**Please note that due to the ongoing COVID-19 public health emergency, members of this governing body will attend via internet. The City Council Chambers will be open to the public but limited to 10 attendees or less due to social distancing. (Use the lower level doors.) For your personal safety and the safety of our community, interested persons are invited to watch from their homes in lieu of attending the meeting in person.**

Persons wishing to make public comment remotely, should contact the City Clerk’s office (awhit@rfcity.org or 715-426-3408) prior to 4 p.m. on the day of the meeting in order to ensure they are added to the list and can be accommodated during the meeting.

Public comments may be e-mailed to the Mayor and City Council at mayorandcouncil@rfcity.org.

The public may view/listen to the meeting by:

- Calling Toll Free 1-844-992-4726, access code: 132 001 0347
- Visiting the web link: https://tinyurl.com/RFCouncil9222020
- Viewing the City's YouTube Channel: https://www.youtube.com/user/cityofriverfalls

Call Meeting to Order - 6:30 p.m.
Pledge of Allegiance
Roll Call
Approval of September 8, 2020, Minutes
Approval of Bills (Plunkett)

*** NOTE: OFFICIAL ACTION MAY BE TAKEN ON ANY AGENDA ITEM ***

PUBLIC COMMENT, PETITIONS, REQUESTS AND COMMUNICATIONS:

1. Update from KinniCC
2. Public Comment

CONSENT AGENDA:

3. Acknowledgement of the following minutes:
   a. BID Board – 7/14/20; 3/10/20
   b. UAB Workshop – 8/17/20
   d. Police and Fire Commission - 5/6/20
   e. Library Board - 8/3/20
4. Resolution Accepting the Public Improvements for Highview Meadows 5th Addition

5. Resolution Accepting Public Improvements (Sterling Ponds Cottages)

6. Resolution Appointing Mike Noreen as the City Forester

7. Resolution Authorizing Urban Forestry Grant Application

**ORDINANCES AND RESOLUTIONS:**
8. Ordinance 2020-08 to Rezone and Amend Future Land Use Map for South Wasson Lane Lot 1 - First Reading
10. Resolution Amending Total Project Cost for the Police Department Remodel and Addition Project

**REPORTS:**
11. Administrator's Report
12. Comptroller's Report

**ANNOUNCEMENTS:**
13. Mayor's Appointment

**ADJOURNMENT**
Mayor Dan Toland called the meeting to order at 6:30 p.m. in a virtual meeting format due to the Covid 19 pandemic. The City Council Chambers was open for public to attend.

**City Council Members Present:** Todd Bjerstedt, Sean Downing, Christopher Gagne, Scott Morrissette, Diane Odeen, Ben Plunkett, Hal Watson

**Members Absent:** None

**Staff Present:** City Administrator Scot Simpson; IT Specialist Jon Smits; City Clerk Amy White; Assistant City Administrator Jason Stroud; City Attorney Chris Gierhart; Community Development Director Amy Peterson; Utility Director Kevin Westhuis; others

**Others Present:** Benjamin Fochs, AZ Snyder, Jim Smith, Bob Pfister

The Pledge of Allegiance was said.

**APPROVAL OF MINUTES:**
August 18 Special and August 25 Regular Meeting Minutes

MS Morrissette/Watson move to approve minutes. The roll call vote passed unanimously 7-0 with all voting in favor.

**APPROVAL OF BILLS:**
Bills: $1,578,628.75

MS Morrissette/Downing move to approve bills subject to the Comptroller. The roll call vote passed unanimously 7-0 with all voting in favor.

**PUBLIC COMMENT, PETITIONS, REQUESTS AND COMMUNICATIONS:**
Benjamin Fuchs, 2529 Powell Avenue – thanked Council for approving the future land use map. He expressed concerns about boundaries in TID 16.

**CONSENT AGENDA:**
Acknowledgement of the following minutes: Joint Meeting of the Park and Recreation Advisory Board and the Historic Preservation Commission; Park and Recreation Advisory Board – 7/15/20; River Falls Housing Authority – 7/15/20; EMS Advisory Board 2/3/20; Plan Commission – 3/9/20; Board of Review – 8/6/20; Library Board – 7/13/20

Resolution Approving Advanced Disposal Contract Extension →→ **Pulled by Downing**

Preliminary No. 6512 - Resolution Declaring Intent to Exercise Special Assessment Police Powers under Section 66.0703 Wisconsin Statutes for the Benefit of the River Falls Business Improvement District

Alderperson Morrissette asked for clarification on the Preliminary Resolution Declaring Intent to Exercise Special Assessment Police Powers. He wasn’t sure what that meant. Alderperson Odeen said this sets a hearing. The Mayor said it would come back before the Council in October for a public hearing. City Administrator
City Council Minutes for September 8, 2020
Page 2

Simpson said this was part of a legal process for levying the assessments on property owners. This gives them a notice under the statutes. He talked further about the process.

**With no other comments/questions, MS Morrissette/Odeen to approve the remainder of the Consent Agenda. The roll call vote passed unanimously 7-0 with all voting in favor.**

**Resolution No. 6513 - Approving Advanced Disposal Contract Extension**

Alderperson Downing said over the past year, he has been trying to find ways to help improve City services regarding recycling. He thanked the City staff for working with him. Downing doesn’t believe there is much competition between rates at present. He has been looking at ways to expand the service and save money but the market this year has made it difficult. He believes this is the best option. Downing asked Simpson to provide further information.

Simpson talked about looking at electronic recyclables and other ideas Downing had. Simpson said the price is driven primarily by some fixed costs – the route-based costs. He talked about tonnage and getting good recycling rates in the past. Simpson spoke further about other services that were included in the contract.

**The Mayor asked for a motion. MS Downing/Watson move to approve resolution.**

Alderperson Gagne asked who is doing the customer service. Simpson provided an answer and said that the City takes responsibility for customer service concerns. Utility Director Westhuis said that the City works directly with Advanced Disposal and said they are extremely responsive. He advised customers to call City Hall. Gagne appreciated the staff’s work.

Alderperson Plunkett had questions regarding recycling, disposing of items at landfills, fuel costs and reporting. Plunkett would like to see the numbers before voting on what recycled materials are collected, how many of those materials are going into landfills, and what is the market value of the items that are collected.

Utility Director Westhuis said Jim Smith, District Manager, and Bob Pfister, Marketing Manager, were available for questions. Smith said the recycling is collected and goes to the Twin Cities. All products that have a market are recycled. The processing costs have increased dramatically and the value of each of the commodities has reduced significantly over the last few years. Smith didn’t have the numbers but could get them back to Westhuis tomorrow.

Westhuis told Plunkett he would get the data and pass it along. Plunkett wanted the data before voting on the contract. He is concerned that some of the materials are being contaminated in the single stream hauling process reducing the value of the recycling making it an energy cost not a savings and limiting materials for the domestic production of goods.

Westhuis referred the question to Pfister. Pfister said all the recycling goes to a single stream processing facility; none goes to the landfill. There is about 90 tons of recycling and 225 tons of refuse a month taken out of River Falls. He doesn’t think there is an inordinate amount of contaminates from River Falls compared to other communities. He noted the contamination rate industry average is 16-20 percent. He doesn’t know that it is any different as he doesn’t have any specific information on that. The cost of recycling is $45-$50 per ton. He talked about China shutting the doors to recycling and the growth in recycling due to Covid.

Plunkett reviewed the costs stating he estimated $4,500 in processing costs monthly and nothing for landfill as Pfister said zero of the recycling was going to a landfill – which Plunkett found it hard to believe. Plunkett didn’t appreciate getting gas lamped as a Council member regarding what happens at the single stream collection facility. He felt honesty in presenting before Council was a very important thing.

Plunkett asked about the number of residential accounts in the City. Westhuis said there are approximately 6,500. Plunkett said there was a $28,000 increase in costs to residents versus $4,500 cost of processing the materials. He said that would explain the rise in Advanced Disposal’s stock price. Before voting on the contract,
Plunkett would be interested in the materials collected in River Falls which should have been monthly reported accorded to Section 6.3 of the current contract.

Simpson provided an answer to Plunkett regarding fuel costs. He thought the wording was unique to River Falls, and it is an advantage to the City because it raises the bar pretty high before any fuel surcharges would be added from the hauler. He explained how the provider would rather have a tiered approach.

Plunkett thanked Simpson but said that still doesn’t get into Section 6.3 regarding reporting on recycled materials and if the paper is getting contaminated and is unsuitable for domestic mills. He spoke further about shipping materials and China, and again said he wanted to look at the material that should have been available according to Section 6.3 and examine it and maybe talk with other facilities in the area that have a more reliable collection method that results in less contamination of paper products.

Call to question by Odeen. The Mayor asked for a roll call vote. The roll call vote was 5-2 with all voting in favor except for Downing and Plunkett.

The Mayor asked for a roll call vote on the motion to approve the resolution. The roll call vote was 6-1 with all voting in favor except for Plunkett.

REPORTS:
Review of Resolution No. 6501 - Resolution Relating to the Covid-19 Public Health Emergency; Recommending the Use of Face Coverings in Public in the City of River Falls
Pierce County Health Director AZ Snyder was available for questions.

Downing asked how contact tracing was going. Snyder said okay. The vast majority of people are respectful and cooperative but there are some cases when people refuse to call public health back. She provided further details. Downing asked about the transition for college students. Snyder said it has been going well in River Falls. The university has a contact tracing team. She spoke about that process.

Plunkett asked about university/school openings and the expectations. Snyder talked about openings at other UW campuses where they are struggling. In River Falls, about 260 students have been tested by either antigen or PCR. We are at about a three percent positivity rate.

