

**COLUMBUS COMMON COUNCIL – COMMITTEE OF THE WHOLE**  
**WEDNESDAY, MAY 18, 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. Consider 2016 Sewer Rate Study and recommendation for new rates, Baker Tilly
7. Consider draft ordinance on fire inspections
8. Consider proposal from At Home Again for stormwater management on expansion plan
9. Consider TIF #4 Development Agreement between the City of Columbus and Duffy Fleet Services Inc.
10. Consider request of Highland Ridge Addition 1, Phase 2 to convey storm water pond to the City.
11. Consider Change Order #1 for 2016 Street Project
12. Consider draft ordinance on sidewalk repair permits
13. Adjourn to closed session per ss 19.85(1)(e) deliberating or negotiating the purchase of public properties, the investment of public funds, or conducting other public business, whenever competitive or bargaining reasons require specifically to consider the purchase of additional land adjacent to Columbus Public Library
14. Reconvene to open session
15. Action, if any, to come out of closed session
16. Adjourn

# CITY ADMINISTRATOR'S REPORT

## Public Infrastructure Team Meeting –March 18, 2016

CALL TO ORDER: 11:41 a.m.

### ATTENDEES:

Patrick Vander Sanden, City Administrator

Eric Anthon, Superintendent, Columbus Water & Light

Anne Donahue, City Clerk

John Nehmer, Columbus Wastewater Treatment Plant

Kim Manley, Finance Director

Carolyn Fredericks, DPW (representing Davis Clark)

Jason Lietha, City Engineer – Ruekert Mielke

### STREETS

- Street work
  - 2016 Street Project has an accepted bid and the contract has been awarded to A-1 Excavating from Bloomer, Wisconsin.
    - Project scope:
      - West Mill Street – from Lewis Street to Ludington Street
      - West Church Street – from Dickason Boulevard to Ludington Street
      - West Prairie Street – from Dickason Boulevard to Ludington Street
      - North Birdsey Street – from James Street to the Railroad
      - South Charles Street – from Dix Street to Richmond Street
    - Alternate Bids were all accepted: S. Charles Street sidewalks; W. Church Street reconstruction
    - Public Information Meeting: took place Wednesday, January 13<sup>th</sup> at Columbus Senior Center – about 20 people in attendance.
    - Assessment Report – draft of report is complete, final report expected end of March, early April.
      - Assessment Public Hearing will be before City Council.
    - Water Lead Laterals: letters sent to residents along the project streets
      - Homeowners can't be forced to replace lead laterals, any city-owned sections that have lead will be replaced for sure
      - Homeowners wanting to replace lead laterals will need to work with a plumber on the work – there are local plumbers interested in the work which will be passed along to the residents along the project streets.
  - FUTURE STREET WORK
    - Council will determine
      - 2016: City Street Project

- 2016 Street Project
  - Sewer Replacements
- Fall River System
  - Operational issues are going fine
  - Fall River is looking at utilizing Columbus Waste water for sewer cleaning and televising, like Elba did earlier in the year.
  - Discussions with Fall River continue on adjustments to the Sewer Agreement. Staff from the City and Village have been working on language that can be satisfactory to both – when that is complete the information will be brought to Council for review.
  - Fall River has been invoiced for projects for 2015, but the repayment may be stalled due to ongoing discussions about the amendment
- Cross-Connections
  - Cross-connection lists and letters are prepared and ready on an as-needed basis. Coordination with meter-reading operations at CWL will continue. So far we have uncovered less than 10 violations out of over 250 inspections.
- Plant Operations
  - Sludge management: contract for hauling sludge away was discussed. WWTP staff will continue to haul sludge so long as the sludge truck is operational.
  - Staff will prepare for contracts with local farmers to come and take away sludge in the event we need that assistance.
- Phosphorus Study
  - Dave Arnott summarized and reported to the Council about the Phosphorus Feasibility Study and our ongoing review of options to address phosphorus.
    - This report included promising, less-expensive alternatives to major plant upgrades
- CMOM (Capacity, Management, Operation and Maintenance)
  - Council has approved the Task Order for R-M to assist WWTP with the development of the CMOM program. The DNR deadline for this is in August of 2016.

## **STORMWATER**

- FEMA Maps – new maps being finalized in June for Columbia County. (May 16, 2016)
- City: the ordinance will be approved by the City Council within the next month.
- Middle School Storm Sewer
  - Project approved in 2016 City Budget
  - Coordination needed with School District
  - Likely will be undertaken in summer when school is out.

## **OTHER**

- GIS Mapping/Data Project
  - DNR Urban Forestry Grant Approved
  - Ruekert-Mielke will be coming forward with information and a Task Order on the work to be reviewed by the City Council.

**ADJOURN: 1:15 pm**

**NEXT MEETING: JUNE 2016**



## CITY COUNCIL REPORT

FOR MAY 18, 2016 MEETING

### LEVEL OF STAFFING - AS OF 04/30/2016

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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## **TRAININGS, MEETINGS, AND COMMUNITY ACTIVITIES**

