

COLUMBUS COMMON COUNCIL – REGULAR MEETING
TUESDAY, JUNE 7, 2016 – 6:30 PM
COLUMBUS CITY HALL
AGENDA

1. Roll Call
2. Pledge of Allegiance
3. Notice of Open Meeting
4. Approve Agenda
5. Correspondence & Communications

Consent Agenda

1. Council Minutes – 05/18/16, 05/24/16 spec cow
2. Ad Hoc Financial Policies – 05/12/16 CWL – 3/10/16, 04/14/16
3. Hillside Cemetery – 02/08/16 HLPC – 05/11/16
4. Library Board – 04/19/16 Lifestar – May 2016
5. Plan Commission – 04/21/16

Unfinished Business

New Business

1. Consider and take action on the proposed sewer rates
2. Consider and take action on proposed storm water management agreement with At Home Again
3. Consider and take action on a Wastewater Pretreatment Agreement with Ottery Trucking
4. Consider and take action on Change Order #1 on the 2016 Street and Utility Improvement project
5. Consider and take action on certified survey map of tax parcels 1110.017, 1110.018
6. Consider and take action on request of Duffy Fleet Services for a conditional use permit
7. Consider and take action on request of Fromm Family Foods for a rezone of Lot 1 of CSM of tax parcel 1110.08 from B-2 to I-2
8. Consider and take action directing the Mayor and City Clerk to sign construction contract for the Park Pavilion Accessibility Improvements and Toilet Room Remodeling Project
9. Consider and possible action on Ordinance No. 729-16, An Ordinance to Repeal and Recreate Section 42-45 of the City Code of Ordinances Regarding the Duty of Fire Inspectors
10. Consider and possible action on Ordinance No. 730-16, An Ordinance to Repeal and Recreate Section 86-33 of the City Code of Ordinances Regarding Permit Required for Sidewalk Repair
11. Consider process for the replacement of District 1 Alderperson
12. Consider and take action on applications for Operator Licenses: Charles E Zech, Jessica McNichol
13. Consider and take action on claims in the amount of \$1,006,865.05
14. Report of City Officers – City Administrator, Mayor

Adjourn

**COLUMBUS COMMON COUNCIL – REGULAR MEETING
WEDNESDAY, MAY 18, 2016 – 6:30 PM
COLUMBUS CITY HALL**

The Columbus Common Council held a regular meeting on Wednesday May 18, 2016 at 6:30 pm at Columbus City Hall. The meeting was called to order by Mayor Crombie and notice of open meeting was noted as posted. Present: Mayor Crombie, Council members Reid, Royem, Rule, Thom and Traxler, City Attorney Johnson, City Administrator Vander Sanden, City Clerk Donahue, interested citizens and the media. Excused Melotte.

Mayor Crombie led the Council in the pledge of allegiance. Motion by Royem second by Rule to approve the agenda. Motion carried voice vote.

Jason Lietha, 436 W School St, presented information to the council about Columbus Area Endowment (CAE) and the annual local grant cycle. Since 2011 CAE has awarded \$12,070 in local grants. CAE has received a matching funds grant from Madison Community Foundation and is launching a capital campaign to raise funds to be used for local grant awards. CAE is a 501c3 tax exempt organization.

Mayor Crombie read the items on the Consent Agenda. The minutes of the Tourism Commission were asked to be withdrawn. Motion by Royem second by Thom to approve the remainder of the Consent Agenda as amended. Motion carried voice vote.

Fire Chief Koehn reported Columbus has received the Assistance to Firefighters Grant application through FEMA and will receive grant funds in the amount of \$170,315. Grant funds will be used to replace the department's self-contained breathing apparatus (SCBA).

Motion by Thom second by Royem to approve the Scope of Engagement Letter with Quarles & Brady to be paid for with bond proceeds from the Electric and Waterworks System Revenue Bonds Series 2016A. Motion carried 5-0 on a roll call vote with Reid, Royem, Rule, Thom and Traxler voting 'Yes.'

Greg Johnson, Ehlers Associates, reported on the bond sale earlier today. Three bids were received on the offering with a true interest cost of 2.3483. The winning bid came from BOSC, Inc. The bonds received an A3 rating from Moody's investor's Service.

Motion by Thom second by Royem to approve Resolution No. 13-16, A Resolution Authorizing the Issuance and Sale of \$3,915,000 Electric and Waterworks System Revenue Bonds, Series 2016A of the City of Columbus, Columbia County, Wisconsin, and Providing for the Payment of the Bonds and Other Details with Respect to the Bonds. Motion carried 5-0 on a roll call vote with Reid, Royem, Rule, Thom and Traxler voting 'Yes.'

Motion by Royem second by Rule to grant a "Class B" Liquor and Fermented Malt Beverage license of MP's Town Tap, LLC, 158 N Ludington Street, Maria Peterson, Agent, contingent upon the Towne Tap surrendering their license. Motion carried 5-0 on a roll call vote with Reid, Royem, Rule, Thom and Traxler voting 'Yes.'

Motion by Rule second by Royem to approve the request of Michael Eisenga for the release of surplus funds in the amount of \$7,264 held in escrow for the planting of trees in the Columbus Commerce Center development. Motion carried 5-0 on a roll call vote with Reid, Royem, Rule, Thom and Traxler voting 'Yes.'

Motion by Rule second by Royem to approve repairs to the Meister Park concession stand roof in the amount of \$2,499.47. Motion carried 5-0 on a roll call vote with Reid, Royem, Rule, Thom and Traxler voting 'Yes.'

Motion by Reid second by Royem to accept a 2009 Silverado vehicle for the Fire Department from Enbridge Energy, approve the sale of the 2001 Suburban and provide for the proceeds from the sale of the Suburban be used to outfit the donated vehicle. Motion carried 5-0 on a roll call vote with Reid, Royem, Rule, Thom and Traxler voting 'Yes.'

Motion by Royem second by Thom to donate the Fire Department's surplus Jaws of Life tools to Robert Groh for transport to Nicaragua. Motion carried 5-0 on a roll call vote with Reid, Royem, Rule, Thom and Traxler voting 'Yes.'

Motion by Reid second by Thom to approve restoring the corner lot of W Mill and N Ludington to the present configuration instead of as designed in the 2016 Street Project plans. Motion carried 5-0 on a roll call vote with Reid, Royem, Rule, Thom and Traxler voting 'Yes.'

Motion by Thom second by Traxler to include conduit for a fiber optic connection from City Hall to 1149 W James St in the 2017 street light design contract contingent upon the DOT providing in writing the change will be included in the final plans for W James St. Motion carried 5-0 on a roll call vote with Reid, Royem, Rule, Thom and Traxler voting 'Yes.'

HLPC President Fredericks reported HLPC received three bids on the project and the low bid was \$344,000. They are now checking references on contractors and subcontractors and will be preparing a contract for the work. Fredericks expects to have the final contracts ready for signatures within the month and the project should be on track to be completed by the end of the year.

Motion by Royem second by Rule to grant an operator license to Sara Zeinert. Motion carried 5-0 on a roll call vote with Reid, Royem, Rule, Thom and Traxler voting 'Yes.'

Motion by Thom second by Traxler to approve payment of claims in the amount of \$100,349.94. Motion carried 5-0 on a roll call vote with Reid, Royem, Rule, Thom and Traxler voting 'Yes.'

City Administrator Vander Sanden reported there will be a preconstruction conference on the intersection project at STH 16/STH 60 on May 25, 2016 from 4:30 to 5:30 pm at the Senior Center.

Mayor Crombie reported he attended the annual CAE dinner and the recreation fund raiser, Enbridge dropped off the donated truck to the Fire Department. Enbridge provides training to local fire, ems and safety groups.

Items placed on file through the Consent Agenda:

Council Minutes – 05/03/16, Public Hearing 05/02/16

Columbus Area EMS Group – 10/07/15

Library Board – 03/15/16

Recreation Advisory – 04/11/16

Treasurer's Report – April 2016

Picnic License: 4th of July Organization, 6/30/16 - 7/4/16, Fireman's Park, 4th of July Celebration

Street Closing: 4th of July Organization, 7/4/16, Middleton Street – Ludington/Park Ave, 4th of July Parade, 11:30-3:30 pm

The meeting adjourned at 7:28 pm a motion by Thom second by Rule. Motion carried voice vote.

Anne Donahue
City Clerk

**COLUMBUS COMMON COUNCIL – COMMITTEE OF THE WHOLE
WEDNESDAY, MAY 18, 2016 – 7:40
COLUMBUS CITY HALL**

The Columbus Common Council held a Committee of the Whole meeting on Wednesday May 18, 2016 at 7:40 pm at Columbus City Hall. The meeting was called to order by Council President Thom and notice of open meeting was noted as posted. Present: Mayor Crombie, Council members Reid, Royem, Rule, Thom and Traxler, City Attorney Johnson, City Administrator Vander Sanden, City Clerk Donahue, interested citizens and the media. Excused Melotte.

Motion by Rule second by Traxler to approve the agenda with item 9, Consider TIF #4 Development Agreement between the City of Columbus and Duffy Fleet Services Inc. and item 11, Consider request of Highland Ridge Addition 1, Phase 2 to convey storm water pond to the City tabled to the next Committee of the Whole meeting, June 7, 2016. Motion carried voice vote. There were no citizens comments on agenda items.

Department reports were accepted as presented from the Public Infrastructure Team Meeting and the Fire Department.

Dan LaHaye, Baker Tilly, presented information from the 2016 Sewer Rate Study and the recommendations for new rates for the city, the Elba Sanitary District and the Village of Fall River. The recommendations were referred to the next regular meeting of the Council, June 7, 2016.

A draft ordinance on fire inspections was referred to the next regular meeting of the Council, June 7, 2016.

Joe DeYoung, MSA, and Jerry Connery, At Home Again, presented the proposal from At Home Again for storm water management for the expansion on the At Home Again site. The plan proposes to develop a pond on the golf course to drain the area. Referred to the next regular meeting of the Council, June 7, 2016.

Robert Proctor, attorney for Ottery, and Herb Ottery, Ottery Tank Wash facility, presented information on the proposed Wastewater Pretreatment Agreement with Ottery Trucking. Referred to the next regular meeting of the Council, June 7, 2016.

Change Order #1 for 2016 Street & Utility Improvements Project, which is a net decrease to the contract, was referred to the next regular meeting of the Council, June 7, 2016.

A draft ordinance on sidewalk repair permits was referred to the next regular meeting of the Council, June 7, 2016.

The meeting adjourned to closed session at 8:33 pm on a motion by Traxler second by Rule 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. Motion carried 6-0 on a roll call vote with Crombie, Reid, Royem, Rule, Thom and Traxler voting 'Yes.'

The meeting reconvened to open session at 8:54 pm on a motion by Rule second by Traxler. Motion carried voice vote.

The meeting adjourned to closed session at 8:55 pm on a motion by Rule second by Royem per 19.85(1)(c) personnel to consider the employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically staffing at the Police Department. Motion carried 6-0 on a roll call vote with Crombie, Reid, Royem, Rule, Thom and Traxler voting 'Yes.'

The meeting reconvened to open session at 9:39 pm on a motion by Royem second by Traxler. Motion carried voice vote.

The meeting adjourned at 9:39 pm on a motion by Royem second by Rule. Motion carried voice vote.

Anne Donahue
City Clerk

**COLUMBUS COMMON COUNCIL – COMMITTEE OF THE WHOLE
SPECIAL MEETING
TUESDAY, MAY 24, 2016 - 6:30 P.M.
COLUMBUS CITY HALL – 2ND WARD ROOM**

The Columbus Common Council held a special Committee of the Whole meeting on Tuesday May 24, 2016 at 6:30 pm at Columbus City Hall. The meeting was called to order by Council President Thom and notice of open meeting was noted as posted. Present: Mayor Crombie, Council members Reid, Royem, Rule, Thom and Traxler, City Attorney Johnson, City Administrator Vander Sanden, City Clerk Donahue, Finance Officer/Treasurer Manley, City Engineer Lietha, interested citizens and the media. Excused Melotte.

Motion by Royem second by Reid to approve the agenda as posted. Hearing no objections, Thom announced the agenda approved.

The Council reviewed possible policies for special assessments for construction projects. The Council decided to use the proposed schedule for repayment of special assessments and create an ordinance to put the schedule in the city ordinances.

City Attorney Johnson will prepare a draft of an ordinance for repayment of special assessments for the next Committee of the Whole meeting.

The Council heard the next steps for the Council review of the report and actions of the Council to approve, disapprove or modify the report. City Attorney Johnson reminded the Council the report of the engineer was prepared based on Council Resolution 8-16 which directed the engineer to prepare the report to levy special assessments based on benefits conferred for the street replacement, utility improvements, installation of curb and gutter, driveway aprons, driveway sidewalks, storm water improvements, remove and replace existing sidewalks, new sidewalks, restoration and angle parking, and described the assessment districts.

City Engineer Lietha addressed questions relating to cost differences for storm sewers on the various assessment blocks.

City Engineer Lietha will prepare a draft of the final report with the following modifications for the Committee of the Whole June 7, 2016:

- Remove legal and engineering fees.
- Remove the sidewalks from the south side of Charles St.
- Assess the south side of Charles St 25% of the cost of the sidewalks on the north side of Charles St based on an equal assessment per lot on the south side of Charles St.
- Change the assessments for storm water sewers in the project to 50% to property owners.
- Change the assessment for storm water sewer for the corner lots at N Birdsey St and W Mill St to 50% of their frontage.

The meeting adjourned at 9:35 pm on a motion by Thom second by Traxler. Motion carried voice vote.

Anne Donahue
City Clerk

Columbus Ad Hoc Committee of Financial Policies
Thursday, May 12, 2016 – 7:00 PM
2nd Ward Meeting Room, City Hall

The Columbus Common Council Ad Hoc Committee on Financial Policies held a meeting on Thursday May 12, 2016 at 7:00 pm at Columbus City Hall. The meeting was called to order by Council President Thom and notice of open meeting was noted as posted. Present: Mayor Crombie, Council members Melotte, Reid, Rule, Thom and Traxler, City Administrator Vander Sanden, City Clerk Donahue, interested citizens and the media. Excused Royem. It was determined the quorum was met.

The minutes of the committee meeting of April 14, 2016 were approved on a motion by Traxler second by Melotte. The agenda was approved on a motion by Rule second by Melotte.

City Administrator Vander Sanden reported on sample financial policies and budget line-item policy, timeline, purchasing policy and investment policies. Vander Sanden asked Finance Director Manley to go through a possible budget expense line guideline. Some edits will be made to definitions and text for the next meeting.

The committee reviewed purchasing policies from Columbus and other communities and discussed items to consider adding to Columbus'. Discussion will continue at the next meeting.

The committee reviewed the City's investment policy. Manley will update the information for the committee.

The committee continued their general budget policy discussion. Discussion will continue at the next meeting.

