

City of Abbotsford

PO Box 589, 203 N. First Street, Abbotsford, WI 54405

City Hall (715) 223-3444

Fax (715) 223-8891

AGENDA FOR THE COUNCIL MEETING TO BE HELD

Tuesday, September 8, 2015 AT 6:00 PM

IN THE COUNCIL CHAMBERS OF THE ABBOTSFORD CITY HALL

203 NORTH FIRST STREET, ABBOTSFORD WI

All items listed will be brought before the Abbotsford City Council for discussion and possible approval.

1. Call the regular meeting to order
 - a. Roll call
 - b. Pledge of Allegiance
2. Comments by the Mayor
3. Comments by the Public
4. Minutes from the Council held August 3, 2015 (Page 3-6)
 - a. Waive the reading and approve the minutes
5. Considerations before the Council
 - a. Discuss/approve purchase of City Banners (Page 7)
 - b. Discuss Resolution 2015-7 Recognizing and Endorsing the Safe Routes to School Plan for the City of Abbotsford and School District of Abbotsford (Page 8)

Committee Reports

6. Public Works (Horacek)
 - a. Public Works update (Stuttgen)
 - b. Minutes from August 27, 2015 (Page 9-10)
 - c. Discuss/approve CIP Plan (Page 11-12)
 - d. Discuss/approve budgeting \$15,000 in Parks for the completion of the Red Arrow Ball Park renovations.
 - e. Discuss/approve allocating \$25,000 to improve Elderberry Road.
 - f. Discuss/approve requesting the Plan Commission to amend TIF #5 Project Plan to include the resurfacing and water and sewer work for Second Street
 - g. Discuss/approve upgrading the electrical box on First Street for the Fall Festival at a cost not to exceed \$400.00.
 - h. Discuss/approve beginning the hiring process for Public Works after the City receives official written notice from the retiring employee
 - i. Discuss/approve Pay Application #3 - \$268,509.30– Steen Construction (Page 13-17)
7. Water and Sewer (Voss)
 - a. Minutes from August 24, 2015 (Page 18)
8. Abbotsford Fire, Ambulance Department , Consolidation Committee (Mayor Rachu)
 - a. Minutes from Fire, July 22, 2015 (Page 19)
 - b. Minutes from Ambulance – August 10 and August 31, 2015 (Page 20-23)
 - c. Consolidation Committee – next meeting is September 16, 2015 at the Colby Fire Hall
9. Abbotsford Library – (Mayor Rachu)
 - a. Minutes from August 18, 2015 (Page 24)
9. Police Commission (Anders)
 - a. Police Minutes from August 10, 2015 (Page 25)
 - b. Police bills in amount of \$10,471.16 (Page 26-29)
 - c. Discuss/approve contract with Lexipol for the preparation of the Commissions policies at a cost

Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made to Clerk's Office at (715) 223-3444 with as much advance notice as possible.

of \$15,123; to be funded with \$7,000 from the plate fund, \$2,500 from the K-9 budget, and \$4,000 from the 2015 fuel budget line item surplus with budgeting for the continual annual cost of \$2,673

- d. Discuss/approve the purchase of a Dodge Durango from Colby Chrysler in the amount of \$27,900.00

10. Finance (Schwantes)

- a. Minutes from July 27, 2015 (Page 30-31)
- b. Discuss/approve having the City of Abbotsford participate in the Fire District creation process
- c. Discuss/approve assigning the City Representative for the Fire District to be the Council President, pending ordinance review

11. License & Building (Schwantes)

- a. Building permits:

Table1								
PERMIT #	FIRST NAME	LAST NAME	ADDRESS	EXPLANATION	DATE ISSUED	COST	COUNTY	RESIDENTIAL/COMMERCIAL
2015-12	MICHELLE	ALBRECHT	214 W Butternut Street	GARAGE INTO FAMILY ROOM	8/4/2015	\$3,000.00	Clark	Residential
2015-13	ROBBIE	SMAZAL	207 E SPRUCE ST	REPAIR ROOF, PAINT, REPLACE FURNACE	8/17/2015	\$15,000.00	CLARK	RESIDENTIAL
2015-14	DONNA	PROFT	204 W SPRUCE	14 X 20 ADDITION & 28 X 40 GARAGE	8/18/2015	\$38,000.00	CLARK	RESIDENTIAL
2015-15	Abby Bank		401 E SPRUCE ST	8 X 16 GARBAGE ENCLOSURE	8/24/2015	\$3,500.00	CLARK	COMMERCIAL
2015-16	DONNA	PROFT	204 W SPRUCE	DRIVEWAY	8/24/2015		CLARK	RESIDENTAIL
2015-17	ANTONIO	VELAZQUEZ	117 SOUTH 5TH ST	GARAGE AND BEDROOM ON TOP	8/27/2015	\$10,000.00	CLARK	RESIDENTIAL
2015-18	COLBY	JAMES	509 N 5TH ST	NEW HOME	9/2/2015	\$120,000.00	CLARK	RESIDENTIAL

- b. Discuss/approve operators:

KIMBERLY	HEDERER	KWIK TRIP	ORIGINAL	KARMEN	GOESSL	HOLIDAY	ORIGINAL
SHARON	RESLER	KWIK TRIP	ORIGINAL	BRIAN	BRIIDENHAGEN	HOLIDAY	ORIGINAL
MARCELA	HANSEN	KWIK TRIP	ORIGINAL	JENNIFER	HABERMAN	KWIK TRIP	ORIGINAL
DIANE	DRABEK	KWIK TRIP	ORIGINAL	TONI	KROENING	KWIK TRIP	ORIGINAL
CHRISTINE	RAU	KWIK TRIP	ORIGINAL	SANDIE	CALHOUN	KWIK TRIP	ORIGINAL
DIANE	ZIMMERMAN	KWIK TRIP	ORIGINAL	CYNTHIA	REUTER	KWIK TRIP	ORIGINAL
DEVON	GRIEPENTROG	KWIK TRIP	ORIGINAL	JEFFERY	OLEARY	HOLIDAY	PROVISIONAL
CHARLOTTE	JOHNSON	KWIK TRIP	ORIGINAL	BRANDON	DVORAK	HOLIDAY	PROVISIONAL
JADE	KORALLUS	KWIK TRIP	ORIGINAL	AMANDA	DVORAK	HOLIDAY	PROVISIONAL
MARY	MARTYN	KWIK TRIP	ORIGINAL	CONNIE	FREEMAN	HOLIDAY	PROVISIONAL
DILLON	BRUMMUND	KWIK TRIP	ORIGINAL	ALMI	MERAZ	KWIK TRIP	RENEWAL
MARICIA	SCHMITT	KWIK TRIP	ORIGINAL	KATELYNN	ANDREO	KWIK TRIP	RENEWAL
RACHAEL	REIS	KWIK TRIP	ORIGINAL	PAULA	RUESCH	KWIK TRIP	RENEWAL

12. Abbotsford Colby Area Chamber of Commerce (Lopez)

- a. Minutes from August 5, 2015 (Page 32-33)

13. Set additional committee meetings on the calendar (Page 34-35)

14. Adjourn

Minutes from the Abbotsford City Council held August 3, 2015 in the City Council Chambers

Mayor Rachu **called the regular meeting to order** at 6:00 p.m.

Roll call: Mayor Rachu, Voss, Horacek, Faber, Anders, Gosse, Mediger, Weideman, and Schwantes

Others present: Clerk Lopez, DPW Beil, Water Wastewater Manager Medenwaldt, Deputy Clerk/Treasurer Fischer, Todd Trader and Kirk Skoog, Jim Brodhagen, Robert Morrow, Dean and Brenda Wiese, Chief Apfelbeck, John Austin, Kim Schweiger and Devon Grippentrog - Kwik Trip, and Kevin O'Brien – Tribune Phonograph

The **Pledge of Allegiance** was heard

Under **comments by the public**, Jim Brodhagen stated that he would like to express gratitude to the people in charge of the Abbotsford Public Cemetery and informed the council of the excellent conditions of the cemetery.

It was stated that this weekend is First City Days and it is the 10th Anniversary; Wiese requested seeing the Council in attendance.

Motion Schwantes/Voss convene **to closed session** pursuant to Wisconsin Statute § 19.85 (1)(b) considering dismissal, demotion, licensing or discipline of any public employee or person licensed by a board or commission or the investigation of charges against such person, or considering the grant or denial of tenure for a university faculty member, and the taking of formal action on any such matter; provided that the faculty member or other public employee or person licensed is given actual notice of any evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action may be taken. The notice shall contain a statement that the person has the right to demand that the evidentiary hearing or meeting be held in open session.

Roll call: Voss –yes, Horacek – yes, Faber – yes, Anders – yes, Gosse – yes, Mediger – yes, Weideman – yes, Schwantes – yes

Motion Anders/Schwantes to **deny Operator License to Ashley Puphal** due to falsifying information on the application. Motion carried 7:2 (Gosse and Weideman)

Motion Voss/Schwantes to **convene to open session** at 6:17 p.m. Motion carried without negative vote.

