



Common Council

Regular Meeting

335 South Broadway
De Pere, WI 54115
<https://www.deperewi.gov/>

Agenda

Tuesday, January 5, 2021

7:30 PM

Pursuant to Wisconsin Statutes 19.84, Notice is hereby given to the public that a meeting of the **Common Council** of the City of De Pere will be held on **January 5, 2021** at **7:30 PM**.

Due to the current public health emergency, the meeting will be held electronically and the public may attend this meeting electronically or telephonically by accessing either:

Please join my meeting from your computer, tablet or smartphone.

<https://www.gotomeet.me/DePere>

You can also dial in using your phone.

United States (Toll Free): [1 866 899 4679](tel:18668994679)

United States: [+1 \(312\) 757-3117](tel:+13127573117)

Access Code: 154-883-285

THIS MEETING WILL NOT BE HELD IN PERSON.

This meeting may also be rebroadcast on TV throughout the week and available on demand at <http://deperecitywi.igmp2.com/>.

I. Call to Order

1. Roll Call
2. Approval of the minutes of the December 15, 2020 Common Council meeting.
3. Public Hearing on the rezoning of Parcels WD-2021, WD-L482-2, WD-L483-1, WD-L484-1, WD-L485, WD-L486, WD-L510, WD-L511, WD-L514, and WD-L515 at the 2400 block of American Blvd, from R-1 (Single Family Residence District) to I-B-2 (Industrial-Business-2 District).
 - A. Notice of Public Hearing.
 - B. Recommendation from the Plan Commission.
 - C. Ordinance #21-01 Rezoning Certain Property from R-1 Single Family Residence to I-B-2 Industrial-Business-2 (Parcels WD-2021, WD-L482-2, WD-L483-1, WD-L484-1, WD-L485, WD-L486, WD-L510, WD-L511, WD-L514 and WD-L515; southern end of American Boulevard).
4. Public Hearing on the vacation of a public thoroughfare (500 block Charles Street adjacent to Parcels ED-914 and ED-920).

- A. Notice of Public Hearing.
 - B. Recommendation from the Plan Commission.
 - C. Resolution #21-01 (Renumbered Resolution #20-121) Regarding the Vacation of a Public Thoroughfare (500 Block of Charles Street; adjacent to Parcels ED-914 and ED-920).
- 5. Resolution #21-02 Disallowance of Claim (Threse & Brent Martin).
 - 6. Resolution #21-03 (Revised Resolution #20-124) Final Resolution Authorizing Sanitary Sewer, Water Main, Storm Sewer and Storm Water Management Improvements and Levying Special Assessments Against Benefited Property (Garroman Drive).
 - 7. Resolution #21-04 Supporting Letter Regarding Amendment to Official City Newspaper Statute.
 - 8. Discussion and Possible Action on Resumption of In-Person Governmental Meetings
 - 9. COVID-19 update from the Health Department.
 - 10. Appointments to boards and commissions by Mayor Boyd.
 - 11. Voucher approval.
 - 12. Future agenda items.
 - 13. Consideration and Action on Request From the Axley Byrnelson, LLP Law Firm for a Waiver of Conflict of Interest
- PLEASE TAKE NOTICE THAT, pursuant to Wis. Stats. §19.85(1)(g), the Council may convene in closed session for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. The Council may then reconvene in open session to take action on any matter discussed in closed session or for such other purposes as are allowed by law.
- 14. Adjournment.

Carey Danen
City Clerk

Any person wishing to attend this meeting who, because of disability, requires special accommodations should contact the Clerk's office at 339-4050 by Noon, the previous day so that arrangements can be made.

Agenda Sent To:

Alderspersons
City Administrator
Mayor
Department Heads
TV, Newspapers & Radio Stations
Kress Family Library
De Pere Chamber of Commerce
Mike Van Asten, De Pere Cultural Foundation Inc

Dan Lindstrom, Development Services Director, De Pere Redevelopment Authority
St. Francis Xavier Congregation
Bruce A Edinger
Mark F Vissers
Michael T Wessley
William T Londo
Prime Veal Inc
Steven W Dressel
Randy A Smits
Larry F Offer
Landwehr Christopher S & Andrea L Revoc Trust
Vandehei Michael D & Jean M Revocable Trust
Traditional Catholics of New Hampshire Inc
Manders James A or Doris C Revocable Living Trust
Wisconsin Central Ltd
TLKM Development, LLC
Timothy J Halbrook
Garrity Family Real Estate LLC
Green Bay Packaging Inc
Wisconsin Public Service Corporation
Threse & Brent Martin



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: January 5, 2021

DEPARTMENT: City Clerk

FROM: Carey Danen

SUBJECT: Approval of the minutes of the December 15, 2020 Common Council meeting.

ATTACHMENTS:

- 12-15-20 Common Council Minutes_Draft (PDF)



Common Council

Regular Meeting

335 South Broadway
De Pere, WI 54115
<https://www.deperewi.gov/>

Draft Minutes

Tuesday, December 15, 2020

7:30 PM

1. Call to Order. The meeting was called to order at 7:30 PM by Mayor James Boyd.

Attendee Name	Title	Status	Arrived
Dan Carpenter	Aldersperson	Present	
Mike Eserkaln	Aldersperson	Present	
Jonathon Hansen	Aldersperson	Present	
Amy Chandik Kundinger	Aldersperson	Present	
Shana Defnet Ledvina	Aldersperson	Present	
Casey Nelson	Aldersperson	Present	
Dean Raasch	Aldersperson	Present	
Kelly Ruh	Aldersperson	Present	
James Boyd	Mayor	Present	

2. Approval of the minutes of the December 1, 2020 Common Council and Redevelopment Authority meeting.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Jonathon Hansen, Aldersperson
SECONDER: Casey Nelson, Aldersperson
AYES: Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Nelson, Raasch, Ruh

3. Approval of the minutes of the December 1, 2020 Common Council meeting.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Shana Defnet Ledvina, Aldersperson
SECONDER: Amy Chandik Kundinger, Aldersperson
AYES: Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Nelson, Raasch, Ruh

4. Public Hearing exercising special assessment powers for sanitary sewer, water main, storm sewer and storm water management services on Garroman Drive.

A. Notice of Public Hearing.

City Clerk Carey Danen announced that the notice of public hearing was published in the Green Bay Press-Gazette on December 1, 2020.

B. Recommendation from the Board of Public Works.

C. Resolution #20-124 Final Resolution Authorizing Sanitary Sewer, Water Main, Storm Sewer and Storm Water Management Improvements and Levying Special Assessments Against Benefited Property (Garroman Drive).

Mayor Boyd declared the public hearing open. No one wished to speak, so he declared the public hearing closed.

Mayor Boyd reported the Legal Department has requested that this item be referred back to staff, in order to resolve confusion regarding repayment terms.

RESULT:	REFERRED BACK TO STAFF [UNANIMOUS]
	Next: 1/5/2021 7:30 PM
MOVER:	Dean Raasch, Alderperson
SECONDER:	Dan Carpenter, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

5. Recommendation from staff to award contract 20-23 City Security Cameras to Elmstar Electric Corporation in the amount of \$53,377

In response to Alderperson Hansen's question, Public Works Director Scott Thoresen reported that a decision has not yet been made about returning the flamingo artwork to the same location in Nicolet Square Alley. City Administrator Larry Delo explained that while Nicky's is planning to install security cameras, the City will install its own in order to provide police squad cars a live view of the alley. IT Director Steve Massey answered questions about the power supply to the alley. Alderperson Eserkaln asked if the City is required to place signage regarding the security cameras. Discussion followed regarding the value of signage as a deterrent to further vandalism.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Casey Nelson, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

6. Recommendation from Sustainability Commission to approve 2021 Baseline Assessment Projects

Public Works Director Scott Thoresen answered Council members' questions on several of the sustainability projects, including the Bird City designation, reduction of paved surfaces, and tree planting in new subdivisions.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Shana Defnet Ledvina, Alderperson
SECONDER:	Jonathon Hansen, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

7. Recommendation from the Board of Park Commissioners to Approve Request to Allocate Five (5) Family Pool Memberships to 2021 Special Events and Programming.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Casey Nelson, Alderperson
SECONDER:	Amy Chandik Kunding, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

8. Recommendation from the Business Improvement District Board to Approve the De Pere Business Improvement District 2021 Operating Plan.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jonathon Hansen, Alderperson
SECONDER:	Dan Carpenter, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

9. Ordinance #20-23 Amending Chapter 150 De Pere Municipal Code Regarding Traffic Regulations (Schedule G. Parking).

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dan Carpenter, Alderperson
SECONDER:	Amy Chandik Kunding, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

10. Ordinance #20-24 Amending Chapter 23 De Pere Municipal Code to Provide Penalties for Commercial Application and Sale of Coal Tar and Other High-PAH Sealant Products.

In response to Alderperson Hansen's question, City Engineer Eric Rakers reported that staff has drafted a letter to area businesses that might sell this type of product. The department is also planning social media and website updates to educate residents.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Casey Nelson, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

11. Resolution #20-125 Establishing Penalties for Violations of Chapter 23 De Pere Municipal Code Regulating the Application and Sale of Coal Tar and Other High-PAH Sealant Products.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Jonathon Hansen, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

12. Resolution #20-126 Terminating Suspension of Garbage and Recycling Limits and Preparation Thereof.

Public Works Director Scott Thoresen explained that the primary reason for this request is concern for staff safety during the winter months. Alderperson Carpenter stated that he understands the reason for the request, and he doesn't want employees to get hurt, but he thinks the City still has to provide for the community during the pandemic. Alderperson Raasch agreed, pointing out that if the same people who are currently using the overflow service continue to do so by purchasing tags, City workers will still be exposed to the same safety concerns.

RESULT:	DEFEATED [2 TO 6]
MOVER:	Jonathon Hansen, Alderperson
SECONDER:	Shana Defnet Ledvina, Alderperson
AYES:	Jonathon Hansen, Shana Defnet Ledvina
NAYS:	Carpenter, Eserkaln, Kunding, Nelson, Raasch, Ruh

13. Resolution #20-127 Authorizing Municipal Project Agreement with Brown County (Traffic Signal Construction on Grant and Allard Streets).

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Mike Eserkaln, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

14. Resolution #20-128 Authorizing Agreement for Consulting Services Between the City of De Pere and OMNI Associates, Inc. (Grant and Allard Street Intersection Modifications and Signals & Grant Street Pedestrian Crossing).

Alderperson Carpenter asked if citizens have been notified of the planned street closures. City Engineer Eric Rakers confirmed that notices are going out in the next day or two.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Kelly Ruh, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

15. Resolution #20-129 Authorizing Issuance of a Promissory Note for Temporary Borrowing of \$250,000 for Public Purposes.

Alderperson Raasch asked if these items were originally in the 2021 budget and then cut. City Administrator Larry Delo stated that they were always part of the budget, and temporary borrowing was the identified funding source for them. City Finance Director-Treasurer Joe Zegers confirmed that these were considered in the borrowing program. They were identified as items that work better for a short term note, as opposed to borrowing over ten years. Alderperson Raasch asked what percentage of budget items is borrowed. Joe responded that approximately \$84,000 of the general fund was levied.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Casey Nelson, Alderperson
SECONDER:	Dan Carpenter, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

16. Consideration and Approval of Certain Fees for 2021.

A. Resolution #20-130, Regarding Certain Fees.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dan Carpenter, Alderperson
SECONDER:	Dean Raasch, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Nelson, Raasch, Ruh

B. Resolution #20-131, Regarding De Pere Parks, Recreation and Forestry Recreation Programs, Swimming Pool and Community Center Fees 2021.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Shana Defnet Ledvina, Alderperson
SECONDER:	Casey Nelson, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Nelson, Raasch, Ruh

17. Resolution #20-132 Authorizing Staffing Amendments to Parks, Recreation & Forestry Department and Related Changes to City's Table of Organization and Compensation Plan.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Dan Carpenter, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Nelson, Raasch, Ruh

18. Resolution #20-133 Authorizing Agreement for Contractor Services Between the City of De Pere and Midwest Athletic Fields, LLC (VFW Softball Field Renovation).

Recreation Supervisor John McDonald provided details of the project, explaining that the work being done will remedy safety concerns from extensive rain, drainage issues, etc. He also answered Council members' questions about the bids for the infield work and the fencing.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jonathon Hansen, Alderperson
SECONDER:	Casey Nelson, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Nelson, Raasch, Ruh

19. Resolution 20-134 Authorizing Dry Fire Hydrant Agreement Between Ahlstrom-Munksjo Nicolet LLC and the City of De Pere.

Fire Chief Al Matzke stated that the City has a unique opportunity because Michels Construction is allowing us to use their barge, which will reduce the cost of the install and allow the project to stay under budget. He also answered questions about pump capacity and placement.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Kelly Ruh, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

20. Resolution #20-135 Accepting Brown County Crime Prevention Funding Board Grant to Police Department.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jonathon Hansen, Alderperson
SECONDER:	Dan Carpenter, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

21. Voucher approval.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Casey Nelson, Alderperson
SECONDER:	Dean Raasch, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

22. COVID-19 update from the Health Department.

Health Director Deborah Armbruster provided updates on vaccine rollout with information on tracking, the tier system, and vaccination rates. They continue to do contact tracing, with a goal of completion within 48 hours. Staff has noticed a trend lately of people not going for testing; contacts have said they don't want to know their status because of the holidays. Deborah reported that their funding from the state has been cut, but she has identified funding sources for the three contact tracers' salary through June. She noted that their bioterrorism grant could be used toward COVID expenditures. She also answered questions on testing availability, test response time, changes to recommended quarantine length, and public education efforts.

23. Future agenda items.

Alderperson Kunding reported that the annual State of De Pere meeting will be held virtually on January 12th at 1:00 PM.

24. Consideration of and Possible Action on Public Works Contract 16-04B Dispute Involving Relyco, Inc.

Alderperson Raasch moved, seconded by Alderperson Carpenter to close the meeting at 9:05 PM. Upon vote, motion carried unanimously.

Alderperson Raasch moved, seconded by Alderperson Carpenter to open the meeting at 9:13 PM. Upon vote, motion carried unanimously.

Alderperson Ledvina moved, seconded by Alderperson Raasch to authorize the City Engineer to serve the contractor and its bond company with notice of default on the contract. Upon vote, motion carried unanimously.

25. Adjournment.

Aldersperson Nelson moved, seconded by Aldersperson Carpenter to adjourn the meeting at 9:16 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Carey Danen, City Clerk



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: January 5, 2021

DEPARTMENT: Plan Commission

FROM: Daniel Lindstrom

SUBJECT: C. Ordinance #21-01 Rezoning Certain Property from R-1 Single Family Residence to I-B-2 Industrial-Business-2 (Parcels WD-2021, WD-L482-2, WD-L483-1, WD-L484-1, WD-L485, WD-L486, WD-L510, WD-L511, WD-L514 and WD-L515; southern end of American Boulevard).

On November 23, 2020 Plan Commission unanimously recommended approval, with one condition, by a vote of 7-0.

ATTACHMENTS:

- Ord21-01 (PDF)
- Public Hearing Notice_2400 block American Bl rezoning_Jan 2020 (DOCX)
- 11-23-20 PC Report -West Business Park Expansion (Garrity) (DOCX)
- Application Form and attachments (PDF)
- CurrentZoning (PDF)
- Proposed Rezoning (PDF)

ORDINANCE #21-01
 REZONING CERTAIN PROPERTY FROM R-1 SINGLE FAMILY RESIDENCE DISTRICT
 TO I-B-2 INDUSTRIAL-BUSINESS-2 DISTRICT
 (Parcels WD-2021, WD-L482-2, WD-L483-1, WD-L484-1, WD-L485, WD-L486, WD-L510,
 WD-L511, WD-L514 and WD-L515; Southern end of American Boulevard)

WHEREAS, the Common Council of the City of De Pere, having reviewed the recommendation of the City Plan Commission regarding the proposed change in zoning classification for the property described below and having scheduled a public hearing then to be decided by the Common Council; and

WHEREAS, the City Clerk, having published a Class 2 Notice of Public Hearing regarding such proposed zoning change and, pursuant thereto, a public hearing having been held on the 5th day of January, 2020 at 7:35 p.m. and the Common Council having heard all interested parties or their agents and attorneys;

NOW, THEREFORE, the Common Council of the City of De Pere, Wisconsin, do ordain as follows:

Section 1. That the following described property:

Parcel WD-2021

Outlet 2, Plat of Garrity's Glen South, City of De Pere, West side of Fox River, Brown County, Wisconsin

Parcel WD-L482-2

The East 12 acres of Lot Ninety-nine (99), according to the recorded Plat of Subdivision of Williams Grant, in the City of De Pere, West side of Fox River, Brown County, Wisconsin

Parcel WD-L483-1

The East 12 acres of Lot One Hundred (100), according to the recorded Plat of Subdivision of Williams Grant, in the City of De Pere, West side of Fox River, Brown County, Wisconsin

Ordinance #21-01

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Parcel WD-L484-1

The East 12 acres of Lot One Hundred One (101), according to the recorded Plat of Subdivision of Williams Grant, in the City of De Pere, West side of Fox River, Brown County, Wisconsin

Parcel WD-L485

Lot One Hundred Two (102), according to the recorded Plat of Subdivision of Williams Grant, in the City of De Pere, West side of Fox River, Brown County, Wisconsin, excepting therefrom that portion used for highway purposes and excepting therefrom Document Number 216114

Parcel WD-L486

Lot One Hundred Three (103), according to the recorded Plat of Subdivision of Williams Grant, in the City of De Pere, West side of Fox River, Brown County, Wisconsin, excepting therefrom that portion used for highway purposes and excepting therefrom Document Number 18430401 and Document Number 216114

Parcel WD-L510

That part of Lot One Hundred Twenty-two (122), lying West of railroad, according to the recorded Plat of Subdivision of Williams Grant, in the City of De Pere, West side of Fox River, Brown County, Wisconsin

Parcel WD-L511

That part of Lot One Hundred Twenty-three (123), lying West of railroad, according to the recorded Plat of Subdivision of Williams Grant, in the City of De Pere, West side of Fox River, Brown County, Wisconsin

Parcel WD-L514

That part of Lot One Hundred Twenty-four (124), lying West of railroad, according to the recorded Plat of Subdivision of Williams Grant, in the City of De Pere, West side of Fox River, Brown County, Wisconsin

Parcel WD-L515

That part of Lot One Hundred Twenty-five (125), lying West of railroad, according to the recorded Plat of Subdivision of Williams Grant, in the City of De Pere, West side of Fox River, Brown County, Wisconsin

Ordinance #21-01

Page 2 of 2

shall be and the same is hereby rezoned from the present zoning classification of R-1, Single Family Residence District, to I-B-2, Industrial-Business-2 District, as set forth in and regulated by the provisions of §14-52 of the De Pere Zoning Code, conditioned upon compliance with the provisions of Chapter 14, De Pere Municipal Code.

Section 2. The City Clerk is directed to amend the City of De Pere Zoning Map in conformity with the provisions of this ordinance.

Section 3. All other ordinances in conflict herewith are hereby repealed.

Section 4. This ordinance shall take effect upon its passage and publication according to law.

Adopted by the Common Council of the City of De Pere, Wisconsin, this 5th day of January, 2021.

APPROVED:

James G. Boyd, Mayor

ATTEST:

Carey E. Danen, City Clerk

Ayes: _____

Nays: _____

Publication Date: _____

Effective Date: _____

Publish: December 21, 2020 and December 28, 2020 in the Green Bay Press-Gazette (Class 2 Notice)

NOTICE OF PUBLIC HEARING

Notice is hereby given, that on **Tuesday, January 5, 2021** at 7:35 PM or as soon thereafter as can be heard, a public hearing will be held by the Common Council of the City of De Pere to act on the request to rezone the following properties:

Parcels WD-2021, WD-L482-2, WD-L483-1, WD-L484-1, WD-L485, WD-L486, WD-L510, WD-L511, WD-L514, and WD-L515 at the 2400 block of American BL, approximately 0.0 feet south from the southern end of American BL, from R-1 (Single Family Residence District) to I-B-2 (Industrial-Business-2 District).

Due to the public health emergency, the meeting will be held electronically and the public may attend this meeting electronically or telephonically by accessing either: Computer/smart phone accessing <https://www.gotomeet.me/DePere> OR dial by phone: United States (Toll Free): 1-866-899-4679 United States: +1 (312) 757-3117 Access Code: 154-883-285.

A map of the proposed rezoning is available by emailing Peter Schleinz at pschleinz@deperewi.gov.

Dated this 21st day of December, 2020.

