

**CITY OF LANCASTER
COMMON COUNCIL AGENDA-AMENDED
MARCH 16, 2020**

Place: 206 S. Madison St., City Hall-Council Chambers

Time: 6:30 PM

1. Call Meeting to Order
2. Pledge of Allegiance
3. Roll Call
4. Public Comments
5. Consent Agenda*
 - a. Approve minutes of regular Council Meeting of February 17, 2020 and special Council Meeting of March 5, 2020
 - b. February Revenue Report
 - c. Approve Operator License
6. Approval of Expenditures
7. Approval of Purchase Orders
8. Reports from Commissions and Committees
 - a. Golf Course Committee 3-2-2020
 - b. Joint Review Board 3-9-2020
 - c. Parks & Recreation Committee 3-2-2020
 - d. Plan Commission 3-9-2020
 - e. Public Works Review 3-11-20
9. Discuss Cherry Street repair and 2020 Sanitary and Stormwater Improvements and possible action
10. Discuss Residential Development on the Golf Course and possible action
11. Discussion of coronavirus (COVID-19) and City sick leave policies
12. Reports from Department Heads
 - a. Fire Department
 - i. Grants
 - b. Library Report
 - c. Police
 - d. Public Works
13. Administrator's Report
 - a. Driftless Homes Project Update
 - b. Tax Incremental District #6 Update
14. Mayor Comments
15. Council Comments
16. Future Agenda Items
17. Discussion and Possible Action regarding the request from Stone Hearth Pub, LLC for early termination of Lease and potential purchase of property from Stone Hearth Pub, LLC.
18. If necessary, convene to close session for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session regarding termination of lease with Stone Hearth Pub, LLC and purchase of property from Stone Hearth Pub, LLC (Wisconsin Statutes 19.85 (1)(e)) **and if necessary, conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is likely to become involved in (Wisconsin Statutes 19.85 (1)(g))**
19. Resume to open session to take action on above if so advisable
20. **Discuss plan for the City's operation of the bar and restaurant facilities within the Clubhouse and possible action**
21. **Consideration and Approval of Resolution 2020-02 Authorizing the sale of fermented malt beverages in City operated parks by City employees and officers.**
22. Adjourn

**Items on the consent agenda are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member so requests, in which event the item will be removed from the Consent Agenda and considered on the Regular Agenda.*

**City of Lancaster
City Council
March 16, 2020**

To: David Varnam, Mayor and Council

Subject: Item 5 – Consent Agenda

Prepared by: David Kurihara, City Clerk/Treasurer

The following are explanations for the items listed on the Consent Agenda:

- a. Minutes (**Attached**) – The proceedings from the regular Council Meeting of February 17, 2020 and special Council Meeting of March 5, 2020
- b. Revenue report for February (**Attached**)
- c. Approve Operator License for the following:

158 Drew Reuter Lancaster Doolittles

Applicant has met all licensing requirements.

**CITY OF LANCASTER
COMMON COUNCIL MINUTES
FEBRUARY 17, 2020**

1. Call Meeting to Order

Mayor Varnam called meeting to order at 6:30 P.M.

2. Pledge of Allegiance

3. Roll Call

Members present: Mayor Varnam, Harper, Hoffman, Ingebriksen, LaBudda, Oliveto, Reuter, Schmidt and Rollins

Members absent: None

Others present: Attorney Helmke, Administrator Carlson, Clerk Kurihara, DPW Hauth, Police Chief Reukauf, Fire Chief Braun and Library Director Bernetzke

4. Swearing In-Police Officer

Clerk Kurihara swore in rehired Police Officer Dalton Maier.

Harper arrived at 6:32 P.M.

5. Public Comments

None

6. Consent Agenda

- a. Approve minutes of regular Council Meeting of January 20, 2020
- c. January Revenue Report
- d. Approve Operator Licenses-Karla Nickel, Tiffany Ehlen, Jalaena Starr and Jamie Schultz

Motion by Schmidt, seconded by LaBudda to approve above consent agenda items. Motion carried unanimously by roll call vote.

6b. Potosi Branch Agreement 2021-2023

Motion by LaBudda, seconded by Hoffman to approve Potosi Branch Agreement 2021-2023. Motion carried unanimously by roll call vote.

7. Approval of Expenditures

Motion by LaBudda, seconded by Ingebriksen to approve expenditures=\$1,145,316.09. Motion carried unanimously by roll call vote.

