANY OF THEM AT THIS MEETING.

I. CONSENT AGENDA (ONE MOTION APPROVES ALL ITEMS):

1. Approve minutes for the meeting held on October 11, 2021
2. Approve/Deny: Appointment of Jim Krueger to the Reedsburg Utility Commission.
3. Approve/Deny: Appointment of Mike Glick to the Reedsburg Utility Commission.
4. Approve/Deny: Appointment of Beth Stoughtenger-DeForge to the Police & Fire Commission.

II. GENERAL BUSINESS:

1. Approve/Deny: Public Hearing on Ordinance 1930-21 establishing the City of Reedsburg - Aldermanic Districts and the City of Reedsburg - Supervisory Districts based on information from the 2020 US Census.

III. RECOMMENDATIONS FROM BOARDS, COMMITTEES AND COMMISSIONS:

1. Plan Commission: Approve/Deny: Certified Survey Map for E7264 Junction Road, Parcel #030-0531-00000, in the Town of Reedsburg and in the City of Reedsburg Extraterritorial Zone.

IV. COMMISSION, COMMITTEE, BOARD AND STAFF REPORTS:

1. 2nd Meeting Committees: Parks & Recreation, RICDC, Public Works, Utility Commission, Plan Commission, Library Board, Zoning Board (any other committees or commissions with report).

V. OFFICE OF THE MAYOR:

VI. ADJOURN:



The City of Reedsburg does not discriminate on the basis of disability in the admissions or access to, or treatment of or employment in, its programs or activities. Disability-related aids or services, including printed information in alternate formats, to enable persons with disabilities to participate in public meetings and programs are available by calling (608) 524-6404. To be able to meet the needs of a request for a different format contact the City Clerk-Treasurer at 134 S. Locust Street, Reedsburg, WI at least 48 hours prior to the commencement of the meeting so that any necessary arrangements can be made to accommodate each request.

1. **NOTICE OF QUORUM**

NOTICE IS HEREBY GIVEN that, after adjourning, the Common Council will be offered a voluntary private tour of the South School gymnasium renovation. A quorum of the Common Council may then be present at South School, 300 Plum Street, immediately after the conclusion of the regular Council meeting. This will NOT be open to the public due to it being an active construction zone.



The City of Reedsburg does not discriminate on the basis of disability in the admissions or access to, or treatment of or employment in, its programs or activities. Disability-related aids or services, including printed information in alternate formats, to enable persons with disabilities to participate in public meetings and programs are available by calling (608) 524-6404. To be able to meet the needs of a request for a different format contact the City Clerk-Treasurer at 134 S. Locust Street, Reedsburg, WI at least 48 hours prior to the commencement of the meeting so that any necessary arrangements can be made to accommodate each request.

City of Reedsburg Meeting of the Common Council
October 11, 2021

Present: Mayor Dave Estes, Alderpersons Darrin Frye, Craig Braunschweig, Jason Schulte, Mike Gargano, Missy Frenz, Phil Peterson, Dave Knudsen, Tom Seamonson, and Adam Kaney.
Absent: None
Others Present: City Administrator Tim Becker, City Clerk/Treasurer-Finance Director Jacob Crosetto, Police Chief Pat Cummings, City Attorney Derek Horkan, Public Works Director Steve Zibell, Parks and Recreation Director Matt Scott, Building Inspector/Zoning Administrator Brian Duvalle, Citizens, Press.

Mayor Dave Estes called the regular session of the Common Council to order at 6:00 p.m. in the Common Council Chambers.

Approve Consent Agenda: consisting of the minutes from the Common Council meeting held on September 27, 2021; Approval of Paid bills for September 2021; Approval of Renewal Alcohol Beverage License Application - Change of Agent - Stephanie Knuth, Kwik Trip #839, 101 S. Albert Avenue; and Monthly Building Report - September 2021.

Motion: Gargano, Second: Braunschweig to approve the consent agenda. Motion carried 9-0.