BY ORDER OF THE COMMON COUNCIL

James G. Boyd
Mayor

Carey E. Danen
City Clerk

- Item 8:** Staff recommendation and possible action regarding a rezoning request from R-1 Single Family Residence to I-B-2 Industrial Business 2 at the southern end of American Boulevard (parcels WD-L486, WD-L510, WD-L485, WD-L511, WD-2021, WD-L484-1, WD-L514, WD-L483-1, WD-L515, and WD-L482-2).*

SITE MAP



REQUESTED ACTION: Rezoning Request.
Rezone all of Parcels WD-L486, WD-L510, WD-L485, WD-L511, WD-2021, WD-L484-1, WD-L514, WD-L483-1, WD-L515, and WD-L482-2 from R-1 (Single Family Residence District) to Industrial Business Two (I-B-2)

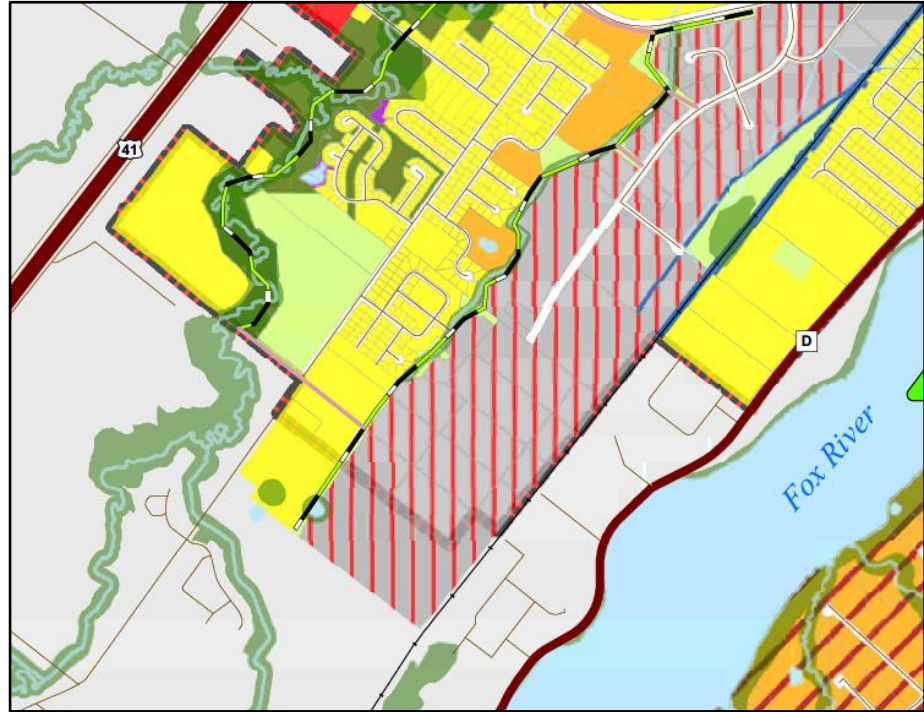
COMMON DESCRIPTION: Southern end of American BL in the West De Pere Business Park

PARCEL NUMBERS: WD-2021 (Owner: R & M GARRITY FARM LLC)
WD-L482-2 (Owner: GARRITY FAMILY REAL ESTATE LLC)
WD-L483-1 (Owner: GARRITY FAMILY REAL ESTATE LLC)
WD-L484-1 (Owner: GARRITY FAMILY REAL ESTATE LLC)
WD-L485 (Owner: GARRITY FAMILY REAL ESTATE LLC)
WD-L486 (Owner: GARRITY FAMILY REAL ESTATE LLC)
WD-L510 (Owner: GARRITY FAMILY REAL ESTATE LLC)
WD-L511 (Owner: GARRITY FAMILY REAL ESTATE LLC)
WD-L514 (Owner: GARRITY FAMILY REAL ESTATE LLC)
WD-L515 (Owner: GARRITY FAMILY REAL ESTATE LLC)

SURROUNDING LAND USES: North: Farm/Agricultural Lands, WPS Station, and business park uses (I-B-2)
South: Farm/Agricultural Lands (Town of Lawrence)

East: CN Railroad and single-family residential (Town of Lawrence)
West: Single-family residential, multi-family residential, stormwater pond, and farm/Agricultural Lands (R-1, R-3, I-B-2 PDD)

COMPREHENSIVE PLAN: The 2010 Comprehensive Plan text and the Future Land Uses Map (Figure 2-6) identify future land use as Business Park Uses



The proposed business park use is in accordance with the the Comprehensive Plan Future Land Use Map, reflecting desired development patterns.

APPLICANT / OWNER:

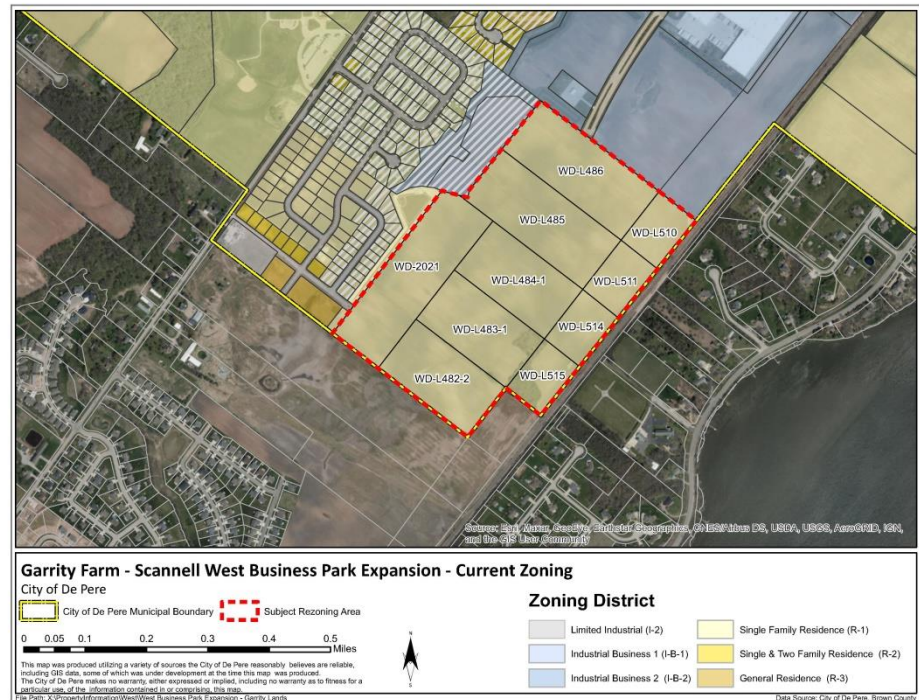
Applicant:
SCANNELL PROPERTIES, LLC
Zachary Zweifler, Development Associate
Authorized Representative
8801 River Crossing Boulevard, Suite 300
Indianapolis, IN, 46240

Owners:
GARRITY FAMILY REAL ESTATE LLC
Patricia Beaumia
Authorized Representative
3173 Trentonn Lane
Green Bay, WI 54313

R & M GARRITY FARM LLC
Patricia Beaumia
Authorized Representative
3173 Trentonn Lane
Green Bay, WI 54313

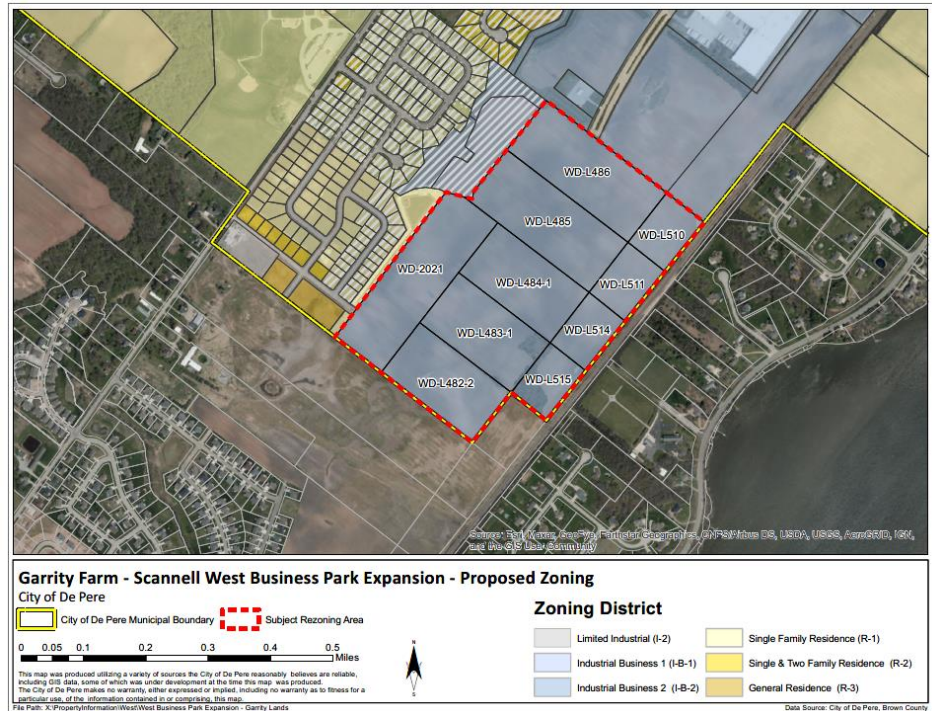
EXISTING ZONING:

R-1 - Single Family Residence District



PROPOSED ZONING:

I-B-2 – Industrial Business 2 District



PROJECT REVIEWS:

This petition reflects a request for a rezoning of the lands to match the current business park and comprehensive plan.

STAFF REVIEW:

With this request, the applicant proposes rezoning of all 10 parcels from R-1 Single Family Residential to Industrial Business Two (I-B-2) to match the

existing business park and Comprehensive Plan.

Typically, the City has been the land owner to the business park properties and this is the first large scale private development of business park properties in the City of De Pere business parks and tax increment districts. Scannell Properties is a privately owned real estate development and investment company that focuses on build-to-suit and speculative development projects throughout the United States, Canada and Europe. More information about the company can be found here: <https://www.scannellproperties.com/about>.

It is anticipated that the applicant will present individual projects as either build-to-suit or speculative development projects on a case by case basis with the Plan Commission, similar to if the City of De Pere was the land owner. The City also anticipates working with the applicant to continue the extension of American Boulevard. These are later steps in the process. The zoning code does provide assurances to buffer non-residential uses from residential zoned lands bedevolved to the west. The applicant has stated it is important to buffer the business park uses from the residential uses and proposes to offer smaller uses and proposes similar sized commercial uses as those built around American Court.

Site History

After an air photo review from 1936 to 2020, the site continues to be managed as a farm fields for agricultural operations.

Neighbor Outreach

All property owners within 300 feet of the subject area have been notified of this application.

REVIEW PROCESS:

For rezoning applications, the Plan Commission provides a recommendation to the Common Council. A public hearing will be held at the December 15, 2020 Common Council meeting prior to a final decision by the Common Council.

STAFF RECOMMENDATION:

Staff recommends APPROVAL of the request to rezone parcels WD-L486, WD-L510, WD-L485, WD-L511, WD-2021, WD-L484-1, WD-L514, WD-L483-1, WD-L515, and WD-L482-2 at the southern end of American Boulevard from R-1 - Single Family Residence District to I-B-2 – Industrial Business 2 District., subject to the following:

1. Compliance with all state and local laws and regulations, including compliance with all the provisions of Chapter 14, De Pere Municipal Code.

	CITY OF DE PERE APPLICATION FOR REZONING	Fee: \$ 305.00
		Receipt #:
		Date:

Read all instructions provided before completing. If additional space is needed, attach additional pages. Type or use black ink.

SECTION 1: Applicant / Permittee Information

Applicant Name (Ind., Org. or Entity) Scannell Properties, LLC	Authorized Representative Zachary Zweifler	Title Development Associate	
Mailing Address 8801 River Crossing Boulevard, Suite 300	City Indianapolis	State IN	ZIP Code 46240
Email Address	Phone Number (incl. area code) 763-331-8857	Fax Number (incl. area code)	

SECTION 2: Landowner Information (complete these fields when project site owner is different than applicant)

Name (Ind. Org. or Entity) Garrry Fmly RE AND R&M Garrry Farm	Contact Person Patricia Beaumia	Title	
Mailing Address 3173 Trenton Lane	City Green Bay	State WI	ZIP Code 54313
Email Address	Phone Number (incl. area code)	Fax Number (incl. area code)	

SECTION 3: Project or Site Location

Project Address/Description North of the Town of Lawrence and West of CN Railroad	Parcel Number(s): See attached.
--	--

SECTION 4: Proposed Rezoning Use

Existing Zoning:	R-1 -SINGLE FAMILY RESIDENCE		
Proposed Zoning:	I-B-2 INDUSTRIAL BUSINESS 2		
Adjacent Zoning: North I-B-2	Adjacent Zoning: South Town of Lawrence	Adjacent Zoning: West Town of Lawrence	Adjacent Zoning: East R-1 PDD
Present Use of Parcel	Agricultural lands		
Proposed Use of Parcel	Manufacturing, Assembly, Distribution, Storage		

SECTION 5: Certification and Permission

Certification: I hereby certify that I am the owner or authorized representative of the owner of the property which is the subject of this Permit Application. I certify that the information contained in this form and attachments is true and accurate. I certify that the project will be in compliance with all permit conditions. I understand that failure to comply with any or all of the provisions of the permit may result in permit revocation and a fine and/or forfeiture under the provisions of applicable laws.

Permission: I hereby give the City permission to enter and inspect the property at reasonable times, to evaluate this notice and application, and to determine compliance with any resulting permit coverage.

Name of Owner/Authorized Representative (please print) Zachary Zweifler	Title Development Associate	Phone Number 763-331-8857
Signature of Applicant 		Date Signed November 13, 2020

Attached additional sheets if necessary.

November 13, 2020

Letter of Intent

Applicant/Developer: Scannell Properties, LLC
8801 River Crossing Boulevard, Suite 300
Indianapolis, IN 46240

Property: Parcels WD L-482-2, WD L-483-1, WD L-484-1, WD L-485, WD L-486, WD L-510, WD L-511, WD L-514, WD L-515, and WD-2021 City of De Pere, WI

Proposed Use:

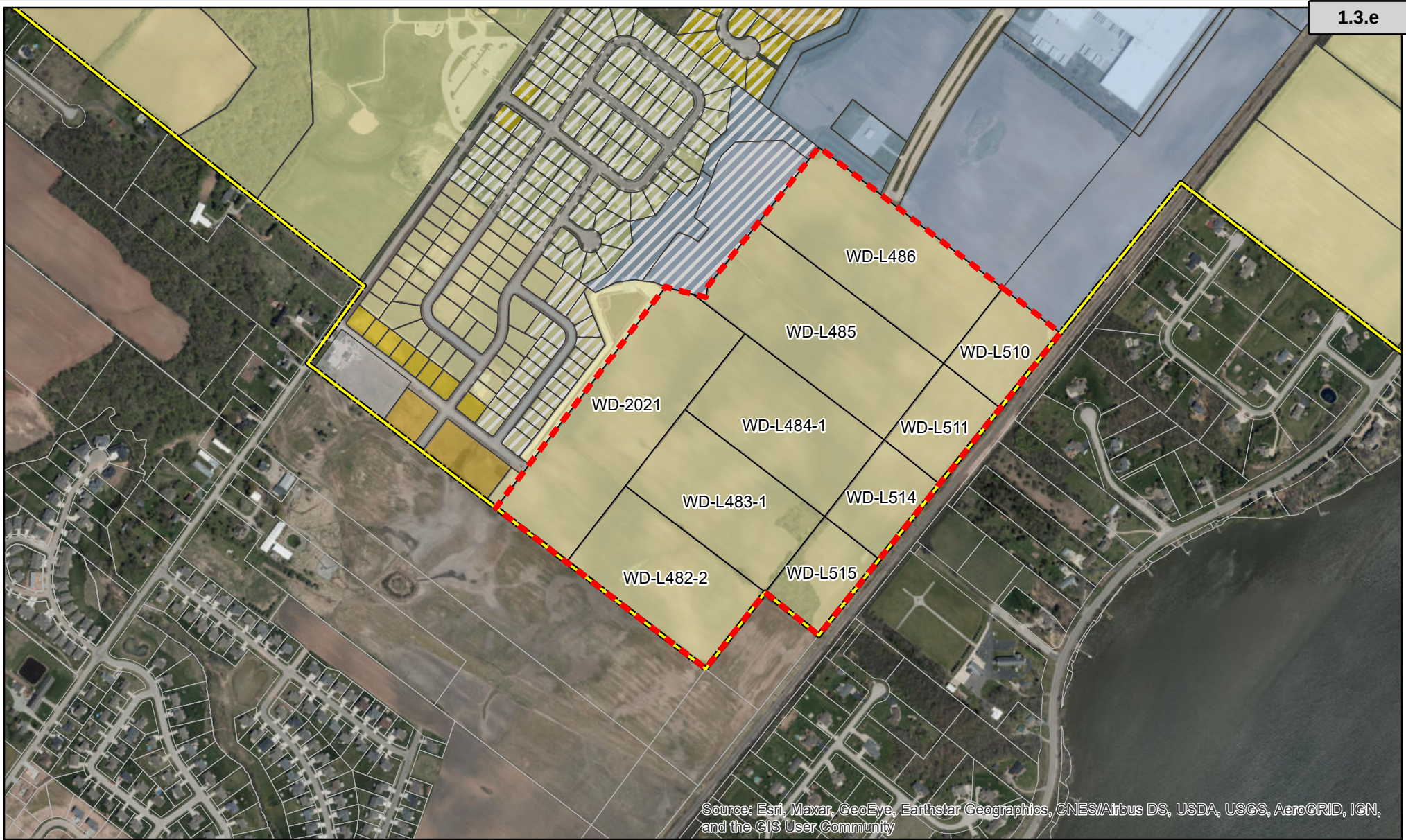
Scannell Properties has agreed to acquire approximately 105.4 north of the Town of Lawrence and west of CN Railroad, subject to zoning approvals. The planned construction would consist of multiple buildings in a continuation of the existing Business Park with appropriate truck docks, trailer storage, and employee parking.

Existing Zoning: Single Family Residence (R-1)

Existing Future Land Use: Business Park

Zoning Classification Requested: Industrial Business 2 (I-B-2)

Acreage of Zoning Request: 105.4 acres



Garrity Farm - Scannell West Business Park Expansion - Current Zoning

City of De Pere

 City of De Pere Municipal Boundary  Subject Rezoning Area

0 0.05 0.1 0.2 0.3 0.4 0.5 Miles

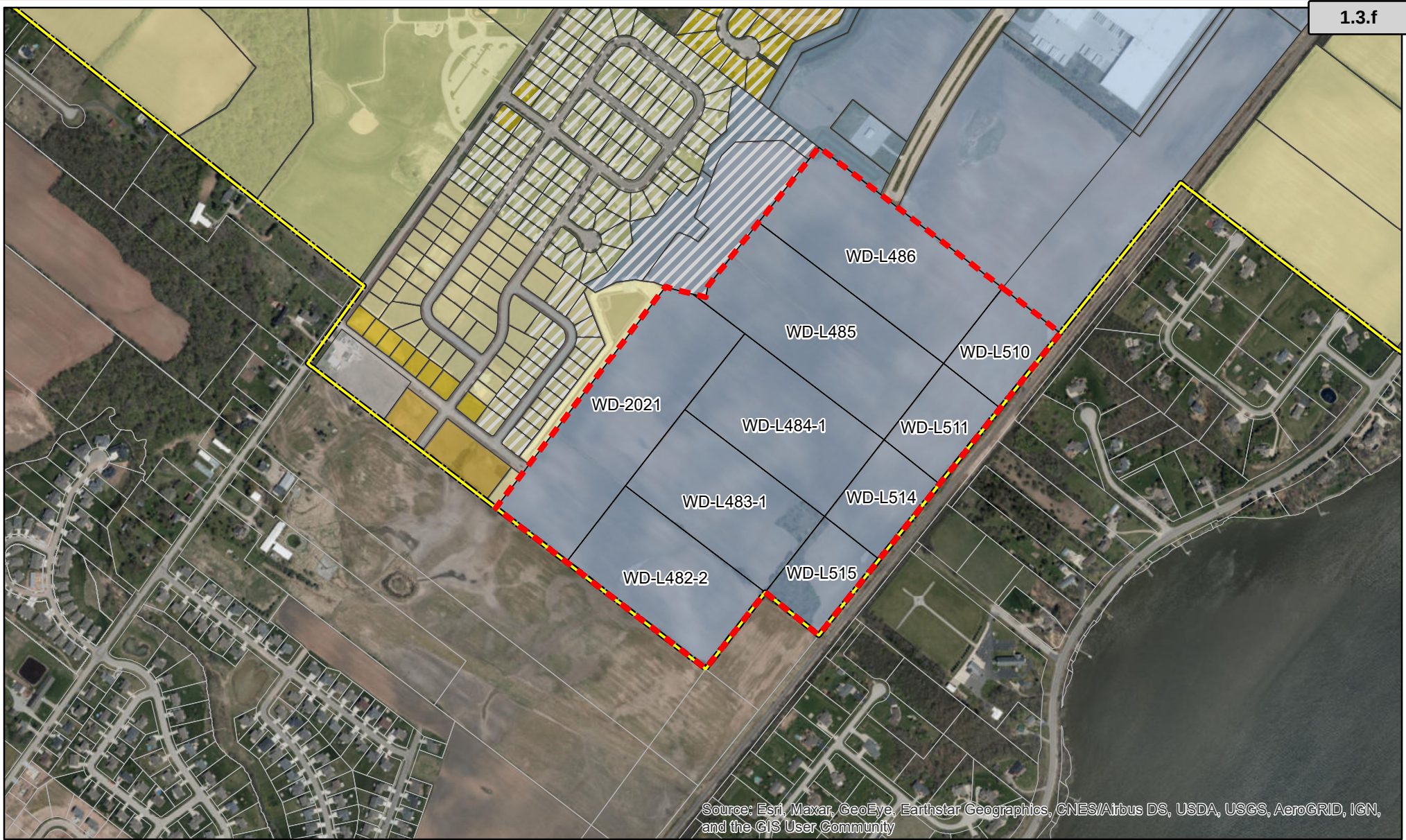
This map was produced utilizing a variety of sources the City of De Pere reasonably believes are reliable, including GIS data, some of which was under development at the time this map was produced. The City of De Pere makes no warranty, either expressed or implied, including no warranty as to fitness for a particular use, of the information contained in or comprising, this map.