8. Approval of Purchase Orders

Motion by LaBudda, seconded by Reuter to approve Revised PO #6809 Thompson Truck and Trailer/Monroe Truck Equipment @\$162,033. Motion carried unanimously by roll call vote.

9. Reports from Commissions and Committees

- a. Police and Fire Commission 11-22-19
- b. Public Works Review 2-11-20

10. WPPA MOU

Motion by Hoffman, seconded by LaBudda to approve Wisconsin Professional Police Association Memorandum of Understanding to expand residency requirement from 15 miles to 30 miles. Motion carried seven (7) to one (1) by roll call vote with Reuter voting against.

11. EMS Director Residency Requirement

Motion by LaBudda, seconded by Ingebriksen to amend the EMS Director Job Description by expanding the residency requirement from 15 miles to 30 miles. Motion carried seven (7) to one (1) by roll call vote with Reuter voting against.

12. Delta 3 Proposed 2020 Sanitary and Stormwater Improvements

DPW Hauth explained based on the inflow and infiltration work done by Delta 3 in the Valley View area that approximately \$331,000 in sanitary and storm sewer improvements are proposed.

There was a consensus to re-visit this issue along with discussion pertaining to the Cherry Street problem and proposed funding options.

13. Annual Library Report

Library Director Bernetzke highlighted last year's library services in the 2019 Annual Report.

14. Reports from Department Heads

- a. Fire Department-Handed out report and Annual Meeting invite for March 2nd.
- b. Library-Report
- c. Police-Report
- d. Public Works-Report

15. Administrators Report

- a. Report in packet.

16. Mayor Comments

Publicly recognized DPW Hauth, who was honored along with the Chamber Director for their effort in association with the downtown street project.

17. Council Comment

None

18. Future Agenda Items

Golf Course Housing Development and Update on The Driftless Homes Project

19. Adjourn

Motion by LaBudda seconded by Ingebritsen to adjourn the meeting at 7:38 P.M. Motion carried.

David A. Kurihara
City Clerk

**CITY OF LANCASTER
COMMON COUNCIL MINUTES
SPECIAL MEETING
MARCH 05, 2020**

1. Call Meeting to Order

Mayor Varnam called meeting to order at 6:00 P.M.

2. Pledge of Allegiance

3. Roll Call

Members present: Mayor Varnam, Harper, Hoffman, Ingebritsen, LaBudda, Oliveto, Reuter, Schmidt and Rollins

Members absent: None

Others present: Attorney Helmke, Administrator Carlson and Clerk Kurihara

4. Public Comments

None

5. Strand Technical Services Agreement

Motion by Hoffman, seconded by LaBudda to approve Strand Agreement for Technical Services pertaining to Hotel Sewer Extension in the estimated amount of \$38,000. Motion carried unanimously by roll call vote.

6. Resolution 2020-01

Motion by LaBudda, seconded by Harper to approve Resolution 2020-01-Resolution Authorizing the Submission of a Community Development Investment (CDI) Grant Application of the Wisconsin Economic Development Corporation (WEDC) for the Hotel Development Project. Motion carried unanimously by roll call vote.

7. TIF Agreement Assignment

Motion by LaBudda, seconded by Schmidt to approve assignment of right to City payments made pursuant to the Tax Increment Financing Agreement by Lancaster Hotel Development, LLC to Royal Bank. Motion carried unanimously by roll call vote.

8. 2020 Golf Course Pro Shop and Restaurant Operation Options

Administrator Carlson handed out a memo stating the Stone Hearth Operator intends to cease restaurant operations by March 31, 2020 and identified the following four (4) options for Council consideration:

- A. Status Quo
- B. Renegotiate with Stone Hearth Operator
- C. Stone Hearth Closes and City operates both
- D. Stone Hearth Closes and City contracts the both the Pro-Shop and Restaurant

Discussion mostly centered around Option C with some toward Option D.

Motion by Schmidt, seconded by LaBudda to proceed with Option C (City hires new golf pro and provides food services on a limited basis) but continue to search for a restaurant operator. Motion carried seven (7) to one (1) by roll call vote with Oliveto voting against.

9. Close Session

N/A

10. Resume to Open Session

N/A

11. Adjourn

Motion by LaBudda, seconded by Hoffman to adjourn the meeting at 7:30 P.M. Motion carried.

