

**COLUMBUS COMMON COUNCIL – COMMITTEE OF THE WHOLE
TUESDAY, SEPTEMBER 20, 2016 – FOLLOWING REGULAR MEETING
COLUMBUS CITY HALL
AGENDA**

1. Roll Call
 2. Notice of Open Meeting
 3. Approve Agenda
 4. Citizens Comments on agenda items
 5. Department Reports – written reports only
 6. Discussion on Columbus Country Club Lease
 7. Recommended change to parking restrictions across from middle school.
 8. Ordinance amendment to allow for school buses to activate red lights while pulling away from school zone.
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9. Columbus Courtside Organization agreement
 10. Consider recommendation from the Rec Advisory Board on Pavilion Rental increase
 11. Consider Task Order 2016-08: WWTP: Kiwanis Lift Station Upgrade
 12. Consider purchase of Stand Alone Emergency Generators for the WWTP
 13. Consider Resolution No. 17 – Public Power Week
 14. Consider Resolution No. 20 – Fire Prevention Week
 15. Repayment Policy for Special Assessments
 16. Budget Line-Item Policy
 17. Council Code of Conduct
 18. Adjourn to closed session per ss 19.85(1)(e) deliberating or negotiating the purchase of public properties, the investment of public funds, or conducting other public business, whenever competitive or bargaining reasons require specifically to consider purchase of land for economic development purposes.
 19. Reconvene to open session
 20. Adjourn to closed session 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 city staffing as affected by recent FLSA changes.
 21. Reconvene to open session
 22. Adjourn

240 North Water Street
Columbus, WI 53925



TO: Columbus Area EMS District Board Members

FROM: Werner Biedermann

DATE: September 1, 2016

SUBJECT: September 2016 Monthly Report

Lifestar responded to 70 911 calls this month. This is the second consecutive very busy month for Lifestar. We also responded to a fire standby for Fall River Fire and two standbys for Columbus Fire. An intercept was performed for Rio EMS. We also provided mutual aid twice for Rio EMS. Below is the run breakdown.

Columbus Contract Run Statistics for 2016

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Total
Calamus	1	3	1	0	2	0	1	2	0	0	0	0	10
Columbus City	30	21	42	21	23	22	35	38	0	0	0	0	232
Columbus Town	2	4	5	1	2	2	3	4	0	0	0	0	23
Elba	3	1	5	6	2	5	2	5	0	0	0	0	29
Fall River	8	6	6	12	12	9	22	15	0	0	0	0	90
F. Prairie	4	0	1	4	0	4	3	1	0	0	0	0	17
Hampden	1	2	2	2	0	2	2	1	0	0	0	0	12
Portland	1	1	0	1	0	1	2	1	0	0	0	0	7
Otsego	0	3	0	0	1	1	1	1	0	0	0	0	7
York	0	0	2	1	0	2	0	2	0	0	0	0	7
Totals	50	41	64	48	42	48	71	70	0	0	0	0	434
Fire Standby	1	0	1	1	0	0	2	3	0	0	0	0	8
Intercepts	2	0	3	2	2	0	0	1	0	0	0	0	10
Mutual Aid	0	0	0	0	1	0	0	2	0	0	0	0	3

There was one call outside of the response guidelines. One ambulance was out on a call and the second unit was returning from Beaver Dam hospital when a second call came in. The response time was 14 minutes from Beaver Dam.

Training for the month was decontamination.

On August 24th, Lifestar participated in an Active Shooter drill at the Columbus Middle School. The purpose of the drill was to practice the new techniques used by emergency services managing such an

event. Ten mock patients were transported to Columbus Community Hospital. The drill demonstrated the difficulties of having groups of emergency responders from outside agencies respond and work together.



COLUMBUS POLICE DEPARTMENT

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



September 14, 2016

Mayor Crombie,
Members of the Common Council:

RE: POLICE DEPARTMENT ACTIVITY REPORT

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



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PERSONNEL

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

Current Staffing overview:

	Authorized by Budget	Actual
<u>Sworn Officers</u>		
Full-time police officers:	10	9
(Position breakdown)		
Patrol Officer	6	6
Sergeant	1	0
Lieutenant	2	2*
Chief	1	1
<u>Clerical</u>		
Office Manager (full-time)	1	1
Clerk (part-time)	2	2
<u>Adult, School Crossing Guards (part-time)</u>		
Regular	N/A	6
Substitute	N/A	3

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

* One lieutenant is on restricted physical duty due to a medical condition as of 09/13/2016 until further notice.



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Employee	Date of Hire	Years of Service with CPD
Chief Daniel Meister	2/1/2010	6.6
Lieutenant Dennis Weiner	2/8/2008	8.6
Lieutenant Roger Witthun	12/17/2001	14.7
Officer Randy McDaniel	7/11/2016	.2
Officer Matt Schultz	12/23/2002	13.7
Officer Kelly Towne	2/2/2004	12.5
Officer Eric Nofsinger	8/20/2013	3.1
Officer Ben Ziegler	10/28/2013	2.9
Officer Kayla Damrow	3/14/2014	2.5
Office Manager Erika Kellar	2/4/1999	17.6
Police Clerk Bonnie Langsdorf	9/30/2006	9.9
Police Clerk Kim Huber	4/29/2013	3.5

RESIGNATIONS

Sergeant Terry Seely completed his last day with us back in August. We are working on hiring a new sergeant.

Police Clerk Kim Huber announced her resignation to me in August. Her last day of scheduled work is September 23rd.

RECRUITMENT/HIRING

We posted to fill the sergeant's vacancy and received three (3) applications. None of the applicants were from within the police department. The first round of interviews is being conducted on September 12th.

FACILITIES

We had one of the engineers from General Engineering come out and look at the vertical crack in the front, exterior wall of the Public Safety Building. I am awaiting his report.

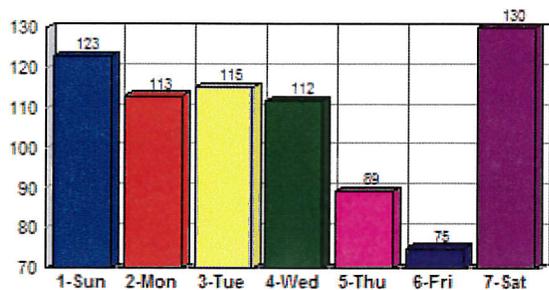


COLUMBUS POLICE DEPARTMENT

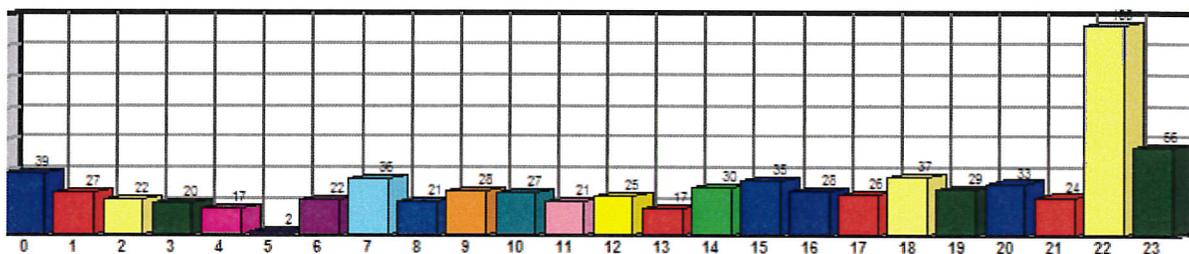
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ACTIVITY/CALLS FOR SERVICE (Month of August 2016)

Calls By Day Of Week



Calls By Hour Of Day





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TOTAL CALLs (Type and number)

10-16	DOMESTIC ABUSE	4
10-46	DISABLED VEHICLE	14
10-70	CONTROLLED BURN	1
5-DAY	5 DAY WARNING	2
911 HANG UP	911 HANG UP	10
ACCIDENT	ACCIDENT	17
ALARM	ALARM ACTIVATION	14
ANIMAL ABUSE	ANIMAL ABUSE OR NEGLECT	2
ANIMAL	ANIMAL	9
BURGLARY	BURGLARY	2
CHILD ABUSE	CHILD ABUSE	2
CIVIL	CIVIL COMPLAINT	5
CONTROLLED	CONTROLLED SUBSTANCE	2
DC	DISORDERLY CONDUCT	10
DEATH INV	DEATH INVESTIGATION	1
DRIVE	DRIVING COMPLAINT	28
EMS CALL	EMS CALL	21
EXTRA PATROL	EXTRA PATROL	1
FIRE	FIRE	3
FLEET MAINT	FLEET MAINTENANCE	1
FOLLOW UP	FOLLOW UP	8
FRAUD	FRAUD	4
GENERAL	GENERAL	28
HARASSMENT	HARASSMENT	4
HAZ RDWY	HAZARD ON THE ROADWAY	9
HOUSE WATCH	HOUSE WATCH	3
JUVENILE	JUVENILE COMPLAINT	9
LOST/FOUND	LOST/FOUND	4
MUTUAL	MUTUAL AID	13
NOISE	NOISE	2
O/W PERSON	OUT WITH A PERSON	9
OPEN DOOR	OPEN DOOR	1
PARKING VIOL	PARKING VIOLATION	11
RADAR	RADAR ENFORCEMENT	10
SECURITY	SECURITY	277
SEX OFFENSE	SEX OFFENSE	1
STRAY DOG	STRAY DOG	1
SUSPICIOUS	SUSPICIOUS	20
THEFT	THEFT	11
TRAFFIC STOP	TRAFFIC STOP	145
TRAINING	TRAINING	1
TRANSPORT	TRANSPORT	1
TRESPASS	TRESPASSING	3
VANDALISM	VANDALISM	4
VEH LOCKOUT	VEHICLE LOCK OUT	7
WARRANT	WARRANT/WANTED PERSON	4
WEAPONS	WEAPONS VIOLATION	2
WELFARE	WELFARE CHECK	16

Group Total: 757

Report Total: 757



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PATROL/INVESTIGATIONS

During the Labor Day weekend, officers participated in the national *Drive Sober or Get Pulled Over* impaired driver traffic safety campaign.

School is back in session. We are focusing on traffic safety in the school zones. Specific areas are enforcement of the 15MPH School Zone speed limit and adherence to school crossing guards and stopped school buses.

TRAINING

On August 18th the Columbus Police Department and Wisconsin Department of Justice Internet Crimes Against Children (ICAC) Task Force put on a presentation at the Columbus Middle School on Keeping Our Children Safe Online. It was open to the public and was attended by approximately 25 people.

On August 23rd and 24th we put on nine hours of training for the Columbus School District. This was a culmination of several training sessions over the past few years relative to active shooter preparedness. On the 24th we staged two exercises at the elementary and middle schools that included all school staff.

Other agency representatives who participated in the Full Scale exercise included:

- Columbus Fire Department
- Columbus Police Department
- Divine Savior EMS
- Wisconsin Emergency Management
- Dodge County Sheriff's Office
- Columbia County Emergency Management
- Dodge County Emergency Management Office
- Columbia County Sheriff's Office
- Wisconsin State Patrol
- Columbus School District
- Fall River Fire Department
- Life Star EMS
- Beaver Dam EMS
- Columbus Community Hospital
- Portage Police Department



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The training included:

- A review of active shooter preparedness and response options for school staff
- Rescue task force concept for public safety
- Incident Command and reunification concepts

We are also putting on some safety training for employees of Columbus Community Hospital in early October.

EVENTS/PROGRAMS

On September 11th, Officers Schultz and Towne provided and escort and traffic control for the parade celebrating the homecoming of Columbus Olympian Heather Miller- Koch.

Officers Schultz, Towne and I participated in the Pink Glove Dance video competition with Columbus Community Hospital. The Pink Glove Dance Competition works towards raising money for breast cancer awareness and survival. The video and voting can be found at:

<http://www.pinkglovedance.com/videos/2016-video-voting/small-bed/columbus-community-hospital/>

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

Respectfully submitted,

Daniel M. Meister
Chief of Police



CITY COUNCIL REPORT

FOR SEPT 20, 2016 MEETING

LEVEL OF STAFFING - AS OF 09/1/2016

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

Full staff level for active fire personnel is 40

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

Aug 2016

Run #	Alarm Date	Alarm Time	End Time	Incident Location	City Incident	Rural Incident	Incident Type	# of F.F.
16-112	08/01	0641	0841	Hwy 73 & County V		X	MVA	11
16-113	08/04	1914	2320	N4714 County A		X	Mutual Aid to Fall River FD	9
16-114	08/05	1029	1040	W11753 Ninabuck		X	Lift Assist	4
16-115	08/05	1223	1342	100 Block Dix St	X		Natural Gas Line Hit	8
16-116	08/07	0122	0207	825 Western Ave	X		Fire Alarm	6
16-117	08/07	1002	1035	Hwy 151 / County V		X	MVA	8
16-118	08/12	2116	2134	100 Block E James	X		Possible Gas Leak	8
16-119	08/13	1324	1405	Park Ave/Fairway	X		MVA	6
16-120	08/13	1643	1743	Lost Lake		X	Water Rescue	14
16-121	08/14	1035	1048	James/Ludington	X		Car vs Pedestrian	9
16-122	08/17	1311	1315	Farnham/Folsom	X		Power Line on Car	3
16-123	08/18	2030	2045	W1101 Hwy 60		X	Fire Call (cancelled)	3
16-124	08/19	2234	2325	W. James St / Hwy 60	X		MVA	7
16-125	08/22	0119	0210	15 Parkview Circle	X		Lift Assist	6
16-126	08/22	0222	0315	1515 Park Ave	X		Assist EMS	8
16-127	08/22	1057	1105	400 S Dickason Blvd CMS	X		Fire Alarm (False)	4
16-128	08/23	1656	1722	500 block Dix St	X		Child hit by Car	11
16-129	08/24	1427	1550	W2717Sanderson Rd		X	Wires Arching	10
16-130	08/26	1631	1915	Sun Prairie FD		X	Mutual Aid to Sun Prairie	2
16-131	08/27	2205	0045	Hwy 151 SB at MM 114		X	MVA	14
16-132	08/29	0725	0820	316 River Road	X		Smoke Investigation	12
16-133	08/30	1143	1243	W James/Hwy 60	X		MVA	9

Current Monthly Total: 22

Total Runs by Month:

Jan	15	July	21
Feb	16	Aug	22
Mar	19	Sep	
Apr	11	Oct	
May	12	Nov	
June	17	Dec	

Year to date total **133** **Last Year at this time** **110**

TRAININGS, MEETINGS, AND COMMUNITY ACTIVITIES
Aug 2016

- 08/01 Drone Training
- 08/02 National Night Out
- 08/03 Active Shooter Training @ Pardeeville - Koehn
- 08/07 Dodge County Parade in Juneau
- 08/08 Department Officers Meeting
PFC Meeting
- 08/09 Monthly Department Meeting
Semi Monthly Drill - Active Shooter Training @ Columbus Middle School
- 08/23 Semi-Monthly Drill - Rural Water Movement
- 08/24 Active Shooter Exercise @ Columbus Elementary & Middle Schools
- 08/30 Silo Rescue Drill
- 08/31 Fire Inspector Class - Carl

FIRE INSPECTIONS

AUGUST

41 Inspections

ITEMS OF NOTE FOR AUGUST

Firefighters Dan Watrud (14 years) and Tim Millar (5 years) resigned from the department due to lack of time to devote to the department. This made for three openings in the department. There were three applicants that were interviewed and hired. They are Dan Sampson, Andy Harmon, and Tom Powers (previously with the Fall River Fire Department). They all started September 1.