Zoning District

 Limited Industrial (I-2)	 Single Family Residence (R-1)
 Industrial Business 1 (I-B-1)	 Single & Two Family Residence (R-2)
 Industrial Business 2 (I-B-2)	 General Residence (R-3)

Data Source



Garrity Farm - Scannell West Business Park Expansion - Proposed Zoning

City of De Pere

 City of De Pere Municipal Boundary  Subject Rezoning Area

0 0.05 0.1 0.2 0.3 0.4 0.5 Miles

This map was produced utilizing a variety of sources the City of De Pere reasonably believes are reliable, including GIS data, some of which was under development at the time this map was produced. The City of De Pere makes no warranty, either expressed or implied, including no warranty as to fitness for a particular use, of the information contained in or comprising, this map.



Zoning District

 Limited Industrial (I-2)	 Single Family Residence (R-1)
 Industrial Business 1 (I-B-1)	 Single & Two Family Residence (R-2)
 Industrial Business 2 (I-B-2)	 General Residence (R-3)

Data Source



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: January 5, 2021

DEPARTMENT: Common Council

FROM: Peter Schleinz

SUBJECT: C. Resolution #21-01 (Renumbered Resolution #20-121) Regarding the Vacation of a Public Thoroughfare (500 Block of Charles Street; adjacent to Parcels ED-914 and ED-920).

On November 17, 2020 Common Council referred the resolution to public hearing.

On March 23, 2020 Plan Commission unanimously recommended approval by a vote of 7-0.

The original discontinuance review by Plan Commission in March included both Wisconsin ST and Charles ST. Due to timing with changes in the conditions, Common Council is reviewing the discontinuance of the two streets separately.

ATTACHMENTS:

- Public Hearing Notice - Charles ST (PDF)
- Reso21-01-Final 20-121 (PDF)
- Exhibit A-Charles Street Vacation (PDF)
- ROW Vacation - S Wisconsin ST & Charles ST - Plan Commission Report (PDF)
- Discontinuance Exhibit - Charles ST - L-11241 (PDF)
- Application Form - NOT PAID YET (PDF)

Publish: December 14, December 21, and December 28, 2020 in the Press Gazette (Class III Notice)

NOTICE OF PUBLIC HEARING

Notice is Hereby given, that on **Tuesday, January 5, 2021** at 7:35 PM or as soon thereafter as can be heard in the Council Chambers of the De Pere City Hall, 335 S. Broadway St, De Pere, WI, a public hearing will be held by the Common Council of the City of De Pere to act on a vacation of a public thoroughfare at the 500 BLK Charles Street, adjacent to Parcels ED-914 and ED-920, described as:

Part of Charles Street being located in part of Private Claims 32 and 33, East Side of the Fox River, City of DePere, Brown County, Wisconsin, more fully described as follows:

Beginning at the Northeast Corner of Lot 12, Block 27 of the "Original Plat of De Pere" Volume 1, Plats, Page 23, Document number 17, Brown County Records; thence N89°21'02"W, 159.73 feet along the North line of said Lot 12 and its extension; thence 65.58 feet along the West right of way of Charles Street being the arc of a 304.50 foot radius curve to the left whose long chord bears N24°13'54"E, 65.46 feet; thence S89°21'02"E, 133.55 feet along the North right of way of Charles Street; thence S0°38'58"W, 60.00 feet to the point of beginning.

Road Vacation area contains 8,720 square feet / 0.20 acres more or less.

A map and detailed description of the proposed right-of-way vacation is available through the City of De Pere Development Services Department at 335 S. Broadway St., De Pere, WI 54115.

Dated this 14th day of December, 2020.

BY ORDER OF THE COMMON COUNCIL

James G. Boyd
Mayor

Carey E. Danen
City Clerk

RESOLUTION #21-01
(Renumbered Resolution #20-121)

REGARDING THE VACATION OF A PUBLIC THOROUGHFARE
(500 Block of Charles Street; Adjacent to Parcels ED-914 and ED-920)

WHEREAS, the Common Council of the City of De Pere has initiated the vacation and discontinuance of a public thoroughfare in accordance with the requirements of Wis. Stats. §66.1003(4)(a); and

WHEREAS, the public interest may require the vacation of such rights-of-way; and

WHEREAS, the Plan Commission has reviewed and recommended approval of such vacation and discontinuance, with a public hearing on said vacation to be held in accordance with Wis. Stats. §66.1003(4)(b), on January 5, 2021 at 7:35 p.m.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. West portion of the 500 Block of Charles Street located west from the alley and the Charles Street/South Michigan Street intersection, East Side of Fox River, City of De Pere, Brown County, Wisconsin more fully described as:

Part of Charles Street being located in part of Private Claims 32 and 33, East Side of the Fox River, City of De Pere, Brown County, Wisconsin, more fully described as follows: Beginning at the Northeast Corner of Lot 12, Block 27 of the "Original Plat of De Pere" Volume 1, Plats, Page 23, Document number 17, Brown County Records; thence N89°21'02"W, 159.73 feet along the North line of said Lot 12 and its extension; thence 65.58 feet along the West right of way of Charles Street being the arc of a 304.50 foot radius curve to the left whose long chord bears N24°13'54"E, 65.46 feet; thence S89°21'02"E, 133.55 feet along the North right of way of Charles Street; thence S0°38'58"W, 60.00 feet to the point of beginning.

Road Vacation area contains 8,720 square feet / 0.20 acres more or less.

be and the same is hereby wholly vacated and discontinued as a public thoroughfare. All

Resolution #21-01

Page 2 of 2

utility easements are retained. Said public right-of-way to be vacated is shown on the scale map attached hereto and incorporated by reference herein as Exhibit A.

Section 2. The City Clerk-Treasurer is hereby authorized and directed to file and record this resolution, with the legal description and map attached, in the Office of the Register of Deeds for Brown County and to amend the Official Map of the City in conformity with this Resolution.

Introduced to the Common Council of the City of De Pere at its regular meeting held on the 17th day of November, 2020.

Adopted by the Common Council of the City of De Pere, Wisconsin, this 5th day of January, 2021.

APPROVED:

James G. Boyd, Mayor

ATTEST:

Carey E. Danen, City Clerk

Ayes: _____

Nays: _____

Plan Commission Approval: 3/23/2020



Road Vacation Exhibit

Part of Charles Street being located in part of Private Claims 32 and 33, East Side of the Fox River,
City of DePere, Brown County, Wisconsin



North



Bearings referenced to the
West line of S Wisconsin
Street, assumed to be
N0°38'17"E

width varies

Lot 1
54 CSM 312

S Wisconsin Street

S Wisconsin Street

C-1

65.58'

53.67'

8720 sq. ft.
0.20 ac.

106.06'

N89°21'02"W 159.73'

N0°38'17"E 106.50'

N89°21'43"W 3.00'

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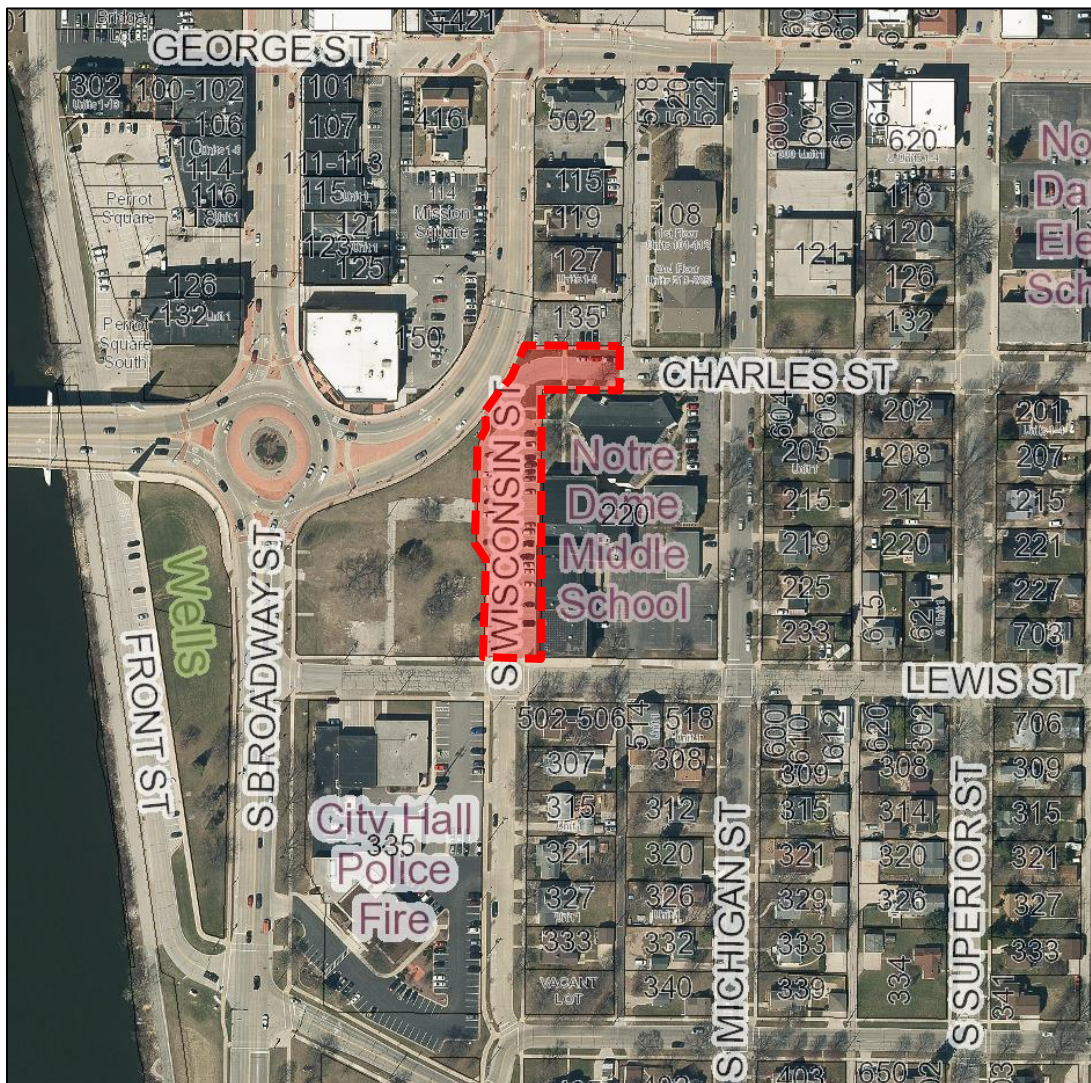
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- ITEM 10: Staff recommendation and possible action regarding a proposed right-of-way vacation/discontinuance for the 200 BLK of S Wisconsin ST and the west portion of the 500 BLK Charles ST (Adjacent to Parcels ED-812, ED-914, ED-920).

*

PROPOSED RIGHT-OF-WAY VACATION/DISCONTINUANCE



REQUESTED ACTION: Public Right-Of-Way Vacation/Discontinuance Approval.

Right-Of-Way Vacation/Discontinuance for two unnecessary street segments should the Mulva Cultural Center be developed.

COMMON DESCRIPTION: The 200 BLK of S Wisconsin ST and part of the 500 BLK of Charles ST, located north from the Wisconsin ST/Lewis ST intersection and west from the alley and the Charles ST/S Michigan ST intersection.

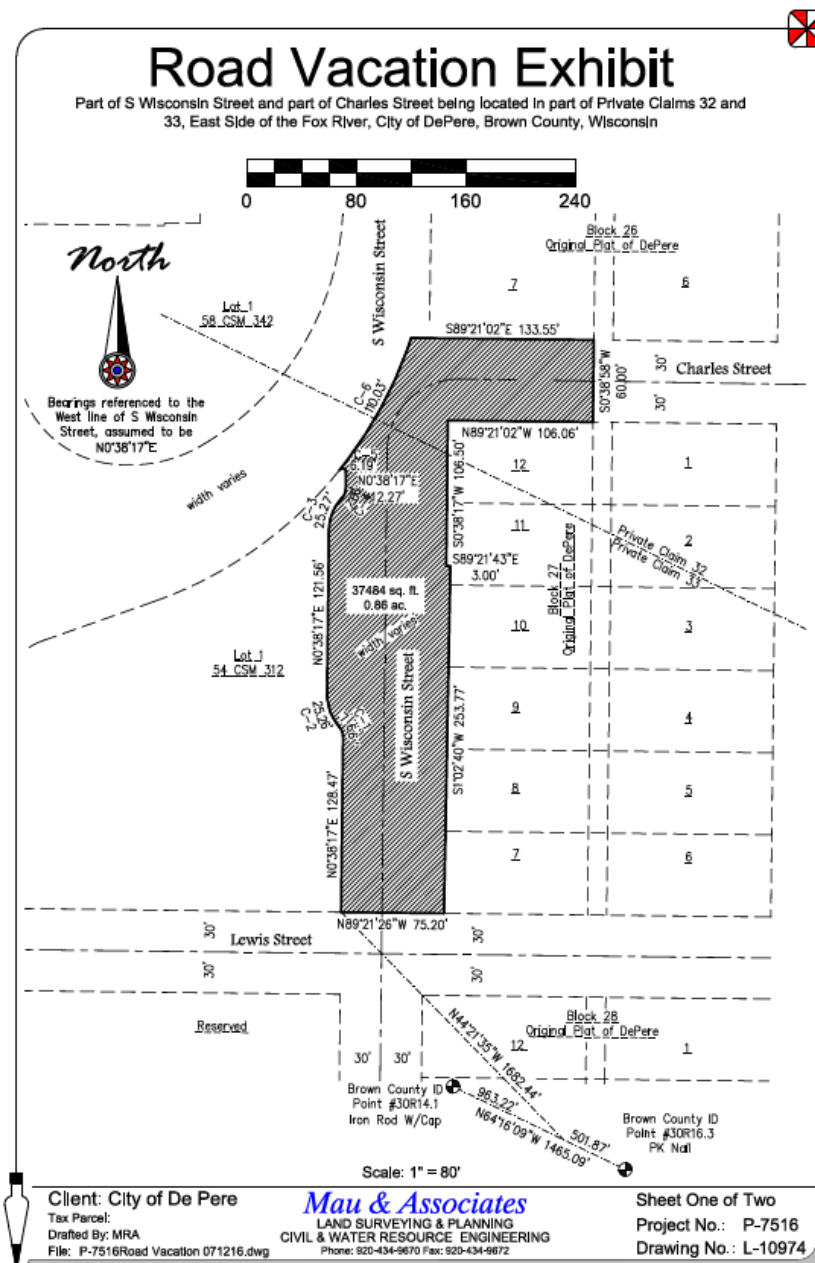
PARCEL NUMBER(S):	Adjacent to Parcels ED-812, ED-914, ED-920	
EXISTING ZONING:	None as the area is existing Right-Of-Way.	
PROPOSED ZONING:	If the vacation is approved by Common Council, and a proposed rezoning for the subject parcels occurs in the near future the vacated right-of-way will take on an R-4 zoning with a PDD overlay.	
SURROUNDING LAND USES:	Uses surrounding the proposed development, not the right-of-way: North (across Wisconsin & Charles) B-1, R-3, R-4 – business, multi-family South (across Lewis) R-2 – Government, single & two-family East (across Michigan) R-2 – single & two-family West (Across Broadway) B-1 – parkland & Fox River	
COMPREHENSIVE PLAN:	Commercial & Institutional/Governmental Facilities	
APPLICANT/OWNER NAME:	Rick Bilotto Authorized Representative De Pere Cultural Foundation INC 231 S Adams ST Green Bay, WI 54301	City of De Pere Public Right-of-way Owner 335 S Broadway ST De Pere, WI 54115
SITE HISTORY:	The proposed site includes parts of two City streets, created from the “Original Plat of De Pere,” that have been in existence since air photos of 1938. The City block to the west of S Wisconsin ST is vacant, and the block to the east has a church, middle school, and parking lot. In the first week of May 2019, the Mulva family announced plans to build an approximate \$50 million cultural center on the site called the “Mulva Cultural Center.” One week later, plans were announced to remove the middle school and the nearby Notre Dame Elementary School, and build a new \$27 million middle/elementary school on the existing elementary school property. Construction of the new off-site school is in progress. In November 2019, St. Francis Xavier Church proposed a land division and site plan for Parcel ED-920 that included the removal of buildings, retaining and expanding the church building, and separating the parking lot. The purpose of the separation of the parking lot was to create a shared parking area with the future cultural center. On January 27, 2020, the De Pere Redevelopment Authority initiated the drafting of agreements to transfer ownership of Parcel ED-812 to the De Pere Cultural Foundation INC for the construction of the Mulva Cultural Center. In February and March 2020, the Mulva Cultural Center Foundation initiated a rezoning and a right-of-way vacation/discontinuance of lands to prepare the area for the Mulva Cultural Center building. This report reflects the vacation/discontinuance only; the rezoning and plan	

development creation will be reviewed by Plan Commission in the coming months.

STAFF REVIEW:

When reviewing a right-of-way vacation/discontinuance, staff utilizes the vacation process identified in Wisconsin State Statutes 66.103 and 66.105. The role of the Plan Commission in the process is to determine if such a vacation/discontinuance is necessary and if so, recommend to the Common Council that the right-of-way be vacated/discontinued. The following are factors for consideration:

- The right-of-way area is adjacent to three parcels of land. The primary use for the streets is access and parking for a middle school that is proposed to be demolished upon the completion of the new school and for parking for a nearby church. Parking accommodations for the church are proposed to be accommodated with a new Church/cultural center.
- The adjacent parcels are proposed for the redevelopment of the vacant sites into the Mulva Cultural Center. The east side of the proposed new building, and parking area, would land within the right-of-way if the right-of-way is not vacated/discontinued.
- The vacation/discontinuance has been reviewed by Development Services and Engineering staff. Conditions of approval were reviewed by Legal staff. If the right-of-way is vacated, the proposed conditions should apply.
 - Create/retain a utility easement for all of Charles Street, but the utilities and easement can be removed for Wisconsin Street.
 - Create an 8-foot snow storage easement at the east end of the vacating Charles Street at the alley.
 - Create a 20-foot walkway easement over the sidewalk on the north side.
 - Relocate the Charles Street sanitary sewer and storm sewer lateral to St Francis Xavier Church. If this property is not going back to St Francis Xavier, they will need rights for their laterals in these areas.
 - If the right-of-way is vacated/discontinued the land should legally be attached to Parcels ED-812, ED-914 and ED-920.



Typically, when a right-of-way is vacated/discontinued, the land is divided in half and attached to each adjacent property owner. However; when all of the land was originally dedicated by an owner on one side of the right-of-way to create the street, all of the rights-of-way then is attached back to the original land that dedicated the right-of-way. Brown County Property Listing has indicated that S Wisconsin ST and Charles ST likely will be divided in half, with all of the parking area of the right-of-way on S Wisconsin ST going to the west.

All immediately adjacent property owners have been notified of the right-of-way vacation/discontinuance petition. No comments have been received as of March 17, 2020.

If an adjacent property owner did object to a proposed vacation, then the need for a simple majority vote of approval from the Common Council changes to the need for a 2/3 vote (6 out of 8 Council members must vote in favor, not just 2/3 of Council members in attendance when voting).

Any property owner comments received after March 17, 2020, will be provided to the Plan Commission at the meeting on March 23, 2020.

REVIEW PROCESS:

The Common Council will review the Plan Commission recommendation twice, first as a resolution on April 8, 2020 and then with a public hearing and resolution potentially on May 19, 2020.

Immediately adjacent property owners were notified of all proposed meetings. The review process follows State Statute requirements and there is not a 300-foot nearby neighbor notification requirement.

STAFF RECOMMENDATION:

Staff recommends APPROVAL and forwarding the right-of-way vacation to the Common Council for final approval with the following conditions:

1. Create/retain A utility easement over all of Charles Street from the alley to Wisconsin Street. No permanent structures will be allowed in this area.
2. Any utilities within Wisconsin Street are properly relocated to allow easements within the right-of-way to be released.
3. Create an 8-foot snow storage easement at the east end of the vacating Charles Street at the alley.
4. Create a 20-foot walkway easement over the sidewalk on the north side.
5. Relocate the Charles Street sanitary sewer and storm sewer lateral to St Francis Xavier Church. If this property is not going back to St Francis Xavier, they will need rights for their laterals in these areas.

