

City of Abbotsford

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

ABBOTSFORD CITY COUNCIL MEETING TO BE HELD **Monday, February 7, 2022 at 6:00 P.M.** AT THE ABBOTSFORD COUNCIL CHAMBER

1. Call the regular meeting to order
 - a. Meeting Posted According to State Statutes
 - b. Roll call
 - c. Pledge of Allegiance
2. Introduction from Jesse James-Candidate for Wisconsin's 23rd Senate District
3. Comments by the Mayor
4. Comments by the City Administrator
5. Comments by the Public- 2 Minute Time Limit
6. Minutes from the City Council Meeting held January 19, 2022 (pgs. 3-6)
 - a. Waive the reading and approve/disapprove the minutes
7. Incidents, Training, Accidents
8. Library Update (pgs.7-11)
9. Approve/Disapprove Appointing Sharon Archambo to the Abbotsford Public Library Board of Trustees for a Three Year Term. (pg. 12)
10. Police Department Update (pgs. 13-14)
11. Fire Department Update
12. Approve/Disapprove Resolution 2022-1, Addendum B 121307 To Mutual Aid Box Alarm System Agreement. (pgs.15-16)
13. Approve/Disapprove Operators License (pgs.17-19)
14. Discussion: 209 N. 1st St. (pg. 20)
15. MSA Update (pgs. 21-23)
16. Public Works Update
17. Discuss/Recommend Schilling Park Improvements pgs. 24-25
18. Approve/Disapprove Engineering Proposal for Concession Stand at Red Arrow Park pgs. 26-29
19. Discuss/Recommend Dump Truck Purchase
20. Water/Wastewater Update
21. Approve/Disapprove a Sewer Credit in the Amount of \$740.08 for 402. N. 3rd St.
22. Motion to Convene into Closed Session pursuant to Wis. Stat. s. 19.85(1)(g).
Conferring with legal counsel for the Common Council who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is involved, namely Marathon County Case No. 19-CV-601, *City of Abbotsford vs. Chelt Development, LLC et al*
23. Roll Call Vote
24. Motion to Return to Open Session
25. Next Meetings: Wednesday, February 16, 2022
26. Future Agenda Items – No Action Will be Taken
27. Adourn

Abbotsford City Council Meeting-Monday, February 7, 2022, 6:00 PM
Mon, Feb 7, 2022 6:00 PM - 9:00 PM (CST)

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Minutes from the January 19, 2022, Abbotsford City Council Meeting in the Abbotsford City Hall Council Chambers.

Mayor Weix called the Meeting to Order at 6:00.

Meeting was Posted According to State Statutes

Roll Call: M. Rachu, Nixdorf, Diedrich, Huther, Zeiset, Weideman, Espino

Absent: D. Rachu

Others Present: Administrator Soyk, DPW Craig Stuttgen

Pledge of Allegiance – Held

Comments by the Mayor – None

Comments by Interim Administrator- Administrator Soyk stated that the city received a donation towards the Shortner Park fund in the amount of \$18,500.

Comments by the Public – None

Minutes from the City Council Meeting January 3, 2021- Motion to approve by *Weideman /Diedrich. Unanimous.*

Incidents, Training, Accidents- Administrator Soyk stated that the DNR is finally going to launch the online testing program in February. Dylan Bloch and Justin Meyer are in the process of getting signed up for the exams.

Approve/Disapprove giving the Abbotsford School District a Pool Credit in the amount of \$957.00- The Abbotsford School District just filled the new pool with 150,000 gallons of water. Since the water will not go to our sewer system the school should receive a credit for the sewer portion of the 150,000 gallons. The total amount for the sewer portion is \$957.00. Motion to approve by *Diedrich/Huther. Unanimous.*

Approve/Disapprove Operators License- Motion to approve operators license for Kendra Ratcliff by *M. Rachu/Diedrich. Zeiset-No. Motion Carries 6-1.*

Discussion: Updating Old City Signs with New Electric Signs- We are looking at replacing the old city signs at the north and east entrances of the city. We would keep the existing brick foundation and just replace the sign itself. We will get quotes on new electric signs and bring it back to the council for approval.

Discussion: Cell Tower Lease- Administrator Soyk stated a company called Everest Infrastructures reached out to him about leasing the cell tower on 11th St. He stated that we currently have a lease

with Vertical Bridge that doesn't expire until 2030. Everest Infrastructure is offering an additional \$12,000 in rent per year until the lease expires in 2030. After the lease expires the city's payment would be based off 50% of revenue share, which is estimated at \$42,000 per year. Alderman Zeiset asked if we should compare this with other companies to see if this is a good deal. Administrator Soyk stated that Vertical Bridge has first right of refusal so they could match or beat Everest Infrastructure's proposal. He stated that he would reach out to Vertical Bridge to see if they would like to put in a proposal.

Discussion: ARPA Funds- Administrator Soyk stated that the US Department of Treasury released the final rule for what the ARPA funds can all be used for. The city received \$116,862.44 in 2021 and will receive that same amount in 2022. Previously the ARPA funds were only to be used in water, sewer, or broadband infrastructure. The new rule offers a standard allowance for revenue loss of up to \$10 million in which the city can use the funds for government services. Examples of government services include building roads, maintenance of roads, administrative buildings, water infrastructure, and sewer infrastructure. The new rule does not go into effect until April 1, 2022.

Discussion: 100 E. Spruce St. Lot- Mayor Weix stated that Paul Jakel contacted the city regarding his lot next to the city's alley on North First St. Mr. Jakel said he would be willing to trade that lot for other vacant land in the city. Alderman M. Rachu stated that if we would pursue this lot and make it a parking lot, we would need to come up with a set of rules for parking there. DPW Stuttgart was concerned that if we turn this into a parking lot for the tenants on Main Street other landlords might ask the city to provide parking for their tenants elsewhere. Alder Nixdorf expressed her concerns with plowing the parking lot especially when cars are parked there. Alder Huther asked what land Mr. Jakel is interested in. Soyk stated they did not discuss specific properties and he is just asking for an even swap. DPW Stuttgart stated that if Mr. Jakel would put up a building on a different lot the city would benefit from the tax dollars. Alder Huther also expressed her concerns with making it a parking lot and creating more plowing issues. Alderman Weideman stated the city should investigate swapping land with Mr. Jakel, even if we don't plan on turning the lot into a parking lot. The council stated they would like to work with Mr. Jakel on the land exchange and we will look at what the city has to offer him.