David A. Kurihara
City Clerk

Distribution Summary

Category	Distribution	Amount
CEMETERY	GRAVE OPENINGS	1,550.00
DONATIONS	K9 DONATIONS	125.00
DONATIONS	LIBRARY SPEC PURP GIFTS	4,564.28
DONATIONS	LIBRARY SPEC PURP LOCAL GOVT.	153,796.26
FIRE DEPARTMENT CHARGES	FIRE INSPECTIONS	144.00
FIRE DEPARTMENT CHARGES	FIRE PROTECTION/TOWNSHIPS	17,384.00
FIRE DEPARTMENT CHARGES	FIRE RESCUE BUILDING	8,358.00
FIRE DEPARTMENT CHARGES	FIRE TRUCKS/TOWNS	8,023.00
FIRE DEPARTMENT CHARGES	MISC	5,803.00
GOLF COURSE	GREEN FEES	125.00
GOLF COURSE	MEMBERSHIPS	640.00
GOLF COURSE	MISC	125.00-
LICENSES AND PERMITS	BUILDING PERMITS	121.00
LICENSES AND PERMITS	LIQUOR LICENSES	10.00
LICENSES AND PERMITS	OPERATORS LICENSES	120.00
MISCELLANEOUS REVENUES	HEALTH INSURANCE	482.84
MISCELLANEOUS REVENUES	RENT MUNICIPAL BUILDING	140.00
POLICE DEPARTMENT	COURT FINES	1,081.20
POLICE DEPARTMENT	PARKING TICKETS	1,936.75
POLICE DEPARTMENT	POLICE FEES	27.30
PUBLIC CHARGES	OTHER PUBLIC WORKS	949.06
PUBLIC CHARGES	PARK USE PERMIT	35.00
TAXES	DELINQUENT PERS PROP TAX	476.72
TAXES	DELINQUENT TAXES RECEIVABLE	4,523.33
TAXES	DUE FROM OTHER MUNICIPALITIES	.58
TAXES	INTEREST ON TAXES	24.73
TAXES	MISC	167.32
TAXES	MISC	9.00
TAXES	TAXES RECEIVABLE	224,674.43
TAXES	TAXES-ACCOUNTS PAYABLE	44.47
UTILITY BILLING RECEIPTS	UTILITY BILLING RECEIPTS	177,720.33
WASTEWATER UTILITY	DISCHARGE REVENUES	17,158.09
WATER UTILTIY	HYDRANT WATER	608.03
Grand Totals:		<u>630,697.72</u>