LEGAL DESCRIPTION

Part of S Wisconsin Street and part of Charles Street being located in part of Private Claims 32 and 33, East Side of the Fox River, City of De Pere, Brown County, Wisconsin, more fully described as follows:

Beginning at the Southeast corner of Lot 1, Volume 54, Certified Survey Maps, Page 312, Map No. 7902, Document No. 2415438, Brown County Records; thence N0°38'17"E, 128.47 feet along the East line of said Lot 1; thence 7.66 feet along said East line being the arc of a 10.00 foot radius curve to the left whose long chord bears N211°46.5"W, 7.47 feet; thence 25.27 feet along said East line being the arc of a 33.00 foot radius curve to the right whose long chord bears N21°17'46.5"W, 24.65 feet; thence

N0'38'17"W, 121.56 feet along said East line; thence 25.27 feet along said East line being the arc of a 33.00 foot radius curve to the right whose long chord bears N22'34'21.5"E, 24.65 feet; thence 7.66 feet along said East line being the arc of a 10.00 foot radius curve to the left whose long chord bears N22'34'21.5"E, 7.47 feet; thence NO'38'17"W, 12.27 feet along said East line; thence 6.19 feet along said East line being the arc of a 2.50 foot radius curve to the left whose long chord bears N70'17'54.5"W, 4.73 feet; thence 110.03 feet along the arc of a 304.50 foot radius curve to the left whose long chord bears N28'24'48"E, 109.43 feet; thence S89'21'02"E, 133.55 feet along the North right of way and it's extension of Charles Street; thence SO*38'58"W, 60.00 feet to the South right of way of said Charles Street; thence N89'21'02"W, 106.06 feet along said South right of way; thence SO'38'17"W, 106.50 feet along the East right of way of S Wisconsin Street; thence S89'21'43"E, 3.00 feet along said East right of way; thence S1'02'40"W, 253.77 feet along said East right of way, thence N89'21'26"W, 75.20 feet along the North right of way of Lewis Street to the point of beginning.

Road Vacation area contains 37,484 square feet / 0.86 acres more or less.

Part of Charles Street being located in part of Private Claims 32 and 33, East Side of the Fox River,
City of DePere, Brown County, Wisconsin



Drawing No.: L-11241



LEGAL DESCRIPTION OF ROAD TO BE VACATED

Part of Charles Street being located in part of Private Claims 32 and 33, East Side of the Fox River, City of DePere, Brown County, Wisconsin, more fully described as follows:

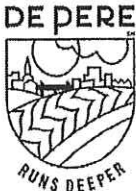
Beginning at the Northeast Corner of Lot 12, Block 27 of the "Original Plat of De Pere" Volume 1, Plats ,Page 23, Document number 17, Brown County Records; thence N89°21'02"W, 159.73 feet along the North line of said Lot 12 and its extension; thence 65.58 feet along the West right of way of Charles Street being the arc of a 304.50 foot radius curve to the left whose long chord bears N24°13'54"E, 65.46 feet; thence S89°21'02"E, 133.55 feet along the North right of way of Charles Street; thence S0°38'58"W, 60.00 feet to the point of beginning.

Road Vacation area contains 8,720 square feet / 0.20 acres more or less.

Curve Data

CURVE	ARC LENGTH	RADIUS	CHORD LENGTH	CHORD BEARING	CENTRAL ANGLE	TANGENT BEARING
C-1	65.58	304.50	65.46	N24°13'54"E	12°20'26"	N18°03'41"E, S30°24'07"W



	CITY OF DE PERE APPLICATION FOR ROW VACATION	Fee: \$ 305.00 Receipt #: _____ Date: _____
---	---	--

Read all instructions provided before completing. If additional space is needed, attach additional pages. Type or use black ink.

SECTION 1: Applicant / Permittee Information

Applicant Name (Ind., Org. or Entity) De Pere Cultural Foundation, Inc.	Authorized Representative Rick Bilotto	Title Owner's Representative	
Mailing Address 231 S. Adams Street	City Green Bay	State WI	ZIP Code 54301
Email Address rick@theprgteam.com	Phone Number (incl. area code) 920-366-3783	Fax Number (incl. area code)	

SECTION 2: Landowner Information (complete these fields when project site owner is different than applicant)

Name (Ind. Org. or Entity) City of De Pere	Contact Person Peter Schleinz	Title Senior Planner	
Mailing Address 335 S. Broadway	City De Pere	State WI	ZIP Code 54115
Email Address pschleinz@mail.de-pere.org	Phone Number (incl. area code) 920-339-4043	Fax Number (incl. area code)	

SECTION 3: Right of Way Requested to be Vacated

Name of ROW: Legal Description to be Vacated: (Please attach map)	Right of way vacation of sections of Wisconsin St and Charles St
--	--

SECTION 4: Reason of Vacation

Reason for Requesting Vacation of ROW:	For use for the Mulva Cultural Center development
--	---

SECTION 5: Certification and Permission

Certification: I hereby certify that I am the owner or authorized representative for this Application. I certify that the information contained in this form and attachments is true and accurate.

Name of Owner/Authorized Representative (please print) Rick Bilotto	Title Owner's Representative	Phone Number 920-366-3783
Signature of Applicant <i>Rick Bilotto</i>		Date Signed March 6, 2020



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: January 5, 2021

DEPARTMENT: City Clerk

FROM: Carey Danen

SUBJECT: Resolution #21-02 Disallowance of Claim (Threse & Brent Martin).

ATTACHMENTS:

- Reso21-02 (PDF)
- Martins_808 Voelker St Claim Form (PDF)
- Martins_808 Voelker St denial letter (PDF)

RESOLUTION #21-02

DISALLOWANCE OF CLAIM
(Threse & Brent Martin)

WHEREAS, a Notice of Claim and Claim was filed by Threse and Brent Martin ("Claimant"), 808 Voelker Street, De Pere, Wisconsin 54115, in the City Clerk's office on September 9, 2020; and

WHEREAS such Notice and Claim alleges that in June 2020, road construction on Voelker Street caused damage to decorative curbing located at 808 Voelker Street, resulting in damage to property totaling \$1,200.00; and

WHEREAS, this matter has been reviewed by the City's liability insurance carrier, EMCASCO Insurance Company (EMC), which investigated the same and determined that the Claimant's damages were preexisting and therefore not caused by the road construction; and

WHEREAS, there is no other information provided by the Claimant or uncovered by the City's insurance carrier in its investigation to form a basis upon which the City or its Contractor were negligent or otherwise liable for such alleged damage.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

The Claim submitted by Threse and Brent Martin be, and the same is hereby denied; and further, that no action on this Claim may be brought against the City of De Pere, or any of its officers, officials, agents or employees after six months from the date of service of this notice upon Claimant.

BE IT FURTHER RESOLVED THAT:

A copy of this resolution be forwarded to the Claimant, Threse and Brent Martin, as a Notice of Disallowance of Claim.

Resolution #21-02

Page 2 of 2

BE IT FURTHER RESOLVED THAT:

All City officials, officers and employees are authorized and directed to take such steps as are lawful and necessary in furtherance thereof.

Adopted by the Common Council of the City of De Pere, Wisconsin, this 5th day of January, 2021.

APPROVED:

James G. Boyd, Mayor

ATTEST:

Carey E. Danen, City Clerk

Ayes: _____

Nays: _____



Liability Claim Form

1.5.b

City of De Pere

Please fill out the form completely and return to the City Clerk's office
via e-mail to cdanen@deperewi.gov,
or by mail to 335 S. Broadway, De Pere, WI 54115

CLAIMANT INFORMATION

Claimant Name: Threse & Brent Martin
Address: 808 Voelker St. De Pere WI 54115
Phone Number(s): (920) 609-0608 (920) 609-0696
E-mail Address: tm.

INCIDENT INFORMATION

Date & Time of Incident: June 2020
Location of Incident: 808 Voelker St. De Pere, WI 54115
Total Amount of Claimed Damages: \$1200⁰⁰ (Attach itemized invoices/estimates)

Please provide a detailed description of the incident in the space below (attach additional sheets if necessary).
For personal injury, indicate the nature of the injury, whether or not medical attention was provided and list the name of the physician/hospital. Also identify any witnesses to the incident.

The decorative curbing in our front yard was cracked in 5 places by the excessive pounding of earth moving done while the road was under repair. We have decorative curbing all around our house and only near where the road/sidewalk were tore up is the curbing cracked as much as 1 1/2". It was not →

In signing this Liability Claim Form, I acknowledge that the City of De Pere will be submitting my information to its liability insurance carrier for its review and determination of liability and that my claim will be paid only if the insurance company determines the City is legally liable for my damages/injuries.

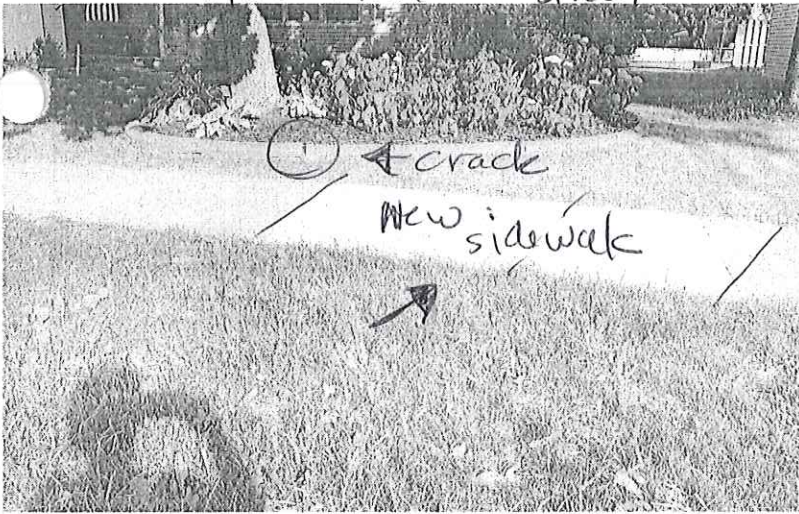
Threse Martin/Brent Martin
Claimant Signature
(parent/guardian if claimant is under 18)

9-9-2020
Date

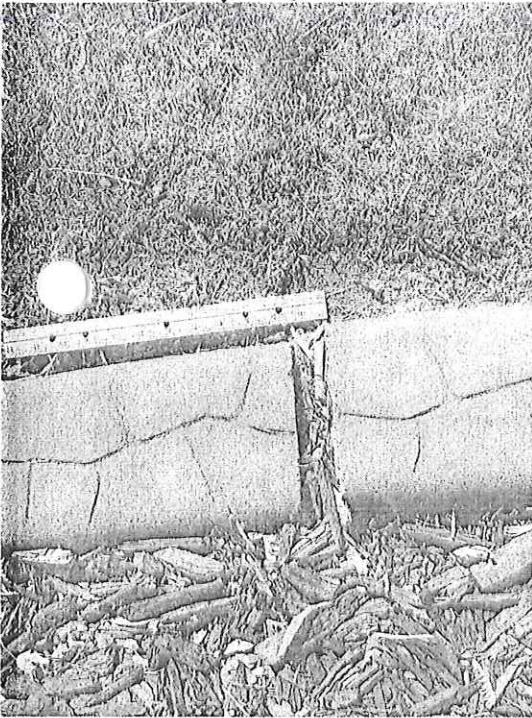
like this before the road work was done. I had included photos showing the damage (cracks). The fact that the curbing is just 36" from where the contractors were working may explain why it happened.

I contacted the asst. city engineer, Chose Keuffel, as soon as I noticed the damage in June, 2020. In August he told me I would have to file this claim.

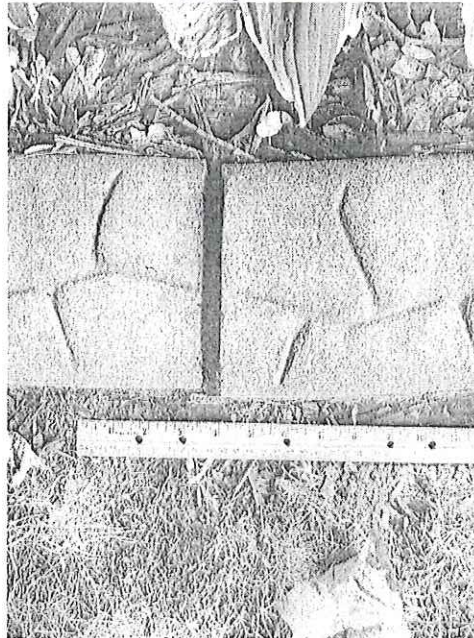
view from the street



crack #2

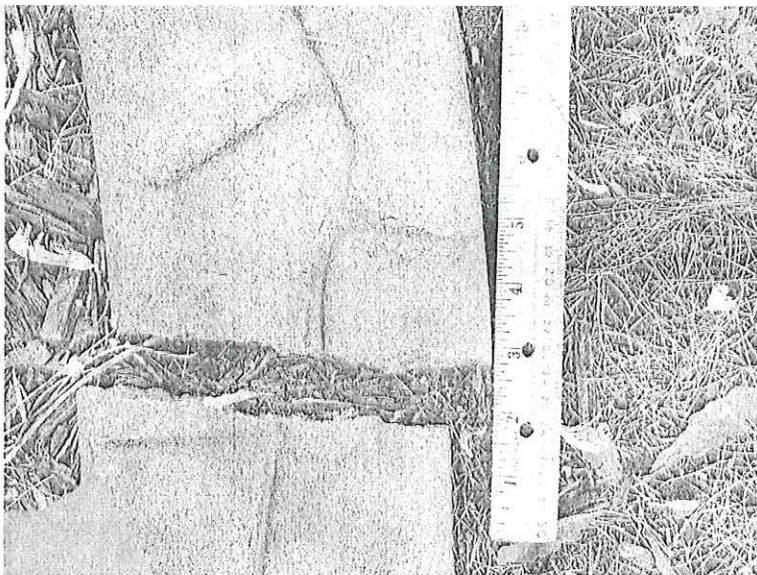


crack #3



crack #1

crack #5

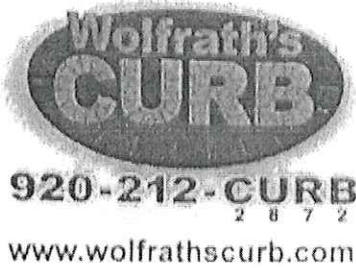
36" from sidewalk
to crack

crack #4

From: Ryan Wolfrath wolffy0032@yahoo.com
 Subject: Wolfraths curb estimate
 Date: September 3, 2020 at 3:54 PM
 To: tmmartin1027@gmail.com

This estimate reflects pricing from 2021. Please let us know if you have any questions.

Sent with Genius Scan for iOS.
<https://dl.tglapp.com/genius-scan>



Name Erin Thoresen Martin
 Address 808 Voelker St
 City De Pere Zip 54115
 Phone Number 920 609-0608
 Email Tmmartin1027@gmail.com

Estimate Date 9-1-20 Curb Profile Short
238 loop
 Footage TBD Just Burn Stamp Amble Color Matmy
 Steel Cable included Sealer Standard Estimate Spring 2021 1200.⁰⁰
minimum.
 Deposit \$300.⁰⁰ Down gets on L. St. Balance Due on Completion

Invoice

Footage _____ Total Due _____

Wolfrath's Curb will not be responsible for damages to in-ground sprinkler, cables, electrical wiring or other hidden or buried objects. Please inform Wolfrath's Curb designer of the existence, if any, of these hidden or buried objects.

Customer will provide water for install.

Additional Info:



Milwaukee Claim Department

September 16, 2020

Threse and Brent Martin
808 Voelker Street
De Pere, WI 54115-3618

Re: Our Insured: City of De Pere
Claim Number: 1616940
Date of Loss: 06/01/2020
Claimant: Threse and Brent Martin

Dear Threse and Brent:

I am writing following the report of a claim involving the City of De Pere.

The investigation determined the City uses a contractor for the road work. The contract with the City has indemnification language that holds the City harmless in the event of a liability claim. In addition, the city reports the cracking to the curb was pre-existing to the road work. As a municipality, the city is afforded governmental immunity.

Respectfully, we must deny your claim.

Sincerely,

Nora P Russo
Senior Claims Adjuster
EMC INSURANCE COMPANIES
855-495-1800, ext. 3972; direct dial 262-717-3972
Nora.P.Russo@EMCins.com

P.O. Box 327 | Brookfield, WI 53008-0327 | 262.717.3900 | 855.495.1800 | F 888.992.6125 | milwaukee.claims@emcins.com | www.emcins.com

Employers Mutual Casualty Company
EMCASC0 Insurance Company
EMC Reinsurance Company

Illinois EMCASC0 Insurance Company
Dakota Fire Insurance Company
EMC Property & Casualty Company

Union Insurance Company of Providence
Hamilton Mutual Insurance Company
EMC Risk Services, LLC

EMC Underwriters, LLC
EMC National Life Company (affiliate)

From: Nora Russo
Sent: Wednesday, September 16, 2020 11:28 AM
To: Milwaukee Claims Documents
Cc: Milwaukee Claims
Subject: DENIAL GL MUNI LTR 1616940
Attachments: denial GL muni.docx

Please print letter and mail. Edoc attachment

Nora P. Russo

Sr. Claims Adjuster

EMC Insurance Companies

PO Box 327 | Brookfield, WI 53008

262-717-3972 | 855-495-1800, ext. 3972

Nora.P.Russo@EMCIns.com | www.emcins.com





City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: January 5, 2021

DEPARTMENT: City Attorney

FROM: Angela Zills

SUBJECT: **Resolution #21-03 (Revised Resolution #20-124) Final Resolution Authorizing Sanitary Sewer, Water Main, Storm Sewer and Storm Water Management Improvements and Levying Special Assessments Against Benefited Property (Garroman Drive).**

This Resolution was referred back to staff to revise the proposed assessment repayment terms in the Resolution. The revised Resolution provides a two year interest deferral if the assessment is paid in full within those first two years. If not paid in full after two years, the Resolution allows for a two-year pay back with interest at the rate the City last bonded, plus 1%.

ATTACHMENTS:

- Reso21-03 (PDF)
- Public Hearing Notice_Special Assessment_Garroman Drive (PDF)
- 2020 1109 CI-BOPW-Garroman Special Assessment (PDF)
- GARRITYS GLEN ASSEMENT EXHIBIT (PDF)
- CI-CALC-Schedule B Garroman Assessment (PDF)
- CI-CALC-Schedule C Garroman Assessment (PDF)
- CI-CALC Schedule D Garroman Assessment (PDF)

RESOLUTION #21-03
(Revised Resolution #20-124)

FINAL RESOLUTION AUTHORIZING SANITARY SEWER, WATER MAIN, STORM SEWER AND
STORM WATER MANAGEMENT IMPROVEMENTS AND LEVYING SPECIAL ASSESSMENTS
AGAINST BENEFITED PROPERTY
(Garroman Drive)

WHEREAS, the Common Council of the City of De Pere having declared its intention to exercise its police power to levy special assessments pursuant to Wis. Stats. §66.0703, for improvements constructed within the areas described below and special assessments to be levied on a reasonable basis upon the property benefited thereby; said improvements to include sanitary sewer, water main, storm sewer and storm water management improvements and incidentals therefore where necessary and required. Said improvements shall be constructed in, and the properties benefiting therefrom are contained within, the following described areas or abutting streets:

SANITARY SEWER, WATER MAIN, STORM SEWER AND STORM WATER MANAGEMENT SYSTEM –GARROMAN DRIVE

South side of Garroman Drive from Lawrence Drive to 520 feet east of Lawrence Drive

WHEREAS, the City Clerk has published a Notice of Public Hearing regarding such improvements and, pursuant thereto, a public hearing has been held at the City Hall Council Chambers on the 15th day of December, 2020 at 7:35 p.m., whereupon the Common Council heard all interested parties or their agents or attorneys;

NOW, THEREFORE, BE IT HEREBY RESOLVED, by the Common Council of the City of De Pere, Wisconsin, that:

Resolution #21-03

Page 2 of 3

1. The report of the Board of Public Works of the City of De Pere, as compiled by the Director of Public Works, pertaining to the construction of the above described improvements, including plans and specifications therefore (as modified*) is hereby adopted and approved.

2. The Common Council, based on its view of the property and its review of such report, determines that the above described properties are benefited by such public improvements and that the benefits and amounts assessed against each parcel on the basis shown in the report (as modified*), representing an exercise of police power, are determined to be on a reasonable basis and are hereby confirmed and approved.

3. Payment for the public improvements shall be made by assessing the cost therefore against the above described benefited properties as indicated in such report.

4. The assessments hereby levied for said improvements shall be paid upon the occurrence of the earliest of the following:

- (1) If payment of assessment is made in full within two (2) years of invoice, no interest shall be imputed;
- (2) If not paid within two (2) years of invoice, payment shall be made in two (2) yearly installment, together with interest on the unpaid balance thereon at the rate of 1.97%;
- (3) Upon transfer of ownership of any parcel or part of a parcel against which assessments are levied.

5. The total amount assessed benefited properties shall not exceed the total cost of the improvements.

6. The City Clerk is hereby directed to publish this resolution in the Green Bay Press Gazette as a Class 1 Notice.

Resolution #21-03

Page 3 of 3

7. The City Clerk is further directed to mail a copy of this resolution to the property owners whose names appear on the assessment roll whose address is known or can, with reasonable diligence, be ascertained.

8. If any section, sentence, or clause of this resolution or any special assessment set forth or referenced herein shall be declared invalid for any reason whatsoever, such decision shall not affect the remaining sections or assessments approved herein, which shall remain in full force and effect.

9. This resolution shall remain in full force and effect from and after its passage and publication according to law.

Adopted by the Common Council of the City of De Pere, Wisconsin, this 5th day of January, 2021.

APPROVED:

James G. Boyd, Mayor

ATTEST:

Carey E. Danen, City Clerk

Ayes: _____

Nays: _____

* Strike if not modified by the Council

Publish: December 1, 2020 in the Green Bay Press-Gazette (Class 1 Notice)

NOTICE OF PUBLIC HEARING

Notice is Hereby given, that on **Tuesday, December 15, 2020** at 7:35 PM or as soon thereafter as can be heard in the Council Chambers of the De Pere City Hall, 335 S. Broadway St, De Pere, WI, a public hearing will be held by the Common Council of the City of De Pere to act on the following:

Intention to Exercise Special Assessment Powers Under Section 66.0703, Wis. Stats. For Sanitary Sewer, Water Main, Storm Sewer and Storm Water Management on Garroman Drive.

