

SCHEDULE OF BILLS PAYABLE
JANUARY 18, 2016
MONDAY
COMMON COUNCIL

10	GENERAL FUND	1,796,786.60
13	DEBT SERVICE FUND	
14	CAPITAL PROJECTS FUND	64,182.05
26	FIRE SERVICE FUND	6,479.34
27	RIVER & BAYS FUND	5.00
50	PARKING UTILITY FUND	45.00
53	SEWER FUND	45,263.93
52	WATER FUND	55,971.82
59	ELECTRIC FUND	588,224.19
	TOTAL	2,556,957.93

Item # 4

Sign Permit Fee:				22.03	
Signs Under Projection Structure		15.00	Per sign face		2011
Directional Signs		50.00	Per sign face		2011
Signs in Industrial Park		50.00	Per sign face		2011
Legacy Sign Designation	250.00		Per sign face		NEW
All Other Signs		125.00	Per sign face		2010
Inspection Fee		15.00	Per sign face	22.08	2010
Site Plan Review		300.00	Plus Public Hearing Fee	19.391	2010
Snow Removal-Sidewalks		105.00	Per hour	5.04(4)(b)	2010
Special Assessment Letter		60.00	Per Parcel		2009
Special Events/Parade Permit		160.00		24.11	2010
Subdivision Fee (1-39 sites):					
Preliminary Plat		130.00	Double fee for 40+ sites	21.10(2)	2010
Improvement Review		65.00	Double fee for 40+ sites		2010
Inspection		65.00	Double fee for 40+ sites		2010
Final Plat		130.00	Double fee for 40+ sites		2010
Engineer Inspection		Cost	\$60 minimum		
Tavern Operator-Bartender License:					
Regular		60.00	2-year licensing period	16.12(5)(a)	2009
Provisional		10.00	Valid for 60 days	16.12(5)(b)	
Temporary		10.00	Per event, limit 2 per year	16.12(5)(c)	2008
Tax Bills for Mortgage Co.		2.00	Per parcel		2013
Taxicab Service License:		150.00	Annually	16.21(5)	2014
First Vehicle		50.00	Annually	16.21(5)	2011
Each Additional Vehicle		25.00	Annually	16.21(5)	2010
Taxicab Driver's License		30.00	Annually	16.21(5)	2011
Timeshare Unit Fee		1000.00	Per room annually		2007
Traffic Control – Police Dept		\$70	Without squad car		2014
Traffic Control – Police Dept		\$100	With squad car		2014
Vacate of Public Way		300.00	Plus Public Hearing Fee	ss. 66.1003	2010
Variance		300.00	Plus Public Hearing Fee	19.491	2010
Well Permit		300.00	Annually	7.08(2)	2010
WoZhaWa Vendor Permit		750.00	Annually	16.22	2007

- Updated 06/14/14 by Res. No. 4084
- Updated 08/19/13 by Res. No. 4001
- Updated 12/17/12 by Res. No. 3949
- Updated 10/15/12 by Res. No. 3933
- Updated 07/18/11 by Res. No. 3792
- Updated 04/19/11 by Res. No. 3758
- Updated 09/20/10 by Res. No. 3705
- Updated 07/19/10 by Res. No. 3690
- Updated 04/20/10 by Res. No. 3669
- Updated 07/20/09 by Res. No. 3605

Karen Terry

From: Chris Tollaksen
Sent: Friday, January 08, 2016 4:01 PM
To: Nancy Holzem; Karen Terry
Cc: D Mor; B Holzem; J Defosse; Joseph J. Hasler; David Holzem; Jody Ward; Scott Walsh; Jerry Wolfram; M Freel; Brian Landers; E Wojnicz; Ed Fox
Subject: Finance - RE: Legislative Agenda - January 11, 2016

FYI,

The new Sign Ordinance includes a provision for a new type of sign permit of pg 15: Section 22.09(4) Legacy Sign. There will be a special permitting process to obtain Legacy sign designation and therefore exceptions from the code. This permit will fee will need to be added to the schedule of fees, and the DRC recommends the fee be \$250.