Under **discuss/approve items, if any from closed session**, motion Anders/Schwantes to **deny the operator license to Ashley Puphal** due to falsifying information on the application. Motion carried 6:2 (Gosse and Weideman)

Motion Voss/Schwantes to **waive the reading and approve the minutes** from July 6 and July 8, 2015. Motion carried without negative vote.

Under discuss/approve **purchase of City Banners**, it was discussed to request to have samples of the design using the school falcon logo versus the falcon picture that was presented on the sample drawing. New samples will be brought to the Public Works committee.

Under **Resolution 2015-7 recognizing and endorsing the safe Routes to School Plan for the City of Abbotsford and the School District of Abbotsford** it was stated that the full plan can be reviewed on the City website. This Resolution is for review only and will be on the September Council meeting for possible action. Natalyn Jannene will be present at the Public Works committee meeting to discuss the plan in more detail.

Under discuss/approve **having the Mayor sign a letter in support of requesting a one-year waiver from new property tax bill requirements added to Sec 74.09 by 2015 Wisconsin Act 55**, Lopez stated that this was recommended by the League of Wisconsin Municipalities as the Counties will not have enough time to get the

additional language into the software prior to the billing deadlines. Motion Schwantes/Weideman to approve letter of support as presented. Motion carried without negative vote.

Under discuss/approve **MSA – Proposal for TID #6 Creation \$14,000**, Mayor Rachu invited Reed Welsh and Don Medenwaldt to add comment during this discussion if necessary as they both represented the School District and the Plan Commission. Kirk Skoog, a planner from MSA, met with Stuttgart and Lopez to review various funding opportunities. A TID analysis was completed and showed that the City can do projects until 2023 and can receive TID increments until 2029. DPW Stuttgart mentioned that due the current projects his Public Works budget will be down to \$100,000 per year for the next several years and there has been five water main breaks in the past few weeks on Second Street. DPW Stuttgart stated he originally asked MSA to help him identify how the City can finance the necessary road construction projects on a limited budget. Skoog stated if the City would create an additional TID district and encompassed Kwik Trip there could be an additional \$627,000 in increment generated in the next 20 years.

Welsh stated he has been involved in several TID district conversations and has typically been proactive. Welsh stated that his position has been to be proactive; but he is concerned that this feels like it is on the fast track. Welsh questioned what the City's plan was on this existing TID district development. Trader stated that his goal was to present opportunities to the City and stressed that it is necessary to keep up on the infrastructure of the City. Trader stated that Stratford has used this tool to finance projects outside of their TID boundaries and it has been very successful. Trader stated that the economy is starting to come back and developers are starting to build. Motion Weideman/Schwantes to **table topic for future discussion**. Motion carried without negative vote.

Public Works was presented by Horacek

DPW Stuttgart provided a Public Works update, it was stated the crew is working on the last four light poles and then the project will be complete.

Under discuss/approve **CIP Plan** Stuttgart stated that the two roads that surround the school are included in the plan. This plan will be presented at the Public Works meeting for discussion and to discuss priority rankings.

Under **discuss/approve Pay Application #2** in the amount of \$220,771.05 from Steen Construction DPW Stuttgart stated that Butternut is shaping up well and there is a goal to pave on Wednesday or Thursday. The topsoil should be completed with a first lift this week. At this time the project is about 75% complete. Motion Voss/Mediger to approve pay application #2 in the amount of \$220,771.05. Motion carried without negative vote.

Abbotsford Fire, Ambulance Department, and Consolidation Committee was presented by Mayor Rachu. The minutes from the **Fire Department** were presented from June 24, 2015. Chief Apfelbeck stated that he has met with John Niehardt and a future meeting will be held with the three Chiefs.

Minutes from **Ambulance** was presented from June 23, 2015 and July 7, 2015. Schwantes questioned if the Ambulance is still requesting a longevity pay from the City as he has heard they have informed the Dorchester Fire Department that they no longer will be requesting the annual contribution of \$10,000 from Dorchester. Mediger questioned Chief Apfelbeck if the informational letter that was referenced in their minutes was the same piece that was distributed door to door with incorrect information. It was stated that the document that went door to door was not issued from the Fire Department.

Abbotsford Library was presented by Mayor Rachu.

The minutes from June were reviewed. There were no comments or questions.

Police Commission was presented by Mayor Rachu

The minutes from July 13, 2015 were presented. There were no comments or questions.

Motion Weideman/Voss to **pay the Police bills** in the amount \$12,962.11. Motion carried without negative vote.

Alderman Voss questioned how Officer Bradner was hired with the intent to handle the next K-9 and now is not interested in handling the K-9. It was suggested to have her discuss this issue with Chief Bauer as several regulations regarding K-9's have changed.

Finance and Personnel was presented by Schwantes.

The minutes from July 27, 2015 was presented.

Under discuss/approve **application for Payment number 4 Waste water Treatment Plant – Miron construction \$424,200.65** motion Schwantes/Anders to approve as presented. Motion carried without negative vote.

Under **discuss/approve application for Payment number 3 Main Lift Station – Miron Construction in the amount of \$12,180.90** motion Schwantes/Voss to approve as presented. Motion carried without negative vote.

Under **dicuss/approve attendance WMCA 35th Annual Clerk's Convention in La Crosse**, motion Voss/Mediger to approve as presented. Motion carried without negative vote.

License and Building was presented by Schwantes.

Minutes from July 27, 2015 were presented.

Under **discuss/approve Ordinance Regarding Mobile Tower siting a fee of \$3,000 and dicuss/approve Ordinance Regarding Conditional Use permits for certain mobile telecommunications facilities use**; Anders suggested to have these issues go back to committee for further discussion and he had concerns as to who would remove the structures in the even they become obsolete.

Under discuss/approve filing with the Public Service Commission to modify City Tariff, motion Schwantes/Voss to approve as presented. Motion carried without negative vote. It was stated this will assist the Landlords in collection efforts with tenants that leave delinquent bills.

Under **discuss/approve Class A Beer and Class A liquor – Kwik Trip** motion Voss/Horacek to approve as presented. Motion carried without negative vote.

Under discuss/approve **Cigarette and Tobacco Products retail license** – Kwik Trip, Motion Voss/Horacek to approve as presented. Motion carried without negative vote.

Under discuss/approve **operator renewal for Dallas Wiese** – Abbotsford Fire Department, motion Mediger/Schwantes to approve. Motion carried without negative vote.

Abbotsford Colby Area Chamber of Commerce was presented by Lopez

The minutes from July 8th were presented. The next meeting will be on August 5, 2015 at the Abbotsford Public School. The upcoming events are the Annual Golf Outing on September 8, 2015 and the Fall Festival on September 11, 12, and 13, 2015.

United Communities of Clark County was presented by Mayor Rachu.

The minutes from July 27, 2015 were presented.

Additional committee meetings were set.

Motion Voss/Horacek to **convene into closed session** pursuant to Wisconsin Statute § 19.85 (1)(c) for the purpose of considering the employment, promotion, compensation or performance evaluation data of any public employee

over which the governmental body has jurisdiction or exercises responsibility, specifically to discuss annual review data, compensation and benefits related to Water/Wastewater Manager

Roll: Voss- yes, Horacek – yes, Faber – yes, Anders – yes, Gosse –yes, Mediger – yes, Weideman – yes, Schwantes –yes

Motion Anders/Schwantes to **grant Water/Waste Water Manager Medenwaldt a 3% increase effective on August 26, 2015, his anniversary date.** Motion carried without negative vote.

Motion Faber/Anders to **convene to open session.** Motion carried without negative vote.

Motion Anders/Schwantes to **grant Water/Waste Water Manager Medenwaldt a 3% increase effective on August 26, 2015, his anniversary date.** Motion carried without negative vote.

Motion Anders/Voss to **adjourn** at 7:37 p.m. Motion carried without negative vote.

WELCOME

TO



ABBOTSFORD



**HOME
OF THE
FALCONS**

Banner designs
for Abbotsford

Black and white
print on red
material

Red and white
print on black
material



One color lettering
here may show up
better than 2 color.

WELCOME

TO



ABBOTSFORD



**HOME
OF THE
FALCONS**

CITY OF ABBOTSFORD/SCHOOL DISTRICT OF ABBOTSFORD
RESOLUTION NO. 2015-7
RECOGNIZING AND ENDORSING THE SAFE ROUTES TO SCHOOL PLAN FOR THE
CITY OF ABBOTSFORD AND SCHOOL DISTRICT OF ABBOTSFORD

WHEREAS, the City of Abbotsford and School District of Abbotsford and 10 other school districts and the communities they serve joined a West Central Wisconsin Regional Planning Commission (WCWRPC) regional initiative and applied for a State of Wisconsin Department of Transportation (WisDOT) Transportation Alternatives Program (TAP) grant on December 10, 2013 for a city-wide Safe Routes To School Plan (SRTS) plan; and

WHEREAS, the grant for the SRTS plan was awarded on August 1, 2014; and

WHEREAS, the City of Abbotsford and School District of Abbotsford formed a SRTS Task Force made up of several people from the school district, City, and other members of the community; and

WHEREAS, working with the WCWRPC, the SRTS Task Force held four SRTS Task Force meetings, facilitated one parent survey and one classroom mode of transportation tally, and organized two walk and bike audits over a six month period; and

WHEREAS, the SRTS Task Force finalized the SRTS Plan, which included dozens of action item recommendations, on July 31, 2015; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Abbotsford that the City of Abbotsford and School District of Abbotsford SRTS plan shall be formally recognized and endorsed as a document that shall be implemented.