Firefighter David Groh passed his probationary period.



The truck that was donated to the department by Enbridge Energy was finally put into service. Here are “before” and “after” pictures. Once the 2001 Suburban is sold, we will have a net cost for the items that needed to be added to make it an emergency vehicle

Randy Koehn



Lieutenant and Engineer **Russell Dykstra** is a native of Columbus and has been with the department since 1983. He was promoted to engineer in 2004 and lieutenant in 2014. As engineer, he does maintenance on apparatus and equipment as well as the station.

He is employed full-time by Riteway Bus Service in Columbus as a mechanic and driver. He also runs Dykstra Repair, a small engine repair business, and is a substitute custodian for Columbus Schools.

In his spare time, he likes to restore old John Deere tractors, hunt, and fish.

Russell has the following professional certifications:

- State of Wisconsin Firefighter I & II
- State of Wisconsin Driver/Operator – Pumper
- State of Wisconsin Driver/Operator – Aerial

(Photo courtesy of Walcott Studio)



Lieutenant **Jerrod Fox** has been with the department since 1998. He was promoted to lieutenant in 2004. He has been the department's Public Information Officer since 2006 and is currently the president of the Firemen's Service Corporation.

Jerrod is a Columbus native and has been employed at Lyco Manufacturing for the past 21 years. He is currently the purchasing manager.

He and his wife, Toni, have two daughters, Hannah 13 and Abigail 7. In his spare time he enjoys watching and coaching his girls in their sports and going to college and professional sporting events with his family.

Jerrod is active in ongoing fire investigation classes and hopes to be a part time fire investigator someday.

Jerrod has the following professional certifications:

- State of Wisconsin Firefighter I & II
- State of Wisconsin Fire Officer I
- FEMA Public Information Officer (PIO)
- Wis. Emergency Management Advanced PIO

(Photo courtesy of Walcott Studio)

2016 AGENDA ITEM

MEETING DATE: September 20, 2016

AGENDA ITEM: Country Club Lease

DETAILED DESCRIPTION OF SUBJECT MATTER:

At the last Council Meeting on September 6th, Bruce Zahn, Columbus Country Club Board member, came to the Committee of the Whole to discuss the request of the Club to extend their lease with the City.

Attached is the City's lease with the Country Club. As Bruce alluded to, they are looking for a renewal for another 20 years. The primary interest in locking this up now is so that financing can be secured for the club to plan for and carry out needed improvements to the course and the grounds – the parking lot surface being among those needs for repair.

Bruce has said he will return to the Committee of the Whole on Tuesday night to discuss further and answer questions.

GOLF COURSE LEASE AGREEMENT

THIS LEASE AGREEMENT made as of the 1st day of January, 2002, by and between the City of Columbus, Columbia County, Wisconsin, a municipal corporation designated in this lease agreement as City, and the Columbus Country Club, a Wisconsin corporation designated herein as Lessee.

LEASE

WITNESSETH, That the City does hereby lease, demise and let unto said lessee the entire 89.46 acre premises now used as the Columbus municipal golfing facility and more particularly described as:

A parcel of land located in the NW ¼, Section 24, Town 10 North, Range 12 East, City and Town of Columbus, Columbia County, Wisconsin, commencing at a point on the northerly line 297 feet east of the northwest corner of said Section 24; thence south 657 feet; thence west 397 feet to the westerly line of said Section; thence south 1,863 feet; thence east 1,452 feet; thence north 1,681.05 feet; thence north 41 degrees, 56 minutes east 277.4 feet; thence north 87 degrees 38 minutes east 442.9 feet; thence north 0 degrees 28 minutes, 30 seconds west 665.25 feet to the northerly line of said Section 24; thence west along northerly line 1,773 feet to place of beginning of this description. Said described parcel contains 89.46 acres of land, more or less.

PURPOSE

The purpose of this lease is to conduct the game or sport of golf, the operation of a club house including the operation of a dining room, the sale and furnishing of beverages and refreshments, the sale of golf and other sporting equipment and similar appliances, conducting parties and other social affairs and the doing and performing of things properly and customarily and usually done and performed in the conduct of the operation of a golf course and a country club house and not for any other purpose. The functions listed above shall be obligations of the Lessee under this lease.

TERM AND RENT

TO HAVE AND TO HOLD for the term of 20 years, to allow the lessee to undertake capital improvements amounting to not less than \$200,000 which shall be entirely paid off within the term of this lease, exclusively by the lessee without raising membership rates or other user fees by an annual average increase of more than three percent, for an annual rent to be determined as follows: The lessee shall pay to the City of Columbus no later than the first day of October of each year, an annual rent for the use of the golf course property which shall be set at one percent of the amount of the annual assessment of golf course property within the City of Columbus. The current assessment is \$45,000 per hole or \$405,000. However, during the term of this lease, the annual average increase shall not exceed three percent. The City Assessor shall annually notify the Board of Directors of the assessment level so that the Club may budget the annual rent. All payments due under the terms of this lease by the lessee shall be paid to the City Treasurer.

The term of this Lease shall commence on the date and year above written. This Lease supersedes Lease Agreement dated September 21, 1988, which agreement terminates.

The lessee agrees to pay said rent at the times and in the manner herein specified during the continuance of said term. In the event of failure to pay the rent or any part thereof, or failure to comply with any of the covenants or conditions, the City may, at its option, consider the lessee in default of the provisions of this lease.

DEFAULT

In the event of a default of this lease which does not affect the operation of the golf course or the safety of course users, the City shall notify the lessee of the default by written notice and shall provide the lessee not less than 60 days to correct said default. Failure of the lessee to correct the default within the said 60 days, or to make substantial progress in correcting a default which cannot be reasonably corrected within 60 days, may result in the termination of this lease by the Lessor at its sole discretion.

BREACH

In the event of a failure of the lessee to provide the golf services intended by this lease, or to meet the terms and conditions of this lease intended to provide safe operation of the golf course, a breach of this lease shall exist, and the City may without notice, take over the property to correct the problems and may or may not assume responsibility for the operation of the golf course.

A breach of the terms of this lease as herein defined, shall result in the cancellation of this lease and shall entitle the City to immediate possession of such premises without any further obligation on the part of the City to the lessee and shall authorize the City to enter upon said demised premises, or any part thereof, either with or without process of law, and if necessary, to eject the lessee or any person or persons occupying the leased premises, using such force as may be necessary so to do and to regain the premises and repossess and enjoy them as owner, without prejudice to any remedies which might otherwise be used for arrears of rent or enforcement of the covenants.

MEMBERSHIP

The lessee covenants and agrees to grant unto all residents of the City of Columbus, Wisconsin, the right and privilege of engaging in the game or sport of golf on said premises at all times while said golf course shall be in operation and open for business, upon payment by said residents of a membership fee or a daily greens fee, and upon the observance of said residents of all ground rules for said golf course as established by said lessee. The lessee may determine annually, the number of memberships to be sold. The benefits of membership may include voting rights, priority use of the golf course, reduced cost per use of the golf course, and other benefits as may be determined by the Country Club Board of Directors. Non-members of the Country Club who are residents of the City of Columbus and their guests may use the golf course upon payment of a daily greens fee, provided that space on the course is available at the time, in the judgement of the Country Club manager. Persons who are not residents of the City of Columbus may purchase Country Club memberships provided City residents have the first opportunity to purchase memberships. Non-

residents may also use the course by paying greens fees when space and time are available on the course. The Board of Directors may set higher rates for use of the facilities by non-residents. Greens fees shall not be increases in excess of an annual average of three percent.

PROFIT FROM OPERATIONS

No profits of the Club shall inure to the benefit of any officer, director, member, shareholder or employee of the Country Club, and any annual profits remaining following the payment of all just debts shall be used to prepay outstanding debt, to invest in additional capital improvements, set aside as a commitment to a future capital project, or if no such debt or additional improvements shall exist, shall be entirely paid to the City of Columbus general fund.

EDUCATIONAL PROGRAMS

The lessee further covenants and agrees to cooperate with the City and with Joint School District # 1 of said City, in permitting the use of said golf course during off-peak hours at the discretion of the Club Manager to reasonably accommodate any organized golf class consisting largely of residents of the City of Columbus and under the direction of a qualified teacher, whether or not organized by the public school system. Said class shall be for the purpose of instructing participants in the game or sport of golf. Provided however, that such instructional use shall not interfere with or prohibit the lessee from obtaining or keeping any license or permit from the State of Wisconsin required by said lessee in operating said golf course or its club house facilities.

SUBLET AND ASSIGNMENT

The lessee agrees not to sublet the premises above described or any part thereof, without the written consent of the City, nor shall the lessee assign this lease without the written consent of the City.

MAINTENANCE AND REPAIR

It is agreed between the City and the lessee that the lessee shall have exclusive use of the club house facilities and other improvements on said premises, subject to reasonable inspection of the premises by the City. The lessee agrees to make, at its own expense, all needful repairs to buildings and improvements, including water and sewer facilities and public roads, and to keep the premises in good condition and repair, normal use and deterioration from the elements alone excepted. The lessee will allow the City free access to the premises hereby leased for the purpose of making improvements to same or needful repairs to buildings, grounds, or public roadways on said premises in the event the lessee fails to do so.

The lessee shall maintain reasonable standards of maintenance of the property and buildings while this lease is in effect. Reasonable standards shall constitute compliance with any applicable public health standards, City building codes or standards established by the Occupational Safety and Health Administration. Failure to provide such reasonable standards of maintenance shall constitute a default of this lease agreement

OPERATING EXPENSES

The lessee agrees to furnish its own fuels for heating and cooking, and shall pay for all utility services used on or assessed against said premises. The lessee further agrees to pay all operating expenses of said golf course and clubhouse facility.

The lessee shall obtain a liquor license in accordance with City ordinance and shall obtain all licenses and permits required for the provision of public food services and required for restaurants. Failure to comply with the terms and conditions of any such license or permit shall constitute a default of this lease agreement.

CAPITAL IMPROVEMENTS

All capital improvement projects intended by the lessee to satisfy the terms and conditions of this lease shall be submitted by the lessee to the City of Columbus Planning Commission who shall then recommend the proposed capital improvement project to the City of Columbus Common Council which must then approve said project for inclusion within the terms of this lease, and such approval shall not be unreasonably withheld. Capital improvements shall include all major equipment and all improvements to the buildings or grounds which are expected to have a minimum useful life of at least three years. Capital projects of less than \$10,000.00 total cost, or which represent a response to emergency conditions, need not be submitted to the City for approval unless they are intended to extend the term of this lease. Emergency investments may be submitted for City approval after the fact.

Any outstanding balance on any capital improvement project or loan therefore which may remain at the end of the term of this lease, said project having been approved by the City of Columbus Common Council, and all said payments required by the lessee in accordance with the terms of this lease having been paid, said balance shall become the responsibility of the City of Columbus.

INSURANCE

The lessee agrees to keep the buildings and other improvements on said premises insured on a replacement cost basis against "All-Risk" or Special Loss basis. The policy or policies of insurance shall be issued in the name of the City of Columbus, Wisconsin, as owner and shall be held by the City. Any and all monies paid to the City pursuant to the provisions of any policy of insurance covering buildings or improvements on the leased premises shall be used to repair, restore or replace the same.

The lessee further agrees to carry a comprehensive general liability policy naming the City as additional insured as lessor and property owner, with minimum limits of \$300,000.00 each occurrence and \$300,000.00 general aggregate limit. The lessee shall also maintain an umbrella insurance policy with a minimum limit of \$1,000,000.00. The levels of fire and casualty insurance, general liability insurance and umbrella insurance shall be established by the lessee's insurance agent and adjusted periodically to adequately protect the lessee and the City. All insurance premiums shall be paid by the lessee, and failure to make said payments in a timely manner shall constitute a default of this lease.

NOTIFICATION OF MEETINGS

The lessee shall notify the Columbus City Clerk of all meetings of the Club members and Board of Directors. A representative of the City may attend any such meeting, but is not entitled to participate in said meeting as a member or director.

TERMINATION OF THIS LEASE

All improvements now on said premises and all improvements to be made on said premises in the future by the lessee or the City shall belong to the City and the lessee agrees and covenants that it will quietly and promptly yield and surrender said premises to the City at the termination of this lease.

AMENDMENT

This lease may be amended from time to time upon the mutual written consent of the City of Columbus Common Council and the Columbus Country Club Board of Directors, upon due consideration.

SEVERABILITY

If any Section, subsection, sentence, clause or phrase of this lease is for any reason held by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the remainder of this lease.

IN WITNESS WHEREOF the City of Columbus, Wisconsin, has caused these presents to be signed by its Mayor and countersigned by its City Clerk, and sealed with its official seal; and the lessee has caused these presents to be signed by its President and Secretary, all on the day and year first above written.

CITY OF COLUMBUS

COLUMBUS COUNTRY CLUB

By: Michael S. Eisenga
Michael S. Eisenga, Mayor

By: Bruce R. Johnson
President

By: Anne Donahue
Anne Donahue, Clerk

By: William D. Kelly
Secretary

2016 AGENDA ITEM

MEETING DATE: 09/20/2016 _____

AGENDA ITEM: Parking and Traffic near CES/CMS _____

DETAILED DESCRIPTION OF SUBJECT MATTER:

See attached documents.

ACTION REQUESTED OF COUNCIL:

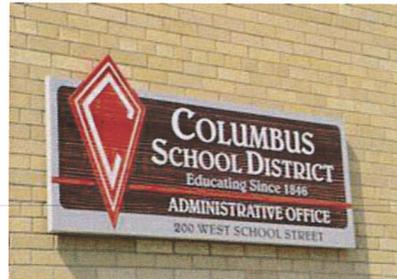
Approve request outlined in attached document.

City of Columbus / Columbus School District

Proposed Parking & Traffic Changes

September 2016

Prepared by: Chief Daniel M. Meister – Columbus Police Dept.
9-12-2016



In 2011 and 2012, parking and traffic modifications were implemented around/near both the Columbus Elementary and Middle Schools. These changes were made to allow for safer student drop-off and pickup procedures. The most notable change was to the location and procedure for school buses and parents to drop-off and pick up their students. Buses now drop-off and pickup students on the public street in front of both schools. Parents have a dedicated drop-off/pick up line for the Elementary School. This line is off the public street and does not interfere with bus traffic.