Invoice Date	Invoice Description	GL Account and Title	Invoice Amount	Fund
APPLIED MICRO				
01/02/2020	MS ERGONOMIC DESKTOP KEYBOARD-DAVE	710-51490-390 OPERATING EXPENSE	75.99	TECHNOLOGY FU
01/07/2020	ADD PD TOUGHBOOK WEBROOT	710-51490-390 OPERATING EXPENSE	37.73	TECHNOLOGY FU
01/14/2020	AXCIENT CLOUD BACKUP: CLARITY, EXCHANGE, DC	710-51490-390 OPERATING EXPENSE	597.00	TECHNOLOGY FU
01/16/2020	17-MS OFFICE 365 BUSINESS U1	710-51490-390 OPERATING EXPENSE	140.25	TECHNOLOGY FU
01/19/2020	36- MAILPROTECTOR CLOUD FILTER, 32-SAFESEND,33-XTRAMAIL, 4- BRACKET	710-51490-390 OPERATING EXPENSE	195.63	TECHNOLOGY FU
01/06/2020	REPAIR PD INTERNET CONNECTION	710-51490-390 OPERATING EXPENSE	37.50	TECHNOLOGY FU
01/08/2020	PANASONIC TOUGHBOOK INSTALLATION	710-51490-390 OPERATING EXPENSE	93.75	TECHNOLOGY FU
01/03/2020	GIVE SERVER ACCESS TO PAYMENT SOLUTIONS	710-51490-390 OPERATING EXPENSE	93.75	TECHNOLOGY FU
01/17/2020	LENOVO DESKTOP UPGRADE TO WINDOWS 10- WATER	710-51490-390 OPERATING EXPENSE	90.00	TECHNOLOGY FU
01/17/2020	CHECK BACKUPS & WINDOWS 10 UPGRADES	710-51490-390 OPERATING EXPENSE	75.00	TECHNOLOGY FU
Total APPLIED MICRO:			1,436.60	
AUTOWARES INC				
01/31/2020	POWERATED BELT	100-52310-350 REPAIR & MAINTENANCE	12.79	GENERAL FUND
01/31/2020	REMAN STARTER, COMB BOX LAMP, LIGHT BOX SINGLE, WIRE FLAT SET, 7BLADE RV PLUG	100-53212-350 REPAIR & MAINTENANCE	343.22	GENERAL FUND
01/31/2020	COOL SYS COND, SUPER DUTY 10W30, LIGHT BOX, GREASE, OIL & FUEL FILTERS	100-53212-390 OPERATING EXPENSE	359.76	GENERAL FUND
01/31/2020	TORQUE WR, BUNGEE ASSORT.	100-55200-390 OPERATING EXPENSE	116.22	GENERAL FUND
01/31/2020	TORQUE WR, BUNGEE ASSORT.	250-55430-390 OPERATING EXPENSE	116.21	GOLF COURSE
01/31/2020	BLK LIGHTING XL, SUPER HC V BELT	620-50833-390 OPERATING EXPENSE	151.47	SEWER FUND
Total AUTOWARES INC:			1,099.67	
BARD MATERIALS				
01/11/2020	60.09 TN A 1' RIP RAP BOSC	240-53441-390 CONTRACTED SERVICES	997.49	STORMWATER UTI
01/11/2020	KOLAR RETENTION FLOWABLE MORTAR 1000, WINTER SERVICE CHARGE	240-53441-390 CONTRACTED SERVICES	1,075.50	STORMWATER UTI
Total BARD MATERIALS:			2,072.99	
CARRICK, CHARLYN				
01/24/2020	REFUND TAX OVERPMT	800-21210 ACCOUNTS PAYABLE	32.43	TRUST & AGENCY
Total CARRICK, CHARLYN:			32.43	
CLEARBROOK INC				
01/06/2020	48,106 POLYCLEAR CL1996 FTL BULK	620-50826-363 CHEMICALS	6,253.78	SEWER FUND
Total CLEARBROOK INC:			6,253.78	
DH MUNICIPAL SERVICES				
02/01/2020	Building Inspector	100-52400-117 SALARY - CONTRACT	1,276.30	GENERAL FUND
02/01/2020	Zoning Admin	100-56300-117 SALARY-CONTRACT	340.36	GENERAL FUND
Total DH MUNICIPAL SERVICES:			1,616.66	
EASTMAN CARTWRIGHT LUMBER				
01/06/2020	4X4 10' T	100-53310-390 OPERATING EXPENSE	14.31	GENERAL FUND
01/06/2020	2X6 10' T	100-55200-390 OPERATING EXPENSE	218.80	GENERAL FUND
Total EASTMAN CARTWRIGHT LUMBER:			233.11	

