



City of Reedsburg
134 South Locust Street, P.O. Box 490
Reedsburg, WI 53959
Ph. 608-524-6404 Fax. 608-524-8458
www.reedsburgwi.gov

COMMON COUNCIL AGENDA
January 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 January 11, 2021
2. Receive: Reedsburg Police Department 2020 Annual Report
3. Receive: Building/Zoning/Community Development 2020 Annual Report
4. Appoint Adam Kaney to the Reedsburg Area Development Council (Extraterritorial).
5. Approve/Deny: Renewal of Alcohol Beverage License - Tallon Goeke for Kwik Trip store 838, 1825 E. Main Street.
6. Approve/Deny Application for Temporary Class B/Class B Retailer's License for Reedsburg Young Professionals - CoEd Softball Tournament at Nishan Park, 1700 8th Street on February 6, 2021.

II. RECOMMENDATIONS FROM BOARDS, COMMITTEES AND COMMISSIONS:

1. Plan Commission: Approve/Deny: First Reading and set a Public Hearing on February 22, 2021 for Ordinance 1918-21 - Modifying Solar & Wind Access, Chapter 690-59.
2. Public Work: Approve/Deny: Purchase of a used VacTruck for cleaning of sewer-related projects.
3. RICDC: Approve/Deny: Request to amend the Development Agreement for Sharratt Warehousing and Distribution, LLC.

III. COMMISSION, COMMITTEE, BOARD AND STAFF REPORTS:

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

IV. OFFICE OF THE MAYOR:



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.

V. CLOSED SESSION:

1. Per section 19.85(1)(e) of the Wisconsin statutes, the Common Council will consider entering closed session 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, specifically purchasing of property and project updates.

VI. ADJOURN:



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

Present: Mayor Dave Estes, Aldermen Craig Braunschweig, Dave Moon, Jason Schulte, Mike Gargano, Calvin Craker, Phil Peterson, Dave Knudsen, Tom Seamonson, and Adam Kaney.
Absent: None.
Others Present: Tim Becker, Jacob Crosetto, Pat Cummings, Derek Horkan, Matt Scott, Brian Duvalle, Sue Ann Kucher, Carol Wirth (via Zoom), Raine Gardner, 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 December 14, 2020; December 2020 paid bills; and the Monthly Building Permit Report.

Motion: Craker, Second: Seamonson to approve the consent agenda. Motion carried 9-0.

GENERAL BUSINESS

- A. Approve/Deny: Professional Services Agreement with MSA Professional Services, Inc., to provide services related to construction of the Webb Park Splash Pad.
 - a. **Motion: Peterson, Second: Gargano to approve the agreement with MSA as presented. Motion carried 9-0.**
- B. Approve/Deny: Resolution 4424-21 Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$3,150,000 Taxable General Obligation Corporate Purpose Bonds, Series 2021A
 - a. **Motion: Gargano, Second: Kaney to approve Resolution 4424-21 as presented. Motion carried 9-0.**

RECOMMENDATIONS FROM BOARDS, COMMITTEES AND COMMISSIONS

- A. Plan Commission: Approve/Deny: Second Reading and Public Hearing for Ordinance 1915-20 - Amend Zoning from B-1 to B-3 for 139 S. Webb Avenue - former Safe Harbor Homeless Shelter (parcel #276-0996-00000).
 - a. **Motion: Seamonson, Second: Schulte to Ord. 1915-20 as presented. Motion carried 9-0.**
- B. Plan Commission: Approve/Deny: Final Plat for Fawn Valley Estates, parcel #276-2046-12000 and Development Agreement with Fawn Valley Estates, LLC for Fawn Valley Condominiums.
 - a. **Motion: Gargano, Second: Knudsen to approve the final plat for Fawn Valley Estates as presented. Motion carried 9-0.**
- C. Plan Commission: Approve/Deny: Second Reading and Public Hearing for Ordinance 1916-20 - Amend Zoning from R-3 to R-2 Residential for Fawn Valley Condominiums on Fawn Valley Drive/Fawn Valley Court (parcel 276-2046-12000).
 - a. **Motion: Gargano, Second: Kaney to approve Ordinance 1916-20 as presented. Motion carried 9-0.**
- D. Plan Commission: Approve/Deny: Certified Survey Map (CSM) and Planned Development Group (PDG) dividing parcel #276-2200-52000 into three parcels with PDG waiver for proposed Lot 3 to have easement only frontage and exceed lot density.
 - a. **Motion: Knudsen, Second: Craker to approve the CSM and PDG with the contingency that the Developer's Agreement be amended as mutually agreed upon. Motion Carried 9-0.**

Motion: Gargano: Second: Knudsen to adjourn.

Motion carried 9-0. Meeting adjourned at 6:38 p.m.

Respectfully submitted,

Jacob Crosetto
City Clerk-Treasurer/Finance Director

Reedsburg Police Department

Annual Report



2020

Patrick B. Cummings
Chief of Police

Mission Statement & Strategic Goals

Mission

The Reedsburg Police Department will provide a well-trained and professional staff to deliver the highest level of service through the enforcement of laws and the protection of life, property and the constitutional rights of all. We will make a positive impact by meeting the present and future needs of the public through a continued partnership with our community.

Strategic Goals

The following goals are established to support the mission:

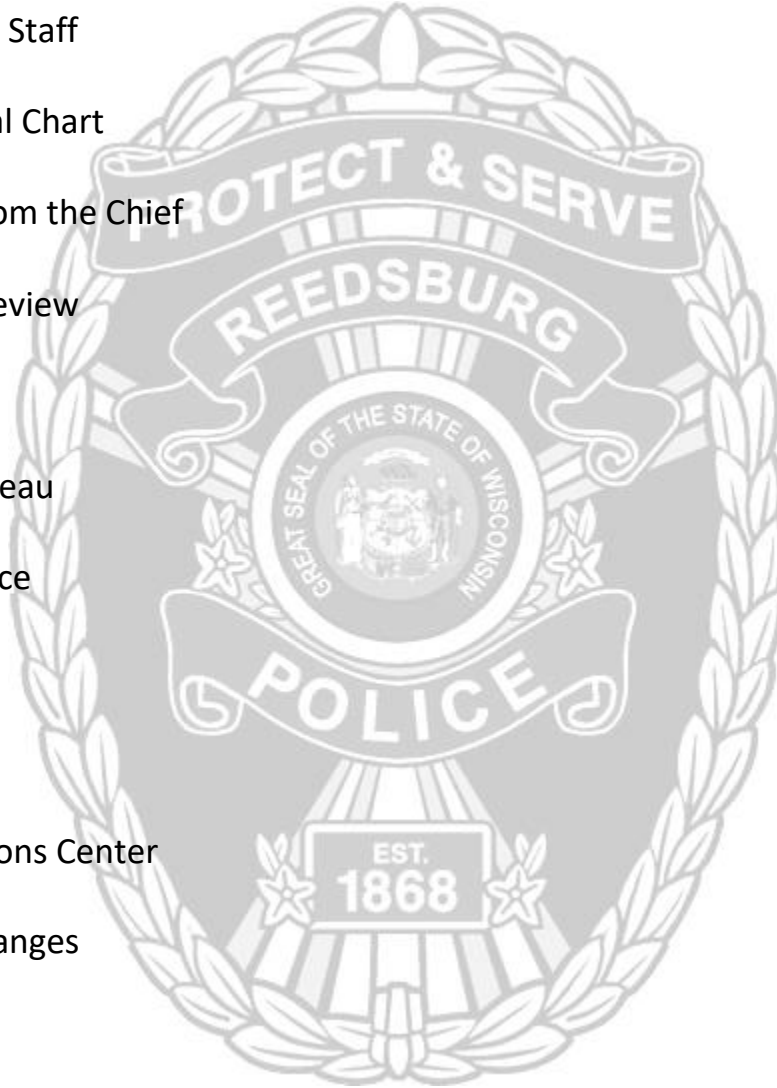
- The Department will seek maximum efficiency in its goal of effectively addressing its basic mission
- The Department will ensure a focused response for identifiable community problems. Emphasis will be to solve problems through education, cooperation, and enforcement of the law
- The Department recognizes that its personnel are the most valuable resource and a conscious effort will be made to fully develop this resource through training and mentoring
- As a means of ensuring that the Department is administered and operates effectively and efficiently, "state of the art" methods and resources will be deployed. This strategic goal will rely on compliance with the published accreditation standards of the Wisconsin Law Enforcement Accreditation Group

*The Mission and Goals are reviewed annually to provide the most up-to-date, comprehensive service, insuring community satisfaction.