Public Works Update- DPW Stuttgart stated that the public works crew has been working on snow removal. He is working on getting the 2022 street projects ready for bid. DPW Stuttgart stated the old orange dump truck has a cracked frame. The public works crew did weld it back together and it should make it through this winter, but they can't use the vehicle on the highway to get materials. He stated the general fund balance increased \$475,000 the past two years. The sewer department is \$160,000 under budget and the water department is \$413,000 under budget in 2021. He stated that one reason the water and sewer are under budget is because the city has used Tiff funds for water and sewer projects. He stated the Tiff is a tool and it is meant to be a tool that the government gives us to help us with our finances. Our Tiff is taking in \$1,000,000 a year and using these funds towards water and sewer projects allows the city to not increase water and sewer rates. He stated we could easily fix the equipment problem we have if each department would budget \$50,000 per year towards equipment. He stated the city's grader is a 1992 and needs to be replaced soon. Alder Huther asked if there is a better time of year to purchase equipment to get discounts. DPW Stuttgart stated right now it takes over a year to get a new piece of equipment. The city ordered a new skid steer in August of 2021, and it won't get build until August of 2022. He stated that the city is in a good financial state and every department is under budget. Administrator Soyk stated he sent an email to the Department of Treasury to see if we can use ARPA funds to purchase equipment.

Approve/Disapprove Sewer Project Between Butternut St. and Sycamore St.- DPW Stuttgen stated that this sewer is in the alley between Butternut St. and Sycamore St. The estimated cost of this project is \$45,000-\$50,000 including gravel for the alley. He stated that this alley is flat and there will be standing water issues even after putting the gravel in the alley. He said the city should contact the homeowners and let them know that is not a city problem as the lots were all build to different elevations. He stated that this project will be bid out with the Butternut St. project as this will save on mobilization costs. Alder Nixdorf asked if adding gravel will make water issue worse. DPW Stuttgen said that adding gravel will not make the water issue worse, but it will create puddles in different locations then before. He stated he will contact our engineer about adding drain tile in the alley for water removal. Alderman Rachu asked what happens down the road when the alley needs more gravel. DPW Stuttgen stated that in the past the city only graveled the alleys one time and after that it is up to the homeowners to maintain the alley. Motion to approve by *M. Rachu/Nixdorf. Unanimous.*

Water/Wastewater Update- Water/Wastewater Manager Soyk stated we have one pump down because of a seal fail at the Linden lift station. LW Allen was here on Tuesday, January 18th to pull the pump. They have to take the pump back to their shop to fix it and we will hopefully have it back next week. We still have two pumps in service so there should not be any issues with the pump being down.

Approve/Disapprove the Contract for KLM Engineering- Water/Wastewater Manager Soyk stated this contract is for the inspection during the water tower rehabilitation. KLM Engineering will be onsite and provide inspecting services during the structural repairs, surface preparation, and coating application for the interior wet, interior dry, and exterior coatings. KLM Engineering has worked with MSA Engineering and Viking Industrial Painting LLC on other water tower projects. Alderman Zeiset asked how much this would increase the total cost of the water tower rehabilitation project. Soyk stated that MSA Engineering had a total estimated project cost of \$671,600. The total project cost after awarding the bid and engineering costs is \$563,643. Motion to approve by *M. Rachu/Huther. Unanimous.*

Approve Disapprove Bid for Elderberry Lift Station- Water/Wastewater Manager Soyk stated that this is to rehab the Elderberry lift station. This would replace the existing pump stands, guide rails, and piping. Soyk stated that he did talk to the Rodeway Inn about the mophead issue in the lift station. Rodeway did acknowledge that they use mops to clean floors in the hotel. Motion to approve by *M. Rachu/Nixdorf. Unanimous.*

Approve/Disapprove Paying out the PTO Bank for John Smith at Retirement- Administrator Soyk stated that John Smith is retiring in June of 2023. John will have worked for the City of Abbotsford for 14 ½ years. The handbook states that to be eligible for a PTO bank payout, employees must file for State Retirement and work for the City of Abbotsford for 15 years unless otherwise approved by the City Council. Motion to approve by *Zeiset/Weideman. Unanimous.*

Approve/Disapprove Amending Sections of Title 2; Chapters 2 & 3 in the Code

of Ordinances- Administrator Soyk stated that this is the ordinance that separates the duties of City Administrator and Clerk/Treasurer. These changes came from the city's attorney William Gamoke. Soyk reviewed the ordinance with Clerk/Treasurer Erin Clausnitzer and she is comfortable with her duties as clerk/treasurer. Motion to approve by *Weideman/M. Rachu. Unanimous.*

Current Bills- Mayor Weix stated that he has reviewed the bills with Administrator Soyk. We are paying the bills as they come in to avoid late charges. Alder Huther asked if there are any bills that are unusual or should be pointed out to the council. Soyk stated that there are some higher bills paid to Clark and Marathon counties and that is their portion of property taxes. Alder Huther asked that if there are any unusual or questionable bills that they be brought before the city council. Soyk stated that he would hold payment for any questionable bill until the council can review it.

YTD Financials- Administrator Soyk stated that this is the year-to-date financials for 2021. We might have a few more bills come in that are for 2021 so the amounts might change a little. He also stated that the auditor may recommend some journal entries that would change the final amounts. Soyk stated that when you compare overall revenues with expenses the city is in good financial shape. Soyk stated that he is working with the auditor on the Infrastructure Fund as some items were coded to the Infrastructure Fund that shouldn't have been. This will change the Infrastructure Fund along with the General Fund but will not change the overall bottom line.

Next Meetings: Monday, February 7, 2022 & Wednesday, February 16, 2022

Future Agenda Items – No Action Will be Taken- 209 N. 1st St.

Adjourn- Motion to adjourn by *Huther/Diedrich.. The City Council Adjourned at 6:44 PM.*

ABBOTSFORD PUBLIC LIBRARY BOARD OF TRUSTEES MEETING

www.abbotsfordpl.org

REGULAR MONTHLY MEETING: Meeting / Jan, 19, 2022 / 5:00 PM / Public Room

ATTENDEES:

Jochimsen (Library Director), Board: Giffin, Bittner, Hinrichsen, Dukelow, Suttner and Huther

Members absent:

Call to order: 4:59 pm

Reading of the minutes from previous meeting: Read and approved. Giffin/Suttner.