### **April 2016**

- 04/04 Department Officers Meeting
- 04/05 Department Driver Training
- 04/06 Entry Level Firefighter Class @ MATC – Ramsey
- 04/07 Haz-Mat Class @ MATC – Groh
- 04/12 Pub. Ed. Presentation @ Cardinal Country Day Care – Carl  
Semi-Monthly Department Drill – Jaws of Life Practice  
Monthly Department Meeting
- 04/13 Entry Level Firefighter Class @ MATC – Ramsey
- 04/14 Haz-Mat Class @ MATC – Groh  
Statewide Mock Tornado Drill
- 04/16 Entry Level Firefighter Class @ MATC – Ramsey
- 04/19 Monthly Minimum Standards Training
- 04/20 Entry Level Firefighter Class @ MATC – Ramsey  
Pipeline Safety Class @ Madison – 4 members
- 04/21 Columbia County MABAS meeting @ Rio – Capt. Dykstra
- 04/23 Firefighter1 Class @ MATC - Groh
- 04/26 Semi-Monthly Department Drill – Wildland Rescue
- 04/27 Columbia County Fire Meeting @ Arlington – Koehn, Kluetzman, Kenevan
- 04/28 FF1 & Haz-Mat Written Test @ MATC – Groh  
Semi-Annual Rural Fire Group Meeting
- 04/30 All Day Extrication Class @ CFD – 10 members  
Firefighter I Practical Exam @ MATC – Groh

## **FIRE INSPECTIONS**

**APRIL**

**90 Inspections**

### **ITEMS OF NOTE FOR APRIL**

New recruit Emily Ramsey passed her Entry Level Class at MATC. Also, Firefighter David Groh passed his written and practical tests to become a State Certified Firefighter 1.

As you already know, Enbridge will be donating a vehicle to our department. It's a 2009 Chevy Silverado 4WD pickup truck. It will replace a 2001 Chevy Suburban that we have. Enbridge is a pipeline company that has a line running through our fire district west of Columbus. They are a very generous company that has also given our department several thousand dollars in grants over the past several years.

*Randy Koehn*

Over the past several years, I've included bios of two department members in my report each month. We have now included everyone on the department, except me. Since personnel on the city council changes every two years, and things change with our members as well, I will continue the bios on a permanent basis. I feel it's a good way for our elected officials to know about their employees.

Here is my bio...



I was born and raised in Columbus and joined the fire department in January of 1975 under Chief Jim Boness. My interest in the fire service led me to a full-time position with the Beaver Dam Fire Department beginning March 1, 1978. In my 31 years there, I was in charge of our EMS for 20 years, was acting chief twice, and retired as deputy chief, a position I held for 17 years.

As I was approaching retirement in Beaver Dam, I wanted to find a job for about 20 hours a week. It was my great fortune that the City of Columbus was looking for a 20 hour per week fire chief. Fortunately, I was hired and started June 29, 2009, and the rest is history.

My wife, Marsha, and I will be married five years in June. I have two adult children, daughter, Kim, in Beaver Dam and son, Ryan, in West Bend. Marsha's two children, son, Jordan, and daughter, Morgan, are at home.

I'm an active member at Zion Lutheran Church where I'm on the Board of Elders, and in charge of both the video team and ushers program.

I have been very involved in officiating high school sports for many years. I've officiated football for 37 years and have officiated four state championship games. I've also umpired high school softball for 36 years and have worked three state tournaments. For the past 33 years, I've been an officer with our local officials association and am a current member of the WIAA's Officials Advisory Committee.

Another sporting interest of mine is Badger football. I've had season tickets since 1978 and have missed only a handful of home games since I started attending games in 1974. I'm also a member of the Mendota Gridiron Club, the Badger football booster organization. Between the Badger games and officiating in the fall, I tell people there are four seasons...winter, spring, summer, and football.

As far as my professional certifications, I was an EMT for 38 years until 2014. I was previously a State Certified Driver/Operator and Fire Service Instructor. My current state certifications include:

- Wisconsin Firefighter 2
- Wisconsin Fire Officer 1
- Wisconsin Fire Inspector 1

*Randy Koehn*



Baker Tilly Virchow Krause, LLP  
Ten Terrace Ct, PO Box 7398  
Madison, WI 53707-7398  
tel 608 249 6622  
fax 608 249 8532  
bakertilly.com

February 29, 2016

Mr. Patrick Vander Sanden, City Administrator  
Ms. Kim Manley, Treasurer  
Columbus Sewer Utility  
105 N. Dickason Blvd.  
Columbus, WI 53925

Dear Patrick and Kim:

Please find enclosed fifteen (15) copies of the updated test year 2016 Sewer Rate Study.

#### **RATE STUDY FINDINGS**

During our previous study dated May 28, 2014, we calculated that the utility did not need to increase rates to meet the forecasted 2014 revenue requirement. Existing sewer rates were part of a two-step increase with the last step becoming effective January 1, 2008.

Based on the updated study, a rate increase is necessary to cover forecasted 2016 expenses, debt service, and replacement funding. We are proposing that rates be increased \$21,700 or 1.8%. The need to raise rates is primarily due to a \$257,000 increase in operation and maintenance expenses, a \$56,000 increase in replacement funding, offset by a \$304,000 decrease in debt service from the 2008 study. Schedule 1 summarizes the overall revenue required for the 2016 test year. Actual cash flows may be significantly different than the forecasts made in the study.

The average residential customer bill would increase \$0.50 per month. Page 34 of the study presents a comparison of the current and proposed rates to neighboring communities.

#### **Elba Rates**

Our study shows Elba rates could be decreased \$425 or 4.4%. Based on average volume from the three year period 2012-2014, Elba's volume is 1.06% of the total treated volume for the City of Columbus, Elba and Fall River. Elba had previously been allocated 1.05% of operation and maintenance costs. Elba's debt service requirements have decreased from \$1,800 in their current rates to \$900 in the test year 2016 study. This is because the 1996 Clean Water Fund Loan, which was paid off in fiscal year 2012 by the City, was set to mature in 2015 and therefore a portion of that debt is no longer being allocated to Elba when determining test year 2016 rates. Additional details on the debt service allocated to Elba can be found on Schedule 11A.