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Sworn Police Staff...

Officer	Primary Assignment	Unit
Chief Patrick Cummings	Chief Executive Officer	128
Lieutenant Andrew Stelter	Administration	127
Sergeant Andrew Foesch	Administration/Communications	126
Sergeant Richard Wolf	B Shift Commander	129
Sergeant Mark Eberle	A Shift Commander	137
Sergeant Jesse Spears	Detective Bureau	136
Sergeant Joshua Benson	C Shift Commander	144
Detective David Frie	Detective Bureau	154
Officer Timothy Knuth	Patrol	130
Officer Martin Pugh	School Resource Officer	135
Officer Jon Schaefer	Patrol	139
Officer Will Botten	Patrol	140
Officer Joshua Hoege	Patrol/K9	142
Officer Samantha Mittlesteadt	School Resource Officer	146
Officer Jacob Williams	Patrol	147
Officer Kyle Yeager	Patrol	148
Officer Chris Cali	Patrol	149
Officer Kim Bleske	Patrol	151
Officer Micha Dunse	Patrol	152
Officer Brendan Cutrell	Patrol	153
Officer Jeremy Drexler	Patrol	155
Officer Jordan Solchenberger	Patrol	156

Civilian Police Staff...

Communications:

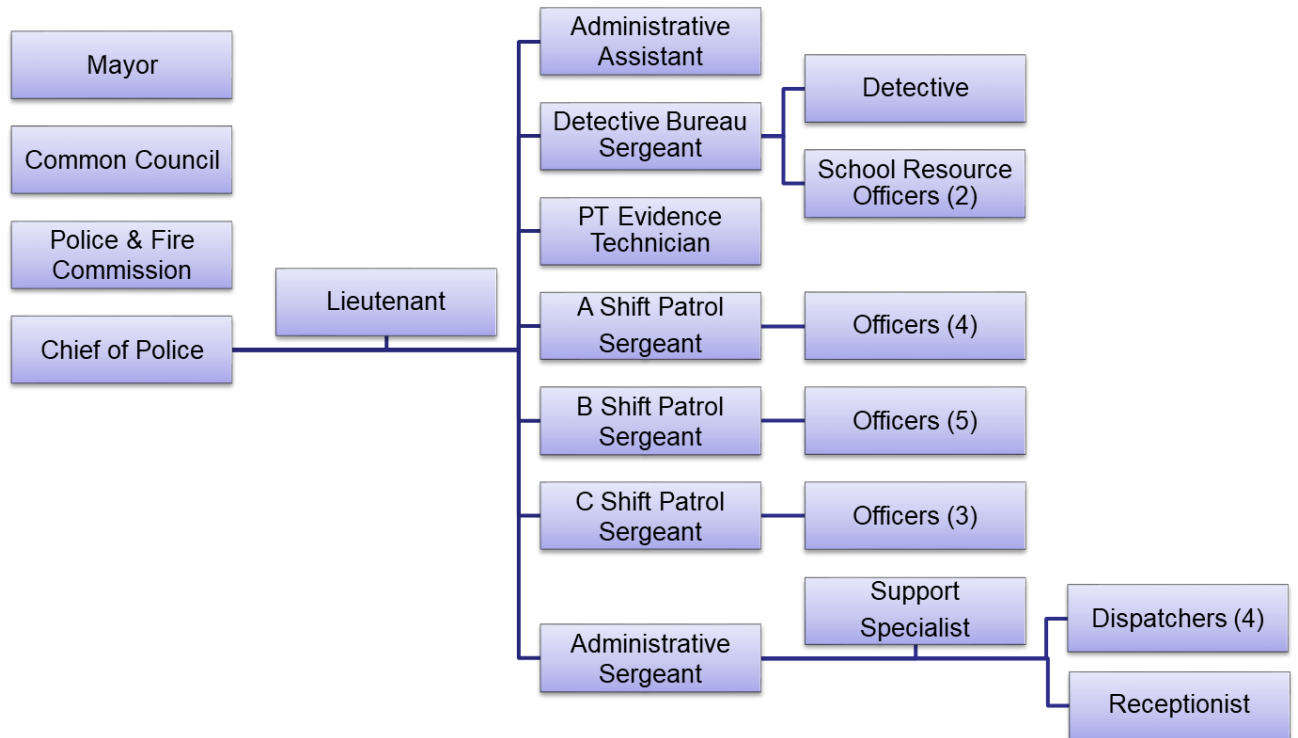
Summer Karll	Administrative Assistant	510
Dori Helm	Civilian Support Specialist	522
Diane Fry	Operator	520
Lynn Petersen	Operator	521
Dan Meinhardt	Operator	532
Jon Peters	Operator	534
Kathy Laatsch	Evidence Technician	600

Chaplain:

Pastor Benjamin Seamans	Police Chaplain	701
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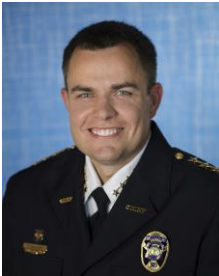


Organizational Chart...



A Message from the Chief...

Honorable David G. Estes,
Mayor of the City of Reedsburg
Members of the Common Council,



On behalf of the men and women of the Reedsburg Police Department, it is an honor to submit to you the 2020 Annual Report of the Reedsburg Police Department.

With 2020 coming to a close, it is important to reflect on our progress and challenges experienced throughout the past year.

As the City grows both in population and geographically, the police department continues to receive a high demand for services, logging 12,863 calls for service. The 2020 police department expansion will continue to ensure that those services are provided at a high level to the citizens and visitors of Reedsburg.

The police department worked with public health officials to contain Covid-19 spread, serve the local community and maintain public order. Due to a heightened risk of exposure to staff, the department utilized protective equipment, precautionary guidelines and employee screening. The Covid-19 pandemic continues to affect all of us.

Another significant challenge of 2020 was implementing a new countywide law enforcement records management system along with an updated crime reporting system. Staff first trained in the new systems before the rollout, which required a great deal of patience and time all while dealing with a pandemic.

Achieving accredited status is an on-going process that helps to maintain the efficiency, efficacy and professionalism of the Department. Several officers and dispatchers are involved in this process year round. In December 2020, we had our “on-site” accreditation visit, where three assessors visited the police department for three days to fully and comprehensively examine our policies, procedures and activity. I am pleased to announce that we passed with excellence and are once again fully accredited.

I would like to thank the Mayor, the Common Council, the Police and Fire Commission and the City Administrator for their support and I am pleased to present the 2020 Annual Report of the Reedsburg Police Department.

Patrick B. Cummings
Chief of Police

The Year in Review...