Morrissette asked about the difference between PCR and antigen testing. Snyder answered speaking in detail about differences between the tests.

Gagne asked about probable versus confirmed cases. Snyder explained in great detail and talked about the importance of both in reporting numbers for the county. Gagne requested separation of the numbers in probable versus confirmed. City Administrator Stroud said we can but with the caveat that the math may not add up the same. Gagne reiterated he wanted to see the probable versus confirmed separately. Stroud said in terms of whether probables are to be included, he would defer to Snyder. Snyder explained the reason probables should be included in the numbers and answered follow-up questions from Gagne.

Watson asked about the effect of the governor’s masking mandate. Snyder said it was too soon to tell, but anecdotally, the cases have been going down. She couldn’t interpret that without a counterfactual to the masking mandate. Watson asked if she believed the masking mandate as it is laid out is adequate for its intended purpose. Snyder said yes.

Odeen understood that accuracy is difficult with this disease because it is new. Does the accuracy of probables versus confirmed cases would influence how cases are handled? Snyder said they are careful before they confirm a probable case. We have to have a high index of clinical suspicion. Snyder provided further details.

Downing asked if there was a percent of infection rate that Snyder believes is not properly being recorded because people don’t get tested. Snyder said they do not that information.
Stroud addressed a request from Gagne during previous discussion. He felt weekly numbers were important because that is how staff would recommend moving between phases. On Pierce County’s dashboard, probable and actual case numbers are combined so he cannot report out a delineation on those two. Gagne asked to have those numbers – probable versus confirmed – split at some point. He feels that would give clarity and accuracy to the numbers.

Plunkett asked about moving from Phase 2 to 3. He asked what happens if it goes the other way. Do we have a metric? He asked for more information on health impacts on those who survive the infection. Snyder said long-term health impacts are still emerging and provided more detail about the data.

City Administrator Simpson said the City is operating under “Crushing Covid” which is a guide based on a three-step program by the State of Wisconsin. There has been a significant amount of discussion between Public Health and cities about the phasing. There is still significant discussion if the current dashboard is the right one. Simpson talked about the phases and moving within them saying he is relaying on Public Health. At best, he thinks the City will be a Phase 2 for the remainder of the calendar year. Under the Emergency Order, the Mayor, with the guidance of County Health and staff, can let the Council know which phase we are moving to. He provided further information.

Stroud said we don’t have a specific numeric value for moving forward or backwards but it’s more about the totality of the circumstances at the time with consulting the state’s Badger Bounce Back Plan, local Public Health, and our current situation.

Gagne asked what’s the main goal? He is still looking for information. Gagne spoke further.

**Administrator’s Report**

There were no questions about the report.

At 7:33 p.m., MS Bjerstedt/Downing move to adjourn. The roll call vote passed 7-0 with all voting in favor.

Respectfully submitted,

Kristi McKahan, Deputy Clerk
CALL TO ORDER—Joleen Larson called the meeting to order at 8:32 a.m.

Members present: Joleen Larson, Terry McKay, Kerri Olson, Mike Miller, Jodi Nelson, Amy Halvorson, Russ Korpela
Members Absent: Lori Moran, Mike Pepin
Others present: Sam Wessel and Jon Smits

Agenda/Meeting Minutes
The agenda and the March 2020 meeting minutes were reviewed. M/S Miller/Nelson to approve the minutes; unanimous.

Financial Report
Financials were reviewed.

Grant requests
1. Jimmy Leske
Request for $1,050 approved for new façade paint, changing the red panels to a warm gray tone. M/S Halvorson/McKay; unanimous.

Other Business
1. Dave Markson Mural Request
Larson noted that Dave Markson is expressing interest in a mural at 101-103 N Main St. BID has already committed to a Mural this year but will consider the proposed mural in the future.

2. Maple Street Mural
Wessel is in contact with Taylor Berman on a monthly basis regarding the COVID-19 status of RSFD and the ability of his class to paint a mural this Fall.

3. Community Arts Base update
Wessel mentioned that BID issued its recurring check in support of CAB for this year.

4. Historic Newspaper Articles
Wessel included historic BID related newspaper articles in this meeting’s packet that were recently found.

Other Business
Larson and Korpela lead a discussion encouraging BID members to brainstorm ideas for the BID to assist downtown businesses in new ways in light of the COVID-19 pandemic. River Dazzle and Ladies’ Night Out is still scheduled and Bacon Bash is to be determined. Depending on which events are held, money could be
redirected to different forms of business relief if not used for events. BID will have a more detailed discussion next month on business relief ideas.

Halvorson asked if the City permits outdoor café seating. Wessel described that only a few businesses have requested seating and are able to if 5 feet of sidewalk clearance and vision triangles are maintained. Since sidewalk width varies, outdoor seating is approved on a case-by-case basis.

Next Meeting
The next meeting will be held August 11, 2020.

ADJOURNMENT
M/S Halvorson/Korpela to adjourn; unanimous vote at 9:01 a.m.
CALL TO ORDER—Joleen Larson called the meeting to order at 8:35 a.m.

Members present: Joleen Larson, Terry McKay, Kerri Olson, Mike Miller, Jodi Nelson
Members Absent: Amy Halvorson, Lori Moran, Mike Pepin, Russ Korpela
Others present: Amy Peterson, Sam Wessel, Matt and Stephanie Johnson

Agenda/Meeting Minutes
The agenda and the November 2019 meeting minutes were reviewed. M/S Miller/Mckay to approve the minutes; unanimous.

Financial Report
Financials were reviewed.

Grant requests
1. Matt and Stephanie Johnson
The Garage Bikes & Brews, 109 W Cedar St

Matt and Stephanie explained that their business will sell bikes, including electric bikes, while offering beer, coffee, and kombucha. They are requesting funding since they are adding new signage, repainting, and replacing garage doors (one will be glass). M/S McKay/Miller to award $6,000 in façade grant funding and $1,000 in sign grant funding for 109 W Cedar St.

Other Business
1. BID Reappointments
Larson noted that Amy Halvorson was reappointed through Dec 2021 and Mike Miller through Dec 2022.

2. Hanging basket update
Larson updated the BID Board that downtown hanging baskets would be delivered in the upcoming week.

3. Possible Mural changes
Larson described that BID should adopt a policy regarding murals where a business is looking to add doors or windows on walls with existing murals. This is in response to an inquiry at 127 N Main St where a business wanted to replace the door, which is part of an existing mural, with a glass one. While the project didn’t go forward, BID should determine how to address similar situations in the future.

4. Election of officers
Larson called for the election of officers at the upcoming April 2020 BID meeting due to changes in responsibilities at her job and to open the opportunity to serve as president to other BID Board members.
5. BID Board Photo
This item is to be kept on agendas until the full BID Board is in attendance.

6. Next month: Taylor Berman, Maple St. Bridge Mural
BID has set aside $2500 in the 2020 budget under Main Street Projects and $3500 under Special Projects to put towards the mural. Taylor Berman, RFHS, will come to the April BID meeting to discuss project details.

Next Meeting
The next meeting will be held April 14, 2020.

ADJOURNMENT
M/S McKay/Nelson to adjourn; unanimous vote at 9:15 a.m.
Utility Advisory Board Present: Patrick Richter, Scott Morrissette, Kevin Swanson, Tim Thum, Mark Spafford and Kellen Wells-Mangold

Utility Advisory Board Absent: Robert Lillo

Staff Present: Utility Director Kevin Westhuis; Utility Administrative Assistant Lanae Nelson; Electric Operations Superintendent Wayne Siverling; Wastewater/Water Superintendent Ron Groth; Conservation & Efficiency Coordinator Mike Noreen; Electric Meter Technician/Hydroelectric Operator Brian Hatch; Finance Director/Controller Sarah Karlsson; Assistant City Administrator Jason Stroud; Community Development Director Amy Peterson; IT Tech Assistant Jon Smits and City Engineer Crystal Raleigh

The meeting was called to order by Utility Advisory Board Vice Chair Patrick Richter at 6:30 p.m.

TRC Senior Consultant Lesley Brotkowski gave an update on the Federal Energy Regulatory Commission (FERC) Hydroelectric Relicensing update. She went over the FERC Schedule Review, USACE Planning Assistance for States (PAS) program involvement, study overview, study updates, budget updates, and the overview of the next steps.

The FERC study schedule is in its second season, running from May through October 2020. The next step in the process for the licensees and stakeholders will be updated study reports, meetings and stakeholder comments which will run from January – May 2021.

Brotkowski and the board reviewed the study overview on the following studies:

- Hydrologic and Hydraulic Evaluation
- Water Quality
- Lake George Shoreline Habitat Assessment
- Aquatic Invasive Species Survey
- Mussel Survey
- Wetland, Riparian, and Terrestrial Resources Survey
- Riverine Habitat Evaluation below Powell Falls
- Recreation (Recreation Facility Inventory and Recreation Use Assessment)
- Cultural Resources (Architectural Resources Survey and Archaeology Resources Survey)
- Decommissioning Plan
- Sediment Study

Brotkowski and the board had discussion on the study budget differences for 2019 and 2020. The 2019 studies were $5,850 under budget. The 2020 studies are higher due to the PAS program than the Revised Study Plan (RSP) estimates. There was a newly required FIREC study which added $40,000 and the PAS program contribution to the studies is higher than estimated. The current PAS program study contribution
estimate for the studies was $170,550 with USACE Administrative costs of $39,450 for a total contract value of $210,000.