The next meeting will be held the second week in June after the audit is finalized. Both the general fund and the sewer audits will be reviewed at the same time.

The meeting adjourned at 8:11 pm on a motion by Rule second by Traxler.

Anne Donahue
City Clerk

COLUMBUS WATER & LIGHT
COMMISSION MEETING
MARCH 10, 2016

CWL Commission President Poser called the CWL Commission meeting to order at 4:00 pm. Commissioners present: Poser, Lang, Sanderson, Melotte and Andler. Excused Robbins and Crombie. Also present at the meeting was CWL Sup't. Anthon

It was reported that the City Clerk, as required by appropriate Wisconsin Statutes, had given proper public notice of the meeting.

The Agenda for the meeting was approved on a motion by Lang, seconded by Sanderson.

Visitor's Comments and Utility Communications: A request for donation was included in this month's packet from the Columbus School District Endowment (CSDE). Anthon noted that last year the CWL Commission gave the CSDE \$100. Motion by Melotte, second by Andler, to donate \$100 to the CSDE Color Run, motion passed. The Commission also reviewed the thank-you note from the American Red Cross for the bill insert that CWL ran for them recently.

The Consent Agenda which consisted of the February 11th CWL Commission Meeting minutes, Monthly Treasurer's Report and Outage Report was approved on a motion from Lang, seconded by Melotte.

UNFINISHED BUSINESS:

2016 CWL Borrowing/Bonding Discussion: The Commission reviewed the most recent Financing plan from Ehlers Associates. This plan included two scenarios; the first analyzed a borrowing term for the water and electric department at 10 years each; the second analyzed borrowing terms of 10 years for the electric department and 20 years for the water department. The Commission decided that option # 2 gave them the most flexibility for the water department by allowing for a quicker repayment of the bonds if, the Water utility is in a strong cash position or the option of borrowing additional funds as future water projects are decided. Next, the Commission reviewed the amount of borrowing for the upcoming projects. Anthon provided figures for the 2016 Water Main Project and the 2017 James Street Project that totaled \$3,724,528. The breakdown of funds by department for the proposed borrowing would be \$2,700,000 for the Water Department and \$1,050,000 for the Electric Department. Motion by Melotte, second by Lang, to proceed with MRBs having a 10 year payback schedule for the electric department and a 20 year payback schedule for the water department, in the amount of \$3,750,000 motion passed. The Commission directed Anthon to have Ehlers Associates prepare the necessary Revenue Mortgage Bonds in the amount of \$3,750,000 pending City of Columbus, Common Council approval.

NEW BUSINESS:

Cash Disbursements/Accounts Payable Reports: The Commission reviewed the February Cash Disbursements Report. Checks numbered 18345-18407 and 29 wire and ACH transfers, totaled \$1,128,256.32. The Commission reviewed the Accounts Payable Report and ordered paid 44 requests totaling \$189,937.06. Motion by Sanderson, second by Melotte, to approve paying the 44 requests from the AP Report. The February cost per kilowatt-hour was \$0.07879. Reports were approved and placed on file.

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Review and Approve 2016 Street and Utility Project Water Main Bids: The Commission reviewed the three bids for the 2016 Street and Utility Project. A-1 Excavating was the low bidder on the project at \$2,588,461. Motion by Lang, second by Sanderson, to approve A-1 Excavating as the contractor for the water main portion of this project.

Repair of 10" Water Main Valve on HWY 16 West: Anthon explained that a 10" water main valve was not functioning properly in front of the Columbus West Travel Center. Wondra Construction provided Anthon with hourly costs to replace the water main valve. Anthon anticipates approximately \$2,000 in charges from Wondra to replace the 10" water main valve.

Review 2015 Sales and Statistics: Anthon reviewed the 2015 Annual Sales Statistics noting the following; kWh purchases from WPPI increased 2.22% in comparison to 2014, the cost per kWh has increased 6.48% in comparison to 2010, electric demand increased 2.73% in comparison to 2014, water sales decreased 4.48% in comparison to 2010 and water revenue increased by 0.49% compared to 2014.

WRWA Technical Conference Notification: The agenda for the 28th Annual WRWA Technical Conference was distributed at the CWL Commission meeting this month. Anthon asked if any CWL Commissioners were interested in attending the conference and if so, they should contact Anthon he would take care of registering them accordingly.

REPORTS:

Financial Report was given by Sup't. Anthon and placed on file.

Mayor Comments: The Mayor was excused from this month's meeting. President Poser asked Alderman/Commissioner Melotte to report on his recent trip to Washington D.C. for the APPA Legislative Rally. Melotte reported that Wisconsin had the largest contingent of members at the APPA Rally. Melotte also explained the issues that APPA was lobbying for including Tax Exempt Financing for Municipalities, Clean Power Plan Reliability Concerns and Cyber Security.

Superintendent's Report:

- On Wednesday, February 17th, Mayor Crombie, CA Vander Sanden and Anthon attended the MEUW/WRWA Legislative Rally in Madison. After having a briefing session on the issues (AB 432 - sale of Muni Water systems; et.al.) at the Monona Terrace we went to the Capital to speak with our legislators and representatives.
- CWL Foreman Joe Hammer will be attending the APPA E&O Conference April 3-6 in Minneapolis, MN as a result of applying for a scholarship from WPPI. The E&O Conference will be a great opportunity for Joe to get ideas from other Municipal Utilities and vendors from throughout the country.

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- On Friday, February 12th, CWL was alerted to a water main break in the 600 block of Hamilton Street. The main repair was completed by 2:30 pm. This is the third water main break that CWL has had to date in 2016.
- As of February 29th, 1,077 Elster electric meters have been installed on CWL's system. CWL's crew will begin installation of the remaining meters on Monday, March 14th. The crew is anticipating that the meter installation should be finished up in early May.
- CWL's Linecrew finished the final terminations on the riser pole located on the corner of Main and James Street on Thursday, March 3rd. This circuit was constructed to supply power to the West James Street area and provide another means of tying substation 2 and 3 together. CWL's linecrew will now begin transferring overhead electrical services to circuit #202.
- CWL is still awaiting final plans and specs on the new site of the Ford Dealership. From what Anthon has been told, the project should begin in the early spring.
- A pre-construction meeting for CWL's James Street underground boring project has been set for Tuesday, March 15th with JR Underground, Charter and AT&T.
- R&R Construction gave Anthon a verbal quote of \$1,500 to repair the roof on the garage area that was damaged on Christmas Eve Day 2015 due to high winds.

Motion by Sanderson, second by Mellotte to adjourn at 5:21pm.

****Next Scheduled Meeting – Thursday, April 14th, 4:00 pm at Columbus Water & Light****

Respectfully Submitted,

Rolf Lang
CWL Commission Secretary

COLUMBUS WATER & LIGHT
COMMISSION MEETING
APRIL 14, 2016

CWL Commission President Poser called the CWL Commission meeting to order at 4:00 pm. Commissioners present: Poser, Lang, Sanderson, Andler, Melotte and Crombie (departed 5:40 pm). Unexcused Robbins. Also present at the meeting was CWL Sup't. Anthon, ESR Stieve, Scott Bedhun of R&M and Drs. Forester, Clary, Mitchell and Fink of Columbus Family Dental.

It was reported that the City Clerk, as required by appropriate Wisconsin Statutes, had given proper public notice of the meeting.

The Agenda for the meeting was approved with one amendment to move item # 4 under new business to the beginning of the agenda on a motion by Crombie, seconded by Lang.

Visitor's Comments and Utility Communications: Forester and the other dentists commented on the benefits of adding Fluoride to the public water system. The Doctors distributed information from the ADA and CDC on the benefits of adding Fluoride to the public water system. Poser pointed out several articles were included in this month's packet including Lake Mills plan to replace lead laterals, information on electric rates overall in the state of Wisconsin and the PSC approval of the community solar project in Middleton. Bedhun then reviewed the WP # 1 assessment report that he prepared. Several items were noted in the report including the need for additional elevated water storage for Columbus, the cost savings if, CWL were to cease softening of water and recommendations to satisfy the last DNR Sanitary Survey. Bedhun suggested that the CWL Commission consider additional future planning for the water department that would be accomplished through a complete water system study.

The Consent Agenda which consisted of the March 10th CWL Commission Meeting minutes, Monthly Treasurer's Report, ESR Report and Outage Report were approved on a motion from Lang, seconded by Melotte.

UNFINISHED BUSINESS:

2016 CWL Borrowing/Bonding Discussion: Anthon reported that the Committee of the Whole (COW) meeting on March 29th, moved CWL's MRB's to the regular City Council Meeting on April 19th for approval. Discussion continued on the proceeds of the bonds. Specifically, where the bond proceeds could be placed until they are needed in 2017. According to Anthon, Ehlers Associates has an investment firm that specializes in investing bond proceeds until they are needed. The Commission directed Anthon to see if F&M Bank would be capable of assisting CWL with the investment of the borrowed funds until they are needed in 2017 and report back to the CWL Commission at the May meeting. The Commission then discussed the future of the James Street Construction Account #1257. Anthon suggested that the monthly contribution to the account cease at this time due to the fact that MRB proceeds will be available in late May/early June.

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NEW BUSINESS:

Cash Disbursements/Accounts Payable Reports: The Commission reviewed the March Cash Disbursements Report. Checks numbered 18408-18452 and 48 wire and ACH transfers, totaled \$881,023.36. The Commission reviewed the Accounts Payable Report and ordered paid 47 requests totaling \$124,886.01. Motion by Sanderson, second by Lang, to approve paying the 47 requests from the AP Report. The March cost per kilowatt-hour was \$0.07454. Reports were approved and placed on file.

NLMP Tariff Update/Adoption: ESR Stieve explained to the Commission that New London Utilities recently had their NLMP Tariff adopted by the PSC and it will be relatively effortless for CWL to request an NLMP Tariff. Motion to request that WPPI assist CWL with instituting an NLMP Tariff for CWL by Sanderson, seconded by Melotte. Roll call vote; Poser-aye, Sanderson-aye, Lang-aye, Andler-aye, Melotte-aye and Crombie-aye; motion carried. Stieve also explained that the PSC approved the use of E3P funds for Air Conditioning unit replacements.

Discussion on WP #1: This item will be discussed further at the May CWL Commission Meeting.

Long Range Planning Review: This item will be discussed further at the May CWL Commission Meeting.

Plan on Report to City Council: By ordinance the CWL Commission is required to give a report to the City Council at the first meeting each May. Anthon explained that in the past a member of the Commission has given the report as well as the former Superintendent. The Commission directed Anthon to present the annual Report to the City Council in May.

Fourth of July Advertisement: Shirley Hofmann stopped by the CWL Office to inquire if CWL was interested in placing an advertisement in the 4th of July Ad book. Motion to purchase an \$80 ad in the 4th of July Ad Book by Melotte, second by Sanderson. Motion carried.

REPORTS:

Financial Report was given by Sup't. Anthon and placed on file.

Mayor Comments: The Mayor departed at 5:40 pm from the meeting.

Superintendent's Report:

- As of March 31st, 1,852 Elster electric meters have been installed on CWL's system. Linemen Koenig and Severson began installing meters again on Wednesday, April 13th. The crew is anticipating that the meter installation should be finished up in early May.

COMMISSION MEETING

APRIL 14, 2016

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- On Monday, April 4th, DPW Director Clark and City Engineer Lietha marked trees for removal on the 2016 Local Streets Project. CWL's Line crew assisted A-1 Excavating with the removal of trees that were in conflict with CWL's overhead distribution circuits. We followed our normal procedure of clearing the tree and/or branches within 10 feet of our primary circuits, after that the contractor was responsible for the removal and disposal of the remainder of the tree.
- The Business Manager Ad has been placed on the WPPI, MEUW, WRWA and on the League of Wisconsin Municipality websites. Also, the ad has been placed in the Columbus Journal, Daily Citizen and Sun Prairie Star. To date, CWL has received 7 resumes and 4 inquiries into the position.
- Since 2001, CWL has used Energy Services Incorporated(ESI) to administer our Low Income/Public Benefits Program. Over the past few years, CWL Staff has been working with WPPI staff to make sure that the funds that CWL rate payers submit to these programs come back to Columbus for those in need of assistance. ESI's reporting has been lacking and is extremely difficult for WPPI, CWL and BTVK to track, even after multiple requests to get a proper report from ESI. Olson, Stark and Anthon met with WPPI staff to discuss CWL's options for administering this program which included, submitting CWL Low Income funds directly to the State DOA (which the majority of WPPI members do) or keep our funds in house to disburse with WPPI's assistance.
- CWL Foreman Hammer and Anthon met with Mike Bade, Electrical Inspector and Carolyn Fredricks of HLPC to discuss the installation of 3 phase power to the Park Pavilion Building. Hammer worked up an estimate for CWL's portion of the anticipated work. In all, Hammer estimated \$24,365 for the 3 phase electrical installation. CWL will also need to purchase a new transformer for the Pavilion at an approximate cost of \$7,500.

Motion by Lang, second by Sanderson to adjourn at 6:16 pm.

****Next Scheduled Meeting – Thursday, May 12th, 4:00 pm at Columbus Water & Light****

Respectfully Submitted,

Rolf Lang
CWL Commission Secretary

**HILLSIDE CEMETERY ASSOCIATION QUARTERLY MEETING
MONDAY, FEBRUARY 8, 2016 – 6:30 PM
COLUMBUS SENIOR CENTER**

The meeting of Hillside Cemetery Association was called to order by President Marks at 6:30 p.m. at the Columbus Senior Center, Columbus, Wisconsin 53925 on Monday - February 8, 2016. The public meeting had been posted and evidence thereof indicated by the City Clerks's proof of posting.

Roll Call: John Marks, Gloria Moldscheck, Alice Schmitt, Clara Sennhenn, David Roelke, Beth Altschwager, Evelyn McNulty. **ABSENT:** Robert Link. **Advisory:** Joyce Shepard.
Absent: Bonnie Schoenherr. **Others Present:** Rick Royem, (Council - Cemetery liaison), Davis Clark, (Public Works), and Patrick Vander Sander (City Administrator)

Chapel Usage for Storage during Winter Months:

Patrick Vander Sanden had a request from Jensen Funeral home to use the Chapel during the winter months for storage. A discussion regarding the liability, and security of building.

Dave Roelke made a motion that no bodies would be stored in the chapel at any time. Second by Evelyn McNulty, carried by voice vote.

Specifications for Monument Concrete Bases:

Rick Royem will put together the specification and process for the installation of monument bases.

Monument Repair:

Darrall Stibb of Correctional Center will get back to us by middle of March, he will come out to make an assessment of work on repairing headstones. The 2 Dirty Old Men will also do work for the cemetery again this year.

Chapel Update/Repairs:

Shingles on chapel have been fixed due to storm. Davis will check quotes for redoing roof. Rick has fixed the hole where bats were coming in.