GENERAL BUSINESS

- A. Approve/Deny: Greenwood Cemetery price list, effective January 1, 2022.
 - a. **Motion: Schulte, Second: Kaney to approve the Greenwood Cemetery price list as presented. Motion carried 9-0.**
- B. Approve/Deny: Resolution 4455-21 Designating Special Revenue Funds.
 - a. **Motion: Seamonson, Second: Braunschweig to approve Resolution 4455-21 as presented. Motion carried 9-0.**

RECOMMENDATIONS FROM BOARDS, COMMITTEES, AND COMMISSIONS

- A. Public Works: Approve/Deny: Second reading and Public Hearing on Ordinance 1929-21 Amending Chapter 615-5 Stop Signs - placing Stop Signs on North Walnut Street where it intersects with Eighth (8th) Street.
 - a. **Motion: Peterson, Second: Braunschweig to approve Ordinance 1929-21 as presented. Motion carried 7-2 with Frye and Seamonson voting no.**

Motion: Schulte, Second: Frye to enter Closed Session per section 19.85(1)(e) of the Wisconsin statutes for the purpose of 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.

Motion carried 9-0. Time: 6:34 p.m.

Motion: Knudsen, Second: Frenz to exit Closed Session.

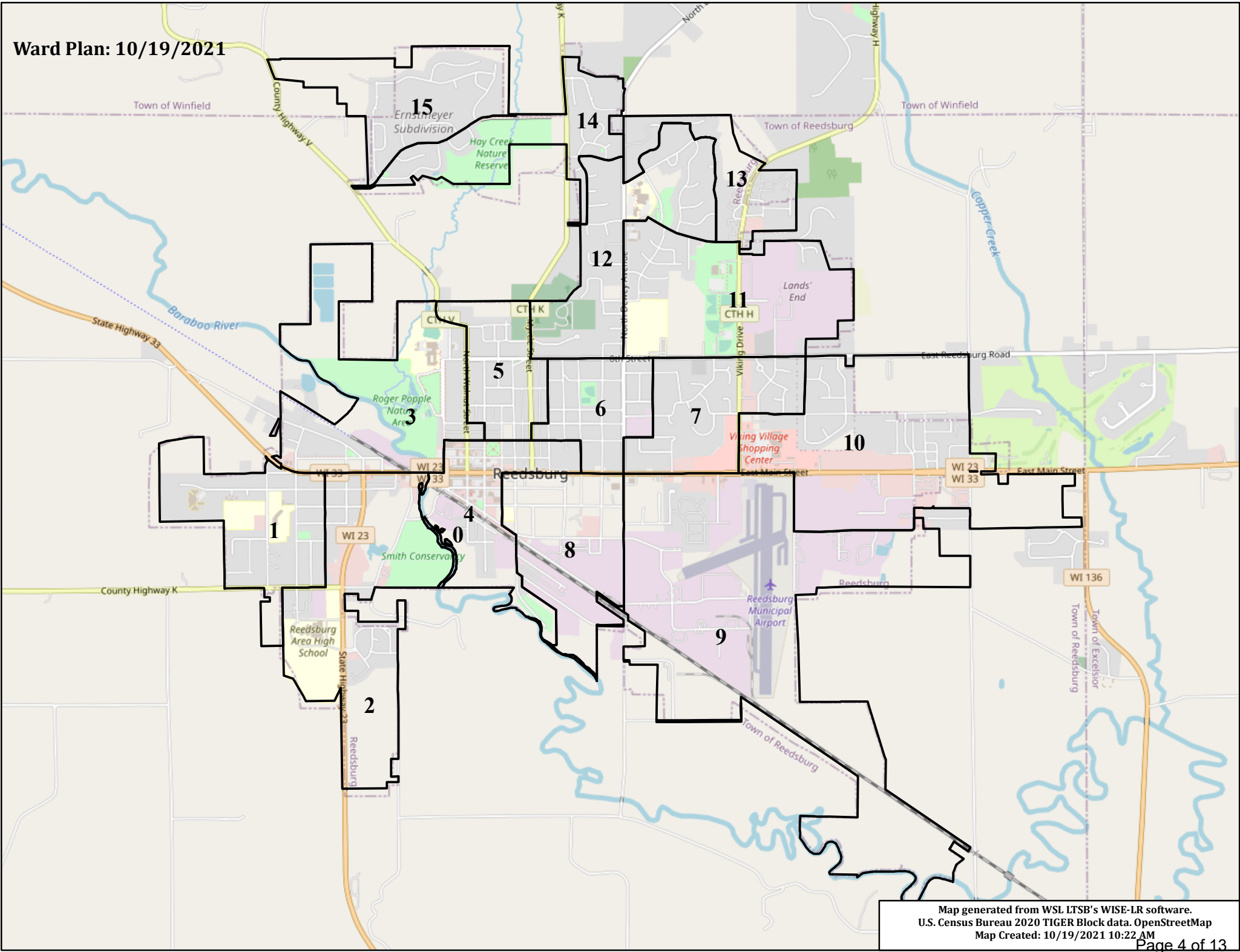
Motion carried 9-0. Time: 6:58 p.m.