Invoice Date	Invoice Description	GL Account and Title	Invoice Amount	Fund
EMPLOYEE BENEFITS CORP				
01/01/2020	EBC EMPLOYER CONTRIBUTION	100-51400-390 OPERATING EXPENSE	600.00	GENERAL FUND
01/15/2020	JAN ADMIN FEE	100-51400-390 OPERATING EXPENSE	10.00	GENERAL FUND
01/01/2020	EBC EMPLOYER CONTRIBUTION	100-51410-390 OPERATING EXPENSE	600.00	GENERAL FUND
01/15/2020	JAN ADMIN FEE	100-51410-390 OPERATING EXPENSE	10.00	GENERAL FUND
01/01/2020	EBC EMPLOYER CONTRIBUTION	100-52100-390 OPERATING EXPENSE	1,800.00	GENERAL FUND
01/15/2020	JAN ADMIN FEE	100-52100-390 OPERATING EXPENSE	30.00	GENERAL FUND
01/01/2020	EBC EMPLOYER CONTRIBUTION	100-52300-390 OPERATING EXPENSE	150.00	GENERAL FUND
01/15/2020	JAN ADMIN FEE	100-52300-390 OPERATING EXPENSE	5.00	GENERAL FUND
01/01/2020	EBC EMPLOYER CONTRIBUTION	100-53100-390 OPERATING EXPENSE	900.00	GENERAL FUND
01/15/2020	JAN ADMIN FEE	100-53100-390 OPERATING EXPENSE	10.00	GENERAL FUND
01/01/2020	EBC EMPLOYER CONTRIBUTION	100-53210-390 OPERATING EXPENSE	1,500.00	GENERAL FUND
01/15/2020	JAN ADMIN FEE	100-53210-390 OPERATING EXPENSE	30.00	GENERAL FUND
01/01/2020	EBC EMPLOYER CONTRIBUTION	100-55200-390 OPERATING EXPENSE	300.00	GENERAL FUND
01/15/2020	JAN ADMIN FEE	100-55200-390 OPERATING EXPENSE	5.00	GENERAL FUND
01/01/2020	EBC EMPLOYER CONTRIBUTION	250-55430-390 OPERATING EXPENSE	300.00	GOLF COURSE
01/15/2020	JAN ADMIN FEE	250-55430-390 OPERATING EXPENSE	5.00	GOLF COURSE
01/01/2020	EBC EMPLOYER CONTRIBUTION	610-50920-390 OPERATING EXPENSE	300.00	WATER FUND
01/15/2020	JAN ADMIN FEE	610-50920-390 OPERATING EXPENSE	5.00	WATER FUND
01/01/2020	EBC EMPLOYER CONTRIBUTION	620-50851-390 OPERATING EXPENSE	600.00	SEWER FUND
01/15/2020	JAN ADMIN FEE	620-50851-390 OPERATING EXPENSE	10.00	SEWER FUND
Total EMPLOYEE BENEFITS CORP:			7,170.00	
EXXONMOBIL CARD PROC CTR				
02/06/2020	GAS	100-53212-356 MOTOR FUELS	2,156.28	GENERAL FUND
Total EXXONMOBIL CARD PROC CTR:			2,156.28	
FINNEY IMPLEMENT INC				
01/22/2020	GH VAC PIVOT MOUNT	400-57620-802 PARK EQUIPMENT	12.20	CAPITAL PROJECT
01/21/2020	VAC WITH ISB COLLECTOR, DOLLY HOPPER, UNIVERSAL JOYSTICK HARNESS	400-57620-802 PARK EQUIPMENT	5,595.00	CAPITAL PROJECT
Total FINNEY IMPLEMENT INC:			5,607.20	
FIRST SUPPLY				
01/13/2020	LK WATER SENTRY PLUS FILTER	250-55430-390 OPERATING EXPENSE	68.58	GOLF COURSE
01/21/2020	4" PVC CLEAN CHECK BWV RECTORSEAL	620-50831-390 OPERATING EXPENSE	71.79	SEWER FUND
Total FIRST SUPPLY:			140.37	
FREEDOM MAILING SERVICES INC				
01/30/2020	1,600- BILL PROCESSING & PERFED PAPER	610-50902-390 OPERATING EXPENSE	432.00	WATER FUND
01/30/2020	1,600- BILL PROCESSING & PERFED PAPER	620-50840-390 OPERATING EXPENSE	432.00	SEWER FUND
Total FREEDOM MAILING SERVICES INC:			864.00	
FULLERS MILKER CENTER				
01/15/2020	SHIPPING	100-53800-390 OPERATING EXPENSE	17.00	GENERAL FUND
Total FULLERS MILKER CENTER:			17.00	
GASSER HARDWARE				
01/31/2020	SUPPLIES	100-51600-390 OPERATING EXPENSE	48.14	GENERAL FUND
01/31/2020	SUPPLIES	100-53210-390 OPERATING EXPENSE	97.95	GENERAL FUND
01/31/2020	SUPPLIES	100-53620-390 OPERATING EXPENSE	21.99	GENERAL FUND
01/31/2020	SUPPLIES	100-53800-390 OPERATING EXPENSE	65.51	GENERAL FUND
01/31/2020	SUPPLIES	100-55200-350 REPAIR & MAINTENANCE	40.73	GENERAL FUND
01/31/2020	SUPPLIES	100-55200-390 OPERATING EXPENSE	148.95	GENERAL FUND
01/31/2020	SUPPLIES	250-55430-350 REPAIRS & MAINTENANCE	4.17	GOLF COURSE