Public Comment:

Old Business:

- 150 Abbotsford Anniversary
 - Director informed the city council that the City of Abbotsford will be turning 150 in 2023. Board is open to hosting a library event themed to the celebration but considers the City to be the main entity in charge of the planning. Director welcomed to be part of a committee if asked, but the board warned against taking on too much to the detriment of library programming and tasks.
 - Update: Director asked the board to keep thinking of ideas for programming.
 - What makes up 150. Have jars with 150 of something in it and have it be a prize patrons can win.
- December Covid Procedures and precautions: no changes to be made.
- Holiday Program: Program outlined and tasks assigned. Poinsettias ordered. Choir contacted. Ad in paper.

New Business

- Clock: The grandfather clock stopped working the first week of January. Director will call the company that came out in the fall of 2021 to look at the clock.
- Discuss changes to make for February or choose to maintain current hours/procedures.: Maintain procedures.
- No Saturday Hours in Summer: Memorial Saturday in May to Labor Day Saturday in September.
 - At the November 2021 meeting K. Olson resigned. Olson was on staff as a Saturday worker and substitute as needed. Before Olson resigned, Jochimsen, Corley, Kuyoth, and Olson each worked one Saturday a month. With Olson leaving, the director and remaining library staff suggest closing Saturdays during the Summer months to keep Saturdays worked at a comparable level. Saturdays were already changed from 4 hours to 3 hours when we reopened fully after Covid-19 shutdown (the lost Saturday hour was added to the Friday open hours. Dukelow moved and Bittner seconded to close on Saturdays, Memorial weekend Saturday till Labor Day weekend Saturday. Motion passed.
- Author Visit – Virtual or In person.
 - The library will try to bring in an author for National Library Month. With a virtual author, the library may not have to pay the cost of travel for the guest speaker. Also, the presentation can then be held both live on Facebook and in-person at the library with use of the projector. The director will begin searching for an author.
- 2022 Holidays: Approved.
 - First Closed Summer Saturday: Saturday, May 28th: Closed
 - Memorial Day: Monday, May 30th: Closed
 - Independence Day: Monday, July 4th: Closed
 - Labor Day: Monday, September 5th: Closed
 - Thanksgiving: Thursday, November 24th: Closed
 - Black Friday: Friday, November 25th: Closed
 - Thanksgiving: Open: board suggested tying into “Small business Saturday” and hosting an event.
 - Dec. 23rd: Half day, 9am-1 pm
 - Christmas Eve: Saturday, December 24th: Closed
 - Christmas: Sunday
 - Day before New Year’s Eve: Friday, Dec 30
 - New Year’s Eve: Saturday: Closed
 - New Year’s Day: Sunday

Election of Discuss Election of Officers: To be held during the February meeting

Reappointments:

- Resigning in 2022: Braun. Recommendation of Sharon Archambo. Director will send city hall recommendation letter.
- Reappointed in 2021: Braun, Dukelow, Hinrichsen
- Reappointed in 2020: Giffin, Bittner, Suttner
- Reappointed in 2019: Writz – resigned
- Current City Rep: Huther

Treasurer’s Report: 98% spent \$132510.13

Circulation Report:

- Total Circulation:
Nov.2021: 1613 Dec. 2021: 1539
- Nov.2020: 1619 Nov. 2019: 1914 Nov. 2018: 2518 Nov. 2017: 2,399 Nov 2016: 2,427 Nov. 2015: 1948
Nov. 2014: 1948
- Dec. 2020: 1695 Dec. 2019: 2037 Dec 2018: 2,478 Dec 2017: 2,229 Dec 2016: 2,273 Dec 2015:1966 Dec 2014: 1954

Circulation Break-down: Nov

Books: 824, DVD: 247, Spoken Record: 36, Large Print: 32, Magazines: 42, Other: 24

Circulation Break-down: Dec

Books: 627, DVD: 224, Spoken Record: 49, Large Print: 27, Magazines: 37, Other: 51

Other Usage Report:

- Wireless Sessions: **Dec: 511 Nov: 447** Oct: 347 Sept: 358 Aug: 401 July: 402 June: 556 May: 415
April: 417 March:442 Feb:289 Jan: 269 Dec: 256 Nov: 360 Oct: 325 Sept: 473 Aug: 459 July: 490
June: 331 May: 327
- Overdrive E-material Checkout: **Dec: 168 Nov: 173** Oct: 143 Sept: 158 Aug: 157 July: 197 June: 172
May: 212 April: 225 March: 218 Feb:221 Jan: 229 Dec: 201 Nov: 187 Oct: 207 Sept: 211 Aug: 213
July: 250 June: 243 May: 237
- Website Visits: **Dec: 192 Nov: 192** Oct: 347 Sept: 210 Aug: 243 July: 186 June: 237 May: 270 April:
192 March:220 Feb:175 Jan: 204 Dec: 217 Nov: 166 Oct: 220 Sept: 195 Aug: 221 July: 222 June: 256
May: 276
- Public Computer Uses in **Dec: 118 Nov: 142** Oct: 143 Sept: 125 Aug: 147 July: 50 June: 144 May: 116
April: 124 March:147 Feb:125 Jan: 82 Dec: 100 Nov: 100 Oct: 85 Sept: 100 Aug: 99
- Monthly Reference:
Dec. 59 Nov. 36
- Patron Count:
 - **Dec.: 876 Nov: 650** Oct: 553 Sept:601 Aug: 552 July: 910 June: 742 May 2021: 555 April:
2021: 449

Policy Review: none

Director Report

- Last Month Program Count:
 - Nov: Monthly Program total: 8 programs, 117 attendance
 - Dec: Monthly Program total: 10 programs, 176 attendance
- Future/Current Programs Overview: (see newsletter)
 - Highlights: Online Badger Talk start of January (, upcoming Winter Luau

Staffing/Operating Issues

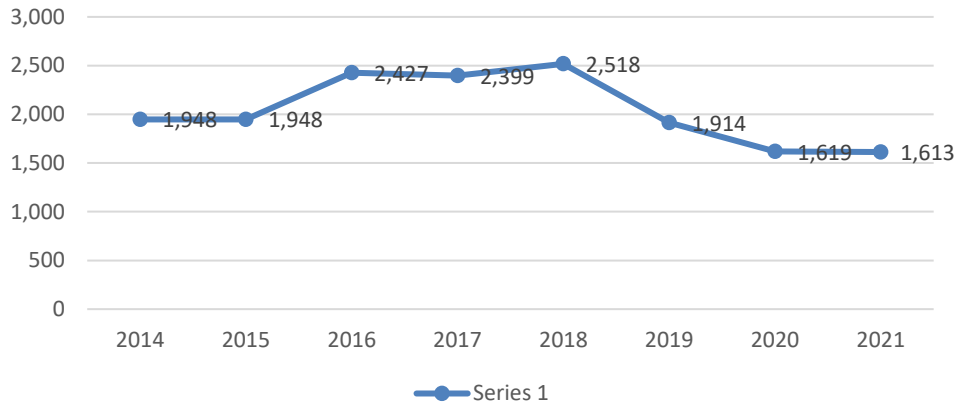
Shortner Donation: The library in the past has used the Shortner donation to fund the Summer Reading Program. This year they gave more. The director would like to use the some of the extra donation to purchase a shelf from Thorcraft to match existing library shelving. Board Approved.