This is a sampling of the issues faced by the Reedsburg Police Department in 2020:

- Calls for service 12,863.
- Total arrests 678.
- Disturbances 623.
- Traffic complaints/citations 2,122.
- Traffic accidents 179.
- Impaired drivers 41.
- Drug/narcotics violations 108.
- Burglaries/thefts/auto thefts 122.
- Burglaries increased 50%.
- Auto thefts increased 20%.
- Cleared 100% of all sexual assaults.
- Cleared 93% of all assaults.

Patrol Calls by Shift...

A – Shift:



A-Shift, or Dayshift, is commanded by Sgt. Mark Eberle. Sgt. Eberle is responsible for supervising the patrol officers on his shift. A-Shift responded to 4,058 calls for service.

B – Shift:



B-Shift is often the busiest shift and has the most officers assigned to it for that reason. Sgt. Rich Wolf is responsible for supervising the patrol officers on his shift. B-Shift responded to 5,100 calls for service.

C-Shift:



Sgt. Joshua Benson commands the C-Shift, which can often be the most volatile of the shifts. C-Shift is often known as night-shift. In addition to these responsibilities, Sgt. Benson supervises the patrol officers assigned to his shift. C-Shift responded to 3,705 calls for service.

Detective Bureau...

CROSS POLICE LINE - DO NOT CROSS POLICE LINE - DO NOT CROSS POLICE



Lt. Andy Stelter is the second-in-command and supervises all five Sergeants, Evidence Technician and the Administrative Assistant. Lt. Stelter also provides investigative support to the Detective Bureau.



Sgt. Jesse Spears supervises the Detective Bureau and School Resource Officers. Sgt. Spears and another detective are assigned cases that are too lengthy and complex for general patrol officers to handle. Using these investigators frees up patrol to handle “in-progress” calls. In 2020, the Detective Bureau was assigned 533 investigations. These investigations range from petty theft to narcotics to death investigations.

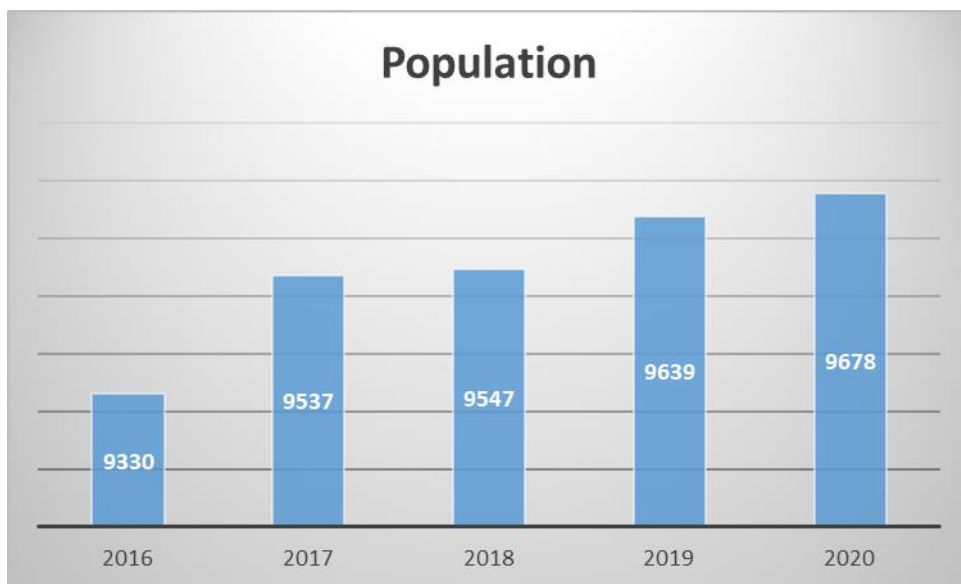


Det. David Frie joined the department in 2020.

Calls for Service...



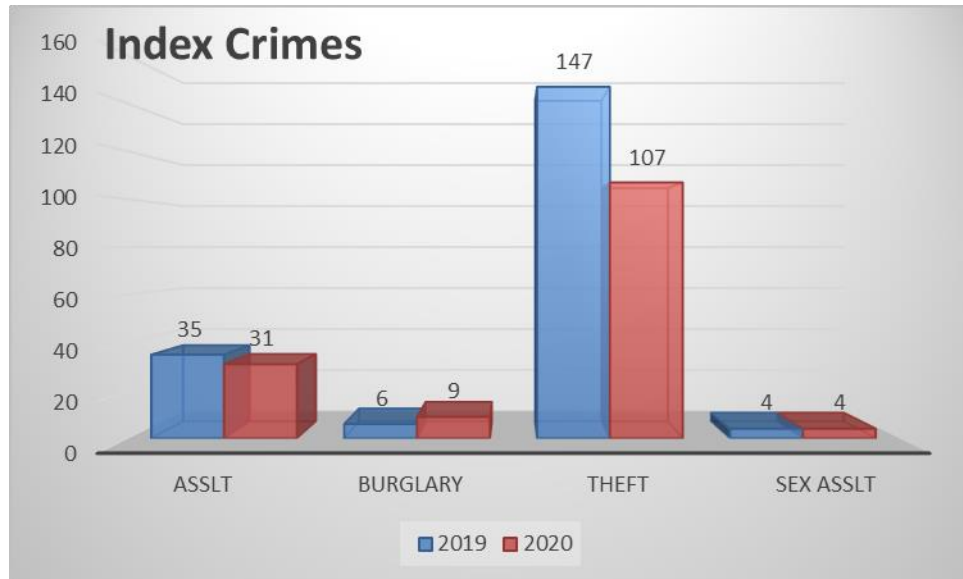
The Police Department saw an expected decrease of calls as compared to 2019. In 2020, the Covid-19 pandemic required safety measures to be put in place for the staff and citizens. These safety measures resulted in fewer contacts with the public to help stop the spread of Covid-19.



The City of Reedsburg continues as one of the fastest growing communities in Sauk County. According to US Census estimations**, our population has increased sharply over the last four years. The City of Reedsburg continues to focus on increasing our housing market. With this comes a need for additional law enforcement services.

**US Census estimation.

Index Crimes...



Index crimes are described as the most serious of crimes. It is often very difficult to be proactive enough to prevent crime from occurring.



Reedsburg Police Squads- Ford Police Interceptor Utility

Statistics...

Use of Force Incidents:

<u>DATE</u>	<u>TIME</u>	<u>CHARGE</u>	<u>METHOD</u>	<u>HISTORY</u>
1/22/2020	19:12	Resisting	Taser	No
3/15/2020	1:14	Resisting, DC, Bail Jumping	Taser	Yes
5/16/2020	18:07	None- Suicide Attempt	Empty Hands	Yes
7/26/2020	21:41	Resisting	Empty Hands	No
8/14/2020	8:25	DC, Resisting	Empty Hands	Yes
8/30/2020	18:27	None- Detained Only	Empty Hands	No
11/3/2020	14:44	Resisting, Drug Paraphernalia, Warrant	Taser	Yes
12/18/2020	14:33	Resisting, CDTF, DC, Battery to LE	Empty Hands	Yes
12/31/2020	0:31	Obstructing, OMVWOC, Warrant	Empty Hands	Yes
12/31/2020	22:26	Resisting	Empty Hands	Yes

Empty Hands techniques are used to overpower the resistive behavior. Force beyond that was not necessary.

Training:

Training is critically important in law enforcement and the Reedsburg Police Department continues to place a high value on training its staff. Sworn officers are trained in proper Use of Force, De-escalation, Duty to Intervene, Implicit Bias, Ethics, Crisis Intervention, Firearms, Emergency Vehicle Operations, CPR and Bloodborne Pathogens, Incident Command System and many more trainings that are specialized. All staff review department policies on an annual basis.