A proposed report incorporating the recommendation of the Board of Public Works and consisting of preliminary plans and specifications for said improvements, an estimate of the entire cost of the proposed improvements, a schedule of the proposed assessments, and a statement that the property against which the assessments are proposed is benefited will be filed with the City Clerk's office for public inspection by appointment.

Dated this 30th day of November, 2020.

BY ORDER OF THE COMMON COUNCIL

James G. Boyd
Mayor

Carey E. Danen
City Clerk

CITY OF DE PERE MEMO



To: Honorable Mayor Boyd
Members of the Board of Public Works

From: Eric P. Rakers, P.E., City Engineer

Date: November 9, 2020

RE: Consideration and possible action on Preliminary Resolution for Special Assessment for Garroman Drive*

Garrity's Glen Subdivision, Fourth Addition was constructed in 2019 and 2020. The purpose for this item is to special assess improvements for Parcel WD-L482-1(2535 Lawrence Drive) that was not developed with the subdivision, but benefits from infrastructure installed on Garroman Drive for the subdivision.

Recommendation

In 2019 and 2020, Garroman Drive was extended adjacent on the north property line of WD-L482-1 (2535 Lawrence Drive). At the beginning of the project, the City had been in discussions to acquire right of way from 2535 Lawrence Drive in exchange for the cost of utility extensions (south half of right of way). That agreement never came to fruition and the City constructed the road on the north half of the right of way.

As part of the Garroman Drive extension; sanitary, water main, and storm sewer were constructed adjacent to 2535 Lawrence Drive. In addition to the utilities, a storm water management pond was constructed downstream of the storm sewer. These facilities will ultimately provide service to 2535 Lawrence Drive in the future. As such, part of the costs associated for the mainline construction of sanitary sewer, water main, storm sewer, and pond are being assessed against the property. The proposed assessments are as follows:

- Sanitary Sewer and Water Main - \$36,979.10
- Storm Sewer - \$17,088.03
- Storm Water Management - \$4,912.44

There will be future charges for the parcel when developed including the construction of the remaining portion of Garroman Drive, sanitary and storm laterals, and water services.

Staff is proposing to defer the costs for five years with no interest.

Recommendation

Staff recommends that the Board adopt the preliminary resolution to the Common Council to schedule a public hearing. The property should be included in the assessment schedule.

Attachments:

- Resolution #20 – Garroman Preliminary Resolution (PDF)
- Special Assessment Boundary Map (PDF)
- Schedule B, C, & D Sanitary Sewer (PDF)

GARROMAN DRIVE ASSESSMENT AREA

GARRITYS GLEN
SOUTH SUBDIVISION

ASSESSMENT
AREA



1 inch = 250 feet



Engineering Division
925 S. 6TH ST.
De Pere, WI 54115
Office: 920-339-4061
Fax: 920-339-4071

Garroman Drive
Assessment
Area

Project:
19-11

11-2020

Packet Pg. 55

SCHEDULE B
COST OF PROPOSED IMPROVEMENTS
GARROMAN DRIVE ASSESSMENTS
GARRITY'S GLEN SOUTH SUBDIVISION-UTILITIES AND POND
September 9, 2020

UTILITY AND STORM WATER MANAGEMENT POND COST ALLOCATION

NOTE: DOES NOT INCLUDE CONTINGENCY

Main Line Sanitary Sewer and Water Main

No.	Item	Unit	Final Amount	Unit Price	Total Cost	Assessable
Sanitary Sewer						
SS-01	Provide 8" PVC Sanitary Sewer	LF	3959	\$65.00	\$257,335.00	\$257,335.00
SS-08	Provide 4' Diameter Sanitary Sewer Manhole	VF	192.33	\$264.00	\$50,775.12	\$50,775.12
SS-09	Core Drill Sanitary Manhole	EA	1	\$3,000.00	\$3,000.00	\$3,000.00
SC-08	Reconstruct Manhole	VF	7.5	\$250.00	\$1,875.00	\$1,875.00
Water Main						
W-01	Provide 12" PVC Water Main (Granular Backfill)	LF	122	\$58.00	\$7,076.00	\$7,076.00
W-02	Provide 8" PVC Water Main (Granular Backfill)	LF	245	\$46.00	\$11,270.00	\$11,270.00
W-04	Provide 12" PVC Water Main (Natural Backfill)	LF	1101.5	\$40.00	\$44,060.00	\$44,060.00
W-05	Provide 8" PVC Water Main (Natural Backfill)	LF	3331	\$26.00	\$86,606.00	\$86,606.00
W-10	Provide 2" Corporation with Plug/Saddle with 2" HDPE	EA	2	\$1,276.00	\$2,552.00	\$2,552.00
W-11	Provide 12" Gate Valve	EA	2	\$2,843.00	\$5,686.00	\$5,686.00
W-12	Provide 8" Gate Valve	EA	9	\$1,677.00	\$15,093.00	\$15,093.00
W-13	Provide 6" Gate Valve	EA	3	\$1,226.00	\$3,678.00	\$3,678.00
W-15	Provide Connection to Existing Water Main	EA	2	\$1,500.00	\$3,000.00	\$3,000.00
W-16	Provide Connection to Existing Water Main 12"x 12" Tapping Tee and Valve	EA	1	\$6,500.00	\$6,500.00	\$6,500.00
W-17	Provide Hydrant (6.5' Bury)	EA	11	\$3,950.00	\$43,450.00	\$43,450.00
W-18	Provide 6" PVC Hydrant Lead	LF	60	\$31.00	\$1,860.00	\$1,860.00
W-19	Provide Water Main Offset	EA	3	\$3,000.00	\$9,000.00	\$9,000.00
W-21	Remove Hydrant	EA	2	\$550.00	\$1,100.00	\$1,100.00
Sub-Total					\$553,916.12	\$553,916.12
Technical, Legal, and Administration					\$110,783.22	\$110,783.22
Total Cost					\$664,699.34	\$664,699.34
Total Project Cost					\$664,699.34	

Main Line Storm Sewer

No.	Item	Unit	Final Amount	Unit Price	Total Cost	Assessable
ST-01	Provide 36" RCP Class III Storm Sewer (Granular Backfill)	LF	189	\$62.00	\$11,718.00	\$11,718.00
ST-02	Provide 30" PVC, RCP Class III, or PP Storm Sewer (Granular Backfill)	LF	327	\$52.00	\$17,004.00	\$17,004.00
ST-03	Provide 24" PVC, RCP Class III, or PP Storm Sewer (Granular Backfill)	LF	122	\$43.00	\$5,246.00	\$5,246.00
ST-04	Provide 21" PVC or RCP Class III Storm Sewer (Granular Backfill)	LF	649	\$41.00	\$26,609.00	\$26,609.00
ST-05	Provide 18" PVC or RCP Class III Storm Sewer (Granular Backfill)	LF	584	\$38.00	\$22,192.00	\$22,192.00
ST-06	Provide 15" PVC or RCP Class III Storm Sewer (Granular Backfill)	LF	897	\$36.00	\$32,292.00	\$32,292.00
ST-07	Provide 12" PVC or RCP Class III Storm Sewer (Granular Backfill)	LF	1559	\$31.00	\$48,329.00	\$48,329.00
ST-08	Provide 8" PVC Storm Sewer (Granular Backfill)	LF	1320	\$26.00	\$34,320.00	\$34,320.00
ST-10	Provide 36" RCP Class III Storm Sewer (Natural Backfill)	LF	26.5	\$56.00	\$1,484.00	\$1,484.00
ST-11	Provide 15" PVC or RCP Class III Storm Sewer (Natural Backfill)	LF	165	\$28.00	\$4,620.00	\$4,620.00
ST-19	Provide 6' Diameter Storm Manhole	VF	12.53	\$514.00	\$6,440.42	\$6,440.42
ST-20	Provide 5' Diameter Storm Manhole	VF	24.19	\$474.00	\$11,466.06	\$11,466.06
ST-21	Provide 4' Diameter Storm Manhole	VF	144.08	\$383.00	\$55,182.64	\$55,182.64
ST-24	Connect to Structure and/or Existing Pipe	EA	1	\$1,500.00	\$1,500.00	\$1,500.00
ST-25	Core Drill Existing Structure	EA	1	\$2,000.00	\$2,000.00	\$2,000.00
ST-27	Provide 36" RCP Endwall	EA	1	\$1,283.00	\$1,283.00	\$1,283.00
ST-28	Provide 15" RCP Endwall	EA	1	\$474.00	\$474.00	\$474.00
ST-29	Abandon/Remove Existing Storm Sewer Appurtenances	LS	1	\$2,000.00	\$2,000.00	\$2,000.00
Sub-Total					\$284,160.12	\$284,160.12
Technical, Legal, and Administration					\$56,832.02	\$56,832.02
Total Cost					\$340,992.14	\$340,992.14
Total Project Cost					\$340,992.14	

Storm Water Management Pond

No.	Item	Unit	Final Amount	Unit Price	Total Cost	Assessable
ST-09	Provide 60" RCP Class III Storm Sewer (Natural Backfill)	LF	46	\$127.00	\$5,842.00	\$5,842.00
ST-26	Provide 60" RCP Endwall	EA	2	\$2,932.00	\$5,864.00	\$5,864.00
SD-03	Unclassified Excavation (Pond)	CY	32500	\$4.10	\$133,250.00	\$133,250.00
SD-14	Landscaping – Topsoil, Seed, Fertilizer and Erosion Mat	SY	8833.67	\$3.55	\$31,359.53	\$31,359.53
SC-02	Provide Silt Fence	LF	400	\$2.04	\$816.00	\$816.00
SC-05	Provide Heavy Rip Rap w/ Geotextile Fabric (Type HR)	SY	819.86	\$39.00	\$31,974.54	\$31,974.54
	Rock Bag	EA	7	\$15.00	\$105.00	\$105.00
	Topsoil	SY	36443	\$0.74	\$26,967.82	\$26,967.82
	Temp Seed W/O Mulch	SY	13566	\$0.30	\$4,069.80	\$4,069.80
Sub-Total					\$240,248.69	\$240,248.69
Technical, Legal, and Administration					\$48,049.74	\$48,049.74
Total Cost					\$288,298.43	\$288,298.43
Total Project Cost					\$288,298.43	
Total					\$1,293,989.91	

SCHEDULE C
PROPOSED ASSESSMENT RATES
GARROMAN DRIVE ASSESSMENT
GARRITY'S GLEN SOUTH SUBDIVISION-UTILITIES AND POND
September 9, 2020

ASSESSMENT RATE CALCULATION - MAIN LINE SANITARY SEWER, WATER MAIN, AND STORM SEWER

Improvement	Unit Type	Number of Units	Total Cost (Assessable)	Cost per Front Foot
Sanitary Sewer and Water Main	LF	8980.68	\$664,699.34	\$74.01
Storm Sewer	LF	9969.16	\$340,992.14	\$34.20

Notes:

(1) Sanitary sewer, water main, and storm sewer are based on front foot of Garrity's Glen South Plat.

ASSESSMENT RATE CALCULATION - STORM WATER MANAGEMENT POND

Land Use	Unit Type	Number of Units	WDNR Pool Surface (1)	Weighted Area (Acre)
Single Family Residential Development	Acre	32.18	0.8	25.74
Multi Family Residential Development	Acre	4.44	1.0	4.44
Industrial Development	Acre	57.17	2.1	120.06
Total		93.79		150.24
Assessable Pond Cost				\$288,298.43
Cost per Weighted Area (Acre)				\$1,918.92

Notes:

(1) Calculation is based on surface area percentage from the WDNR Wet Detention Standard for Wet Pond Construction (1001), Appendix A - Calculation of Preliminary Pool Surface Area for TSS Reduction

PROBABLE PROJECT FINANCING

Description	Unit Type	Units	Cost/ Unit	Total
Sanitary Sewer and Water Main	LF	8980.68	\$74.01	\$664,660.13
Storm Sewer	LF	9969.16	\$34.20	\$340,945.27
Storm Water Management Pond				
- Single Family Residential	Weighted Acre	25.74	\$1,918.92	\$49,393.00
- Multi Family Residential	Weighted Acre	4.44	\$1,918.92	\$8,520.00
- Industrial Development	Weighted Acre	120.06	\$1,918.92	\$230,385.54
Total Estimated Project Cost				\$1,293,903.94

SCHEDULE D - SCHEDULE OF PROPOSED ASSESSMENTS

PRELIMINARY ASSESSMENTS - SEPTEMBER 9, 2020

TYPE OF IMPROVEMENT: MAIN LINE SANITARY SEWER, WATER MAIN, AND STORM SEWER AND STORM WATER MANAGEMENT CONSTRUCTION

GARROMAN DRIVE ASSESSMENTS

LOCATION - GARRITY'S GLEN SOUTH SUBDIVISION

SCHEDULE INCLUDES MAIN LINE UTILITIES ONLY AS NO LATERALS WERE STUBBED TO PARCEL WD-L482-1

2019/2020 EXPENSES

MAINLINE SANITARY SEWER AND WATER MAIN	COST	\$74.01	LF
MAINLINE STORM SEWER	COST	\$34.20	LF
COST PER WEIGHTED ACRE - STORM WATER MANAGEMENT		\$1,918.92	Acre

PROPERTY OWNER	LOT NO. PROPERTY ADDRESS PARCEL NUMBER	MAINLINE SANITARY SEWER AND WATER MAIN		MAINLINE STORM SEWER		ACRES			WEIGHTED ACRES (See Schedule C)			STORM WATER MANAGEMENT						TOTAL ASSESSMENT
		UNIT	COST	UNIT	COST	UNIT-SF (Acre)	UNIT-MF (Acre)	UNIT-IN (Acre)	UNIT-SF (Acre)	UNIT-MF (Acre)	UNIT-IN (Acre)	SINGLE FAMILY		MULTI FAMILY		INDUSTRIAL		
												UNIT	COST	UNIT	COST	UNIT	COST	
GARRITY'S GLEN SOUTH SUBDIVISION (Charged through Developer's Agreement)	WD-L482	8481.03	\$627,681.03	9469.51	\$323,857.24	28.98	4.44	0.00	23.18	4.44	0.00	23.18	\$44,480.57	4.44	\$8,520.00	0.00	\$0.00	\$1,004,538.84
G&G REBUILDERS	WD-L482-1	499.65	\$36,979.10	499.65	\$17,088.03	3.20	0.00	0.00	2.56	0.00	0.00	2.56	\$4,912.44	0.00	\$0.00	0.00	\$0.00	\$58,979.57
WD-L484-1, WD-L483-1, WD-L482-2, WD-L514, WD-515, L517 (Area Identified on Map) - TID Funded		0	\$0.00	0	\$0.00	0.00	0.00	57.17	0.00	0.00	120.06	0.00	\$0.00	0.00	\$0.00	120.06	\$230,385.54	\$230,385.54
	TOTAL	8,980.68	\$664,660.13	9,969.16	\$340,945.27	32.18	4.44	57.17	25.74	4.44	120.06	25.74	\$49,393.01	4.44	\$8,520.00	120.06	\$230,385.54	\$1,293,903.95

Note:
(1) SF is single family, MF is multi family, and IN is industrial development.



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: January 5, 2021

DEPARTMENT: City Attorney

FROM: Kristen Johnson

SUBJECT: Resolution #21-04 Supporting Letter Regarding Amendment to Official City Newspaper Statute.

ATTACHMENTS:

- Reso21-04 (PDF)

RESOLUTION #21-04

SUPPORTING A LETTER TO LOCAL STATE REPRESENTATIVES REQUESTING AN AMENDMENT TO
WIS. STATS. SEC. 985.06 REGARDING THE OFFICIAL CITY NEWSPAPER.

WHEREAS, Wis. Stats. Sec. 985.06 requires second and third class cities to advertise for proposals inviting bids from all daily and weekly newspapers to be designated the official city newspaper; and

WHEREAS, Wis. Stats. Sec. 985.06 requires the municipality to accept the lowest effective bid from all responsive bids; and

WHEREAS, legal notices are required to be published in the official city newspaper for many economic development related purposes (conditional use permits, rezonings and street vacation/discontinuances for example); and

WHEREAS, if a municipality is required to accept a bid from a weekly publication rather than a daily publication, City operations may be delayed; and

WHEREAS, the statutes offer the state, certain counties, and other classes of cities more flexibility when selecting an official newspaper.

NOW, THEREFORE, BE IT RESOLVED THAT:

The Common Council of the City of De Pere supports the attached letter to local State representatives requesting an amendment to Wis. Stats. Sec. 985.06 regarding the official city newspaper.

BE IT FURTHER RESOLVED THAT:

All City officials, officers and employees are authorized and directed to take such steps as are lawful and necessary in furtherance thereof.

Adopted by the Common Council of the City of De Pere, Wisconsin this 5th day of January, 2021.

APPROVED:

James G. Boyd, Mayor

ATTEST:

Carey E. Danen, City Clerk

Ayes: _____
Nays: _____

CITY OF DE PERE

Mayor's Office

335 S. Broadway, De Pere, WI 54115

920-339-4040



DATE

ADDRESS

Dear _____,

I am respectfully requesting you consider proposing an amendment to Sec. 985.06 of the Wisconsin Statutes regarding the official city newspaper.

Wis. Stat. § 985.06 requires 2nd and 3rd class cities to advertise for proposals inviting bids from all daily and weekly newspapers published in the city which are eligible under § 985.03. The municipality must then accept the lowest effective bid from all responsive bids. Currently, the statutes do not allow a municipality to consider the frequency of publication of a newspaper. If a weekly publication submits a responsive bid that is lower than an effective bid submitted by a daily publication, the city may be obligated to award the contract to the weekly publication rather than the daily publication. This would cause a significant delay in city business.

Legal notices are required to be published in the newspaper for many economic development related purposes (conditional use permits, rezonings and street vacation/discontinuances for example). The type of notice for each action is dictated by state law, and each requires that a legal notice be published in the official newspaper for a certain number of consecutive weeks, with the final publication appearing at least one week before the date of the meeting at which action will be taken. If a weekly newspaper is awarded the contract for official city newspaper, the timeframe between when city staff can start the approval process and when final action can be taken will lengthen by as much as 3 weeks.

Because of the potential for delay in city business, I am asking that the Legislature consider one of the following:

1. Amend Wis. Stat. § 985.06 to allow second and third class cities to consider frequency of publication.

985.06 Official city newspaper.

(1) In 2nd and 3rd class cities, the clerk shall, on or before the 2nd Tuesday of April, advertise in the official city newspaper, or if there is none, in a newspaper published in the city and eligible under s. 985.03, for separate proposals to publish in English the council proceedings and the city's legal notices, respectively, for the ensuing year, inviting bids from all daily and weekly newspapers published in such city which are eligible under s. 985.03, also stating the security required with each bid, which shall be

previously fixed by the council, and requiring delivery of the bids in writing, sealed, at the clerk's office by 12 noon of the first Tuesday of May. At that hour, the clerk shall, in the presence of the mayor or an alderperson, open the bids and enter them in a record kept for that purpose. No bid from other than a newspaper legally invited to bid, or for more than the legal rate for like work, shall be of any effect. The paper making the lowest effective bid for the city's legal notices shall be awarded the contract therefor. **When determining what constitutes an effective bid, the city may consider frequency of publication and any potential consequences frequency of publication may have on city operations.** If 2 or more effective bids are for the same price, and no lower effective bid is filed, the clerk shall transmit such tie bids to the council at its next meeting and the council shall designate the successful bid. If no effective bid is received, the council may direct the clerk to readvertise as before. Each successful bidder shall execute a contract in accordance with the bid and file such bond for its performance as the council requires. No such paper shall receive more or less than the contract price nor any other compensation for the work. The paper securing the contract for the publishing of the city's legal notices shall be the official city newspaper.

2. Amend Wis. Stat. § 985.06 to allow second and third class cities to accept bids from a weekly publication but not require them to do so.

985.06 Official city newspaper.

(1) In 2nd and 3rd class cities, the clerk shall, on or before the 2nd Tuesday of April, advertise in the official city newspaper, or if there is none, in a newspaper published in the city and eligible under s. 985.03, for separate proposals to publish in English the council proceedings and the city's legal notices, respectively, for the ensuing year, inviting bids from all daily ~~and weekly~~ newspapers published in such city which are eligible under s. 985.03, also stating the security required with each bid, which shall be previously fixed by the council, and requiring delivery of the bids in writing, sealed, at the clerk's office by 12 noon of the first Tuesday of May. At that hour, the clerk shall, in the presence of the mayor or an alderperson, open the bids and enter them in a record kept for that purpose. **The city may invite bids from weekly newspapers but is not required to do so.** No bid from other than a newspaper legally invited to bid, or for more than the legal rate for like work, shall be of any effect. The paper making the lowest effective bid for the city's legal notices shall be awarded the contract therefor. If 2 or more effective bids are for the same price, and no lower effective bid is filed, the clerk shall transmit such tie bids to the council at its next meeting and the council shall designate the successful bid. If no effective bid is received, the council may direct the clerk to readvertise as before. Each successful bidder shall execute a contract in accordance with the bid and file such bond for its performance as the council requires. No such paper shall receive more or less than the contract price nor any other compensation for the work. The paper securing the contract for the publishing of the city's legal notices shall be the official city newspaper.

