

COLUMBUS COMMON COUNCIL – COMMITTEE OF THE WHOLE
MONDAY, MARCH 14, 2016 – FOLLOWING REGULAR MEETING
COLUMBUS CITY HALL
AGENDA

1. Roll Call
2. Notice of Open Meeting
3. Approve Agenda
4. Citizens Comments on agenda items

5. Department Reports – written reports only
6. Pavilion Project Update
7. Duffy Grain Development in TIF#4
8. Consider Amendment to Developer Agreement for Highland Ridge Phase 2
9. Review parking signage request of "Chef's Corner" (formally Fireman's Tavern)
10. Police Department Basement Project – evidence room
11. Task Order 2016-02, 2016 Street Maintenance, with Ruekert Mielke
12. Task Order 2016-03, 2016 Sanitary Sewer Collection System Repairs, with Ruekert Mielke
13. Consider Amendment No. 2 to Contractual Agreement Between the City of Columbus and the Village of Fall River for Wastewater Treatment Services
14. Adjourn



CITY COUNCIL REPORT

FOR MARCH 14, 2016 MEETING

LEVEL OF STAFFING - AS OF 02/29/2016

35	Paid on Call Firefighters - Non-Probationary Members
3	Paid on Call Firefighters - Probationary Members
<u>1</u>	Fire Chief
39	Total Active Members
1	Vacant Firefighter Positions
0	Hiring Process
0	Eligibility List

Full staff level for active fire personnel is 40

1	Fire Inspector (retired firefighter not on active roster)
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INCIDENT RESPONSES February 2016

Run #	Alarm Date	Alarm Time	End Time	Incident Location	City Incident	Rural Incident	Incident Type	# of F.F.
16-016	02/01	2254	2329	Hwy 151 SB near MM 111		X	Unfounded Fire	14
16-017	02/03	0626	0740	151 near Moriah Rd		X	MVA	10
16-018	02/03	1610	1730	232 S Birdsey St	X		Chimney Fire	12
16-019	02/09	1220	1250	Deansville Rd south of Schaefer Rd		X	MVA	9
16-020	02/14	1349	1600	Marshall FD		X	Mutual Aid to Marshall FD	5
16-021	02/15	1746	1800	Hwy 16 & Duborg Rd		X	Vehicle Roll Over	16
16-022	02/17	1543	1643	128 E James	X		Natural Gas Leak	8
16-023	02/19	1221	1400	N2056 Stark Rd		X	Wood Pile Fire	7
16-024	02/20	0419	0425	115 Commercial Dr	X		Fire Alarm activation	8
16-025	02/29	1249	1257	219 Bishop Circle in Waterloo		X	Waterloo FD Mutual Aid Structure Fire	10
16-026	02/20	1607	1620	N4110 Hwy 73 – Rotary Park		X	False Report of a person in the water	12
16-027	02/21	1046	1051	Badger Car Wash	X		MVA	8
16-028	02/24	0141	0215	15 Parkview Circle Apt 19	X		EMS Lift Assist	5
16-029	02/25	0105	0205	N2117 Columbus /Fall River Rd Fromm Foods		X	Alarm Activation	11
16-030	02/28	2032	2200	N2117 Columbus Fall River Rd Fromm Foods		X	False Alarm	16
16-031	02/29	0245	0310	N2117 Columbus Fall River Rd Fromm Foods		X	False Alarm	6

Current Monthly Total: 16

Total Runs by Month:

Jan	15	July
Feb	16	Aug
Mar		Sep
Apr		Oct
May		Nov
June		Dec

Year to date total 31

Last Year at this time 25

TRAININGS, MEETINGS, AND COMMUNITY ACTIVITIES

February 2016

- 02/02 Department Driver Training
- 02/03 Entry Level Firefighter Class @ MATC – Ramsey
- 02/04 Firefighter I Class @ MATC – Groh
- 02/08 Columbus Fire Department Officers Meeting
Police & Fire Commission Meeting
- 02/09 Semi Monthly Department Drill – Review of various pieces of equipment
Columbus Fire Department Monthly Meeting
- 02/10 Entry Level Firefighter Class @ MATC – Ramsey
- 02/11 Firefighter I Class @ MATC – Groh
- 02/13 Firefighter I Class @ MATC – Groh
Entry Level Firefighter Class @ MATC – Ramsey
- 02/16 DCARI Fatal Fire & Injury Investigation Class @ Cross Plains – Fox & Koehn
- 02/17 Entry Level Firefighter Class @ MATC – Ramsey
- 02/18 Firefighter I Class @ MATC – Groh
- 02/23 Semi Monthly Department Drill - DNR Wildland Fires with Structures
- 02/24 Entry Level Firefighter Class @ MATC – Ramsey
- 02/25 Firefighter I Class @ MATC – Groh
Assist Columbus PD with Active Shooter Training at the Middle School – 5 Fire
Department Members

FIRE INSPECTIONS

48 inspections for January
41 Inspections for February

ITEMS OF NOTE FOR FEBRUARY

We have been transitioning to new software for fire inspections. This put us a little behind in the month of January. That's why last month's report showed zero inspections for January. These inspections were made up in February. Also, we reorganized our inspections. There are certain occupancies, such as offices, etc., that are less of a hazard and are allowed by the State to be inspected once a year instead of twice a year as most others are. These occupancies will now be done annually which will streamline our inspections.

There is an opening for lieutenant in our department. Six firefighters have applied for the position. All have been interviewed by our command staff as well as the police and fire commission. They have also completed a written test. The final step in the process will be a practical test that will be administered on March 28. Our plan is to have the successful candidate promoted effective April 1.

Congratulations to Darrin Miller who earned his State of Wisconsin Fire Inspector Certification.

On a lighter note, twice each winter the firemen play area farmers in euchre. This has been going on for decades. The farmers have been winning for decades, too. It's extremely rare for the firemen to beat the "professional" card playing farmers. Upon the completion of our February match, I had to check to see if hell had frozen over as we actually beat the farmers 617-598. We now have 11 months to savor the victory until our next match in January 2017.

Randy Koehn



Firefighter **Nicholas Pergande** was born and raised has been a member of the department since 2013.

Nick is married to Megan and has three children, daughters Gillian (14) and Olivia (12), and son Nathan (6).

He has been employed at MGRF in Reeseville for over four years where he is a welder/fabricator.