Invoice Date	Invoice Description	GL Account and Title	Invoice Amount	Fund
01/31/2020	SUPPLIES	250-55430-390 OPERATING EXPENSE	29.67	GOLF COURSE
01/31/2020	SUPPLIES	610-50653-390 OPERATING EXPENSE	258.32	WATER FUND
01/31/2020	SUPPLIES	620-50833-390 OPERATING EXPENSE	6.49	SEWER FUND
Total GASSER HARDWARE:			721.92	
GRANT COUNTY CLERK				
02/18/2020	DOG LICENSES	800-24330 DUE TO COUNTY-DOG LICENSE F	183.00	TRUST & AGENCY
Total GRANT COUNTY CLERK:			183.00	
GRANT COUNTY TREASURER				
02/18/2020	2020 ROAD AID	100-53310-760 GRANT COUNTY CONTRIBUTI	2,000.00	GENERAL FUND
02/18/2020	2019 TAX SETTLEMENT	800-24310 COUNTY & STATE TAXES PAYABLE	320,866.50	TRUST & AGENCY
Total GRANT COUNTY TREASURER:			322,866.50	
GRANT REGIONAL HEALTH CENTER				
01/19/2020	THRESHOLD AUDIOMETRY	100-55200-390 OPERATING EXPENSE	81.50	GENERAL FUND
01/19/2020	THRESHOLD AUDIOMETRY	250-55430-390 OPERATING EXPENSE	81.50	GOLF COURSE
01/19/2020	THRESHOLD AUDIOMETRY	610-50620-390 OPERATING EXPENSE	81.50	WATER FUND
01/19/2020	THRESHOLD AUDIOMETRY	620-50833-390 OPERATING EXPENSE	81.50	SEWER FUND
Total GRANT REGIONAL HEALTH CENTER:			326.00	
GRANTLAND SAFETY INSPECTIONS LLC				
02/02/2020	5- ABC FIRE EXTINGUISHER, 6- ABC RECHARGE 10#, 3 ABC RECHARGE 5#, 1-CO2 RECHARGE	100-52310-390 OPERATING EXPENSE	638.50	GENERAL FUND
Total GRANTLAND SAFETY INSPECTIONS LLC:			638.50	
HARTFORD, THE				
01/10/2020	VOLUNTEER FIRE DEPT RENEWAL POLICY	100-51430-510 PROPERTY & LIABILITY INSUR	2,058.98	GENERAL FUND
02/10/2020	VOLUNTEER FIRE DEPT RENEWAL POLICY-FEE	100-51430-510 PROPERTY & LIABILITY INSUR	30.00	GENERAL FUND
Total HARTFORD, THE:			2,088.98	
HAWKINS INC				
01/20/2020	CHLORINE	610-50630-363 CHEMICALS	760.50	WATER FUND
Total HAWKINS INC:			760.50	
KANSAS CITY LIFE INSURANCE CO				
02/01/2020	DISABILITY INS- FEB	100-21530 DISABILITY INSURANCE	548.82	GENERAL FUND
Total KANSAS CITY LIFE INSURANCE CO:			548.82	
KIMBALL MIDWEST				
01/27/2020	100- 5/8 SAE ALLOY FLAT, FLANGE NUTS	100-53212-390 OPERATING EXPENSE	149.00	GENERAL FUND
Total KIMBALL MIDWEST:			149.00	
KLUG AND PATRICIA KLUG, GUS				
02/01/2020	ANNEXATION AGREEMENT PMT 2019- 13TH YR	403-57201-390 OPERATING EXPENSES	523.89	TID #3
Total KLUG AND PATRICIA KLUG, GUS:			523.89	
KNAPP, DEB				
01/30/2020	REIMB MILEAGE	100-53210-390 OPERATING EXPENSE	28.46	GENERAL FUND