3. Amend Wis. Stat. § 985.06 to treat second and third class cities the same as fourth class cities, allowing the council more flexibility in awarding the contract for official city newspaper.

985.06 Official city newspaper.

~~(1) In 2nd and 3rd class cities, the clerk shall, on or before the 2nd Tuesday of April, advertise in the official city newspaper, or if there is none, in a newspaper published in the city and eligible under s. 985.03, for separate proposals to publish in English the council proceedings and the city's legal notices, respectively, for the ensuing year, inviting bids from all daily and weekly newspapers published in such city which are eligible under s. 985.03, also stating the security required with each bid, which shall be previously fixed by the council, and requiring delivery of the bids in writing, sealed, at the clerk's office by 12 noon of the first Tuesday of May. At that hour, the clerk shall, in the presence of the mayor or an alderperson, open the bids and enter them in a record kept for that purpose. No bid from other than a~~

~~newspaper legally invited to bid, or for more than the legal rate for like work, shall be of any effect. The paper making the lowest effective bid for the city's legal notices shall be awarded the contract therefor. If 2 or more effective bids are for the same price, and no lower effective bid is filed, the clerk shall transmit such tie bids to the council at its next meeting and the council shall designate the successful bid. If no effective bid is received, the council may direct the clerk to readvertise as before. Each successful bidder shall execute a contract in accordance with the bid and file such bond for its performance as the council requires. No such paper shall receive more or less than the contract price nor any other compensation for the work. The paper securing the contract for the publishing of the city's legal notices shall be the official city newspaper.~~

(21) In cities of the second, third, and fourth class, the council, at its first meeting or as soon as may be, shall designate one or more newspapers eligible under s. 985.03 and published in the city, if any, otherwise published in the county and having a general circulation in the city, for publication of the council proceedings and as the official city newspaper for the publication of the city's legal notices for the ensuing year. The council shall fix the price at not to exceed the legal rate for like work.

(32) The publisher, before the claim for the publication is audited, shall file with the clerk proof of publication by affidavit of the printer or foreman, attached to a copy of the matter published, stating the date or dates of publication. Such affidavit shall be conclusive evidence of publication for the purpose of audit.

(43) If for any reason any city is at any time without an official city newspaper, matters required to be published shall be published in a newspaper eligible under s. 985.03, designated by the council, at not more than the legal rate for like work.

4. Amend Wis. Stat. § 985.06 to resemble § 985.04 regarding the official state newspaper, making it optional for cities to invite bids and not requiring cities to accept the lowest bidder.

985.04 Official state newspaper. The joint committee on legislative organization shall recommend to the legislature to designate some newspaper published in Wisconsin to be the official state newspaper, which shall publish all legal notices required to be published therein. Any such publication from any of the state agencies shall be deemed official. The joint committee may invite bids from all newspapers which meet the requirements of s. 985.03, but if it does so, it is not required to recommend the lowest bidder as the official state newspaper. The joint committee shall introduce its recommendation in the legislature in the form of a joint resolution. No designation takes effect until the joint resolution is adopted. A newspaper which is designated the official state newspaper shall continue as such until the legislature designates another newspaper to be the official state newspaper.

5. Amend Wis. Stat. § 985.06 to resemble § 985.05 regarding official municipal newspapers, giving cities the option to designate an official city newspaper.

985.05 Official municipal newspapers.

(1) The governing body of every municipality not required to have an official newspaper may designate a newspaper published or having general circulation in the municipality and eligible under s. 985.03 as its official newspaper or utilize the same for specific notices. The governing body of such municipality may, in lieu of newspaper publication, direct other form of publication or posting under s. 985.02 (2). Other publication or posting, however, shall not be substituted for newspaper publication in proceedings relating to: tax redemptions or sales of land acquired by the county or city authorized to act under s. 74.87 for delinquent taxes, charges or assessments; civil annexations, detachments, consolidations or

incorporations under chs. 59 to 66; or legal notices directed to specific individuals. Posting may not be substituted for publication in school board elections conducted under s. 120.06 or publication under s. 60.80 (2) of town ordinances imposing forfeitures. If an eligible newspaper is published in the municipality, other publication or posting shall not be substituted for newspaper publication under s. 61.32 or 61.50.

6. Amend Wis. Stat. § 985.06 to resemble § 985.065 regarding publication and printing in counties with population of 250,000 or more, requiring invitation of proposals only from daily newspapers.

985.065 Publication and printing; counties with population of 250,000 or more.

(2) (a) In counties having a population of 250,000 or more, the county board of supervisors, at its annual meeting shall direct the county clerk to invite proposals from the English newspapers published daily in said county, for the publication and printing of the proceedings of said board, and all other notices or advertisements as shall be authorized or required to be published or printed by the said board and all officers, boards and departments of said county, during the next ensuing year, which publications and advertising may be divided and classified if the said board shall so order.

Thank you for your time and consideration. Please let me know if you have any questions and I would be happy to discuss this matter further.

Respectfully yours,

James G. Boyd
Mayor, City of De Pere



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: January 5, 2021

DEPARTMENT: City Attorney

FROM: Judith Schmidt-Lehman

SUBJECT: Discussion and Possible Action on Resumption of In-Person Governmental Meetings

ATTACHMENTS:

- Mayor & CC - Resumption of In-Person Governmental Meetings (PDF)
- Minutes 7-21-20 Council Meeting (PDF)
- Phase 2 Facilities and Program Re-opening (PDF)
- Minutes 8-4-20 Council Meeting (PDF)
- COVID-19 DOJ Open Meetings Advisory 3-16-20 (PDF)
- COVID-19 DOJ Open Meetings Advisory Update 3-20-220 (PDF)

MEMORANDUM

TO: Mayor James G. Boyd
Members of the Common Council
City Administrator Lawrence M. Delo

FROM: Judith Schmidt-Lehman, City Attorney

DATE: January 5, 2021 (meeting date)

RE: Discussion Concerning Resumption of In-Person Governmental Meetings

This memo is to provide background information to assist in your discussion concerning the resumption of in-person governmental meetings.

Attached are the following council approved matters that impact these discussions:

1. Approved minutes of the July 21, 2020 Council meeting. At this meeting (item #19), a motion by Ald. Raasch, seconded by Ald. Carpenter, to resume in person meetings starting after September 1st, with the virtual attendance option still in place for alderpersons and the general public, was unanimously approved.
2. Phase 2 Facilities and Re-Opening Plan. This plan, approved by a 5-3 vote on August 4, 2020, provides for City Hall to be opened to the public once Brown County is determined to be a low-risk county for COVID-19 Transmission given State metrics. (See item #15 of the approved minutes of the August 4, 2020 Council Meeting.)

While these two actions do not necessarily conflict at this point in time, if in-person governmental meetings are to resume in City facilities prior to Brown County being determined a low-risk County under state metrics, the Council will need to take action to resolve the resulting conflict caused by opening City facilities for governmental meetings before the approved metric milestone is met.

Additionally, in preparation of starting in-person meetings with virtual attendance options (termed “hybrid” meetings to connote both in-person and virtual attendance options), the meeting structure should be discussed in advance to assure a smooth transition from virtual to in-person with some Council members and members of the public attending virtually.

The Wisconsin Attorney General issued two advisories in March 2020 to address open meetings issues in connection with COVID-19. These advisories, attached for your convenience, advise that, under the current public health emergency, virtual meetings, as opposed to in-person meetings in a government building, can comply with open meetings laws provided they are assessable to the public. The advisories go on to address what aspects of virtual meetings can be used to meet the needs of the public to attend the meeting.

The place of the meeting, i.e. physical location or virtual, is required to be identified on public meeting notices. A meeting of a governmental body occurs when a quorum of the members of the governmental body meet to conduct the business they are empowered to perform. As such, in-person meetings will require that a quorum of the governmental body be present at the in-person location for the meeting to occur. The public and members of the governmental body not required for quorum purposes may attend by other means, but would not be counted for purposes of a quorum.

Other meeting structure items to discuss may include whether to return “public comment period” to the agenda; coordination of efforts between the city clerk and the virtual meeting moderator; and other miscellany in order to try to make sure the “hybrid” meeting operates in a smooth and efficient manner in which the public can participate.

Please let me know if you have any questions or if you would like me to research any topics regarding a return to in-person meetings ahead of the January 5, 2021 Council meeting.

JSL



Common Council

Regular Meeting

335 South Broadway
De Pere, WI 54115
<http://www.de-pere.org>

Draft Minutes

Tuesday, July 21, 2020

7:30 PM

1. Call to Order. The meeting was called to order at 7:30 PM by Mayor James Boyd.

Attendee Name	Title	Status	Arrived
Dan Carpenter	Aldersperson	Present	
Mike Eserkaln	Aldersperson	Present	
Jonathon Hansen	Aldersperson	Present	
Amy Chandik Kunding	Aldersperson	Present	
Shana Defnet Ledvina	Aldersperson	Present	
Casey Nelson	Aldersperson	Present	
Dean Raasch	Aldersperson	Present	
Kelly Ruh	Aldersperson	Present	
James Boyd	Mayor	Present	

2. Approval of the minutes of the July 7, 2020 Common Council meeting.

RESULT: APPROVED [UNANIMOUS]
MOVER: Casey Nelson, Aldersperson
SECONDER: Amy Chandik Kunding, Aldersperson
AYES: Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

3. Recommendation from the Board of Public Works allowing James Street brick salvage

RESULT: APPROVED [UNANIMOUS]
MOVER: Dean Raasch, Aldersperson
SECONDER: Shana Defnet Ledvina, Aldersperson
AYES: Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

4. Recommendation of Finance/Personnel Committee for Approval of Microsoft Office 365 Quotation.

RESULT: APPROVED [UNANIMOUS]
MOVER: Casey Nelson, Aldersperson
SECONDER: Mike Eserkaln, Aldersperson
AYES: Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

5. Recommendation from the Finance-Personnel Committee to accept a \$2,500 Walmart Donation to Police Department

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Jonathon Hansen, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

6. Recommendation from the Finance-Personnel Committee to accept a \$1,500 Donation from De Pere Christian Outreach for Police K-9

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Casey Nelson, Alderperson
SECONDER:	Dan Carpenter, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

7. Recommendation from Finance and Personnel Committee to Waive Public Works Fees for Definitely De Pere Downtown Events

Alderperson Raasch expressed concern that this might prompt similar requests from other organizations. Public Works Director Scott Thoresen explained that Council approved the same request from Definitely De Pere last year. City Administrator Larry Delo added that Definitely De Pere is a little unique because they are sponsored by the City in order to promote the downtown.

RESULT:	APPROVED [7 TO 0]
MOVER:	Amy Chandik Kunding, Alderperson
SECONDER:	Mike Eserkaln, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch
AWAY:	Kelly Ruh

8. Recommendation of Finance/Personnel Committee to Approve Request of Health Director to Increase Hours of Public Health Nurse Position from 24 hours to 40 hours per week.

Alderperson Raasch asked for confirmation on how the position increase will be funded going forward. Health Director Deborah Armbruster explained that the increase will be budgeted for in 2021.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Casey Nelson, Alderperson
SECONDER:	Amy Chandik Kunding, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

9. Recommendation from the Finance-Personnel Committee on a request by Alderperson Kunding to consolidate acceptance of donations by the Common Council to a quarterly basis.

Alderperson Kunding moved, seconded by Alderperson Nelson to consolidate the acceptance of donations. Discussion followed. Alderpersons Kunding and Nelson then

withdrew their motions. Alderperson Kunding moved, seconded by Alderperson Nelson to refer this item back to the Finance-Personnel Committee for further review.

RESULT:	REFERRED BACK TO FINANCE-PERSONNEL COMMITTEE [7 TO 0]
MOVER:	Amy Chandik Kunding, Alderperson
SECONDER:	Casey Nelson, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch
AWAY:	Kelly Ruh

10. Recommendation from the Finance-Personnel Committee on request of the City Administrator to authorize expenditure under the Routes to Recovery: Local Government Aid Grants program.

Alderperson Raasch asked if program this will function similarly to the paycheck protection loans. City Administrator Larry Delo explained that it is a reimbursement grant, and that the City must expend the money first. Alderperson Raasch requested an update in the Friday Memo on what has been spent so far. Discussion followed on the types of expenditures that would be covered, where the grant money will be deposited when received, and the decision making process for using the funds.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Casey Nelson, Alderperson
SECONDER:	Mike Eserkaln, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

11. Recommendation from the License Committee on Class "B" Fermented Malt Beverage/"Class B" Intoxicating Liquor License renewal applications for the licensing period of July 1, 2020 to June 30, 2021.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dan Carpenter, Alderperson
SECONDER:	Mike Eserkaln, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

12. Resolution #20-76 Approving Agreement for Consulting Services Between the City of De Pere and Dixon Engineering, Inc. (T-Mobile Wireless Antenna Installation - 9th Street Water Tower).

Alderperson Hansen asked about the issue discussed at Board of Public Works, that the antennas are currently blocking the De Pere logo on the water tower. Public Works Director Scott Thoresen reported that he followed up with the contractor the next day; they will evaluate the antenna locations and see if anything can be done to accommodate.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Shana Defnet Ledvina, Alderperson
SECONDER:	Dan Carpenter, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Nelson, Raasch, Ruh

13. Resolution #20-77 Authorizing Submission of Wisconsin Economic Development Corporation Community Development Investment Grant Application (Cobblestone Hotels).

A revised copy of the resolution was distributed to Council members before the meeting, and is attached to these minutes as Exhibit A.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jonathon Hansen, Alderperson
SECONDER:	Dan Carpenter, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Nelson, Raasch, Ruh

14. Resolution #20-78 Approving Reclassification of the Health Department Office Assistant Position to Administrative Assistant and Adjustment to Compensation Plan Grade Level.

Health Director Deborah Armbruster and Human Resources Director Shannon Metzler explained what the responsibilities of the position will be once the pandemic subsides.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Amy Chandik Kundinger, Alderperson
SECONDER:	Kelly Ruh, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Nelson, Raasch, Ruh

15. Resolution #20-79 Approving Memorandum of Understanding with the De Pere Professional Firefighter's Association IAFF Local 141 Regarding Overtime Call-In Procedure.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Casey Nelson, Alderperson
SECONDER:	Mike Eserkaln, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Nelson, Raasch, Ruh

16. Resolution #20-80 Approving Memorandum of Understanding with the Wisconsin Department of Natural Resources for Mutual Aid and Fire Suppression Services.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Dan Carpenter, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Nelson, Raasch, Ruh

17. Resolution #20-81 Authorizing Submission of Wisconsin Elections Commission Coronavirus Aid, Relief and Economic Security Subgrant.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Shana Defnet Ledvina, Alderperson
SECONDER:	Casey Nelson, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Nelson, Raasch, Ruh

18. Review Common Council Meetings Start time (Request of Ald. Nelson)

After discussion, Council members agreed to leave meeting start times as they are currently.

RESULT:	NO ACTION
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19. Consideration of and Possible Action on Resuming In-Person Meetings of the Council and City Committees, Boards and Commissions (request of Ald. Raasch).

Alderperson Raasch moved, seconded by Alderperson Carpenter to resume in person meetings starting after September 1st, with the virtual attendance option still in place for alderpersons and the general public.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Dan Carpenter, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Nelson, Raasch, Ruh

20. Review of Resolution #20-34 Declaring a State of Emergency (Request of Ald. Raasch).

RESULT:	NO ACTION
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21. Operator License applications.

Alderperson Carpenter moved, seconded by Alderperson Ledvina to approve Renewal applications #1-62. Upon vote, motion carried unanimously. Alderperson Carpenter moved, seconded by Alderperson Ledvina to deny Renewal application #63 for Hannah LeCloux under Guideline 3 (d & e). Upon vote, motion carried unanimously.

Alderperson Carpenter moved, seconded by Alderperson Eserkaln to approve Previously Tabled applications #1 and 2. Upon vote, motion carried unanimously. Alderperson Carpenter moved, seconded by Alderperson Ledvina to deny Previously Tabled application #3 for Justin Reince under Guideline 3 (d & e). Upon vote, motion carried unanimously.

Alderperson Carpenter moved, seconded by Alderperson Eserkaln to approve New Operator applications #1-13, 16, and 18-20. Upon vote, motion carried unanimously.

Alderperson Carpenter moved, seconded by Alderperson Ledvina to deny New Operator application #14 for Cheyenne Blackowl under Guideline 4, as well as #15 for Kelly Bloemer and #17 for Kim Hagerstrom under Guideline 3 (e). Upon vote, motion carried unanimously.

22. Voucher approval.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Casey Nelson, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

23. Future agenda items.
None.

24. Adjournment.

Alderperson Carpenter moved, seconded by Alderperson Raasch to adjourn the meeting at 8:54 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Carey Danen, City Clerk

EXHIBIT A

RESOLUTION #20-77 (Revised)

AUTHORIZING SUBMISSION OF WISCONSIN ECONOMIC DEVELOPMENT
CORPORATION COMMUNITY DEVELOPMENT INVESTMENT GRANT APPLICATION
(De Pere Hotel Group, LLC)

WHEREAS, the Wisconsin Economic Development Corporation (WEDC) Community Development Investment Grant (CDI) is a state program for municipal applicants which is intended to support 'shovel ready, catalytic projects' in Wisconsin communities to spur economic development; and

WHEREAS, De Pere Hotel Group, LLC has requested that the City of De Pere (City) apply for the CDI grant to assist it in the purchase and in-fill development of 400 Main Avenue (WD-287), 473 Main Avenue (WD-286), 499 Main Avenue (WD-283) and 109 S. Fifth Street (WD-284) from a privately owned surface parking lot to a signature multi-story hotel and chophouse; and

WHEREAS, the City is interested in assisting De Pere Hotel Group, LLC by making an application for the CDI grant upon the terms and conditions of the attached grant application, incorporated herein as Exhibit A.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

The Director of Development Services is authorized to submit the WEDC CDI grant application for funding the above described activities and accept any grant funding awarded.

BE IT FURTHER RESOLVED THAT:

All City officials, officers, employees, and agents are authorized and directed to take such steps as are lawful and necessary in furtherance thereof.

Adopted by the Common Council of the City of De Pere, Wisconsin, this 21st day of July, 2020.

APPROVED:

Regular Meeting**Tuesday, July 21, 2020****7:30 PM**

James G. Boyd, Mayor

ATTEST:

Carey E. Danen, City Clerk

Ayes: _____

Nays: _____

Board/Committee Approval: 6/9/2020



PROPOSED REOPENING PLAN PHASE 2

Overview

Date: August 4, 2020

The table below provides a general guide for City staff and the community for the Second Phase of Reopening facilities and City programs owned and/or managed by the City of De Pere. Each facility has a separate plan with regards to appropriate personal protective equipment (PPE) and cleaning routines to ensure the facility is reopened as safely as possible with appropriate risk mitigation measures in place.

The City will implement Phase 2 of the Reopening Plan when Brown County is designated as a “Low Risk” county for the spread of COVID-19. The current metrics from the Wisconsin Department of Health Services is attached. The City would remain in Phase 2 until the State of Wisconsin determines there is no longer a significant health risk associated with COVID-19 in Brown County or the County is again designated as a “High Risk” county for the spread of COVID-19.

In addition, the City recognizes the use of face coverings, social distancing guidelines and the processes utilized to conduct public meetings impacts numerous facilities and therefore, are discussed separately below outside of the guidelines identified in the table.

Face Masks and Face Coverings: All citizens are required to wear a face mask or face covering when entering the City Hall Complex, Police Department, Community Center, Municipal Services Center, Fire Station 1 and Fire Station 2 pursuant to Ordinance 20-10 creating Section 74-13 De Pere Municipal Code requiring face coverings until said ordinance sunsets or is repealed to protect everyone from the spread of COVID-19. If Ordinance 20-10 sunsets or is repealed at any time while the Phase 2 Reopening Plan is active, the City strongly recommends all citizens continue to wear a face mask or face covering when entering the City Hall Complex, Police Department, Community Center, Municipal Services Center, Fire Station 1 and Fire Station 2 to protect everyone from the spread of COVID-19. If a citizen is unable to wear a face mask or face covering due to a medical condition or does not have a face mask or covering and

does not feel comfortable entering a City facility without a face mask or face covering, instructions on how to meet with and/or discuss issues with City staff without a face mask or face covering will be posted at the entrance of each of the before mentioned City facilities. In addition, face masks or face coverings are encouraged for all citizens participating in outdoor programs or events located at all other enclosed and open air City facilities and properties.

Social Distancing: The City strongly recommends all citizens follow CDC guidelines for social distancing within all City facilities. Social distancing guidelines and markings have been installed or are available within City facilities.

Public Meeting Attendance: All municipal City Council, Committee, Commission and Board meetings will be conducted simultaneously in person and virtually until further notice. The public can participate by attending the meeting in person or by following the instructions and links for either phone or internet service participation provided on the agenda segment of the City's Website at www.deperewi.gov.