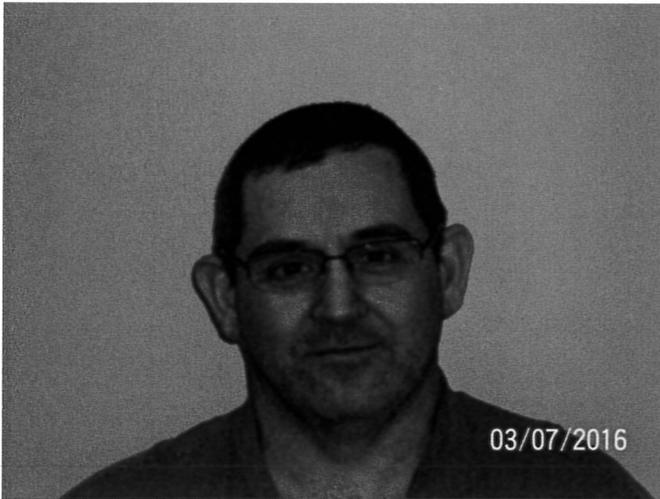
Nick had 12 years of active duty with the U.S. Army where he served four tours of duty in Iraq. He is currently a member of the National Guard.

In his spare time, he enjoys golf, hunting, and fishing.

Nick has the following professional certification

- Wisconsin Firefighter 1

(Photo courtesy of Walcott Studio)



Firefighter **David Groh** has been a member of the department since August 31, 2015.

Dave was born and raised in Columbus. He and his wife, Dee, have a daughter, Nicole (20), and two sons, Ethan (16) and Brady (9).

He has worked the past 15 years at Lyco Manufacturing where he started as a brake press and laser operator and progressed up to his current position as production control coordinator/laser programmer and nester.

Dave says his hobbies include anything his boys are into, various construction projects at home and for friends, scuba diving, and various volunteer work.

When he finds leisure time, it will include anything outdoors from cutting wood to fishing to bike riding, or anything else they can do as a family.

Dave completed his Entry Level Firefighter training at MATC and is currently enrolled in a Firefighter 1 certification course.

240 North Water Street
Columbus, WI 53925



TO: Columbus Area EMS District Board Members

FROM: Werner Biedermann

DATE: March 2, 2016

SUBJECT: January 2016 Monthly Report

Lifestar responded to 41 911 calls during February. We had no fire standbys, intercepts or mutual aid calls.

Columbus Contract Run Statistics for 2016

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Total
Calamus	1	3	0	0	0	0	0	0	0	0	0	0	4
Columbus City	30	21	0	0	0	0	0	0	0	0	0	0	51
Columbus Town	2	4	0	0	0	0	0	0	0	0	0	0	6
Elba	3	1	0	0	0	0	0	0	0	0	0	0	4
Fall River	8	6	0	0	0	0	0	0	0	0	0	0	14
F. Prairie	4	0	0	0	0	0	0	0	0	0	0	0	4
Hampden	1	2	0	0	0	0	0	0	0	0	0	0	3
Portland	1	1	0	0	0	0	0	0	0	0	0	0	2
Otsego	0	3	0	0	0	0	0	0	0	0	0	0	3
York	0	0	0	0	0	0	0	0	0	0	0	0	0
Totals	50	41	0	0	0	0	0	0	0	0	0	0	91
Fire Standby	1	0	0	0	0	0	0	0	0	0	0	0	1
Intercepts	2	0	0	0	0	0	0	0	0	0	0	0	2
Mutual Aid	0	0	0	0	0	0	0	0	0	0	0	0	0

Training for the month was detailed evaluation and cardiac rhythm analysis of cardiac patients with an ST segment elevation. Patients with such a rhythm are candidates for heart catheterization procedure and direct transport to a Madison hospital.

We had two responses outside of our contract guidelines. One call was during a snowy night with icy road into Hampden township. The second was for a call to a Portland township location that was on the extreme southeast portion of our territory. This call was just one minute over the contract time of 14 minutes.



COLUMBUS POLICE DEPARTMENT

159 S. Ludington St.
Columbus, WI. 53925
920-623-5919 (Main)
920-623-5930 (Fax)



March 9, 2016

Mayor Crombie,
Members of the Common Council:

RE: POLICE DEPARTMENT ACTIVITY REPORT

This is the written report for the police department covering recent activity and current events.



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PERSONNEL

The department is not fully staffed. The positions are broken down below.

Current Staffing overview:

	Authorized by Budget	Actual
<u>Sworn Officers</u>		
Full-time police officers:	10	9.5
Limited Term Officers	N/A	1
(Position breakdown)		
Patrol Officer	6	5.5
Sergeant	1	1
Lieutenant	2	2
Chief	1	1
<u>Clerical</u>		
Office Manager (full-time)	1	1
Clerk (part-time)	2	2
<u>Adult, School Crossing Guards (part-time)</u>		
Regular	N/A	6
Substitute	N/A	4

NOTE: N/A indicates that the budget doesn't specify a set amount of positions (e.g. regular, full-time vs. part-time) as long as the total amount of positions doesn't exceed the approved amount of funds



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Employee	Date of Hire	Years of Service with CPD
Chief Daniel Meister	2/1/2010	6
Lieutenant Dennis Weiner	2/8/2008	8
Lieutenant Roger Witthun	12/17/2001	14.2
Sergeant Terry Seely	12/31/2004	11.2
Officer Matt Schultz	12/23/2002	13.2
Officer Kelly Towne	2/2/2004	12
Officer Eric Nofsinger	8/20/2013	2.6
Officer Ben Ziegler	10/28/2013	2.4
Officer Kayla Damrow	3/14/2014	1.9
Officer Cody Laughran	10/27/2015	0.3
Office Manager Erika Kellar	2/4/1999	17
Police Clerk Bonnie Langsdorf	9/30/2006	9.5
Police Clerk Kim Huber	4/29/2013	2.8

I am proud to announce that Officers Kelly Towne and Matthew Schultz are being recognized for their outstanding professionalism involving an incident that occurred in Columbus last September. Both officers were involved in an incident in which a person pointed a gun at Officer Towne. Officer Towne was able to safely evacuate another person from the residence. Officer Schultz was able to safely and peacefully negotiate the surrender of the armed person.

Both officers are being presented awards at the Wisconsin Professional Police Associations' (WPPA) banquet at the end of April.