DATED this 8th day of September 2015.

ATTEST:

APPROVE:

Jennifer Lopez, City Clerk

Dale Rachu, Mayor

Minutes from the Abbotsford public Works Committee meeting held August 27, 2015, in the Abbotsford Council Chambers

Chairman Horacek **called the meeting to order** at 5:00 p.m.

Roll Call: Horacek, Mediger, and Anders. (Weideman absent).

The **Pledge of Allegiance** was held.

There were **no comments from the Chairman.**

There were **no comments from the public.**

Alejandro Garcia Vasquez, special assessment at 505 Hemlock St. A faulty culvert was replaced on his property by the city after 3 written requests from the city asking him to replace it. Garcia Vasquez stated he now knows the rules but disagrees with them and asked for them to be changed. His Alderman will be contacted and asked to put this request on the next council meeting.

Resolution 2015-7 Safe Routes to School: Natalyn Jannene informed the committee that this was approved by the School Board and Jannene was present to answer any questions. Anders questioned how many additional stop signs this would require. The Council can approve the plan but the stop signs would need to be added to the City Ordinance and separately approved. A motion was made by Mediger and a second by Anders to approve Resolution 2015-7. Motion carried.

Red Arrow Ball Park renovations: There is \$20,000.00 in the budget to complete this project along with a 5,000 donation. An additional \$15,000.00 will be needed to complete this project. A motion was made by Anders and a second by Mediger to budget the \$15,000.00 for next year. Motion carried.

City Banners: The banner “Red and White print on black material” was chosen. Total number of banners needed is 36. 29 banners would be put on every other pole on Hwy 13 and 7 banners on every other pole on Business 29 between N First Ave and Galvin Rd. The total price given was \$2667.00 although this price was for one sided banners. The total cost is expected to be higher due to the fact that 2 sided banners are needed. A motion was made by Mediger and a second by Anders to recommend this to be put in the 2016 budget. Motion carried.

5 year CIP plan: A motion was made by Anders and a second by Mediger to stay within the budgeted money for resurfacing for 2016 and look at a grant for 2nd Street when the city will again be eligible. Motion carried. Due to expected high traffic on Elderberry Rd with the opening of Kwik Trip, a motion was made by Anders and a second by Mediger to use 25,000 of that money to improve Elderberry Road. Motion carried.

Gravel in alley between 4th Ave. and 5th/Spruce and Butternut: Discussion was held on graveling the alley. Although there are no driveways facing the alley there is electrical, sewer and gas in the alley. The Committee will talk to residents to see if there is interest in gravel and bring it to the Council.

Recommend Plan to Commission the Amendment of TIF#5 Project: No info was available on this and it will be reviewed at the next Council meeting.

Upgrade Electric Panel on First Street for Fall Fest: A motion was made by Mediger and a second by Anders to upgrade the electrical box on First Street for the Fall Fest at a cost of \$300.00-\$500.00. Motion carried.

Hiring process for public works employee: A motion was made by Anders and a second by Mediger to start the hiring process after the city gets official written notice of the current employees last day. Motion carried.

A motion was made by Anders and a second by Horacek to **adjourn**. Motion carried.

5 YEAR CIP PLAN

1	LINDEN STREET FROM HWY 13 TO INDUSTRIAL PARK ROAD. PROJECT LENGTH 865 FT COMPLETE RECONSTRUCT. MINOR WATER MAIN REPAIR AND STORM SEWER REPLACEMENT	\$203,000.00
2	CEDAR STREET FROM SECOND TO THIRD STREET. PROJECT LENGTH 640 FT COMPLETE RECONSTRUCT AND NEW WATER MAIN	\$198,000.00
3	PINE STREET FROM 4 TH AVENUE TO HILINE. PROJECT LENGTH 1760 FT. COMPLETE RECONSTRUCT MINOR WATER REPAIR (2014)	\$258,000.00
4	E ELM STREET FROM 5 TH STREET TO 7 TH STREET. COMPLETE RECONSTRUCT. UP SIZE WATER MAIN. SEWER FROM ALLEY BETWEEN 6 TH AND 7 TH TO 7 TH STREET. PROJECT LENGTH 698 FT	\$244,000.00
5	7 TH STREET FROM E ELM TO LINDEN. COMPLETE RECONSTRUCT. WATER MAIN. SEWER POSSIBLE RE-ROUTE FROM E ELM ST SEWER. PROJECT LENGTH 786 FT.	\$230,000.00
6	HEMLOCK FROM 5 TH AVENUE TO HILINE. PROJECT LENGTH 1350 FT RECONSTRUCT	\$240,000.00
7	BUTTERNUT ST FROM FIRST AVE TO THIRD AVE COMPLETE RECONSTRUCT INCLUDING WATER (2015)	APPROX \$300,000.00
8	FOURTH AVE FROM ELM TO THE SOUTH. PROJECT LENGTH 660 FT REPLACING BLACK TOP	\$40,000.00
9	FIRST STREET BLACK TOP SHOULDER AND CURB PROJECT LENGTH 365 FT	\$ 14,300.00
10	11 TH STREET EXTENSION – APPROVED (2014)	TO BE BID JANUARY 2014

5 YEAR CIP PLAN (2015/16)

1	LINDEN STREET FROM HWY 13 TO INDUSTRIAL PARK ROAD. PROJECT LENGTH 865 FT COMPLETE RECONSTRUCT. MINOR WATER MAIN REPAIR AND STORM SEWER REPLACEMENT	\$203,000.00
2	CEDAR STREET FROM SECOND TO THIRD STREET. PROJECT LENGTH 640 FT COMPLETE RECONSTRUCT AND NEW WATER MAIN	\$198,000.00
3	HEMLOCK FROM 5 TH AVENUE TO HILINE. PROJECT LENGTH 1350 FT RECONSTRUCT	\$240,000.00
4	N 1 ST STREET FROM PINE TO SPRUCE 2,684 FEET, CURB, SIDEWALK, BLACKTOP OVERLAY MINOR WATER REPAIR	PRICE TO BE DETERMINED
5	S 1 ST AVE 950 FT NEW BLACKTOP MINOR CURB REPAIR MINOR STORM SEWER REPAIR	\$ 65,000.00
6	N 4 TH AVE FROM PINE TO SPRUCE 2625 FT BLACKTOP OVERLAY REPLACE PARKING LANES AND CURB. MINOR STORM SEWER REPAIR	PRICE TO BE DETERMINED
7	2 ND STREET FROM CEDAR TO PINE ALSO CEDAR FROM N 1 ST STREET TO N 2 ND STREET 1470 FEET	\$485,000.00
8	FORCE MAIN REPLACEMENT FROM N 3 RD AVE TO N 2 ND AVE 685 FEET	\$ 40,000.00
9	SPORTSMENS ADDITION 2 INCHES OF BLACKTOP 32 X 2,400 FEET AT \$14.00 PLSY	\$119,000.00

Steen Construction, Inc. Pay Application 3
2015 Roadway & Utility Improvements
MSA Project No.07681003
for Work Completed Through the Dates of 7/18/2015 to 8/27/2015

1.	Original Contract price		\$1,093,199.30	
2.	Net change orders approved to date (one)		\$0.00	
3.	Revised Contract amount (line 1 + line 2)		\$1,093,199.30	
4.	Total value of Work completed to date		\$895,208.20	
5.	Percent project complete	82 %		CHANGE ORDERS
	(line 4 / line 3 x 100)			1 _____
6.	Materials in storage not installed		\$0.00	2 _____
7.	Total Completed and Stored to Date (line 4 - line 6)		\$895,208.20	
8.	Less Retainage	5 %	\$44,760.41	PREVIOUS PAYMENTS
9.	Subtotal (line 7 - line 8)		\$850,447.79	1 \$361,167.44
10.	Less previous applications for payment		\$581,938.49	2 \$220,771.05
	(line 11 from previous application)			
11.	Amount due this application (line 9 - line 10)		\$268,509.30	

CONTRACTOR'S Certification:

The undersigned CONTRACTOR certifies that (1) all previous progress payments received from OWNER on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title to all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Steen Construction, Inc.
Contractor

By: 

Dated 8/27/2015

Payment of the AMOUNT DUE THIS APPLICATION is recommended.