Elba currently pays \$2.84 per 1,000 gallons, and we calculate that the Elba charge, taking into account the above changes, could be \$2.71 per 1,000 gallons. The primary reason for the decrease is the reduction in debt service partially offset by an increase in volume.

Mr. Patrick Vanden Sanden, City Administrator  
Ms. Kim Manley, Treasurer  
Columbus Sewer Utility

February 29, 2016  
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### **RATE STUDY FINDINGS (cont.)**

Elba's current rates were determined during the test year 2014 rate study. The estimated volume for Elba in the 2014 study was 3,600,000 gallons while the estimated 2016 gallons are 3,900,000. This 8% increase in forecasted gallons, together with an overall increase in operation in maintenance expenses at the City, causes an increase in costs allocated to Elba increase their cost per gallon. Historical trends of Elba's usage can be found at Schedule 2A. The other driving factor in the reduction in Elba rates is the decrease in allocated costs due to the reduction of Elba's debt service allocation explained above. We leave the decision whether to reduce Elba's rates, and if so, how much, to the Council.

### **Fall River Rates**

Our study shows Fall River Rates could be increased \$35,800 or 26.4% to \$2.39 per 1,000 gallons which is presented on Schedule 11B and 22. The previous study forecasted rates based on the intergovernmental agreement dated June 1, 2010. The cost determination for Fall River, as shown in Exhibit C of the intergovernmental agreement, had an estimated flow of 268,449,000 gallons for Columbus; 59,860,000 gallons for Fall River, and 328,309,000 for the entire system. Based on these estimates Fall River was allocated 18% of operation and maintenance costs, excluding collection system and pumping equipment costs.

The forecasted gallons pumped for the test year 2016 study are 311,673,000 gallons for the entire system including Fall River and Elba. Of this forecasted amount, Fall River usage is expected to be 71,681,000 gallons or 23.00% of the treated volume as shown on Schedule 3. Columbus and Fall River gallons are estimated based on actual annual volume for the 12 month period ended October 31, 2015.

Paragraph 5.05 of the intergovernmental agreement states "The volume charges developed in the User Charge System will be reviewed and revised not less than every two years. The City shall provide notice to the Village of such changes to volume charges and shall provide a mark-up of Exhibit "C" showing the breakdown of operation and maintenance costs and calculations of the volume charge, a minimum of two months prior to implementation. Upon receipt the Village will be given the opportunity to review and provide comments with respect to such increase." Schedule 23 compares the operation and maintenance expenses from the intergovernmental agreement to forecasted 2016 amounts. Schedule 23 shows an approximate 21% increase in non-collection system operation and maintenance costs from the 2010 intergovernmental agreement. Given the existing rates fall 26% short of our estimated Fall River Costs, we recommend an increase in rates for them. We do leave the final decision whether to change Fall River's rates, and if so, how much, to the Council.

### **ADJUSTMENTS TO COST OF SERVICE STUDY**

One of the objectives in the study prepared in 2014 was to attempt to maintain consistency in rates. In order to maintain consistencies between the 2014 and 2016 studies, an additional amount is included in the cost of service allocations found on Schedule 4 for City customers only. This amount, \$180,000, takes amounts from volume costs and adds them to customer (fixed) costs. This results in the fixed rates being higher and the volume rates lower than the theoretical cost structure.

Mr. Patrick Vanden Sanden, City Administrator  
Ms. Kim Manley, Treasurer  
Columbus Sewer Utility

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### **SEPTIC TANK CHARGES**

During the course of the study, we analyzed the impact of current costs on the charges to septic tank users. The decision to change septic tank charges can be made separately from the decision to change rates to sewer users within the system. In theory, septic tank users do not use the collection system therefore it may be more equitable to remove those costs. In the past, the utility has included those costs. The results of our analysis show you could decrease the rate from \$162 per 1,000 gallons to \$143, should you so desire.

### **TEST YEAR 2016 DISCUSSION**

For rate making purposes we have combined some future data into our study to ensure debt coverage is adequate and capital additions are properly financed. As a result, debt service in this study is based off of a five year average from 2016 - 2020 as principal and partial interest payments for 2015 have already been made at the time of the study. Plant additions for 2015 and 2016 were combined to ensure rates are adequate to fund short term planned additions. The approximate 40 percent infiltration inflow shown on Schedule 2 will be allocated entirely to the City's operation and maintenance costs.

### **CLOSING**

Please feel free to contact Dan La Haye or me should you have any questions regarding the content of this report. As always, it has been a pleasure working with you and your staff. We appreciate the opportunity to serve the Columbus Sewer Utility.