However, Middle School parents do not have a dedicated drop-off/pickup area. Many use the 200 and 300 blocks of W. School Street and park illegally while dropping off or waiting for their students. This causes congestion and potential safety issues on that street. In an effort to prevent parents from doing this, we have identified some other, safer areas where these parents can drop-off/pick up their students who attend the Middle School...

(See Photos A & B overall view. Affected areas are delineated with a yellow line).

- Some parking would be made available in the 400 block of S. Dickason Blvd across from the Middle School. This would be posted for 30 minute parking only to allow for student drop-off or pick up. **(See Photo E).**
 - The current parking restrictions in the 500 block of S. Dickason Blvd. (Washington Park side) would be eliminated to allow for more parking during school hours and/or drop-off and pick up times. **(See Photo F).**
- A dedicated student drop-off/pick up traffic lane would be made in the 200 block of Richmond St. – next to the Middle School building. The current, painted parking stalls in that area would be removed to facilitate this new lane. There are three ADA accessible parking stalls in this area. Those stalls would be relocated about 50 feet to the south in the school district parking lot. Both school buildings are accessible from these stalls via sidewalks with ADA ramps. **(See Photos C, G, H & I).**
- The current parking restriction in the 200 block of Richmond St. (south side between parking lot entrance and Dickson Blvd.) would be relaxed to allow for about four more parking spaces. Parking would be restricted during the morning drop-off and afternoon pickup times though. **(See Photo H).**
- Current parking restrictions in the 200 block of W. School St. (north side of the road from S. Spring St. to about 150 feet east) would be changed to allow for two hour parking for school district office visitors only. This is due to the new district office entrance located on W. School St. near S. Spring St. All other restricted parking in this area would remain the same. **(See Photo D).**

The school district has indicated they would pay for the cost of new signage related to this proposal. New signs would be installed by Columbus Public Works Department. Any line painting or removal in the public streets would also be done by DPW personnel.

The below photos have been used in an attempt to portray the current parking/traffic situation in the areas that are affected by this proposal. The overhead photos show areas with yellow lines on them. These yellow lines refer to the areas that are described in this proposal.

Drawings depicting the proposed changes are not to scale.

PHOTO A

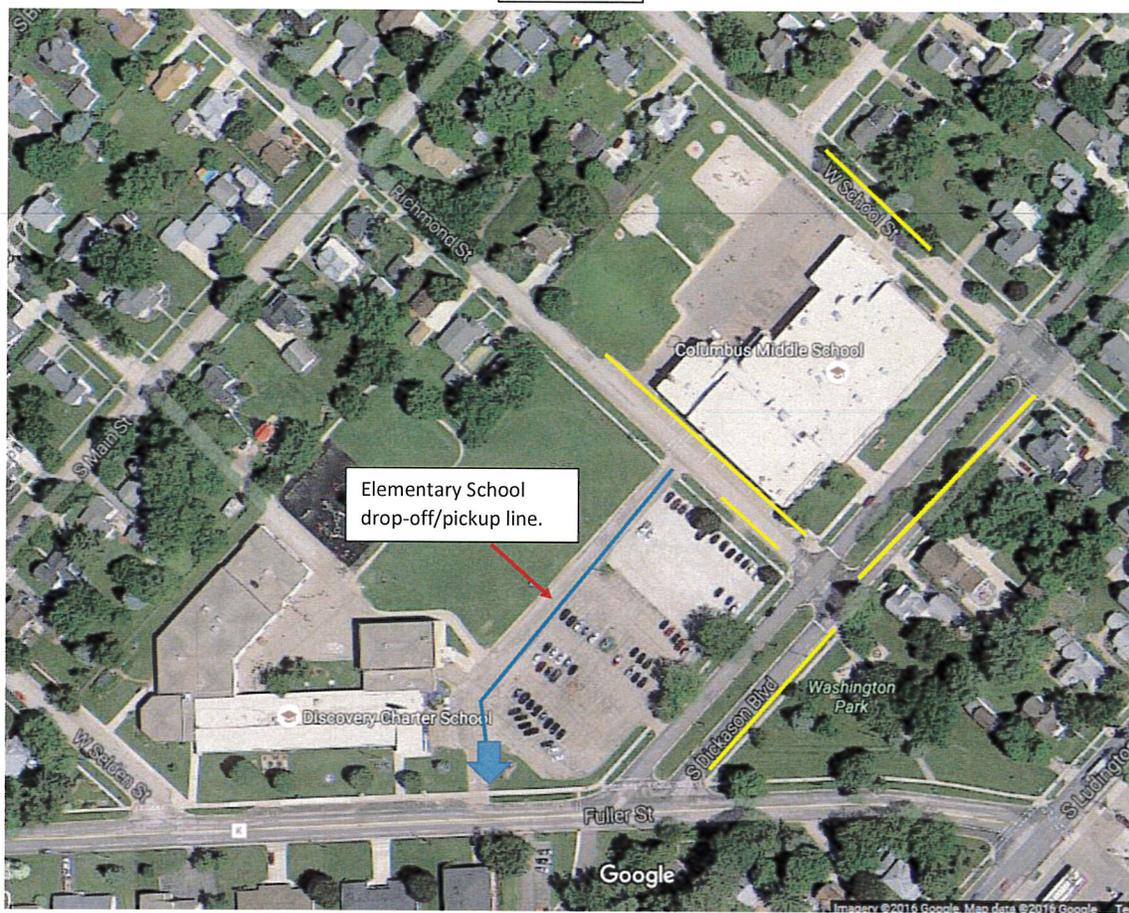
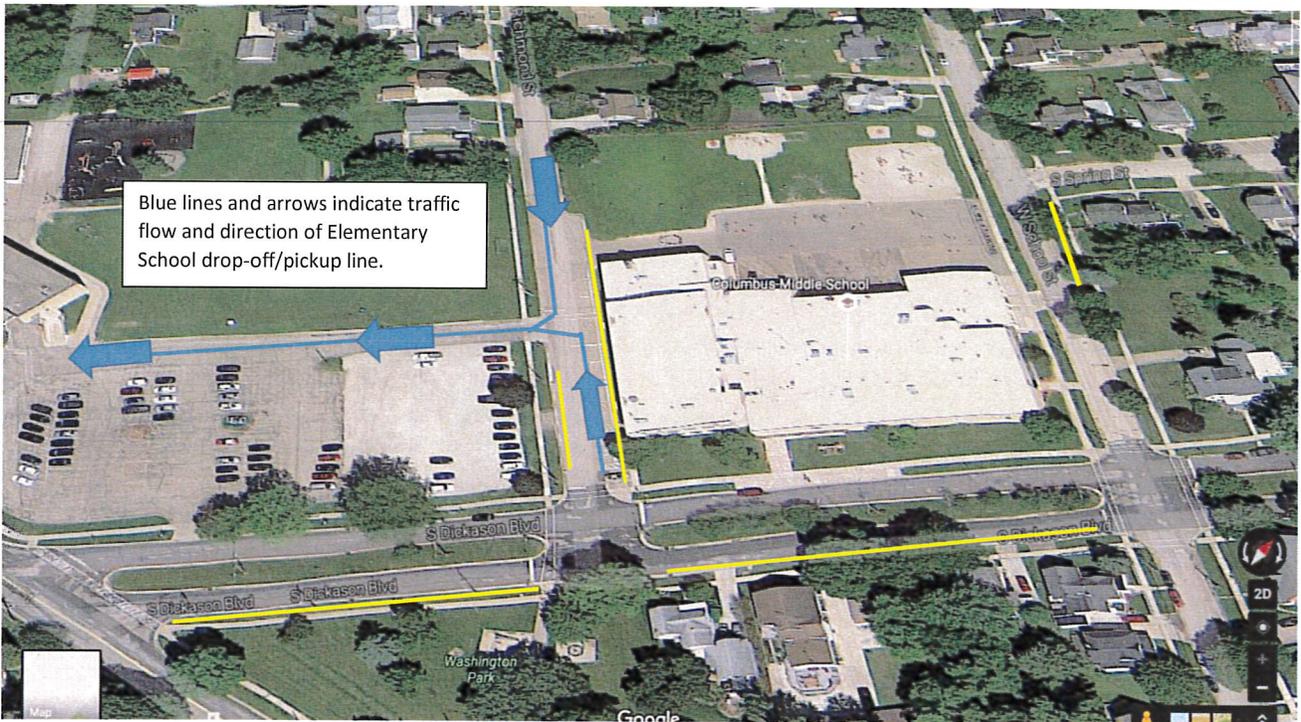


PHOTO B



NOTE: Photos A & B do not reflect current school parking lot configuration.

PHOTO C



All parking stalls on this side of Richmond St. would be eliminated. Instead, there would be a designated drop-off/pickup lane where the parking stalls were. Signs would be erected to indicate this and a solid, white line would be painted to designate the lane. The ADA parking stalls would be relocated to the adjoining school parking lot.

PHOTO D



PHOTO E

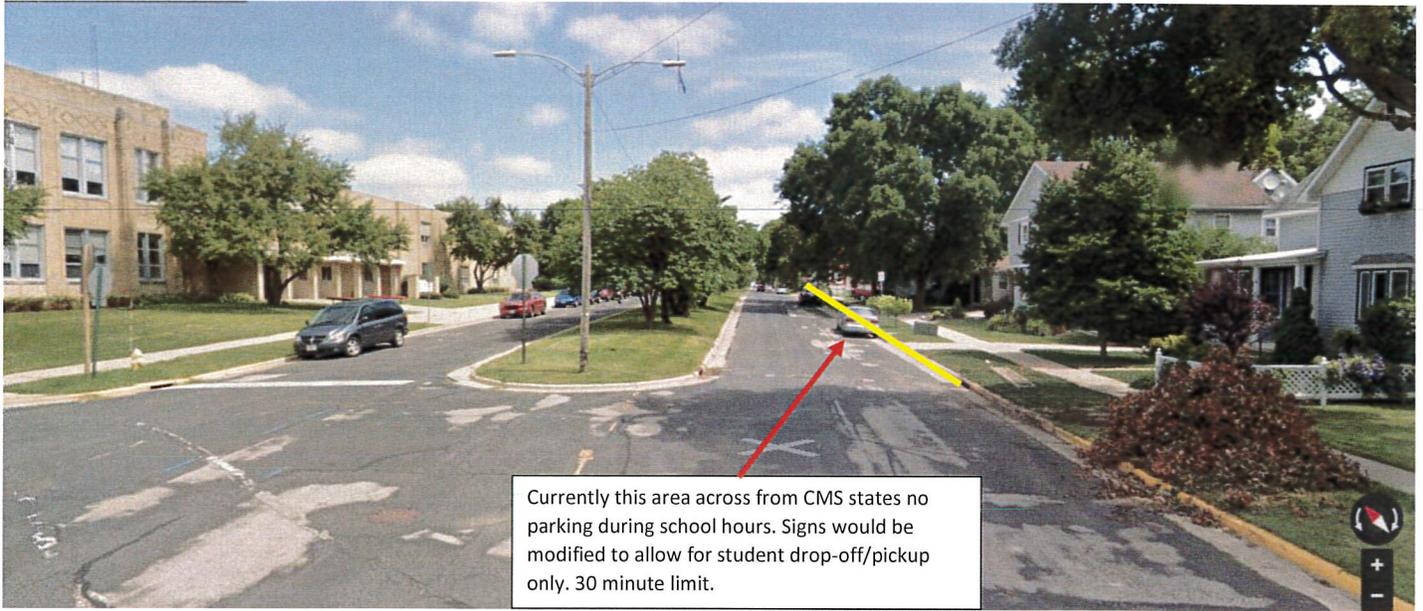


PHOTO F



This area across from CES / school parking lot restricts parking during the morning drop-off and afternoon pickup hours. We recommend removing this restriction entirely to allow for unrestricted parking. Current signs would just need to be removed. These signs would be used in the 200 block of Richmond St (parking lot side) between school drop off entrance and Dickason Blvd. (See Photo H).