Electric Meter Technician/Hydroelectric Operator Brian Hatch gave an update on the dam inspection report on the June 29, 2020, flood. He gave details on the impact on the with the water levels, flooding in the old Power Plant, Junction Falls and Powell Falls. The height of the flood was seven feet above the crest of the Powell Falls dam.

Electric Operations Superintendent Wayne Siverling reviewed the project updates on the South Fork and University of Wisconsin – River Falls (UWRF) Substations. At the South Fork Substation, the old transformer was removed along with removing its radiators and draining out the tanker’s oil. There was installation of new low voltage breakers, new feeder cables and the new transformer was brought in and was installed by the second largest crane in Wisconsin. The UWRF substation had an installation of a new vista switch.

Utility Director Kevin Westhuis gave an update Electric Rate Implementation update. A new published Public Service Commission (PSC) rate adjustment has been requested and directed to RFMU. This rate increase is the second increase in RFMU’s published rates in 20 years with, the last increase in 2008. Twelve years ago, the rate adjustment was increased by 4%. This current rate adjustment is a 6.94% overall increase, this increase does vary by rate class.

Wastewater/Water Superintendent Ron Groth gave an update on the Wastewater Treatment Plant (WWTP) construction update. Construction began on the demolition of the north building on the east ditch at the WWTP. The grit classifier, which removes sand and grit out of the water was moved to the headworks building. The WWTP operators cleaned out the 50 years of debris in the intake of the east ditch. The new air delivery blower system was installed, and the old rotor was removed. The new pipe bridge was installed to run pipes from the blowers to the new diffusers (the diffusers are an aeration system). Groth also reviewed the comparison of the new screener drum with the previous one of the improvements and safety of it.

Groth reviewing the next steps of the construction will be the installation of the new screen, stainless piping between blowers and diffusers and the mixer in the ditch. The WWTP team will operate a new screen for two weeks before starting the first ditch. Once the first ditch is running, the second ditch will be drained, and the construction will begin with the goal of the second ditch to be operation by the end of November 2020.

Conservation and Efficiency Coordinator Mike Noreen gave an update on the Green Block tariff and Line Voltage Smart Thermostat program. The Renewable Energy Block program has approved changes from the WPPI Executive Committee and RFMU submitted a PSC rate filling in August 2020. The PSC plan changes will be implemented in the third quarter of 2020 and will reduce the City’s annual investment. The City’s seven facilities and streetlights run with renewable energy will have an annual savings with the annual cost going from $21,000 to $10,000. The cost to power all the city and utility infrastructure with renewable energy is estimated to be less than $15,000 annually. The cost for blocks will be revamped to have a discount in pricing. Current price structure is a threshold for discount pricing is 100 blocks and the future program will be 20 blocks. Current cost per block in purchased quantities less than 20 is $3 per block and it would change to $2 per block. Current cost per block in purchased qualities greater than 20 is $2 per block and will be changed to $1 per block.

Noreen gave details on the Smart thermostat for electric baseboard heat rebate program for RFMU customers. They can receive a Mysa Smart Thermostat for electric baseboard heaters for $25 per unit of a savings of $114 until August 20, 2020. This is a partnership program between WPPI Energy, Focus on Energy and the American Public Power Association’s (APPA) Deed Program.

Westhuis gave an update on COVID-19 Utility Stats and revenue impacts from 2019 to 2020 with max on-peak demand (max city peak), total energy used, water pumpage, wastewater flow, and pounds of wastewater Biochemical Oxygen Demand (BOD).
Finance Director/Controller Sarah Karlsson gave a brief utility financial update on electric, water and sewer from 2019 to 2020. Karlsson reviewed reports in Northstar on all the utility services year over year, cash and investments of the past seven months, July year-to-date revenue and expense comparisons.

The workshop ended at 8:47 p.m.

Respectfully submitted,

Lanae Nelson, Utility Administrative Assistant
MINUTES
PLAN COMMISSION
AUGUST 4, 2020 at 6:30 p.m.
City Council Chambers

Members Present: Dan Toland, Lisa Moody, Patricia LaRue, Hal Watson, Craig Hinzman, Rebecca Prendergast
Members Absent: Craig Hofland
Staff Present: Amy Peterson, Crystal Raleigh, Brandy Howe, Sam Wessel, Keri Schreiner, Jason Stroud
Others Present: Marvin Wanders, Three Sixty Real Estate, LLC

CALL TO ORDER
Meeting convened at 6:30 p.m.

APPROVAL OF MINUTES
1. March 9, 2020 Plan Commission minutes
   M/Watson, S/Moody – motion carried 6-0

2. July 23, 2020 Extraterritorial Zoning Committee (Troy) minutes
   M/Moody, S/LaRue – motion carried 6-0

PUBLIC COMMENTS
Neil Gilbertson, River Falls, spoke in opposition to the proposed Milltown Residences project citing safety and traffic as primary concerns.

Susan Meyer, 1659 Covey Drive, spoke in opposition to Milltown Residences citing devaluation of her property as a primary concern. She also asked if any steps will be taken to protect her property from traffic lights that might shine into her windows.

Joann Ayres, 1583 Covey Drive, spoke in opposition to Milltown Residences citing the loss of the view to DeSanctis Park as well as concerns about transient people that will reside in the townhomes.

George Ayres, 1583 Covey Drive, spoke in opposition to the proposed Milltown Residences. He commented that extension of Roosevelt Street through the park would destroy the park.

Julie Larson, 1617 Covey Drive, spoke in opposition to Milltown Residences because construction of the townhomes will create traffic and it will no longer be the “edge of town.”

Katherine Hector, Maple Street, representing an online petition with 1091 signatures against the proposed Milltown Residences project because it will permanently change the neighborhood and...
impact the park and environmental integrity of the area. She also raised parking, traffic, and a lack of desirable retail in the City as other concerns.

PUBLIC HEARING

Public hearing for Agenda Items 3 and 4, below.

Peterson provided a presentation on items 3-5, below.

No public comments were provided during the public hearings for agenda items 3 and 4.

ORDINANCES AND RESOLUTIONS

3. Consideration of a Resolution Designating Proposed Boundaries and Approving a Project Plan for Tax Incremental District No. 16, City of River Falls, Wisconsin

The Mayor called for a motion. Watson made a motion to approve the Resolution Designating Proposed Boundaries and Approving a Project Plan for TID No. 16. No questions or comments by Plan Commission. Howe proceeded with a roll call vote.

M/Watson, S/Hinzman – motion carried 6-0

4. Consideration of a Resolution to Amend the Comprehensive Plan and Future Land Use Map for Mann Valley and DeSanctis Vicinity

The Mayor called for a motion. Watson made a motion to approve the Resolution to Amend the Comprehensive Plan and Future Land Use Map for Mann Valley and DeSanctis Vicinity. LaRue suggested that some additional study and public input might be needed related to the DeSanctis area FLU amendment. She suggested that the area may be suitable for neighborhood commercial. Watson noted that in reference to the Mann Valley FLU amendment, in addition to 214 acres of future business uses, there will be considerable acreage reserved as conservancy in an area previously had designated for single family. It is Watson’s understanding that the proposed FLU amendment will dramatically increase the amount of park and conservancy land on the west side of the city for both residents as well as habitat for animals. Watson then asked staff if the City reached out to local developers after the Gerrard project fell through to see if single family homes would be feasible to be built on the 7-acre site. Peterson responded that staff did reach out to two or three local developers and all of them passed due to steep slopes, limited access to Division Street and the odd shape of the site. Watson then added that it is his opinion that the City has done its due diligence to try to find out if single family can be done on the site and has learned that it is not economically feasible. It therefore does not make sense to leave the future land use designation as single family residential. LaRue then asked if there was an examination of various densities or neighborhood commercial for the site. Peterson responded that the RFP that was sent to developers was specifically for housing and that the proposals received included various densities. No further discussion. Howe proceeded with a roll call vote.

M/Watson, S/Hinzman – motion carried 5-1
5. Consideration of a resolution to approve the specific implementation plan for Milltown Residences (previously known as DeSanctis Townhomes)

The Mayor called for a motion. Hinzman made a motion to approve the Resolution to Approve the Specific Implementation Plan for Milltown Residences. LaRue asked if the property should first be rezoned before this item is approved. Peterson responded that rezoning is not required when using a planned unit development because the PUD grants the flexibility for density. Watson asked if Peterson could speak to the park improvements planned as a result of this project. Peterson responded that improvements will include a public parking lot for DeSanctis Park, which is a community park, realignment of Dry Run Road, water and sewer connections to Glover School so it can be usable for a rentable, sidewalk connections, and park and street landscaping. Watson noted that completion of the water/sewer extension to Glover School will be the conclusion of many slow, incremental improvements to make that building rehabbed and usable. Watson asked if the developer could speak to the landscaping along W. Division Street. Marvin Wanders, with Three Sixty Real Estate, LLC, indicated that regional natives will be used as well as edible plants. For example, instead of dogwood, raspberry bushes would be planted, which is beneficial not only for humans, but also birds and wildlife. A pollinator prairie will also be integrated on the site. Watson asked the developer to speak to the target market. Mr. Wanders indicated that the first-floor one-level units will be attractive to empty nesters and the stacked townhomes will work well for young professionals. Overall, the end product will feature complementary uses that will benefit the neighborhood in that single family homeowners may wish to downsize to the townhomes and younger residents may wish to graduate up to the single family houses in the neighborhood. Prendergast expressed a concern with traffic resulting from the development. Peterson responded that based on anticipated traffic counts, staff does not have a concern with how the intersection will function. Hearing no further comments, the Mayor called for a vote on the motion.