Sincerely,

BAKER TILLY VIRCHOW KRAUSE, LLP



Jodi Dobson, CPA, Partner

Enclosure

# Columbus Sewer Utility

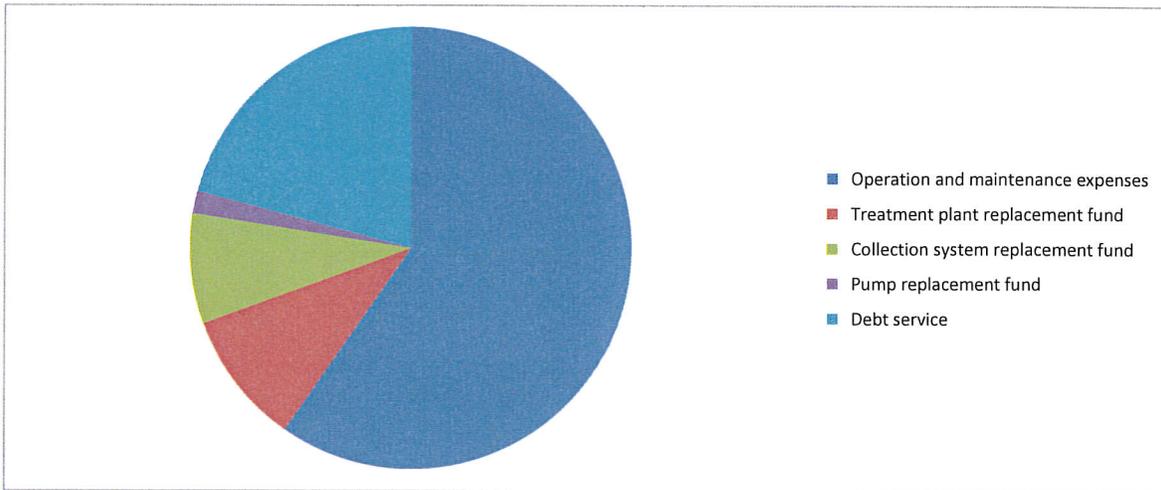
## Forecasted 2016 Sewer Rate Study

April 19, 2016

Presented by Jodi Dobson, Partner

## Columbus Sewer Utility Revenue Requirement Summary - Forecasted 2016

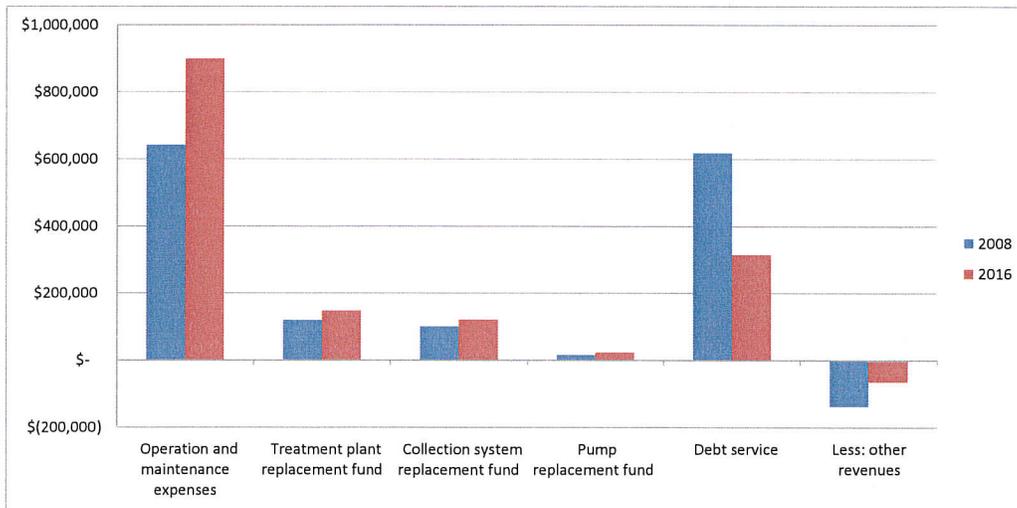
As shown in the illustration below, the main components of the sewer revenue requirement are operation and maintenance expenses, debt service payments, and replacement funding for future capital projects. The capital budget for 2015 and 2016 was used to forecast replacement funding and can be found in the rate study on Schedule 12.



Operation and maintenance expenses	\$ 900,000
Treatment plant replacement fund	147,900
Collection system replacement fund	121,600
Pump replacement fund	24,700
Debt service	<u>315,100</u>
	<b>\$ 1,509,300</b>

## Columbus Sewer Utility Revenue Requirement Summary - Forecasted 2016

The illustration below shows a comparison of the 2008 and 2016 revenue requirements. Although debt service requirements have decreased \$304,000, revenue required to fund operating expenses has increased \$257,000, replacement funding has increased \$56,000, and other income has decreased \$73,000 resulting in a total revenue requirement increase of \$82,000.



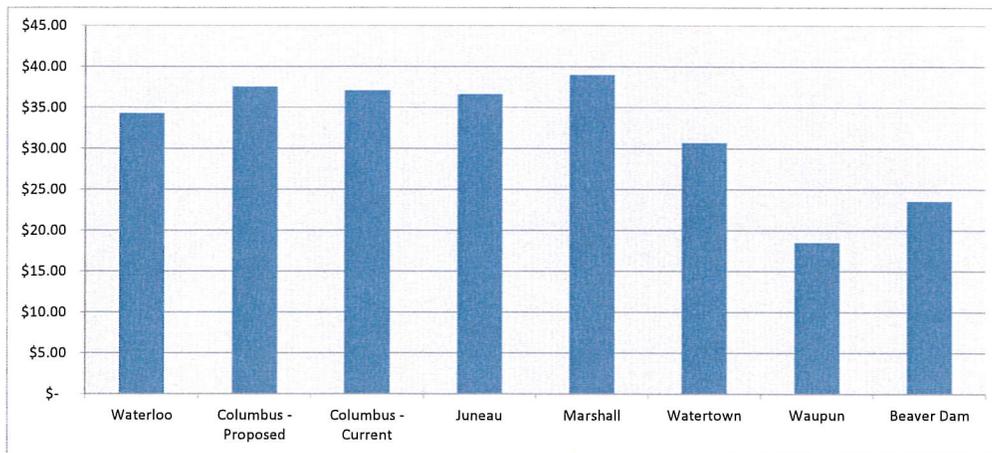
	2008	2016
Operation and maintenance expenses	\$ 643,100	\$ 900,000
Treatment plant replacement fund	120,100	147,900
Collection system replacement fund	101,700	121,600
Pump replacement fund	16,900	24,700
Debt service	618,700	315,100
Less: other revenues	<u>(138,000)</u>	<u>(64,700)</u>
<b>Total</b>	<b>\$ 1,362,500</b>	<b>\$ 1,444,600</b>