Stump Removal:

Davis reported they will be doing trimming and cutting stump removal again this year. The budget of \$1,000.00 for purchasing new trees to replace from the storm. Davis said the White Oak runs around \$400.00. The City purchasing their trees from McKay Nursery.

Roads:

The road running along the top of Cemetery is in bad shape. Davis will check into the cost from the cemetery office to the Columbarium. The city will repair the spot on Maple St. where a large tree went down.

Rent of Vacant Land:

Letters will be going out regarding renting of land consisting of about 10 acres. One acre will be kept by City to dump leaves. Davis will oversee and report to City.

As there being no further business Beth Altschwager made a motion to adjourn, second by Evelyn McNulty, carried voice vote. Meeting adjourned 7:30 p.m.

Gloria Moldscheck, Secretary

**Columbus Historic Landmarks and Preservation Commission
Monthly Meeting, Community Center/Recreation Building, 5:00 PM**

Date: May 11, 2016

Attendees:

Carolyn Fredericks

Beth Altschwager

Retta Kurth

Jan Ulrich

RuthAnn Hermanson

- 1. Call meeting to order**
- 2. Properly posted meeting**
- 3. Approve Agenda of May 11, 2016 Meeting**
Addition to Old Business: Hanson photo-op
Motion: Kurth Second: Altschwager Motion Approved
- 4. Approve Minutes of April 13, 2016 Meeting**
Motion: Altschwager Second: Ulrich Motion Approved
- 5. Treasurer Report-Attached:**
Motion: Kurth Second: Ulrich Motion Approved
- 6. CHLPC City budget summary – Updated copies distributed**
- 7. Old Business:**
 - A. Resthaven project ideas:**
 - 1) Roof – bids:** Three bids have been submitted: RM Glover, Ganser, and Dale Pfeiffer. Davis will take these bids under consideration, check with State, and recommend a contractor.
 - B. Intensive Survey/National Register Nomination:** Heggland sent a hard copy and a copy on disc of the completed National Register nomination form for the Dix St –Warner St Historic District (Mid-Century Modern Historic District) in Columbus. The original of this form and all necessary supporting documentation has been delivered to the Division of Historic Preservation in Madison for processing and we will be kept informed of its progress through their evaluation process.
Kurth made a motion to pay Heggland the remaining balance on the contract (\$2500) using the remaining balance of the city “new projects” fund #100-511210-318 of \$1790, and the remaining balance of \$710 out of the CHLPC account #187450. Ulrich seconded it. The motion carried.
 - C. 2016 Calendar:** Remaining 2016 calendars and previous left-over calendars will be made available for sale at the June 9th book signing event at the Garwick residence.
 - D. Pavilion ADA Project:**

1) Bid Opening – May 5, 2016: Three bids were submitted based on specifications submitted by Design Coalition, Inc. Included in the bids are the elevator, 2 ADA bathrooms on 1st floor, 2 ADA bathrooms on the 2nd floor, and existing bathrooms renovation. A decision will be based on follow-up information from all three bidders.

2) Jack Sanderson – Window grant/”blight” status: The pavilion did not qualify for “blight” status, and the time line on opportunity to apply for the grant could not be met. Will keep the project in mind for another opportunity.

3) Photo-op: Hanson declined a public expression of appreciation for the “business challenge” at this time.

E. Jan’s book signing – June 9, 2016 – Governor Lewis Mansion: Ulrich presented details on preparations for the event: Cindy Feseemyer - advertising; Julie’s Java – refreshments; Doc Campbell – wine server. Garwick requested Commission members positioned in the rooms to offer information. All attending members obliged.

8, New Business:

A. Design Coalition billing/bills: A final bill for the design & bid specifications of the existing bathrooms (Invoices 1020 & 1033) will be paid from the CHLPC account #187450 in the amount of \$2,487.50. Altschwager made a motion to that effect and Ulrich seconded it. The motion carried.

A bill for the remaining design & bid specifications (Invoices 1005,1033,1034) in the amount of \$5933.21 will be paid from the Pavilion ADA Accessibility Fund account # 250968. Altschwager made a motion to that effect and Kurth seconded It. The motion carried.

A bill to Capitol Newspapers for posting bid requests in the amount of \$219.73 will be paid from the Pavilion ADA Accessibility Fund Account # 2500968. Ulrich made a motion to that effect and Altschwager seconded it. The motion carried.

B. CHLPC garden schedule: Altschwager reported that geraniums will be available May 20th for planting. A check for \$148.75 will come from the CHLPC account # 187450. A date will be forthcoming. A calendars was passed around for members to sign up to garden maintenance.

B. Other: No comment

9. Council Liason report: Thom absent.

10: Adjourn: Motion made by Altschwager, seconded by Kurth. Motion carried.
Meeting adjourned at 7:30 pm.

Respectfully Submitted,
Retta Kurth, Sec.

**Columbus Public Library
Library Board Meeting
Tuesday, April 19, 2016
Phyllis Luchsinger Callahan Meeting Room**

Peter Kaland called the regular meeting to order at 5:00 PM. Present: Trina Reid, Bill O'Donnell, Mary Lou Sharpee, Cindy Fesemyer, Nora Vieau, Dan Stuntebeck and Kate Stover. Excused absence: Jenny Perkins

Also in attendance were Sue Martin of the Columbia County Library Board; Patrick Vander Sanden, City Administrator; Chris Ruetten of Ruckert & Mielke (surveying firm) and Marilyn Moore, homeowner of the house on the corner, adjacent to the Library.

Adoption of the Agenda: Bill moved and Dan seconded a motion to approve the Agenda as presented. Motion carried.

Board Minutes: Kate moved and Mary Lou seconded a motion to accept the Board meeting minutes from March 15th. Motion carried.

Library/Community Commons Area Project Update : Patrick Vander Sanden, City Administrator spoke to the issue of the Library project, addressing the likelihood of CPL winning a CDBG at this time, with the city not hitting the level of poverty in the community, required by the State. Being based on 6-year old census data, the Library will continue working with Cindy Jaggi of Economic Development Partners (a consulting firm) to get current poverty data, and a generally broader data picture. This, to graph the needs of the Library in trying to keep up with the growing demand for modern information services. [Note: the Community Development Block Grant (CDBG) is due at the end of May, a target we may not hit.]

Property Line Survey Presentation: Chris Ruetten of Ruckert & Mielke presented the Property Survey map showing the library and its adjoining properties. The main point is that the library has a 10-foot wide easement, which basically goes thru both driveways of the 2 homes adjoining the library property. Marilyn Moore, one of the homeowners was present for Chris's discussion. We gave Marilyn a copy of the survey map. Pete will approach the other homeowner and discuss our tentative plans for cars to get in and out of our parking lot, once the E. James St. exit is closed, during the construction project.

Columbia County Library Board Annual Report – was presented by Sue Martin of the Board. She spoke of the importance of libraries in general and some of the generous donations they have gotten, especially from the Culvers family. She also recognized Mary Lou Sharpee as Library Advocate of the Year. She mentioned that in all the years Sue has been involved in presenting this award, the Board has never seen anyone with the breadth of service to others as Mary Lou.

Financial Secretary's Report: The SCLS Foundation Fund balance is \$234,158.25. The Anchor Bank balance is \$34,068.62. The Farmers and Merchants Bank balance is \$6,216.45.

We do not have current figures for F&M and Anchor Banks, these are last month's figures. Pete moved and Dan seconded a motion to accept the report. Motion carried.

Pete & Cindy discuss our fees with the SCLS Foundation and this item will be on the agenda at next SCLS Foundation Board meeting. As was noted last month, we pay approximately \$350. per month, each month, for them to manage our funds.

We received copies in our packet of the 2016 Budget.

Approval of Bills: Bill moved and Nora seconded a motion to accept the bills in the amount \$14,146.96. Motion carried.

Director's Report :

- Cindy showed an ALA film clip on the Columbus Public Library which has draw good reviews and from some far away conferences Cindy has attended.
- As was mentioned last month, the first week of April, Cindy will be attending the Public Libraries Association Conference in Denver. This trip is almost completely funded by the Aspen Institute and the WI Library Assn. She is presenting a panel on Libraries Transforming Communities
- There will be a party at the Library on Friday, June 3rd, 4PM-6PM, honoring Mary Lou Sharpee
- As has been mentioned before, the library staff and Jan Ulrich will host a book launch party at the Lewis House on June 9th
- We discussed fines, fees and stats
- Sadly, Katrina is leaving CPL shortly for a library position, closer to home in the Twin Cities. She will be greatly missed and has been an asset to the library. The Board thanks her for her hard work in her time with us. The library is accepting applications to fill Katrina's position.
- Cindy advises us that the library is expecting an infestation of Gnomes this summer.

Friends of the Library:

- The last FOL Culvers Night fund raiser raised about \$100.
- The FOL Arbor Day Book Sale will be held May 29 & 30 at the Fireman's Park Pavilion

Correspondence : none

Committee Reports : none

Building Ad Hoc Committee : none

Building & Grounds : none

Policy : none

Personnel :

President's Report: none

Unfinished Business

Paid Time Off for Part Time Employees : The planned discussion of paid time off for part-time employees was tabled on a motion by Kate and seconded by Trina. No vote is needed for this.

There being no further business, Dan moved and Nora seconded a motion to adjourn the meeting. Motion carried.

Bill O'Donnell, Secretary

240 North Water Street
Columbus, WI 53925



TO: Columbus Area EMS District Board Members

FROM: Werner Biedermann

DATE: June 2, 2016

SUBJECT: May 2016 Monthly Report

Lifestar responded to 42 911 calls this month. We also assisted Rio EMS and Pardeeville EMS with Intercepts.. We also responded for one fire standby for Columbus Fire Department. Lifestar also responded for mutual aid requested by Cambria EMS for a multiple patient motor vehicle accident. Below is the breakdown by municipality.

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Total
Calamus	1	3	1	0	2	0	0	0	0	0	0	0	7
Columbus City	30	21	42	21	23	0	0	0	0	0	0	0	137
Columbus Town	2	4	5	1	2	0	0	0	0	0	0	0	14
Elba	3	1	5	6	2	0	0	0	0	0	0	0	17
Fall River	8	6	6	12	12	0	0	0	0	0	0	0	44
F. Prairie	4	0	1	4	0	0	0	0	0	0	0	0	9
Hampden	1	2	2	2	0	0	0	0	0	0	0	0	7
Portland	1	1	0	1	0	0	0	0	0	0	0	0	3
Otsego	0	3	0	0	1	0	0	0	0	0	0	0	4
York	0	0	2	1	0	0	0	0	0	0	0	0	3
Totals	50	41	64	48	42	0	0	0	0	0	0	0	245

There is one 911 call not tallied in the above count. Lifestar was paged out for a call in Fountain Prairie. When dispatched discovered that the call was actually in Courtland township, an area covered by Randolph EMS the call was cancelled.

On May 12th, Lifestar had three 911 calls within a 25 minute time frame. Two were taken by our front line ambulances. The station supervisor responded as a first responder to provide initial care to the third patient until a third Lifestar ambulance that was close to our response area arrived on scene.

A Lifestar EMS instructor provided a refresher to the Columbus Police Officers in the use of Narcan for patients that have overdosed on an opioid drug.

We had one response to a Columbus address that exceeded the six minute response time. This was a driver error and the employee was spoken to about the response.

Training for the month was Difficult IV's.

**CITY OF COLUMBUS
PLAN COMMISSION – REGULAR MEETING
THURSDAY, APRIL 21, 2016 – 6:30 P.M.
COLUMBUS CITY HALL**

The Columbus Plan Commission held a regular meeting on Thursday, April 21, 2016 at 6:30 pm at Columbus City Hall. Present: Chair Crombie, members Hansen, Schumann, Traxler and Zapotocny. City Administrator Vander Sanden, City Clerk Donahue and interested citizens. Excused: Monday and Robbins.

The meeting was called to order by Chair Crombie and notice of open meeting was noted as posted. The agenda was approved on a motion by Zapotocny second by Schumann. Motion carried voice vote. Motion by Schumann second by Crombie to approve the minutes of 03/17/16. Motion carried voice vote.

Chair Crombie called to order a public hearing regarding the request of B2 Enterprises, LLC and Duffy Grain, Inc. to rezone from RD Rural Development to B2 Highway Commercial tax parcel 1110.017/18. Atty. Proctor presented information on the development of the site and the use of the property. Crombie asked for questions from the Commission and those present. Crombie asked three times if there were any other comments. Hearing none the public hearing adjourned on a motion by Schumann second by Traxler. Motion carried voice vote.

Schumann asked for clarification as to the name of the developer and was advised the developer will be Duffy Fleet Services. Motion by Hansen second by Schumann to recommend to the Council approval of the request of B2 Enterprises, LLC to rezone parcels 1110.17/18 from RD Rural Development to B2 Highway Commercial. Motion carried voice vote.

Atty. Proctor had provided information on changes to the certified survey map that will be made to take into consideration the proposed site plan and staff comments.

Consideration of the proposed certified survey map submitted by of B2 Enterprises, LLC and Duffy Grain, Inc. of tax parcel 1110.017/18 was tabled to the next meeting.

Carl Benck presented information on the proposed certified survey map of his parcel 1110.08 and commented on the staff letter. Benck stated he is reluctant to put on the certified survey map a future road that may or may not ever be built. Consider recommendation to Common Council on the certified survey map of tax parcel 1110.017/18

Motion by Schumann second by Zapotocny to recommend to the Council approval of the certified survey map submitted by Carl Benck of tax parcel 1110.08 subject to addressing items 1-8 and 11 & 12 of the staff letter. Motion carried voice vote.

City Administrator Vander Sanden stated both of these projects are be located in the TIF #4. Already 4 new home building permits this year.

The meeting adjourned at 6:59 pm on a motion by Zapotocny second by Hansen. Motion carried voice vote. The next regular meeting of the Plan Commission will be May 19, 2016.

Anne Donahue
City Clerk

CITY OF COLUMBUS

FOR MEETING OF: Regular City Council Meeting - JUNE 7, 2016

REQUEST FROM/DEPARTMENT: SEWER UTILITY

AGENDA ITEM: Consider and take action on the Sewer Utility rate study and recommendations for changes to the rate structure.

OVERVIEW OF THE REQUEST: Baker Tilly-Virchow Krause, LLP was hired by the City to perform a rate study for the Sewer Utility.

BACKGROUND OF REQUEST: As required by both the bonds the Utility has taken out for financing and the Dept. of Natural Resources the City's Sewer Utility is to review the rates at least every two years.

PREVIOUS ACTION TAKEN (IF APPLICABLE): Rate studies have been done every two years with the last rate change being in the year 2008 to the City of Columbus users. In 2014 the Town of Elba saw a reduction in the rate based on the retirement of debt associated with the Town of Elba agreement.