MSA Professional Services
Engineer

By: 

Dated 9/3/15

APPROVED BY:

City of Abbotsford
Owner

By: _____

Dated _____

STEEN CONSTRUCTION, INC.
2015 ROADWAY & UTILITY IMPROVEMENTS
MSA Project Number 07681003

ITEM NO.	ITEM DESCRIPTION	BID QUANTITY	UNIT PRICE	CONTRACT PRICE	WORK COMPLETED			BALANCE TO FINISH
					PREVIOUS PERIODS	THIS PERIOD	TOTAL COMPLETED	
General								
1	Mobilization, Bonds and Insurance	1	\$ 7,000.00	\$ 7,000.00	0.50	0.25	5,250.00	\$1,750.00
2	Clearing and Grubbing	1	\$ 500.00	\$ 500.00	1.00	0	500.00	\$0.00
3	Traffic Control	1	\$ 1,500.00	\$ 1,500.00	0.75	0.25	1,500.00	\$0.00
4	Erosion Control	1	\$ 2,000.00	\$ 2,000.00	0.50	0	1,000.00	\$1,000.00
5	Concrete Quality Control	1	\$ 1,500.00	\$ 1,500.00	0.00	1	1,500.00	\$0.00
6	Site Maintenance and Restoration	1	\$ 7,500.00	\$ 7,500.00	0.00	0.5	3,750.00	\$3,750.00
7	Imported Granular Fill	1	\$ 20.00	\$ 20.00	0.00	0	0.00	\$20.00
8	Field Density Testing	12	\$ 200.00	\$ 2,400.00	0.00	0	0.00	\$2,400.00
9	2-Inch Rigid Polystyrene Insulation	960	\$ 2.00	\$ 1,920.00	288.00	0	576.00	\$1,344.00
Water Main								
10	4-Inch PVC Water Main	38	\$ 26.00	\$ 988.00	60.00	0	1,560.00	-\$572.00
11	6-Inch PVC Water Main	88	\$ 30.00	\$ 2,640.00	101.00	0	3,030.00	-\$390.00
12	8-inch PVC Water Main	2,036	\$ 35.00	\$ 71,260.00	1907.00	0	66,745.00	\$4,515.00
13	10-Inch PVC Water Main	646	\$ 40.00	\$ 25,840.00	634.00	0	25,360.00	\$480.00
14	12-Inch Ductile Iron Water Main	8	\$ 55.00	\$ 440.00	2.00	0	110.00	\$330.00
15	10-Inch Valve and Box	3	\$ 2,600.00	\$ 7,800.00	3.00	0	7,800.00	\$0.00
16	8-Inch Valve and Box	10	\$ 1,900.00	\$ 19,000.00	10.00	0	19,000.00	\$0.00
17	6-Inch Valve and Box	6	\$ 1,400.00	\$ 8,400.00	7.00	0	9,800.00	-\$1,400.00
18	4-Inch Valve and Box	1	\$ 1,100.00	\$ 1,100.00	2.00	0	2,200.00	-\$1,100.00
19	12-Inch x 8-Inch Tee	1	\$ 1,000.00	\$ 1,000.00	1.00	0	1,000.00	\$0.00
20	10-Inch x 10-Inch Tee	1	\$ 1,000.00	\$ 1,000.00	2.00	0	2,000.00	-\$1,000.00
21	10-Inch x 8-Inch Tee	2	\$ 900.00	\$ 1,800.00	2.00	0	1,800.00	\$0.00
22	10-Inch x 6-Inch Tee	1	\$ 800.00	\$ 800.00	2.00	0	1,600.00	-\$800.00
23	10-Inch x 4-Inch Tee	1	\$ 800.00	\$ 800.00	1.00	0	800.00	\$0.00
24	8-Inch x 8-Inch Tee	1	\$ 600.00	\$ 600.00	0.00	0	0.00	\$600.00
25	8-Inch x 6-Inch Tee	4	\$ 600.00	\$ 2,400.00	4.00	0	2,400.00	\$0.00
26	10-Inch x 6-Inch Reducer	3	\$ 400.00	\$ 1,200.00	2.00	0	800.00	\$400.00
27	8-Inch x 6-Inch Reducer	6	\$ 350.00	\$ 2,100.00	6.00	0	2,100.00	\$0.00
28	8-Inch Cross	1	\$ 825.00	\$ 825.00	1.00	0	825.00	\$0.00
29	1-Inch HDPE Water Service	749	\$ 15.00	\$ 11,235.00	701.00	0	10,515.00	\$720.00
30	2-Inch HDPE Water Service	78	\$ 23.00	\$ 1,794.00	51.00	0	1,173.00	\$621.00
31	1-Inch Corp., Curb Stop & Box (Saddle)	18	\$ 400.00	\$ 7,200.00	16.00	0	6,400.00	\$800.00
32	1-Inch Corp. & Saddle	13	\$ 250.00	\$ 3,250.00	13.00	0	3,250.00	\$0.00
33	2-Inch Corp., Curb Stop & Box (Saddle)	2	\$ 825.00	\$ 1,650.00	2.00	0	1,650.00	\$0.00
34	Connect to Existing Water Service	21	\$ 200.00	\$ 4,200.00	16.00	0	3,200.00	\$1,000.00
35	Connect to Existing Curb Stop	13	\$ 200.00	\$ 2,600.00	13.00	0	2,600.00	\$0.00
36	Connect to Existing Water Main	9	\$ 2,000.00	\$ 18,000.00	9.00	0	18,000.00	\$0.00
37	Hydrant Complete	5	\$ 3,300.00	\$ 16,500.00	5.00	0	16,500.00	\$0.00
38	Remove and Salvage Existing Hydrant	1	\$ 500.00	\$ 500.00	1.00	0	500.00	\$0.00
39	Install Owner Supplied Hydrant	1	\$ 600.00	\$ 600.00	1.00	0	600.00	\$0.00
40	Temporary Water Service	1	\$ 2,500.00	\$ 2,500.00	1.00	0	2,500.00	\$0.00

STEEN CONSTRUCTION, INC.
2015 ROADWAY & UTILITY IMPROVEMENTS
MSA Project Number 07681003

ITEM NO.	ITEM DESCRIPTION	BID QUANTITY	UNIT PRICE	CONTRACT PRICE	WORK COMPLETED			BALANCE TO FINISH
					PREVIOUS PERIODS	THIS PERIOD	TOTAL COMPLETED	
Sanitary Sewer								
41	Sanitary Manhole Type 1, Complete	3	\$ 2,500.00	\$ 7,500.00	3.00	0	7,500.00	\$0.00
42	8-Inch PVC Sanitary Sewer	228	\$ 32.00	\$ 7,296.00	198.00	0	6,336.00	\$960.00
43	6-Inch PVC Sanitary Sewer Lateral	30	\$ 26.00	\$ 780.00	30.00	0	780.00	\$0.00
44	8-Inch x 6-Inch Sewer Wye	1	\$ 150.00	\$ 150.00	2.00	0	300.00	-\$150.00
45	Connect to Existing Sanitary Sewer	3	\$ 500.00	\$ 1,500.00	3.00	0	1,500.00	\$0.00
46	Adjust Existing Sanitary Manhole	1	\$ 250.00	\$ 250.00	0.00	0	0.00	\$250.00
Storm Sewer								
47	12-Inch HDPE Storm Sewer	788	\$ 20.00	\$ 15,760.00	850.50	0	17,010.00	-\$1,250.00
48	15-Inch HDPE Storm Sewer	275	\$ 21.00	\$ 5,775.00	302.00	0	6,342.00	-\$567.00
49	18-Inch HDPE Storm Sewer	1,511	\$ 23.00	\$ 34,762.20	1468.50	0	33,775.50	\$986.70
50	Nyloplast 2-Ft x 3-Ft Curb Inlet (24-Inch)	25	\$ 1,800.00	\$ 45,000.00	23.00	0	41,400.00	\$3,600.00
51	Nyloplast 2-Ft x 3-Ft Roll Curb Inlet (24-Inch)	1	\$ 1,800.00	\$ 1,800.00	1.00	0	1,800.00	\$0.00
52	Nyloplast 2-Ft x 3-Ft Curb Inlet (30-Inch)	6	\$ 2,100.00	\$ 12,600.00	6.00	0	12,600.00	\$0.00
53	48-Inch Diameter Concrete Storm Manhole	5	\$ 2,500.00	\$ 12,500.00	5.00	0	12,500.00	\$0.00
54	60-Inch Diameter Concrete Storm Manhole	2	\$ 5,500.00	\$ 11,000.00	2.00	0	11,000.00	\$0.00
55	Connect to Existing Storm Sewer	8	\$ 400.00	\$ 3,200.00	12.00	0	4,800.00	-\$1,600.00
56	8-Inch PVC Storm Sewer	20	\$ 25.00	\$ 500.00	12.00	0	300.00	\$200.00
57	Storm Sewer Cleanout, Complete	1	\$ 300.00	\$ 300.00	0.00	0	0.00	\$300.00
Roadway								
58	Unclassified Excavation and Grading	1	\$ 75,000.00	\$ 75,000.00	1.00	0	75,000.00	\$0.00
59	Excavation Below Subgrade (EBS)	1	\$ 25.00	\$ 25.00	0.00	0	0.00	\$25.00
60	4-Inch Asphaltic Concrete Pavement (2 Lifts)	11,204	\$ 13.36	\$ 149,685.44	0.00	4066.02	54,322.13	\$95,363.31
61	2-Inch Asphalt Driveway w/Base	136	\$ 15.80	\$ 2,148.80	0.00	66.2	1,045.96	\$1,102.84
62	4-Inch Asphalt Driveway w/Base	58	\$ 20.68	\$ 1,199.44	0.00	0	0.00	\$1,199.44
63	30-Inch Curb and Gutter, Type L	5,511	\$ 10.00	\$ 55,110.00	0.00	5502	55,020.00	\$90.00
64	30-Inch Curb and Gutter, Type HM	15	\$ 25.00	\$ 375.00	0.00	0	0.00	\$375.00
65	30-Inch Reinforcing Curb and Gutter, Type HM	50	\$ 16.50	\$ 825.00	0.00	171	2,821.50	-\$1,996.50
66	8-Inch Gravel Driveway (3/4 Inch CABG)	16	\$ 3.25	\$ 52.00	0.00	47	152.75	-\$100.75
67	1 1/4 Inch Dense Graded Base (8-Inch Depth)	14,044	\$ 3.25	\$ 45,643.00	7000.00	7044	45,643.00	\$0.00
68	Select Crush Material (16-Inch Depth)	14,044	\$ 6.25	\$ 87,775.00	14044.00	0	87,775.00	\$0.00
69	4-Inch Concrete Sidewalk w/Base	2,925	\$ 4.00	\$ 11,700.00	0.00	2923	11,692.00	\$8.00
70	6-Inch Concrete Driveway/Sidewalk w/Base	4,173	\$ 4.50	\$ 18,778.50	0.00	4400	19,800.00	-\$1,021.50
71	Reinforced Concrete Driveway (High Early)	476	\$ 5.50	\$ 2,618.00	0.00	450.11	2,475.61	\$142.40
72	Concrete Steps	90	\$ 40.00	\$ 3,600.00	0.00	0	0.00	\$3,600.00
73	Detectable Warning Field	11	\$ 300.00	\$ 3,300.00	0.00	10	3,000.00	\$300.00
74	6-Inch HDPE Underdrain	5,426	\$ 5.00	\$ 27,130.00	5426.00	0	27,130.00	\$0.00
75	Geotextile Fabric Type SAS	14,044	\$ 1.25	\$ 17,555.00	14044.00	0	17,555.00	\$0.00