Emergency Detention/Transports:

Emergency detentions are used when a subject is either mentally ill and in need of hospitalization or a subject is incapacitated by alcohol. These cases are normally triaged at Reedsburg Area Medical Center and then it is the Police Department's responsibility to transport them to a specialized hospital. These transports are typically made to Madison or Winnebago County. These cases not only take several hours to triage, the transports are becoming extremely more time consuming. The transports require the use of two employees to complete safely. The Reedsburg Police Department made 26 transports in 2020.

Communications Center:

The Reedsburg Police Department maintains a 24/7 dispatch and communications center providing dispatch service to police, fire, ambulance, DPW and Utilities. This highly productive unit receives and processes all calls for service and documentation for the Police Department's activities. In addition, the communications personnel also staff the front counter/reception area for the Police Department and is the only 24/7 call center in the City. The Communications Center also issues Wisconsin vehicle registrations as well as processing worthless checks, bicycle licenses, parking citations and open records requests. This is a sample of the activity that occurs in the Communications Center:

Lobby Walk-In Traffic:	7,342
Telephone Calls:	24,075
Open Records Requests Processed:	466
Wisconsin Registrations Processed:	563

This is all done while dispatching Police (12,863 calls), Fire (180 calls), Ambulance (2,250 calls) and Utilities.

Traffic Enforcement/Accidents:

The Reedsburg Police Department received almost \$20,000 in grants for traffic enforcement in 2020. Operating while under the influence violations decreased by 54% in 2020 compared to 2019. Traffic accidents were down 46% overall with personal injury accidents decreasing 31% and hit and run incidents falling 67%.

Other Agency Assists:

The Reedsburg Police Department assisted other law enforcement agencies a total of 653 times in 2020. The Police Department is honored to assist outside agencies and frequently requests assistance from those same agencies.

Personnel Changes in 2020...



Chris Blood retired after 35 years of service



Summer Karl transferred to Administrative Assistant



Marty Pugh was assigned to School Resource Officer



Joshua Benson was promoted to Sergeant



David Frie was hired as Detective



Jeremy Drexler was hired as Patrol Officer



Jordan Solchenberger was hired as Patrol Officer



Missy Honer resigned after 8 years of service.

Headlines from 2020...

Reedsburg Man Arrested for 6th Offense OWI

(REEDSBURG, WI) A man was taken into custody for OWI 6th Offense Saturday evening after a concerned citizen reported observing the intoxicated driver drinking a beer inside the vehicle.

Reedsburg Men Arrested After Disturbance over Drug Deal

(REEDSBURG, WI) Reedsburg Police and Reedsburg Area Ambulance Service were dispatched to the 100 block of South Albert Avenue Monday morning at 3:09am for a report of an injured subject who sustained facial injuries from a disturbance earlier that morning.

Heroin, Meth, Cocaine and Drug Paraphernalia Located During OWI Arrest

(REEDSBURG, WI) A La Valle man was taken into custody for OWI 2nd Offense and numerous drug violations Sunday night after an off-duty law enforcement officer called Reedsburg Police to report the impaired driver.

COVID-19 Law Enforcement Response

The Reedsburg Police Department has made some temporary changes in an effort to protect employee and community health during the current COVID-19 situation. Officers are still on duty to assist and office staff are available by telephone.

Baraboo Man Arrested for OWI 4th Offense after Hit & Run Accident

(REEDSBURG, WI) A Baraboo man was arrested Friday evening for OWI 4th Offense after being involved in a hit and run accident.

Police & Fire Commission Announces Promotion

(REEDSBURG, WI) The City of Reedsburg Police & Fire Commission announced the promotion of Officer Joshua Benson to the rank of Sergeant, effective June 21, 2020.

Loganville Man Arrested for OWI 3rd Offense with Child in his Vehicle

(REEDSBURG, WI) Reedsburg police arrested a 60-year-old Loganville man after conducting a traffic stop and locating children inside the vehicle.

Intoxicated Man Arrested After Pointing a Handgun at People

(REEDSBURG, WI) A Reedsburg man was arrested earlier Sunday morning after pointing a handgun at several people outside a local tavern.

Reedsburg Man with Fake \$100 Bills Arrested for Possession of Methamphetamine

(REEDSBURG, WI) A local man was taken into custody for Possession of Methamphetamine, THC and Drug Paraphernalia Saturday morning.

Security footage helps Reedsburg Police find burglary suspects

(REEDSBURG, WI) Two men caught on security camera footage inside a Reedsburg home while residents slept were recently charged with burglary.

Traffic Stop Leads to Seizure of Methamphetamine, Firearms and Cash

(REEDSBURG, WI) A local woman was taken into custody on numerous drug charges following a traffic stop Thursday morning.

Baraboo Man Arrested for Possession of Methamphetamine

(REEDSBURG, WI) A Baraboo man was taken into custody on numerous charges Friday morning.

Reedsburg Woman Arrested for Causing Damage and Making Threats

(REEDSBURG, WI) A local woman was taken into custody on numerous charges after Reedsburg Police responded to a report of an intoxicated female acting suspicious.

Reedsburg Man Brings Dead Skunk to City Hall

(REEDSBURG, WI) A local man was cited for Disorderly Conduct after bringing a dead skunk to city hall and yelling at the receptionist.

Police Respond to Suspicious Male Near School

(REEDSBURG, WI) Reedsburg Police were dispatched to the area of Sacred Heart School Thursday morning at 11:17am for a report of a male subject running through the parking lot with a possible rifle slung across his back. The school reported no direct threats or entry into the building.

Reedsburg Man Charged With Sexual Assault of 5-Year-Old

(REEDSBURG, WI) A Reedsburg man was charged with first degree sexual assault while babysitting a 5-year-old.

Accreditation Assessment Team Invites Public Comment

(REEDSBURG, WI) A team of assessors from the Wisconsin Law Enforcement Accreditation Group (WILEAG), will arrive on December 15th, 2020 to examine all aspects of the Reedsburg Police Department policy and procedures, management, operation, and support service.

Baraboo Man Faces 7th Offense OWI

(REEDSBURG, WI) A Baraboo man was arrested for OWI 7th Offense after failing to stop at a stop sign.



K9 Xena

January 15, 2021

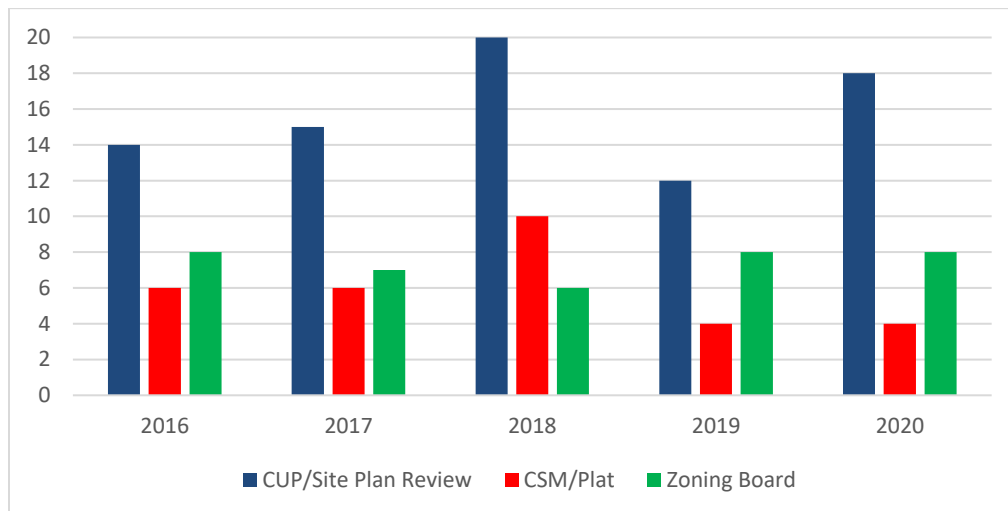
To: Mayor Estes and Common Council
From: Brian Duvalle
Subject: 2020 Development Report

Mayor and Alderpersons,

The following is a summary of planning/zoning, building inspection, and code enforcement for 2020.