DESCRIPTION AND SCOPE OF PROJECT/ITEM WITH KEY ISSUES NOTED: The purpose of the study was to ensure that the Utility was maintaining its ability to meet the following requirements: (pages 3-4 of study)

- 1.) Cash needs of the Utility – methodology used in the study designed to determine the cash needs of the utility current and future.
- 2.) Maintaining consistency with existing rate design structure – being consist in looking at the prior studies and maintaining the consistent allocations and percentages.
- 3.) Compliance with debt service coverage – the Utility's bond resolutions require the Utility's "earnings" to be more than 110% of the annual revenue bond debt service requirement.
- 4.) DNR rate design requirements – requires that rates are proportional for operational, maintenance and required replacement costs. This means that charges reflect the relative customer volume, strength of wastewater and size of meters.

Baker Tilly also had other considerations in doing the study which are intergovernmental agreements with the Township of Elba and the Village of Fall River plus the waste haulers who use the City's treatment plant to dispose of collected waste.

Village of Fall River: The findings of the study recommends an increase in the rate for the Village.

Town of Elba: The findings of the study recommends a decrease in the rate for the Township.

Waste Haulers: The study recommends a reduction in the charge from \$162 to \$143 per 1,000 gallons because in theory the haulers do not have an impact on the collection system. **STAFF RECOMMENDATION:** There is one recommendation from staff and that is the current fee for waste haulers should remain as is with no reduction to the charge. While it is noted that the haulers do not impact the collection system they can impact the process and bio-solids. For that reason it is felt that the rate of \$162.00 per 1,000 gallons remain as is with no change.

BUDGET AND/OR FINANCING INFORMATION:

Attached is a sample of the impact to the rate structure for various users within the City taken from the study.

ACTION:

Approval would make the following changes to the rate structure for the Sewer Utility and the changes would take affect at the next billing cycle (in order to provide for a proper transition from old to new):

Users/Customers:	Current Rate:	New Rate:	Difference:
City of Columbus Users:			
Volume Charge per 1,000 gallons	\$5.36	\$5.46	\$ 0.10
Fixed Charges By Meter Size:			
Meter Size: 5/8"	\$15.60	\$15.70	\$ 0.10
3/4"	\$15.60	\$15.70	\$ 0.10
1"	\$20.00	\$21.00	\$ 1.00
1 ¼"	\$23.00	\$25.00	\$ 2.00
1 ½"	\$26.00	\$29.00	\$ 3.00
2"	\$34.00	\$39.00	\$ 5.00
3"	\$53.00	\$62.00	\$ 9.00
4"	\$80.00	\$95.00	\$15.00
6"	\$146.00	\$177.00	\$31.00
Town of Elba	\$2.86/1,000	\$2.71/1,000	(\$0.15)
Village of Fall River	\$1.89/1,000	\$2.39/1,000	\$ 0.50
Waste Haulers	(Staff Recommends)	\$162/1,000	N/A
	(Study)	\$143/1,000	(\$19.00)

(To ensure a clean change from the current to new rates the City will work with the Water & Electric Utilities who read the meters and invoice for the Sewer Utility use to determine the correct billing cycle start date in June. For the Town of Elba and Village of Fall River it will fall on the first day following the month of approval.)



Baker Tilly Vinchow Krause, LLP
Ten Terrace Ct., PO Box 77398
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

Page 2

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 and 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

February 29, 2016
Page 3

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
 Monthly Bill Comparison
 Forecasted 2016

[Handwritten Signature]

Current

Per Study

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

* - Average monthly volume amounts were obtained from Schedule 2A.

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
 CONSTRUCTION AND FINISH
 REQUIREMENTS & NOTES.

LEGEND

- SURFACE DRAINAGE DIRECTION ARROW
- 900 PROP. 5' CONTOUR
- 901 PROP. 1' CONTOUR
- EXISTING 5' CONTOUR
- EXISTING 1' CONTOUR
- GR-940 20 PROP. SPOT ELEVATION
- TP-940 20 PROP. TOP OF PAVEMENT ELEVATION
- RH-940 20 PROP. TOP OF STRUCTURE ELEVATION
- TW-940 20 PROP. TOP OF WALK ELEVATION
- TW-940 20 PROP. TOP OF WALL ELEVATION
- BW-940 20 PROP. BOTTOM OF WALL ELEVATION

PROJECT NO.	PROJECT DS	SCALE	AS SHOWN	DATE	REVISED
DATE	DATE	DATE	DATE	DATE	DATE
BY	BY	BY	BY	BY	BY
DATE	DATE	DATE	DATE	DATE	DATE

MSA
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 201 Corporate Drive, Suite 100
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 www.msa-engineers.com

AT HOME AGAIN
 CITY OF COLUMBUS
 COLUMBIA COUNTY, WISCONSIN

GRADING AND DRAINAGE PLAN

12236005
 5/11
 SGT

HIGH-STRENGTH WASTEWATER USER AGREEMENT

Re: Discharge to City of Columbus Wastewater Treatment Facilities

This High-Strength Wastewater User Agreement is entered into by and between the City of Columbus (the “*City*”) and Ottery Brothers, LLC (“the User”) to allow for the discharge of High-Strength Wastewater to the City of Columbus Wastewater System pursuant to the Sewers and Sewer Use Ordinance, Article V. of the Columbus Code of Ordinances (the “*Ordinance*”).

1. **PARTIES.** The following parties are subject to this Agreement.

CITY	USER
CITY OF COLUMBUS	OTTERY BROTHERS, LLC
Attn: John Nehmer, WW Operator	Attn: Herb Ottery
537 River Road	W736 County Road B
Columbus, WI 53925	Campbellsport, WI 53010
Office: (920) 623-5915	Office: (920) 477-3115 ext. 211
Fax: (920) 623-5932	Mobile: (920) 539-4428
JNehmer@columbuswi.us	Fax: (920) 477-7105

2. **FACILITY / PROPERTY.** This Agreement applies to the Ottery Brothers Large Truck and Tank Wash facility (the “*Facility*”) located in the City of Columbus, Columbia County, Wisconsin more specifically described as Lot 1 of Certified Survey Map No. 5684, recorded in Volume 40 of Certified Survey Maps, Page 59 as Document No. 876483 (the “*Property*”).

3. **TERM.** The User is authorized to discharge wastewater in compliance with the limits and monitoring requirements specified in this Agreement after construction of the Facility is substantially complete on (Date to be Inserted) and for a period of twenty (20) years from that date (the “*Expiration Date*”). No discharge may take place under this Agreement after the Expiration Date. Thereafter, the User shall either amend this Agreement or enter into a new agreement.

4. **HOURS OF OPERATION.** The Facility may be operated during the following times or as otherwise allowed by the City:

Monday through Friday:	6:00 AM to 10:00 PM
Saturday:	6:00 AM to 2:00 PM
Sunday:	2:00 PM to 10:00 PM

5. **PRETREATMENT PLAN.** The User shall comply with the Pretreatment Plan set forth on Exhibit A, which shall include a map showing the location(s) for taking samples.

6. **DISCHARGE LIMITATIONS AND MONITORING.**

A. Limits and Monitoring. Discharge limits and monitoring requirements for flow, BOD and TSS are set forth on the attached Discharge Limits and Monitoring Schedule. See Exhibit B.

B. Compliance With Applicable Regulations. The User shall also comply with the requirements set forth in the Ordinance (as amended from time to time) and also comply with all State or Federal regulations regarding the discharge to municipal wastewater treatment facilities.

C. Monitoring and Testing. See Exhibit B

D. Access. User hereby grants to the City access to the Facility's sampling location at any time during normal business hours at the City's request for purpose of inspection and data collection.

E. Average Discharge. The average daily discharge shall be calculated based on a month average basis. The average concentration of all samples collected by the User and City and analyzed during each month by an independent testing laboratory, and the average daily flow for the month shall be utilized to calculate the monthly average daily discharge for the given month. The calculation of average daily discharge does not include wastewater removed from site.

F. Sampling and Monitoring Devices. The User shall install, operate, and maintain all sampling and monitoring devices, including those required by City, in proper working order at its own expense.

G. Waste Volume.

- i. Waste Volume. The waste volume will be determined by the processed water meter, subject to the adjustment set forth below, unless otherwise requested by the User. The domestic water (the water used in the bathrooms, etc.) is separately metered, and shall not be used for determining the waste volume. The domestic wastewater charge will be calculated independently based on its respective meter. The City or User may require at any time to have the waste volume metered independently from the water usage. In the event the waste is metered separately, the costs for additional meters will be paid by the User. The requirements for the operation of the meter and the frequency of calibration will be as required by the City.
- ii. Waste Volume Adjustment. As part of User's approved process, the User will initially remove the heel from the washed tankers, and will store it in a 12,000 gallon semi-trailer tanker. The heel and water in the semi-trailer tanker will be hauled to a separate facility for disposal, and will not be put into the City's facilities. The User shall weigh the semi-trailer tanker when empty, and each time it hauls away a load of heel and water. The additional weight from the heel and water will be converted to gallons (8.345 pounds per gallon), and the waste volume under Section 6.G.i above, shall be adjusted by subtracting the number of gallons being taken away in the semi-trailer tanker from the metered volume of water. The User shall keep a log of each time the semi-trailer tanker load is removed, and the weight of the load. The wastewater volume removed from the site will not be subtracted from the domestic water calculation as set forth in paragraph G.i. above.

H. Maintenance. The User will be required to maintain the settling tank, sampling manhole, sampling equipment and all pretreatment equipment as applicable. The three settling tank system is designed to perform optimally with not more than eighteen inches of solid material settled at the bottom of any tank. The User shall measure the settled solids in each tank on a weekly basis, and shall promptly pump each tank whenever the settled solids reaches 18 inches. Records of the maintenance shall be kept by the User and made available on request to the City. The City may require additional maintenance and may require additional scheduled maintenance as the system

becomes operational. The City may require further adjustments if modifications are made to the system

7. SUBMISSION OF REPORTS AND RECORDS.

A. Notice of Hazardous Waste. The User shall notify the City, in writing, of any discharge of a substance that would, if otherwise disposed of, be considered a hazardous waste under 40 CFR Part 261. Notification shall take place at least 30 days before the date of discharge and conform to all applicable Federal, State and City statutes, regulations and ordinances.

B. Reports. User shall submit to the City once a month a report containing a log of the vehicles and types of products that were cleaned from the vehicles (for example, milk, concentrated orange juice, etc.) and the number of semi-trailer tankers, their weights, and the conversion to gallons that were hauled from the site. The report shall be submitted to the City no later than the fourteenth day of each month unless User makes other arrangements with the City for reporting.

C. Cleaning Product Change. The User shall notify the City, in writing, of any change to the cleaning chemicals used by the Facility. User shall notify City in writing at least 30 days before the date of change of product and the new product(s) shall conform to all applicable Federal, State and City statutes, regulations and ordinances. Cleaning products shall not cause adverse impact to the collection system or excessive foaming in system.

8. RATE SCHEDULE. The User shall pay the rates set forth on attached Rate Schedule, Exhibit C. The Rate Schedule is subject to annual review and may be adjusted through the mutual agreement of the Parties to this Agreement.

9. DEFAULT AND DISPUTE RESOLUTION. A dispute or controversy between the City and the User shall be resolved in accordance with this Section as follows:

A. Ordinance Violation. Any violation of the Ordinance by User shall be subject to its terms and provisions, and nothing contained in this Agreement shall be construed as limiting the authority of the City to enforce the Ordinance.

B. Default Under this Agreement. In the event User should default under any term or provision of this Agreement, then in such event, the City shall give written notice of default to User in the manner provided for in the Ordinance. User shall then have a period of thirty (30) days thereafter within which to cure the default. If not so cured, then the City may elect to terminate this Agreement at the expiration of the 30-day period.

C. Dispute Resolution. Any dispute relating to a default under the Ordinance, its application or this Agreement shall be resolved as provided for in Wis. Stat. § 66.0821(5).

10. GENERAL CONDITIONS.

A. Records Retention. The User shall maintain and retain plant records relating to wastewater discharge as specified by the City for a minimum of three years.

B. Modifications. The terms and conditions of the agreement may be subject to modifications by the City during the term of this Agreement as limitations or requirements are modified by the City or any applicable regulating agency. The User shall be informed of any

proposed changes in this agreement at least 30 days prior to the effective date of change. The User may request that a transition period for implementation of the Agreement limitations or requirements be established. Such request must be made in writing prior to the effective date of change.

C. Notices. All notices, requests, demands and other communications hereunder shall be in writing and shall be deemed to have been delivered personally served on the person or delivered by certified mail return receipt requested to the address set forth under Section 1.

D. Expansion of Facility or Change of Use. Any expansion or change of use to the Facility over the period of the agreement will require a review of and revision to the applicable sections to this agreement.

NOW, THEREFORE, the parties have executed this Agreement on the day and year set forth below.

CITY OF COLUMBUS

OTTERY BROTHERS, LLC

By: _____
Name: Kelly Crombie
Title: Mayor

By: _____
Name: _____
Title: _____

By: _____
Name: Anne Donahue
Title: Clerk

EXHIBIT A

PRETREATMENT PLAN

Thresholds for samples will be calculated based on 3-month rolling averages for each item tested in the following schedule.

If any 3 month rolling average for loading or concentration is exceeded, the City will send a compliance letter notifying User to bring waste into compliance within 30 days or to install a pretreatment system to provide a reduced loading or concentration to an acceptable level.

The type of pretreatment system to be installed will be determined by the User and approved by the City. Pretreatment will be approved in accordance with all applicable ordinances. Approved pretreatment equipment will be installed as User's expense.

EXHIBIT B

DISCHARGE LIMITS AND MONITORING SCHEDULE

Discharge Characteristic			Monitoring Requirements	
	Average Maximum Day Discharge Limit	Maximum Month Daily Discharge Limit	Minimum Measurement Frequency	Sample Type
Flow*	11,000 gal/day		NA	NA
BOD	130 lb/day		2 days / week	GRAB
TSS	27 lb/day		2 days / week	GRAB
TKN	3lb/day		2 days / week	GRAB
P	15 mg/l		2 days / week	GRAB
pH	5.5 – 9.5		Weekly	GRAB
Temperature	150 degree (F)		Weekly	
Fats / Grease and Oils	100 mg/l		Weekly	GRAB

*** If the flow exceeds this limit the City reserves the right to review the volume discharge with the User and determine if the User has an impact on the collection system and treatment facility.**

Sampling Program

User will be responsible for all sampling, testing and monitoring.

Grab samples will be taken by the User. The User will use the correct sample container and preservative (if necessary) in accordance with Standard Methods for each parameter. The User will coordinate sample shipment and shipment preservative (if necessary) to the lab for monitoring. The User will be responsible to ensure sample hold times are met for each parameter.

Grab samples for each parameter will be taken with a frequency in accordance with the above table. The City will develop a default sampling schedule for the User to follow. The City reserves the right to request the User deviate from the default schedule so a consistent sampling pattern is not developed. In such cases, a reasonable notification from the City to the User will be given.