STEEN CONSTRUCTION, INC.
2015 ROADWAY & UTILITY IMPROVEMENTS
MSA Project Number 07681003

ITEM NO.	ITEM DESCRIPTION	BID QUANTITY	UNIT PRICE	CONTRACT PRICE	WORK COMPLETED			BALANCE TO FINISH
					PREVIOUS PERIODS	THIS PERIOD	TOTAL COMPLETED	
ADDITIVE ALTERNATE A								
The Contractor shall reconstruct the sanitary sewer along the alley midblock between Spruce Street and Butternut Street, East of 5th Street to 4th Street. (Sta. 10+70 to Sta. 15+89). Work includes replacement of existing sanitary sewer, existing services and restoration of all disturbed areas as shown on the contract drawings.								
General								
76	Mobilization, Bonds and Insurance	1	\$ 1,000.00	\$ 1,000.00			0.00	\$1,000.00
77	Traffic Control	1	\$ 500.00	\$ 500.00			0.00	\$500.00
78	Erosion Control	1	\$ 300.00	\$ 300.00			0.00	\$300.00
79	Site Maintenance and Restoration	1	\$ 2,000.00	\$ 2,000.00			0.00	\$2,000.00
Sanitary Sewer								
80	Sanitary Manhole Type 1, Complete	2	\$ 2,500.00	\$ 5,000.00			0.00	\$5,000.00
81	8-Inch PVC Sanitary Sewer	498	\$ 29.00	\$ 14,442.00			0.00	\$14,442.00
82	8-Inch x 6-Inch PVC Wye	18	\$ 150.00	\$ 2,700.00			0.00	\$2,700.00
83	6-Inch PVC Sanitary Lateral	144	\$ 25.00	\$ 3,600.00			0.00	\$3,600.00
84	Connect to Existing Sanitary Sewer	1	\$ 500.00	\$ 500.00			0.00	\$500.00
85	Lateral Investigation	1	\$ 500.00	\$ 500.00			0.00	\$500.00
Roadway								
86	Unclassified Excavation and Grading	1	\$ 500.00	\$ 500.00			0.00	\$500.00
87	4-Inch Asphaltic Concrete Pavement (2 Lifts)	75	\$ 13.36	\$ 1,002.00			0.00	\$1,002.00
88	30-Inch Curb and Gutter, Type L	20	\$ 25.00	\$ 500.00			0.00	\$500.00
89	8-Inch Gravel Driveway (3/4 Inch CABC)	70	\$ 4.00	\$ 280.00			0.00	\$280.00
90	1 1/4 Inch Dense Graded Base (12-Inch Depth)	83	\$ 5.00	\$ 415.00			0.00	\$415.00

STEEN CONSTRUCTION, INC.
2015 ROADWAY & UTILITY IMPROVEMENTS
MSA Project Number 07681003

ITEM NO.	ITEM DESCRIPTION	BID QUANTITY	UNIT PRICE	CONTRACT PRICE	WORK COMPLETED			BALANCE TO FINISH
					PREVIOUS PERIODS	THIS PERIOD	TOTAL COMPLETED	
ADDITIVE ALTERNATE B								
The Contractor shall reconstruct 7th Street north of Linden Street to Elm Street (Sta. 70+80 to Sta. 78+00) including new storm sewer. Work includes installation of storm sewer and restoration of all disturbed areas as shown on the contract drawings.								
	General						0.00	\$0.00
91	Mobilization, Bonds and Insurance	1	\$ 2,000.00	\$ 2,000.00	0.50	0.25	1,500.00	\$500.00
92	Traffic Control	1	\$ 1,500.00	\$ 1,500.00		0.5	750.00	\$750.00
93	Erosion Control	1	\$ 1,000.00	\$ 1,000.00			0.00	\$1,000.00
94	Concrete Quality Control	1	\$ 100.00	\$ 100.00			0.00	\$100.00
95	Site Maintenance and Restoration	1	\$ 2,500.00	\$ 2,500.00			0.00	\$2,500.00
	Storm Sewer							
96	12-Inch HDPE Storm Sewer	86	\$ 20.00	\$ 1,720.00		402	8,040.00	-\$6,320.00
97	15-Inch HDPE Storm Sewer	316	\$ 21.00	\$ 6,636.00			0.00	\$6,636.00
98	Nyloplast 2-Ft x 3-Ft Curb Inlet (24-Inch)	2	\$ 1,800.00	\$ 3,600.00		2	3,600.00	\$0.00
99	Nyloplast 2-Ft x 3-Ft Roll Curb Inlet (24-Inch)	2	\$ 1,800.00	\$ 3,600.00		2	3,600.00	\$0.00
100	48-Inch Diameter Concrete Storm Manhole	1	\$ 2,500.00	\$ 2,500.00		1	2,500.00	\$0.00
101	Connect to Existing Storm Sewer	1	\$ 500.00	\$ 500.00		1	500.00	\$0.00
	Roadway							
102	Unclassified Excavation and Grading	1	\$ 18,000.00	\$ 18,000.00		1	18,000.00	\$0.00
103	4-Inch Asphaltic Concrete Pavement (2 Lifts)	2,567	\$ 13.36	\$ 34,295.12			0.00	\$34,295.12
104	2-Inch Asphalt Driveway w/Base	120	\$ 15.80	\$ 1,896.00			0.00	\$1,896.00
105	4-Inch Asphalt Driveway w/Base	346	\$ 20.68	\$ 7,163.55			0.00	\$7,163.55
106	30-Inch Curb and Gutter, Type L	736	\$ 10.00	\$ 7,360.00		772	7,720.00	-\$360.00
107	30-Inch Concrete Curb and Gutter, Type HM	535	\$ 10.00	\$ 5,350.00		572	5,720.00	-\$370.00
108	30-Inch Reinforced Curb and Gutter, Type HM	170	\$ 16.50	\$ 2,805.00		141	2,326.50	\$478.50
109	1 1/4 Inch Dense Graded Base (8-Inch Depth)	3,287	\$ 3.25	\$ 10,682.75		3287	10,682.75	\$0.00
110	Select Crush Material (16-Inch Depth)	3,287	\$ 6.25	\$ 20,543.75		3287	20,543.75	\$0.00
111	6-Inch Concrete Driveway w/Base	247	\$ 4.50	\$ 1,111.50		217	976.50	\$135.00
112	Reinforced Concrete Driveway (High Early)	1,135	\$ 5.50	\$ 6,242.50		1149	6,319.50	-\$77.00
113	6-Inch HDPE Underdrain	1,438	\$ 5.00	\$ 7,190.00		1410	7,050.00	\$140.00
114	Geotextile Fabric Type SAS	3,287	\$ 1.25	\$ 4,108.75		3287	4,108.75	\$0.00
TOTAL PROJECT COSTS				\$1,093,199.30	47009.50		895,208.20	\$197,991.11

Minutes from the Water and Sewer Committee meeting held August 24, 2015 in the Abbotsford City Council Chambers

Chairman Voss **called the meeting to order** at 5:00 p.m.