Next meeting:

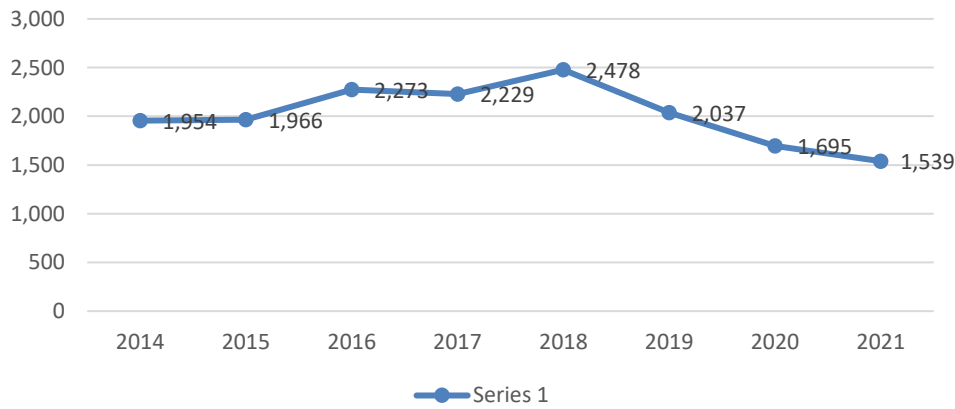
Wed. Feb. 16th at 5:00 pm.

Adjourn: 5:58 pm Giffin/Bittner, passed

Circulation Report: of Nov 2014-2021



Circulation Report: of Dec 2014-2021



Date	Time	Duration	Local Event Name	Target Audience (Children (0-11); Young Adult (12-18); Other (all ages))	Group Attending (program) or Individual Participants (self-directed activity)	Format: In-person; Live, virtual; or Pre-recorded	If group attending, then number of attendees	If recorded live, virtual event later posted for on-demand viewing, then enter number of views	If pre-recorded, then number of views	If self-directed, then number of individual participants
11/5/2021	10:00 AM	1 hour	Story Time	Children (0-11)	Group attending	In-person		13		
11/9/2021	7:00pm	1 hour	Book Club: They went left	Other (all ages)	Group attending	In-person		9		
11/12/2021	7:00 PM	2 hour	Movie Night: Free Birds	Children (0-11)	Group attending	In-person		21		
all month		all month	In House Youth Craft: Thanksgiving Foil Art	Children (0-11)	Individual participants	In-person				32
11/18/2021	6:30 PM	1 hour	Adult Craft Night: twine pumpkins	Other (all ages)	Group attending	In-person		17		
11/19/2021	10:00 AM	1 hour	Story Time	Children (0-11)	Group attending	In-person		12		
11-17 to 11-23			In House Youth Craft: foam turkeys	Children (0-11)	Individual participants	In-person				10
all month		all month	Activity Bags	Children (0-11)	Individual participants	In-person				3
12/1/2021	6:30 PM	1 hour	Virtual Holiday Party	Other (all ages)	Individual participants	Live, virtual		39		
12/2/2021	7pm	15 min	Book Advent Calendar Giveaway	Other (all ages)	Individual participants	Live, virtual		10		
all month		all month	In House Youth Craft: Beaded Wreaths	Children (0-11)	Individual participants	In-person				38
12/14/2021	7:00pm	1 hour	Book Club: Educated	Other (all ages)	Group attending	In-person		6		
12/16/2021	6:30 PM	1 hour	Adult Craft Night: snowflake wreaths	Other (all ages)	Group attending	In-person		15		
12/23/2021	3pm	1 hour and a half	Teen Board games and pizza	Young Adult (12-18)	Group attending	In-person		3		
12/24/2021	10:30 AM	2 hours	X-mas Eve Movie and Cocoa	Other (all ages)	Group attending	In-person		9		
12/27-12/31	open hours		Live Size Candyland	Children (0-11)	Individual participants	In-person				24
12/27-12/28	morning hours		Perler Beads	Children (0-11)	Individual participants	In-person				14
12-30-12-21	4 groups	4 hours	Puzzle/ Escape Room	Young Adult (12-18)	Group attending	In-person	18			



ABBOTSFORD PUBLIC LIBRARY EVENTS

MYSTERY DATE WITH A BOOK: Feb. 1st through Feb. 19th. Check-out a "mystery" book



and take it on a reading date. Bring back a review of your book and receive a small chocolate prize! All ages

STORY TIME: Fridays, February 4th and 18th at 10:30 am. No registration required. Story times are held on the first and third Fridays of the month during the school year. Youth.

IN HOUSE YOUTH CRAFT!: Start of month until supplies run out. Heart Animal Valentine Day Cards.

WINTER LUAU! Friday, February 11th at 6:00 pm. Wear your Hawaiian best and take part in summer games and activities. Family Movie to follow at 7:00 pm.

FAMILY MOVIE: Friday, February 11th at 7:00 pm.