PLANNING / ZONING / COMMUNITY DEVELOPMENT

- The Plan Commission approved 18 Conditional Uses/Site Plans, 4 CSMs/Plats, 2 rezonings and 2 annexations. Approvals included industrial buildings, former South School, home businesses, multi-family housing, public buildings, residential farming, and solar panels.
- The Zoning Board of Appeals approved eight zoning variances. They included garages, porches/decks, and a driveway.
- Installed bike route signs; additional signs will be installed in 2021.
- Renewed Bird City and Tree City.
- Completed CVMIC's Emerging Leader Certification Program.



- Sauk County Data Council developed a health survey that should go public in early 2021.
- The CDA assisted with four incubator businesses and still oversees renovations of 134 Eagle St (RAHS class).



HISTORIC PRESERVATION COMMISSION

- Worked on converting the former children's library room into the local history room. The physical improvements are mostly finished, but the items still need to be catalogued and prepared for public display. Also worked on a donation form and policy.



- HPC dedicated the historical sign for the Frank Pettis gravesite (Civil War drummer boy) and the National Registration sign for Nishan Chapel (and yes, should've worn masks).



- HPC assisted with videos on Herbert Webb and 2020 Time Capsule.
- HPC worked on preparing the 2020 bus tour, which of course was ultimately cancelled.

REEDSBURG INDUSTRIAL & COMMERCIAL DEVELOPMENT COMMITTEE

The RICDC reviewed the following in 2020:

- Much discussion on facilitating a school-to-work program and meetings with RAHS and industrial business owners.
- South School conversion
- Business Park prospects
- Tax Increment Districts

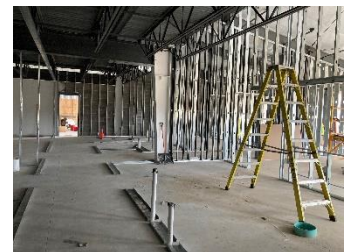
FLOODPLAIN

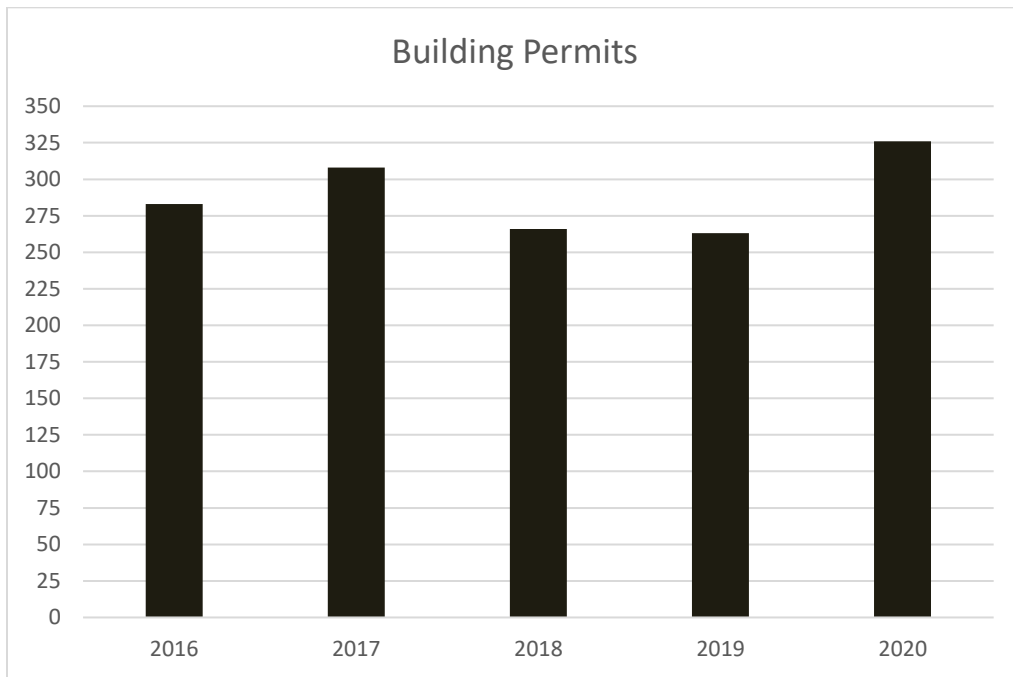
- The five-year update for FEMA's Community Rating System (CRS) was officially approved on 4/1/20. We maintained a Class 6 level, which means a 20% reduction in flood insurance premiums (10% for properties outside the floodplain). The new 2020 renewal was submitted.
- The HMGP (flood property buyouts) slowly progressed. We hit a snag in July 2020 when we had to survey off 10' on four of the properties due to Wis DOT requests. Those surveys are complete. However one of the new surveys uncovered a GIS error that affected one of the property appraisals. We're in the process of updating and re-submitting the appraisal as of this writing.
- We were tentatively approved in Sept 2020 for the DNR Municipal Flood Control Grant for about \$274,000, which would assist with the City's 12.5% portion of the HMGP.

BUILDING

There were 326 building permits issued in 2020 including 15 single-family units, 3 duplexes, 51 apartments, and 7 mobile homes. The City added to commercial construction with the public works shop and PD garage. Remaining commercial construction included remodeling or additions to:

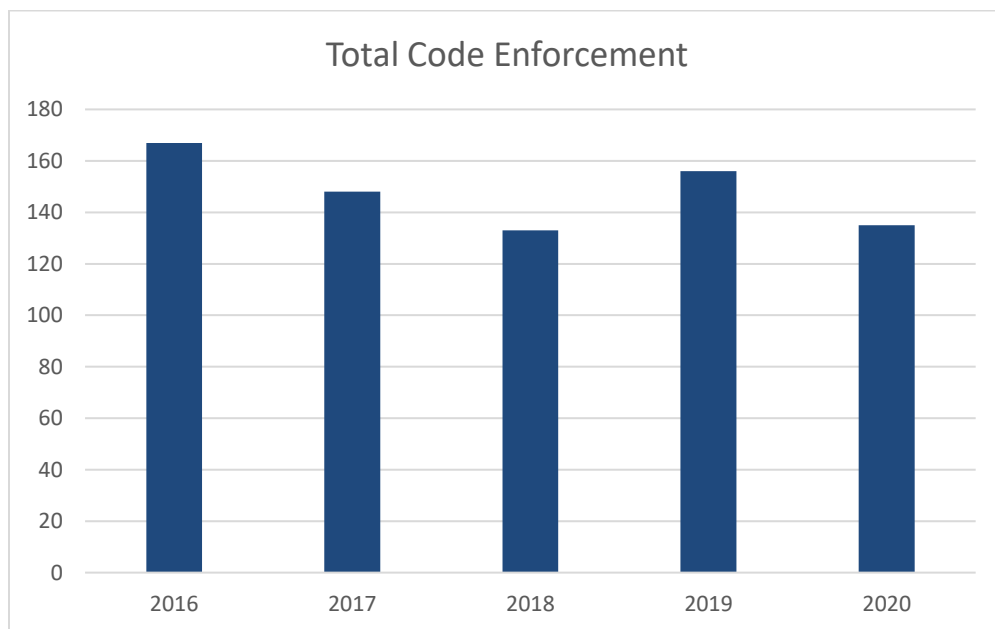
- Huntington Park Apartments
- Bioriginal
- Casa de Oakes
- Boys & Girls Club
- Senior Life Center
- Slama's
- Arby's
- Church of God
- RAHS
- Seats
- Lakes Gas