M/Hinzman, S/Watson – Tied - 3-0 with Watson, Hinzman, and the Mayor voting in favor and LaRue, Prendergast, and Moody voting against.

REPORTS/DIALOGUE

6. Director’s Report

Peterson provided a brief director’s report of departmental activities since March 2020.

ADJOURNMENT

Watson made a motion to adjourn at 8:05 p.m.

M/Watson, S/Moody; motion carried 6-0

Respectfully submitted,

Brandy Howe, AICP, Sr. Planner
POLICE & FIRE COMMISSION MEETING MINUTES
May 6, 2020 @ 6:15 p.m.
River Falls City Council Chambers
222 Lewis Street
River Falls, WI

Police and Fire Commission President Mark Sams called the meeting to order at 6:19 p.m. in a virtual meeting format due to the Covid-19 pandemic. The City Council Chambers was open for public to attend.

Commission Members Present: Mark Sams, Grant Hanson, Gary Donath, Dick Rinehart

Absent: None

Staff Present: Police Chief Gordon Young, Fire Chief Scott Nelson, IT Specialist Jon Smits

Approval of Minutes: Regular Meeting Minutes from September 3, 2019
MSC Hanson/Rinehart Unanimous.

Approval of Minutes: Workshop Minutes from December 4, 2019
MSC Hanson/Donath Unanimous.

1) Action on Grade Step and Removal from Probation for Officer Jordan Hemker (effective 5-17-2020)
Chief Young provided background on Officer Hemker, who moved quickly through the FTO process and has shown himself to be a very good employee with a caring attitude.
MSC Rinehart/Hanson, to for approval to remove Officer Hemker from probationary status. Unanimous by roll call vote.

Other business: Officer Bryant Ekstrom is retiring on May 29 after 33 years with the department. Due to the pandemic, no reception will be held, nor will the position be immediately filled.

Adjournment: MSC Rinehart/Donath. Meeting adjourned at 6:32 p.m.

Respectfully Submitted,

Ailene Splittgerber
Recording Secretary
River Falls Public Library Minutes
Monday, August 3, 2020


Call to Order: The meeting was called to order by President Ferguson.

Quorum: A quorum was established.

Open Meeting Law: Ferguson confirmed the meeting was properly noticed.

Approval of Agenda: Ritzinger moved to approve the agenda. Breen seconded. Motion carried.

Approval of Minutes from July 13, 2020: Wing moved to approve the minutes. Kuss seconded. Motion carried.

Action Items:

1) June 2020 Bill Registry: Odeen moved to approve the bill registry. Breen seconded. Motion carried.
2) Consideration and/or action to approve the drafted COVID-19 Patron Behavior Policy: A motion was made by Breen to abide by this policy, as amended,” along with any city, county, or state policy.” Odeen seconded. Motion carried.

New Business: Ritzinger, Kuss, and Roen agreed to serve on a sub committee regarding the history of the gallery space and best use of this space going forward.

Closed Session for annual evaluation of the library directory: A motion was made by Odeen to go into closed session. Heinselman seconded. Roll was called. A motion was made by Breen to ratify our decision. Kuss seconded. Motion carried.
A motion was made to reconvene in open session by Odeen. Breen seconded. Roll was called.

Adjournment: Odeen moved to adjourn. Wing seconded. Motion carried.

Respectfully submitted, Jean Ritzinger (secretary)
MEMORANDUM

To: Mayor Toland and Council Members

From: Crystal Raleigh, City Engineer

Date: September 22, 2020

Re: Acceptance of Public Improvements in Highview Meadows 5th Addition

ACTION ITEM:
Adopt resolution accepting public improvements in Highview Meadows 5th Addition.

BACKGROUND:
In 2019, City Council approved an agreement to work with developers on public improvements in Highview Meadows 5th Addition, including new and continued construction of Meadows Drive, Reynolds Street, and Vista Circle. Public improvements are now complete including water, sewer, and stormwater infrastructure, sidewalks, trail, and streets. Engineering, public works, and utility staff inspected the public improvements and recommend acceptance.

City Council formally accepts ownership of the public improvements by resolution. Public acceptance of improvements is outlined in the 2003 developer’s agreement as approved and amended by City Council. As outlined in the agreement, adoption of a resolution by the City Council shall serve as the Certificate of Completion and acceptance of public improvements. The developer’s agreement further
outlines, the developer guarantees the workmanship and materials so used for the period of 18-months, creating a warranty on the work performed on public improvements. The developer shall bare sole cost and expense for repair or replacement, including any workmanship or material that become defective.

CONCLUSION
Staff recommends City Council acceptance of public improvements in Highview Meadows 5th Addition and that the 18-month warranty period for these public improvements begins on September 23, 2020.
RESOLUTION NO.

ACCEPTING PUBLIC IMPROVEMENTS
(HIGHVIEW MEADOWS 5TH ADDITION)

WHEREAS, public improvements in Highview Meadows 5th Addition have been installed by the Developer; and

WHEREAS, the developer has requested acceptance of public improvements in Highview Meadows 5th Addition; and

WHEREAS, staff has reviewed and inspected the public improvements and recommends their acceptance; and

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of River Falls hereby accepts public improvements in Highview Meadows 5th Addition.

BE IT FURTHER RESOLVED that the eighteen-month warranty for the project begins on September 23, 2020.

Dated this 22nd day of September 2020.

__________________________
Dan Toland, Mayor

Attest:

__________________________
Amy White, City Clerk
To: Mayor Toland and Council Members

From: Crystal Raleigh, City Engineer

Date: September 22, 2020

Re: Acceptance of Public Improvements in Sterling Ponds Cottages

ACTION ITEM:
Adopt resolution accepting public improvements in Sterling Ponds Cottages.

BACKGROUND:
In 2019, City Council approved an agreement to work with developers on the public improvements in Sterling Ponds Cottages, including final build out of Newcastle Drive. Public improvements are complete and include water, sewer, and stormwater infrastructure, sidewalks, trail, and streets. Engineering, public works, and utility staff inspected these public improvements and recommend acceptance.

City Council formally accepts ownership of the public improvements by resolution. Public acceptance of improvements is outlined in the 2003 developer’s agreement as approved and amended by City Council. As outlined in the agreement, adoption of a resolution by the City Council shall serve as the Certificate of Completion and acceptance of public improvements. The developer’s agreement further
outlines, the developer guarantees the workmanship and materials so used for the period of 18-months, creating a warranty on the work performed on public improvements. The developer shall bear sole cost and expense for repair or replacement, including any workmanship or material that become defective.

**CONCLUSION**

Staff recommends City Council acceptance of public improvements in Sterling Ponds Cottages and that the 18-month warranty period for these public improvements begins on September 23, 2020.
RESOLUTION NO.

ACCEPTING PUBLIC IMPROVEMENTS
(STERLING PONDS COTTAGES)

WHEREAS, public improvements in Sterling Ponds Cottages have been installed by the Developer; and

WHEREAS, the developer has requested acceptance of public improvements in Sterling Ponds Cottages; and

WHEREAS, staff has reviewed and inspected the public improvements and recommends their acceptance; and

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of River Falls hereby accepts public improvements in Sterling Ponds Cottages.

BE IT FURTHER RESOLVED that the eighteen-month warranty for the project begins on September 23, 2020.

Dated this 22nd day of September 2020.

__________________________________________
Dan Toland, Mayor

Attest:

__________________________________________
Amy White, City Clerk
MEMORANDUM

TO: Mayor and City Council
FROM: Jason Stroud, Assistant City Administrator
DATE: September 22, 2020
TITLE: Appointment of Mike Noreen as City Forester

RECOMMENDED ACTION
Adopt a resolution appointing Mike Noreen as the City Forester.

BACKGROUND
The city forester position is provided for in Chapter 8.12.020 of the City Code. Wis. Stat. §Ch. 27 authorizes a city to appoint a forester. The Tree City USA program requires an official appointment of a person to the city forester position.

The City has had a city forester for over 30+ years to help manage and maintain the City’s tree inventory and aiding the public by addressing citizen complaints, participating in Arbor Day activities, etc. Nate Croes was appointed as the City Forester in 2016 to replace Tony Steiner, who was set to retire in 2017. In this role, approximately half of Nate’s time was spent on forester duties and the other half was spent on public works maintenance duties.

Nate has vacated his position due to a relocation out of the state in early September 2020.

DISCUSSION
The sustainment of a 1.0 full time equivalent (FTE) employee assigned to the forester role will not be included in the 2021-2022 operating budget submission; the position will be recommended as a 0.5FTE. Financial impacts of COVID have required City staff to evaluate and modify several existing positions. Fortunately, the City’s Conservation & Efficiency Coordinator, Mike Noreen, has interest in serving as the forester and has the capacity to do so. Noreen will serve as a 0.5FTE Conservation & Efficiency Coordinator, and as a 0.5FTE Forester. This is a comparable allocation to forester duties as when Croes was in the position. Noreen can still attend to the mainstay of his conservation coordinator duties while some ancillary tasks are redistributed to other utility department staff members.
Noreen has a background in private sector tree farming and landscaping. In addition, he studied forestry and natural resources management at UW-Stevens Point. For the past 10 years, Noreen has assisted with the Arbor Day tree planting, buckthorn removal, tree power, and earth day events. Noreen is integrated in the City organization and in the community. There are also many synergies between the forester role and Noreen’s current Powerful Choices role(s). Both the previous forester, Nate Croes, and Operations Director, Mike Stifter, have indicated that Noreen would be a good choice and City executive leadership expect that he will be successful filling this role.