This proposed fee should be on the Finance agenda.

Chris Tollaksen
City Planner/Zoning Administrator
City of Wis. Dells
(608) 253-2542
Fax (608) 254-8904

-Chris

From: Nancy Holzem
Sent: Friday, January 08, 2016 2:32 PM
To: M Freel; Brian Landers; E Wojnicz; Ed Fox
Cc: D Mor; B Holzem; J Defosse; Joseph J. Hasler; Chris Tollaksen; David Holzem; Karen Terry; Jody Ward; Scott Walsh; Jerry Wolfram
Subject: Legislative Agenda - January 11, 2016

Attached is the agenda/packet for Monday's Legislative Committee meeting.
Meetings Monday night are as follows:

- 5:00pm Plan Commission
- 5:30pm Public Works
- 5:45pm Legislative Committee
- 6:30pm Parking Board

Thank you.

~Nancy

Nancy R. Holzem
City Clerk/Coordinator
nholzem@dellscitygov.com
(608)254-2012 x405
www.citywd.org



Professional Services Agreement

PROFESSIONAL SERVICES

More ideas. Better solutions.

This AGREEMENT (Agreement) is made today 1/1/2016 by and between WISCONSIN DELLS (OWNER) and MSA PROFESSIONAL SERVICES, INC. (MSA), which agree as follows:

Project Name: Wisconsin Dellis Fiscal Sustainability Plan

The scope of the work authorized is: Fiscal Sustainability Plan in conjunction with Clean Water Fund Program. See Attachment B.

The schedule to perform the work is:

Approximate Start Date: 1/1/2016

Approximate Completion Date: CWF Loan Closeout

The estimated fee for the work is: \$30,000.00

All services shall be performed in accordance with the General Terms and Conditions of MSA, which is attached and made part of this Agreement. Any attachments or exhibits referenced in this Agreement are made part of this Agreement. Payment for these services will be on a time and expense basis.

Approval: Authorization to proceed is acknowledged by signatures of the parties to this Agreement.

CITY OF WISCONSIN DELLS

MSA PROFESSIONAL SERVICES, INC.

Brian L. Landers

Mayor

Date: _____

Mary Wagner

Funding Administrator

Date: _____

Attest:

Nancy R. Holzem, City Clerk

Date: _____

300 La Crosse St.
Wisconsin Dellis, WI 53965
Phone: +1 (608) 254-2012
Fax: +1 (608) 254-7329

1230 South Boulevard
Baraboo, WI 53913
Phone: +1 (608) 355-8950
Fax: +1 (608) 356-2770

**ATTACHMENT A:
RATE SCHEDULE
MARCH 2015/2016***

<u>CLASSIFICATION</u>	<u>LABOR RATE</u>
Architects	\$125-\$151/hr.
Clerical	\$60-\$80/hr.
CAD Technician	\$59-\$110/hr.
Geographic Information Systems (GIS).....	\$76-\$128/hr.
Housing Administration	\$58-\$104/hr.
Hydrogeologists	\$99-\$152/hr.
Planners	\$83-\$160/hr.
Principals.....	\$155-\$190/hr.
Professional Engineers	\$85-\$190/hr.
Project Manager	\$62-\$180/hr.
Registered Land Surveyors.....	\$93-\$150/hr.
Staff Engineers.....	\$80-\$115/hr.
Technicians	\$59-\$110/hr.
Wastewater Treatment Plant Operator.....	\$72-113/hr.
 <u>REIMBURSABLE EXPENSES</u>	
Copies/Prints	Rate based on volume
Fax	\$1.00/page
GPS Equipment	\$40/hour
Mailing/UPS	At cost
Mileage – (currently \$0.575/mile).....	Rate set by Fed. Gov.
Nuclear Density Testing	\$25.00/day + \$10/test
Organic Vapor Field Meter	\$100.00/day
PC/CADD Machine.....	Included in labor rates
Robotics Geodimeter.....	\$30/hour
Stakes/Lathe/Rods	At cost
Total Station	Included in labor rates
Travel Expenses, Lodging, & Meals	At cost
Traffic Counting Equipment & Data Processing	At cost

* Labor rates represent an average or range for a particular job classification. These rates are in effect until March 1, 2016. After March 1, 2016, these rates may increase by not more than 5% per year.