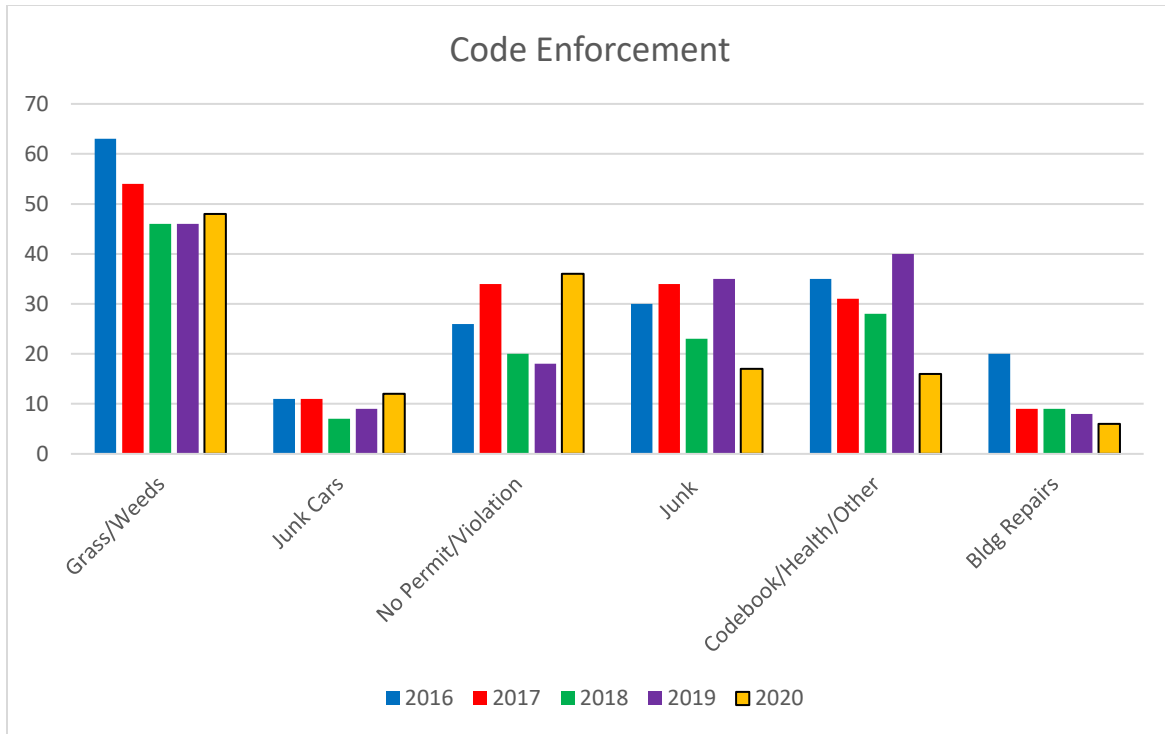




CODE ENFORCEMENT

Code enforcement is initiated both by complaints received and violations discovered by myself. There were 135 complaints/violations addressed last year.





Looking ahead to 2021, larger projects will include start of new Comprehensive Planning process and (hopefully) approval of the HMGP and property acquisition process. If you have any questions, please contact me at 768-3354 or bduvalle@ci.reedsburg.wi.us

Respectfully,

Brian Duvalle AICP, CFM
 Planner/Building Inspector #1070808

Renewal Alcohol Beverage License Application

(Submit to municipal clerk. Read instructions on page 3.)

For the license period beginning: 07 01 2020 ending: 06 30 2021
(mm dd yyyy) (mm dd yyyy)

To the Governing Body of the: ☐ Town of ☐ Village of ☒ City of Reedsburg

County of Sauk Aldermanic Dist. No. _____
(If required by ordinance)

Check one: ☐ Individual ☐ Limited Liability Company
☐ Partnership ☒ Corporation/Nonprofit Organization

Complete A or B. All must complete C.

A. Individual or Partnership:

Full Name (Last)	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Full Name (Last)	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Full Name (Last)	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

B. LLC or Corporation (and Agent):

Full Legal Name of Corporation / Nonprofit Organization / Limited Liability Company <u>Kwik Trip, Inc.</u>	Address of Corporation / Limited Liability Company (if different from licensed premises) <u>1626 Oak St., PO Box 2107, La Crosse, WI 54602</u>
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All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent.

Agent Last Name <u>Goeke</u>	(First) <u>Tallon</u>	(Middle Name) <u>John</u>	Home Address (Street, City or Post Office, & Zip Code) <u>324 12th St., Baraboo, WI 53913</u>
---------------------------------	--------------------------	------------------------------	--

All Officer(s) Director(s) of Corporation and Members / Managers of Limited Liability Company:

President / Member Last Name <u>Zietlow</u>	(First) <u>Donald</u>	(Middle Name) <u>Paul</u>	Home Address (Street, City or Post Office, & Zip Code) <u>2802 Bergamot Pl., Onalaska, WI 54650</u>
Vice President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Secretary / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Treasurer / Member Last Name <u>Wrobel</u>	(First) <u>Jeffrey</u>	(Middle Name) <u>James</u>	Home Address (Street, City or Post Office, & Zip Code) <u>3633 Bentwood Pl., La Crosse, WI 54601</u>
Directors / Managers Last Name <u>Zietlow</u>	(First) <u>Donald</u>	(Middle Name) <u>Paul</u>	Home Address (Street, City or Post Office, & Zip Code) <u>2802 Bergamot Pl., Onalaska, WI 54650</u>
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

C. Business Information

- Trade Name Kwik Trip 838 Business Phone Number 608-524-3112
- Address of Premises 1825 E. Main St. Post Office & Zip Code Reedsburg 53959
- Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? Yes ☒ No ☐
- Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) One-story frame construction with storage in coolers, on sales floor, behind sales counter.

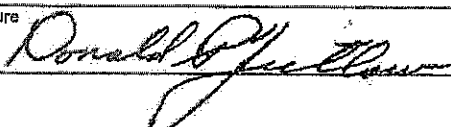
Applicant's Wisconsin Seller's Permit Number <u>456000028791403</u>	
FEIN Number <u>39-1036365</u>	
TYPE OF LICENSE REQUESTED	FEE
☒ Class A beer	\$
☐ Class B beer	\$
☐ Class C wine	\$
☒ Class A liquor	\$
☐ Class A liquor (cider only)	\$ N/A
☐ Class B liquor	\$
☐ Reserve Class B liquor	\$
☐ Class B (wine only) winery	\$
Publication fee	\$
TOTAL FEE	\$

5. Legal description (omit if street address is given on previous page): _____
6. a. Since filing of the last application, has the named licensee, any member of a partnership licensee, or any member, officer, director, manager or agent for either a limited liability company licensee, or nonprofit organization licensee been **convicted of any offenses** (excluding traffic offenses not related to alcohol) for violation of any federal laws, any Wisconsin laws, any laws of other states, or ordinances of any county or municipality? **If yes, complete page 3** ☐ Yes ☒ No
- b. Are **charges for any offenses** presently **pending** (excluding traffic offenses not related to alcohol) against the named licensee or any other persons affiliated with this license? **If yes, explain fully on page 3.** ☐ Yes ☒ No
7. Except for questions 6a and 6b, have there been any changes in the answers to the questions as submitted by you on your last application for this license? **If yes, explain** ☒ Yes ☐ No
New agent reported 1/21.