City Facility	Shutdown Period March 19th – June 14th	Phase 1 Reopening June 15th – To Be Determined	Phase 2 Reopening - Starts When Brown County is a Low Risk County By State Metrics
City Hall	• Closed to Public (except for voting) • Off-Site Services Available • On-Line Services Available	• Limited Public Access • Open for Utility Payments • In-Person Meetings Discouraged But Allowed By Appointment • On-Line Services Available	• Open To Public • Encourage Virtual Meetings Instead of In-Person Meetings • On-Line Services Available
Municipal Court	• Closed to Public	• Open to Public With Limited Capacity As Of June 24th • On-Line Services Available	• Open to Public • On-Line Services Available
Police Station	• Closed to Public • On-Line Services Available	• Limited Public Access In Lobby And Conference Room • In-Person Meetings Discouraged But Allowed By Appointment • On-Line Services Available	• Limited Public Access In Lobby And Conference Room • Encourage Virtual Meetings Instead of In-Person Meetings • On-Line Services Available
Fire Stations 1 & 2	• Closed to Public • On-Line Services Available	• Closed to Public • In-Person Meetings Discouraged But Allowed By Appointment • On-Line Services Available	• Limited Public Access In Training And Conference Room • Encourage Virtual Meetings Instead of In-Person Meetings • On-Line Services Available

City Facility	Shutdown Period March 19th – June 14th	Phase 1 Reopening June 15th – To Be Determined	Phase 2 Reopening - Starts When Brown County is a Low Risk County By State Metrics
Municipal Services Center (MSC)	• Closed to Public • On-Line Services Available • Restricted Public Access for Rubbish Drop Off Site	• Limited Public Access for Exterior Services • In-Person Meetings Discouraged But Allowed By Appointment • On-Line Services Available • Restricted Public Access for Rubbish Drop Off Site	• Office Open To Public • Encourage Virtual Meetings Instead of In-Person Meetings • On-Line Services Available
Community Center	• Closed to Public • Events & Reservations Cancelled • On-Line Services Available	• Programming & Events Limited With Social Distancing • In-Person Meetings Discouraged But Allowed By Appointment • On-Line Services Available	• Office Open To Public • Community / Meeting Rooms Closed For Public Use (card clubs, etc.) • All City Senior Programming Suspended • Encourage Virtual Meetings Instead of In-Person Meetings • Social Distancing Recommended And Face Coverings “As Required by the City or State ” For Private Meetings and Events With Reduced Room Capacities • On-Line Services Available
Indoor Recreational Facilities	• Closed to Public • Programming & Reservations Cancelled	• Programming & Events Limited With Social Distancing	• Open To Public • Programming & Events Limited With Social Distancing • Reduced Facility Capacities

City Facility	Shutdown Period March 19th – June 14th	Phase 1 Reopening June 15th – To Be Determined	Phase 2 Reopening - Starts When Brown County is a Low Risk County By State Metrics
Outdoor Parks, Trails, Buildings & Recreational Facilities	• Most Open to Public With Restrooms Closed • Playgrounds Closed • Park Shelters Closed • Field Reservations Cancelled • Programming & Events Cancelled	• Most Open to Public Including Open Restrooms • Playgrounds Open • Enclosed Park Shelters Open For Small Groups (Less Than 50) • Open Park Shelters Open For Small Groups (Less Than 50) • Field Reservations Available For Private Groups (Less Than 50) • Limited City Managed Programming & Events With Social Distancing	• Open to Public Including Open Restrooms • Playgrounds Open • Enclosed Park Shelters Open For Groups (Reduced Capacity For Shelters) • Open Park Shelters Open For Groups (Less Than 250) • Field Reservations Available For Groups (Less Than 250) • Limited City Managed Programming & Events With Social Distancing
Legion Pool	• Closed to Public	• Closed to Public For Open Swim • Limited Lap Swimming & Private Swim Lessons & Rentals For Small Groups (Less Than 50)	• Closed For Season As Of August 23rd
Annual or Periodic Special Events (Not located on City Recreational Facilities and Parks)	• Suspended	• No Capacity Limits • Social Distancing And Face Coverings Recommended	• No Capacity Limits • Social Distancing And Face Coverings Recommended
Recurring Events (Not Located on City Recreational facilities and Parks)	• Suspended	• No Capacity Limits • Social Distancing And Face Coverings Recommended	• No Capacity Limits • Social Distancing And Face Coverings Recommended



Common Council

Regular Meeting

335 South Broadway
De Pere, WI 54115
<http://www.de-pere.org>

Draft Minutes

Tuesday, August 4, 2020

7:30 PM

1. Call to Order. The meeting was called to order at 7:30 PM by Mayor James Boyd.

Attendee Name	Title	Status	Arrived
Dan Carpenter	Aldersperson	Present	
Mike Eserkaln	Aldersperson	Present	
Jonathon Hansen	Aldersperson	Present	
Amy Chandik Kunding	Aldersperson	Present	
Shana Defnet Ledvina	Aldersperson	Present	
Casey Nelson	Aldersperson	Present	
Dean Raasch	Aldersperson	Present	
Kelly Ruh	Aldersperson	Present	
James Boyd	Mayor	Present	

2. Approval of the minutes of the July 21, 2020 Common Council meeting.

RESULT: APPROVED [UNANIMOUS]
MOVER: Casey Nelson, Aldersperson
SECONDER: Jonathon Hansen, Aldersperson
AYES: Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

3. Approval of the minutes of the July 28, 2020 Special Common Council meeting.

RESULT: APPROVED [UNANIMOUS]
MOVER: Shana Defnet Ledvina, Aldersperson
SECONDER: Mike Eserkaln, Aldersperson
AYES: Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

4. Recommendation from the Board of Park Commissioners to Approve Bid for Poured in Place Surfacing at Patriot Park.

RESULT: APPROVED [UNANIMOUS]
MOVER: Dean Raasch, Aldersperson
SECONDER: Amy Chandik Kunding, Aldersperson
AYES: Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

5. Recommendation from the Board of Park Commissioners to Approve Bid for Legion Restroom Building.

Aldersperson Hansen moved, seconded by Aldersperson Nelson to approve the bid from Alliance Construction, with the shortfall coming from undesignated reserves. Discussion followed. City Attorney Judy Schmidt-Lehman suggested that the motion be taken in

two parts. Alderpersons Hansen and Nelson revised their motion and second to approve the bid from Alliance Construction in the amount of \$153,918.

Staff noted that there is no identification on tonight's agenda regarding the funding shortfall, and for determining the source of that additional funding. Judy recommended that if Council members are comfortable approving the bid tonight, an agenda item can be added to the next meeting to identify a source for the additional funding.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jonathon Hansen, Alderperson
SECONDER:	Casey Nelson, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

6. Recommendation from the Plan Commission regarding the 7 Lot and 2 Outlot extraterritorial final plat of Lawrence Parkway (Phase 2) at 2400 BLK French RD in the Town of Lawrence (Parcels L-455-1, L-457-7, L-458-3).

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dan Carpenter, Alderperson
SECONDER:	Dean Raasch, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

7. Recommendation from the Plan Commission regarding a proposed extraterritorial 4-lot CSM at 2442 Little Rapids RD in the Town of Lawrence.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dan Carpenter, Alderperson
SECONDER:	Dean Raasch, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

8. Recommendation from the Plan Commission regarding a proposed extraterritorial 2 lot certified survey map at 2548 Mid Valley DR in the Town of Lawrence (Parcels L-414, L-415, L-416).

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Dan Carpenter, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

9. Recommendation from the Plan Commission regarding a proposed extraterritorial 2 lot certified survey map at the 2800 BLK Lawrence DR in the Town of Lawrence (Parcels L-472, L-473).

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Casey Nelson, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

10. Recommendation from the License Committee on an Application for Class "B" Fermented Malt Beverage and "Class B" Intoxicating Liquor license for Paintin' Pottery II or Bead It, LLC (DBA Paintin' Pottery), 520 George St. Submitted by Paintin' Pottery II or Bead It, LLC, Agent: Carolyn J. Caffrey, De Pere, WI.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dan Carpenter, Alderperson
SECONDER:	Amy Chandik Kundinger, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Nelson, Raasch, Ruh

11. Ordinance #20-10 Creating Section 74-13 De Pere Municipal Code Requiring Face Coverings (Second Reading).

Alderperson Raasch stated that in light of what is happening at the state level, he feels that the City's order would be superseded and he won't support the ordinance at this time. Alderperson Kundinger asked for clarification on the benefits of passing the ordinance so that it would be in place if needed. Assistant City Attorney Kristen Johnson reviewed the input from staff that if the ordinance is voted down today, it would have to start over as a new ordinance (first reading). If Council approves the ordinance tonight and the state's order is overturned, De Pere's ordinance would already be on the books. Alderperson Hansen pointed out that state legislators are already talking about trying to strike down the governor's order, and so he supports passing the City ordinance tonight in case the state order falls.

RESULT:	ADOPTED [5 TO 3]
MOVER:	Casey Nelson, Alderperson
SECONDER:	Amy Chandik Kundinger, Alderperson
AYES:	Eserkaln, Hansen, Kundinger, Ledvina, Nelson
NAYS:	Carpenter, Raasch, Ruh

12. Resolution #20-82 Establishing Penalties for Violations of Section 74-13 De Pere Municipal Code Requiring Face Coverings.

RESULT:	ADOPTED [7 TO 1]
MOVER:	Jonathon Hansen, Alderperson
SECONDER:	Shana Defnet Ledvina, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Nelson, Ruh
NAYS:	Raasch

13. Resolution #20-83 Authorizing Agreement for Consulting Services Between the City of De Pere and Somerville, Inc. (Conceptual Design and Site Layout for Voyageur Park Multi-Use Building).

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Amy Chandik Kundinger, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Nelson, Raasch, Ruh

14. Resolution #20-84 Amending Resolution #20-34 Declaring a State of Emergency in the City of De Pere (request of Ald. Raasch).

Aldersperson Raasch explained that he has researched the state of emergency declarations of some other Wisconsin counties and from the state. Those orders include dates to be reviewed, so they can be revisited on a regular basis. He requested this resolution in order to include an end date with the opportunity to extend, versus having the state of emergency be open-ended. Discussion followed regarding the ability to extend the expiration date.

Aldersperson Raasch moved, seconded by Aldersperson Ruh to amend the resolution to have the expiration/renewal date coincide with the first Council meeting of the month. Upon vote, the amendment passed unanimously.

Discussion followed on the current process for rescinding the state of emergency, the desire to be consistent with Brown County, and health data that was requested by Council members for the meeting.

RESULT:	DEFEATED AS AMENDED [3 TO 5]
MOVER:	Dean Raasch, Aldersperson
SECONDER:	Kelly Ruh, Aldersperson
AYES:	Carpenter, Raasch, Ruh
NAYS:	Eserkaln, Hansen, Kundinger, Ledvina, Nelson

15. Discussion and consideration of a proposed Phase 2 reopening of city facilities and programming guidelines.

City Administrator Larry Delo explained that staff identified the state's metrics on county risk factors to be used as the benchmark for beginning Phase 2. Once Brown County is identified as low risk based on these metrics, the City would implement Phase 2 guidelines. Larry noted that the City would not move back to Phase 1 unless the County became high risk again. The state Department of Health Services issues these ratings on a daily basis, Monday through Friday. Staff would need some time to implement the Phase 2 guidelines, and the plan would be to notify Council and start preparations once the County achieves a moderate risk rating; Phase 2 would begin as soon as practical after Brown County hits the low risk mark. At that point staff would identify a specific date for Phase 2 and notify Council members.

RESULT:	APPROVED [5 TO 3]
MOVER:	Jonathon Hansen, Aldersperson
SECONDER:	Casey Nelson, Aldersperson
AYES:	Eserkaln, Hansen, Kundinger, Ledvina, Nelson
NAYS:	Carpenter, Raasch, Ruh

16. Appointment to Boards and Commissions by Mayor Boyd.

RESULT:	APPROVED [7 TO 1]
MOVER:	Shana Defnet Ledvina, Alderperson
SECONDER:	Dan Carpenter, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Ruh
NAYS:	Raasch

17. Operator License applications.

Alderperson Carpenter moved, seconded by Alderperson Ledvina to approve New Operator applications #1-5. Upon vote, motion carried unanimously.

Alderperson Carpenter moved, seconded by Alderperson Ledvina to approve Temporary Operator applications #1-8. Upon vote, motion carried unanimously.

18. Voucher approval.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dan Carpenter, Alderperson
SECONDER:	Dean Raasch, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

19. Future agenda items.

Alderperson Raasch requested that an item be placed on the next Council agenda to discuss the source of additional funding for the Legion Park restroom building.

Alderperson Hansen requested that staff report the balance of the park dedication fund.

Alderperson Carpenter requested an update at each Council meeting going forward from the Health Department on the number of COVID-19 cases in the City and the County.

Staff will also e-mail updates to Council members.

20. Adjournment.

Alderperson Kunding moved, seconded by Alderperson Raasch to adjourn the meeting at 8:21 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Carey Danen, City Clerk

Josh Kaul
Wisconsin Attorney General



P.O. Box 7857
Madison, WI 53707-7857

FOR IMMEDIATE RELEASE

March 16, 2020

Office of Open Government Advisory: Coronavirus Disease 2019 (COVID-19) and Open Meetings

MADISON, Wis. – The Wisconsin Department of Justice’s (DOJ) Office of Open Government (OOG) has prepared the following advisory in response to inquiries as to the applicability of the Wisconsin’s open meetings law, Wis. Stat. §§ 19.81 to 19.98, in light of current public health concerns regarding COVID-19. This advisory is provided pursuant to Wis. Stat. § 19.98.

As explained below, governmental bodies typically can meet their open meetings obligations, while practicing social distancing to help protect public health, by conducting meetings via telephone conference calls if the public is provided with an effective way to monitor such calls (such as public distribution, at least 24 hours in advance, of dial-in information for a conference call).

The open meetings law states: “[I]t is declared to be the policy of this state that the public is entitled to the fullest and most complete information regarding the affairs of government as is compatible with the conduct of governmental business.” Wis. Stat. § 19.81(1). To that end, the law requires that “all meetings of all state and local governmental bodies shall be publicly held in places reasonably accessible to members of the public and shall be open to all citizens at all times unless otherwise expressly provided by law.” Wis. Stat. § 19.81(2). A meeting must be preceded by notice providing the time, date, place, and subject matter of the meeting, generally, at least 24 hours before it begins. Wis. Stat. § 19.84.

The open meetings law “does not require that all meetings be held in publicly owned places but rather in places ‘reasonably accessible to members of the public.’” 69 Op. Att’y Gen. 143, 144 (1980) (quoting 47 Op. Att’y Gen. 126 (1978)). As such, DOJ’s longstanding advice is that a telephone conference call can be an acceptable method of convening a meeting of a governmental body. *Id.* at 146. More recently, DOJ guidance deemed video conference calls acceptable as well. Wis. Dep’t of Justice,

Wisconsin Open Meetings Law Compliance Guide 11 (May 2019), <https://www.doj.state.wi.us/sites/default/files/office-open-government/Resources/OML-GUIDE.pdf>.

When an open meeting is held by teleconference or video conference, the public must have a means of monitoring the meeting. DOJ concludes that, under the present circumstances, a governmental body will typically be able to meet this obligation by providing the public with information (in accordance with notice requirements) for joining the meeting remotely, even if there is no central location at which the public can convene for the meeting. A governmental body conducting a meeting remotely should be mindful of the possibility that it may be particularly burdensome or even infeasible for one or more individuals who would like to observe a meeting to do so remotely—for example, for people without telephone or internet access or who are deaf or hard of hearing—and appropriate accommodations should be made to facilitate reasonable access to the meeting for such individuals.

To be clear, providing only remote access to an open meeting is not always permissible, as past DOJ guidance shows. Where a complex plan, drawing, or chart is needed for display or the demeanor of a witness is significant, a meeting held by telephone conference likely would not be “reasonably accessible” to the public because important aspects of the discussion or deliberation would not be communicated to the public. *See* 69 Op. Att’y Gen. at 145. Further, the type of access that constitutes reasonable access in the present circumstances, in which health officials are encouraging social distancing (including avoiding large public gatherings) in order to mitigate the impact of COVID-19, may be different from the type of access required in other circumstances. Ultimately, whether a meeting is “reasonably accessible” is a factual question that must be determined on a case-by-case basis. *Id.*

If you have questions or concerns regarding the application of the open meetings law, please contact the Office of Open Government at (608) 267-2220.



Josh Kaul
Wisconsin Attorney General

P.O. Box 7857
Madison, WI 53707-7857

NEWS FOR IMMEDIATE RELEASE

March 20, 2020

Office of Open Government Advisory: Additional Information Regarding Coronavirus Disease 2019 (COVID-19) and Open Meetings

MADISON, Wis. – The Wisconsin Department of Justice’s (DOJ) Office of Open Government (OOG) continues to prepare additional information in response to inquiries as to the applicability of the Wisconsin’s open meetings law, Wis. Stat. §§ 19.81 to 19.98, in light of current public health concerns regarding COVID-19. This advisory is provided pursuant to Wis. Stat. § 19.98.

Conducting open meetings remotely can pose a number of technological and practical issues that governmental bodies should consider in advance, including, among other things, the following:

- Governmental bodies must ensure that they follow the notice requirements of Wis. Stat. § 19.84 and such notice should inform the public that the meeting will be held remotely and provide all information necessary for the public to monitor the meeting.
- Notices should provide instructions for how the public may access the remote meeting, whether it is to be held via telephone conference call or video conference call. This includes providing the telephone number, video conference link, and any necessary passcodes or other login information.
- As DOJ’s Office of Open Government advised in its March 17, 2020 [advisory](#), a governmental body conducting a meeting remotely should be mindful of the possibility that it may be particularly burdensome or even infeasible for one or more individuals who would like to observe a meeting to do so remotely—for example, for people without telephone or internet access or who are deaf or

hard of hearing—and appropriate accommodations should be made to facilitate reasonable access to the meeting for such individuals.

- When conducting a videoconference or internet-based meeting, the governmental body should strongly consider providing the public with an alternative telephone dial-in option for observing such a meeting so that lack of internet access is not a barrier to observing the meeting.
- At the beginning of each meeting conducted remotely, the chair of the governmental body should encourage all body members to identify themselves before they begin speaking and not to speak over one another. This will help all those listening to the meeting better understand who is speaking.
- When possible, a governmental body may wish to consider recording the meeting and posting it on its website as soon as practicable after the meeting concludes.
- As a bottom line, governmental bodies meeting remotely can and should consider steps that ensure that their meetings remain open and accessible to the public.

If you have questions or concerns regarding the application of the open meetings law, please contact the Office of Open Government at (608) 267-2220.

See also:

March 17, 2020 – [Office of Open Government Advisory: Coronavirus Disease 2019 \(COVID-19\) and Open Meetings](#)



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: January 5, 2021

DEPARTMENT: City Clerk

FROM: Carey Danen

SUBJECT: COVID-19 update from the Health Department.



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: January 5, 2021

DEPARTMENT: City Clerk

FROM: Carey Danen

SUBJECT: Appointments to boards and commissions by Mayor Boyd.

ATTACHMENTS:

- Appointment Memo_Jan 2021 (PDF)

Memo

City of De Pere

To: City Council Members
From: James Boyd, Mayor
Subject: Appointments and Reappointments
Date: January 5, 2021

I am submitting the following name for appointment/reappointment at the January 5, 2021 meeting of the Common Council. I am asking you to please contact me in advance of the meeting if you should have a problem with the individual being submitted for your approval.

Commission

Police & Fire Commission

Appointment/Reappointment

Brittany Bell/Appointment



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: January 5, 2021

DEPARTMENT: City Clerk

FROM: Carey Danen

SUBJECT: Voucher approval.