Watching, *The Addams Family 2*. **COVID-19 RULES: Pre-registration Required. Limit 8 groups. Children Must be accompanied by an adult who stays for the movie. Library will set up room to accommodate social distancing. Attendees will wash**

hands on entry. Doors open at 6:30 pm and lock at 7:00pm. Snacks from home are allowed. All Ages

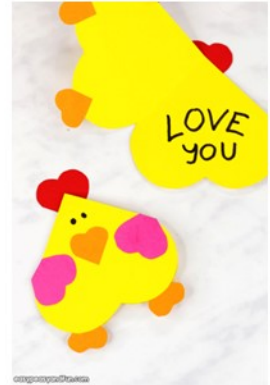
WILD COOKIES BOOKCLUB: Tuesday, February 8th at 7:00 pm. Discussing *American Dirt* by Jeanine Cummins, described as a *Grapes of Wrath* for our times. Ask the librarian for a copy of the book to check-out. **Adult**

VALENTINE'S DAY PERLER

BEADS: Monday February, 14th at 3-5 pm. Stop in and make a perler bead valentines. **All Ages**

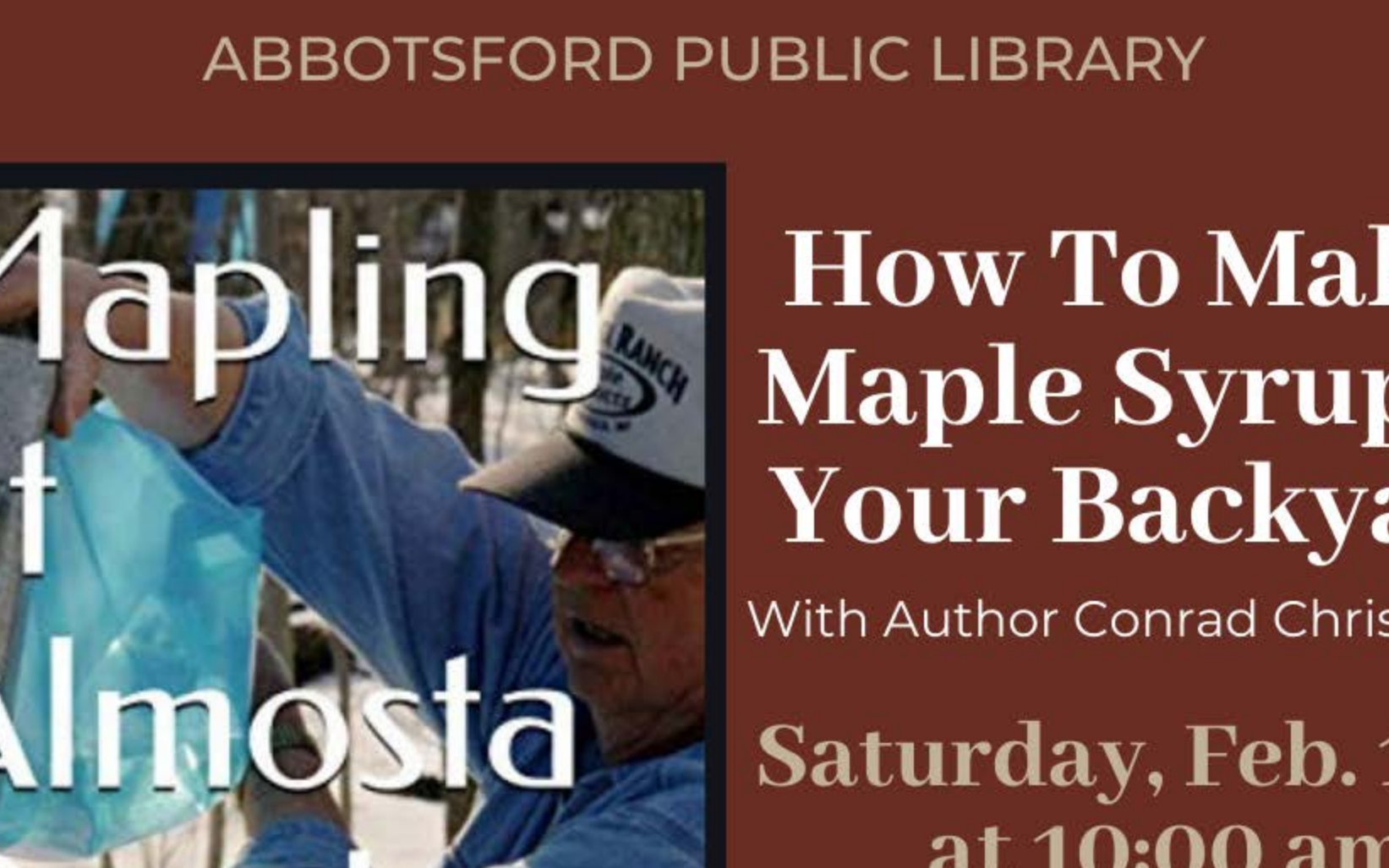
ADULT CRAFT NIGHT:

Thursday, February 17th at 6:30 pm. Heart Felt Chicken. No cost, goodwill donation appreciated. **Registration Required. 16 or older, 12 and older if with an Adult.**



***These events are subject to change at anytime, please watch the library Facebook page for updates.**

Abbotsford Public Library 203 N. First St. Abbotsford WI 54405, (715)223-3920



Mapling at Almosta Ranch

CONRAD
CHRISTENSEN

How To Make Maple Syrup In Your Backyard

With Author Conrad Christensen

**Saturday, Feb. 19th
at 10:00 am**

Learn how to make maple syrup in your backyard: how to do it, methods and recipes, and how to insure a quality product.

The book, "Mapling at Almosta Ranch" will be available for purchase after the program.



FOR MORE INFORMATION CALL 715-223-3920

February 2, 2022

To the Mayor
and City Council
of the City of Abbotsford

Dear Mayor,

The Board of Trustees wishes to recommend for appointment Sharon Archambo for a three-year term on the Abbotsford Public Library Board of Trustees. This would be to fill the spot vacated by Michelle Braun. Archambo is a long-time library user, book club member and is an upstanding member of the Abbotsford community and is employed as the Colby Elementary School Substitute coordinator. Should you accept, Archambo is aware of the responsibilities for the position and requirement to attend board meetings.

Thank You,

Jenny Jochimsen; Director-Abbotsford Library

Colby/Abbotsford Police Commission Meeting

January 10, 2022

6:30 P.M.

The Colby/Abbotsford Police Commission (CAPC) meeting was called to order by President Todd Schmidt at 6:30 p.m. at the Colby/Abbotsford Police Department (CAPD). Members present were: Todd Schmidt, Randy Hesgard, Mason Rachu, Sarah Diedrich, Dan Hederer and Roger Weideman. Also present were: Colby Mayor Jim Schmidt, Police Chief Jason Bauer and Tribune-Phonograph reporter Ross Pattermann.

Public Comment: None

Minutes from the December 13, 2021 Meeting: Motion was made by Hederer, seconded by Hesgard to approve the minutes from the December 13, 2021 meeting as presented. Motion carried with a voice vote.