PHOTO G

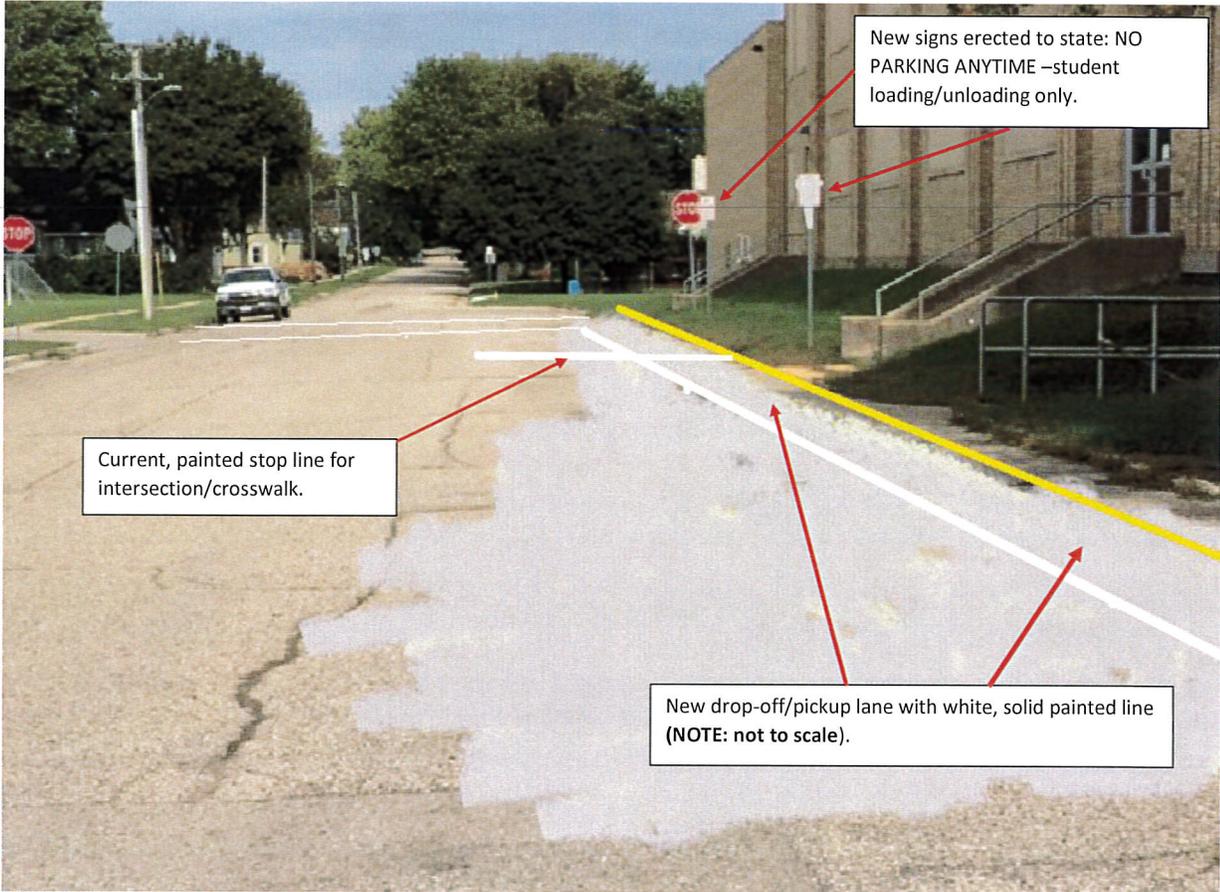
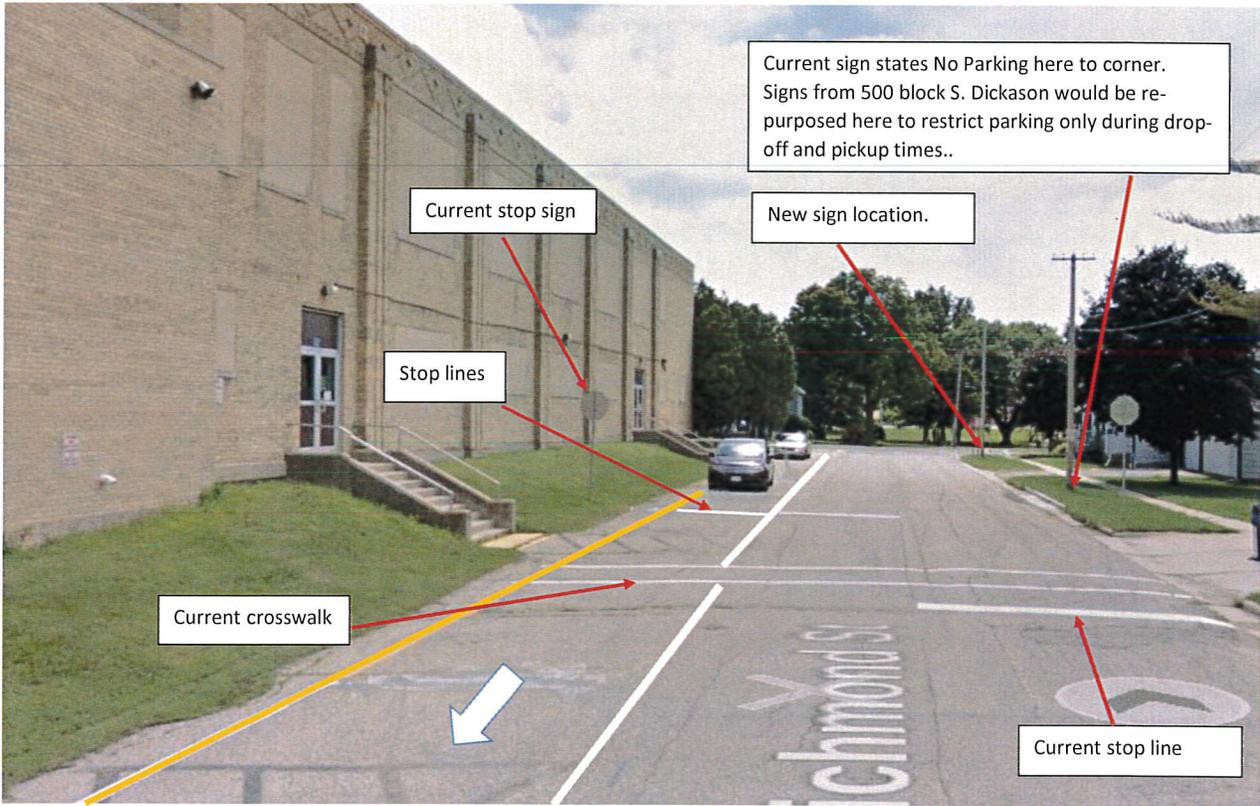
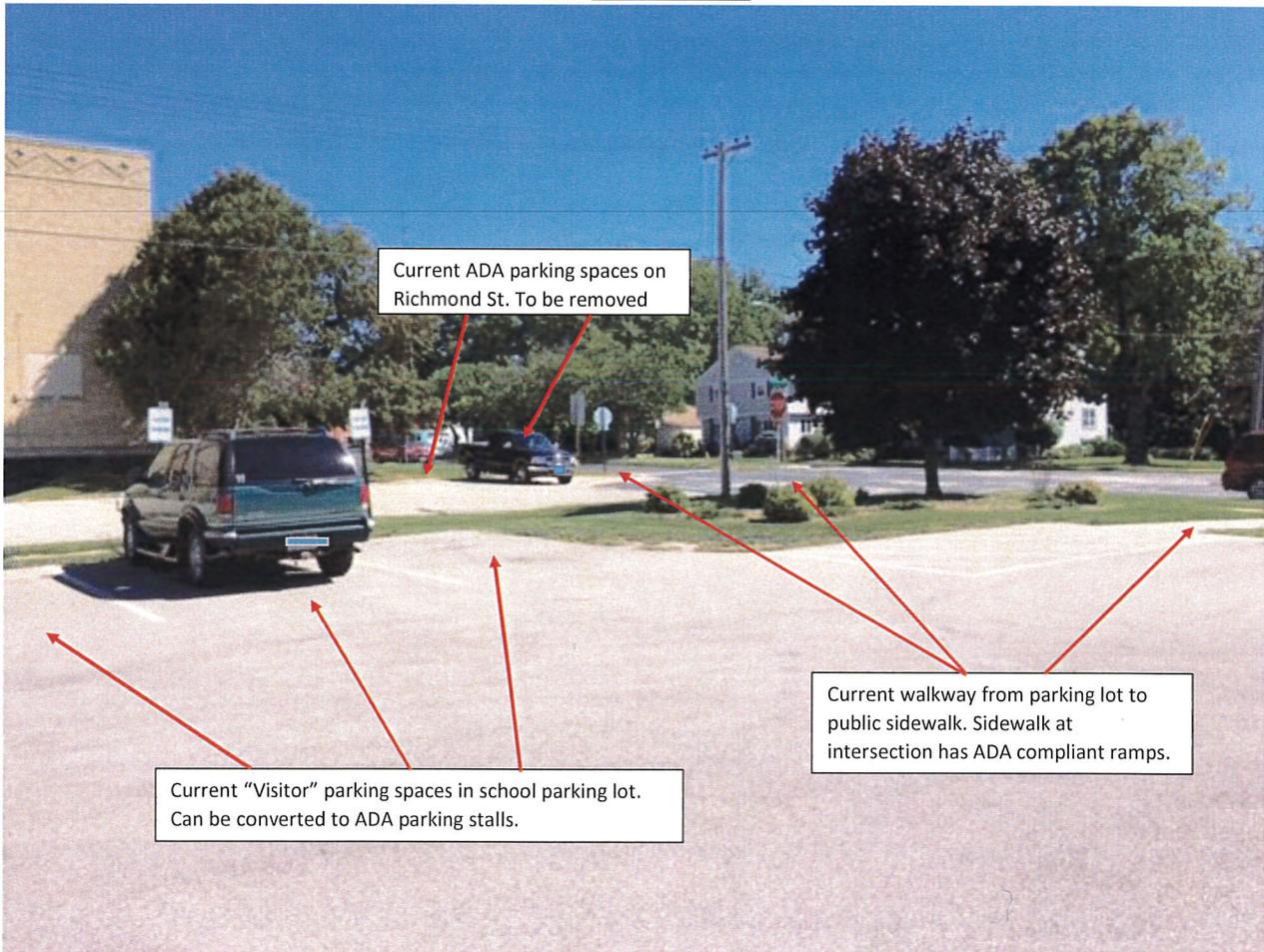


PHOTO H



Another view of the proposed loading/unloading lane on Richmond St (Looking east).

PHOTO I



BUDGETARY IMPACT

The financial impact of this project is minimal. DPW would use existing personnel on regular time to install signs and paint lines. The painting of lines may not occur until spring of 2017 when DPW is doing other line painting projects.

As stated in the beginning of this proposal, the Columbus School District has indicated they would pay for new signage. It is estimated the project would require the following:

Seven (8) new signs

Four (6) sign tabs – added to existing signs.

Three (4) new sign poles.

These estimates do not include new signage for the relocated ADA parking stalls in the school parking lot. It is unknown if the School District will be able to re-use the current signs from Richmond St. Painting for these stalls will also be required in the parking lot.



Columbus Police Department

159 S. Ludington St.
Columbus, WI. 53925

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

September 15, 2016

Mayor Crombie
Members of the Common Council,

Currently the school buses stop in front of the Columbus Middle and Elementary Schools to drop-off and pickup students. Some concerns have been raised by school and Riteway Bus Co. staff about possible collision with cars when the buses are pulling away from their stops at the schools.

In an effort to increase bus safety, I am looking at the possibility of the buses being able to activate their red flashing stop lights and sign just prior to pulling away from their parked areas at the schools. They would then deactivate the lights after safely pulling into traffic. This would only be done when they are finished dropping-off or picking up students and still have passengers on the bus.

It would appear that current state statute below does not allow for this under these particular circumstances. However, it is possible under state statute 349.21 that a city can enact an ordinance allowing for the school buses to do this.

The students do not have to cross a street/highway when being unloaded or loaded at the schools. They are parked next to a sidewalk that adjoins the school grounds. So, I'm not sure if 349.21 would apply.

I would suggest a review by the city attorney to clarify this and request that we amend our ordinance to allow for this if possible.

346.48 Vehicles to stop for school buses displaying flashing lights.

(1) The operator of a vehicle which approaches from the front or rear any school bus which has stopped on a street or highway when the bus is equipped according to s. 347.25 (2) and when it is displaying flashing red warning lights, shall stop the vehicle not less than 20 feet from the bus and shall remain stopped until the bus resumes motion or the operator extinguishes the flashing red warning lights. The operator of any school bus which approaches from the front or rear any school bus which has stopped and is displaying flashing red warning lights shall display its flashing red lights while stopped. This subsection does not apply to operators of vehicles proceeding in the opposite direction on a divided highway.



Columbus Police Department

159 S. Ludington St.
Columbus, WI. 53925

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

(2)

(a)

1. Except as provided in par. (b), the operator of a school bus equipped with only flashing red warning lights as specified in s. 347.25 (2) shall actuate the lights at least 100 feet before stopping to load or unload pupils or other authorized passengers, and shall not extinguish the lights until loading or unloading is completed and persons who must cross the highway are safely across.

2. Except as provided in par. (b), the operator of a school bus equipped with flashing red and amber warning lights as specified in s. 347.25 (2) shall do all of the following when stopping to load or unload pupils or other authorized passengers:

a. Actuate the flashing amber warning lights at least 300 feet before stopping in a 45 miles per hour or greater speed zone or at least 100 feet before stopping in a less than 45 mile per hour speed zone.

b. At the point of loading or unloading, bring the bus to a stop, extinguish the flashing amber warning lights, and actuate the flashing red warning lights.

c. After loading or unloading is completed and persons who must cross the highway are safely across, extinguish the flashing red warning lights.

3. Where the curb and sidewalk are laid on one side of the road only, the operator shall use the flashing red or flashing red and amber warning lights when loading or unloading passengers from either side.

(b) **School bus operators shall not use the flashing red or amber warning lights in:**

1. Special school bus loading areas where the bus is entirely off the traveled portion of the highway.

2. Residence or business districts when pupils or other authorized passengers are to be loaded or unloaded where a sidewalk and curb are laid on both sides of the road, **unless required otherwise by municipal ordinance enacted under s. 349.21 (1).**

(bm) Except as provided in par. (b) 2. or unless prohibited by municipal ordinance enacted under s. 349.21 (2), a school bus operator shall use the flashing red or amber warning lights as provided in par. (a) in a zone designated by "school" warning signs as provided in s. 118.08 (1) in which a street or highway borders the grounds of a school when pupils or other authorized passengers are loaded or unloaded directly from or onto the school grounds or that portion of the right-of-way between the roadway and the school grounds.

(c) When a school bus is being used on a highway for purposes other than those specified in s. 340.01 (56) (a) and (am), the flashing red or amber warning lights shall not be used, and all markings on the front and rear of the bus indicating it is a school bus shall be removed or completely concealed; except that any time a motor vehicle is equipped as provided under ss. 347.25 (2) and 347.44 and is transporting children for any purpose, the school bus markings may remain unconcealed and the flashing red or amber warning lights may be used as provided in this section and when so used, sub. (1) applies to operators of other motor vehicles.



Columbus Police Department

159 S. Ludington St.
Columbus, WI. 53925

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

349.21 Authority to regulate school bus warning lights.

(1) The governing body of any town, city, village or county may by ordinance provide for the use of flashing red or amber warning lights by school bus operators in a residence or business district when pupils or other authorized passengers are to be loaded or unloaded at a location at which there are no traffic signals and such persons must cross the street or highway before being loaded or after being unloaded.

(2) The governing body of any town, city, village or county may, by ordinance, prohibit the use of flashing red or amber warning lights by school bus operators when pupils or other authorized passengers are loaded or unloaded directly from or onto the school grounds or that portion of the right-of-way between the roadway and the school grounds in a zone designated by "school" warning signs as provided in s. 118.08 (1) in which a street or highway borders the grounds of a school.

History: 1973 c. 93; 1987 a. 125; 2013 a. 96.

Sincerely,

Daniel M. Meister
Chief of Police

ORDINANCE CHANGE

CURRENT ORDINANCE:

- **Sec. 98-78. - Residential districts.**

(a) No person shall park any vehicle for a period longer than 72 hours on unposted residential streets of the city and no longer on a posted street than the time limits posted on such street.

(b) On school days no parking shall be permitted between the hours of 8:00 a.m. and 3:30 p.m. excluding ten minute pick up or drop off of students at the following locations:

(1) On the west side of the west lane of South Dickason Boulevard from West School to Fuller and on the north side of the 200 block of Fuller Street except for school buses waiting for or engaged in loading or unloading schoolchildren.

(2) On Richmond Street from South Dickason Boulevard to the end of school property.

(3) On Selden Street from South Main Street to Fuller Street.

(4) Entire 200 block of West School Street and the south side of the 100 block of West School Street.

(Code 1978, § 7.03(2); Ord. No. 581-03, 12-16-03)

PROPOSED CHANGES:

• **Sec. 98-78. - Residential districts.**

(a)

No person shall park any vehicle for a period longer than 72 hours on unposted residential streets of the city and no longer on a posted street than the time limits posted on such street.