8. Was the profit or loss from the sale of alcohol beverages for the previous year reported on the Wisconsin Income or Franchise Tax return of the licensee? **If not, explain** ☒ Yes ☐ No

9. Does the applicant understand they must hold a Wisconsin Seller's Permit? ☒ Yes ☐ No
[phone (608) 266-2776]
10. Does the applicant understand that alcohol beverage invoices must be kept at the licensed premises for 2 years from the date of invoice and made available for inspection by law enforcement? ☒ Yes ☐ No
11. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? ☐ Yes ☒ No
12. Does the applicant owe municipal property taxes, assessments, or other fees? ☐ Yes ☒ No
(Note: Renewal of licenses may be denied pursuant to a local ordinance, if the licensee owes municipal taxes, assessments or other fees).

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the undersigned states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. The signer agrees that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000.

Contact Person's Name (Last, First, M.I.) Zietlow, Donald P.	Title / Member President	Date 01/20/2021
Signature 	Phone Number 608-793-6262	Email Address DHafner@kwiktrip.com

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk	Date reported to council / board	Date license granted
License number issued	Date license issued	Signature of Clerk / Deputy Clerk

Schedule for Appointment of Agent by Corporation / Nonprofit Organization or Limited Liability Company

Submit to municipal clerk.

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent. The following questions must be answered by the agent. The appointment must be signed by an officer of the corporation/organization or one member/manager of a limited liability company and the recommendation made by the proper local official.

To the governing body of: ☐ Town ☐ Village of Reedsburg County of Sauk
☒ City

The undersigned duly authorized officer/member/manager of KWIK TRIP, INC.
(Registered Name of Corporation / Organization or Limited Liability Company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as
Kwik Trip 838
(Trade Name)

located at 1825 E. Main St., Reedsburg, WI 53959

appoints Tallon J. Goeke
(Name of Appointed Agent)

324 12th St., Baraboo, WI 53913
(Home Address of Appointed Agent)

to act for the corporation/organization/limited liability company with full authority and control of the premises and of all business relative to alcohol beverages conducted therein. Is applicant agent presently acting in that capacity or requesting approval for any corporation/organization/limited liability company having or applying for a beer and/or liquor license for any other location in Wisconsin?

☒ Yes ☐ No If so, indicate the corporate name(s)/limited liability company(ies) and municipality(ies).

Current agent of Kwik Trip 834, Village of West Baraboo, until new agent appointed.

Is applicant agent subject to completion of the responsible beverage server training course? ☐ Yes ☒ No

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? All my life

Place of residence last year 324 12th St., Baraboo, WI 53913

For: KWIK TRIP, INC.
(Name of Corporation / Organization / Limited Liability Company)

By: Ronald J. Goeke
(Signature of Officer / Member / Manager)

Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

ACCEPTANCE BY AGENT

I, Tallon J. Goeke, hereby accept this appointment as agent for the
(Print / Type Agent's Name)

corporation/organization/limited liability company and assume full responsibility for the conduct of all business relative to alcohol beverages conducted on the premises for the corporation/organization/limited liability company.

Tallon J. Goeke (Signature of Agent) (Date) Agent's age 28

324 12th St., Baraboo, WI 53913 (Home Address of Agent) Date of birth 8/18/1992

APPROVAL OF AGENT BY MUNICIPAL AUTHORITY (Clerk cannot sign on behalf of Municipal Official)

I hereby certify that I have checked municipal and state criminal records. To the best of my knowledge, with the available information, the character, record and reputation are satisfactory and I have no objection to the agent appointed.

Approved on 1/20/2021 by Patricia C... Title Police Chief
(Date) (Signature of Proper Local Official) (Town Chair, Village President, Police Chief)

Auxiliary Questionnaire Alcohol Beverage License Application

Submit to municipal clerk.

WI Dr. Lic. #G200-8109-2298-03

Individual's Full Name (please print) (last name)		(first name)		(middle name)	
Goeke		Tallon		John	
Home Address (street/route)		Post Office	City	State	Zip Code
324 12th St.		Baraboo		WI	53913
Home Phone Number		Age	Date of Birth	Place of Birth	
608-548-6632		28	8/18/1992	Madison, WI	

The above named individual provides the following information as a person who is (check one):

- ☐ Applying for an alcohol beverage license as an **individual**.
- ☐ A member of a **partnership** which is making application for an alcohol beverage license.
- ☒ **Agent** of Kwik Trip, Inc.

(Officer / Director / Member / Manager / Agent)

(Name of Corporation, Limited Liability Company or Nonprofit Organization)

which is making application for an alcohol beverage license.

The above named individual provides the following information to the licensing authority:

1. How long have you continuously resided in Wisconsin prior to this date? All my life.
2. Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality? ☐ Yes ☒ No
If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending. (If more room is needed, continue on reverse side of this form.)
3. Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any county or municipality? ☐ Yes ☐ No
If yes, describe status of charges pending.
4. Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? ☒ Yes ☐ No
If yes, identify. Current agent of Kwik Trip 834, Village of West Baraboo, until new agent appointed.
(Name, Location and Type of License/Permit)
5. Do you hold and/or are you an officer, director, stockholder, agent or employee of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer permit, brewery/winery permit or wholesale liquor, manufacturer or rectifier permit in the State of Wisconsin? ☐ Yes ☒ No
If yes, identify.

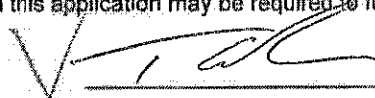
(Name of Wholesale Licensee or Permittee)

(Address By City and County)

6. Named individual must list in chronological order last two employers.

Employer's Name	Address	Employed From	To
Kwik Trip, Inc.	1626 Oak St., La Crosse, WI	11/2013	Present
Great Wolf Lodge	1400 Great Wolf Dr., Wisconsin Dells, WI	10/2009	11/2013

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the undersigned states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. The signer agrees that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000.


Tallon J. Goeke

(Signature of Named Individual)

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

Application Date: 1-20-2021

☐ Town ☐ Village ☒ City of Reedsburg

County of Sauk

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 02-06-21 and ending _____ 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

☐ Veteran's Organization

☐ Fair Association or Agricultural Society

☐ Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Reedsburg Young Professionals

(b) Address 170 E Main St
(Street)

☐ Town ☐ Village ☒ City

(c) Date organized _____

(d) If corporation, give date of incorporation _____

(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 Gina Mitchem

Vice President Missy Frenz

Secretary Laura Schmidt

Treasurer Corey Frenz

(g) Name and address of manager or person in charge of affair: Missy Frenz, 1836 Nordic Ct. Reedsburg WI 53959

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 1700 8th St

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? All Premises

(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 RYP Winter Co-Ed Softball Tournament

(b) Dates of event 02-06-2021

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer Missy Frenz 1-20-2021
(Signature / Date)

Reedsburg Young Professionals
(Name of Organization)

Date Filed with Clerk 1-20-2021

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____

ORDINANCE NO. 1918-21

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

SECTION I: PURPOSE

The ordinance modifies the solar and wind access permit ordinance to define “impermissible interference” to include pre-existing vegetation if the permit holder takes responsibility for the cost of trimming such vegetation.

This ordinance also requires that owners of property affected by permits be provided copies of recorded notices.

SECTION II: PROVISIONS CREATED

City of Reedsburg Ordinance #690-59(4)(e) is created.

City of Reedsburg Ordinance #690-59(5)(c), (d), and (e) are created.

SECTION III: PROVISION AS CREATED.

City of Reedsburg Code sec. 690-59(4)

(e) Copies of the record notices shall be mailed to the owner of the property restricted by the permit.

City of Reedsburg Code sec. 690-59

(5) Impermissible Interference Defined.

(c) “Impermissible Interference” means the blockage of wind from a wind energy system or solar energy from a collector surface or proposed collector surface for which a permit had been granted under this section during a collector use period if such blockage is by any structure or vegetation on property, an owner of which was notified.