ATTACHMENTS:

- 1-5-2021 VOUCHERS (PDF)

12/29/2020 11:05 AM A / P CHECK REGISTER
 PACKET: 06446 JAN 2021 COUNCIL - 1 12/31/20
 VENDOR SET: 01 **** CHECK LISTING ****
 BANK : AP ASSOCIATED

PAGE: 1

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
2568	A-1 AUTO UPHOLSTERY INC							
	I-14887	A-1 AUTO UPHOLSTERY INC	R	12/31/2020		419.00CR	094214	
	I-14895	A-1 AUTO UPHOLSTERY INC	R	12/31/2020		225.00CR	094214	
	I-14897	A-1 AUTO UPHOLSTERY INC	R	12/31/2020		339.00CR	094214	
	I-14900	A-1 AUTO UPHOLSTERY INC	R	12/31/2020		200.00CR	094214	
	I-14901	A-1 AUTO UPHOLSTERY INC	R	12/31/2020		150.00CR	094214	1,333.00
0302	AIRGAS USA LLC							
	I-9975257448	AIRGAS USA LLC	R	12/31/2020		461.68CR	094215	
	I-9975257450	AIRGAS USA LLC	R	12/31/2020		245.82CR	094215	707.50
0007	AMBROSIUS SALES & SERVICE							
	I-31685	AMBROSIUS SALES & SERVICE	R	12/31/2020		600.85CR	094216	600.85
1698	B A T I							
	I-5453	B A T I	R	12/31/2020		2,000.00CR	094217	2,000.00
0442	BADGER LABORATORIES INC							
	I-21-50032769	BADGER LABORATORIES INC	R	12/31/2020		700.00CR	094218	700.00
0020	BADGERLAND PRINTING INC							
	I-35959	BADGERLAND PRINTING INC	R	12/31/2020		135.00CR	094219	
	I-35960	BADGERLAND PRINTING INC	R	12/31/2020		638.75CR	094219	773.75
6404	BAY AREA TESTING & CONSULTING LLC							
	I-4475	BAY AREA TESTING & CONSULTING	R	12/31/2020		591.00CR	094220	
	I-4476	BAY AREA TESTING & CONSULTING	R	12/31/2020		268.00CR	094220	
	I-4477	BAY AREA TESTING & CONSULTING	R	12/31/2020		87.25CR	094220	946.25
0027	BAY TOWEL INC							
	I-4031463	BAY TOWEL INC	R	12/31/2020		112.04CR	094221	
	I-4035622	BAY TOWEL INC	R	12/31/2020		117.98CR	094221	
	I-4043678	BAY TOWEL INC	R	12/31/2020		120.18CR	094221	
	I-4075094	BAY TOWEL INC	R	12/31/2020		117.98CR	094221	
	I-4077232	BAY TOWEL INC	R	12/31/2020		95.82CR	094221	
	I-4078806	BAY TOWEL INC	R	12/31/2020		117.98CR	094221	681.98
0037	BROADCAST MUSIC INC							
	I-202012281265	BROADCAST MUSIC INC	R	12/31/2020		364.00CR	094222	364.00
0038	BROADWAY AUTOMOTIVE INC							
	I-1020116	BROADWAY AUTOMOTIVE INC	R	12/31/2020		289.87CR	094223	
	I-517664P	BROADWAY AUTOMOTIVE INC	R	12/31/2020		45.81CR	094223	335.68

12/29/2020 11:05 AM

A / P CHECK REGISTER

PAGE: 2

PACKET: 06446 JAN 2021 COUNCIL - 1 12/31/20

VENDOR SET: 01

**** CHECK LISTING ****

BANK : AP ASSOCIATED

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
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	I-2020-00000001B	BROWN COUNTY TREASURER	R	12/31/2020		764.91CR	094224	
	I-2020-00000102	BROWN COUNTY TREASURER	R	12/31/2020		991.22CR	094224	1,756.13
0050	CAMERA CORNER INC							
	I-518426-IN	CAMERA CORNER INC	R	12/31/2020		1,860.00CR	094225	1,860.00
0536	CDW GOVERNMENT INC							
	I-2623387	CDW GOVERNMENT INC	R	12/31/2020		102.35CR	094226	
	I-2811862	CDW GOVERNMENT INC	R	12/31/2020		1,019.50CR	094226	
	I-5352800	CDW GOVERNMENT INC	R	12/31/2020		1,659.69CR	094226	
	I-5355474	CDW GOVERNMENT INC	R	12/31/2020		1,844.84CR	094226	4,626.38
2708	CLEANING SOLUTION SERVICES INC							
	I-21028	CLEANING SOLUTION SERVICES INC	R	12/31/2020		623.18CR	094227	
	I-21039	CLEANING SOLUTION SERVICES INC	R	12/31/2020		282.38CR	094227	905.56
6414	COMMUNICATIONS ENGINEERING CO							
	I-338560	COMMUNICATIONS ENGINEERING CO	R	12/31/2020		380.00CR	094228	
	I-342157	COMMUNICATIONS ENGINEERING CO	R	12/31/2020		56.75CR	094228	436.75
8290	CONNECTWISE LLC							
	I-INV00167054	CONNECTWISE LLC	R	12/31/2020		239.52CR	094229	
	I-INV00211567	CONNECTWISE LLC	R	12/31/2020		225.00CR	094229	464.52
7639	CORE & MAIN LP							
	I-N461422	CORE & MAIN LP	R	12/31/2020		1,210.00CR	094230	1,210.00
7288	JESSICA DART							
	I-202012281266	JESSICA DART	R	12/31/2020		39.57CR	094231	
	I-202012281267	JESSICA DART	R	12/31/2020		28.19CR	094231	
	I-202012281268	JESSICA DART	R	12/31/2020		77.98CR	094231	145.74
2077	DE PERE EXHAUST							
	I-59423	DE PERE EXHAUST	R	12/31/2020		91.80CR	094232	91.80
0069	DE PERE GREENHOUSE INC							
	I-33993	DE PERE GREENHOUSE INC	R	12/31/2020		79.94CR	094233	79.94
8291	DEERE CREDIT INC							
	I-2410868	DEERE CREDIT INC	R	12/31/2020		6,497.50CR	094234	6,497.50

12/29/2020 11:05 AM

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PAGE: 3

PACKET: 06446 JAN 2021 COUNCIL - 1 12/31/20

VENDOR SET: 01

**** CHECK LISTING ****

BANK : AP ASSOCIATED

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
8285	JAKE EBERHARDT I-202012281269	JAKE EBERHARDT	R	12/31/2020		100.19CR	094235	100.19
7933	ELEVATE97 I-106796	ELEVATE97	R	12/31/2020		604.00CR	094236	604.00
0085	EMERGENCY MEDICAL PRODUCTS INC I-2218387 I-2221943	EMERGENCY MEDICAL PRODUCTS INC EMERGENCY MEDICAL PRODUCTS INC	R R	12/31/2020 12/31/2020		42.24CR 239.97CR	094237 094237	 282.21
0086	ERC INC I-ERC-1120-0220	ERC INC	R	12/31/2020		432.00CR	094238	432.00
8292	EZ DOCK FLOATING DOCK SYSTEMS I-202012281270	EZ DOCK FLOATING DOCK SYSTEMS	R	12/31/2020		1,533.00CR	094239	1,533.00
0092	FEAKER & SONS CO INC I-20-04 (3)	FEAKER & SONS CO INC	R	12/31/2020		140,469.08CR	094240	140,469.08
0331	FERGUSON WATERWORKS #1476 INC I-320568	FERGUSON WATERWORKS #1476 INC	R	12/31/2020		4,160.00CR	094241	4,160.00
0200	FIRST SUPPLY LLC I-12413663-00	FIRST SUPPLY LLC	R	12/31/2020		38.56CR	094242	38.56
1068	FOX VALLEY TRUCK & BODY INC I-RO 054274	FOX VALLEY TRUCK & BODY INC	R	12/31/2020		440.73CR	094243	440.73
0111	GAT SUPPLY INC I-373294-1	GAT SUPPLY INC	R	12/31/2020		54.20CR	094244	54.20
5830	GRAEF INC I-112661 I-113279	GRAEF INC GRAEF INC	R R	12/31/2020 12/31/2020		9,563.50CR 1,300.00CR	094245 094245	 10,863.50
0116	GRAINGER INC I-9727693922 I-9738444778 I-9750702632	GRAINGER INC GRAINGER INC GRAINGER INC	R R R	12/31/2020 12/31/2020 12/31/2020		31.85CR 8.01CR 56.50CR	094246 094246 094246	 96.36
0780	GREAT LAKES TV SEAL INC I-20-08 (1) FINAL	GREAT LAKES TV SEAL INC	R	12/31/2020		26,565.40CR	094247	26,565.40

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VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
8293	KYLE GUILLETTE I-202012281271	KYLE GUILLETTE	R	12/31/2020		146.59CR	094248	146.59
4902	HALRON LUBRICANTS INC C-1199431-00 I-1198806-00 I-1198832-00	HALRON LUBRICANTS INC HALRON LUBRICANTS INC HALRON LUBRICANTS INC HALRON LUBRICANTS INC	R	12/31/2020 12/31/2020 12/31/2020		60.00 1,165.66CR 2,663.28CR	094249 094249 094249	 3,768.94
1237	HASTINGS AIR ENERGY CONTROL I-I86288 I-I86289	HASTINGS AIR ENERGY CONTROL HASTINGS AIR ENERGY CONTROL	R	12/31/2020 12/31/2020		500.00CR 696.86CR	094250 094250	 1,196.86
6209	RUSS HOLCOMB I-202012281272	RUSS HOLCOMB	R	12/31/2020		247.90CR	094251	247.90
1252	HURCKMAN MECHANICAL INDUSTRIES INC I-W33758	HURCKMAN MECHANICAL INDUSTRIES	R	12/31/2020		292.24CR	094252	292.24
1399	INDOFF INC I-3426364 I-3426669 I-3426775 I-3426776 I-3428020 I-3428929 I-3429775 I-3430642	INDOFF INC INDOFF INC INDOFF INC INDOFF INC INDOFF INC INDOFF INC INDOFF INC INDOFF INC	R	12/31/2020 12/31/2020 12/31/2020 12/31/2020 12/31/2020 12/31/2020 12/31/2020 12/31/2020		60.76CR 59.77CR 69.81CR 16.14CR 89.98CR 113.98CR 47.85CR 20.89CR	094253 094253 094253 094253 094253 094253 094253 094253	 479.18
8294	JET VAC ENVIRONMENTAL I-3409	JET VAC ENVIRONMENTAL	R	12/31/2020		800.34CR	094254	800.34
2602	JOSSART BROTHERS INC I-19-01 (8) FINAL I-1955	JOSSART BROTHERS INC JOSSART BROTHERS INC JOSSART BROTHERS INC	R	12/31/2020 12/31/2020		69,140.46CR 1,265.38CR	094255 094255	 70,405.84
1276	JX ENTERPRISES INC I-14149738P I-14152745P	JX ENTERPRISES INC JX ENTERPRISES INC	R	12/31/2020 12/31/2020		79.89CR 73.98CR	094256 094256	 153.87
3140	KUNDINGER FLUID POWER INC I-50619784	KUNDINGER FLUID POWER INC	R	12/31/2020		27.02CR	094257	27.02

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VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT	
5786	CINDY LEE I-202012281273	CINDY LEE	R	12/31/2020		49.85CR	094258	49.85	
8295	KAY LENZEN I-202012281274	KAY LENZEN	R	12/31/2020		78.72CR	094259	78.72	
0160	LIZER LAWN CARE & IRRIGATION I-111349	LIZER LAWN CARE & IRRIGATION	R	12/31/2020		3,525.00CR	094260	3,525.00	
7446	MACQUEEN EQUIPMENT GROUP I-P17514	MACQUEEN EQUIPMENT GROUP	R	12/31/2020		341.37CR	094261	341.37	
0165	MARTELL CONSTRUCTION INC I-19-05 (4)	MARTELL CONSTRUCTION INC	R	12/31/2020		86,780.45CR	094262	86,780.45	
0163	MCC INC I-20-07 (3)	MCC INC	R	12/31/2020		276,201.77CR	094263	276,201.77	
0173	MENARDS INC I-75354 I-75659 I-75801 I-75833 I-75850 I-75901 I-76027 I-76073 I-76093 I-76128 I-76129 I-76186 I-76229 I-76312 I-76358	MENARDS INC MENARDS INC MENARDS INC MENARDS INC MENARDS INC MENARDS INC MENARDS INC MENARDS INC MENARDS INC MENARDS INC MENARDS INC MENARDS INC MENARDS INC MENARDS INC MENARDS INC	R R R R R R R R R R R R R R R	12/31/2020 12/31/2020 12/31/2020 12/31/2020 12/31/2020 12/31/2020 12/31/2020 12/31/2020 12/31/2020 12/31/2020 12/31/2020 12/31/2020 12/31/2020 12/31/2020 12/31/2020		86.44CR 7.87CR 13.47CR 35.54CR 60.90CR 16.07CR 36.99CR 37.18CR 25.17CR 17.35CR 299.90CR 50.29CR 2.99CR 26.29CR 50.24CR	094264 094264 094264 094264 094264 094264 094264 094264 094264 094264 094264 094264 094264 094264 094264		766.69
VOID	VOID CHECK		V	12/31/2020			094265	**VOID**	
3191	NCI I-AR20215	NCI	R	12/31/2020		49.90CR	094266	49.90	
0531	NORTHEAST AUTO PARTS INC C-352840 I-352604 I-352675 I-352747 I-352861 I-352908 I-352938 I-352957 I-352963 I-353010 I-353069	NORTHEAST AUTO PARTS INC NORTHEAST AUTO PARTS INC NORTHEAST AUTO PARTS INC NORTHEAST AUTO PARTS INC NORTHEAST AUTO PARTS INC NORTHEAST AUTO PARTS INC NORTHEAST AUTO PARTS INC NORTHEAST AUTO PARTS INC NORTHEAST AUTO PARTS INC NORTHEAST AUTO PARTS INC NORTHEAST AUTO PARTS INC NORTHEAST AUTO PARTS INC	R R R R R R R R R R R R	12/31/2020 12/31/2020 12/31/2020 12/31/2020 12/31/2020 12/31/2020 12/31/2020 12/31/2020 12/31/2020 12/31/2020 12/31/2020 12/31/2020		49.99 32.95CR 16.62CR 341.81CR 53.12CR 375.85CR 69.90CR 201.98CR 42.04CR 16.65CR 46.03CR	094267 094267 094267 094267 094267 094267 094267 094267 094267 094267 094267 094267		

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VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
	I-353081	NORTHEAST AUTO PARTS INC	R	12/31/2020		12.22CR	094267	
	I-652698	NORTHEAST AUTO PARTS INC	R	12/31/2020		6.99CR	094267	1,166.17
1965	NORTHERN ELECTRIC INC							
	I-20-16 (2)	NORTHERN ELECTRIC INC	R	12/31/2020		112,953.84CR	094268	112,953.84
0194	OLSON TRAILER & BODY LLC							
	I-104701C	OLSON TRAILER & BODY LLC	R	12/31/2020		181.32CR	094269	
	I-76082	OLSON TRAILER & BODY LLC	R	12/31/2020		4,750.00CR	094269	4,931.32
0499	PACK AND SHIP LLC							
	I-242226	PACK AND SHIP LLC	R	12/31/2020		43.43CR	094270	43.43
1331	PACKER FASTENER & SUPPLY INC							
	I-559299	PACKER FASTENER & SUPPLY INC	R	12/31/2020		256.13CR	094271	
	I-560898	PACKER FASTENER & SUPPLY INC	R	12/31/2020		26.21CR	094271	282.34
6791	PACKERLAND ELECTRIC LLC							
	I-3921	PACKERLAND ELECTRIC LLC	R	12/31/2020		11,775.00CR	094272	11,775.00
0208	POMP'S TIRE SERVICE INC							
	C-90068982	POMP'S TIRE SERVICE INC	R	12/31/2020		6.00	094273	
	I-90068672	POMP'S TIRE SERVICE INC	R	12/31/2020		775.87CR	094273	
	I-90068734	POMP'S TIRE SERVICE INC	R	12/31/2020		74.95CR	094273	
	I-90068817	POMP'S TIRE SERVICE INC	R	12/31/2020		628.19CR	094273	
	I-90068871	POMP'S TIRE SERVICE INC	R	12/31/2020		805.83CR	094273	
	I-90068881	POMP'S TIRE SERVICE INC	R	12/31/2020		27.50CR	094273	
	I-90068935	POMP'S TIRE SERVICE INC	R	12/31/2020		22.99CR	094273	
	I-90068953	POMP'S TIRE SERVICE INC	R	12/31/2020		775.91CR	094273	
	I-90068987	POMP'S TIRE SERVICE INC	R	12/31/2020		375.91CR	094273	3,481.15
1246	PREVEA HEALTH							
	I-129969	PREVEA HEALTH	R	12/31/2020		236.90CR	094274	236.90
0220	QUILL CORP							
	I-12848420	QUILL CORP	R	12/31/2020		42.99CR	094275	42.99
6948	RAY'S TIRE							
	I-1016088	RAY'S TIRE	R	12/31/2020		938.68CR	094276	938.68
8296	REALIVING							
	I-202012281275	REALIVING	R	12/31/2020		300.00CR	094277	300.00

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VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
0397	REEKE MAROLD CO INC I-25781	REEKE MAROLD CO INC	R	12/31/2020		325.00CR	094278	325.00
0158	ROBERT E LEE & ASSOCIATES INC I-78706 I-78708	ROBERT E LEE & ASSOCIATES INC ROBERT E LEE & ASSOCIATES INC	R	12/31/2020		905.45CR	094279	
			R	12/31/2020		8,562.66CR	094279	9,468.11
8157	RUEKERT & MIELKE I-134611	RUEKERT & MIELKE	R	12/31/2020		10,255.00CR	094280	10,255.00
1890	S I METALS AND SUPPLY I-244430	S I METALS AND SUPPLY	R	12/31/2020		635.75CR	094281	635.75
7513	SAFE FLOW LLC I-2020049 I-2020050 I-2020051 I-2020052	SAFE FLOW LLC SAFE FLOW LLC SAFE FLOW LLC SAFE FLOW LLC	R	12/31/2020		190.00CR	094282	
			R	12/31/2020		95.00CR	094282	
			R	12/31/2020		570.00CR	094282	
			R	12/31/2020		95.00CR	094282	950.00
0501	SAINT MARY'S HOSPITAL I-24088	SAINT MARY'S HOSPITAL	R	12/31/2020		1.25CR	094283	1.25
0235	SAINT VINCENT HOSPITAL I-52117	SAINT VINCENT HOSPITAL	R	12/31/2020		29.66CR	094284	29.66
7221	SCENICVIEW LANDSCAPE I-1253	SCENICVIEW LANDSCAPE	R	12/31/2020		583.00CR	094285	583.00
1092	SOMERVILLE ARCHITECTS ENGINEERS I-36733	SOMERVILLE ARCHITECTS ENGINEER	R	12/31/2020		1,500.00CR	094286	1,500.00
7888	TITLETOWN DRONES LLC I-20-199	TITLETOWN DRONES LLC	R	12/31/2020		815.00CR	094287	815.00
8297	TLB WOOD PRODUCTS LLC I-20-1534E	TLB WOOD PRODUCTS LLC	R	12/31/2020		1,825.00CR	094288	1,825.00
0268	TRUCK EQUIPMENT INC I-925005-00 I-928946-00 I-931184-00	TRUCK EQUIPMENT INC TRUCK EQUIPMENT INC TRUCK EQUIPMENT INC	R	12/31/2020		88.92CR	094289	
			R	12/31/2020		394.45CR	094289	
			R	12/31/2020		217.51CR	094289	700.88

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VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
6900	TURRIFF PLUMBING INC. I-10246	TURRIFF PLUMBING INC.	R	12/31/2020		536.24CR	094290	536.24
0417	TWEET GAROT MECHANICAL INC I-50590	TWEET GAROT MECHANICAL INC	R	12/31/2020		2,400.00CR	094291	2,400.00
0272	UNIFORM SHOPPE INC I-305893	UNIFORM SHOPPE INC	R	12/31/2020		48.00CR	094292	48.00
0857	USA BLUEBOOK I-380064	USA BLUEBOOK	R	12/31/2020		320.56CR	094293	320.56
6230	UTILITY SERVICE CO INC I-524399 I-524400	UTILITY SERVICE CO INC UTILITY SERVICE CO INC	R R	12/31/2020 12/31/2020		20,824.19CR 31,064.52CR	094294 094294	 51,888.71
0620	VALLEY RADIATOR INC I-29003	VALLEY RADIATOR INC	R	12/31/2020		75.00CR	094295	75.00
7210	VANDEN PLAS PORTABLE SOLUTIONS LLC I-3880	VANDEN PLAS PORTABLE SOLUTIONS	R	12/31/2020		140.00CR	094296	140.00
7246	MICHAEL VANDENBUSH I-202012281276	MICHAEL VANDENBUSH	R	12/31/2020		102.85CR	094297	102.85
7320	MIKE VANDENHEUVEL I-700-28	MIKE VANDENHEUVEL	R	12/31/2020		176.00CR	094298	176.00
5772	MELISSA VANDE WETTERING I-202012281277	MELISSA VANDE WETTERING	R	12/31/2020		215.15CR	094299	215.15
3707	VIKING ELECTRIC SUPPLY I-S004171737.001 I-S004171737.002	VIKING ELECTRIC SUPPLY VIKING ELECTRIC SUPPLY	R R	12/31/2020 12/31/2020		152.73CR 4,005.00CR	094300 094300	 4,157.73
7861	KRISTEN VINCENT I-202012281278	KRISTEN VINCENT	R	12/31/2020		14.38CR	094301	14.38
0962	VOS ELECTRIC INC I-98478	VOS ELECTRIC INC	R	12/31/2020		2,000.00CR	094302	2,000.00
2645	WI DEPT OF JUSTICE I-202012281279	WI DEPT OF JUSTICE	R	12/31/2020		14.00CR	094303	14.00

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VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
6418	WI DEPT OF NATURAL RESOURCES							
	I-VPLE0000006056	WI DEPT OF NATURAL RESOURCES	R	12/31/2020		210.00CR	094304	210.00
0514	WI POLICY FORUM							
	I-202012281280	WI POLICY FORUM	R	12/31/2020		135.00CR	094305	135.00
0515	WI PUBLIC HEALTH ASSOC							
	I-300003977	WI PUBLIC HEALTH ASSOC	R	12/31/2020		200.00CR	094306	200.00
7519	ANGELA ZILLS							
	I-202012281281	ANGELA ZILLS	R	12/31/2020		48.19CR	094307	48.19

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	93	0.00	883,391.37	883,391.37
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	1	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	94	0.00	883,391.37	883,391.37

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

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VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
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** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT

100	12/2020	56,024.98CR
201	12/2020	12,693.54CR
209	12/2020	922.42CR
405	12/2020	728,160.97CR
415	12/2020	16,525.00CR
460	12/2020	210.00CR
601	12/2020	64,341.38CR
650	12/2020	4,513.08CR
=====		
ALL		883,391.37CR



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: January 5, 2021

DEPARTMENT: City Clerk

FROM: Carey Danen

SUBJECT: Future agenda items.



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: January 5, 2021

DEPARTMENT: City Attorney

FROM: Judith Schmidt-Lehman

SUBJECT: Consideration and Action on Request From the Axley Byrnelson,
LLP Law Firm for a Waiver of Conflict of Interest