(b)

On school days no parking shall be permitted between the hours of 7:30 a.m. and 3:30 p.m. ~~excluding ten minute pick up or drop off of students~~ at the following locations:

(1)

~~On the west side of the west~~ southbound lane of South Dickason Boulevard from West School to Fuller Richmond St. and on the ~~north~~ south side of the 200 block of Fuller Street ~~except for school buses waiting for or engaged in loading or unloading schoolchildren.~~

(2)

On the north side of Richmond Street from South Dickason Boulevard to the end of school property (student loading and unloading lane only).

(3)

~~On Selden Street from South Main Street to Fuller Street.~~

(4)

Entire south side of the 200 and 300 block of West School Street and the south side of the 100 block of West School Street.

(5) As otherwise posted by official sign and/or painted markings.

I am requesting the City Council to approve these changes as well as the above listed changes to Sec. 98-78 of the ordinances.

Respectfully submitted,

Daniel M. Meister

Daniel M. Meister
Chief of Police

2015 AGENDA ITEM

Committee of the Whole Meeting Date: September 20th, 2016

DETAILED DESCRIPTION OF SUBJECT MATTER:

Recreation Committee would like to enter into a one-year contract with the Columbus Courtside Organization (CCO) for our boys' basketball program.

LIST ALL SUPPORTING DOCUMENTATION ATTACHED: Copy of drafted contract
NUMBER OF ATTACHMENT PAGE(S) 1

IS FUNDING REQUIRED? _____ YES NO

FUNDING SOURCE: _____

DEPARTMENT: Recreation

ACCOUNT NUMBER: _____

MOTION REQUESTED OF COUNCIL: _____

2016-2017 Agreement between the City of Columbus and the Columbus Courtside Organization (CCO)

City of Columbus Recreation Mission Statement

"The City of Columbus seeks to provide recreational activities and facilities that will build strong families and a community quality of life."

The following agreement is entered into between the City of Columbus, herein called "City", and the Columbus Courtside Organization, herein called "CCO."

The CCO agrees to:

1. Obtain and maintain 3rd party liability insurance with a \$1,000,000 per injury coverage, naming the City of Columbus as an additional insured or co-insured with the original certification certificates delivered to the City Clerk and a copy to the Recreation Department.
2. Provide a copy of the organization's 501(c) (3) certificate of a non-profit corporation and submit to the City Clerk with a copy of the executed 2016-17 Use Agreement.
3. Establish and submit to the City Recreation Department a schedule of fees prior to the beginning of the season (dates to be determined cooperatively). Said fee schedule shall include participant fees as specified in #4.
4. The City will notify the CCO with the number of participants per the roster in the Basketball Development League "BDL" program for the upcoming season and will keep funds in the amount equivalent to \$10 per participant.
5. The City will send in league fees for each team registered with the BDL from collected registration fees; the CCO agrees to pay any fees associated above and beyond the league fees to The City.
6. The CCO agrees to assist the City of Columbus Recreation Department with hosting a BDL tournament; the CCO shall assist with promotion, concession stand help, hiring of officials and prep work before and during the tournament. If for any reason the Columbus Recreation Department tournament is not held at least once each year during the term of this agreement, the CCO agrees to pay the City of Columbus Recreation Department the sum of \$XXXXXX within 15 days of being invoiced by the City or the Columbus Recreation Department.
7. CCO will coordinate with the City of Columbus Recreation Department with regard to schedules for 2016 & 2017 games and practices to be held at Columbus High School, Columbus Middle School and the Columbus Elementary School.
8. Promote communication by inviting City representatives to CCO meetings when applicable.
9. The CCO shall maintain a floating roster during the season. This means that each member of the BDL (developmental team) shall be allowed to suit up and play in at least one game with the more competitive team during each season.

We, the undersigned, as representatives of both the City of Columbus and the Columbus Courtside Organization (CCO), agree to the terms listed above.

Kelly J. Crombie, Mayor

Date

Alan Osgood, President, CCO

Date

September 14th, 2016

The Recreation Advisory Committee would greatly appreciate the support of the City Council members, on our request to raise the rental rates for the Fireman's Park Pavilion.

We suggest the following:

- Residents of Columbus have an increase of \$200, from \$400 per day to \$600 per day
- Non-residents would have an increase of \$200, from \$800 per day to \$1000 per day
- Non-Profit Resident would have a \$50 increase from \$100 to \$150 per day
- Non-Profit Non-Residents would have a \$50 increase from \$125 to \$150 per day

We feel these increases are reasonable and we will reevaluate a year from now.

Thank you for taking this into consideration.

Recreation Advisory Committee

Adrian Shepard, Chair

Kristin Hansen, Secretary

Adam Carthew

Todd Farrington

Michelle Wallace

Josh Venden

Juan Guerrero

Amy Jo Meyers, Director

Current

City of Columbus Facility Rental & Use Agreement

Name of User / Agent:			
Address:		Resident: Y / N	
City:	State:	Zip Code:	
Phone # (best) :		Phone # (secondary):	
Email:			
Facility Requesting:		Purpose:	
Date(s) Requesting:		Approved by:	

RESIDENT Rates are listed as "full day" rent

Building	Deposit	Rent	Rent
		Mon. - Thur.	Fri. - Sun.
Pavilion	\$400.00	\$200.00	\$400.00
Rest Haven	\$50.00	\$75.00	\$100.00
Concession	\$50.00	\$50.00	\$60.00

NON-RESIDENT Rates are listed as "full day" rent

Building	Deposit	Rent	Rent
		Mon. - Thur.	Fri. - Sun.
Pavilion	\$600.00	\$400.00	\$800.00
Rest Haven	\$100.00	\$125.00	\$150.00
Concession	\$100.00	\$75.00	\$100.00

NON-PROFIT RESIDENT Rates are listed as "full day" rent

Building	Deposit	Rent	Rent
		Mon. - Thur.	Fri. - Sun.
Pavilion	\$200.00	\$75.00	\$100.00
Rest Haven	\$50.00	\$50.00	\$75.00
Concession	\$50.00	\$25.00	\$50.00

NON-PROFIT NON-RESIDENT Rates are listed as "full day" rent

Building	Deposit	Rent	Rent
		Mon. - Thur.	Fri. - Sun.
Pavilion	\$300.00	\$100.00	\$125.00
Rest Haven	\$100.00	\$75.00	\$100.00
Concession	\$100.00	\$50.00	\$75.00

City of Columbus Facility Rental & Use Agreement
2017

Name of User / Agent:	
Address:	Resident: Y / N
City:	State: Zip Code:
Phone # (best) :	Phone # (secondary):
Email:	
Facility Requesting:	Purpose:
Date(s) Requesting:	Approved by:

RESIDENT Rates are listed as "full day" rent

Building	Deposit	Rent Mon. - Thur.	Rent Fri. - Sun.
Pavilion	\$400.00	\$200.00	\$600.00
Rest Haven	\$50.00	\$75.00	\$100.00
Concession	\$50.00	\$50.00	\$60.00

NON-RESIDENT Rates are listed as "full day" rent

Building	Deposit	Rent Mon. - Thur.	Rent Fri. - Sun.
Pavilion	\$600.00	\$400.00	\$1000.00
Rest Haven	\$100.00	\$125.00	\$150.00
Concession	\$100.00	\$75.00	\$100.00

NON-PROFIT RESIDENT Rates are listed as "full day" rent

Building	Deposit	Rent Mon. - Thur.	Rent Fri. - Sun.
Pavilion	\$200.00	\$75.00	\$150.00
Rest Haven	\$50.00	\$50.00	\$75.00
Concession	\$50.00	\$25.00	\$50.00

NON-PROFIT NON-RESIDENT Rates are listed as "full day" rent

Building	Deposit	Rent Mon. - Thur.	Rent Fri. - Sun.
Pavilion	\$300.00	\$100.00	\$175.00
Rest Haven	\$100.00	\$75.00	\$100.00
Concession	\$100.00	\$50.00	\$75.00

PARKS: Pavilion Expenses - 2015

100-555400-251 *As per Kim - June 2015

PO Date	PO Number	Where Items Purchased	Invoice #	Amt. Pd.	Acct. Bal.
				\$0.00	
9/24/2015	15174/REC	Cardmember/Menards	receipt	\$389.00	\$389.00 Water heater for Pavilion
9/25/2015	15188	Tri-County Maintenance Supply	28326	\$28.75	\$417.75 Clear liners for garbage cans
10/5/2015		Columbus W&L		\$323.34	\$741.09 August billing
10/5/2015		Columbus W&L		\$45.92	\$787.01 August billing
10/9/2015	15348	Packerland Rent-A-Mat	S2123616	\$25.21	\$812.22 Rental cleaning cloths & dust mops
10/9/2015	15330	Tonn Pest Control	work ticket	\$38.00	\$850.22 October spraying
10/9/2015	15344	TAS Heating & Cooling		\$439.05	\$1,289.27 Furnace maintenance checks
10/9/2015	15345	Columbus True Value	multiple	\$171.43	\$1,460.70 Hot water heater, ceiling fan, light bulbs, & mop heads
10/22/2015	15447	Tri-County Maintenance Supply	28767	\$128.05	\$1,588.75 1 case of floor cleaner and trash liners
10/31/2015		Columbus W&L		\$52.93	\$1,641.68 October billing
10/31/2015		Columbus W&L		\$359.04	\$2,000.72 October billing
11/5/2015	15549	Columbus True Value	multiple	\$26.49	\$2,027.21 misc supplies for Pavilion
11/5/2015	15546	Packerland Rent-A-Mat	multiple	\$50.42	\$2,077.63 materials for regular cleaning
11/4/2015	15528	Tonn Pest Control	work ticket	\$38.00	\$2,115.63 November spraying
11/5/2015	15550	Columbus True Value	K01538	\$9.60	\$2,125.23 9 volt batteries for smoke alarms at the Pavilion
11/20/2015		WE Energies		\$228.82	\$2,354.05 gas service for 10-16-15 to 11-16-15
12/1/2015		Columbus W&L		\$106.35	\$2,460.40 November billing
12/1/2015		Columbus W&L		\$441.00	\$2,901.40 November billing
12/1/2015	15732	Tonn Pest Control		\$38.00	\$2,939.40 December spraying
12/23/2015	15950	Cardmember/Amazon.com		\$74.98	\$3,014.38 2 cig butt receptacles
12/17/2015	15876	Packerland Rent-A-Mat	8240 & 2049	\$50.42	\$3,064.80 November cleaning materials
12/17/2015	15885	Columbus True Value	K00773 & K01044	\$25.75	\$3,090.55 glass cleaner, light globe, and bulbs
12/31/2015	16058	Packerland Rent-A-Mat	8633 & 2652	\$50.42	\$3,140.97 December cleaning materials
12/31/2015	16078	Columbus True Value	K02163 & K02294	\$80.38	\$3,221.35 Ceiling fan and plug for stove
12/31/2015	16292	Cardmember/Silica	receipt	\$387.99	\$3,609.34 New gas range

(does not include paper products for bathrooms)

PARKS: Pavilion Expenses - 2016

100-555400-251 *As per Kim - June 2015

PO Date	PO Number	Where Items Purchased	Invoice #	Amt. Pd.	Acct. Bal.
1/11/2016	16134	Tonn Pest Control	work ticket	\$38.00	\$14,000.00
2/4/2016	16368	Tonn Pest Control	work ticket	\$38.00	\$13,962.00 January spraying
2/18/2016	16481	Packerland Rent-A-Mat	multiple invoices	\$27.21	\$13,924.00 February spraying
2/18/2016	16484	Columbus True Value	receipt	\$9.50	\$13,896.79 January service
2/23/2016	16516	Cardmember/Dollar General	work ticket	\$38.00	\$13,871.31 Misc supplies for Pavilion
3/1/2016	16571	Tonn Pest Control	multiple invoices	\$50.42	\$13,823.81 Frames for AED signage
3/17/2016	16721	Packerland Rent-A-Mat	work ticket	\$38.00	\$13,823.81 March spraying
4/7/2016	16828	Tonn Pest Control	multiple invoices	\$52.42	\$13,773.39 Service for February
4/7/2016	16839	Packerland Rent-A-Mat	receipt	\$8.97	\$13,735.39 April spraying
4/7/2016	16845	Columbus True Value	receipt	\$117.00	\$13,682.97 Service for March
1/15/2016 REC?		Carolyn Fredericks		\$1,029.14	\$13,674.00 Light bulbs for Pavilion
1/29/2016 Barb		WE Energies		\$717.98	\$12,527.86
2/11/2016 Barb		Columbus W&L		\$848.00	\$11,809.88
3/4/2016 Barb		Columbus W&L		\$766.64	\$10,961.88
3/10/2016 Barb		WE Energies		\$413.11	\$9,782.13
3/31/2016 Barb		Cardmember/Menards	receipts	\$103.99	\$9,678.14 ceiling fan & light for Pavilion
5/20/2016	16992	Tonn Pest Control	work ticket	\$38.00	\$9,640.14 May spraying
5/4/2016	17005	Salanone Supplies	multiple invoices	\$117.00	\$9,523.14 Bathroom supplies
5/4/2016	16993	Packerland Rent-A-Mat	work ticket	\$52.42	\$9,470.72 April service
5/25/2016	17143	Cardmember/Amazon	work ticket	\$38.00	\$9,457.97 Refrigerator door bar
6/9/2016	17350	Tonn Pest Control	multiple invoices	\$50.42	\$9,419.97 June spraying
6/9/2016	17345	Packerland Rent-A-Mat	multiple invoices	\$561.35	\$8,808.20 Trash liners, toilet paper & towels
6/9/2016	17349	Salanone Supplies	multiple invoices	\$67.46	\$8,740.74 Light bulbs for Pavilion
6/9/2016	17354	Columbus True Value	receipt	\$335.00	\$8,405.74 Builders Risk Ins - Pavilion Project
7/1/2016 Anne		Richards Insurance	work ticket	\$406.93	\$7,998.81 Service & maintenance on big cooler, new exhaust fan motor
7/8/2016	17582	Kaul Refrigeration	work ticket	\$38.00	\$7,960.81 July spraying
7/8/2016	17598	Tonn Pest Control	multiple invoices	\$50.42	\$7,910.39 Service for June
7/8/2016	17595	Packerland Rent-A-Mat	receipt	\$47.60	\$7,862.79 Cleaner & freshner
7/8/2016	17578	Salanone Supplies	multiple invoices	\$39.99	\$7,822.80 Ceiling fan - from rental damage
6/30/2016 Kim		Boardman & Clark	multiple invoices	\$170.00	\$7,652.80 Pavilion project contract review by City attorney
8/5/2016	17807	Packerland Rent-A-Mat	work ticket	\$75.63	\$7,577.17 Service for July
8/5/2016	17796	Tonn Pest Control	work ticket	\$38.00	\$7,539.17 August spraying
8/19/2016	17886	Country Plumber	work ticket	\$660.00	\$6,879.17 3 additional porta potties at Pavilion for project

2016 AGENDA ITEM

Committee of the Whole Meeting Date: September 20, 2016

Council Meeting Date: October 4, 2016

DETAILED DESCRIPTION OF SUBJECT MATTER:

Improvements to Kiwanis Lift Station – Pumps and valves replacement with the addition of an on-site, stand-by generator.