The City reserves the right to request at a future date sampling equipment to provide flow proportional composite sampling. The goal of the sampling program is to obtain a representative picture of the pollutant concentrations discharged from the truck washing facility.

User shall hire a Wisconsin certified lab to conduct the testing. The lab shall follow Standard Methods for each test conducted.

At the frequency listed in the table above, samples will be tested for:

- BOD

- TSS
- P
- TKN
- pH
- Fats, Oils and Grease

The City may request to observe the sampling by the User. In addition, the City may request split samples for independent testing to verify the accuracy of the regular lab. The City shall test at its own expense the split sample. Extra sampling containers and preservatives will be provided at User's expense. Sampling personnel hired (i.e., User's employees) by User must accommodate this request.

The City will have access to conduct its own sampling, at the City's costs, independent of User during User's business hours. When this occurs, the City will use the correct sampling container and preservatives. The City will use the same testing method as the User lab for a given parameter.

User will send all sampling results via e-mail to the City within one day of receipt.

After six months of operation the City and User shall meet to review the results of the testing and monitoring program. After each six month time period, the City will evaluate if more or fewer monitoring and/or testing parameters are necessary. The City reserves the right to require the default monitoring parameters in this agreement at any time within three weeks written notice to Ottery

Toxicity test or tests for heavy metals will not be required on a regular basis, but the City reserves the rights to require tests for these parameters with notification to the User.

EXHIBIT C

RATE SCHEDULE

Billing shall comply with City Ordinance. Billing shall be on a monthly basis and comply with the user charge system. Volume charge will be applied with a high strength charge based on the sampled loading results. Billing shall be determined based on the following:

- Average of the 8 required samples for the monthly period based on each item in the Ordinance (BOD, TSS, TKN and P).
 - If the average for all samples tested for a given parameter are above the high strength limit, waste will be billed on the high strength average for the number of days in the billing period.
 - If the average for all samples tested for a given parameter are below the high strength limit, waste will be billed at normal strength for the number of days in the billing period.
- If the City samples in a monthly period, the results of the City samples will be added to the 8 samples from the User to calculate a new average for the basis of billing.

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: *Jason P. Luthke*
 Engineer (Authorized Signature)

By: _____
 Owner (Authorized Signature)

By: *Charles M. Utley*
 Contractor (Authorized Signature)

Date: May 11, 2016

Date: _____

Date: 12-MAY-16

2016 AGENDA ITEM

Council Meeting Date: June 7, 2016

DETAILED DESCRIPTION OF SUBJECT MATTER: Certified Survey Map – B2 Enterprises and Duffy Grain

The Plan Commission met and reviewed the certified survey map of the area to be used created by this CSM and then developed by Duffy Fleet Services on Lot 2. The final survey will be available at the Council meeting June 7.

LIST ALL SUPPORTING DOCUMENTATION ATTACHED:

NAME OF DOCUMENT(S) CSM, staff letter

NUMBER OF ATTACHMENT PAGE(S) _____

IS FUNDING REQUIRED? _____ YES NO

FUNDING SOURCE: _____

DEPARTMENT: _____

ACCOUNT NUMBER: _____

MOTION REQUESTED OF COUNCIL:

Approve the recommendation of the Plan Commission to approve the certified survey map submitted by B2 Enterprises and Duffy Grain to combine tax parcels 1111.017 and 1111.018 and create 2 new lots, subject to any conditional or contingencies imposed by the Plan Commission.

PROJECT #	R.11130006.0	SCALE:	1" = 200'	FILE #	11130006.CSM
FIELD BOOK #	3096	DRAWN BY	D.L. LEISTEKOW	SHEET #	1 OF 4
PAGES #	82-83	CHECKED BY	M. J. LAUE	SIDE #	



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SURVEYOR:
MICHAEL J. LAUE
MSA PROFESSIONAL SERVICES, INC.
201 CORPORATE DRIVE
BEAVER DAM, WI 53916
(920) 887-4242

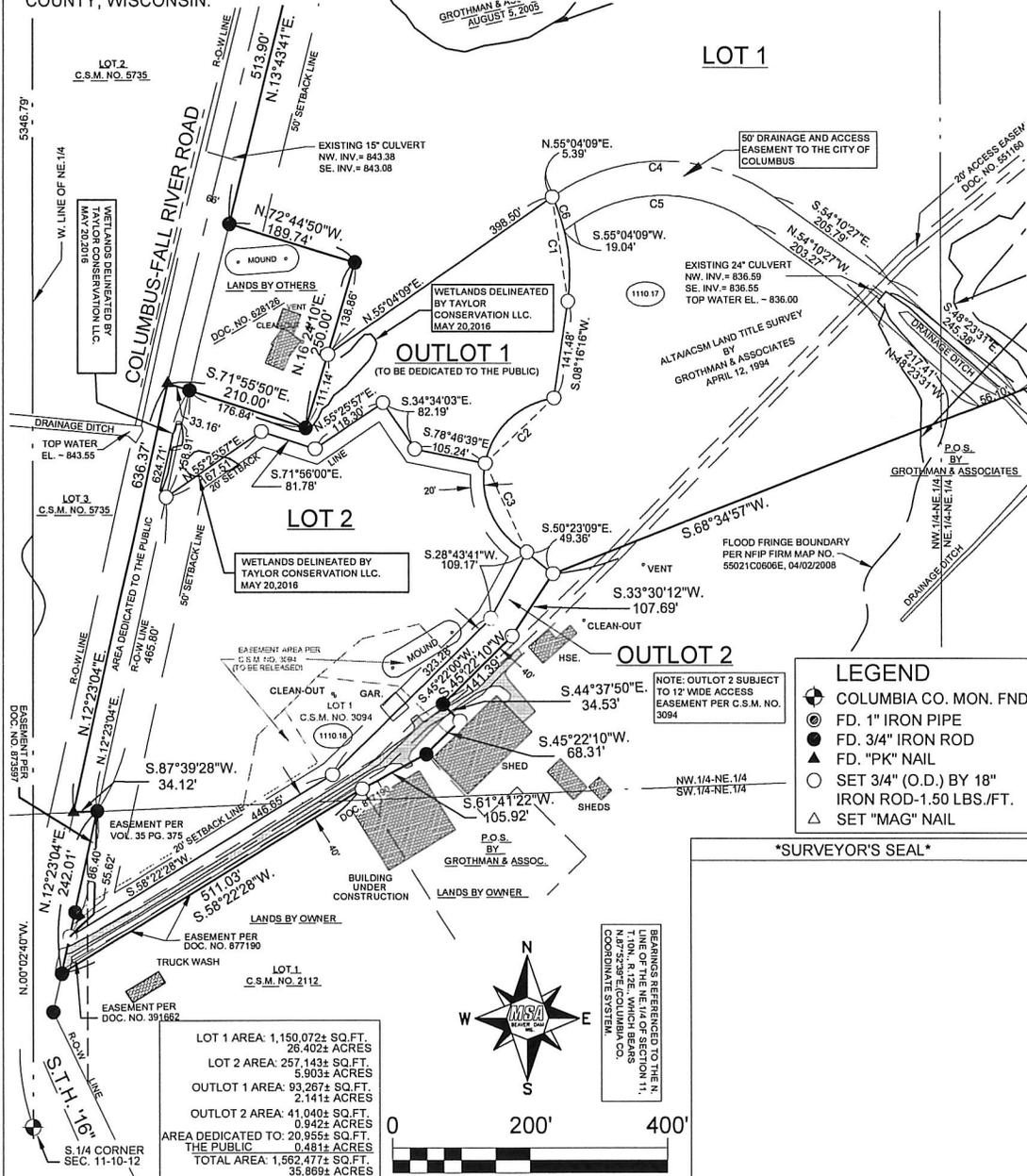
OWNER:
B2 ENTERPRISES LLC
2200 WEST JAMES STREET
COLUMBUS, WI 53925



REGISTRAR'S SEAL

COLUMBIA COUNTY CERTIFIED SURVEY MAP

A RESURVEY OF LOT 1 OF CERTIFIED SURVEY MAP NO. 3094 AS RECORDED IN VOLUME 20 OF CERTIFIED SURVEYS ON PAGE 91 IN THE COLUMBIA COUNTY REGISTER OF DEEDS OFFICE AND OF UNPLATTED LANDS BEING PART OF THE NW.1/4 OF THE NE.1/4, PART OF THE NE.1/4 OF THE NE.1/4 AND PART OF THE SW.1/4 OF THE NE.1/4 OF SECTION 11 AND PART OF THE SE.1/4 OF THE SE.1/4 OF SECTION 2 ALL IN T.10N., R.12E., CITY OF COLUMBUS, COLUMBIA COUNTY, WISCONSIN.





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PROJECT #	R.1113006
DRAWN BY:	D.L. LEISTEKOW
CHECKED BY:	M.J. LAUE
FILE #	11130006.CSM
SHEET #	3 OF 4

COLUMBIA COUNTY CERTIFIED SURVEY MAP # _____

SURVEYOR'S CERTIFICATE:

I, Michael J. Laue, Professional Land Surveyor of the State of Wisconsin do hereby certify that by order of B2 Enterprises LLC (owner) I have made a resurvey of Lot 1 of Certified Survey Map No. 3094 as recorded in Volume 20 of Certified Surveys on Page 91 in the Columbia County Register of Deeds Office and of unplatted lands being part of the NW.1/4 of the NE.1/4, part of the NE.1/4 of the NE.1/4 and part of the SW.1/4 of the NE.1/4 of Section 11 and part of the SE.1/4 of the SE.1/4 of Section 2 all in T.10N., R.12E., City of Columbus, Columbia County, Wisconsin and being more particularly described as follows:

COMMENCING at the N.1/4 corner of said Section 11; thence N.87°52'39"E., 408.70 feet along the North line of the NE.1/4 of said Section 11 to the Easterly right-of-way line of Columbus-Fall River Road and the **POINT OF BEGINNING**; thence continuing N.87°52'39"E., 911.50 feet along the North line of said NE.1/4 to the Northeast corner of the NW.1/4 of said NE.1/4 and the Southwest corner of the SE.1/4 of the SE.1/4 of said Section 2; thence N.00°00'40"W., 363.11 feet along the West line of the SE.1/4 of said SE.1/4 to the Southerly right-of-way line of the Canadian Pacific Railway Railroad; thence S.35°16'21"E., 1,134.09 feet along said right-of-way line; thence S.68°34'57"W., 1,308.53 feet; thence S.33°30'12"W., 107.69 feet; thence S.45°22'10"W., 141.39 feet; thence S.44°37'50"E., 34.53 feet; thence S.45°22'10"W., 68.31 feet to a Southeasterly corner of said Lot 1 (C.S.M. No. 3094); thence S.61°41'22"W., 105.92 feet along a Southeasterly line of said Lot 1 (C.S.M. No. 3094) to a Southeasterly corner of said Lot 1 (C.S.M. No. 3094); thence S.58°22'28"W., 511.03 feet along a Southeasterly line of said Lot 1 (C.S.M. No. 3094) and a Northwesterly line of Lot 1 (C.S.M. No. 2112) to the Southerly corner of said Lot 1 (C.S.M. No. 3094) and the Easterly right-of-way line of the Columbus-Fall River Road; thence N.12°23'04"E., 242.01 feet along said right-of-way line; thence S.87°39'28"W., 34.12 feet to the centerline of the Columbus-Fall River Road; thence N.12°23'04"E., 636.37 feet along said centerline to the Southwesterly corner of Document No. 628126 as recorded in the Columbia County Register of Deeds Office; thence S.71°55'50"E., 210.00 feet along the South line of said Document No. 628126 to the Southeasterly corner of said Document No. 628126; thence N.16°24'10"E., 250.00 feet along the East line of said Document No. 628126 to the Northeasterly corner of said Document No. 628126; thence N.72°44'50"W., 189.74 feet along the North line of said Document No. 628126 to the Easterly right-of-way line of said Columbus-Fall River Road; thence N.13°43'41"E., 513.90 feet along said right-of-way line to the **POINT OF BEGINNING**.

Said parcel contains 1,562,477 sq.ft. / 35.869 acres more or less. Outlot 2 of this survey is subject to a 12 foot wide access easement per C.S.M No. 3094.

Bearings are referenced to the North line of the NE.1/4 of Section 11, T.10N., R.12E., which bears N.87°52'39"E. (Columbia County Coordinate System)

Outlot 1 to be owned and maintained by the City of Columbus.

I further certify that this map is a correct representation of all of the exterior boundaries of the land surveyed and the division of that land; that I have complied with the provisions of Chapter 236.34 of the Wisconsin State Statutes and Title 16 - Chapter 2 of the Columbia County Subdivision Ordinance and Chapter 90, Article VI, Section 90-212 of the City of Columbus Ordinance in surveying and mapping the same to the best of my knowledge and belief.



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PROJECT #	R.1113006
DRAWN BY:	D.L. LEISTEKOW
CHECKED BY:	M.J. LAUE
FILE #	11130006.CSM
SHEET #	4 OF 4

COLUMBIA COUNTY CERTIFIED SURVEY MAP # _____

A RESURVEY OF LOT 1 OF CERTIFIED SURVEY MAP NO. 3094 AS RECORDED IN VOLUME 20 OF CERTIFIED SURVEYS ON PAGE 91 IN THE COLUMBIA COUNTY REGISTER OF DEEDS OFFICE AND OF UNPLATTED LANDS BEING PART OF THE NW.1/4 OF THE NE.1/4, PART OF THE NE.1/4 OF THE NE.1/4 AND PART OF THE SW.1/4 OF THE NE.1/4 OF SECTION 11 AND PART OF THE SE.1/4 OF THE SE.1/4 OF SECTION 2 ALL IN T.10N., R.12E., CITY OF COLUMBUS, COLUMBIA COUNTY, WISCONSIN.

-OWNER'S CERTIFICATE OF DEDICATION-

As Owner(s), I (we) hereby certify that I (we) caused the land described on this Certified Survey Map to be surveyed, divided, mapped and dedicated as represented on this Certified Survey Map. I (we) also certify that this Certified Survey Map is required by s.236.10 or s.236.12 to be submitted to the following for approval or objection:

(1) City of Columbus

WITNESS the hand and seal of said owners this _____ day of _____, 2016.

In the presence of:

OWNER(S) _____
B2 Enterprises LLC

STATE OF WISCONSIN)
ss
COLUMBIA COUNTY)

Personally came before me this _____ day of _____, 2016, the above named _____, to me known to be the person(s) who executed the foregoing instrument and acknowledge the same.

My commission expires by: _____

Notary Public

2016 AGENDA ITEM

Committee of the Whole Meeting Date: _____

Council Meeting Date: June 7, 2016

DETAILED DESCRIPTION OF SUBJECT MATTER: Conditional Use Permit – Duffy Fleet Services, LLC

The Plan Commission held a public hearing on the request of Duffy Fleet Services, LLC for a conditional use permit to operate a large truck repair facility with outdoor storage on Lot 2 of a CSM presented for approval at the same meeting Tuesday June 7, 2016. The recommendation will be available at the Council meeting.