The City’s Parks and Recreation Advisory Board provided an approval for staff’s recommendation of Noreen’s appointment at its September 16, 2020, meeting.

CONCLUSION
Staff recommends that City Council appoint Mike Noreen as the City Forester and adopt the associated resolution.
RESOLUTION NO.

RESOLUTION APPOINTING MIKE NOREEN

AS CITY FORESTER

WHEREAS, the City of River Falls has had a City Forester for the last 30+ years; and

WHEREAS, the former City Forester, Nate Croes, has relocated and stepped down from the position after five years of service; and

WHEREAS, Mike Noreen, a current employee of the City, has the requisite knowledge, skills, and abilities to assume the duties of City Forester; and

WHEREAS, the appointment of Mike Noreen as the City Forester is supported by the City’s Public Works Operations Director, Utility Director and City Administrator; and

WHEREAS, the Parks and Recreation Advisory Board, at its September 16, 2020, meeting, reviewed and recommended the appointment of Mike Noreen as City Forester be approved by City Council.

NOW, THEREFORE, BE IT RESOLVED that the City Council for the City of River Falls hereby appoints Mike Noreen as City Forester.

Dated this 22nd day of September 2020.

__________________________
Dan Toland, Mayor

ATTEST:

________________________________
Amy White, City Clerk
MEMORANDUM

TO: Mayor Toland and City Council
FROM: Mike Noreen, City Forester
DATE: September 22, 2020
TITLE: Resolution Authorizing Application for an Urban Forestry Grant

RECOMMENDED ACTION
Approve resolution authorizing the application for the Wisconsin DNR Urban Forestry Grant.

BACKGROUND
The City expends funds annually for tree maintenance; this includes the expenditure of city funds for emerald ash borer (EAB) mitigation. Funds will be allocated to EAB response in 2021. The Wisconsin DNR offers an Urban Forestry Grant opportunity for which local governments can apply.

DISCUSSION
The Wisconsin DNR Urban Forestry Grant opportunity, if awarded, provides 50% reimbursement for authorized expenses. The maximum grant award is $25,000. City staff would like to apply for this grant and submit authorized EAB expenses that will be incurred in 2021 for reimbursement.

The grant application requirements include a resolution to be included at the time of application. Staff will complete the application for submittal prior to October 1.

FINANCIAL CONSIDERATIONS
Staff will apply for this matching grant opportunity with the intent to match budgeted EAB funds in 2021. If awarded, these funds would offset any expenditures for EAB mitigation. There is no intent to seek supplemental City funding because of this grant.

CONCLUSION
Staff recommends adopting the resolution authorizing the urban forestry grants application.
RESOLUTION NO.

RESOLUTION AUTHORIZING URBAN FORESTRY GRANT APPLICATION

WHEREAS, the applicant, the City of River Falls, is interested in obtaining a cost-share grant from Wisconsin Department of Natural Resources for the purpose of funding urban and community forestry projects or urban forest catastrophic storm projects specified in §23.097(1g) and (1r), Wis. Stats.; and

WHEREAS, the applicant will attest to the validity and veracity of the statements and representations contained in the grant application; and

WHEREAS, the applicant requests a grant agreement to carry out the project; and

NOW, THEREFORE, BE IT RESOLVED, the applicant, the City of River Falls, will comply with all local, state and federal rules, regulations and ordinances relating to this project and the cost-share agreement; and

BE IT FURTHER RESOLVED, the applicant will budget a sum sufficient to fully and satisfactorily complete the project and hereby authorized and empowers City Forester Mike Noreen, its employee, to act on its behalf to:

1. Sign and submit the grant application.
2. Sign a grant agreement between the applicant and the DNR.
3. Submit interim and/or final reports to the DNR to satisfy the grant agreement.
4. Submit grant reimbursement request to the DNR.
5. Sign and submit other required documentation.

Dated this 22nd day of September, 2020.

__________________________________________
Dan Toland, Mayor

ATTEST:

__________________________________________
Amy White, City Clerk
MEMORANDUM

TO: Mayor Toland and City Council

FROM: Sam Wessel, Planner

DATE: September 22, 2020

TITLE: Proposed rezoning and Future Land Use Amendment for Lot 1 S. Wasson Lane

RECOMMENDED ACTION
First reading of an ordinance to amend the Official Zoning Map to rezone Lot 1 S. Wasson Lane from R-1 Single Family Low Density Residential to R-2 Multiple Family Medium Density Residential and amend the Comprehensive Plan Future Land Use Map to support development of a 10 unit townhome complex at the site.

BACKGROUND
Local developers Ron Raedeke and Susan Loomis are seeking a zoning map amendment for a 1.33-acre site located on S. Wasson Lane. Raedeke and Loomis are under contract to purchase the site contingent on the requested rezoning. If approved, the applicants intend to build a 10-unit, 2-story townhome complex. Each unit will have 3-bedrooms and attached single car garage. The units will feature granite counters, hardwood floors, patios, and second story balconies, similar to a recently completed project by the same developers in New Richmond, WI.
Mayor and City Council Members  
September 22, 2020  

The subject site is currently zoned R-1 (low density single family); the applicant is seeking R-2 (medium density multifamily). Surrounding land uses include medium and high density multifamily to the southwest, single family to the northwest, Golf View Park (aka soccer park) to the north, the STH 35-65 bypass to the east, and Chippewa Valley Technical College and a few single family homes to the south. An adjacent property to the southeast is in the Town of River Falls and is zoned RS Residential Suburban in extraterritorial zone (ETZ).

The 1.33 acre site is currently vacant with a small wooded area. The current zoning does not permit multiple unit dwellings, and the size of the site is somewhat larger than a typical single-family lot. The site is not located within any special overlay zoning districts, wellhead protection districts, or shoreland zoning areas. Per the Housing Needs Analysis, the City is expected to need an additional 600 units of multifamily housing by 2030, or about 60 units per year, which the proposed development helps address.

CONSISTENCY WITH COMPREHENSIVE PLAN
Section 66.1001(3), Wis. Stats. requires consistency between the Comprehensive Plan and the zoning ordinance. The future land use designation of the site is Public/Institutional (Exhibit 2), which is not consistent with the proposed zoning, land use, or ownership as the 2005 Comprehensive Plan expected CVTC growth to the north; however, that expansion will likely occur toward E. Cascade Avenue. To establish consistency, staff recommends an amendment to the future land use map that would change the land use designation of the site to Medium Density Residential. The Comprehensive Plan defines the Medium Density Residential land use category as 4.1 to 8 units per gross acre, describing it as applying to “attached single family housing and multifamily units such as duplexes, triplexes, apartments, and condominiums. Single-family detached units may be permitted at this density.” The proposed development is also supported by theme 1.8.5 in the Comprehensive Plan, which seeks to “provide a mix of land uses and housing densities and types throughout the City.”

NOTIFICATIONS
A notice of the proposed rezoning was mailed on August 12 to property owners within 300 feet of the proposed rezoning, and a sign was placed on the site on August 17 per §17.104.050 of the Municipal Code. A Class 1 and Class 2 notice advertising the October 13 public hearing will be published in the Star Observer. Neighboring residents Jonathan and Natasha Bradt of 305 S. Wasson Lane, Town of River Falls, attended the virtual September 1, 2020, Plan Commission meeting. They had numerous questions regarding the proposed development including the logistics of the shared driveway. Such details will be determined during the development review process and likely necessitate a shared-access agreement between the property owners. No other comments have been received by staff.

CONCLUSION
On September 1, 2020, Plan Commission reviewed the request and adopted a resolution recommending Council approval of the proposed rezoning and comprehensive plan map.
amendment. Staff supports the Plan Commission recommendation to approve the amendments. Attached is an ordinance for your review and consideration (Exhibit 3).
ORDINANCE NO. 2020-08

AMENDING THE OFFICIAL ZONING MAP AND FUTURE LAND USE MAP OF THE CITY OF RIVER FALLS (LOT 1 S WASSON LN)

THE COMMON COUNCIL OF THE CITY OF RIVER FALLS HEREBY ORDAINS AS FOLLOWS:

Section 1. The Official Zoning Map of the City of River Falls is hereby amended by changing the zoning of Lot 1 South Wasson Lane from R-1 Single Family Low Density Residential to R-2 Multiple Family Medium Density Residential as depicted in Exhibit 1 and legally described as one parcel below:

Lot 1 of CSM V 5 P 1 being part of the SW ¼ of the NE ¼ of Section 6, Township 27 North, Range 18 West, Town of River Falls, Pierce County Wisconsin.

Section 2: The Future Land Use Map of the Comprehensive Plan of the City of River Falls is hereby amended to change the land use designation of the above described site from Public/Institutional to Medium Density Residential as depicted in Exhibit 2.

Section 3: Procedural Requirements. Council hereby confirms that all procedural requirements for zoning map amendments of Section 17.104.050 of the Code of Ordinances of the City of River Falls has been complied with, and amendment to the Future Land Use Map shall be filed in accordance with §66.1001, Wis. Statutes.

Section 4: Effective Date. This ordinance shall take effect the day after passage and publication as provided by law.

FOR THE CITY OF RIVER FALLS

Dan Toland, Mayor

ATTEST:

Amy White, City Clerk
Adopted: _________________
Published: _________________
RECOMMENDED ACTION
First reading of an ordinance to amend Chapter 16.10 of the Municipal Code.