Motion: Frenz, Second: Gargano to adjourn.

Motion carried 9-0. Meeting adjourned at 6:58 p.m.

Respectfully submitted,

Jacob Crosetto
City Clerk-Treasurer/Finance Director



ORDINANCE NO. 1930-21
(Amend Chapter 9-2 City wards)

The Common Council of the City of Reedsburg, Sauk County, Wisconsin, does hereby ordain as follows:

SECTION 1: PURPOSE.

The purpose of this ordinance is to amend Chapter 9-2 City wards – number of total city wards.

SECTION II: PROVISION AMENDED.

City of Reedsburg Code Section 9-2 is amended as follows:

§ 9-2 City wards.

There shall be ~~14~~ 15 City wards. The map showing the ward boundaries is attached hereto as Exhibit A and incorporated herein by reference.

Aldermanic Districts are established as follows by combining contiguous whole wards and as shown on a map entitled “City of Reedsburg Aldermanic Districts” on file in the office of the City Clerk. Such aldermanic districts shall become effective beginning in the Spring 2022 Election.

- | | |
|-------------------------------|-------------------------|
| 1) First Aldermanic District | Wards 1, 2, 3, and 5 |
| 2) Second Aldermanic District | Wards 12, 14, and 15 |
| 3) Third Aldermanic District | Wards 7, 10, 11, and 13 |
| 4) Fourth Aldermanic District | Wards 4, 6, 8, and 9 |

County Supervisory Districts are established as follows by combining contiguous whole wards and as shown on a map entitled “City of Reedsburg Supervisory Districts” on file in the office of the City Clerk. Such aldermanic districts shall become effective beginning in the Spring 2022 Election.

- | | |
|-----------------------------------|----------------------|
| 1) County Supervisory District 7 | Wards 1, 2, and 3 |
| 2) County Supervisory District 8 | Wards 12, 14, and 15 |
| 3) County Supervisory District 9 | Wards 5, 6, and 7 |
| 4) County Supervisory District 10 | Wards 4, 8, and 9 |
| 5) County Supervisory District 11 | Wards 10, 11 and 13 |

SECTION III: VALIDITY.

Should any section, clause or provision of the ordinance be declared by the courts to be invalid, the same shall not affect the validity of the ordinance as a whole or any part thereof, other than the part so declared to be invalid.

SECTION IV: CONFLICTING PROVISIONS REPEALED.

All ordinances in conflict with any provisions of this ordinance are hereby repealed.

SECTION V: EFFECTIVE DATE.

This ordinance shall be in force from and after its introduction and publication as provided by statute.

SECTION VI: PART OF CODE:

This Ordinance becomes part of the City of Reedsburg Code, Chapter 9-2.

Dated this 25th day of October, 2021.

David G. Estes, Mayor

Jacob Crosetto, Clerk/Treasurer

Public Hearing Noticed:
Reading at Council/Public Hearing:
Published, Enactment Date:

October 14 and 21
October 25, 2021
November 4, 2021

Proposed Wards	1	2	3	4
Population	875	669	498	795

Proposed Wards	5	6	7	8
Population	820	679	545	729

Proposed Wards	9	10	11	12
Population	571	607	512	832

Proposed Wards	13	14	15
Population	603	624	625

Ald. Dist.	1	2	3	4
Wards	1,2,3,5	12,14,15	7,10,11,13	4,6,8,9
Pop.	2862	2081	2267	2774

Current Dist.	1	2	3	4
Alder 1	Darrin Frye	Jason Schulte	Missy Frenz	Dave Knudsen
Address	120 Bindl	945 22nd	1836 Nordic	424 S Walnut
Alder 2	Craig Braunschweig	Mike Gargano	Phil Peterson	Tom Seamonson
Address	510 N Walnut	917 Justin Cir	1440 Wellington	205 Myrtle

Proposed Dist.	1	2	3	4
Alder 1	Darrin	Jason	Missy	Dave
Alder 2	Craig	Mike	Phil	Tom

RESOLUTION
(CSM – Town of Reedsburg; E7264 Junction Rd; Parcel #030-0531-00000)

File No. 4454-21

Resolved, that this Certified Survey located in the Town of Reedsburg and Reedsburg's extraterritorial zoning area is hereby approved by the Common Council of the City of Reedsburg.