Invoice Date	Invoice Description	GL Account and Title	Invoice Amount	Fund
01/30/2020	REIMB MILEAGE & AIRPORT PICTURE	100-53800-390 OPERATING EXPENSE	47.94	GENERAL FUND
01/30/2020	REIMB MILEAGE	100-55200-390 OPERATING EXPENSE	28.47	GENERAL FUND
01/30/2020	REIMB MILEAGE	620-50833-390 OPERATING EXPENSE	28.46	SEWER FUND
Total KNAPP, DEB:			133.33	
KRAEMER'S WATER STORE INC				
01/31/2020	WATER	100-51600-390 OPERATING EXPENSE	49.70	GENERAL FUND
01/31/2020	SALT	250-55430-390 OPERATING EXPENSE	36.13	GOLF COURSE
Total KRAEMER'S WATER STORE INC:			85.83	
KWIK TRIP				
01/30/2020	GAS	100-53212-356 MOTOR FUELS	331.51	GENERAL FUND
01/31/2020	GAS	100-53212-356 MOTOR FUELS	107.03	GENERAL FUND
Total KWIK TRIP:			438.54	
L.W. ALLEN LLC				
01/30/2020	INSTALL RADIO AND ANTENNA AT WELL 1	610-50620-390 OPERATING EXPENSE	2,026.49	WATER FUND
01/30/2020	INSTALL RADIO AND ANTENNA AT WELL 1	610-50650-390 OPERATING EXPENSE	2,026.49	WATER FUND
Total L.W. ALLEN LLC:			4,052.98	
LACROSSE TRUCK CENTER INC				
01/15/2020	CORE ASSY	100-53212-350 REPAIR & MAINTENANCE	98.72	GENERAL FUND
Total LACROSSE TRUCK CENTER INC:			98.72	
LANCASTER CHAMBER OF COMM				
01/22/2020	2020 CONTRIBUTION	100-56700-790 CHAMBER CONTRIBUTION	17,000.00	GENERAL FUND
Total LANCASTER CHAMBER OF COMM:			17,000.00	
LANCASTER COMM SCHOOLS				
02/18/2020	2019 TAX SETTLEMENT	800-24610 LOCAL SCHOOL TAX PAYABLE	835,403.04	TRUST & AGENCY
Total LANCASTER COMM SCHOOLS:			835,403.04	
LANCASTER, CITY OF				
02/01/2020	WATER/SEWER	100-51600-220 UTILITIES	91.34	GENERAL FUND
02/01/2020	WATER/SEWER	100-52310-220 UTILITIES	117.46	GENERAL FUND
02/01/2020	WATER/SEWER	100-53210-220 UTILITIES	85.58	GENERAL FUND
02/01/2020	WATER/SEWER	100-53310-220 UTILITIES	35.04	GENERAL FUND
02/01/2020	WATER/SEWER	100-55200-220 UTILITIES	272.65	GENERAL FUND
02/01/2020	WATER/SEWER	100-55420-220 UTILITIES	247.08	GENERAL FUND
02/01/2020	WATER/SEWER	220-54700-220 UTILITIES	35.66	CEMETERY FUND
02/01/2020	WATER/SEWER	250-55430-220 UTILITIES	1,054.21	GOLF COURSE
02/01/2020	WATER/SEWER	610-50620-220 UTILITIES	888.95	WATER FUND
02/01/2020	WATER/SEWER	620-50827-220 UTILITIES	930.28	SEWER FUND
02/01/2020	WATER/SEWER	620-50832-220 UTILITIES	161.08	SEWER FUND
Total LANCASTER, CITY OF:			3,919.33	
LANDON, LARRY				
01/17/2020	REFUND WATER OVERPMT	001-11105 UTILITY CASH CLEARING	30.96	CASH ALLOCATIO
Total LANDON, LARRY:			30.96	
LES MACK LLC				
01/24/2020	BULB, LAMP ASY, KEY	100-52100-350 REPAIR & MAINTENANCE	124.63	GENERAL FUND

Invoice Date	Invoice Description	GL Account and Title	Invoice Amount	Fund
01/14/2020	'12 CHEVY FULL SERVICE OIL CHANGE, INSPECTION, BATTERY TEST, AIR FILTER SERVICE, TIRE SERVICE	100-52310-350 REPAIR & MAINTENANCE	552.00	GENERAL FUND
Total LES MACK LLC:			676.63	
LUBRICATION ENGINEERS INC				
01/28/2020	ALMAPLEX INDUSTRIAL LUBRICANT & MONOLEC R&O COMPRESSOR/TURBINE	620-50833-390 OPERATING EXPENSE	543.12	SEWER FUND
Total LUBRICATION ENGINEERS INC:			543.12	
MARK'S CHEMICALS				
01/21/2020	60- 2X30 GAL DRUMS HFS	610-50630-363 CHEMICALS	276.00	WATER FUND
Total MARK'S CHEMICALS:			276.00	
MASTERS BUILDING SOLUTIONS INC				
01/13/2020	THEATER HVAC CONTROLS	400-57140-810 CAPITAL PROJ- GEN PUBLIC B	6,300.00	CAPITAL PROJECT
Total MASTERS BUILDING SOLUTIONS INC:			6,300.00	
MCNAMARA R V & H LLP				
02/01/2020	FEB CONTRACT	100-51300-117 CONTRACTED SER CITY ATTO	3,000.00	GENERAL FUND
Total MCNAMARA R V & H LLP:			3,000.00	
MEDICAL ASSOCIATES				
01/21/2020	MONTHLY PREMIUM	100-21525 HEALTH NON-FLEX	28,652.07	GENERAL FUND
Total MEDICAL ASSOCIATES:			28,652.07	
MONROE TRUCK EQUIPMENT				
01/22/2020	6- GUARD, CURB, WRAP AROUND	100-53212-390 OPERATING EXPENSE	552.18	GENERAL FUND
Total MONROE TRUCK EQUIPMENT:			552.18	
MTI DISTRIBUTING				
01/27/2020	TORO GREENMASTER 3320 14 BLADE MOWER- USED W/ 1 YR WARRANTY	400-57620-802 PARK EQUIPMENT	17,000.00	CAPITAL PROJECT
01/30/2020	UNIV GROOMER DRIVE, 21" TWIN TIP GROOMER	400-57620-802 PARK EQUIPMENT	6,416.31	CAPITAL PROJECT
Total MTI DISTRIBUTING:			23,416.31	
MYERS MECHANICAL SOLUTIONS LLC				
01/24/2020	FIRE DEPT HVAC & REMOVAL OF EXISTING EQUIPMENT	400-57222-801 BUILDING FUND	24,949.00	CAPITAL PROJECT
Total MYERS MECHANICAL SOLUTIONS LLC:			24,949.00	
NORTHERN TOOL & EQUIPMENT				
01/17/2020	3 PC ALUM CRV PIPE WRE	100-53212-390 OPERATING EXPENSE	67.99	GENERAL FUND
01/17/2020	4000 PSI 150' PW HOSE	620-50834-390 OPERATING EXPENSE	99.99	SEWER FUND
01/17/2020	3 PC ALUM CRV PIPE WRE	620-50834-390 OPERATING EXPENSE	67.99	SEWER FUND
Total NORTHERN TOOL & EQUIPMENT:			235.97	
O'REILLY AUTOMOTIVE INC				
01/21/2020	SNOW BRUSH	100-52100-350 REPAIR & MAINTENANCE	19.99	GENERAL FUND
01/28/2020	ADHESIVE REMOVER	100-52310-390 OPERATING EXPENSE	19.99	GENERAL FUND
01/02/2020	2-TCHNCIAN TRM	100-53212-350 REPAIR & MAINTENANCE	25.98	GENERAL FUND