**ATTACHMENT B:
SCOPE-FSP
JAN. 1, 2016**

CWFP Fiscal Sustainability Plan

Estimated Fee: \$30,000

- A. Assist the City with completion of required Fiscal Sustainability Plan Certification (FSP) on a **time & materials basis**, per the Water Resources Reform and Development Act of 2014 (WRRDA) requirements (From FWPCA ss 603 (d)(1)(E)) which defines the key components as:
- (I) *an inventory of critical assets that are a part of the treatment works*
 - (II) *an evaluation of the condition and performance of inventoried assets or asset groupings;*
 - (III) *a certification that the recipient has evaluated and will be implementing water and energy conservation efforts as part of the plan; and*
 - (IV) *a plan for maintaining, repairing, and, as necessary, replacing the treatment works and a plan for funding such activities; or*
 - i. *Certify that the recipient has developed and implemented a plan that meets the requirements under the above clauses.*
- B. Evaluate existing documentation with respect to the requirements in part A. above.
- C. Provide the following deliverables:
- a. *Sanitary Sewer GPS & GIS inventory for sewerage system per A. (I)*
 - i. *Create sanitary GIS map (database & plots)*
 - ii. *Update City GIS web application*
 - b. *Update sewerage system equipment inventory & condition assessment in coordination with replacement fund updates, reliability planning and sewerage system sustainability (as a function of parts I, II, III, & IV) and in collaboration with City personnel.*
 - c. *Provide CMOM documentation consistent with Wisconsin requirements and parts A. I- IV, interactive and mobile with the sanitary sewer GPS & GIS system application to support maintenance and system details and updates.*
 - d. *Provide a multilevel approach to the basic water and energy conservation evaluation for the joint WWTF and the City sewerage system (collectively the "treatment works").*
 - e. *Coordinate the deliverables with a crosswalk/report.*
 - f. *Assist with necessary Clean Water Fund Paperwork related to the Fiscal Sustainability Plan.*

THE OWNER'S RESPONSIBILITIES

The OWNER will:

- A. Provide requested information and documentation complete and in a timely manner.
- B. Collaborate in the inventory, data-gathering, condition assessment and planning necessary in part C. above.

PUBLIC WORKS COMMITTEE
CITY OF WISCONSIN DELLS
MUNICIPAL BUILDING-300 LA CROSSE STREET
JANUARY 11, 2016

Chairperson Mor called the meeting to order at 5:30 PM. Notice of the meeting was provided to the Dells Events, WNNO Radio, and posted in accordance with State Statutes.