(d) “Impermissible Interference” does not include:

1. Blockage by a narrow protrusion, including but not limited to, a pole or wire, which does not substantially interfere with absorption of solar energy by a solar collector or does not substantially block wind from a wind energy system.
2. Blockage by any structure constructed, under construction for which a building permit has been applied for before the date the last notice is mailed or delivered.

(e) “Impermissible interference” includes vegetation planted before the date the last notice is mailed or delivered provided that the permit holder shall be responsible for the cost of trimming and such vegetation; and, the permit holder shall give consideration to proper pruning procedures and to the desires of the property owner in trimming such vegetation and shall not unnecessarily remove vegetation which does not or will not in a reasonable period of time create an impermissible interference.

SECTION IV: 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 invalid.

SECTION V: CONFLICTING PROVISIONS REPEALED:

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

SECTION VI: EFFECTIVE DATE:

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

SECTION VII.

This ordinance becomes part of City of Reedsburg Code Chapter 690.

David G. Estes, Mayor

Jacob Crosetto, City Clerk Treasurer

1st Reading at Council:

January 25, 2021

Public Hearing Noticed:

February 4 & 11, 2021

2nd Reading at Council/Public Hearing:

February 22, 2021

Published, Enactment Date:

March 4, 2021

STAFF REPORT

AGENDA ITEM: _____

To: Mayor and Common Council
Prepared By: Steven Zibell, Public Works
Date of Meeting: January 25, 2021

Subject: Used Vac-Truck purchase

BACKGROUND AND REQUEST

I have been contacted by Macqueen Equipment about a used Vac-Truck coming for sale this summer and was asked if the City was interested. We currently don't have a Vac-truck and have to rely on private contractors. This creates timing issues since we are usually dealing with sewer backups or lift station issues.

This equipment would be used mostly for sewer related jobs between the wastewater plant and public works crews cleaning sewers. Therefore we can justify using wastewater funds. We didn't budget for this equipment since we have been looking for a good used truck and during budget development we were unaware of any good used ones on the market. We're asking the Council to approve signing this equipment estimate in the amount of \$95,000. Once Macqueen equipment receives the truck on trade they will overhaul the entire truck and we would at that time make the purchase sometime in June or July.

STAFF RECOMMENDATION

Public Works Committee has reviewed the estimate and recommends proceeding with the purchase. Staff have inspected this Vac-truck and also recommended moving forward.

Attachment:
Equipment Estimate



**MACQUEEN
EQUIPMENT**



**MACQUEEN
EMERGENCY**

MacQueen Equipment
N60 W15835 Kohler Lane
Menomonee Falls, WI 53051
262-252-4744 • 800-252-4799

Ship To: CITY OF REEDSBURG
SAME AS BELOW

Invoice To: CITY OF REEDSBURG
Po Box 490
Reedsburg WI 53959

Branch 02 - MENOM FALLS WI		
Date 01/18/2021	Time 14:42:52 (O)	Page 1
Account No REEDS001	Phone No 6085246404	Est No 01 Q00831
Ship Via GROUND		Purchase Order QUOTE
Tax ID No		
BEN SCHROEDER		Salesperson 105

EQUIPMENT ESTIMATE - NOT AN INVOICE

Description ** Q U O T E ** EXPIRY DATE: 02/17/2021 Amount

Stock #: C034593 Serial #: 03-08V-8666 95000.00

Used 2003 VA 2100 FAN 10Y

Used 2003 VACTOR 2100 FAN 10YD

*

Single Stage Fan

8 foot Boom

1000 Gallon of Water

Manual Wind Guide

Low Water Light

LED Arrow Board

Accumulator

Multi-Flow

3" Y Strainer at Pump

Joystick Boom Control

HXX Kit

Fan Flush out System

Tool Box Behind Cab

CHASSIS: International

ENGINE: Cummins 310HP

CHASSIS VIN #: 1HTWCADR04J086882

CHASSIS MILES: 18,000

TRANSMISSION: Allison 4000

AXLE GVWR: 19505 43000

SERIAL #: 03-08V-8666

ENGINE: John Deere 4045

HOURS: 1,914

MILES: 17,170

Subtotal: 95000.00
Quote Total: 95000.00

Authorization: _____

*

THIS UNIT IS NOT YET IN POSSESSION OF MACQUEEN EQUIPMENT.

ANTICIPATED ARRIVAL IS JUNE 2021.

*

VisitUsOnline
www.macqueengroup.com

SHARRATT WAREHOUSING & DISTRIBUTION LLC

January 11, 2021

Mr. Kurt Muchow, Chair
City of Reedsburg Industrial & Commercial Development Commission
Vierbicher Associates Inc.
400 Viking Drive
Reedsburg WI 53959

Good Morning Kurt,

Please accept this letter in confirmation of our conversation January 7, 2021 regarding the Development Agreement entered into October 3, 2017 between the City of Reedsburg [City] and Sharratt Warehousing & Distribution LLC [SW&D].

The Development Agreement sets forth the understanding between the City and SW&D for the construction of a Public Refrigerated Warehouse in the TIF District of Reedsburg's South Industrial Park. This Warehouse was completed with operations commencing in May, 2018. A portion of the Development Agreement outlines the payment of Property Taxes by SW&D and the subsequent payment of TIF Funds by the City to SW&D. The Development Agreement states that the entire amount of Property Taxes must be paid before the City pays SW&D the TIF Funds.

The provision that the City will make their payment of TIF Funds to SW&D only after the entire amount of Property Taxes are paid by SW&D has proven too be difficult for SW&D. A case in point is the 2019 Property Taxes payable to the City in 2020 in the amount of approximately \$320,000. SW&D was unable to generate sufficient cash flow to pay the approximately \$160,000 on January 31, 2020. SW&D was able to pay the full \$320,000 by July 31, 2020 only with the cooperation of the City and timely payment of the \$145,000 TIF Payment from the City. Because of the inability of SW&D to pay our Property Taxes as scheduled, SW&D incurred significant Interest and Penalty costs in 2020.

To avoid a reoccurrence of this situation in 2021 and beyond, SW&D respectfully requests the City to modify the Development Agreement language pertaining to the timing of the TIF payment. Our request is to allow the payment by the City of one half of the TIF Funds to SW&D upon payment by SW&D of one half of the Property Taxes in January, with the other half of the TIF Funds being paid by the City to SW&D when SW&D makes the other half of the Property Tax payment in July.

Please convey this request to Mr. Tim Becker, Administrator of the City of Reedsburg, for his consideration and conveyance to the City of Reedsburg's Common Council, hopefully for their approval.

Cordially,

Richard & Dianne Sharratt

1/25/2021

Tax Increment District #9

Development Agreement

City of Reedsburg

&

Sharratt Warehousing & Distribution LLC

AMENDMENT TO AGREEMENT

The original Development Agreement dated 10/2/2017, by and between Sharratt Warehousing & Distribution LLC, a Wisconsin Limited Liability Company (Developer) and the City of Reedsburg, a Wisconsin Municipal Corporation (City), is hereby amended:

Section 5. Tax Incremental Financing (TIF)

3. PayGo Contribution

e. PayGo contributions will be payable to the Developer in the same ratio as the Developer has paid real estate taxes, special assessments and special charges. This ratio is not be less than 50% from either the Developer or the City. For example, the Developer pays 50% of owed real estate taxes, special assessments and special charges, the City will, in the next regularly scheduled check run, pay 50% of the scheduled PayGo for that payable year.

City of Reedsburg

Dated: _____, 2021

David G. Estes, Mayor

Dated: _____, 2021

Jacob Crosetto, Clerk/Treasurer/Finance Director

Sharratt Warehousing & Distribution LLC

Dated: _____, 2021

Dianne Sharratt, Partner

Dated: _____, 2021

Richard Sharratt, Partner