ADMINISTRATION

The police and fire commission approved recruitment to fill the full-time, vacant officer position that was created when Officer Rathmann resigned in September. The position was posted in November on the Wisconsin Law Enforcement Network, the city website and advertised through emails. The deadline for application submissions was December 30th. We received 21 applications. Four were eliminated due to not meeting the minimum requirements. On February 27th I administered the written examination to six (6) of the



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applicants. They are scheduled for interviews with our law enforcement panel on March 10th. Our goal is to have an offer in place to fill the position on April 1st.

FLEET VEHICLES

Fleet #141 was recently repaired from the front-end body damage it sustained when it was struck by another vehicle on U.S. Hwy. 151 back on January 26th.

PATROL/INVESTIGATIONS

On February 24th, our department, at the request of the school district conducted a K-9 drug sniff at the Columbus High School. Five K-9's from the Columbia County Sheriff's Office, the Dodge County Sheriff's Office and the City of Lodi Police Department participated in this drug sniff. Areas checked were school lockers and motor vehicles on the school property. The K-9's alerted on several lockers and vehicles.

TRAINING

On February 25th our department put on active shooter/violent encounters training for the staff of the Columbus School District, St. Jerome's School and Zion School. The training was held at the middle school and lasted about three hours. Other municipal law enforcement personnel and school district staff also attended to observe our training. There were over 120 staff members in attendance.

As part of the training, we had the Columbia County Sheriff's armored rescue vehicle on display. Staff members were able to tour the vehicle and learn more about it and its purpose.

Our department recently held one of our firearms training sessions at the Madison Police Department's training facility. MPD has a newer, indoor firearms training facility that includes a simulation room. Officers are able to watch video simulations play out before them and interact by making use-of-force decisions with real-time feedback.

EVENTS/PROGRAMS

Our department will be hosting a drug/medication take back event in conjunction with the city's Arbor Day Event on April 30th. This is also part of a nationwide collection event. Residents are encouraged to bring their unused or unwanted prescription and/or over-the-counter medications to this event for disposal. We request



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that people keep the medications in the original container if possible. No sharps, needles, injectors or inhalers should be brought to this event.

As always, the medication drop box is available 24 hours a day inside the lobby at the public safety building.

If you have any questions regarding this report, please contact me.

Respectfully submitted,

Daniel M. Meister
Chief of Police

To: City of Columbus

From: Alex Drugg, Chef's Corner

Subject: Parking Ordinance

Date: 02/23/2016

I am asking the City Council to look into changing the current ordinance effecting the municipal lot directly behind the former " Fireman's Restraint". Specifically the five parking stalls located on lot "90" , butting up to lots 91, owned by Columbia County, and lot 89 , owned by the City of Columbus. Currently there is a 2hr. Parking sign displayed over the 5 lots.

This summer the Columbus Police Department was contacted, along with a public works representative about our concerns of potential problems with the increase of lot usage . We explained that soon there will be tenants in a building that has been vacant for several years and hopefully , new patrons connected to the business coming soon. The vagueness of the signage could be a problem . No action was taken at that time as we were led to believe this has not been a problem in the past and should not be a problem in the future. Since then , there have been 4 tickets written to my tenants, two on snow days., and two on non snow days.

I am suggesting a very simple solution. That the signage be changed to copy verbatim what is already working at the municipal parking lot across the street . We further suggest that the five lots behind the former Fireman's be signed to indicate cars must be moved on " Even Snow Days to the indicated Municipal Lots across the street .

This solution would be consistent with something that is already working , and would bring a level of consistency and fairness to all concerned,