1. Present: Ald. Dar Mor, Mayor Landers, Ed Wojnicz and Ald. Brian Holzem
Others: Public Works Director David W. Holzem, City Planner Chris Tollaksen, Asst. City Atty. Joseph Hasler, DPW Office Clerk Monica Dorow-Leis, City Clerk Nancy R. Holzem, Ald. Fox, and Ed Legge from the Dells Events
2. Motion by Ald. Wojnicz, seconded by Ald. Holzem, to approve the minutes of the December 14, 2015 meeting. Motion carried.
3. In conjunction with the Clean Water Fund Loan (CWF) additional funding became available for a Fiscal Sustainability Plan (FSP). There was \$14,000 associated with the sanitary portion of the GIS agreements that becomes part of the FSP. In essence, the GIS Agreement is \$16,000 and the FSP Agreement is \$30,000. Of that \$30,000, \$15,000 is funded by the grant, thus reducing the overall contract amounts by an estimated \$6,000. Motion by Mayor Landers, seconded by Ald. Wojnicz recommend to council approve the MSA Professional Services Agreement for Wisconsin Dells Fiscal Sustainability Plan in conjunction with Clean Water Fund Program for the estimated fee \$30,000. Motion carried.
4. Chris said he thinks Vierbicher has all their plans worked out. They had some issues with the retaining wall at the River Road overlook. Where the RiverWalk ends now at the RiverWalk Bridge, they are going to bump that out to make a viewing area. It will not be able to be built out of the natural limestone boulders. BID recommended not using the original boulders, which ended up being a good idea. The testing to meet WiDOT specs would have slowed construction, so it will be a manufactured wall. The plans are going to be resubmitted to the DOT tomorrow, and should be pretty close to start bidding out by the end of this month or early next month for construction to start in April. With River Road bridgework, River Road will potentially be closed for about a month in the spring, except for Memorial and Car Show Weekends. If everything goes as scheduled the River Road Bridge work would be completed prior to Memorial Day. The Illinois Avenue bridgework would go on through the summer and be substantially completed this fall. They are hoping this is the last set of plans to submit to the State for approval. Ald. Mor asked if Vierbicher's is planning to come back with engineering fees and adjustments lowering the amount. Chris said that it was discussed in the meeting with them that the city is not considering their request for additional engineering fees until the city gets final approved plans. Chris said, that is what the contract is for; complete the contract first. This was updated information only and no action was needed.
5. In regards to the Downtown Traffic Study, Ald. Mor said they are meeting with WiDOT January 22, 2016.
6. There were no referrals to a future meeting.
7. Scheduled is the next Public Works meeting Monday, February 8, 2016 @ 5:30pm.
8. Motion by Mayor Landers, seconded by Ald. Wojnicz to adjourn. Motion carried and the meeting adjourned at 5:39 pm.

Monica Dorow-Leis
Public Works Office Clerk

PAYROLL NO#: 01 CITY OF WISCONSIN DELLS

PAY CODES: Include: MTG

DATES: 1/01/2015 THRU 12/31/2015

Item # 6

EMP NO#	NAME	NO#	TIMES PAID	HOURS	AMOUNT
01-0280	MAYER, PERRY M		3		75.00
01-0500	WARD, JODY J		21		1,400.00
01-1365	HOLZEM, DAVID W		26		2,050.00
01-1650	TOLLAKSEN, CHRISTOPHER J		24		1,725.00
01-2580	BORCK, CATHLEEN J		12		325.00
01-3150	BERG, KATHERINE J		4		100.00
01-3750	MEISTER, THAD M		12		500.00
01-4700	TERRY, KAREN J		19		1,275.00
01-4745	HOLZEM, NANCY R		27		2,100.00
01-9005	LANDERS, BRIAN L		25		1,850.00
01-9020	DEFOSSE, JESSE R		25		1,400.00
01-9021	FOX, EDWARD R		24		1,600.00
01-9022	FREEL, MIKE		25		1,775.00
01-9040	HOLZEM, BRIAN K		24		2,000.00
01-9050	MOR, DARREL		23		1,575.00
01-9090	WOJNICZ, EDWARD E		21		1,475.00
*** REPORT TOTALS ***				315	21,225.00

*** G/L ACCOUNT TOTALS ***

G/L ACCOUNT	ACCOUNT NAME	AMOUNT
10 5110-101-1000	SALARIES	10,455.50
10 5111-101-1000	SALARIES	1,850.00
10 5143-101-1000	SALARIES	439.50
10 5144-101-1000	SALARIES	93.75
10 5151-101-1000	SALARIES	358.50
10 5153-101-1000	SALARIES	401.50
10 5160-900-1000	SALARIES	13.50
10 5210-500-1000	SALARIES - POLICE	1,475.00
10 5310-300-1000	SALARIES	2,470.00
10 5511-700-1000	SALARIES	178.75
10 5514-900-1000	SALARIES	108.00
10 5523-170-1000	SALARIES	307.50
10 5526-170-1000	SALARIES	292.50
10 7777-777-1100	LIBRARY TRANSFER ACCOUNT	146.25
*** FUND 10 TOTALS ***		18,590.25
52 5052-052-9020	SALARIES-ACCOUNTING/COLLECTING	340.50
52 5052-052-9200	SALARIES-ADMIN & GENERAL	377.50
*** FUND 52 TOTALS ***		718.00
53 5053-053-8210	SALARIES-OPERATING&SUPERVISION	172.50
53 5053-053-9020	SALARIES-ACCOUNTING/COLLECTING	340.50
53 5053-053-9200	SALARIES-ADMIN & GENERAL	205.00
*** FUND 53 TOTALS ***		718.00