LIST ALL SUPPORTING DOCUMENTATION ATTACHED:

NAME OF DOCUMENT(S) Application for a Conditional Use Permit

NUMBER OF ATTACHMENT PAGE(S) _____

IS FUNDING REQUIRED? _____ YES X NO

FUNDING SOURCE: _____

DEPARTMENT: _____

ACCOUNT NUMBER: _____

MOTION REQUESTED OF COUNCIL:

Approve the recommendation of the Plan Commission to grant the conditional use permit with any conditions or contingencies imposed by the Plan Commission.



Robert C. Procter
608.283.6762
rprocter@axley.com

VIA EMAIL

April 18, 2016

Anne Donahue
City Clerk
105 N. Dickason Blvd.
Columbus, WI 53925

Re: Duffy Fleet Services, Inc. - Conditional Use Permit Application
Our File: 21032.75619

Dear Ms. Donahue:

We represent Duffy Fleet Services, Inc. (the “Duffy”) relating to its application for a Conditional Use Permit to allow for the construction and use of the plus or minus six acre portion of Tax Parcel ID Nos. 11211-1110.17 and 1211-1110.18, City of Columbus, Columbia County, Wisconsin (the “Property”) for a large truck repair facility (the “Project”) to operate its fleet service business..

Previously, Duffy has filed its applications requesting:

- that the Zoning Map be amended to rezone the Property from Rural Development to B-2 Highway Commercial District; and
- for approval of its Certified Survey Map to create the applicable parcel; and
- for TIF assistance.

This submittal responds by number to the items required on the form Conditional Use Permit Application.

(1) GENERAL SUBMITTAL REQUIREMENTS

- (a) Applicant, Owner, Professional Engineer, Contractor and All Opposite and Abutting Property Owners of Record.** The contact information for the applicant, the owner of the site, engineer and contractor are listed on the form application. The opposite and abutting owners of records are:

PROPERTY NUMBER OR LEGAL DESCRIPTION	OWNERS
1110.08	Carl T. and Susan M. Benck W1250 County Road Z

PROPERTY NUMBER OR LEGAL DESCRIPTION	OWNERS
	Fall River, WI 53932
11211-1110.17 / 18 / 20	B2 Enterprises 2200 West James Street Columbus, WI 53925
11006-192.A	James W. and Mary R. Kluetzman N2052 Columbus Fall River Road Columbus, WI 53925
110006-194.03	Benjamin Reuter N1978 Columbus Fall River Road Columbus, WI 53925
110006-201.04	Hein Farms N2321 Freck Road Columbus, WI 53925
11006-198.A	Thomas Floyd Newcomb W851 State Road 16 Columbus, WI 53925
Lot 1 Certified Survey Map 5684	Ottery Brothers, LLC W736 County Road B Campbellsport, WI 53010-1402

(b) **Description of Subject Site.** The description of the subject site is: Lot 2 of Certified Survey Map No. ____, recorded in Vol. ____ of Certified Survey Maps, on Page __, as Document No. _____, being part of the SE 1/4 of the SE 1/4 of Section 2, and part of the NW 1/4 of the NE 1/4, part of the NE 1/4 of the NE 1/4 and part of the SW 1/4 of the NE 1/4 of Section 11 all in T.10N., R.12E., City of Columbus, Columbia County, Wisconsin.

Address. This property does not have an address.

Type of Structure. The structure will be a 14,700 square feet, 8 stall fleet repair facility. The structure will be a slab on grade, pre-engineered metal building.

Proposed Operation. Large truck repairs and short-term truck storage (the vehicles being worked on).

Number of Employees. Currently Duffy operates two shifts at its current location. Duffy plans to retain and create the following positions:

- Nine retained mechanic positions will move to the new facility.
- One additional mechanic position.
- One additional office position.
- One additional parts counter position.
- One additional service writer position.

If demand meets Duffy's expectations, it will add a third shift, which will create the following positions:

- Three additional mechanic positions.
- One additional parts counter position.

The building is designed for continued growth. If the additional bay that is designed (but will not be initially built) is added, then the following positions will be added:

- Four additional mechanic positions.

Current and Proposed Zoning Districts. Currently the Property is Rural Development and it is in the process of being rezoned to B-2 Highway Commercial District

(c) **Plat or Survey Showing All Information For a Certificate of Zoning Complaint.** The applicant has submitted for approval a Certified Survey Map for the Property.

(d) **Signature of Current Property Owner.** See form application.

(2) **NARRATIVE.**

(a) Owner and developer information is located on the form application.

(b) Engineer's information is located on the form application.

- (c) See above descriptions under Section 1 above.
- (d) See Site Plan submitted with application.
- (e) See Site Plan submitted with application.
- (f) We expect approximately \$2,950,000 in taxable value upon completion.

(3) DISCLOSURE STATEMENT.

(a) The proposed Conditional Use Permit is consistent with the zoning ordinance and comprehensive plan purposes and intent. The Future Land Use under the Comprehensive Plan for the Property and the adjacent properties is commercial. The Property is a six acre portion of a 35 plus acre parcel. The remaining 29 acre portion is also being rezoned to B-2 Highway Commercial.

The Property is in Tax Incremental District No. 4, which is generally planned for commercial uses such as the Ottery Truck Wash and the Columbus West Travel Center. The adjacent property to the southeast (the Columbus West Travel Center) is zoned B-2 Highway Commercial. The property to the east (the Ottery Truck Wash) is zoned General Development with B-2 Highway Commercial being the underlying zoning. The property to the northwest of the Property is zoned I-1 Industrial.

(b) The proposed use will not have an adverse impact on the adjacent property, the character of the area, or the public health, safety morals, comfort and general welfare and will not substantially diminish or impair property values within the community of neighborhood.

(c) Interference with surrounding development. The proposed use and development will be constructed, arranged, and operated so as not to interfere with the use and development of neighboring property according to the applicable zoning district regulations.

(d) Adequate public facilities. The proposed use and development will be served adequately by essential public facilities and services such as streets, public utilities including public water supply system and sanitary sewer, police and fire protection, refuse disposal, public parks, libraries, schools, and other public facilities and utilities, or the applicant will provide adequately for such facilities.

(e) Traffic management. That vehicular ingress and egress at the proposed site will be appropriately designed and will minimize undue negative traffic impacts.

(f) Destruction of significant features. The applicant understands that the plan commission may recommend and the common council may impose reasonable conditions on the proposed use and development to avoid or minimize the destruction, loss, or damage of any

natural, scenic, or historic feature of significant importance, taking into account the surrounding uses, the existing use of the site, and public convenience.

(g) Compliance with standards. The applicant shall, in all other respects, conform to the applicable regulations of the district in which it is located, except as such regulations may, in each instance, be modified to a more restrictive requirement by the common council pursuant to the recommendations of the planning commission.

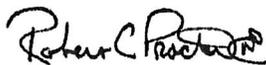
THE FOLLOWING ITEMS ARE CONTAINED IN SUBMITTED DOCUMENTS.

- (4) **SITE PLAN.**
- (5) **BUILDING PLANS.**
- (6) **GRADING AND STORMWATER PLANS.**
- (7) **LIGHTING PLANS.**
- (8) **LANDSCAPING PLANS.**
- (9) **TRAFFIC STUDY**
- (10) **OTHER DATA.**

Please contact me if you have any questions or concerns.

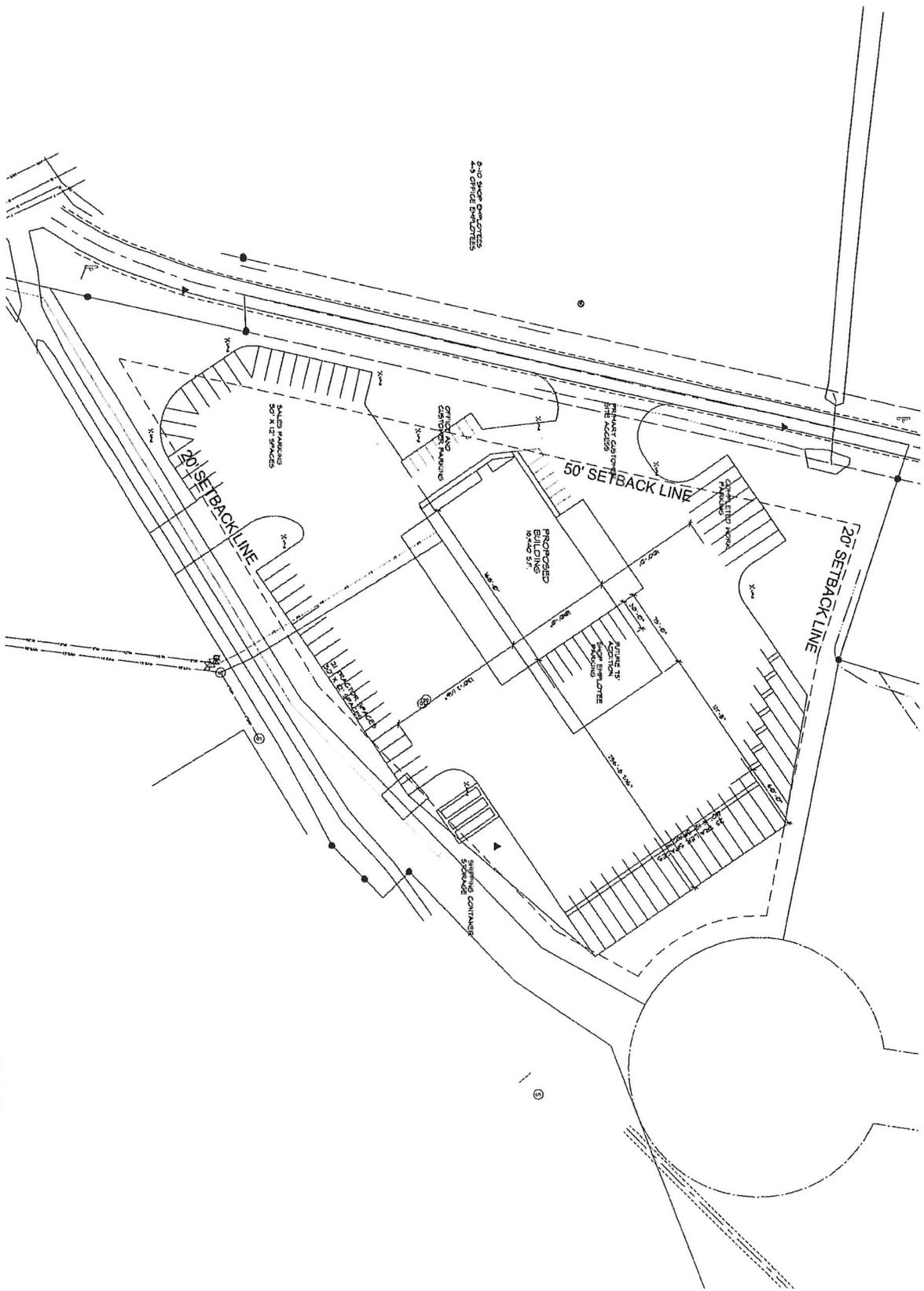
Sincerely,

AXLEY BRYNELSON, LLP



Robert C. Procter

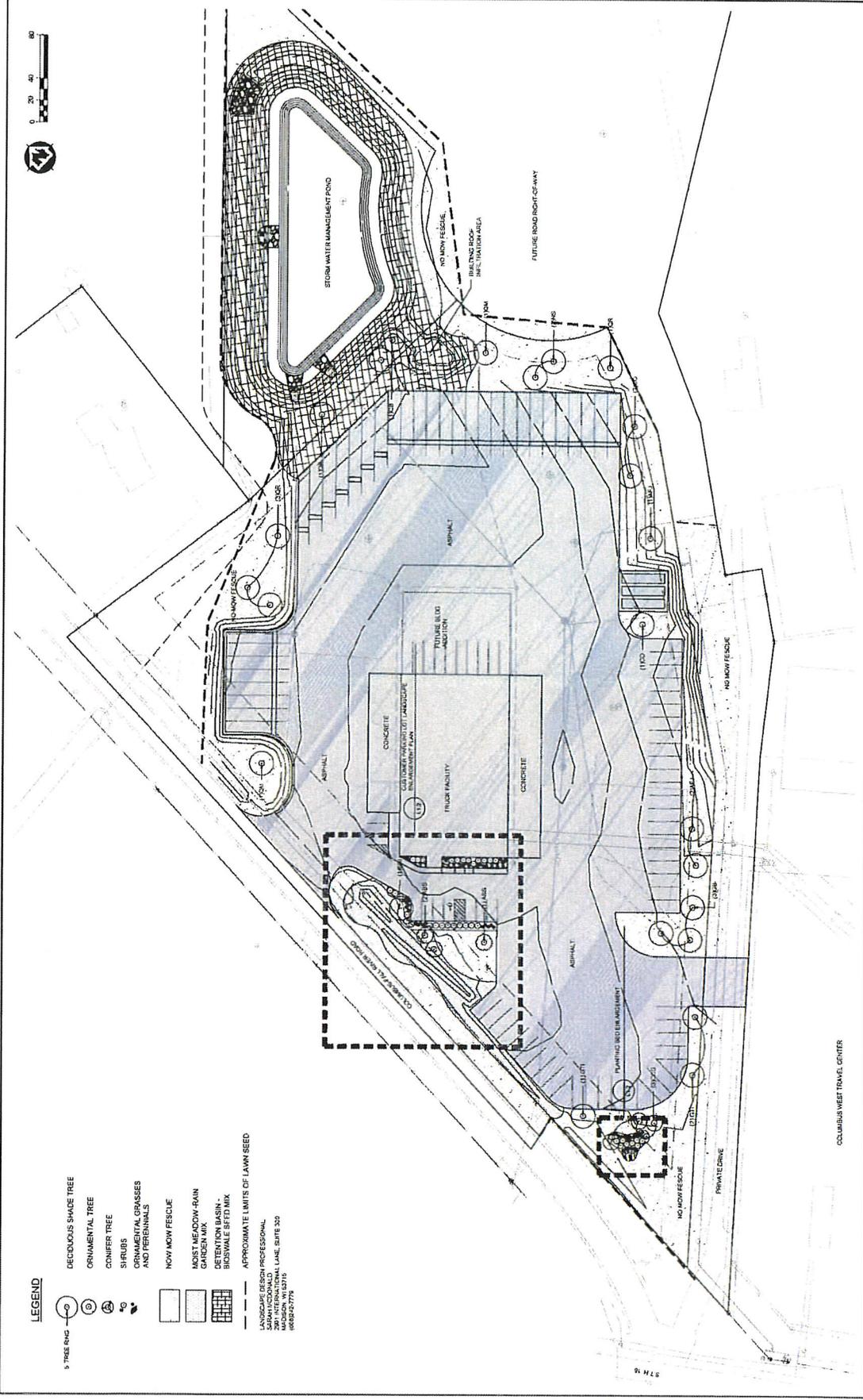
Cc: Patrick Vander Sanden, City Administrator
Paul Johnson, City Attorney
Patrick Duffy
Ryan Duffy
Richard Sheard