Roll call: Voss, Faber, and Anders (Gosse absent)

Others present: Clerk Lopez, Water and Waste Water Manager Medenwaldt, Bill Beil – Abbyland Foods, and K. O’Brien – Tribune Phonograph

Pledge of Allegiance

There were **no comments by the Chair**.

Under **comments from the public**, Bill Beil from Abbyland Foods, Inc. informed the committee that Abbyland is still interested in purchasing the waste water treatment plant on Linden Street when the new plant is constructed. Beil stated they are also interested in purchasing the City owned land adjoining the treatment plant site. It was stated that an agreement was signed regarding an Easement right and the option to purchase the land/storage shed area.

Under **discuss water tower inspection**, Medenwaldt stated that there are two reports that have been prepared by S.E.H. regarding the details on the tanks. The first take is the raw storage tank. The tank was constructed in 1903 and is 112 years old. The suggested restorations is \$188,000. The suggested repairs were sandblasting, painting, interior paint, and containment. If all repairs were completed according to the report the cost would be \$308,000.

The second tank was constructed on July 10, 1997 and is 18 years old. The tank was found to be in fair/good condition. There were no OSHA issues identified. The exterior was recommended to be painted in the next 3-5 years. If all repairs were done in the report the cost would be \$420,000. Medenwaldt suggested to review the reports in more depth during the budget process and suggested to break the repairs down into a 5 year repair plan.

There was **no tour of the WWTP Construction site** due to inclement weather.

Motion Anders/Faber to **adjourn** at 5:25 p.m. Motion carried without negative vote.

The meeting of the Abbotsford Fire Department was held on July 22nd, 2015 and called to order at 7:08 pm by Chief Jody Apfelbeck. The meeting roll call was taken with twenty one members being present. A motion to approve the minutes and financial reports as presented was made by Mark Gorke; the motion was seconded by Jeff Diedrich. It was noted that there were not any members from the public or city council members in attendance.

A brief discussion was held on the consolidation of the three departments. Chief Apfelbeck is scheduled to meet with the other department chiefs along with John Nyhart. The township of Mayville would like to see numbers before they will decide anything. The Ambulance management group will be staying under the corporation; the corporation attorney has provided the liability cap statute information for guidance.

The department annual campout will be 7/31/15 through 8/2/15 in Gresham, WI. The upcoming boxing and 5K fundraisers are getting the details worked out; updates will be given once available. Bartenders and set up/take down personnel are needed for the First City Days beer tent fundraiser; a signup sheet will be passed around.

A motion was made by Sarah Diedrich to approve Randy Younker as a member and the department training officer; the motion was seconded by Tonya Dommer. Randy will work with the trustees to get practices scheduled.

7/29/15 will be an EVOG and forklift training night. The forklift is equipped with all of the required documentation. John Austin and Jeff Diedrich are certified to train members on the forklift operations.

Abbyland is missing two of their air masks; they might have been placed in the trucks after fit tests.

Upcoming training is as follows: Merrill will be hosting a public information officer training on 8/17/15. Honor Guard training will be in Eau Claire on 10/24/15 and 10/25/15. If anyone is interested in the honor guard, a fundraiser profit could be earmarked to purchase uniforms. Lublin will be hosting a driver operator class starting on 8/22/15.

A motion to adjourn the meeting was made at 8:21 pm by Dallas Wiese; the motion was seconded by Ray Esselman.

Abbotsford Ambulance Service, Inc.
August 10, 2015
Meeting Minutes

The meeting of the Abbotsford Ambulance Service was called to order by Chief Ray Esselman with 12 members present.

A motion was made by Lori, second by Jackie to approve the July, 2015 minutes. Motion carried.

The Treasurer's report was read and approved as follows:

Payables

Abbotsford First City Days	\$40.00	
American Welding & Gas	\$210.00	
Carlson Highland LLP	\$75.00	
EMP	\$1,234.88	
Physio-Control	\$299.00	
ProVision Partners Cooperative	\$431.65	
Tonya Dommer	\$200.00	Conference
Payroll	\$5,068.25	
Total Expenses	\$7,558.78	

Deposits

LifeQuest	\$17,033.74	
Interest	\$.34	
City of Abbotsford	\$165.00	Towing claim/ins.
Insurance/Hera	\$1,000.00	
EMT Reimbursement	\$124.01	
Abbotsford Fire	\$398.47	Phone Reimbursement
CardMember Services	\$353.02	Reimbursement
Total Deposits	\$19,074.58	

Account Balances

Checking	\$35,960.24
Savings	\$45,658.37
Med Replacement Savings	\$80,897.71

End of the year financials were discussed. This information will be obtained from LifeQuest and Carlson Highland LLP.

Chief's Report

Ray thanked John and AI for the EVOC training that was held prior to the meeting. Another date will be scheduled.

CPR expires the end of October; refresher will be held at the September meeting in Dorchester. Haley Pinter has taken the CPR instructor course and will be assisting.

EMT refresher was discussed. The service typically hosts refresher over two weekends in February. Ray will contact Doug Jennings @ NTC to see what options are available. Colby and

Owen are also hosting refreshers in the near future. A reminder was given that 12 hours on call sign up is required for refresher to be paid by the service.

Discussion was held on the fire department consolidation. The ambulance contract with Dorchester will be offered. The fire department attorney states that the service is covered under the \$50,000 liability cap if practicing within our scope of practice.

A reminder was given to work together and put personal differences aside; we're here to serve our patients.

Mark Renderman contacted the service stating that a med unit is being put in Curtiss. They have requested that the Abbotsford/Dorchester EMT's be put on their roster to assist in that area. It was felt that it should be up to each individual if they wish to join that department. Approaching Colby with that same option was also discussed along with joining multiple ambulance services. No action was taken.

There will be a meeting with the Abbotsford Fire Department, Abbotsford City Council and John Neihart on August 17, 2015 at the Abbotsford City Hall beginning at 6:00 p.m. This meeting is open to the public.

The deep fryer is sold but not yet delivered.

Assistant Chief Report

Nothing due to absence.

Training Officer's Report

AI reported that EVOC practice went well. New members will need to watch the EVOC video in addition to the driving practice.

AI stated Med 1 has 2 pediatric bags and would like to reduce this to one.

EMS/Infection Control Officer's Report

Nothing due to absence.

Treasurer's Report

Please provide proof of insurance to Sarah; this is required by the City of Abbotsford insurance company.

Application Committee Report

Kayla Nixdorf was approved for EMT class; Justin Ingersoll is also enrolled and had been previously approved.

Open Business:

Ray stated that the vote taken at the July meeting to leave the corporation was not legal, a vote needs 2/3 membership of the corporation. Discussion was held on the legal fees that have been/will be incurred.

Discussion was held on EVOC training; if a member has taken EVOC training somewhere else, is this sufficient for the med unit. A motion was made by Sarah, second by Haley to approve training outside of the service with proof of training provided. Motion carried.

New Business:

Sarah will contact Carlson Highland LLP regarding direct deposit for those members interested.

A motion was made by Lisa, second by Dave to adjourn. Motion carried.

**Abbotsford Ambulance Board of Directors
Meeting Minutes
August 31, 2015**

The meeting of the Board of Directors of the Abbotsford Ambulance Service was called to order by Ray Esselman. Present were: Carol Staab, Allen Nixdorf, Kristi Seubert, Travis Nixdorf, Sarah Diedrich.

Ray informed the Board that there is an individual currently enrolled in the EMT course from the area that is taking the course on her own and is not affiliated with the service.

Megan Zoellick is enrolled in the EMT class and has signed the necessary paperwork but was not interviewed prior to class. Sarah will contact her to schedule an interview.

A grant in the amount of \$5,000 has been received from the Christensen Foundation toward upgrading the defibrillators. A motion was made by AI, second by Sarah that these funds and any other funds received earmarked toward the defibrillators will be deposited at Forward Financial Bank to keep the funds separate. Motion carried.

Discussion was held on writing grants. Being a private corporation can possibly be a hindrance in receiving grant funds.

Discussion was held on the possible consolidation. Also discussed was having two med units on call during the weekend.

EMT refresher tuition/pay was discussed. Applications for the refresher being held in Owen the end of September are available in the EMS room. An email will be sent regarding this.

The ambulance contract for Dorchester/Abbotsford will be prepared.

There is no word on the attorney fees incurred.

Tonya Dommer has not yet presented her report on the EMS conference she recently attended.

Med 1 will be scheduled for an oil change; it is reported that a wheel bearing is bad.