Expenditures: Motion was made by Hederer, seconded by Rachu to approve December expenditures as presented in the amount of \$27,149.61. Motion carried with a voice vote. Chief Bauer said the CORE Technology computer expense in the amount of \$4,547 approved at the December 13, 2021 meeting was for the new information management records system. Access is still needed for information contained in the previously-used records system.

Accept Resignation of Officer Stubbe: Chief Bauer said Officer John Stubbe had resigned to take a position with the Merrill Police Department. His last day with the CAPD was January 9. Bauer said Stubbe was going back to his home area. He had served with the CAPD for 6 years. Weideman said Stubbe was a good community guy who would not be forgotten. Weideman said he had heard many compliments about Stubbe's job performance. Motion made by Hederer, seconded by Rachu to accept Officer Stubbe's resignation with regret. Motion carried with a voice vote.

2021 Budget Amendments: Chief Bauer said the amendments were necessary due to the timing of the last payroll period and additional maintenance expenses. Motion was made by Rachu, seconded by Hederer to approve 2021 budget amendments as follows: Adjustment to revenues, \$0.00; Adjustments to expenses, Worker's Compensation Insurance, +\$4,000.00, Auto Maintenance, +\$2,800.00, Clothing (Vests), +\$1,000.00, Health Insurance, -\$7,800.00. Motion carried with a voice vote.

Chief's Report: Chief Bauer said there was a veterinary bill for teeth removal for K-9 Dodge. He said there was a 0% error rate for incident based reporting in November 2021. One squad car with 107,000 miles will be considered for replacement in 2022. Another squad car with 90,000 miles recently had a new motor installed under warranty, and would be kept in the rotation longer than usual. He said an advertisement for a new patrol officer had been placed on the state Wylienet site. He said it would be likely the CAPD would have to operate one officer short for three months, if a new officer could be hired in 45 days. Chief Bauer said he would fill in for shifts as needed. Depending upon applications, a special CAPC meeting could be scheduled for interviews, otherwise, interviews will be held in closed session at the next regularly scheduled CAPC meeting in February. A new, more detailed K-9 activity report was presented. There were three K-9 activities reported for the month of December, resulting in three arrests. In 2020, the K-9 was used in 54 drug arrests. In 2021, the K-9 was used in 61 drug arrests. There were 892 total CAPD activities reported for the month of December, for a cumulative total of 9,152, compared to 10,361 activities for the first 12 months of 2020.

Meeting date for February 2022: The next CAPC meeting will be held at 6:30 p.m. on Monday, February 14, 2022 at the CAPD.

Adjournment: Motion was made by Diedrich, seconded by Weideman to adjourn the meeting at 6:42 p.m. Motion carried with a voice vote.

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ADDENDUM B TO MUTUAL AID BOX ALARM SYSTEM AGREEMENT

RESOLUTION NO. 2022-1

WHEREAS, the *City of Abbotsford* provides fire and/or emergency medical services under contract with *Central Fire & EMS District* in accordance with Chapters (181 AND/OR 213 AS APPLIES) of the Wisconsin Statutes.

WHEREAS, whenever an emergency in the *City of Abbotsford* takes place, or another community requests the *City of Abbotsford* to provide mutual aid in such an event, the *Central Fire & EMS District* could act swiftly to mitigate the incident.

WHEREAS, the *City of Abbotsford* has reviewed the agreement which is entitled the “Mutual Aid Box Alarm System Agreement” (Agreement) and has determined that it would be in the best interest of the *City of Abbotsford* to allow *Central Fire & EMS District* under contract with said *City of Abbotsford* to participate in the Agreement for the provision of fire and/or emergency medical services,

NOW, THEREFORE, be it resolved by the *Abbotsford City Council* of the *City of Abbotsford*:

1. That the Mutual Aid Box Alarm System Agreement submitted for consideration and approval is hereby approved.
2. That pursuant to the contract for fire and/or emergency medical services between *Central Fire & EMS District* and the *City of Abbotsford*, *Central Fire & EMS District* may participate in the Mutual Aid Box Alarm System Agreement in accordance with its terms.
3. That *Central Fire & EMS District* shall keep on file with the *City of Abbotsford* Clerk current proof of insurance and other certifications required in the execution of this contract.
4. That the *Mayor* and the *City of Abbotsford* Clerk shall be and are duly authorized to sign the Mutual Aid Box Alarm System Agreement the form presented and submit it to the Mutual Aid Box Alarm System Executive Board.
5. That each of the fire and/or emergency medical service organizations within the *City of Abbotsford* be furnished with a copy of the signed agreement and of this Resolution.

Introduced and adopted at a regular meeting of the *Abbotsford City Council* of the *City of Abbotsford*.

Dated this 7th day of February, 2022

City of Abbotsford

By: _____
James Weix-Mayor

Attest: _____
Erin Clausnitzer-Clerk/Treasurer

City of

ABBOTSFORD

Wisconsin's First City

P.O. Box 589 | 203 N. First St. | Abbotsford, WI 54405

Phone: 715-223-3444 | Fax: 715-223-8891

Website: www.ci.abbottsford.wi.us

APPLICATION FOR BEVERAGE OPERATOR'S LICENSE

Provisional License _____ Fee \$15.00 **City of Abbotsford**
 Original License X Fee \$25.00 **PO Box 589**
 Renewal License _____ Fee \$25.00 **Abbottsford, WI 54405**

I, the undersigned, do hereby make application to the local governing body of the City of Abbotsford, Wisconsin for a license to serve, from **June 30, 2021 to June 30, 2022** inclusive (unless sooner revoked), fermented malt beverages and intoxicating liquors, subject to the limitations imposed by Section 125.32(2) and 125.68(2) of the Wisconsin Statutes and all acts amendatory thereof and supplementary thereto, and hereby agree to comply with all laws, resolutions, ordinances and regulations; federal, state or local, affecting the sale of such beverages and liquors if a license be granted to me.

Neubauer Thomas J
 Last 10113 First MI Maiden Name
 Address City State Zip
 Date of Birth Sex Race White Phone Number
 Social Security Number FAT BOYS Business License will be used

Have you been convicted of any felony or of violating any law of the State of Wisconsin or of the United States?

Yes Date of Conviction (If Any) _____
 No Nature of Offense _____

Being first duly sworn on oath says that he/she is the person who made and signed the foregoing application for an operator's license; that all the statements made by the applicant are true.