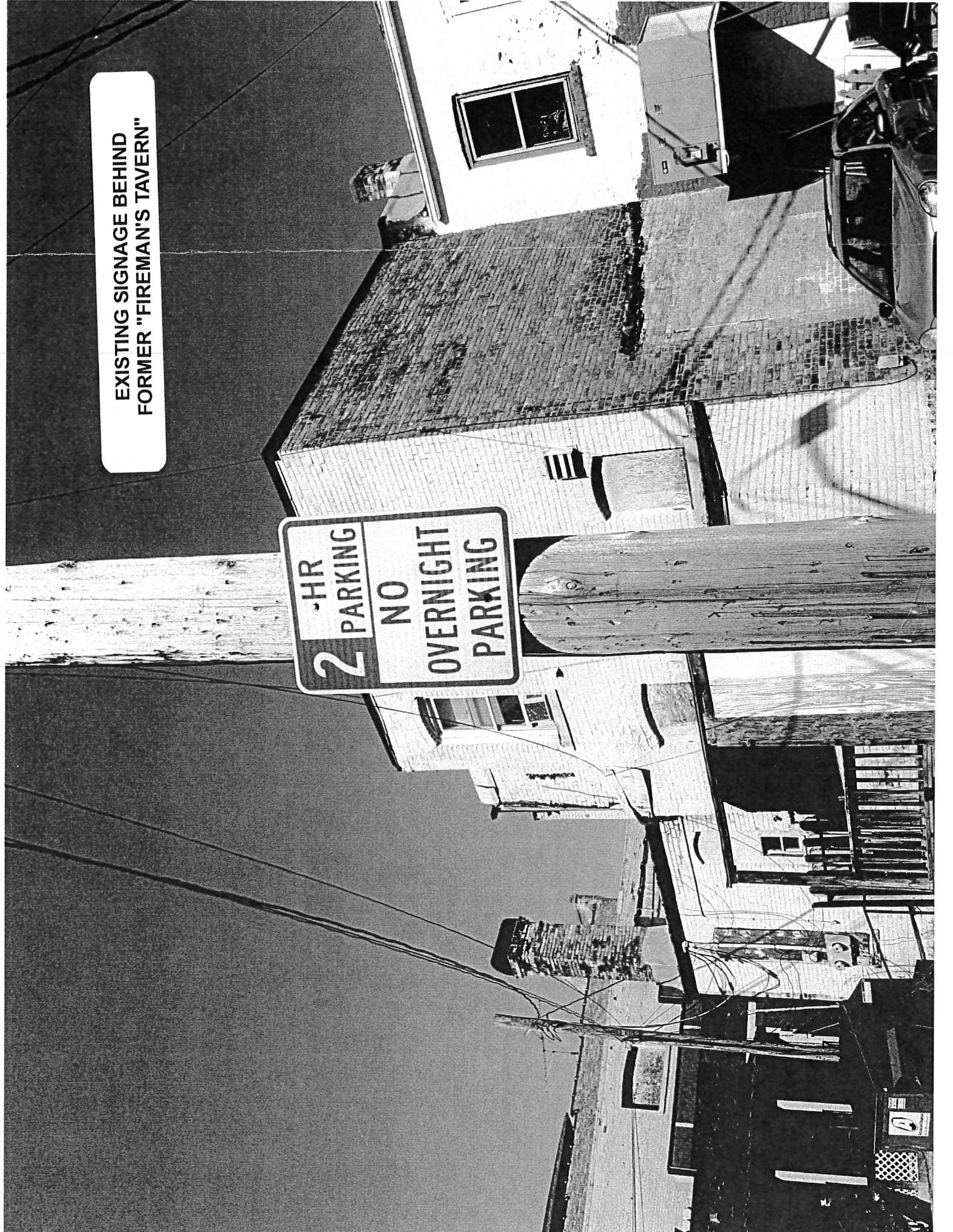
Respectfully Submitted by,



Charles A. Drugg/ Owner, Chef's Corner

EXISTING SIGNAGE BEHIND
FORMER "FIREMAN'S TAVERN"

2 HR
PARKING
NO
OVERNIGHT
PARKING

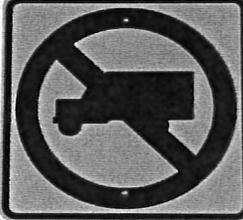


PROPOSED SIGNAGE
LOCATED AT WATER STREET
MUNICIPAL LOT (VFW)

24
HOUR
PARKING

ALTERNATE
SIDE PARKING
DEC 1ST - APRIL 1ST
ODD DAYS - ODD ROWS
EVEN DAYS - EVEN ROWS
USE DATE AFTER MIDNIGHT

ROW 2 ROW 3
← . →



High Voltage
Above
KEEP OFF
Call 911, 900, 900,
or 900-900



2016 AGENDA ITEM

Committee of the Whole Meeting Date: 03/14/2016

Council Meeting Date: 03/29/2016 _____

DETAILED DESCRIPTION OF SUBJECT MATTER:

The council approved \$10,000.00 in the 2016 budget to make repairs to the public safety building basement that was a result of the 2013 flooding.

I have attached information and quotes from contractors to repair the drywall, plaster and wood trim. I am also requesting that the carpeting in the basement be replaced.

There are two other items that are related to the basement that I would like to have implemented as part of this project. They involve a ventilation fan and electrical outlet box installed in the property/evidence room in the basement.

I have attached a letter detailing this project and two different options with total costs included. I am recommending Option B based on the cost of the project and the funds allocated in the budget.

LIST ALL SUPPORTING DOCUMENTATION ATTACHED:

NAME OF DOCUMENT(S) letter and supporting documents. _____

NUMBER OF ATTACHMENT PAGE(S) _____

IS FUNDING REQUIRED? XXX YES _____ NO

FUNDING SOURCE: 2016 Budget _____

DEPARTMENT: Police _____

ACCOUNT NUMBER: 100522-100-249 _____

MOTION REQUESTED OF COUNCIL: Approve either option A or B as attached to this document with total costs not to exceed \$10,000.00.



Columbus Police Department

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Columbus, WI. 53925

920-623-5919 (Main)
920-623-5930 (Fax)

March 9, 2016

Mayor Crombie,
Members of the City Council:

Attached to this document are quotes from two local contractors to repair the drywall, plaster and trim in the basement of the public safety building. Both quotes appear to include the same repairs/materials.

There appears to be a significant difference between the two quotes. The possible reason for the higher quote is that particular contractor indicates that they will subcontract with another company to repair the drywall.

I am also requesting that the council consider approving the replacement of carpeting in the basement as part of this project. The current carpeting was under water and soaked for about a week when the basement flooded in 2013. It has numerous stains and odor from the flooding and some of the backing/adhesive has been damaged.

There are two other items that I would like the council to consider as part of this project. Both items are related to a property/evidence storage room that is located in the basement.

When the basement flooded, it was very humid and the property room is not ventilated (no HVAC or fan system). Some property that contained metal rusted as a result of this. We also store drugs in this room to include marijuana. Without any proper ventilation system in place, the odor from the marijuana is very strong in that room. When a property officer has to work in that room for any length of time, the odor is very annoying and has caused some physical discomfort. Since we have to maintain possession of these drugs for lengthy periods, the odor issue is ongoing.

I have looked into the possibility of having a ventilation fan installed in that room. This type of fan would be similar to a household bathroom fan. A preliminary estimate would place the cost at installing this fan at about \$500.00.

The other item includes the installation of an electrical wall outlet in the property room. Currently there is only one outlet box which is located on the wall right next to the door. The outlet box is being completely used by the electrical devices (computer, printer, refrigerator, and dehumidifier) in the room. Because of the location of the electrical outlet, we have to place the refrigerator in the middle of the room. This location is not very conducive to how the property is being stored in the room. We would like to place the refrigerator against a wall but the only open wall is opposite the wall with the outlet and we cannot lay an extension cord across the doorway or the shelving units in the room.



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We would like to install another outlet on the wall where the refrigerator needs to go. Estimated cost to do this is \$145.00.

Here is the summary of the cost of the drywall repair, fan system and electrical outlet. I have included two options based on the two, different drywall repair quotes...

	OPTION A	OPTION B
<u>Drywall, plaster, trim repair:</u>	\$ 6,775.65	\$3,460.00
<u>Ventilation fan:</u>		
- Fan and electrical hookup	\$265.00	\$265.00
- Ventilation ductwork	\$250.00	\$250.00
<u>Electrical outlet:</u>	\$145.00	\$145.00
New Carpeting:	\$3,295.80	\$3,295.80
TOTAL COST:	\$10,731.45	\$7,415.80

I have requested another quote for new carpet installation from another company but probably won't have that information until the day of the council meeting. I can verbally update the council with that information on the day of the meeting.

I would recommend option B which should allow for the installation of the carpeting based on the amount of \$10,000.00 that was budgeted for in this project.

Respectfully submitted,

Daniel M. Meister
Chief of Police

H E & Security, Inc.
 N4302 Old Hwy 73
 Columbus, WI 53925

Proposal

Date	Proposal #
3/2/2016	558

Name / Address
COLUMBUS POLICE DEPT. 159 S. LUDINGTON COLUMBUS, WI. 53925

P.O. No.

Qty	Description
	PROPOSAL TO ADD AN OUTLET IN THE EVIDENCE ROOM AND MAKE THE CURRENT OUTLET A DOUBLE DUPLEX.