BACKGROUND
Recently, Plan Commission and City Council reviewed a requested waiver of the City’s extraterritorial subdivision review. E.W. Homes was seeking a waiver of the City’s subdivision review authority in the Town of Troy. The City has review authority for proposed subdivisions within the extraterritorial jurisdiction. Section 16.10.230 of the Municipal Code authorizes City Council to waive this authority in land outside of the city limits if more than half of the legal description of the proposed subdivision lies outside of the city’s subdivision review area.

Plan Commission, at its March 9, 2020 meeting, recommended denial of the request. The process was then delayed due to Covid-19 whereby, on August 11, 2020, City Council approved the request.

ANALYSIS
Staff consulted the City’s land use attorney prior to City Council review of the waiver request. The attorney’s confidential memorandum describes recent court decisions that significantly impact the way cities can enforce extraterritorial subdivision regulations. In a 2014 case, Lake Delavan Prop. Co., LLC v. City of Delavan, the court of appeals held the City of Delavan has no authority to deny a proposed subdivision plat based on density standards, because to do so is a regulation of land use within a subdivision ordinance, which is prohibited by state law.

Legal counsel’s recommendation is to modify the City’s existing ordinance to emphasize land use is not the basis of the regulation. In addition, the proposed modification requires a detailed application and fee to be paid when requesting a waiver under Section 16.10.230. Staff recommends the waiver application fee for Section 16.10.230 be set at $1,500. This rate is based on a staff time estimate and is less than ETZ special use permit application, which requires similar meetings and staff time, but also requires a public hearing and notifications.
CONCLUSION
The proposed amendment to Chapter 16.10 of the Municipal Code was considered by Plan Commission, and they recommended approval at their September 1, 2020, meeting. Staff also recommends City Council approval of the ordinance given the legal analysis of the current Chapter 16.10 and recent case law.
ORDINANCE NO. 2020-09

AMENDMENT TO CHAPTER 16.10 OF THE MUNICIPAL CODE

RECITALS

A. The City has effectively assured that extraterritorial subdivisions are not inconsistent with eventual urban development by requiring a 35 acre lot size.
B. The City desires to provide alternate means of assuring good planning and avoiding financial loss due to poor development.
C. The City also desires to make clear that it does not consider the proposed use of land in approving or denying extraterritorial subdivisions.

THE COMMON COUNCIL OF THE CITY OF RIVER FALLS HEREBY ORDAINS AS FOLLOWS:

Section 1. Section 16.10.001 is amended to read as follows:

16.10.001 – Statement of purpose.

The purpose of this chapter shall be to govern the subdivision of lands lying within the extraterritorial subdivision jurisdiction of the city in adjoining towns as determined pursuant to Sections 236.02(5) and 236.10(1)(b)2, Wis. Stats. Underlying the regulations is the need of the city to deal with the effects of growth upon the city and its potential need to provide for or to extend its provision of services and infrastructure to anticipated subdivisions and land developments. Also underlying the regulations is the city’s need to finance the installation, construction, and operational costs of services and infrastructure related to development thereof upon the planning for and efficient delivery of public improvements in the city and, as annexations occur, in areas now adjoining the city. A further basis for this chapter is the need to deal with the rapid growth in impervious surfaces resulting from development, the environmental impacts of development adjacent to the Kinnickinnic River and upon the bluffs surrounding the city and the corresponding problems of dealing with uncontrolled residential, commercial, and industrial development of lands in adjoining towns which, in
the future, may require the extension of city services or may result in requests for annexation to the city, resulting in haphazard or unplanned or under planned streets, sewage disposal and water system extensions and other infrastructure related problems. In addition, unplanned or uncontrolled subdivision of lands and their development outside of the city limits may in the future restrict planned growth of the city, impacting upon the need for and location of parks, schools and other governmental structures and services. This chapter and its regulation of extraterritorial land divisions is further designed to promote the public health, safety and general welfare and to that end shall be used as a means of lessening congestion in the streets and highways; to further the orderly layout of land; to insure the use of proper legal descriptions and monumenting of land subdivisions; to secure safety from fire, panic and other dangers; to provide adequate light and air; to promote development of land which is harmonious to the use of adjoining land; to prevent the overconcentration of population; to facilitate adequate provision for transportation, water, sewage, storm water drainage, schools, parks and parkways, playgrounds and other public requirements; and to facilitate the resubdivision of larger tracts into smaller parcels of land.

Section 2. Paragraphs B, H and K of Section 16.10.050 shall be amended as follows:

The city of River Falls subscribes to the policy that the development of land, both in and adjoining the city, should be located in a compact manner so as to facilitate the efficient and cost effective provision of municipal services and facilities. With this intent in mind, proposed subdivisions shall be reviewed in accord with and shall conform to the following goals:

A. Preservation and enhancement of the business, industrial, residential and institutional climate of the city of River Falls and encouragement of compact, balanced growth, both within and adjoining its city limits.

B. Encouragement of an appropriate array of and configuration of commercial, industrial, residential and institutional land uses, together with promotion of employment opportunities and preservation of open space, land uses, including but not limited to those associated with the Kinnickinnic River, a regional natural resource, so as to meet both the needs of present as well as future residents of the area.

C. Direction of new growth to those areas capable of providing adequate public services and facilities.

D. Prevention of scattered, noncontiguous development without discouraging new, desirable development.

E. Ensuring that new development will not be detrimental to the physical, social and economic wellbeing of the residents of the city or adjoining areas of Pierce and St. Croix Counties.
F. Ensuring that new development will be organized and timed so as to permit urban services and facilities to be provided as economically and efficiently as possible.

G. Discouragement of new developments in those areas which are premature in terms of planning and timing for the provision of adequate public services and facilities.

H. **Preservation of high-quality agricultural lands for that purpose when located in areas designated for agricultural land uses.**

I. Prohibition of development in areas or forms where substantial problems will result from excessive automobile traffic volume.

J. Favoring of land use development intensities and patterns which are supportive of alternative modes of transportation.

K. **Fostering the preservation of significant historical properties and sites.**

Section 3. Sections 16.10.160 and 170 are repealed and Section 16.10.160 is recreated to read as follows:

**16.10.160 - Division into smaller lots.**

Lots of less than 35 acres but more than 10 acres may be created if, in addition to the other requirements of this chapter, the applicant for the approval of the land division demonstrates all of the following:

A. **The land division is consistent with the City’s official map.**

B. **The land division will accommodate an urban street plan and storm water management and the installation of sewer, water and other utilities.**

C. **The land division will be consistent with efficient delivery of municipal services.**

D. **Future streets and utilities can reasonably and efficiently connect to existing and planned streets and utilities.**

E. **The land division will not interfere with development of other lands within 1500 feet of the lands to be divided.**

Section 4. Section 16.10.230 is amended to read as follows:

**16.10.230 – Waiver of subdivision approval jurisdiction under certain conditions.**

The authority of the city to approve of subdivisions may be waived by the city as to land situated outside of the city limits if more than one-half of the legal description of a proposed subdivision lies outside of the designated subdivision.
area. After receiving a report from the plan commission, at its discretion, the common council may waive the rights of the city to review such a subdivision if it finds it to be in the best interests of the city to do so. **An application shall be filed with the Community Development Department along with the associated fee stipulated in the city fee schedule.** The application shall contain a site plan, a memo that details the layout and design and includes percentages of the site in and out of the city’s subdivision area.

Adopted by the Common Council of the City of River Falls on the 13th day of October, 2020.

FOR THE CITY OF RIVER FALLS

________________________
Dan Toland, Mayor

ATTEST:

________________________
Amy White, City Clerk
Adopted: __________________
Published: ________________
TO: Mayor Toland and City Council
FROM: Jason Raverty, PE, Project Manager
DATE: September 22, 2020
TITLE: Amending Total Project Cost for Police Department Remodel and Addition Project

RECOMMENDED ACTION
Adopt the resolution amending the total project cost for Police Department Remodel and Addition project at 2815 Prairie Drive.

BACKGROUND
On February 25, 2020, the City Council awarded the bid for the Police Department Remodel and Addition project to Dell Construction and authorized the total project cost of $4,500,000 as summarized in Table 1 below.

<table>
<thead>
<tr>
<th>Expenditure</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building Acquisition</td>
<td>$1,500,000</td>
</tr>
<tr>
<td>Building Construction – Base Bid</td>
<td>$2,286,800</td>
</tr>
<tr>
<td>Building Construction – Alternate Bid</td>
<td>$43,200</td>
</tr>
<tr>
<td>Construction Contingency (5%)</td>
<td>$116,500</td>
</tr>
<tr>
<td>Design &amp; Fees</td>
<td>$285,000</td>
</tr>
<tr>
<td>Furniture &amp; Equipment</td>
<td>$268,500</td>
</tr>
<tr>
<td><strong>Total Estimated Project Cost</strong></td>
<td>$4,500,000 **</td>
</tr>
</tbody>
</table>

* Does not include roof repair costs for the existing building. The extent and cost for these repairs is not known at this time.
** General Obligation Bonds will be issued for the project
The total project cost authorization did not include costs to repair the roof on the existing building. *The extent of that work and those costs were not known at that time.*

**DISCUSSION**

The existing building at 2815 Prairie Drive has a flat slope standing seam metal roof. It is our understanding that this roof has undergone numerous repairs to fix isolated leaking problems over the years.

During the snow melt in the spring of 2020, leaks developed along the outside edges of the roof where the roof and parapet wall connect. It was noted that significant ice dams had formed on the roof from the re-freezing of the melted snow.

After the roof was snow-free, staff worked with a roofing contractor to disassemble a portion of the roof and parapet wall to investigate a possible cause. It is believed that the ice dams caused melting water to pond on the roof at a greater depth than what the flashing and seals between the roof panels and the parapet wall could stop.