**COLUMBUS SEWER UTILITY**  
 Monthly Bill Comparison  
 Forecasted 2016

Customer	Meter	Volume (CCF)	PRESENT CHARGE			COST BASED CHARGE			CHANGE CURRENT TO COST BASED	
			Volume	Fixed	Total	Volume	Fixed	Total	\$	%
Residential	5/8"	3	\$16.08	\$15.60	\$31.68	\$16.38	\$15.70	\$32.08	\$0.40	1.26%
Residential (Average)*	5/8"	4	21.44	15.60	37.04	\$21.84	15.70	37.54	\$0.50	1.35%
Residential	5/8"	7	37.52	15.60	53.12	\$38.22	15.70	53.92	\$0.80	1.51%
Commercial	5/8"	10	53.60	15.60	69.20	\$54.60	15.70	70.30	\$1.10	1.59%
Commercial (Average)*	5/8"	15	80.40	15.60	96.00	\$81.90	15.70	97.60	\$1.60	1.67%
Commercial	1-1/2"	30	160.80	26.00	186.80	\$163.80	29.00	192.80	\$6.00	3.21%
Industrial (Average)*	1-1/2"	47	251.92	26.00	277.92	\$256.62	29.00	285.62	\$7.70	2.77%
Public Authority (Average)*	2"	11	58.96	34.00	92.96	\$60.06	39.00	99.06	\$6.10	6.56%
High School	4"	107	573.52	80.00	653.52	\$584.22	95.00	679.22	\$25.70	3.93%

\* - Average monthly volume amounts were obtained from Schedule 2A within the rate study.

## Columbus Sewer Utility Average Residential Monthly Bill Comparison with Surrounding Communities



	Columbus		Sun Prairie	Waterloo	Marshall	Beaver Dam	Juneau	Waupun	Watertown
	Columbus Current Rate	Cost Based Rate 2016							
Volume per CCF	\$5.36	\$ 5.46	\$ 2.74	\$ 6.49	\$ 6.62	\$ 1.86	\$ 5.57	\$ 3.09	\$ 3.01
Monthly Customer Charge									
5/8" and 3/4"	15.60	15.70	8.83	8.30	12.48	16.10	14.37	6.13	18.67
1"	20.00	21.00	12.86	8.30	21.84	27.50	25.60	6.69	26.41
1-1/4"	23.00	25.00	-	8.30	29.12	36.30	34.56	-	-
1-1/2"	26.00	29.00	19.73	8.30	37.44	46.10	44.24	7.61	39.46
2"	34.00	39.00	27.82	8.30	55.12	68.50	66.59	8.72	55.20
3"	53.00	62.00	46.84	8.30	98.80	120.80	118.81	11.30	91.79
4"	80.00	95.00	73.91	8.30	-	195.60	193.38	14.99	196.43
6"	146.00	177.00	-	8.30	315.12	382.70	379.71	24.21	274.92
Average Monthly Resident (4 CCF)	\$ 37.04	\$ 37.54	\$ 19.79	\$ 34.26	\$ 38.96	\$ 23.54	\$ 36.65	\$ 18.49	\$ 30.71

CITY OF COLUMBUS

ORDINANCE \_\_\_\_\_

**AN ORDINANCE TO REPEAL AND RECREATE SECTION 42-45 OF THE CITY CODE OF ORDINANCES REGARDING THE DUTY OF FIRE INSPECTORS**

The Common Council of the City of Columbus, Columbia County, Wisconsin do hereby ordain as follows:

1. Section 42-45(b) is repealed and recreated to now read as follows:

**(b)** The chief of the fire department, or his designees, shall be responsible for having all public buildings and places of employment within the territory of the fire department inspected semiannually pursuant to the provisions of SPS 314.01(13)(b) of the Wisconsin Administrative Code, as may be amended, for the purpose of ascertaining and causing to be corrected any conditions liable to cause fire, or any violations of any law or ordinance relating to fire hazards or to the prevention of fires. Repairs or alterations necessary to remove a hazardous condition shall be made within a reasonable time as determined by the Fire Inspector, at the owner's expense.

2. **Severability.** If any portion of this Ordinance or its application on any person or circumstances is held invalid, the validity of this Ordinance as a whole or any other provision herein or its application shall not be affected.
3. **Effective Date.** This Ordinance shall take effect immediately upon its passage and publication.

Adopted this \_\_\_ day of \_\_\_\_\_, 2016.

**CITY OF COLUMBUS**

By: \_\_\_\_\_  
Kelly Crombie, Mayor

By: \_\_\_\_\_  
Anne Donahue, City Clerk

# 2016 AGENDA ITEM

MEETING DATE: May 18, 2016

AGENDA ITEM: At Home Again Stormwater Concept

## DETAILED DESCRIPTION OF SUBJECT MATTER:

The At Home Again facility on Stuart Street has come to the Plan Commission and received Council approval for an expansion that includes a new building on their site.

As they have worked to prepare for construction, the owner and engineer has approached the City with an altered concept on their stormwater management. While their initial plan properly addresses stormwater, their thought is that this new plan can improve their drainage, but also manage and improve the stormwater for a larger area.

The concept includes the placement of a stormwater pond south of their facility, past the walking trail and into the Columbus Country Club golf course. The At Home Again people propose that the pond will improve water quality and drainage for the golf course. The location of the proposed pond would be in the area of the driving range of the course.