WE LOOK FORWARD TO DOING BUSINESS WITH YOU.

Total	\$145.00
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By agreeing to this proposal and the terms and conditions attached to this proposal it is understood that they prevail over any variation in terms and conditions on any purchase order document that the customer may issue. Any changes in the system requested by the customer after the execution of this agreement shall be paid for by the customer and such shall be authorized in writing.

Signature _____

Phone #	Fax #
920-623-4722	920 623 4783

H E & Security, Inc.
 N4302 Old Hwy 73
 Columbus, WI 53925

Proposal

Date	Proposal #
3/2/2016	559

Name / Address
COLUMBUS POLICE DEPT. 159 S. LUDINGTON COLUMBUS, WI. 53925

P.O. No.

Qty	Description
	PROPOSAL TO ADD A 110 CFM EXHAUST FAN IN THE EVIDENCE ROOM. FAN WOULD BE RUN OFF A TIMER AND COULD BE SETUP TO RUN WHAT EVER IS NEEDED, VENTING BY OTHERS. <p style="text-align: center; color: red;">DOES NOT INCLUDE INSTALLATION OF EXHAUST DUCTWORK.</p>

WE LOOK FORWARD TO DOING BUSINESS WITH YOU.

Total	\$265.00
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By agreeing to this proposal and the terms and conditions attached to this proposal it is understood that they prevail over any variation in terms and conditions on any purchase order document that the customer may issue. Any changes in the system requested by the customer after the execution of this agreement shall be paid for by the customer and such shall be authorized in writing.

Signature _____

Phone #	Fax #
920-623-4722	920 623 4783

RED BUD HOME SERVICES LLC

154 N DICKASON BLVD.

COLUMBUS WI 53925

STEVE@REDBUDHOMESWI.COM

SHOWROOM 920 623-1902

STEVE BLACK 608 445-6172

PROPOSAL

CLIENT- COLUMBUS POLICE DEPARTMENT

DATE: MARCH 3, 2016

**ADDRESS- 159 S LUDINGTON
COLUMBUS WI 53925**

CONTACT- CHIEF MEISTER

PHONE- 920 623 5919

E-MAIL- DMEISTER@COLUMBUSWI.US

PROJECT SPECIFICATIONS

BASEMENT DRYWALL REPAIR

PERMITS

RED BUD HOME SERVICES LLC (RBHS) SHALL APPLY FOR AND OBTAIN ANY NECESSARY PERMITS AS REQUIRED BY LOCAL, STATE AND MUNICIPALITY CODES.

TOTAL COST OF PERMITS \$ (N.A.)

INTERIOR

RBHS TO PROVIDE MATERIALS FOR AND INSTALL NEW FRAMING AT THE EXPOSED SANITARY SEWER STACK/WATER SUPPLY CHASE NEAR THE BACK STAIRS, DRYWALL BLOCKING REQUIRED AT LOCKER ROOMS AND FIR STRIPS AT FRONT STAIRWELL WHERE CURRENTLY MISSING

TOTAL OF FRAMING \$225.00

RBHS TO SUBCONTRACT WITH DIXON DRYWALL TO PROVIDE, HANG, AND FINISH DRYWALL FOR THE AREAS PREVIOUSLY DAMAGED BY WATER IN THE BASEMENT OF THE BUILDING, ALL AREAS TO BE PRIMED AND PAINTED WITH 2 COATS OF PAINT TO MATCH EXISTING AS CLOSE AS POSSIBLE

TOTAL OF DRYWALL \$5,236.00

RBHS TO INSTALL THEMSELVES OR WORK WITH A SUBCONTRACTOR TO INSTALL VINYL TRIM AT THE BASE OF ALL WALLS WHERE DRYWALL WORK WAS COMPLETED. ASSUMING VINYL TRIM IN STOCK COLORS, AT ALL LOCATIONS. APPROX. 308 LINEAL FEET OF TRIM @ \$2.81 PER FOOT INSTALLED

TOTAL OF VINYL BASE \$865.48

RBHS TO PROVIDE AND INSTALL 14-7' CASING LENGTHS AT VARIOUS DOORS WHERE THOSE CASINGS HAVE BEEN REMOVED

TOTAL OF DOOR CASINGS \$299.17

DISPOSAL

ALL OF THE DEBRIS FROM THE ABOVE MENTIONED WORK WILL BE DISPOSED OF IN A CONTAINER TO BE LOCATED ON THE HOMEOWNER'S PROPERTY FOR THE DURATION OF THE PROJECT.

TOTAL COST OF DISPOSAL

\$150.00

PROJECT CHANGES

CHANGES MADE TO THE PROJECT BY PARTIES OTHER THAN RBHS AFTER THE ACCEPTANCE OF THIS PROPOSAL MAY AFFECT THE PROJECT COST AND FINAL PROJECT SCHEDULE. PRICING MAY BE UPDATED SHOULD SITE CONDITIONS DIFFER FROM, OR BE CHANGED FROM, THOSE CONDITIONS PROJECTED IN THIS PROPOSAL. PROJECT CHANGES, UNFORESEEN SITE ISSUES AND OTHER ITEMS NOT PREVIOUSLY DISCUSSED WILL REQUIRE A WRITTEN CHANGE ORDER PROVIDED BY RBHS FOR ACCEPTANCE BY THE CLIENT FOR ONSITE WORK TO CONTINUE.

EXISTING CONDITIONS

RBHS WILL NOT BE HELD RESPONSIBLE FOR THE NEGLIGENCE OR POOR WORKMANSHIP OF OTHERS IN REGARD TO PREVIOUS WORK DONE AT THIS ADDRESS. IF IT BECOMES NECESSARY TO DISCUSS, PLAN AND COMPLETE EXTRA ON SITE WORK, WHICH IS OVER AND ABOVE THE WORK DESCRIBED ABOVE DUE TO POOR OR UNSATISFACTORY CONDITIONS THE EXTRA WORK WILL BE BILLED TO THE CLIENT ON A TIME AND MATERIAL BASIS. IF DAMAGE OCCURS AT ANY PART OF THE PROJECT'S ADDRESS WHILE RBHS OR ITS SUBCONTRACTORS ARE ENGAGED IN WORK AT THE PROJECT ADDRESS AND IT IS DEEMED THAT THE DAMAGE HAS OCCURRED DUE TO NEGLIGENCE OR POOR WORKMANSHIP BY OTHERS THEN NEITHER RBHS NOR ITS SUBCONTRACTORS WILL BE LIABLE FOR THAT DAMAGE.