Med 2 needs to have batteries replaced; Sarah stated that batteries should possibly be purchased from Fastenal as they have donated batteries to the fire department.

October training will consist of CPR refresher and EVOC driving.

EVOC training was discussed; Travis suggested obtaining the SEVO-3 video and test for the service.

Jason Treankler would like to drive for the service. Ray will have him complete the application process.

The 12-lead in Med 1 is not back from St. Joe's yet.

Radios will need to be reprogrammed for the new repeater tower in Dorchester.

There will possibly be a short presentation at the October meeting on the “life vest” wearable defibrillator.

Community CPR is being considered again, possibly to be held in November.

Direct deposit of payroll can be done on an individual basis.

Years of service was discussed.

A motion was made by Kristi, second by Al to adjourn.

Respectfully submitted,

Carol Staab, Secretary

Regular monthly meeting
August 18, 4:30 p.m.

Meeting called to order

Members Present: Bittner, Braun, Giffin, Grunseth, Writz

Members absent: Hinrichsen, Schraufnagel, Suttner, Mayor Rachu

Previous minutes read and approved

Public Comment: None

Treasurers Report: End of Jul Bal: \$61,998.73 Expend: \$8,670.54

Budget discussion: Director presented a budget with no increase or decrease as the library had a decrease of 12% last year. The county contribution will be higher than this year.
Motion to approve budget as presented by Braun/Bittner. Motion passed

Circulation Report: Jul 2015: 2467 Jul 2014: 2637 Jun 2015: 2591

Policy Review: Computer use policy: Discussion of cost to print color, comparing to other local libraries. 25 cents seems reasonable. Motion by Giffin/Bittner to accept new computer use policy. Passed.

Birding kit policy: Presented policy with attached costs of materials. Motion by Giffin/Writz to accept policy. Motion passed.

Next month: We will research and review a DVD resurfacer policy.

WVLS Report: Director was at a meeting where WVLS presented new LEGO Mindstorm kits to check out to libraries for programs. Director offered to start the program and test the kit. There will be a Discovery Layer demonstration day in September where the vendors will be presenting their products for the V-Cat council to assess their strengths and weaknesses.

Directors report: There is a Director retreat in September and a County board meeting on the same day. The 1000 books before kindergarten program is ready to go. We will be putting an article in the paper and starting the program sign-up on September 1.

Staffing Issues: All going well.

Motion to adjourn: Giffin/Braun 5:25

Next Meeting: Tuesday, September 8 at 4:30 PM

Minutes from the Colby Abbotsford Board of Police Commissioners held August 10th, 2015 at the Colby/Abbotsford Police Department.

Chairman Schmidt **called the meeting to order** at 6:30 p.m.

Roll Call: Schmidt, Faber, Weideman, Anders, Lynn, and Hederer

Others present: Clerk Lopez, Kevin O Brien- Tribune Phonograph, and Chief Bauer.

There were **no comments from the public.**

Motion Hederer/Lynn to **approve the minutes from the June 8th** meeting with changing the language to read "from K-9 budget", not "K-9 fund". Motion carried without negative vote.

Motion Hederer/Weideman to **approve expenditures** in the amount of \$10,471.16. Motion carried without negative vote.

Under purchase a new squad car, two bids were received to replace the Expedition, which now has 100,000 miles on it. The first bid was from Ewald in the amount of \$28,065.00 for an Interceptor which is pursuit rated vehicle. Colby- Chrysler submitted a bid for a Dodge Durango for \$27,000.00, which is not pursuit rated. Both vehicles are all wheel drive and have similar gas mileage. It will take approximately 60-90 days to auction off the Expedition. Motion/Lynn to purchase the Dodge Durango from Colby Chrysler in the amount of \$27,000.00. Motion carried without a negative vote.

Under K-9 set aside funds, it was stated that there are new guidelines for the K-9 program. Two officers need to work at the same time as the officers cannot delay a traffic stop. This makes utilizing the drug dog more difficult, but it is not impossible. It will be 2-3 years before there will be an officer ready to obtain a new dog.

Under **Chief's report**, Chief Bauer stated that an officer is now back from medical leave. The department did the front end work on a search warrant when working with Clark County, 3 people were arrested due to finding drugs and guns in the home. There were no problems at First City Days, Colby Cheese Days or the Pulls although 2 were jailed. There were no loud noise complaints. The hiring of Part time help is coming along.

Under Ride Along Policy for Squad Cars, it was stated that currently the Department has an informal policy. Alderman Anders obtained a copy of the Owen Police Department's Ride Along Policy and will also get one from Clark County. The Owen copy was distributed. Chief Bauer will also review the Lexipol policy and will provide this at the next meeting.

Motion Hederer/Anders to **adjourn** at 6:48 pm. Motion carried without negative vote.

Next meeting of the Colby/Abbotsford Police Department will be **September 14th at 6:30 p.m.**

7/31/2015 1:53 PM

Check Register - Full Report - ALL
ALL Checks
POLICE CHECKING NOW

Page: 1
ACCT

Dated From:

From Account:

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Thru Account:

Check Nbr	Check Date	Payee	Amount
11710	7/31/2015	CLIFF'S SERVICE INC TIRES, OIL CHANGE, FUEL	
500-00-51006-000-000		AUTOMOBILE MAINTENANCE MAINT.	294.71
500-00-51002-000-000		FUEL	44.00
		FUEL	
		Total	338.71
11711	7/31/2015	HOLIDAY COMMERCIAL JUNE FUEL	
500-00-51002-000-000		FUEL	104.25
		Total	104.25
11712	7/31/2015	WE ENERGIES 6/15-7/15	
500-00-51003-001-000		HEAT	15.06
		6/15-7/15	
		Total	15.06
11713	7/31/2015	XCEL ENERGY 6/20-7/20	
500-00-51003-002-000		ELECTRIC	467.77
		6/20-7/20	
		Total	467.77
Grand Total			925.79

7/31

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Check Nbr	Check Date	Payee	Amount
11714	8/10/2015	CARQUEST AUTO PARTS BULB	
500-00-51006-000-000		AUTOMOBILE MAINTENANCE #1939-433461	11.59
		Total	11.59
11715	8/10/2015	CELL COM CELL PHONES & AIR CARDS	
500-00-51003-000-000		TELEPHONE #715483	173.56
500-00-51016-001-000		MOBILE DATA (AIR CARDS) AIR CARDS	87.84
		Total	261.40
11716	8/10/2015	CHARTER COMMUNICATIONS PHONE & INTERNET	
500-00-51002-001-000		INTERNET	69.99
500-00-51003-000-000		TELEPHONE	141.00
		Total	210.99
11717	8/10/2015	CITY OF ABBOTSFORD 6/26-7/22	
500-00-51003-003-000		WATER WATER BILL	64.18
		Total	64.18
11718	8/10/2015	CLIFF'S SERVICE INC JULY FUEL	
500-00-51002-000-000		FUEL FUEL	128.95
		Total	128.95
11719	8/10/2015	COLBY ABBOTSFORD PROFESSIONAL POLICE JULY DUES	
500-00-21115-000-000		UNION DUES PAYABLE JULY DUES	163.00
		Total	163.00

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Check Nbr	Check Date	Payee	Amount
11720	8/10/2015	DALCO JANITORIAL SUPPLIES	
500-00-51010-005-000		JANITORIAL SUPPLIES #2906910	172.28
		Total	172.28
11721	8/10/2015	DELTA DENTAL OF WISCONSIN AUG PREMIUMS	
500-00-51004-408-000		INSURANCE - DENTAL #814532	557.72
		Total	557.72
11722	8/10/2015	FEDDICK FORD MERCURY INC OIL CHANGE	
500-00-51006-000-000		AUTOMOBILE MAINTENANCE #20619	64.24
		Total	64.24
11723	8/10/2015	KOCIAN, SANDY AUG MEDICARE REIMBURSEMENT	
500-00-51004-407-000		HEALTH INSURANCE AUG MEDICARE	83.92
		Total	83.92
11724	8/10/2015	PROVISION PARTNERS JULY FUEL	
500-00-51002-000-000		FUEL	636.52
		Total	636.52
11725	8/10/2015	SCHIERL TIRE & SERVICE TIRES	
500-00-51006-000-000		AUTOMOBILE MAINTENANCE #39-26834	586.76
		Total	586.76
11726	8/10/2015	SECURITY HEALTH PLAN SEPT PREMIUMS	
500-00-51004-407-000		HEALTH INSURANCE SEPT PREMIUMS	5,692.64

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From Account:

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Check Nbr	Check Date	Payee	Amount
500-00-51004-407-000		HEALTH INSURANCE	17.00
		EBC BILLING	
Total			5,709.64
11727	8/10/2015	SUPER 29 SHELL	
		JULY FUEL	
500-00-51002-000-000		FUEL	370.68
		FUEL	
Total			370.68
11728	8/10/2015	VITAL COMMUNICATIONS, INC.	
		EXPORT VIDEO FROM DVR	
500-00-51012-000-000		MISCELLANEOUS EXPENSE	300.00
		#247587	
Total			300.00
11729	8/10/2015	WISCONSIN DEPARTMENT OF JUSTICE-TIME	
		7/1-9/30	
500-00-51022-000-000		TIME SYSTEM	223.50
		7/1-9/30, #T19340	
Total			223.50

Grand Total 8/10 9,545.37

total 7/31 925.79

grand total \$ 10,471.16

Minutes from the Abbotsford Finance and Personnel meeting held August 24, 2015 in the Abbotsford Council Chambers

Chairman **Schwantes** called the meeting to order at 6:00 p.m.