After bringing the concept to City staff, direction was given to the At Home Again people to share the idea with officials at the Country Club. At the most recent Country Club Board meeting, the idea was presented. The message I received from Tim Hoffman at the Country Club was that they were open to the idea, but felt they needed to know how the City felt about it. From the beginning, the At Home Again people were told that the ultimate decision on this would come from the City Council, but the initial step of getting some feedback from the Country Club would be useful.

At the Committee of the Whole on Wednesday, At Home Again will present the idea to the Council. At this point, City staff, including City Engineer Lietha, have been open to the idea pending further information.

**ACTION REQUESTED OF COUNCIL: Review and discussion of proposed stormwater management concept for the At Home Again expansion.**



SEE DETAIL SHEET #01 FOR  
ADDITIONAL PROJECT  
REQUIREMENTS & NOTES.

**LEGEND**

- SURFACE DRAINAGE DIRECTION ARROW
- 500 PROP. 5' CONTOUR
- 301 PROP. 1' CONTOUR
- EXISTING 5' CONTOUR
- EXISTING 1' CONTOUR
- GR-940.20 PROP. SPOT ELEVATION
- TP-940.20 PROP. TOP OF PAVEMENT ELEVATION
- RMT-940.20 PROP. TOP OF STRUCTURE ELEVATION
- TW-940.20 PROP. TOP OF WALK ELEVATION
- TDW-940.20 PROP. TOP OF WALL ELEVATION
- BOW-940.20 PROP. BOTTOM OF WALL ELEVATION

PROJECT NO.		12236005	
PROJECT NAME		GRADING AND DRAINAGE PLAN	
PROJECT LOCATION		AT HOME AGAIN CITY OF COLUMBUS COLUMBIA COUNTY, WISCONSIN	
PROJECT DATE		2018	
PROJECT DRAWN BY		M.S.A.	
PROJECT CHECKED BY		M.S.A.	
PROJECT DATE		2018	
PROJECT NO.		12236005	
PROJECT NAME		GRADING AND DRAINAGE PLAN	
PROJECT LOCATION		AT HOME AGAIN CITY OF COLUMBUS COLUMBIA COUNTY, WISCONSIN	
PROJECT DATE		2018	
PROJECT DRAWN BY		M.S.A.	
PROJECT CHECKED BY		M.S.A.	
PROJECT DATE		2018	
PROJECT NO.		12236005	
PROJECT NAME		GRADING AND DRAINAGE PLAN	
PROJECT LOCATION		AT HOME AGAIN CITY OF COLUMBUS COLUMBIA COUNTY, WISCONSIN	
PROJECT DATE		2018	
PROJECT DRAWN BY		M.S.A.	
PROJECT CHECKED BY		M.S.A.	
PROJECT DATE		2018	

**MSA**  
ARCHITECTURE | ENGINEERING | ENVIRONMENTAL  
201 Columbia Park Drive, Suite 100  
Columbus, WI 53901  
Phone: 608.725.1111 Fax: 608.725.1112  
www.msa-engineers.com

# ACS RBHS, LLC

May 10, 2016

City of Columbus  
Patrick Vander Sanden  
105 N Dickason Blvd  
Columbus, WI 53925

Re: Conveyance of Outlot 3 within Highland Ridge – Addn #1, Phase 2

Patrick,

As you are aware from previous conversations regarding the construction that will soon be starting on Highview Drive, part of this phase of development is the requirement to construct a storm water basin with sidewalk running alongside the entire length of the outlot that contains the basin. The basin and sidewalk will be completely located within Outlot 3 as shown on the attached plat and drawing. ACS would like to dedicate Outlot 3 and all of the improvements that will be constructed within Outlot 3 to the City of Columbus upon completion of said work per the approved engineering plans.

It is our understanding, just as we are proposing in our subdivision, that the city owns parcel 1450.OL5, located within Cardinal Estates, and maintains the basin and sidewalk located within it.

The City is more suitably equipped to effectively manage the maintenance and liabilities associated with having a sidewalk located next to a basin with steep side slopes and that is designed to maintain a depth of approximately 5 feet of water at its bottom. Ongoing maintenance that would need to take place within the basin would include maintaining the integrity of the pond banks, maintaining the integrity of the pond inlet and outlet structures/piping, occasional mowing of the pond banks to no shorter than six inches in height and occasional dredging of accumulated sediment. Care of the sidewalk/terrace would include the typical plowing during the winter and mowing in the spring/summer/fall that is associated with any city owned sidewalk. To my knowledge, the city currently mows the terrace along Tower Drive and also maintains the sidewalk along the east side of Tower Drive. As the City is requiring us to install sidewalk ramps along the east side of Tower Drive, this should make it convenient for the City's snow clearing equipment to easily access Outlot 3 from either side of Tower Drive and maintain the approximately 300' of sidewalk running alongside the basin in Outlot 3. Mowing the terrace area within Outlot 3 should also be easily accessed if the City is currently mowing the terraces on both sides of Tower Drive.