A FINAL WALK THROUGH WILL BE COMPLETED NEAR THE END OF CONSTRUCTION WITH THE HOMEOWNERS AND STEVE BLACK FOR THE PURPOSE OF DRAFTING A PUNCH LIST OF ITEMS NEEDED TO BE COMPLETED FOR THE HOME CONSTRUCTION TO BE FINAL. ONLY THE HOMEOWNERS AND STEVE BLACK WILL BE PRESENT WHEN THIS STEP IS COMPLETED. AT THE COMPLETION OF ALL ITEMS ON SAID PUNCH LIST, CONSTRUCTION OF THE HOME WILL BE CONSIDERED FINISHED AND ALL FUNDS RELATED TO THE CONSTRUCTION OF THE HOME PREVIOUSLY HELD BY THE HOMEOWNERS OR THEIR APPOINTEE SHALL BE IMMEDIATELY FORWARDED TO RBHS.

ANY DISPUTES ARISING FROM THE TERMS OF THIS CONTRACT SHALL BE RESOLVED THROUGH ARBITRATION RATHER THAN PURSUING LITIGATION; TO BE

HELD AT A MUTUALLY AGREEABLE LOCATION, AND DECIDED BY AN UNBIASED THIRD PARTY SELECTED BY BOTH PARTIES. SHOULD ONE ARBITRATOR NOT BE FEASIBLE, ONE ARBITRATOR EACH WILL BE SELECTED BY BOTH PARTIES.

PROJECT COSTS

THE TOTAL COST OF THIS PROJECT IS \$6,775.65.00;
PAYMENT SCHEDULE-DOWN PAYMENT OF \$0.00 DUE AT SIGNING OF ALL ACCEPTED PROJECT PROPOSALS. ONCE PLANNING AND WORK ON SITE HAS BEGUN AND/OR MATERIAL ORDERS HAVE BEEN PLACED THE AMOUNT OF THOSE ORDERS AND/OR TIME SPENT ON SITE BECOMES NONREFUNDABLE.

DRAWS MAY BE REQUIRED TO PAY FOR MATERIALS AND SUBCONTRACTORS IN A TIMELY MANNER AS DETERMINED BY RBHS. ANY REMAINING MONEY DUE WILL BE PAYABLE AT THE COMPLETION OF THE PROJECT. FINAL PAYMENTS WILL BE DUE UPON RECEIPT. A FINANCE CHARGE OF 2.5% WILL BE ADDED TO THE TOTAL DUE EVERY 30 CALENDAR DAYS THEREAFTER FOR A 30% ANNUAL FINANCE CHARGE.

SIGNATURES

AS CLIENT, I ACCEPT THE ABOVE PROPOSAL AS WRITTEN AND AGREE TO FORWARD TO RED BUD HOME SERVICES LLC THE DOWN PAYMENT REQUIRED IN ORDER FOR WORK TO BEGIN.

CLIENT _____ DATE _____
PRINT CLIENT NAME _____

AS CONTRACTOR, WE ALSO AGREE TO ACCEPT THE ABOVE WRITTEN PROPOSAL AND AGREE TO FAITHFULLY MANAGE AND COMPLETE THE PROJECT.

STEPHEN BLACK _____ DATE 6/12/2015
RED BUD HOME SERVICES LLC
154 N DICKASON BLVD
COLUMBUS WI 53925
920 623-1902
FAX 920 623-5393
E MAIL STEVE@REDBUDHOMESWI.COM

STATE OF WI DWELLING CONTRACTOR QUALIFIER CERTIFICATION #1069201
STATE OF WI DWELLING CONTRACTOR CERTIFICATION #1069199
LEAD CERTIFICATION #LSR-147980
FEIN #20-5806990

E&W HOME IMPROVEMENT

MIKE EDWARDS 7226 Pine Row Verona, WI 53593 608-576-5212

BRIAN WOLFF W3837 Hwy 60 Columbus, WI 53925 608-575-1131

E-MAIL soyourbuilding@yahoo.com

Columbus Police Department

159 S. Ludington St.

Columbus, WI 53925

920-623-5919

Feb. 17, 2016

install missing drywall and patch lower walls in back stairway	materials and labor
install base trim as needed / texture, primer, paint repaired area	\$250
box in plumbing drain pipe area and paint repaired area	\$120
install new base trim around lower conference room (60ft.)	\$280
install missing drywall around elevator shaft walls	
install base trim as needed / texture, primer, paint repaired area	\$350
install missing drywall around front stairway walls and hall	
install base trim as needed / texture, primer, paint repaired area	\$480
repair holes in drywall in ladies restroom	
install missing drywall/texture,primer,paint repaired area	
install door trim	\$420
repair holes in drywall in mens restroom	
install missing drywall/texture,primer,paint repaired area	
install door trim	\$420
install missing drywall in mens lockerroom	
texture,primer,paint repaired area	
install door trim	\$480

install missing drywall in ladies lockerroom
texture, primer, paint repaired area
install door trim

\$480

install missing drywall in lockerroom hallway
texture, primer, paint repaired area
install door trim

\$180

Total: $\$3,460.00$

TASK ORDER 2016-02
2016 Columbus Street Maintenance

This is Task Order No. 2016-02,
consisting of 6 pages.

Task Order

In accordance with paragraph 1.1 of the Master Professional Service Agreement between the City of Columbus (City) and Ruekert and Mielke Inc. (R/M) for Professional Services – Task Order Edition dated April 6, 2010 (“Agreement”), City and R/M agree as follows:

1. Specific Project Data

A. Street Maintenance

- This project will include design, bid solicitation and construction services for the 2016 Street Maintenance Program for the City of Columbus. Roadway pavement crack seal and slurry seal will be part of the contracted services.
- The work described above will be separated into two distinct construction contracts to obtain the most reasonable pricing from contractors. The two contracts are as follows: crack sealing and slurry seal.
- The crack sealing is estimated to exceed \$5,000, but not be greater than \$25,000. According to Chapter 62 of Wisconsin State Statutes, public construction in this category does not require public bidding or award to the lowest responsible bidder. It does require a class 1 notice.
- The slurry sealing is estimated to exceed \$5,000, but not be greater than \$25,000. According to Chapter 62 of Wisconsin State Statutes, public construction in this category does not require public bidding or award to the lowest responsible bidder. It does require a class 1 notice.