Roll call: Schwantes, Horacek (late), Voss, and Mediger

Others present: Clerk Lopez, Water and Waste Water Manager Medenwaldt, and K O'Brien – Tribune Phonograph

Pledge of Allegiance was heard

There were **no comments from the Public.**

There were no **comments from the Chairman.**

Motion Mediger/Voss to pay the **August bills** in the amount of \$93,663.64. The Committee questioned the time involvement of the employees for First City Days; a quick review of time cards reflected approximately 20 employee hours were worked towards the event. It was stated that some City Equipment was also used for the event and it was questioned who pays the fuel, etc. for the event. It was requested to have a financial report from the event at the next Finance committee to review. Motion carried without negative vote.

Motion Mediger/Voss to approve **Application for Payment No 5 Waste Water Treatment Plant – Miron - \$364,622.35.** Motion carried without negative vote.

The **July receipts and expenditures** were reviewed.

The **overtime report** was reviewed. It was stated the actual overtime was minimal for the 2015 Street Construction project.

The **budget comparison** reports were reviewed.

The **Fire and EMS financials** were reviewed. It was questioned why the \$5,000 transfer was made from the general fund into the fundraising account as it was stated by the department that they were meeting their shortfalls with fundraising dollars. The committee did not believe the intent at the time was to replenish the fundraising account with tax dollars. It was requested to obtain a copy of the financial information from the Fire Department regarding the attorney fees paid in the last two years and the activity in the Fundraising account from the last two years.

Under **discuss incidents, accidents, and training** Lopez stated that she just returned from the 2015 WMCA Annual Conference held in La Crosse. One main topic that was presented was the new Act 246 Water regulations. Lopez stated that the City is being pro-active with approving requesting a tariff change to allow for more restrictive guidelines for tenants. There will be informational packets sent to the landlords in the near future explaining the changes and the criteria for landlords to utilize the tax lien process.

Under **2016 budget process** the budget calendar guideline was distributed. Requests have been made to the departments to have Budget information into the City by the end of August. The committee felt they would like to request departments to cut 2 to 2 1/2 % from their budget.

Under **discuss recommend the hiring process for Public Works employee**, it was stated the committee felt it necessary to have a written letter from the leaving employee prior to beginning the hiring process. It was stated that the process will be similar to the process held for filling the Deputy Clerk position, but will be more job specific. Motion Mediger/Horacek to begin the process immediately after receiving the written notice from the current employee. Motion carried without negative vote.

Under **discuss/recommend city participation in the fire district process**, it was stated that there are many structures that can be used to create the district, and the committee felt it important that it participate in the beginning discussions. It was felt that the earliest a district could be set up would be January of 2018 and felt the City would not be short sided to not participate in the ground level discussions. It was stated that the council is entrusted from the citizens to take care of the future of the City. Motion Schwantes/Mediger to participate in the Fire District process. Motion carried without negative vote.

Under **discuss/recommend council representation for the fire district**, motion Schwantes/Mediger to appoint the Council President as the Council representative. It was felt that this person is elected to this position annually by the board during the reorganizational meeting and it would be a logical choice. Concern was raised that this may not comply with the City Ordinance and it is set forth whom can appoint members to committees. Motion Schwantes/Mediger to appoint the Council President to the Fire District board, pending Ordinance review. Motion carried without negative vote.

Motion Voss/Horacek to **adjourn** at 6:34 p.m. Motion carried without negative vote.

Minutes from the Chamber of Commerce Meeting held Wednesday, August 5, 2015
The Meeting was held at the School District of Abbotsford

President Reed Welsh called the regular meeting to order.

The Pledge of Allegiance was stated.

A welcome was provided by Abbotsford School District Administrator Reed Welsh. New staff members were introduced for Abbotsford and also for Colby's School District by Administrator Steve Kolden.

Motion by Jenny Jakel seconded by Dan Brost to approve the Executive Board of Directors's minutes. Motion carried without negative vote.

Motion Dean Wiese to approve the Secretary's minutes with correction; seconded by Kevin Hanson. Motion carried without negative vote.

Motion Paula Mader seconded by Dean Wiese to approve the Treasurer's report from July. Motion carried without negative vote.

Old Business:

1. AbbyColby Crossings "Chamber After 5"
 - a. Members were encouraged to consider hosting an event. Healthview Eye Care will be hosting in early November.
2. Ribbon Cuttings
 - a. Designer Advertising had a successful ribbon cutting on July 24th.
3. Colby Cheese Days
 - a. Event held July 17, 18 & 19 was very successful. The new Log event was popular.
4. Room Tax Committee
 - a. The following events were awarded funds for promotion with receipts of expenses required: First City Days - \$1,500, Fall Festival - \$2,900, Outdoor Craft & Flea Market (retroactive) - \$1,150.
5. Other Old Business
 - a. Colby City Clerk Connie Gurtner distributed a letter from the City of Colby terminating the lease for the Colby grounds due to breach of contract due to non-payment. Connie explained that the Chamber's Executive Committee had voted to terminate the lease and this letter is the final step in that process. It was also noted that the Chamber did pay \$250 to the Colby Pullers Club for repairs for grounds damage caused during the Outdoor Craft & Flea Market. Discussions are being held with the lawn mower racers regarding the financial impact of not holding the race next year.

New Business:

1. There were no new members in July.
2. Ribbon Cuttings:
 - a. Central State Refrigeration and Heating Systems, LLC - to be determined
 - b. Kwik Trip – Wednesday, September 16th at 10 AM. It was noted their open house will be held the same day from 9-11am. Kwik Trip arranges their own ribbon cuttings, so the Chamber will not coordinate this event.
3. Shop Local:
 - a. Sheila Nyberg, Clark County Economic Development Corporation Executive Director, provided information on the Fall Harvest Moon Tour. Approximately 50 events are

highlighted in over 5,000 brochures, including our Fall Festival. In addition, special signage will be at each location indicating other nearby locations on the tour.

4. Committee Reports:

- a. Branding Committee – August 18, 2015, ACC Chamber Office – 3pm. Committee is looking into map printing and will talk with businesses about sponsoring the map.
- b. First City Days – setup is Thurs night, the 6th, with the event running through the weekend. Help is appreciated with setup and registration for events. The car cruise route is changed due to road conditions.
- c. Cheese Days – Wrap up meeting will be Aug 18th at 7:30 pm at Colby City Hall.
- d. Fall Festival – next meeting is August 17th at ACC Chamber Office at 6:30 pm. Mr. Joel Hopperdietzel of JP Togs raised concerns regarding the blocking of First Street. There appeared to be miscommunication regarding how much and who was requesting the blocking. This will be researched.
- e. ACC Chamber Golf Committee – next meeting immediately following this chamber meeting. Event to be held September 8, 2015.
- f. Christmas Parade – next meeting Aug 11th at Noon at Pizza Hut.

Office Coordinator's Report:

Tourism Committee – next meeting is Aug 19th at Noon at Loyal City Hall.

Other Items:

1. Dean Wiese clarified that the Medford Car Show is not being discontinued as originally heard. Coordination of the show is being transferred to another club.
2. Sheila Nyberg reported:
 - a. Wisconsin Housing and Economic Development Association Director will be touring the county on October 29th to assess the needs of the county.
 - b. A 'Kick Start Your Career' tour on October 21st for high school Juniors and Seniors will be held throughout the county touring the areas of health care, agri-business and manufacturing.
 - c. The Workforce Council Consortium indicates there are 731 jobs available in Clark County and efforts continue in alumni recruitment.
 - d. Discussion continues in a Clark County Broadband Consortium to serve the needs of students, workforce and businesses.

Motion by Dean Wiese second by Todd Buchan to adjourn. Motion carried without negative vote.

Thank You to the **School District of Abbotsford and School District of Colby** for sponsoring today's lunch and hosting the meeting. Next meeting is to be **Wednesday, September 9, 2015** at Abbotsford City Hall, Abbotsford, WI. Lunch sponsor: **TP Printing Company, Inc. and Tristar Printing**. Every effort will be made to adjourn by 1:00 p.m.



September 2015

SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
	LABOR DAY	COUNCIL	COUNCIL— MTG W/FIRE DEPT 6:00			
13	14	15	16	17	18	19
	POLICE 6:30	MUNI COURT	FIRE CONSOLI- DATION—COLBY FIRE HALL			
20	21	22	23	24	25	26
27	28	29	30			



October 2015

SUN

MON

TUE

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