A detail was developed to install an EPDM membrane along 2-feet to 3-feet of the edge of the roof and over the parapet wall. EPDM is a synthetic rubber membrane widely used as a roofing product in commercial and industrial applications. This solution will essentially create an impervious barrier in the location where the water is believed to be entering the building.

Pricing was obtained from Dell Construction to install the EPDM membrane in the amount of $94,749. This pricing has been reviewed by Wold Architects and determined to be reasonable and consistent with expectations for the work required. Staff recommends amending the total project cost to include the roof repairs for the existing building.

**FINANCIAL CONSIDERATIONS**

The 2019-2023 CIP included $7,500,000 for design and construction of a new Police Facility. The Fiscal Plan was revised to allocate $4,500,000 to purchase, renovate and relocate the Police Department to the building at 2815 Prairie Drive. On June 30, 2020, the City issued general obligations bonds series 2020A in the amount of $5,740,000, including funding for the authorized project costs. The additional costs associated with the roof repairs were not included in the offering as they were unknown at the time. The additional costs of $94,749 will be paid out of the fund balance.
Amended project costs are summarized below in Table 2.

<table>
<thead>
<tr>
<th>Expenditure</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Building Acquisition</td>
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</tr>
<tr>
<td>Building Construction – Alternate Bid</td>
<td>$ 43,200</td>
</tr>
<tr>
<td>Construction Contingency (5%)</td>
<td>$ 116,500</td>
</tr>
<tr>
<td>Design &amp; Fees</td>
<td>$ 285,000</td>
</tr>
<tr>
<td>Furniture &amp; Equipment</td>
<td>$ 268,500</td>
</tr>
<tr>
<td><strong>Total Estimated Project Cost (previously authorized)</strong></td>
<td>$ 4,500,000**</td>
</tr>
<tr>
<td>Existing Building Roof Repairs</td>
<td>$94,749</td>
</tr>
<tr>
<td><strong>Amended Total Estimated Project Cost</strong></td>
<td>$4,594,749</td>
</tr>
</tbody>
</table>

** General Obligation Bonds issued for the project

**CONCLUSION**

Staff recommends approval of the attached resolution that amends the total project cost for the Police Department Remodel and Addition project to $4,594,749 as summarized in Table 2 – Amended Project Cost Summary identified in this staff memorandum.
RESOLUTION NO.

AMENDING TOTAL PROJECT COST FOR POLICE DEPARTMENT
REMODEL AND ADDITION

WHEREAS, on February 25, 2020, the City Council awarded bid for Police Department Remodel and Addition project to Dell Construction and authorized the total project cost in the amount of $4,500,000; and

WHEREAS, the total project cost authorization didn’t include costs for repairs to the existing building roof; and

WHEREAS, pricing has been provided by Dell Construction to repair the roof on the existing building in the amount of $94,749; and

WHEREAS, staff recommends amending the total project cost to include $94,749 to repair the existing building roof.

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of River Falls amends the total project cost to be $4,594,749 as summarized in Table 2 – Amended Project Cost Summary identified in the accompanying staff memorandum.

Dated this 22nd day of September 2020.

__________________________________________
Dan Toland, Mayor

ATTEST:

__________________________________________
Amy White, City Clerk
Administrator’s Report

September 22, 10 a.m. – 2 p.m. – National Voter Registration Day Event

September 22, 6:30 p.m. – City Council Meeting

October 5-10 – Fall Clean Up Event

October 13, 6:30 p.m. – City Council Meeting

October 17, 9 a.m. – 1 p.m. – Electronic Recycling Event

Tuesday’s Council Meeting Preview:
- Resolution Accepting the Public Improvements for Highview Meadows 5th Addition
- Resolution Accepting Public Improvements (Sterling Ponds Cottages)
- Resolution Appointing Mike Noreen as the City Forester
- Ordinance 2020-08 to Rezone and Amend Future Land Use Map for South Wasson Lane Lot 1 - First Reading
- Ordinance 2020-09 Amending Chapter 16.10 Extraterritorial Subdivisions of the Municipal Code - First Reading
- Resolution Amending Total Project Cost for the Police Department Remodel and Addition Project

Preliminary Oct. 13 Council Meeting Preview:
- Ordinance 2020-08 to Rezone and Amend Future Land Use Map for South Wasson Lane Lot 1 - Second Reading
- Ordinance 2020-09 Amending Chapter 16.10 Extraterritorial Subdivisions of the Municipal Code - Second Reading

Upcoming Events

September 22, 10 a.m. – 2 p.m. – National Voter Registration Day Event at RF Public Library
Election staff will be assisting residents in registering to vote on September 22. This event is for all voters including those who have moved. Voters will also be able to request an absentee ballot. Information can be found on the City’s website at www.rfcity.org

Fall Cleanup: Oct. 5-10, 2020
- City Public Works Garage (950 Benson Street)
  - Monday through Friday, October 5 - 9, 4 to 8 p.m.
  - Saturday, October 10, 8 a.m. to 1 p.m.

Electronic Recycling: Oct. 17, 2020
- City Public Works Garage (950 Benson Street)
  - Saturday, October 17, 9 a.m. to 1 p.m.
COVID-19 - Updates

LATEST CASE NUMBERS

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<th>Pierce County</th>
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*Sept. 14

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DAILY UPDATES (Mon.-Fri.):
- Wisconsin Outbreaks and Investigations
- Coronavirus Situation Summary (CDC)

If you believe you have been exposed, testing locations can be found here: https://www.co.pierce.wi.us/COVID-19.htm. COVID-19 tests and associated visits are free of charge to individuals, even those without insurance.

ACCESS CITY SERVICES

City services online: Many City services can be accessed online including obtaining permits, reporting potholes, scheduling refuse pick-ups, and completing license applications. Check www.rfcity.org for more information or call 715-425-0900.

Community Care: The City has created a comprehensive website for community resources including food assistance, social and emergency services, financial resources, and more.

On-site bill-pay: The City has provided a self-help, bill-pay service between its main doors, accessed from the upper (Lewis St.) parking lot.
Here is the current status of selected City facilities:

**Glen Park Pool:** Swimming lessons with a cap on the number of participants and a modified schedule to assure social distancing began on July 6. Interested participants can register for lessons and/or view the new modifications at riverfalls.activityreg.com. The splash pad is also open with social distancing measures being put in place.

There are two hours in the early a.m. for lap swimming, prior to swim lessons available, which would be capped at a six-person maximum. The registration and payment process can be found on the City’s recreation page: https://riverfalls.activityreg.com/clientpage_t2.wcs

**Team Sports:** With concerns related to COVID-19 and the need to be able to socially distance at least 6 ft., the City will not be organizing team sports this summer. Full refunds will be issued to those who have already signed up for organized team sports.

**Facilities and fields:** With concerns related to COVID-19 and the need to be able to socially distance at least 6 ft., the City is altering rules pertaining to the open and closed air shelters. For open air shelters, the City can take reservations if there will be less than 50 people at that event. For closed air shelters, the City can take reservations if there will be less than 10 people at that event.

The City will also not be accepting reservations related to activities on park fields. Community members from households and individuals will still be allowed to use the fields and courts with social distancing in mind for recreational activities.

**Note that facility usages come with restrictions, including limiting groups to 10 or less and use-at-your-own-risk cautions.**

**Court:** There are no established in-person court hours at this time, except days of in-person court appearances. See court schedule. Court staff is working remotely but available via phone or email. Additionally, the clerk is in the office one day a week to process payments and prepare for the in-person court appearances. Information in the vestibule directs court clients on how to make payments and to contact the court clerk at 715-426-3429 or rfmunicourt@rfcity.org for any questions.

**City Council meetings:** The City Council will meet virtually on the second and fourth Tuesday of each month, which was the regular Council schedule prior to the City’s emergency declaration. See here for agendas and minutes.

**Garbage/recycling:** Advanced Disposal (the City’s residential refuse hauler) will not collect any refuse or recycling that is not properly contained in the bin/cart that was issued for such purpose.

**Police Department:** Persons needing to contact the police department can do so by calling 715-425-0909 or by using our online contact form to report any non-emergency matters. Between 9 a.m.-5 p.m., calls are answered locally. Outside of that time frame, calls are answered by the Pierce County Sheriff Department. In the case of an emergency, please call 911.
River Falls Shared-Ride Taxi: Hours of operation have been modified and new restrictions implemented. See here for more.

Business and retail
The River Falls Chamber of Commerce and Tourism Bureau has posted information on its website including:

- CDC information for communities, schools, workplaces, and events
- WEDC reopen guidelines
- Retailers, bars, and restaurants offering alternative delivery services
- Financial and other resources for employers and employees

Preventative measures
Remember—there are no medications or vaccines to protect us. Physical separation is the best way to stop this virus from spreading further.

Here’s what we are asking:
- Stay at home.
- Limit your physical interactions to the same people during this time. Less than five people in total will help us stop the virus from spreading.
- Keep at least 6 feet apart from others and avoid direct physical contact.
- Limit the amount of time you spend making essential trips to the grocery store or to pick up medication.
- Make essential trips no more than once a week.
- And stay in touch over the phone with your family and friends as much as possible. We all need support through this time.
- Also, continue to wash your hands with soap and water regularly.

Facial coverings: The CDC now recommends wearing cloth face coverings in public settings where other social distancing measures are difficult to maintain (e.g., grocery stores and pharmacies), especially in areas of significant community-based transmission.