2. Services of R/M

A. STREET MAINTENANCE

Field Inventory

- Site investigation to confirm street condition and determine project limits.
- Photograph streets and surfaces scheduled for maintenance.
- Develop scope of work for each street and surface.

Plan Design

- Prepare project drawings.
- Prepare project specifications.

TASK ORDER 2016-02
2016 Columbus Street Maintenance

- Determine quantities and develop opinion of probable construction cost.
- Prepare project summary tables including project limits and estimated lengths and widths
- Prepare project limits descriptions.

Bidding

- **Crack Sealing and Slurry Seal, (Each Contract)**
- Project Administration.
- General Coordination with Potential Bidders.
- Attend Bid Opening.
- Review Bids and Prepare Bid Tabulation.
- Make Formal Award Recommendation to City.
- Review Contractor info. (Insurance, agreement, bonding, etc.)
- Draft Pre-Construction Agenda/Meeting Minutes.
- Contract Coordination with Contractor and Client.
- Attend Pre-Construction Meeting.

Construction Administration

- Identify project limits with paint on the streets and surfaces.
- Periodic construction review.
- Pay request review and recommendation.
- Technical support and administration.
- Substantial completion inspection.
- Develop punch list/review punch list.
- Final completion inspection.
- Project closeout documentation.

City's Responsibilities

City shall have those responsibilities set forth in Section II of Agreement, subject to the following:

- i. City shall confirm attendance to meetings prior to attendance.
- ii. Provide existing utility map of information.
- iii. Provide timely review of plans.

3. Items Excluded

- A. The following items are excluded from the Scope of Services:
- Follow up site visits, meetings, and certifications.

TASK ORDER 2016-02
2016 Columbus Street Maintenance

- Design bidding and construction associated with asphalt patch maintenance.
- Design bidding and construction associated with mill and overlay maintenance.
- Formal bid process requirements over \$25,000.
- Contaminated site investigations, coordination, and/or remediation design.
- Historical, environmental, or archeological investigations, coordination, and/or mitigation.
- Alternatives analysis.
- Environmental impact statements or site assessments.
- Title searches.
- Record drawings.
- Boundary survey or property survey.
- Real estate appraisal/acquisition.
- Easement preparation outside of proposed CSM.
- Permitting.
- Public hearings.
- Any grant application completion or administration related to this project.

4. for Rendering Services

Schedules are subject to change due to activities beyond the control of Ruckert Mielke. In general the tentative schedule is as follows:

Authorization to Proceed	4/5/16
Preliminary design	5/1/16
Final design and Advertise	5/15/16
Bids due on project	6/1/16
Start construction	6/15/16
Final Completion	7/1/16
Project closeout	7/15/16

TASK ORDER 2016-02
2016 Columbus Street Maintenance

Payments to R/M

A. City shall pay R/M for services rendered as follows:

<i>Category of Services</i>	<i>Compensation Method</i>	<i>Estimate of Compensation for Services</i>
Design and Construction Services	Standard Hourly Rates	\$6,500

B. The terms of payment are set forth in Section III and Exhibit A of the agreement.

Terms and Conditions: Execution of this Task Order by City and R/M shall make it subject to the terms and conditions of the agreement (as modified above), which Agreement is incorporated by this reference. R/M is authorized to begin performance upon its receipt of a copy of this Task Order signed by City.

The Effective Date of this Task Order is April 5, 2016.

City of Columbus:

Ruekert and Mielke, Inc. :

By:

By:



Name:

Name:

Jason P. Lietha, P.E.

Title:

Title:

Vice President/Office Manager

TASK ORDER 2016-02
2016 Columbus Street Maintenance

**DESIGNATED REPRESENTATIVE FOR
TASK ORDER:**

Name: _____

Name: Jason P. Lietha

Title: _____

Title: Vice President / Office Manager

Address: _____

Address: 258 Corporate Drive, Madison WI
53714-2407

E-Mail
Address: _____

E-Mail
Address: jlietha@ruekert-mielke.com

Phone: _____

Phone: 608.819.2600

Fax: _____

Fax: 608.819.2600

2016 Columbus Wisconsin Standard Rates
 RUEKERT & MIELKE, INC.

Exhibit A

<u>STANDARD HOURLY RATES</u>		<u>STANDARD HOURLY RATES</u>	
<u>ENGINEERING SERVICES</u>		<u>SCADA SERVICES</u>	
Engineer 9	\$220.00	Senior SCADA Analyst	\$165.00
Engineer 8	175.00		
Engineer 7	165.00	<u>SURVEYING SERVICES</u>	
City Engineer 7	149.00	Professional Land Surveyor	119.00
City Engineer 7 (Meeting Rate)	74.00	Crew Chief / Surveyor	109.00
Engineer 6	151.00	Surveying Technician	79.00
Engineer 5	141.00		
Engineer 4	131.00	<u>CONSTRUCTION REVIEW SERVICES</u>	
Engineer 3	111.00	Construction Review Manager	135.00
Engineer 2	104.00	Senior Construction Review Technician	92.00
Engineer 1	91.00	Construction Review Technician 2	79.00
Senior Engineer Technician	126.00	Construction Review Technician 1	67.00
Engineer Technician 3	105.00		
Engineer Technician 2	95.00	<u>ADMINISTRATIVE SERVICES</u>	
Engineer Technician 1	85.00	Certified Public Accountant (Company CFO)	165.00
Environmental Coordinator	131.00	Project Assistant	67.00
		Administrative Assistant	67.00
<u>LANDSCAPE ARCHITECT SERVICES</u>		<u>MISCELLANEOUS</u>	
Senior Landscape Architect	121.00	<u>MILEAGE</u>	
		For Engineers and Technicians	.54/mile
<u>MUNICIPAL ECONOMICS & PLANNING SERVICES</u>		For Construction Review Technicians	.58/mile
Senior Economic Consultant	171.00	For Survey Crews	.75/mile
Economic Consultant	125.00	Nonbillable R/M truck mileage	.00/mile
Senior Planning Consultant	115.00	Nonbillable mileage	.00/mile
<u>IT/GIS TECHNICIAN SERVICES</u>		Print reproductions	.30/sq. foot
Asset Management Consultant	160.00	Color copies	.30/page
IT/GIS Analyst 4	145.00	B&W copies	.10/page
IT/GIS Analyst 2	120.00	Color plots	2.50/sq. foot
IT/GIS Analyst 1	106.00	Scanning	.30/scan
IT/GIS Technician 2	95.00	Flow Probe	125.00/day
IT/GIS Technician 1	85.00	GPS equipment	125.00/day
		ATV fee	125.00/day
		Robotics equipment	125.00/day
		Road Tube Traffic Counter – day	50.00/day
		Road Tube Traffic Counter – week	150.00/week
		Turning Movement Traffic Counter	10.00/day

Note: Overtime rates will be 120% of standard rate for construction review services.