STATE OF WISCONSIN)
COUNTY OF SAUK)

I hereby certify that the foregoing resolution is a true, correct and complete copy of a resolution duly and regularly passed by the Common Council of the City of Reedsburg on the 25th day of October, 2021, and that said resolution has not been repealed or amended, and is now in full force and effect.

Dated this 25th day of October, 2021.

Jacob Crosetto
City Clerk

Staff Report

DATE: 9/28/21

APPLICANT: Sandra Phillips

LOCATION: E7264 Junction Rd; Parcel #030-0531-00000

ZONING: Ag

PROPOSED LAND USE CHANGE: Certified Survey Map

DESCRIPTION OF PROPERTY/IMPROVEMENTS: Consider recommending Certified Survey Map to divide existing tax parcel into two parcels. – E7264 Junction Rd; Parcel #030-0531-00000 –

General Findings

SURROUNDING LAND USES:

- North – Residential
- West – Agricultural, Residential
- South – Agricultural, Residential
- East – Residential, Cemetery

ZONING:

- North- Agricultural
- West- Agricultural
- South- Agricultural
- East- R-2 Residential

TOPOGRAPHY: None known

STREET R.O.W./TRAFFIC/ACCESS: Junction Rd; 66' ROW

ENVIRONMENTAL HAZARDS/CONDITIONS: None known

COMPREHENSIVE PLAN DESIGNATION: Ag

Exhibit List

- A. City of Reedsburg Comprehensive Plan
- B. Zoning Ordinance, City of Reedsburg, Wisconsin
- C. Tuesday, Sept 28, 2021, RADC Agenda
- D. Land Use Change Application
- E. Staff Report
- F. Request for Review
- G. Notice of Public Meeting

City of Reedsburg Land Use Application

134 S. Locust St.
PO Box 490
Reedsburg, WI 53959

Ph: 608-524-6404
Fax: 608-524-8458
bduvalle@ci.reedsburg.wi.us

APPLICANT: Sandra Phillips

ADDRESS: E7264 Junction Road **CITY:** Reedsburg **STATE:** WI

ZIP: 53959 **PHONE:** _____ **FAX:** _____

E-MAIL: _____

PROPERTY OWNER: (if different from Applicant) Surveyor (Richard Blakeslee)

LOCATION: E7264 Junction Road **PARCEL #:** 030-0531-00000

LAND USE REQUEST

(Please describe one or more as applicable – attach extra pages/maps if necessary)

☒ **Certified Survey Map (CSM):** 2 Lot CSM

☐ **Conditional Use Permit:** _____

For *CONDITIONAL USE PERMIT* requests, also answer "A & B" on back page.

☐ **Preliminary Plat:** _____ **Final Plat:** _____ **Name of Plat:** _____

☐ **Rezoning - From:** _____ **To:** _____ **TID #** _____

☐ **Site Plan Review:** (See "B" on back page) _____

☐ **Zoning Appeal / Interpretation:** _____

☐ **Zoning Variance:** _____

For *VARIANCE* requests, also answer "C" on back page.

☐ **Other or Annexation:** _____

AFFIDAVIT

I certify that the information and plans submitted are true and accurate to the best of my knowledge. I also give permission to City zoning officials to enter my property for inspection purposes and for a temporary Zoning sign to be placed in my yard prior to the meeting.

Applicant Signature / Date

Sandra Phillips 7-22-21
Owner Signature / Date

Extraterritorial Committee Date: _____
Plan Commission Date: _____
Board of Zoning Appeals Date: _____
City Council Action & Date: _____

Account #10-461500-00

**The applicant or representative MUST
ATTEND the meeting.**

G:\wpnet\Zoning - Planning\Land Use Appl.doc

Cond Use Permit	\$200	_____
Cond Use-Agriculture	\$400	_____
Variance	\$125	_____
Rezoning	\$200	_____
C.S.M.	\$175	<u>\$175</u>
Subdivision Plat	\$610	_____
- w/ Stormwater Plan	\$100	_____
Site Plan Review	\$175	_____
Annexation	\$200	_____
Plan Amend	\$200	_____
Date Paid		_____
Receipt #		_____

SAUK COUNTY CERTIFIED SURVEY MAP NO.