PRELIMINARY
SITE PLAN
11.1.05



C1.1	PROJECT: PROPOSED NEW REPAIR FACILITY FOR AGNEW CONSTRUCTION TO BE DETERMINED COLUMBUS / BEAVER DAM-		FISHER & ASSOCIATES, LLC Architects / Planners <small>412 HOLLOW LANE, #200, LITTLETON, CO 80120 PHONE: 303.741.7000 FAX: 303.741.7040</small>		1 4/14/06 REVISED PER OWNER MEETING 4/14/06 REVISIONS:		<small>THIS DRAWING AND SPECIFICATIONS ARE THE PROPERTY OF FISHER & ASSOCIATES, LLC. NO PART OF THIS DRAWING OR SPECIFICATIONS MAY BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF FISHER & ASSOCIATES, LLC. THE USER OF THIS DRAWING AND SPECIFICATIONS SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES AND AUTHORITIES. FISHER & ASSOCIATES, LLC AND ITS DESIGNERS AND CONSULTANTS SHALL NOT BE RESPONSIBLE FOR ANY DAMAGE TO PERSONS OR PROPERTY, INCLUDING CONSTRUCTION, ARISING FROM THE USE OF THIS DRAWING AND SPECIFICATIONS.</small>
	DRAWN BY: _____ CHECKED BY: _____ DATE: 4/7/06	JOB NUMBER: _____ DATE: 4/7/06	WISCONSIN				



LEGEND

- ① TREE RING
 - ② DECIDUOUS SHADE TREE
 - ③ ORNAMENTAL TREE
 - ④ CONIFER TREE
 - ⑤ SHRUBS
 - ⑥ ORNAMENTAL GRASSES AND PERENNIALS
 - ⑦ NO MOW FESCUE
 - ⑧ WET MEADOW-RAIN GARDEN
 - ⑨ DETENTION BASIN
 - ⑩ BIKESWALE BED MIX
 - ⑪ APPROXIMATE LIMITS OF LAWN SEED
- LANDSCAPE DESIGN PROFESSIONAL
 200 WESTERN AVENUE, SUITE 300
 MADISON, WI 53715
 608.261.1111

PROJECT NO.	11130006	SCALE	AS SHOWN	NO.	DATE	REVISION
PROJECT DATE	APRIL 2018	DRAWN BY	SM	DATE	2/14/2018	
DESIGNER	MSA	CHECKED BY	SM	DATE	2/14/2018	
PROJECT	REPAIR FACILITY	DESIGNED BY	SM	DATE	2/14/2018	
PROJECT	REPAIR FACILITY	DESIGNED BY	SM	DATE	2/14/2018	

ARCHITECTURE | INTERIORS | LANDSCAPE ARCHITECTURE
 333 GARDNER DRIVE, SUITE 300
 MADISON, WI 53706
 608.261.1111 FAX 608.261.1112
 WWW.MSA-DESIGN.COM

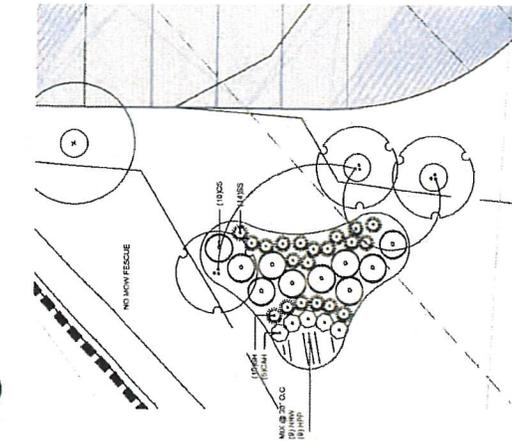
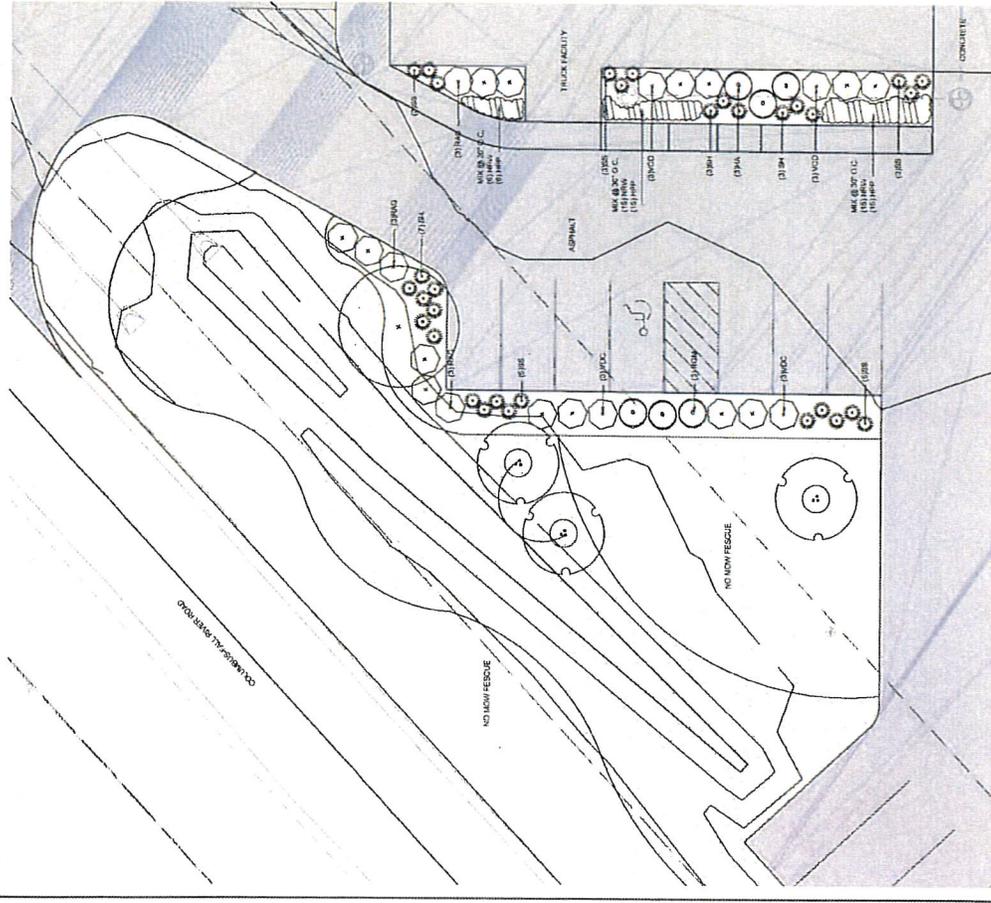
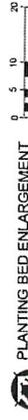
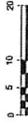
MSA
 MADISON, WI 53706

REPAIR FACILITY
 SUPPLY TRUCK REPAIR
 CITY OF COLUMBUS, COLUMBIA COUNTY, WISCONSIN

LANDSCAPE PLAN

11130006
 CS 1

CUSTOMER PARKING LOT LANDSCAPE ENLARGEMENT PLAN



LEGEND

- 5" TREE HING
- DECIDUOUS SHADE TREE
- ORNAMENTAL TREE
- CONIFER TREE
- SHRUBS
- PERENNIALS, GRASSES AND PERENNIALS
- NO MOW FESCUE
- MOIST MEADOW-RAIN GARDEN MIX
- RETENTION BASIN - BIOWALE SEED MIX
- APPROXIMATE LIMITS OF LAWN SEED



11130000

PROJECT NO.	11130000	SCALE	AS SHOWN	NO.	DATE
PROJECT DATE	APRIL 2014	DESIGNED BY	MSA	REVISED	
PROJECT SITE	11130000	DATE			
PROJECT DATE	APRIL 2014	PROJECT NO.	11130000	DATE	NOVEMBER 2013

MSA
ARCHITECTURE | ENGINEERING | ENVIRONMENTAL
301 Superior Drive, Suite 400
COLUMBIA, SC 29201
TEL: 803.733.8800 FAX: 803.733.8801
www.msa-engineers.com

REPAIR FACILITY
DUFFY TRUCK REPAIR
CITY OF COLUMBIA, COLUMBIA COUNTY, WISCONSIN

11130000
CS.2

LANDSCAPE PLAN



Memo

To: City of Columbus
From: Chad Wagner
Subject: Duffy Truck Repair Facility Traffic Analysis
Date: April 18, 2016
cc: Kevin Ruhland, P.E., Todd Janssen, P.E.

MSA Professional Services, Inc. was asked to complete a brief traffic analysis for a new truck repair facility located in the City of Columbus. The project is located on the east side of the intersection of WIS 16 & Fall River-Columbus Road, just north of Columbus West Travel Center. See *Attachment A, Site Location Map*. Included as part of the analysis, MSA completed traffic counts to generate the expected Average Daily Traffic (ADT) for Fall River-Columbus Road. MSA also completed a trip generation using the ITE Trip Generation Manual, 9th Edition, reviewed intersection geometric data and performed truck turn movements at the main entrance to the proposed building.

Traffic Counts

MSA completed Peak Hour traffic counts on April 7, 2016 at the intersection of WIS 16 and Fall River-Columbus Road. MSA processed 6:00AM to 9:00AM and 3:00PM to 6:00PM to determine the morning and afternoon peak hours. Using this data, the morning peak hour is from 7:15-8:15AM and the afternoon peak hour is 4:30-5:30PM.

MSA took the intersection data and added all movements to and from Fall River-Columbus Road to generate the peak hour volume on Fall River-Columbus Road. The desired traffic volume is vehicles traveling on Fall River-Columbus road past the proposed new project. Therefore, vehicles that traveled only between WIS 16 and the Travel Center were removed from the volumes on Fall River-Columbus Road. A review of the peak hour videos showed roughly 20% of vehicles did not continue on Fall River-Columbus Road. After removing 20% of the volume, the AM peak hour volume on Fall River-Columbus Road was 45 vehicles. The PM peak hour volume was 67 vehicles. See *Attachment B, Raw Traffic Volumes*.

Offices in Illinois, Iowa, Minnesota, and Wisconsin

2901 International Lane, Suite 300, Madison, WI 53704-3133
(608) 242-7779 (800) 446-0679
FAX: (608) 242-5664 WEB ADDRESS: www.msa-ps.com

MEMO

April 18, 2016

Average Daily Traffic (ADT)

MSA used the peak hour volume to estimate the ADT of Fall River-Columbus Road. Because no direct information is available, MSA used two different methods and used ratios to compare to annual hourly count data collected by the Wisconsin Department of Transportation on a similar road in the vicinity. The chosen comparable count location is on South Street which is roughly two miles north of the proposed new building and intersects with Fall River-Columbus Road.

The first estimation was using the generally accepted method of assuming the peak hour represents 10 percent of the daily traffic. Using this method, the ADT on Fall River-Columbus Road would be approximately 670 vehicles using the PM peak. Comparing this to the peak hour volume on South Street, 10% of the PM peak is 2,230 vehicles. The estimated ADT on South Street is 2,255, so this is a reasonable estimate of the ADT.

As a second check to compare ratios between the two roads, the processed data was compared in both three and six hour totals with South Street. Fall River-Columbus Road had a three hour AM total of 108 vehicles. For the same three hours, South Street had roughly 16% of the total daily volume. Treating 108 vehicles as 16% of the total volume, the ADT on Fall River-Columbus Road would be 675 vehicles. The percent of PM traffic on South Street is 25.5% of the total volume. Fall River-Columbus Road experienced 166 vehicles in the same PM window. Treating 166 vehicles as 25.5% of the total volume, the ADT would be 651 vehicles. Combining all six hours and comparing to South Street, the projected ADT on Fall River-Columbus Road is 655 vehicles.

Given how both methods fall in the same range, the estimated ADT on Fall River-Columbus Road is 660 vehicles. See *Attachment C, ADT Calculations* for both methods.

Trip Generation

MSA used the ITE Trip Generation Manual, 9th Edition to determine the number of trips the new project is expected to generate. Using the building description and floor plan layout provided by Duffy Grain, Inc., 942, Automobile Care Center was chosen as the comparable land use. The two units of measure are number of service stalls or number of employees. Using the number of service stalls would not take into account the automotive parts area and the number of employees that will work outside of the service area. Therefore, to account for the new building providing both parts and service, it was determined that the most appropriate measure of vehicles generated would be by number of employees.

The number of employees estimated by Duffy Grain, Inc. is 8-10 shop employees and 4-5 office employees. As a conservative estimate, 15 employees were used. The trip generation rate shows that 15 vehicle trips can be expected during the AM peak hour and 20 vehicle trips in the PM peak hour. With semi-trucks being the target vehicle for this building, it was assumed there would be more flexibility to arrive throughout the day, making the daily volume more representative of a

Saturday. Therefore, the Saturday daily trip generation rate was used as another conservative estimate for trips generated on a daily basis. Using this rate, 125 vehicle trips would be generated per day on Fall River-Columbus Road. See **Table 1, Trip Generation Table** below for the expected rates.

Table 1: Trip Generation Table

Duffy Grain, Inc. New Building Traffic Study											
ITE Land Use	ITE Code Code	Size	Units		AM Peak Hour			PM Peak Hour			Daily
					Total	In	Out	Total	In	Out	Two-way
Automobile Parts and Service Center	942	15	Employees	Rates	1.00	0.68	0.32	1.43	0.46	0.97	8.23
				Percentage		68%	32%		32%	68%	
				Trips	15	10	5	20	5	15	125

Intersection Geometric Data & Truck Turning Movements

MSA reviewed the distance of the proposed access to the intersection of WIS 16, Intersection Sight Distance and Truck Turning Movements into and out of the main proposed access location.

The distance from the proposed new access to the intersection of WIS 16 is approximately 590-feet. The required corner clearance for a Non-STH road is 155-feet. So the proposed new access exceeds the minimum required distance based on statutes.

Fall River-Columbus Road does not have a posted speed limit. As a conservative measure, intersection sight distance values were reviewed for a semi-truck at 55 MPH. *Attachment D, Sight Distance*, shows the 930-foot minimum sight distance for the left turn movement from the access is met. The sight distance for the right-turn movement is 850-feet. Due to the proximity of the access to the intersection of WIS 16, it is anticipated that vehicles will be moving slower than 55 MPH at the access location and therefore the 590-foot distance is acceptable.

Truck Turning Movements were reviewed for entering and exiting the site. The expectation is that all trucks will come from the WIS 16 & Fall River-Columbus Road Intersection. The main access is adequately sized to fit WB-65 vehicles. See *Attachment E, Truck Turning Movements*.