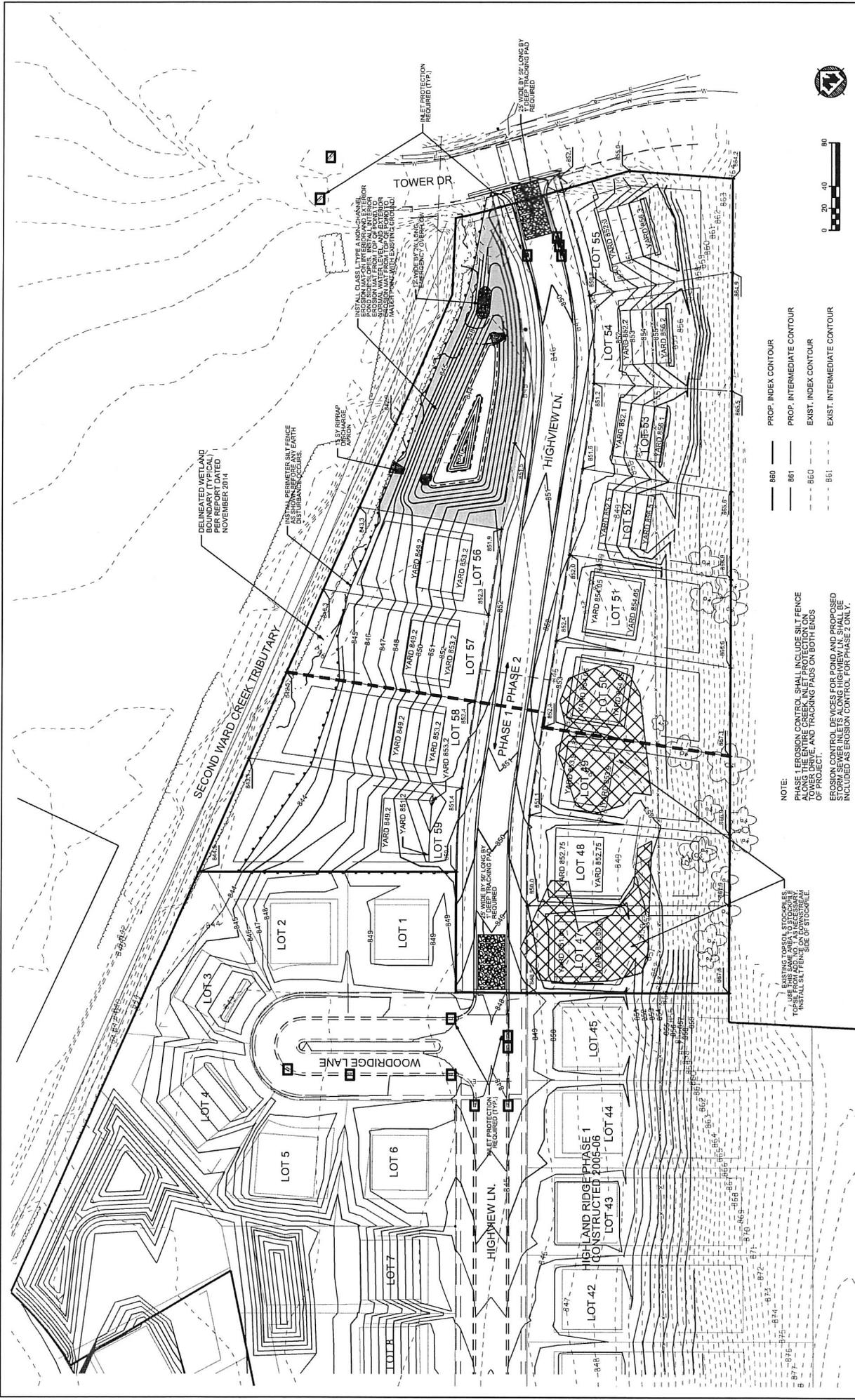
City staff is well more qualified to ensure that timely compliance is being met than if this were in the hands of eight homeowners. The city should also be able to maintain/insure the Outlot at a fraction of what it would cost the eight homeowners as well as make the proper decisions that will undoubtedly extend the life of the structure.

Please feel free to contact me with any questions that you may have and we thank you and the City for your consideration on this matter.

Sincerely,

A handwritten signature in black ink that reads "James A. Hartung". The signature is written in a cursive style with a large initial 'J' and 'H'.

James A. Hartung  
ACS RBHS, LLC  
Member



— 860 — PROP. INDEX CONTOUR  
 — 861 — PROP. INTERMEDIATE CONTOUR  
 - - - 860 - - - EXIST. INDEX CONTOUR  
 - - - 861 - - - EXIST. INTERMEDIATE CONTOUR

**NOTE:**  
 PHASE 1 EROSION CONTROL SHALL INCLUDE SILT FENCE TO BE INSTALLED ALONG HIGHWAY LN. AND TOWER DR. AND TRAILING PILES ON BOTH SIDES OF PROJECT.  
 EROSION CONTROL DEVICES FOR POND AND PROPOSED STORM SEWER INLETS ALONG HIGHWAY LN. SHALL BE INCLUDED AS EROSION CONTROL FOR PHASE 2 ONLY.

EXISTING OPEN STORM SEWER TO BE REMOVED FROM AREA AND ANY NECESSARY TRENCHES SHALL BE REGRADED TO THE SIDE OF THE DRIVE.

BEING REVIEWED AND BOUNDARIES TO BE DETERMINED PER REPORT DATED NOVEMBER 2014

INSTALL PERIMETER SILT FENCE AS SHOWN BEFORE ANY EARTH MOVEMENT OCCURS.

1.5' WIDE BY 12' LONG BY 12" HIGH PROTECTION REQUIRED (TYP.)

1.5' WIDE BY 12' LONG BY 12" HIGH PROTECTION REQUIRED (TYP.)

1.5' WIDE BY 12' LONG BY 12" HIGH PROTECTION REQUIRED (TYP.)