LIST ALL SUPPORTING DOCUMENTATION ATTACHED:

NAME OF DOCUMENT(S) Task Order 2016-08
NUMBER OF ATTACHMENT PAGE(S)

IS FUNDING REQUIRED? X YES NO

REVENUE GENERATED: None
DEPARTMENT: Wastewater
ACCOUNT NUMBER: 600-181183

MOTION REQUESTED OF COUNCIL:

Approval Ruekert-Mielke Task Order 2016-08 to proceed with the design for this project.

TASK ORDER 2016-08
2016 KIWANIS LIFT STATION UPGRADE

This is Task Order No. 2016-08,
consisting of 6 pages.

Task Order

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

1. Background

- A. The Kiwanis Park lift station is an important part of the City’s sanitary sewer collection system. The lift station serves the southwestern part of the City including Columbus Community Hospital and Columbus High School.
- B. The lift station is a duplex dry pit style design. A brick-clad CMU building encloses the pump control panel located on the first floor. Other electrical equipment is on the first floor room as well. This includes a transformer, disconnect boxes and switchgear. The pumps, valves, fittings and piping are located in the lower of the building. The pumps draw sanitary sewage from an adjacent wet well. The pump controls, wet well, piping, and building are in good condition and do not require attention as part of this project.
- C. The lift station pumps are very old. The backhead of the pumps is from the 1950’s. The pumps have a history of clogging. Cogging with very old pumps is common as the internal parts wear and tolerances between the rotating parts become out of specification. In addition, there have instances in the past where both pumps are needed to keep up with the incoming flow to the lift station. This indicates that the capacity of the pumps may need to be increased. As part of this project, the pumps will either be replaced entirely, or new a number of parts will be provided to essentially make the pump new.
- D. The lift station does not have a permanent emergency generator. In the past, City staff have used a portable generator to serve the station when utility power is not available. However, the City is also responsible for nine other lift stations. The emergency equipment to serve all lift station includes one portable generator and a few portable gas-powered pumps. The portable pumps are not very reliable since they can lose their prime and it can take 15-20 minutes to regain the prime. The City does have plans to purchase a new portable generator in the future. However, even with this second portable generator, there is still a lack of emergency response equipment for sanitary lift stations. The Wisconsin Administrative Code generally requires that only three lift stations can be served with a portable generator during utility outages. The lack of emergency generators to serve lift stations has been recognized by City staff.

TASK ORDER 2016-08
2016 KIWANIS LIFT STATION UPGRADE

- E. As part of this project, a permanent natural gas-powered generator would be provided in the upper room of the building. There is adequate space in the room. An automatic transfer switch would be provided in conjunction with the generator. The generator would be sized to accommodate future growth in the tributary area to the lift station. Several pieces of wall-mounted electrical equipment would have to be relocated in the room to make space for the generator. In addition, the exhaust fan in the room serving the lower pump room would be relocated. In addition, the exhaust fan will have to be relocated in the room. Several cut-in wall openings will be required for louvers. In addition, a temporary wall opening will be necessary to fit the generator inside the building.

2. Proposed Design

- A. With the proposed design the following issues would be addressed.
- i. The pumps would be updated with possible additional capacity. The pumps would not clog as often.
 - ii. Permanent emergency power with an automatic transfer switch would be provided. Utility staff would not have to worry about temporary pumping measures at this lift station during power outages.

3. Services of R/M

1. R/M proposes full engineering services for this project. We proposed to provide design, bidding and construction services. Formal contract documents using the EJCDC format would be used with this project for bidding and construction. Specifics of our proposed services are listed below.

Design

- Evaluate Pump Run Times and Past Quotations for Pump Replacement
- Identify Pump Improvements
- Develop System Curve for Lift Station
- Consider Future Growth of Tributary Area
- Design Generator Placement in Existing Building
- Design New Louvers and Wall Openings
- Provide Structural Coordination With Sub-consultant
- Conduct Drafting and Drafting Coordination
- Write Technical Specifications
- Obtain Wage Rate Requirements
- Write Contract and Front End Specifications
- Coordinate DNR Submittal and Approval If Necessary
- Conduct 90% Drawing Approval with City
- Conduct Internal QA/QC
- Provide Final Document Preparation for Public Bidding

Page 2 of 6 Pages
(Attachment 1 - Task Order Form)

TASK ORDER 2016-08
2016 KIWANIS LIFT STATION UPGRADE

Bidding

- Administer Public Bidding Documents with Electronic Plan Room
- Answer Bidders' Questions
- Issue Addenda
- Attend Bid Opening
- Review Bids and Prepare Bid Tabulation
- Make Formal Award Recommendation to City

Construction Related Services

- Administer Contract Execution (e.g. Insurance, Agreement, Bonding, etc)
- Issue Notice to Proceed
- Draft Preconstruction Meeting Agenda
- Attend Preconstruction Meeting
- Draft Preconstruction Meeting Minutes
- Review Submittals Such As Shop Drawings and Vendor Operation and Maintenance Manuals
- Attend Five Progress Meetings with Contractor and Conduct Five Inspections. Assume Meetings and Inspections are on Same Day. One Inspection Is For Start-Up and One Inspection Is For Final Inspection.
- Review and Negotiate Change Orders
- Review and Coordinate Contractor Pay Requests
- Answer Contractor Questions and Coordinate With Contractor
- Coordinate with City During Construction
- Attend Equipment Start Up and Provide Substantial Completion Inspection
- Conduct Punch List Inspection
- Write Punch List
- Assemble Project Closeout Documentation

TASK ORDER 2016-08
2016 KIWANIS LIFT STATION UPGRADE

3. City's Responsibilities

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

- i. City shall confirm attendance to meetings prior to attendance.
- ii. Allow access to Kiwanis lift station during design.
- iii. Provide timely review of plans.

4. Items Excluded

A. The following items are excluded from the Scope of Services:

- Alternatives analysis.
- Any grant application related to this project.
- As-Built drawings other than contractor-submitted redlines.

5. Times for Rendering Services

A. Schedules are subject to change due to activities beyond the control of Ruekert/Mielke. In general, the tentative project schedule is as follows:

Authorization to Proceed	9/20/16
Preliminary Design	11/15/16
Final Design and Advertise	12/03/16
Bids Due on Project	12/20/16
Start Construction	1/20/17
Final Completion	5/31/17
Project Closeout	6/16/17

6.

7. Payments to R/M

A. City shall pay R/M on an hourly basis for services rendered as follows:

<i>Category of Services</i>	<i>Compensation Method</i>	<i>Estimate of Compensation for Services</i>
Design	Standard Hourly Rates	\$18,047.00
Bidding	Standard Hourly Rates	\$1,983.00
Construction Related Services	Standard Hourly Rates	\$12,465.00

TASK ORDER 2016-08
2016 KIWANIS LIFT STATION UPGRADE

Reimbursable (Including Subconsultants)	Standard Rates	\$6,528.00
	TOTAL =	\$39,023.00

- B. The terms of payment are set forth in Section III and Exhibit A of the Agreement.
- C. Terms and Conditions: Execution of this Task Order by City and R/M shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. R/M is authorized to begin performance upon its receipt of a copy of this Task Order signed by City.

TASK ORDER 2016-08
2016 KIWANIS LIFT STATION UPGRADE

The Effective Date of this Task Order is September 15, 2016.

City of Columbus:

Ruekert and Mielke, Inc. :

By:

By:



Name:

Name:

Jason P. Lietha

Title:

Title:

Office Manager

**DESIGNATED REPRESENTATIVE FOR
TASK ORDER:**

Name:

Name:

Jason Lietha

Title:

Title:

Office Manager

Address:

Address:

258 Corporate Drive, Madison WI
53714-2407

E-Mail

E-Mail

jlietha@ruekert-mielke.com

Address:

Address:

Phone:

Phone:

608.819.2600

Fax:

Fax:

608.819.2600

2016 AGENDA ITEM

Committee of the Whole Meeting Date: September 20, 2016

Council Meeting Date: October 4, 2016

DETAILED DESCRIPTION OF SUBJECT MATTER:

Purchase of a portable generator for providing emergency power to sewage pump stations.

LIST ALL SUPPORTING DOCUMENTATION ATTACHED:

NAME OF DOCUMENT(S)

Total Energy Systems Quote	\$29,697.00
Wolter Power Systems Quote	\$30,393.00
B and M Technical Services Quote.....	\$31,802.00
Cummins NPower Quote.....	\$82,490.00

NUMBER OF ATTACHMENT PAGE(S) 13

IS FUNDING REQUIRED? X YES _____ NO

REVENUE GENERATED: None

DEPARTMENT: Wastewater

ACCOUNT NUMBER: 600-577210-810

MOTION REQUESTED OF COUNCIL:

Approve the purchase of the Kohler portable generator from Total Energy Systems

B & M TECHNICAL SERVICES
 PO Box 48
 Coloma, WI 54930
 715-228-7604 (Office)
 608-547-9433 (Cell)
 715-228-3418 (Fax)

Page: 1 of 1
 Date: 8/17/16

To: City of Columbus WWTP
 Attn: John Nehmer

Quote Expiration: 30 days
 Estimated Delivery: Stock -
 Berlin, WI

We are pleased to provide the following base bid:

Qty.	Description	Net Each	Net Extension
<i>Generator</i>			
1	Generac/Magnum MMG35DF4 Mobile Generator - 27KW/29KW Skid Mount John Deere Final Tier 4 Engine List Price: \$43,056.00	\$ 30,226.00	\$ 30,226.00
1	Generac/Magnum MTG032 Trailer, Single Axle, Ball Hitch, Surge Standard, Electric Additional Lead Time List Price: \$2,244.00	\$ 1,576.00	\$ 1,576.00
		Total	\$ 31,802.00
Installation Manuals		Incl.	
Operation Manuals:		Incl.	
Sales Tax:		Not Incl.	
Estimated Freight:		Not Incl.	
Installation/Start-up:		Not Incl.	
Service Contract:		Not Incl.	
50% Downpayment Upon Bid Acceptance		Not Req.	
Invoice Payment Term:		Net 30	

Additions or deductions to base bid:

Exceptions and Special Notes:

Clarification Notes:

Unless otherwise noted any other equipment/services to be supplied by you.

Quoted by _____
 Katie Gruber

Accepted by _____
 City of Columbus WWTP

This information provided is confidential and proprietary to B&M Technical Service and is intended solely for the recipient listed above. Do not duplicate or distribute.

Visit our web site at <http://www.bmtechservice.com>

Our energy working for you.™



Quotation

Cummins NPower, LLC
800 W. Ryan Road
Oak Creek WI 53154 United States
Direct: 414-570-7151
May 4, 2016

Project Name: City of Columbus Portable

Quotation: 372000000712105

Thank you for your inquiry. We are pleased to quote as follows:

		USD
Item	Description	Qty
Portable Genset: 60Hz-150kW		
Install-US-Nonroad	U.S. EPA, Nonroad (Portable) Application	1
C150D2RE	Genset-Diesel, 60 Hz, 150 kW, Standby	1
A122-2	Duty Rating-Prime Power	1
L230-2	Emissions-Compliance EPA Tier 4 Final Certified	1
R175-2	Voltage 208-480 Variable	1
B931-2	Alt-60Hz, 12L, 120/240, 95C	1
KX21-2	Generator Set Control-Power Command 3.3	1
KX06-2	Distribution Panel-Bus Bar Connection	1
F248-2	Cam Lock Distribution Panel-U.S. Rental	1
CP01-2	Sound Attenuated Enclosure	1
C281-2	24 Hour Fuel Tank	1
TR01-2	Trailer	1
F240-2	Hydraulic or Electric Brake Trailer	1
F245-2	Hitch, Ball	1
A452-2	Packaging - Cummins Power Generation	1
A456-2	Battery Charger	1
E152-2	Engine Coolant - 60% Antifreeze, 40% Water Mixture	1
L231-2	Auxiliary Fuel and DEF Connections	1
L175-2	Genset Warranty - Industrial Mobile Extended, 5 Years	1
CP	25' Cord with Hubbel VP10477-S39 Plug	2
RC	120VAC, 20 CB with 20A Duplex Receptacle	1
BA	Battery	1
SU	Start-up & Test	1

Grand Total \$82,490.00

Submitted by

Steve Olson , Sales Manager
steve.e.olson@cummins.com
Mobile: 414-588-9368
Fax: 414-768-9441

Wohlers, Patrick

From: Steve E Olson <steve.e.olson@cummins.com>
Sent: Wednesday, May 4, 2016 7:22 AM
To: Wohlers, Patrick
Subject: RE: Trailer Mounted Generator Proposal Request - PAST DUE
Attachments: City of Columbus Portable.docx

Hi Pat,

I was out of the office yesterday. Attached is the quote. We start at 150KW for the new Tier 4 emission product. The smaller units have not been released yet.

Thanks,
Steve Olson
*General Sales Manager – Power Generation
Central Region*

Cummins Sales and Service
800 W. Ryan Rd
Oak Creek, WI 53154
414-570-7151 office
414-588-9368 cell
steve.e.olson@cummins.com

From: Wohlers, Patrick [<mailto:PWohlers@ruekert-mielke.com>]
Sent: Wednesday, May 04, 2016 7:09 AM
To: Steve E Olson <steve.e.olson@cummins.com>
Subject: RE: Trailer Mounted Generator Proposal Request - PAST DUE

Steve, We were hoping to have these proposals in yesterday. Are you able to get me something soon?

Thanks! Pat

From: Wohlers, Patrick
Sent: Thursday, April 21, 2016 11:32 AM
To: Steven E. Olson (steve.e.olson@cummins.com)
Subject: Trailer Mounted Generator Proposal Request

Steve, On behalf of the City of Columbus, WI can you prepare an equipment/cost proposal to meet their following needs:

They are looking to purchase one new portable generator for use at their Wastewater Utility facilities.

30 KW, trailer mounted generator with fuel tank. 120/240 Volt, 3-phase, 4-wire generator output. Unit shall be provided with a 90 amp, 240 volt, 3-phase output circuit breaker, feeding a 25 ft cord with a Hubbell Killark Model VP10477-S39 plug on end of cord. Coordinate final plug wiring to match with existing City lift station standards. Unit shall also include a 120 volt, 20 amp output circuit breaker feeding one 20 amp convenience duplex, weather proof receptacle.