PAYROLL NO#: 01 CITY OF WISCONSIN DELLS

PAY CODES: Include: MTG

DATES: 1/01/2015 THRU 12/31/2015

*** G/L ACCOUNT TOTALS ***

G/L ACCOUNT	ACCOUNT NAME	AMOUNT
59 5059-059-9020	SALARIES-ACCOUNTING/COLLECTING	648.75
59 5059-059-9200	SALARIES-ADMIN & GENERAL	550.00
*** FUND 59 TOTALS ***		1,198.75
*** GRAND TOTALS ***		21,225.00

PAYROLL NO#: 01 CITY OF WISCONSIN DELLS

PAY CODES: Include: MTG

DATES: 1/01/2014 THRU 12/31/2014

EMP NO#	NAME	NO# TIMES PAID	HOURS	AMOUNT
01-0280	MAYER, PERRY M	6		250.00
01-0500	WARD, JODY J	23		1,325.00
01-1365	HOLZEM, DAVID W	23		2,200.00
01-1650	TOLLAKSEN, CHRISTOPHER J	24		1,700.00
01-2580	BORCK, CATHLEEN J	16		400.00
01-3200	BREEST, ADAM R	5		125.00
01-3750	MEISTER, THAD M	15		700.00
01-4200	ANGER-SEEP, KATHLEEN S	15		1,125.00
01-4700	TERRY, KAREN J	8		675.00
01-4745	HOLZEM, NANCY R	24		2,250.00
01-9005	LANDERS, BRIAN R	26		2,075.00
01-9020	DEFOSSE, JESSE R	20		1,125.00
01-9021	FOX, EDWARD R	14		850.00
01-9022	FREEL, MIKE	27		1,550.00
01-9040	HOLZEM, BRIAN K	24		1,375.00
01-9050	MOR, DARREL	22		1,300.00
01-9060	MURRAY, DAVID E	6		275.00
01-9090	WOJNICZ, EDWARD E	24		1,325.00
*** REPORT TOTALS ***			322	20,625.00

*** G/L ACCOUNT TOTALS ***

G/L ACCOUNT	ACCOUNT NAME	AMOUNT
10 5110-101-1000	SALARIES	8,854.50
10 5111-101-1000	SALARIES	2,075.00
10 5143-101-1000	SALARIES	405.00
10 5151-101-1000	SALARIES	722.50
10 5153-101-1000	SALARIES	191.50
10 5160-900-1000	SALARIES	36.00
10 5210-500-1000	SALARIES - POLICE	1,575.00
10 5310-300-1000	SALARIES	2,560.00
10 5511-700-1000	SALARIES	400.00
10 5514-900-1000	SALARIES	80.00
10 5523-170-1000	SALARIES	825.00
*** FUND 10 TOTALS ***		17,724.50
52 5052-052-9020	SALARIES-ACCOUNTING/COLLECTING	459.00
52 5052-052-9200	SALARIES-ADMIN & GENERAL	390.00
*** FUND 52 TOTALS ***		849.00
53 5053-053-8210	SALARIES-OPERATING&SUPERVISION	170.00
53 5053-053-9020	SALARIES-ACCOUNTING/COLLECTING	459.00
53 5053-053-9200	SALARIES-ADMIN & GENERAL	220.00
*** FUND 53 TOTALS ***		849.00
59 5059-059-9020	SALARIES-ACCOUNTING/COLLECTING	642.50

PAYROLL NO#: 01 CITY OF WISCONSIN DELLS

PAY CODES: Include: MTG

DATES: 1/01/2014 THRU 12/31/2014

*** G/L ACCOUNT TOTALS ***

G/L ACCOUNT	ACCOUNT NAME	AMOUNT
59 5059-059-9200	SALARIES-ADMIN & GENERAL	560.00
	*** FUND 59 TOTALS ***	1,202.50
	*** GRAND TOTALS ***	20,625.00