NO.	DATE	BY	REVISION
1	JAN 2015	MSA	AS SHOWN
2	MAY 2015	MSA	AS SHOWN
3	SEP 2014	MSA	AS SHOWN
4	DEC 2014	MSA	AS SHOWN
5	FEB 2015	MSA	AS SHOWN

<b>MSA</b> PROFESSIONAL ENGINEERING 201 W. WISCONSIN ST. SUITE 200 MILWAUKEE, WI 53233-3438 TEL: 414.224.4444 FAX: 414.224.4444 WWW.MSAENGINEERS.COM	<b>TRANSFORMATION • MUNICIPAL DEVELOPMENT • ENVIRONMENTAL</b> 201 W. WISCONSIN ST. SUITE 200 MILWAUKEE, WI 53233-3438 TEL: 414.224.4444 FAX: 414.224.4444 WWW.MSAENGINEERS.COM
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PROJECT NO.: 15-001 SHEET NO.: 1 OF 1 DATE: 12/15/2014 DRAWN BY: MSA CHECKED BY: MSA PROJECT NAME: HIGHLAND RIDGE SUBDIVISION ADDITION NO. 1 CLIENT: ACS RBHS LAND, LLC CITY: COLUMBUS, WISCONSIN	Overall Erosion Control Plan Highland Ridge Subdivision Addition No. 1 ACS RBHS Land, LLC City of Columbus, Columbia County, Wisconsin	SCALE: AS SHOWN DATE: 12/15/2014 DRAWN BY: MSA CHECKED BY: MSA PROJECT NAME: HIGHLAND RIDGE SUBDIVISION ADDITION NO. 1 CLIENT: ACS RBHS LAND, LLC CITY: COLUMBUS, WISCONSIN
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Date of Issuance: \_\_\_\_\_ Effective Date: \_\_\_\_\_  
 Owner: City of Columbus  
 Contract: 2016 Street and Utility Improvements  
 Contractor: A-1 Excavating, Inc. Engineer: Ruekert & Mielke, Inc.  
 Address: P.O. Box 90 Engineer's Project No.: 8117-10034  
 Bloomer, WI 54724 Effective Date of Contract: April 1, 2016

The Contract is modified as follows upon execution of this Change Order:

Description: (1) Add 2-inch flushing assemblies (\$5,073.00 Increase); (2) Remove Alternate Bid B Work related to new sidewalk on southeast side of Charles Street (\$65,688.00 Decrease); and (3) Remove three 8-inch water main valves (\$4,260.00 Decrease).

Reason for Change Order: (1) Condition of DNR approval; (2) Owner decision to remove this Work from the contract; and (3) Redundant valves

Attachments: Executed Work Change Directives 1, 2, and 3.

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES
Original Contract Price \$ <u>2,907,946.49</u>	Original Contract Times: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
Increase/Decrease from previously approved Change Orders: \$ <u>0.00</u>	Increase from previously approved Change Orders No. to No. ____: Substantial Completion: _____ Ready for Final Payment: _____ days
Contract Price prior to this Change Order: \$ <u>2,907,946.49</u>	Contract Times prior to this Change Order: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
Decrease of this Change Order: \$ <u>64,875.00</u>	Increase of this Change Order: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
Contract Price incorporating this Change Order: \$ <u>2,843,071.49</u>	Contract Times with all approved Change Orders: Substantial Completion: _____ Ready for Final Payment: _____ days or dates

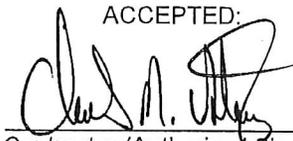
RECOMMENDED:

ACCEPTED:

ACCEPTED:

By:   
 Engineer (Authorized Signature)

By: \_\_\_\_\_  
 Owner (Authorized Signature)

By:   
 Contractor (Authorized Signature)

Date: May 11, 2016

Date: \_\_\_\_\_

Date: 12-MAY-16

CITY OF COLUMBUS

ORDINANCE \_\_\_\_\_

**AN ORDINANCE TO REPEAL AND RECREATE SECTION 86-33  
OF THE CITY CODE OF ORDINANCES REGARDING PERMIT REQUIRED  
FOR SIDEWALK REPAIR**

The Common Council of the City of Columbus, Columbia County, Wisconsin do hereby ordain as follows:

1. Section 86-33 is repealed and recreated to now read as follows:

**Section 86-33 Permit Required.** No person shall construct or repair any sidewalk within the City of Columbus unless the person has obtained a permit from the Director of Public Works or his designee. The Director shall be provided the name, address and telephone number of the abutting owner, the location of the construction or repair and the identity and phone number of the contractor. The Director or his designee shall provide the contractor with city sidewalk specifications. The fee for obtaining a permit pursuant to this section shall be established by Resolution or Ordinance of the City Council.

2. **Severability.** If any portion of this Ordinance or its application on any person or circumstances is held invalid, the validity of this Ordinance as a whole or any other provision herein or its application shall not be affected.
3. **Effective Date.** This Ordinance shall take effect immediately upon its passage and publication.

Adopted this \_\_\_ day of \_\_\_\_\_, 2016.

**CITY OF COLUMBUS**

By: \_\_\_\_\_  
Kelly Crombie, Mayor

By: \_\_\_\_\_  
Anne Donahue, City Clerk

# 2016 AGENDA ITEM

MEETING DATE:           May 18, 2016          

AGENDA ITEM:     Social Media Policy

**DETAILED DESCRIPTION OF SUBJECT MATTER:**

Just an FYI to you- the Social Media Policy, which is an important issue to review and process for us was taken off the agenda for next Wednesday's meeting because Economic Development Director Dave Carlson will not be able to attend the meeting. I think it is important to have him involved in the discussion.

We will have this item on the June 7<sup>th</sup> Committee of the Whole.