Fuel tank shall provide a minimum of 24 hours of 1/2 loaded generator operation.

Terms and Conditions

The equipment and/or services included in this quotation are as detailed on the Bill of Material.

Prices are in US dollars and are valid for 60 days. Any applicable taxes are not included. Standard freight costs are included, F.O.B. point-of-shipment on the truck. Delivery on flat-bed truck or other special trailer will be at additional cost. Unloading and placement are the responsibility of the installing contractor and/or buyer.

This quotation does not include any engineering, installation materials or labor. Activities or items such as interconnection wiring, fuel for testing, fuel permitting, concrete pads, hard piping of any kind, etc., are the responsibilities of the installing contractor, unless they are listed in the Bill of Material.

Delivery is expected to be 8 weeks after receipt of approved submittal drawings.

Payment terms are net 30 days upon approved credit. All payments to be made in cash or approved check. If credit payment card is preferred, add 3% to the quoted price. Retainers are not accepted without prior written approval.

A service charge of 1.5% per month (effective APR 19.6%) will be charged on all past due accounts.

Should Buyer cancel the purchase agreement without Seller's written consent, Seller may, at his option, recover from buyer a cancellation charge of not less than 20% of the purchase price.

Those orders that are ready for shipment but cannot be delivered for reasons such as job site delay, credit holds, equipment held at customer's request for consolidation or pick-up, etc., will be assessed a 2% per month storage charge, starting 10 days after the scheduled ship date. Storage will be provided for up to 3 months at which time the order will be subject to cancellation, with the appropriate cancellation charges applied.

ANY PERSON OR COMPANYS SUPPLYING LABOR OR MATERIALS FOR THIS IMPROVEMENT TO THE PROPERTY MAY FILE A LIEN AGAINST THE PROPERTY IF THAT PERSON OR COMPANY IS NOT PAID FOR THE CONTRIBUTIONS.

YOU HAVE THE RIGHT TO DIRECTLY PAY PERSONS WHO HAVE SUPPLIED LABOR OR MATERIALS FOR THE IMPROVEMENT. YOU HAVE THE RIGHT TO REQUEST A LIEN WAIVER FOR ALL AMOUNTS PAID.

Warranty on this equipment is supplied by the manufacturer of the equipment, not Cummins NPower, LLC. Standard warranty is one year from start-up or 18 months from delivery, whichever comes first, unless special or extended warranties are purchased.

Signature

Date

BILL OF MATERIALS

30 KW, trailer mounted generator with 100 gallon fuel tank.

Engine: John Deere 3029HFG03 Turbo Charged, aftercooled diesel engine rated at 44 hp, 33kw @ 1800 rpm for prime applications

3 cylinders

2.9L displacement

Final Tier IV Emissions

Polyethylene single wall fuel tank with 100 gallon capacity at 31 hour run time at full load

Fuel tank built into skid of generator set

120% containment

Cooling system capable of operating at 120F ambient

Low coolant shutdown

Radiator and oil drains plumbed to exterior

Vibration dampers isolate engine/generator from frame

Disposable air filter

Air filter restriction indicator

60 Hz engine/generator

Electronic Isochronous governing

Utilizes DOC / DPF Exhaust filter

Generator

Marathon Electric Superstart

Brushless

4 pole

Class H Insulation

Voltage regulation +/-0.5% with Magnum PM 600. Voltage Regulator

System Output

3 position selector switch:

Single phase 120/240V Zig Zag

Three phase 120/208V Low Wye

Three Phase 277/480V High Wye

30kw/30kva standby single phase

27kw / 27 kva prime single phase

31kw / 39 kva standby three phase

29kw / 36 kva prime single phase

System Controls

Power Zone Controller and display

Backlit, 800x480 pixel resolution color display

-40F to 185 F operating temperature range

Automatic course voltage adjustment

PLC functionality

Push buttons for easy operation

Manual or Auto Start

Engine Start

Engine stop/Reset

Alarm Mute

Operator Screens

Home

Engine

Generator

Voltage Adjust

Diagnostic Information

Engine: Oil Pressure, engine temperature, fuel level, battery, Aftertreatment temperature, Ash/soot levels

Generator: System kw, line output and frequency display

Alarms: warning, shutdown, electrical trip, engine

Alarm Lists: Fuel level, overspeed, oil pressure, coolant temperature, battery voltage, generator (over/under) voltage, generator (over/under) frequency

Input/Outputs

Auto Schedule

Status: Configuration of controller, firmware, and connections

GENERAC | **INDUSTRIAL**

3125 Intertech Drive Brookfield, WI 53045 Phone: (262) 790-6230 • (800) 236-1625 • Fax: (262) 790-6229 wollerps.com

5/3/2016
Page 2

Electrical Controls

Remote Start, stop, lock able control box, lockable lug box (trips main breaker when lug door is opened, disables voltage regulator)
Output ground connection lug inside lug box
125A main breaker with shunt trip
Convenience receptacles with individual breaker
2 x 120V 20A GFCI duplex outlets (Nema 5-20R type)
3 x 125/250V 50A, 3 pole, 4 wire twist lock
Voltage adjustment integrated into Power Zone controller
720 CCA wet cell battery
Battery disconnect
Panel lighting for breakers, lugs, and selector switch

Enclosure

Aluminum sound attenuated enclosure
UV & fade resistant, high temperature cured, white polyester power paint
Insulated and baffled
Fully lockable enclosure including door and fuel fill
Emergency stop switch
Central lifting point
Document holder with operating manual including AD/DC wiring diagrams
Interior cabinet lighting

Trailer

DOT approved tall, side, brake, and directional lights LED
Transportation tie downs
Safety chains with spring loaded safety hooks
2" ball hitch
5000lb axle
2000 lbs tongue jack with footplate
P225/75R15 tubeless tires – 6 ply

Weights and Dimensions:

See Specifications Sheets.

Warranty

1 Year/Unlimited hours; 2 Years/2000*
*Consult factory for details

Startup

Training

Clarifications:

1. Unless specifically listed in our Bill of Material, equipment not indicated is assumed to be supplied by others. We reserve the right to correct any errors or omissions.
2. Off-Loading and Electrical Installation provided by others.
3. Customer is responsible for taking delivery of the equipment when it is ready to ship from the factory.
4. Startup and testing is performed during normal business hours M-F.

GENERAC INDUSTRIAL

3125 Intertech Drive Brookfield, WI 53005 Phone: (262) 790-6230 • (800) 236-1625 • Fax: (262) 790-6229 woltarps.com

5/3/2016
Page 3

ALL PRICES SUBJECT TO SALES TAX (IF APPLICABLE) • THIS PROPOSAL IS VALID FOR 90 DAYS UNLESS OTHERWISE NOTED

This Proposal is subject to Wolter Power System's Standard Terms and Conditions, which are incorporated herein by reference. Buyer expressly agrees to such Standard Terms and Conditions and any inconsistent or additional terms submitted by Buyer are rejected.
See: <http://www.wolterps.com/PDF/terms.pdf>

Customer Signature: _____

Seller Signature: _____

GENERAC | **INDUSTRIAL**
POWER SYSTEMS

3125 Intertech Drive Brookfield, WI 53045 Phone: (262) 790-6230 • (800) 236-1626 • Fax: (262) 790-6220 wolterps.com

5/3/2010
Page 4



"Proven Provider of Critical Power"

To: Ruekert & Mielke, Inc.
Attn: Patrick Wohlers
Re: 30REOZK4 Mobile Genset

Phone 262-542-5733
pwohlers@ruekert-mielke.com

From: Bill Konrad
Industrial Generator Sales
Total Energy Systems
8525 N. 87 Street
Milwaukee, WI 53224
P: 920-425-3267 F: 414-357-6278
wkonrad@totalenergysystems.com

GENERATOR SET

* → **Kohler Model: 30REOZK\$**

This Diesel generator set equipped with a 4D5.6 alternator operating at 120/240 volts three phase is rated for 30 kW/37.5 kVA.
Output amperage: 90

Configuration

- | | |
|-----|---|
| Qty | Generator |
| 1 | 30REOZK Diesel Tier 4 Final EPA Certification |
| 1 | Nameplate Rating, Standby 130C |
| 1 | UL2200 Listing |
| 1 | Alternator, 4D5.6 |
| 1 | Heavy Duty Air Intake |
| 1 | Cooling, Unit Mounted Radiator |
| | Controller |
| 1 | Controller, DEC3500 |
| 1 | Electronic Governor |
| | Breaker 1 |
| 1 | LCB, 150 AMP, Field Adjustable |
| | Enclosure |
| 1 | Sound Enclosure, Steel – 67 dBA at 23 ft. |
| 1 | Duplex Weather Proof Receptacle w/20A Circuit Breaker |
| 1 | Stainless Steel Hdw |
| | Sub-Base Fuel Tank |
| 1 | 77 gallons – 24 Hour |
| | Miscellaneous |
| 1 | Block Heater. 700W, 120V, 1Ph w/Valves |
| 1 | Battery Charger, Float 12V-6 AMP |
| 1 | Flexible Fuel Lines |
| 1 | Battery Rack & Cables |
| 1 | Local Emergency Stop Switch |
| 1 | Lit Kit, Production |
| 1 | Warranty, 5 Year |
| 1 | Killark VP10477-S39 Plug - Installer |
| 1 | 25 Ft. Type G Portable Power Cable - Installed |



Total Energy Systems, LLC

Job Name: City of Columbus.
SAP: 0026237541
Version 1.0
Quote: 0416bk16
04/28/2016
Page 2

Trailer

1	5700# Torflex Axle
1	Single Axle Flat Deck
1	Electric Breaks
1	Electric Breakaway Kit
1	Tongue Mounted Cable Box
2	Safety Chains
1	7000# Tongue Jack
2	7000# Rear Stabilizer Jacks
1	DOT Lighting Package
1	2 5/16" Adjustable Coupler
1	Adjustable Lunette Eye Coupler
1	7 Pin Trailer Plug
1	Paint Color Gloss Black

DISTRIBUTOR START-UP

1. Start-up, must be scheduled a minimum of 10 - 14 days prior to requested start-up date. Contact the Service Department at 1.888.548.1400 ex 3301 or service@totalenergysystems.com for date and time.

SERVICE ITEMS INCLUDED WITH THIS QUOTE:

Lubricating Oil

Antifreeze - 50/50 Mix

Battery

Start Up Service

One (1) day reserved, during normal business hours, for inspection, engine prep work and initial engine start up

Training session will be provided at the conclusion of the system start up.

2. Contractor shall coordinate and schedule start-up and shall be responsible for **ADDITIONAL field service costs** if start-up cannot be completed in time allowed as a result of incomplete installation.

* Normal business hours are M-F 8:00AM to 4:30PM.

After hours Start ups are available for an additional charge. Standard published rates apply.

BASE PRICE WITHOUT OPTIONS: \$29,679.00

Quotation is firm for 60 days.

Lead Time: 10 to 11 weeks after approved submittals.

FOB Job Site (Customer Unload)

Price does not include any applicable taxes or installation.

KOHLER POWER SYSTEMS



CLARIFICATIONS

1. Total Energy System's proposal is based on meeting the functional intent and system requirements of the job description.
2. No specifications or drawings were provided for the project prior to providing the above equipment.
3. Unless specifically listed in our Bill of Material, equipment not indicated is assumed to be supplied by others.
We reserve the right to correct any errors or omissions.

OFFER ACCEPTANCE

I hereby authorize Total Energy Systems LLC to use this form as a bona fide purchase order of the equipment shown on Offer Number: 0416bk16 to the terms and conditions.

Proposed by:

Company: Total Energy Systems

Print Name: Bill Konrad

Title: Industrial Generator Sales

Accepted by:

Company: _____

Print Name: _____

Title: _____

Signature: _____

Date: _____

PO Number: _____



PLEASE NOTE:

- A. Quotation is firm for 60 days
- B. Off-loading, installation, insulation, etc. of all associated equipment is not included, unless otherwise stated.**
- C. NETA Testing, if required, is not included and will be completed by others.
- D. Fuel, fuel piping plans, installation and permitting of tanks or piping, if required, is not included.
- E. Quotation meets functional intent of specifications, either verbal or written, unless otherwise noted.
- F. State and/or local permits, where applicable, are not included and must be purchased by owner or installing contractor.
- G. Videotaping of training is not provided due to liability reasons. An approved operational DVD is available upon request and at an additional cost.

TERMS AND CONDITIONS:

TERMS: Payment is: 30% at submittal drawing approval, 60% when equipment is delivered/received to site and 10% at start-up acceptance of system. **Unless alternative terms are agreed upon prior to acceptance.**

CREDIT CARD PAYMENTS: Credit card payments are subject to a processing fee of up to 3%.

GENERAL: Stenographical and clerical errors are subject to correction. Orders resulting from quotations become contracts. Any agreement or other understanding, supplementing or modifying the conditions of the contract resulting from our acceptance of an order will not be mutually binding unless made in writing.

LIABILITY: We accept orders under the condition that we are not to be liable for losses or delays caused by strikes, accidents, fires or any other cause beyond our control. Damage resulting from improper storage or handling prior to placing products in service will not be considered our liability. We will not assume any responsibility, expense or liability for repairs made without our written consent. We assume no contingent liability for losses sustained by any purchases through the use of any of the products described.

RETURNED MATERIAL: No material may be returned without first obtaining written approval, and no claim will be allowed nor credit given for material returned without such written approval. It is your duty to inspect goods within ten days after receipt.

SHIPMENT: Our responsibility ceases with the delivery of merchandise in good order to transportation companies. Claims for shortage or damage in transit must be made by the customer against the carrier. In the absence of definite shipping instructions, we reserve the right to ship all material, upon completion, by any public carrier, which in our opinion is satisfactory.

TAXES: State and local sales and use taxes and excise taxes, where applicable, are in addition to quoted prices and will be billed unless the purchaser promptly certifies that the goods are for resale or are otherwise exempt.

GUARANTEE: As outlined by appropriate manufacturer.

CANCELLATION: All orders cancelled after submittal approval are subject to cancellation charges of 50% submitted by factory to Total Energy Systems.