However, be aware that social distancing and handwashing are still the best ways to prevent the virus from spreading. Wearing a mask does not prevent you from getting the virus, but if you are asymptomatic, it might prevent you from spreading it to others.

For more information, including making and cleaning your cloth mask, visit the CDC site here

RESOURCES AND INFORMATION

Center for Disease Control and Prevention (CDC)
- Coronavirus Disease 2019
- Frequently Asked Questions
- What to do if you are sick
- Guidance for households
- Guidance for businesses and employers
Wisconsin Department of Health Services

- COVID-19

County public health sites

- Pierce County, WI
- St. Croix County, WI

The public may also contact 211 for updated information or questions about COVID-19.

Updates from Public Works Department


Coordinate abatement work at 716 N. Main St and begin specification for demolition with plans for demolition by end of year. Continue to coordinate conversion of house next to ambulance for residential rental. Worked with contractor for door alteration at GP Pavilion. Work with contractor on finishing annual roof maintenance at several city buildings. Entry door lockset replacement at fire hall. Complete elevated lift training.

Public Works: Parks/Forestry – Forty five boulevard trees were planted in mid-August to complete the Southpointe addition boulevard trees. The first stage of boulevard tree installation in Sterling Ponds 1st addition was completed at the end of August. Approximately 60 trees will be planted in stage one with stage two being completed in Spring of 2021. City-wide stump grinding and restoration occurred for approximately 75 stumps around the community. Ash trees in the Boulder Ridge and Highview Meadows developments are being marked in anticipation of phase two of the City Emerald Ash Borer Action plan which includes preemptive removal of non-treated boulevard ash trees in these developments. The ash tree removals are scheduled to take place in November and December.

Staff are putting together plans for the 50-50 community tree give-away program which will be conducted by the end of September (50th anniversary of Earth Day). The Gravel Bed and related Tree Planting in Quail Ridge and some miscellaneous areas around town is expected in early to mid-October. Staff shutdown the Pool at the end of August and the Splash Pad after Labor Day weekend. Some minor repairs are being conducted on the Pool/Filter House. The contractor is expected back in mid-September to address some punchlist items with the Splash Pad. A few turf and planting issues remain as well as some hard surface work, all of which is expected to be complete by mid-October.

Public Works: Streets – Contracted Long Line painting should be completed by mid-September. Staff anticipate completing any remaining line painting (downtown, Library, etc) by the end of September. Public Works and Utility staff have completed the installation of the drinking fountain for the Kinni Off Road Cycling group in Whitetail. Staff will be finishing up a number of catch basin repairs before the Fall. Staff completed stormwater projects at Golf View and Devin Lane. Staff will be assisting with a number of upcoming tree programs. 2018 and 2019 Sign Inspection work has been completed. Fall Street sweeping and Large Area...
Mowing will be occurring for the next several weeks. Most road work from Chip Sealing to Microsurfacing has been completed with just a few remaining patches around the City. A number of small sidewalk repairs/replacements have occurred throughout the Summer by Linehan Lawn Service, most of which addressed reported or known trip hazards. Staff completed some initial landscaping on our property adjacent to the Garage Bikes-N-Brews.

**Public Works: Fleet** - Routine work is wrapping up on Snow Maintenance equipment. Routine maintenance continues on the rest of the fleet as well as recall and warranty work.

**Staffing** – Nate Croes, our City Forester, recently departed. Mike Noreen has been assisting in this capacity part-time with a number of programs and services.
MEMORANDUM

TO: Mayor and City Council

FROM: Brandt Johnson, Assistant to the City Administrator

DATE: September 9, 2020

TITLE: August 18, 2020 Special City Council Meeting Recap

RECOMMENDED ACTION
No formal action is required as this memorandum is informational in nature to provide City Council members a recap of items discussed at the Aug. 18, 2020 Special City Council Meeting.

RECAP OF ITEMS DISCUSSED
The City Council convened for a special City Council meeting on Aug. 18, 2020 to discuss Council satisfaction with the current virtual meetings setup and public participation as well as reviewing the current Council Bylaws and ethics ordinance. Staff were asked to provide a recap and follow-up to the items and concerns that were brought up during the meeting.

Agenda Packet
Council generally felt Thursday at 5 p.m. was adequate for their preparation. Some felt that additional time for the public to understand the depth of what was on agenda is desired in addition to the published agenda.

Follow up - The 5 p.m. Thursday time will be maintained for packet publishing. In the Administrator’s Report and Community Development Director’s Report probable upcoming agenda items will be outlined with an approximate date for action.

Public Comment
Council generally expressed that the public comment rules are adequate as they are (signing up before 4 p.m., being in attendance for public comment). Some in the group felt that additional methods of leaving a comment or having a comment read at Council meetings be available.
Follow up – The 4 p.m. time rule will be maintained as well as for an individual to be present (or call-in as is the case right now) in order to comment. Staff will review the viability of having a voice-mail inbox for the public to use for comments.

Council Agenda Items/Events Calendar on City Website
Members of the Council expressed an interest to have a calendar format on the City website showing what will be discussed on the Council agenda for the meetings those months.

Follow up – Staff will look to see if a calendar format can be better utilized on the City website.

Training room for Council Utilization
Staff inquired with Council members if they were ok to utilize the training room for City Council meetings if warranted while under the Crushing COVID plan.

Follow up – Council expressed that they were ok with utilizing the training room for Council activities while under the Crushing COVID plan.

Internet Reconnection Procedure During Council Meetings
Staff inquired with Council members if they were ok with establishing a procedure for when a Council member loses internet connection during a Council meeting and how long the Council should wait for that member to reconnect.

Follow up – Council generally expressed that they were ok with establishing a procedure to wait no more than five (5) minutes for the member in question to reestablish connection before moving on with the discussion that was at hand.

Internet Hotspot
Some Council members expressed that they sometimes have bad internet connection at their residency and inquired what their options were.

Follow up - Staff will look to see if devices could be provided to Council members in order to generate an internet hotspot for them at their residency. Council members also have the option of utilizing any of the meeting rooms at City Hall in order to attend a Council or Committee/Commission meeting virtually.

Closed Captioning
Some Council members expressed that the City should look into providing live closed captioning during City Council meetings.

Follow up – Staff have reached out to Northwest Wisconsin Court Reporters and have conducted a live mock demo with them on Aug. 27 to test out the closed captioning capabilities.
Draft City Council Meeting Minutes
Some Council members expressed that they would like to review draft Council minutes before the next Council meeting ahead of when the Council agenda packet is sent out.

Follow up – The current procedure of including the draft Council City Council meeting minutes in the Council packet will be maintained and not be sent ahead of the Council packet. Technical details can be suggested such as clarifying the spelling of a person’s name, address location, etc.

Adding Items to the Council Agenda
Some Council members expressed that they would like to staff to review the process which items can be added to a Council agenda. There was support from some of the Council members that if two Council members came to the City Administrator to have an item included in the Council agenda, that it be included within reason of the request. There were some Council members who expressed that there are other mechanisms that are utilized to build an agenda (CIP, Administrator’s work plan, etc.) and that it should be a compelling item of concern for the whole Council in order for the two Council member bylaw to be resorted to. Some Council members would like there to be more clarity on if two Council members come to the City Administrator with an item to be included in the agenda that might not be supported by the Mayor and how that item could be added.

A few Council members liked the idea of having an agenda item being voted on at Council meetings to be discussed at a future Council meeting. There were some Council members who expressed that they would like to reevaluate the discretion that the City Administrator has in their ability to turn away agenda item requests from a coalition of two or more Council members.

Follow up – Staff will look at ways that Council members can put items on the regular Council agenda as an alternative to the current process. An emphasis will still be placed on the Mayor and City Administrator setting the agenda. Changes to the process would focus on communication of Council to the City Administrator either at a public meeting or through some other formal process.

Ability to Call Special City Council Meetings
Council generally thought that there should be a higher threshold to call a special meeting as it should be substantial to have that meeting being called. Some Council members expressed that special meetings shouldn’t be called in order to have items be discussed that were not placed on a regular Council meeting by either the Mayor or City Administrator.

Follow up – Staff will research special meeting language that is utilized by other Cities and Council can set a threshold that they feel is important with the word “shall” being included. The Council would then most likely need to have public meeting to finalize that language.

Social Media Policy for Council Members
Some Council members expressed that they would like to see what research is out there on how Council members should conduct themselves on their individual social media accounts if City related business is discussed.

*Follow up* – During the meeting it was not determined what specific follow up would be conducted by staff. It was alluded to however that if Council Bylaws were to be drafted for this particular subject, it would be drafted for the seven (7) Council members and not include the Mayor, as that position has the ability to go and speak on behalf of the City.
MEMORANDUM

TO: City Council
FROM: Dan Toland, Mayor
DATE: September 22, 2020
TITLE: Mayor’s Appointments to Boards and Commissions

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RECOMMENDED ACTION
Consideration of appointment:

**LIBRARY BOARD**
New appointment of Michael Metro through July 2021 (to fill remainder of term from Robert Wing vacancy)

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From: Michael Metro <metromhn@gmail.com>
Sent: Monday, September 14, 2020 10:23 AM
To: Dan Toland <dtoland@RFCITY.ORG>
Subject: Library Board

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good Morning Mr. Mayor,

I am writing to let you know that I am interested in filling the open position on the Library Board. Thank you for your consideration and have a great day.

“The purpose of life is to contribute in some way to making things better.”
-Robert F. Kennedy

Best Regards,

Michael Metro
CPT, BodyMind Coach
Metro Health & Fitness
metromhn@gmail.com
www.metrohealthandfitness.com