[Signature]
 Applicant's Signature



Received: 2 / 2 / 2022 Added to Council Agenda: 2 / 7 / 22 Approved: _____ / _____ / _____

City of

ABBOTSFORD

Wisconsin's First City

P.O. Box 589 | 203 N. First St. | Abbotsford, WI 54405

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ORTIZ JOSE R. _____
 Last First MI Maiden Name

 Address City State Zip
 _____ M H _____
 Date of Birth Sex Race Phone Number
 _____ _____ La Katrina _____
 Social Security Number Business License will be used

Have you been convicted of any felony or of violating any law of the State of Wisconsin or of the United States?

Yes Date of Conviction (If Any) _____
 No Nature of Offense _____

Being first duly sworn on oath says that he/she is the person who made and signed the foregoing application for an operator's license; that all the statements made by the applicant are true.


 Applicant's Signature

Received: 2/3/22 Added to Council Agenda: _____ / _____ / _____ Approved: _____ / _____ / _____

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City of

ABBOTSFORD

Wisconsin's First City

P.O. Box 589 | 203 N. First St. | Abbotsford, WI 54405

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Kingsley Amy 0
 Last First MI Maiden Name

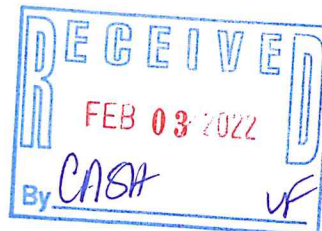
 Address City State Zip
 _____ F White _____
 Date of Birth Sex Race Phone Number
 _____ _____ _____ Abbottsford Travel Stop - Meag Co-op
 Social Security Number Business License will be used

Have you been convicted of any felony or of violating any law of the State of Wisconsin or of the United States?

Yes Date of Conviction (If Any) _____
 No Nature of Offense _____

Being first duly sworn on oath says that he/she is the person who made and signed the foregoing application for an operator's license; that all the statements made by the applicant are true.

Amy Kingsley
 Applicant's Signature



Received: 2 / 3 / 22 Added to Council Agenda: 2 / 7 / 22 Approved: _____ / _____ / _____



CLIENT LIAISON:

Dan Borchardt, PE

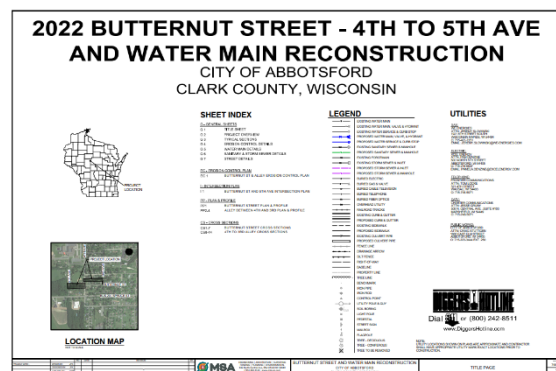
Phone: 715.304.0448

Cell: 715.216-3601

dborchardt@msa-ps.com

DATE:

February 7, 2022



ABBOTSFORD CDBG GRANT APPLICATIONS/ADMINISTRATION MSA PROJECT(S) #07681052/53

The Environmental Report for the Water System Improvements for the CDBG grant (CDBG PF 21-01) was submitted to DOA (Department of Administration) on 1/22/22. MSA expects the Environmental Review to be certified shortly after February 7th.

ABBOTSFORD ELEVATED WATER RESERVOIR REHABILITATION- MSA PROJECT #07681056

Last month, the City awarded the Water Tower Rehabilitation project to Viking Painting, LLC of La Vista, Nebraska in the amount of \$432,550. MSA has prepared the contract documents and will send them to Viking Painting upon certification of the Environmental Review by DOA.

MSA also submitted the plans and technical specifications to the Wisconsin DNR for review and approval on January 18, 2022. DNR construction approval is expected by March 19th.

Per the contract documents, Viking will move on site to begin working on the water tower in the latter part of July 2022. The rehabilitation project will be substantially complete on or before October 15, 2022. Substantially complete means that the tower is back online and in use by the City.

ABBOTSFORD WELL RECONDITIONING – MSA PROJECT #07681057

MSA has begun working on the specifications for the well rehabilitation project. We will be meeting with Josh this month to determine which wells will be rehabilitated.

ABBOTSFORD NEW WELL DESIGN BIDDING AND CONSTRUCTION – MSA PROJECT #07681058

The draft well site investigation report was completed February 1, 2022. MSA will schedule a meeting with Josh this month to review the report. The report will be finalized based on that meeting and the final report will be submitted to DNR for review and approval. The Well Site Investigation Report is required by State Code to ensure that the locations of the future municipal wells conform to the setback requirements established by the DNR to provide safe drinking water to the residents of Abbotsford.

ABBOTSFORD WATER SYSTEM EVALUATION – MSA PROJECT #07681047

MSA provided City staff a draft of the report on January 5th for review and comment, MSA will be setting up a meeting with City Staff in February to discuss comments and wrap up the report.

ABBOTSFORD TID SERVICES – MSA PROJECT #07681011

MSA prepared an exhibit for conceptual layout of Schilling Park including a parking lot, pickleball court, shelter, restrooms, and basketball court. MSA also prepared a cost estimate to construct the park amenities for Council review.