CITY OF COLUMBUS

105 N. DICKASON BOULEVARD COLUMBUS, WISCONSIN 53925-1565
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RESOLUTION NO. 17-16

Resolution Recognizing Pubic Power Week October 2-8, 2016 and How Columbus Water & Light Makes Our Lives Powerful All Year

WHEREAS, we, the citizens of Columbus, place a high value on local control over community services and therefore have chosen to operate a community-owned, locally controlled, not-for-profit electric utility and, as consumers and owners of our electric utility, have a direct say in utility operations and policies; and

WHEREAS, Columbus Water & Light has provided our homes, businesses, farms, social service, and local government agencies with reliable, efficient, and cost-effective electricity for over 100 years, employing sound business practices designed to ensure the best possible service at not-for-profit rates; and

WHEREAS, Columbus Water & Light is a valuable community asset that contributes substantially to the well-being of local citizens through energy efficiency, customer service, environmental protection, economic development, and safety awareness; and;

WHEREAS, Columbus Water & Light is a dependable and trustworthy institution whose local operation provides many consumer protections and continues to make our community a better place in which to live and work, as well as contributes to protecting the global environment;

NOW, THEREFORE BE IT RESOLVED: that Columbus Water & Light will continue to work to bring lower-cost, safe, reliable electricity to community homes and businesses just as it has since 1898, the year when the utility began to serve all the citizens of Columbus; and

BE IT FURTHER RESOLVED: that the week of October 2-8, 2016, be designated the 30th Annual Public Power Week in order to honor Columbus Water & Light for its contributions to the community and to make its consumer-owners, policy makers, and employees more aware of Columbus Water & Light's overall contributions to their well-being and how it makes their lives powerful: and

BE IT FURTHER RESOLVED: that our community joins hands with more than 2,000 other public power systems in the United States in this celebration of public power recognition that Columbus Water & Light is good for consumers, business, the community, and the nation.

Dated this _____ day of September, 2016.

Kelly Crombie, Mayor

Attest: _____
Anne Donahue, City Clerk

Resolution No. _____

Fire Prevention Week – October 9-15, 2016



WHEREAS, the City of Columbus, Wisconsin, is committed to ensuring the safety and security of all those living in and visiting Columbus; and

WHEREAS, fire is a serious public safety concern both locally and nationally, and homes are where people are at greatest risk from fire; and

WHEREAS, U.S. fire departments responded to 369,500 home fires in 2014, according to the National Fire Protection Association (NFPA); and

WHEREAS, U.S. home fires resulted in 2,745 civilian deaths in 2014, representing the majority (84 percent) of all U.S. fire deaths;

WHEREAS, in one-fifth of all homes with smoke alarms, the smoke alarms are not working; and

WHEREAS, three out of five home fire deaths result from fires in properties without smoke alarms (38 percent) or with no working smoke alarms (21 percent); and

WHEREAS, working smoke alarms cut the risk of dying in reported home fires in half; and

WHEREAS, many Americans don't know how old the smoke alarms in their homes are, or how often they need to be replaced; and

WHEREAS, all smoke alarms should be replaced at least once every ten years; and

WHEREAS, the age of a smoke alarm can be determined by the date of its manufacture, which is marked on the back of the smoke alarm;

WHEREAS, Columbus first responders are dedicated to reducing the occurrence of home fires and home fire injuries through prevention and protection education; and

WHEREAS, Columbus residents are responsive to public education measures and are able to take personal steps to increase their safety from fire, especially in their homes; and

WHEREAS, the 2016 Fire Prevention Week theme, "Don't Wait – Check the Date! Replace Smoke Alarms Every 10 Years" effectively serves to educate the public about the vital importance of replacing the smoke alarms in their homes at least every ten years, and to determine the age of their smoke alarms by checking the date of manufacture on the back of the alarms.

THEREFORE, I, Kelly Crombie, Mayor of Columbus, do hereby proclaim October 9-15, 2016, as Fire Prevention Week throughout this city. I urge all the people of Columbus to find out how old the smoke alarms in their homes are, to replace them if they're more than 10 years old, and to participate in the public safety activities and efforts of the Columbus Fire Department during Fire Prevention Week 2016.

Dated this _____ day of October, 2016.

Kelly Crombie, Mayor

Attest: _____

Anne Donahue, City Clerk

City of Columbus

105 N. Dickason Blvd. ♦ Columbus, WI 53925-1565
920-623-5900 ♦ fax 920-623-5901 ♦ www.cityofcolumbuswi.com

2016 AGENDA ITEM

MEETING DATE: September 20, 2016

AGENDA ITEM: Repayment of Special Assessments

DETAILED DESCRIPTION OF SUBJECT MATTER:

As the 2016 Columbus City Street Project continues, we are nearing closer to the end of the construction.

With the hours of discussion that took place regarding how to assess property owners for some of the infrastructure, we are also nearing closer to where the final pieces of that process can be closed up.

One piece of this is the method to which we will collect the special assessments. We've had several discussions about how we will ultimately collect payments for the project, but to date, there has not been any formally approved policy. The attached draft has been before you in the past, which sets up a system for which an extended repayment is permitted based upon the size of the assessment.

The current, or default policy allows for a 10-year repayment of assessments, regardless of the amount owed. I recall that during discussions about the assessment process for the current process, there was support for the adjusted repayment options based upon amounts.

If there is support by the Council, this policy could be approved on its own so as to be applied to the 2016 Street Project Assessments, or it could be included as part of the Final Resolution for the project, which would also make it effective for the current project.

ACTION REQUESTED OF COUNCIL: Consideration of a policy for repayment of the special assessments for the 2016 City Street Reconstruction Project

Updated - Suggestion

(4) Upon completion of the project or improvement the assessment report initially approved by City Council shall be updated by the City Engineer to reflect the actual as built costs. Should these costs be materially higher than the initial report the City Council approved it shall be made aware and action may be taken in accordance with State Statute 67.010 to amend the initial assessments.

If the cost of the project is less than the special assessments adopted by Council, the governing body, without public hearing shall reduce each special assessment to the actual as determined by the final report.

A notice with the final assessment amount shall be mailed by certified mail to all property owners in the affected area by the City Clerk.

If any property owner's assessment is less than initially described and had been paid prior to the final assessment notice the excess shall be refunded or the excess applied to any unpaid installments, if the property owner had elected to pay by installment.

PAYMENT OF SPECIAL ASSESSMENT

Special assessments may be paid in the following manner:

Upon Receipt. Upon receipt of the final notice of assessment, any person may pay the same in full, without interest, if paid to the city treasurer prior to November 1st.

Installments. Upon receipt of the final notice of assessment, the property owner may determine it is in their best interest to make payments by the installment method. The initial resolution will identify the estimated project costs with a repayment schedule based on the proposed assessment, as follows:

\$1.00 TO \$2,000.00 – 5 YEAR REPAYMENT

\$2,001.00 TO \$6,999.00 – 10 YEAR REPAYMENT

\$7,000.00 TO \$9,999.00 – 15 YEAR REPAYMENT

\$10,000.00 AND OVER – 20 YEAR REPAYMENT

The interest rate for the repayment of special assessments shall be the net interest rate of the bond issue plus 1%. If no bond or borrowing is issued the interest rate shall be determined by the City Council at the time of the preliminary resolution.

This does not prohibit a property owner from requesting a shorter repayment schedule based on the final special assessment amount.

(6) Any special assessment levied under this section shall be a lien against the property assessed from the date of the final resolution by the City Council determining the amount of the levy.

SAMPLES OF REPAYMENT AMOUNTS BASED ON 2.8%

DOLLAR AMOUNT OF SPECIAL ASSESSMENT:	ANNUAL PAYMENT AMOUNTS DUE WITH PROPERTY TAX PAYMENT			
	BASED ON 5 YEARS	BASED ON 10 YEARS	BASED ON 15 YEARS	BASED ON 20 YEARS
\$1,000.00	\$217.11	N/A	N/A	N/A
\$2,000.00	\$434.22	N/A	N/A	N/A
\$3,000.00	N/A	\$348.11	N/A	N/A
\$5,000.00	N/A	\$580.19	N/A	N/A
\$7,000.00	N/A	N/A	\$577.92	N/A
\$9,000.00	N/A	N/A	\$743.04	N/A
\$10,000.00	N/A	N/A	N/A	\$659.79
\$15,000.00	N/A	N/A	N/A	\$989.68
\$20,000.00	N/A	N/A	N/A	\$1,319.58

**SAMPLE OF ASSESSMENT
USING THE CURRENT PRACTICE
AT BOND RATE PLUS 1%**

CURRENT PRACTICE - AMORTIZED OVER 10 YEARS PAID ANNUALLY WITH TAX PAYMENT	
DOLLAR AMOUNT OF SPECIAL ASSESSMENT:	BASED ON 10 YEARS
\$1,000.00	\$116.04
\$2,000.00	\$232.07
\$3,000.00	\$348.11
\$5,000.00	\$580.19
\$7,000.00	\$812.26
\$9,000.00	\$1,044.33
\$10,000.00	\$1,160.37
\$15,000.00	\$1,740.56
\$20,000.00	\$2,320.74

2016 AGENDA ITEM

MEETING DATE: September 20, 2016

AGENDA ITEM: City Budget Expense Line Policy

DETAILED DESCRIPTION OF SUBJECT MATTER:

The Ad Hoc Committee on Financial Policies has met and prepared the attached document. This policy would provide clarification for the communication and accountability between City Staff and the Council pertaining to the spending within a current year's budget.

ACTION:

To discuss and consider adoption of the City Budget Expense Line Policy.

CITY OF COLUMBUS
City Budget Expense Line Policy
September _____, 2016

1.0 PURPOSE:

The annual City Budget, as adopted by the City Council, sets the expectation for expenses required to provide necessary public services to the residents of Columbus. A thorough and deliberative process is implemented each year in the effort to accurately assess the cost of delivering said services.

The purpose of this document is to provide clarification for the communication and accountability between City staff and the City Council on the ongoing expenditures within the annual "City Budget" meaning any Fund in which a budget is adopted. It shall also serve as a guide along with the Purchasing Policies and Procedures adopted in March, 2009 to city staff to strive to adhere to the budget initiatives and priorities to the best of their abilities as stewards of the tax levy.

2.0 ORGANIZATIONS AFFECTED:

All City Departments, particularly the City Administrator.

3.0 INTENT:

THE INTENT OF THIS DOCUMENT IS TO IDENTIFY SPECIFIC EXPENDITURE TYPES AND THE PROCESS FOR WHICH INFORMATION IS DISEMMINATED TO THE CITY COUNCIL ON REQUESTS TO EXPEND FUNDS TO GO OVER BUDGET LINE-ITEMS OR TO PROVIDE REASONING FOR WHY LINE ITEMS HAVE GONE OVER BUDGET FOR THE CURRENT YEAR.

4.0 EXPENDITURE TYPES:

As stewards of these public resources, the City Council and City staff are partners in ensuring that expenses made throughout each year stay within the parameters set by the budget as adopted. The City Council and City staff recognize that circumstances, like emergencies, may cause certain budget lines to exceed the set budget, but in so doing must provide documented reasoning behind it. The City Council and City Staff also realize that there may be a need or opportunity for future spending efficiencies which may cause certain budget lines items to exceed the adopted budget. These items should be brought before City Council for review and approval prior to the expenditure.

1. NON-EMERGENCY EXPENSES EXCEEDING A BUDGET LINE:

The City Council adopted a Purchasing Policies and Procedures guideline which established “uniform standards and procedures to be followed by the City Departments, Boards, Commissions and the City Council in the purchase of supplies, materials, equipment and contractual services.” The Purchasing Policies and Procedures identifies the requirement to ensure funds are available prior to a current purchase/service but there are times when a Department Head recognizes that a future expense will exceed a budget line item. In accordance with the Purchasing Policies and Procedures prior to any action the Department Head must consult with the City Administrator beforehand. The City Administrator shall then forward the issue to the City Council for approval. The City Administrator and the Department head will be required to provide the necessary information and reasoning for why the proposed expense is necessary and was not anticipated when the annual budget was approved for the current year.

2. EMERGENCY EXPENSES:

For hazards that pose a threat to the lives, property or environment in the City of Columbus and that would create unexpected expenses causing an expense line to exceed the approved budget deemed an “Emergency” are defined as:

DECLARED STATE OF EMERGENCY: Depending on the scope of the natural disaster the Mayor declares whether or not the event creates a local state of emergency. If a local state of emergency is declared the City’s Emergency Management Plan shall be activated.

NOT DECLARED STATE OF EMERGENCY: If a local state of emergency is not declared, the City Administrator shall work with the appropriate Departments to address any public safety or health issue/concern, which would require immediate action to repair or response to prevent further public safety issues, health issues, damages or financial loss to the City or its residents. These actions shall be dealt with in a timely manner – immediate if deemed necessary for public safety – regardless of the adopted budget within a particular expense line.

When any type of emergency situation occurs the City Administrator or designated individual shall contact the City Council as soon as practical and provide them with a summary of the event and the current and potential expenses regarding the event. Updated reports shall be provided at each subsequent Council meeting or as often as necessary to keep the City Council informed and up to date.

Not more than 90 days after the event the City Administrator, Emergency Management Director or appropriate individual shall bring a full report to the Council on the effect of the event and the costs associated with the event.

OTHER EMERGENCY TYPE EVENTS: Events may arise where the situation does not pose an imminent public safety or health issue/concern or life threatening situation to the residents or staff of the City of Columbus, but the event or situation still needs to be dealt with in an immediate manner. The affected Department Head shall contact the City Administrator to request permission to correct the problem as soon as possible being mindful of the amount budgeted.

Once the scope of the “emergency” and the costs are better known the City Administrator will contact the City Council to provide them with information on the situation and the anticipated costs. If the expenditure would cause an expense line to go over budget the City Council would be required to approve said expense via a special emergency meeting, if determined necessary.

These types of events or situations shall be determined on a case by case basis by the City Administrator and the Purchasing Policies and Procedures shall be referred to in regard to the dollar amount of the purchases as determined necessary.

5.0 REVIEW & APPROVAL

COUNCIL REVIEW & ACTION: The City Council shall be provided at each regular meeting of the Council with a list a/k/a the claims packet by department of invoices for services/purchases incurred by each Department Head and approved by the City Administrator in accordance with the adopted Purchasing Policies and Procedures (Adopted 03/05/2009) for review and action. Capital projects costs, purchases or other expenses shall always be recorded in its own departmental report.

BUDGETARY REVIEW: In addition, the Council shall be provided with a Treasurer’s Report at the second regular meeting of each month. The Treasurer’s Report shall include the activity reported through the prior month end and shall compare budget to actual by departmental levels along with providing cash and asset balances for the prior month end. The report will also, for the General Fund, provide a list of any and all expense accounts that have gone over the budgeted amount along with an explanation. The report is intended to provide an overview of the financial status of the major City Funds, Sewer Utility and Tax Incremental Financing Districts.

The Funds listed below have been requested by the Council to be included in the monthly Treasurer’s Report but at any time the Council may request additional Funds be added to this list:

- General Fund #100
- Revolving Loan Fund #200
- Community & Economic Development Fund #205
- Aquatic Center Fund #215
- Room Tax Fund/Tourism #225
- Hillside Cemetery Fund #235
- Tax Incremental Financing District #3 #410
- Tax Incremental Financing District #4 #412
- Capital Projects Fund #415
- Sewer Utility Fund #600