TASK ORDER 2016-03
2016 City of Columbus Sanitary Sewer Collection System Repairs

This is Task Order No. 2016-03,
consisting of 5 pages.

Task Order

In accordance with paragraph 1.1 of the Master Professional Service Agreement between the City of Columbus (City) and Ruekert and Mielke Inc. (R/M) for Professional Services – Task Order Edition dated April 6, 2010 (“Agreement”), City and R/M agree as follows:

1. Specific Project Data

- A. This project will include design, bidding and construction phase services for 2016 sanitary sewer collection system repairs.
- B. Planned repairs will consist of cured in place lining (CIPP), dig and repair and possible lateral repairs.
- C. Locations are to be determined after review of information by staff.

2. Services of R/M

PHASE 1-FIELD INVENTORY AND DATA GATERING

- Review sanitary sewer televising videos for key pipe segments.
- Discuss repair capabilities with contractor to determine method of repair on sewers.
- Field site visit to review issues with repairs and determine best method of repair. Confirm driveway entrance(s) and roadway(s) pavement condition and determine limits of improvements.
- Compile repair needs for the identified locations.
- Meet with staff to review.

PHASE 2-PLAN DESIGN

- Prepare project drawing(s), specifications, and bidding documents for sanitary sewer repairs.
- Determine quantities and update opinion of probable construction cost.
- 90 Percent completed plans and specification review meeting with City staff.

TASK ORDER 2016-03
2016 City of Columbus Sanitary Sewer Collection System Repairs

PHASE 3-BIDDING

General Coordination with Potential Bidders and apparent low bidder

- Advertisement for bidders sent to publication
- Respond to bidder questions
- Attend Bid Opening
- Review Bids and Prepare Bid Tabulation
- Make Recommendation to the City
- Review Contractor info. (insurance, agreement, bonds)
- Contract Coordination with Contractor and the City
- Attend Pre-Construction Meeting

PHASE 4-CONSTRUCTION

- Three site visits during repair process.
- Pay request review and recommendation. (Assume 1 Request).
- Final completion inspection.
- Project closeout.

City's Responsibilities

City shall have those responsibilities set forth in Section II of Agreement, subject to the following:

- A. City shall confirm attendance to meetings prior to attendance.
- B. Provide existing utility map of information and televise project areas.
- C. Provide timely review of plans.

3. Items Excluded

- A. The following items are excluded from the Scope of Services:
 - Follow up site visits, meetings, and certifications.
 - Contaminated site investigations, coordination, and/or remediation design.
 - Historical, environmental, or archeological investigations.
 - Alternative analysis.
 - Environmental impact statements or site assessments.
 - Wetland delineation, mapping, and permitting.

Page 2 of 5 Pages
(Attachment 1 - Task Order Form)

TASK ORDER 2016-03
2016 City of Columbus Sanitary Sewer Collection System Repairs

- Title searches.
- Record drawings.
- Boundary survey or property survey.
- Real estate appraisal/acquisition.
- Easement preparation.
- Design phase services not listed above, including development of plans and specifications.
- Application and coordination of permits identified as part of this task order.
- Construction phase services not listed above including staking.
- Additional meetings required not listed above.

4. Times for Rendering Services

Schedules are subject to change due to activities beyond the control of R/M. In general, the tentative schedule is as follows:

To be determined by approval and Public Works Schedule. All work to be completed in 2016. Schedule is estimated to be:

- | | |
|--------------------------------------|---------------------|
| • Approval of Task Order | 03/29/16 |
| • Field Inventory and Data Gathering | 04/27/16 |
| • Complete plans and specification | 06/10/16 |
| • Advertisement for bids | 06/17/16 & 06/24/16 |
| • Bids due | 06/30/16 |
| • Council approval | 07/05/16 & 07/19/16 |
| • Preconstruction meeting | 07/22/16 |
| • Start Construction | 07/25/16 |
| • Complete Construction | 08/26/16 |
| • Project Closeout | 09/09/16 |

TASK ORDER 2016-03
2016 City of Columbus Sanitary Sewer Collection System Repairs

Payments to R/M

A. City shall pay R/M for services rendered as follows:

<i>Category of Services</i>	<i>Compensation Method</i>	<i>Estimate of Compensation for Services</i>
Design and Construction Services	Standard Hourly Rates	\$11,357

B. The terms of payment are set forth in Section III and Exhibit A of the agreement.

Terms and Conditions: Execution of this Task Order by City and R/M shall make it subject to the terms and conditions of the agreement (as modified above), which Agreement is incorporated by this reference. R/M is authorized to begin performance upon its receipt of a copy of this Task Order signed by City.

The Effective Date of this Task Order is March 29, 2016.

City of Columbus:

Ruekert and Mielke, Inc. :

By:

By:



Name:

Name:

Jason P. Lietha, P.E.

Title:

Title:

Vice President/Office Manager

TASK ORDER 2016-03
2016 City of Columbus Sanitary Sewer Collection System Repairs

**DESIGNATED REPRESENTATIVE FOR
TASK ORDER:**

Name: _____

Name: Jason Lietha

Title: _____

Title: Vice President/Office Manager

Address: _____

Address: 258 Corporate Drive, Madison WI
53714-2407

E-Mail
Address: _____

E-Mail
Address: jlietha@ruekert-mielke.com

Phone: _____

Phone: 608.819.2600

Fax: _____

Fax: 608.819.2600

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 RUEKERT & MIELKE, INC.

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Engineer Technician 2	95.00	<u>ADMINISTRATIVE SERVICES</u>	
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		For Engineers and Technicians	.54/mile
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IT/GIS Technician 2	95.00	Flow Probe	125.00/day
IT/GIS Technician 1	85.00	GPS equipment	125.00/day
		ATV fee	125.00/day
		Robotics equipment	125.00/day
		Road Tube Traffic Counter – day	50.00/day
		Road Tube Traffic Counter – week	150.00/week
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Note: Overtime rates will be 120% of standard rate for construction review services.