ABBOTSFORD BUTTERNUT STREET RECONSTRUCTION (4TH TO 5TH STREET) – MSA PROJECT #07681059

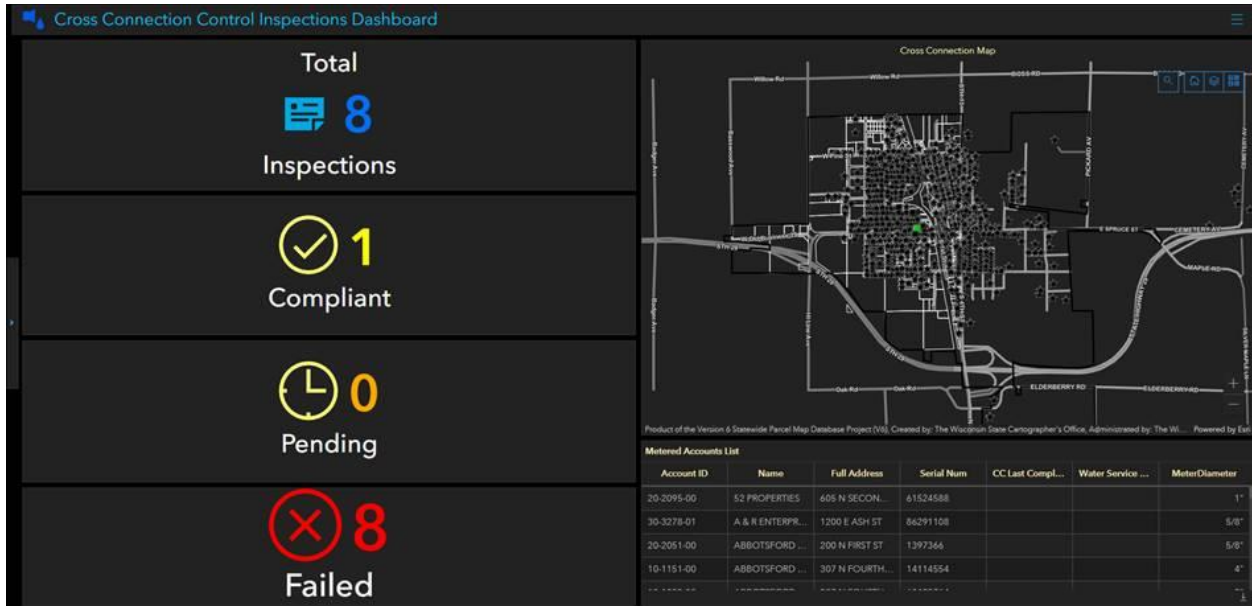
MSA met with the City on January 6 and January 26, to review the 30% and 90% plans for the project. MSA is currently addressing the final plan and spec comments as well as performing QA/QC review. MSA will be preparing a design amendment for the addition of Alley (between Sycamore and Butternut) Sanitary Sewer replacement between 3rd Ave and 4th Avenue. The advertisement for bid will run in the newspaper February 9 and February 16, with the bid opening March 1, 2022.

SAFE ROUTES TO SCHOOL — MSA PROJECT #07681015

MSA exchanged emails and called the DOT on January 21, 2022 and February 1, 2022. Bill Zimmer made a request to move funding so that all approved funding can be used and has not provided an update on the status of this request yet.

ABBOTSFORD GIS SERVICES – MSA PROJECT #07681041

GIS task was completed last month. There are approximately 17 inspections completed. Below is a recent addition; a Meter Table Download for the City to use. Features include a new capability below the map, click on an account and the map auto zooms to it. (see image below)



ABBOTSFORD RED ARROW PARK CONCESSION STAND

MSA has set up a conference call with Craig, Mason and Al Syzmanski (MSA Architect) for February 9, 2022 at 1:00 p.m., to discuss the scope of services for MSA's proposal which covers the design, bidding and construction of a new concession stand at Red Arrow Park.



**REVISED
2.1.2022**



PROJECT NO.:	SCALE:	NO.	DATE	REVISION	BY
07681026	AS SHOWN				
PROJECT DATE:	DRAWN BY:				
6/19/2019	JK				
F.B.:	CHECKED BY:				
	dfs				

PLOT DATE: 2/1/22, P:\7680s\7680s\7681\07681026\CADD\Construction Drawings\AMEND 4 - PARK PROJECT\Soccer Site Plan.dwg

MSA ENGINEERING | ARCHITECTURE | SURVEYING
 FUNDING | PLANNING | ENVIRONMENTAL
 146 North Central Ave, Marshfield WI 54449
 (715) 384-2133 www.msa-ps.com
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24 SCHILLING FARM SUBDIVISION
 CITY OF ABBOTSFORD
 CLARK COUNTY, WI

PARK SITE PLAN - EAST

FILE NO: 07681026
SHEET G 1

City of Abbotsford, Clark County, Wisconsin
Project: Shilling Farm Subdivision - East Park Improvements
Date: 02.01.2022

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNITS	UNIT PRICE	TOTAL PRICE
CONTRACTOR BID FORM					
1	Mobilization	1	LS	\$45,000.00	\$45,000.00
2	Erosion Control	1	LS	\$2,500.00	\$2,500.00
3	4-inch Concrete Sidewalk w/ 6-inch Base	1,800	SF	\$7.00	\$12,600.00
4	Detectable Warning Field	1	EA	\$300.00	\$300.00
5	Roadway Pavement Marking	160	LF	\$3.00	\$480.00
6	3.5-inch Asphalt (Parking Lot and Driveway)	140	TON	\$150.00	\$21,000.00
7	Pavement Marking	1	LS	\$1,500.00	\$1,500.00
8	4-Inch Fiberglass Reinforced Concrete (Courts)	7,400	SF	\$8.00	\$59,200.00
9	5-8-foot Perimeter Fencing	342	LF	\$35.00	\$11,970.00
10	6-foot Man Gate	2	EA	\$1,200.00	\$2,400.00
11	Net and Two (2) Center Posts	1	LS	\$2,500.00	\$2,500.00
12	Acrylic Surfacing (Pickleball and Basketball)	7,400	SF	\$1.50	\$11,100.00
13	Court Striping (Pickleball and Basketball)	1	LS	\$2,250.00	\$2,250.00
14	Fixed Basketball Hoops	2	EA	\$2,000.00	\$4,000.00
15	6-foot Bench	3	EA	\$1,250.00	\$3,750.00
16	Bike Racks	3	EA	\$250.00	\$750.00
17	Litter Receptables	1	EA	\$500.00	\$500.00
18	Picnic Tables	4	EA	\$1,000.00	\$4,000.00
19	Park Shelter and Restrooms	1	LS	\$400,000.00	\$400,000.00
20	Restroom Utilities	1	LS	\$25,000.00	\$25,000.00
				Sub-Total Cost=	\$610,800.00
				15% Contingency =	\$ 91,620.00
				Engineering/Construction Admin.=	\$ 70,242.00
				TOTAL COST=	\$ 772,662.00
CITY SUPPLIED LABOR AND MATERIALS					
1	Site Maintenance and Turf Restoration	1	LS	\$2,000.00	\$2,000.00
2	Excavation Common	600	CY	\$15.00	\$9,000.00
3	6 inch Underdrain	800	FT	\$13.00	\$10,400.00
4	SAS Fabric	1,550	SY	\$2.00	\$3,100.00
5	12-inch Base	1,550	SY	\$9.00	\$13,950.00
				TOTAL COST=	\$38,450.00
TOTAL PROJECT COST=					\$811,112.00