2016 AGENDA ITEM COMMON COUNCIL MEETING

Meeting date: June 7, 2016

DETAILED DESCRIPTION OF SUBJECT MATTER: Rezoning – Lot 1 of the CSM of Tax Parcel 1110.08

The Plan Commission held a public hearing on May 19, 2016 regarding the request of Fromm Family Foods, LLC to rezone from B2 Highway Commercial to I2 General Industrial Lot 1 of a CSM of tax parcel 1110.08.

Plan Commission recommends approval of the rezoning.

Motion by Traxler second by Monday to recommend to the Common Council approval of the request of Fromm Family Foods, LLC to rezone from B2 Highway Commercial to Industrial tax Lot 1 of the CSM of parcel 1110.08. Motion carried voice vote.

SUPPORTING DOCUMENTATION ATTACHED:

NUMBER OF ATTACHMENT PAGE(S) 3 pages

IS FUNDING REQUIRED? _____ YES x NO

MOTION REQUESTED OF COUNCIL:

Approve the recommendation of the Plan Commission for approval of the request of Fromm Family Foods, LLC to rezone from B2 Highway Commercial to I2 General Industrial Lot 1 of a CSM of tax parcel 1110.08.

March 30, 2016

APPLICATION FOR ZONING MAP AMMENDMENT

NARRATIVE BY FROMM FAMILY FOODS, LLC

SUBMITTED BY: Richard Best
Chief Operating Officer
Fromm Family Foods, LLC

SUBJECT PROPERTY: 23 +/- Acre Division of Parcel 1110.08
State Highway 16, Columbus, Wisconsin

CURRENT ZONING OF PROPERTY: B2 Highway Commercial

CURRENT USE OF PROPERTY: Agriculture

REQUESTED ZONING CHANGE TO: I-2 General Industrial District

The zoning change is being requested as part of Fromm Family Foods, LLC's contract to purchase the property from Carl T. and Susan M. Benck. The property is a proposed division of Tax Parcel 1110.08 and was annexed by the City of Columbus in 2001.

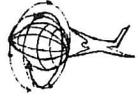
Fromm Family Foods, LLC currently operates a pet food manufacturing facility that adjoins the subject property to the east. As part of the Company's strategic plan for future expansion and development of its' Columbus facility we have entered into a contract to purchase this 23+/- parcel, contingent upon the zoning being changed to match the current use of the adjacent parcel.

Fromm's intended future use of the parcel is for expansion of our pet food manufacturing operation and facilities to include:
Feed Materials Bulk Storage, Feed Milling, Pet Food Processing and Manufacturing, Packaging Operations, Warehouse and Distribution Operations.

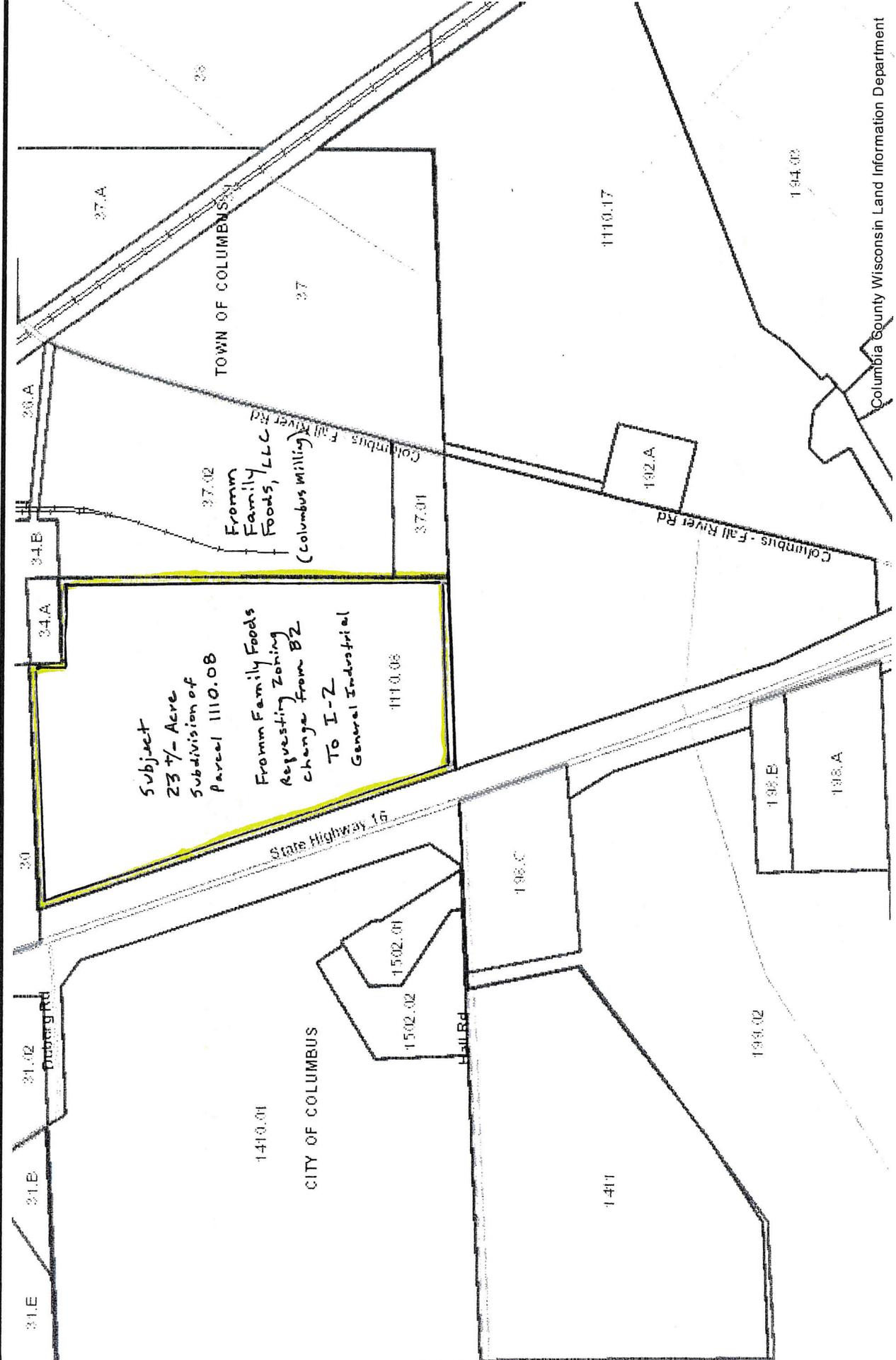
A copy of the subject property division of Tax Parcel 1110.08 is attached as part of this application.

A preliminary draft copy depicting the future intended use of the property is also attached, not as part of this application but for discussion only.

The Reason for requesting this change to the current Zoning is to have the property Zoning match that of our adjacent property and its' current use.



Tax Parcel Map



As prepared by:

GROTHMAN & ASSOCIATES S.C. LAND SURVEYORS

825 EAST SUIFER STREET, P.O. BOX 373 PORTAGE, WI. 53901
PHONE: PORTAGE (608) 742-7788 SAUK: (608) 844-8877
FAX: (608) 742-0434 E-MAIL: surveying@grothman.com
(RED LOGO REPRESENTS THE ORIGINAL MAP)

SEAL:



G & A FILE NO. 615-362

DRAFTED BY: S. STACHOWSKI

CHECKED BY: RC

PROJ. 615-362

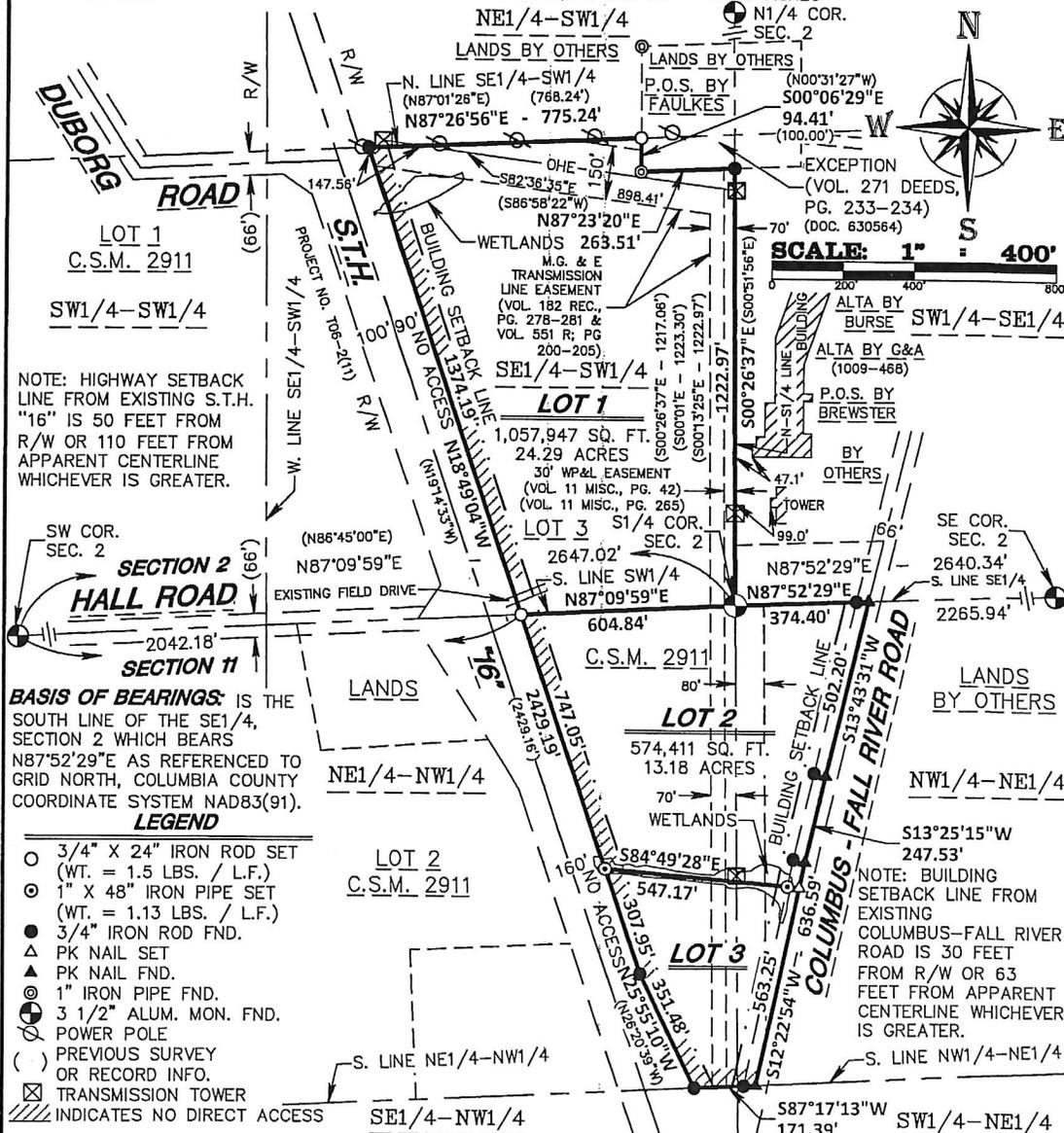
DWG. 615-362CSM SHEET 1 OF 3

COLUMBIA COUNTY CERTIFIED SURVEY MAP NO. _____ GENERAL LOCATION

Volume _____ Page _____

BEING LOT 3, C.S.M. 2911 AS RECORDED IN VOL 19 OF C.S.M.'S, PG. 21 AS DOCUMENT NO. 575425,
LOCATED IN THE SE1/4 OF THE SW1/4, SECTION 2 AND THE NE1/4 OF THE NW1/4 AND THE NW1/4
OF THE NE1/4, SECTION 11, ALL IN T. 10 N., R. 12 E., CITY OF COLUMBUS, COLUMBIA COUNTY,
WISCONSIN.

CONTAINING: 1,844,965 SQ. FT. - 42.35 ACRES



NOTE: HIGHWAY SETBACK
LINE FROM EXISTING S.T.H.
"16" IS 50 FEET FROM
R/W OR 110 FEET FROM
APPARENT CENTERLINE
WHICHEVER IS GREATER.

BASIS OF BEARINGS: IS THE
SOUTH LINE OF THE SE1/4,
SECTION 2 WHICH BEARS
N87°52'29"E AS REFERENCED TO
GRID NORTH, COLUMBIA COUNTY
COORDINATE SYSTEM NAD83(91).

LEGEND

- 3/4" X 24" IRON ROD SET (WT. = 1.5 LBS. / L.F.)
- ⊙ 1" X 48" IRON PIPE SET (WT. = 1.13 LBS. / L.F.)
- 3/4" IRON ROD FND.
- ▲ PK NAIL SET
- △ PK NAIL FND.
- ⊙ 1" IRON PIPE FND.
- ⊙ 3 1/2" ALUM. MON. FND.
- ⊙ POWER POLE
- () PREVIOUS SURVEY OR RECORD INFO.
- ⊠ TRANSMISSION TOWER
- /// INDICATES NO DIRECT ACCESS

OWNER/CLIENT: CARL T. & SUSAN M. BENCK
W1250 COUNTY ROAD Z
FALL RIVER, WI 53932

CITY OF COLUMBUS

ORDINANCE NO. 729 – 16

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

CITY OF COLUMBUS

ORDINANCE NO. 730 – 16

**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 COMMON COUNCIL MEETING

Meeting date: June 7, 2016

DETAILED DESCRIPTION OF SUBJECT MATTER:

Approve Operator Licenses for licensing period 7/1/16 – 6/30/18:

- Charles E Zech *recommendation from Police Department to deny
- Jessica McNichol *recommendation from Police Department to deny

MOTION REQUESTED OF COUNCIL:

Motion to grant operator license(s) for licensing period ending June 30, 2017.

2016 AGENDA ITEM

Council Meeting date: June 7, 2016

SUBJECT: Approve Monthly Claims through June 1, 2016

Administration	\$	561,022.51
Treasurer	\$	153,239.74
Payroll	\$	<u>126,801.54</u>
	\$	841,063.79

CDA	\$	861.31
Library	\$	9,913.42
Police Dept.	\$	3,744.00
Senior Center	\$	670.38
Fire Dept.	\$	3,325.37
Recreation	\$	4,679.98
Hist. Pres.	\$	1,790.00
Cable	\$	4,186.00
CAAC	\$	16,798.40
WWTP	\$	90,050.35
DPW	\$	<u>29,782.05</u>
Total Claims	\$	1,006,865.05

LIST ALL SUPPORTING DOCUMENTATION:

NAME OF DOCUMENT(S) Claims Packet through 06/01/2016

NUMBER OF ATTACHMENT PAGE(S) Available on website

IS FUNDING REQUIRED? YES NO

FUNDING SOURCE: 2016 Operating Budgets

DEPARTMENT: All

ACCOUNT NUMBER: Various

MOTION REQUESTED OF COUNCIL:

Approve payment of claims in the amount of \$ 1,006,865.05