A PARCEL OF LAND LOCATED IN THE SE1/4-NE1/4 OF SECTION 13,
T12N, R4E, TOWN OF REEDSBURG, SAUK COUNTY, WISCONSIN.

CLIENT:
SANDRA RAE PHILLIPS
E7264 JUNCTION ROAD
REEDSBURG, WI 53959

UTILITY EASEMENTS

THE LOTS BEING CREATED ON THIS C.S.M. WILL
HAVE UTILITY EASEMENTS AS DEDICATED AND
SHOWN. THE UTILITY EASEMENTS SHOWN ON THIS
CERTIFIED SURVEY MAP ARE BEING DEDICATED
BY THIS INSTRUMENT AND ARE GRANTED TO
THE CITY OF REEDSBURG AS HOLDER AND BENEFICIARY.

NE CORNER OF
SECTION 13
(3/4" IRON ROD FOUND)



ZONED: E.T.

BEARINGS ARE REFERENCED TO THE EAST
LINE OF THE NE1/4 OF SECTION 13, COMPUTED
TO BEAR S00°16'53"W USING THE SAUK COUNTY
COORDINATE SYSTEM. (NAD 83/2011)

A SOUTHERLY CORNER OF
LOT 1 OF C.S.M. NO. 2786
CORNER FALLS 6'4"
SOUTH OF FENCE CORNER

NE1/4-NE1/4
SECTION 13

LOT 1 OF C.S.M. NO. 2226

SE CORNER OF LOT 1
OF C.S.M. NO. 2226

LOT 1 OF C.S.M. NO. 2786

A SOUTHEASTERLY CORNER OF
LOT 1 OF C.S.M. NO. 2786

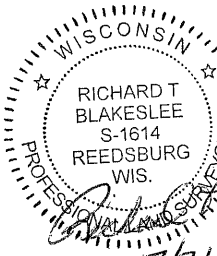
A SOUTHEASTERLY CORNER OF
LOT 1 OF C.S.M. NO. 2786

LOT 3 OF C.S.M. NO. 2077

NOTE:
THE RECORDED DATA SHOWN ON THIS SURVEY
ARE FROM A PLAT OF SURVEY DONE BY JOHN
BREY IN 1979. SAID SURVEY HAS A REFERENCE
NUMBER OF 2389.

LEGEND

- SECTION CORNER MONUMENT FOUND
AS NOTED (TIES FD & VERIFIED)
- 3/4" X 18" REBAR SET WEIGHING
1.50 LBS./LIN. FT.
- COMPUTED POSITION
- 3/4" REBAR FOUND
- (REC) RECORDED DATA
- FENCE LINE



GRAPHIC 1" = 150' SCALE
0' 75' 150' 300' 450'

FIELD WORK COMPLETED ON
JULY 20, 2021

RICHARD T. BLAKESLEE
PROFESSIONAL LAND SURVEYOR S-1614

THROUGH WIS. STAT. 823.08, THE WISCONSIN LEGISLATURE HAS
ADOPTED A RIGHT TO FARM LAW. THIS STATUTE LIMITS THE
REMEDIES OF OWNERS OF LATER ESTABLISHED RESIDENTIAL
PROPERTY TO SEEK CHANGES TO NEARBY PRE-EXISTING
AGRICULTURAL PRACTICES. ACTIVE AGRICULTURAL OPERATIONS
ARE NOW TAKING PLACE AND ARE PLANNED TO CONTINUE ON
LANDS IN THE VICINITY OF THIS C.S.M. THESE ACTIVE
AGRICULTURAL OPERATIONS MAY PRODUCE NOISES, DUSTS, DIRT,
MACHINERY TRAFFIC OR OTHER CONDITIONS DURING DAYTIME AND
EVENING HOURS.

SURVEYOR'S CERTIFICATE

I, Richard T. Blakeslee, Professional Land Surveyor, hereby certify that I have surveyed, divided and mapped a parcel of land located in the SE1/4-NE1/4 of Section 13, T12N, R4E, Town of Reedsburg, Sauk County, Wisconsin; being more fully described as follows:

Commencing at the East ¼ corner of Section 13; thence N00°16'53"E, 929.78 feet along the East line of the Northeast ¼ of Section 13 to the point of beginning; thence N60°36'48"W, 235.97 feet; thence S00°20'01"W, 257.63 feet to a point on the centerline of Junction Road; thence N60°39'20"W, 760.98 feet along said centerline to a Southeasterly corner of Lot 1 of Sauk County Certified Survey Map Number 2786; thence N00°21'14"W, 157.79 feet along an Easterly line of the aforesaid Lot 1 to a Southerly corner thereof; thence N89°14'20"E, 873.46 feet along a line being the Southerly lines of Lot 1 of Sauk County Certified Survey Map Number 2786 and Lot 1 of Sauk County Certified Survey Map Number 2226 to the Southeast corner thereof, said point being located on the East line of the Northeast ¼ of Section 13 and also being located on the Westerly line of Lot 6 of Burnamwood Estates; thence S00°16'53"W, 400.48 feet along the East line of the Northeast ¼ of Section 13 and also being the Westerly lines of Lots 6, 7 and 11 of Burnamwood Estates to the point of beginning.

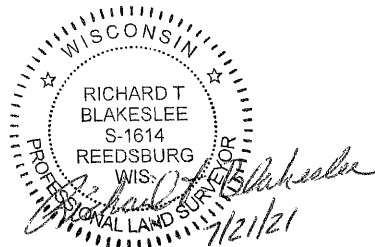
Said parcel contains 6.94 acres, more or less, and is subject to the rights-of-way of Junction Road, an easement granted to General Telephone Company of Wisconsin recorded in Volume 375, Page 404, an easement to gas company recorded in Volume 312, Page 360 and the utility easements dedicated on this survey.

That I have complied with the provisions of Chapter 236.34 of the Wisconsin State Statutes, City and Township of Reedsburg Subdivision regulations and the Sauk County Land Resources and Environment Department regulations. Also that this map is in compliance with Chapter A.E. 7 of the Administrative Code of the State of Wisconsin to the best of my knowledge and belief in surveying, dividing and mapping the same.

That such plat is a true and correct representation of the exterior boundaries of the land surveyed and the subdivision thereof made.

That I have performed such Certified Survey under the direction of Sandra Rae Phillips, E7264 Junction Road, Reedsburg, WI 53959; owner of said lands.

Richard T. Blakeslee
Professional Land Surveyor S-1614



Soil Certificate

Lot 1 of this Certified Survey Map has not had a Soil's Evaluation done. No construction for human habitation will be allowed on Lot 1 until an approved sanitary septic site has been approved by the office of Sauk County Land Resources and Environment Department. Lot 2 of this Certified Survey Map has an existing septic system.

Reedsburg Town Board Approval

Resolved, that this Certified Survey in the Town of Reedsburg, be and is hereby approved. I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Reedsburg Town Board and made effective this _____ day of _____, 2021.

Town Board Chairman

Sauk County Land Resources and Environment Department Approval

Resolved, that this Certified Survey in the Town of Reedsburg, be and is hereby approved in compliance with Chapter 236 of the Wisconsin Statutes, and the zoning requirements of the Sauk County Land Resources and Environment Department regulations.

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Sauk County Land Resources and Environment Department and made effective this _____ day of _____, 2021.

Date

Administrator

COMMON COUNCIL RESOLUTION

Resolved, that this Certified Survey located in the Town of Reedsburg be and is hereby approved.

Date

Approved _____
Mayor

Date

Approved _____
Clerk

OWNERS CERTIFICATE OF DEDICATION

Sandra Rae Phillips as owner does hereby certify that she has caused the lands described on this Certified Survey Map to be surveyed, divided, mapped and dedicated as represented on this map. Sandra Rae Phillips does further certify that the Certified Survey is required by s.236.10 or 236.12 to be submitted to the following for approval or rejection: The City of Reedsburg, The Town of Reedsburg and the Sauk County Land Resources and Environment Department.

Sandra Rae Phillips

State of Wisconsin:
Sauk County:

Personally came before me this _____ day of _____, 2021, Sandra Rae Phillips, to me known to be the person who executed the foregoing instrument and acknowledged that they have executed the foregoing instrument.

Notary Public; Sauk County, Wisconsin.

My commission expires _____.



Richard T. Blakeslee
Professional Land Surveyor S-1614



City of Reedsburg GIS

DISCLAIMER: The City of Reedsburg Does not guarantee the accuracy of the material contained here in and is not responsible for any misuse or misrepresentation of this information or its derivatives.



SCALE: 1" = 139'

CITY OF REEDSBURG
134 S. Locust Street
PO Box 490
Reedsburg, WI 53959
608-524-6404

Print Date: 9/13/2021