Invoice Date	Invoice Description	GL Account and Title	Invoice Amount	Fund
01/10/2020	FUEL CAP	100-53212-350 REPAIR & MAINTENANCE	13.74	GENERAL FUND
01/17/2020	4 POLE ROUND, ADAPTOR	100-55200-390 OPERATING EXPENSE	43.98	GENERAL FUND
01/17/2020	REC TUBE	100-55200-390 OPERATING EXPENSE	29.99	GENERAL FUND
01/17/2020	3PK WIPES, GLASS CLEANER, PAPER	620-50834-390 OPERATING EXPENSE	27.47	SEWER FUND
Total O'REILLY AUTOMOTIVE INC:			181.14	
PINKS AUTOMOTIVE SERVICE INC.				
01/31/2020	SKIDSTEER FLAT REPAIR	100-53212-350 REPAIR & MAINTENANCE	46.73	GENERAL FUND
Total PINKS AUTOMOTIVE SERVICE INC.:			46.73	
PREFERRED HEALTH CHOICES				
01/21/2020	JAN HRA ADMIN	100-51400-390 OPERATING EXPENSE	22.50	GENERAL FUND
01/20/2020	JAN HRA ADMIN	100-51410-390 OPERATING EXPENSE	30.00	GENERAL FUND
01/22/2020	JAN HRA ADMIN	100-52100-390 OPERATING EXPENSE	115.00	GENERAL FUND
01/23/2020	JAN HRA ADMIN	100-53100-390 OPERATING EXPENSE	15.00	GENERAL FUND
01/24/2020	JAN HRA ADMIN	100-53210-390 OPERATING EXPENSE	75.00	GENERAL FUND
01/25/2020	JAN HRA ADMIN	100-55200-390 OPERATING EXPENSE	15.00	GENERAL FUND
01/26/2020	JAN HRA ADMIN	250-55430-390 OPERATING EXPENSE	15.00	GOLF COURSE
01/28/2020	JAN HRA ADMIN	610-50920-390 OPERATING EXPENSE	33.75	WATER FUND
01/29/2020	JAN HRA ADMIN	620-50851-390 OPERATING EXPENSE	33.75	SEWER FUND
Total PREFERRED HEALTH CHOICES:			355.00	
QTPOD				
01/27/2020	M4000 ALL WEATHER COVER- GREEN W/ SELF SERVE	100-53800-390 OPERATING EXPENSE	221.17	GENERAL FUND
01/29/2020	BASE NETWORK ACCESS & SUPPORT AGREEMENT- 1 YR, ANNUAL CELL PLAN	100-53800-390 OPERATING EXPENSE	1,425.00	GENERAL FUND
Total QTPOD:			1,646.17	
REYNOLDS ELECTRIC				
01/27/2020	SENIOR CENTER- US MOTOR 3HZC	100-51600-390 OPERATING EXPENSE	111.72	GENERAL FUND
01/27/2020	OUTDOOR LIGHTING	100-53210-390 OPERATING EXPENSE	37.00	GENERAL FUND
Total REYNOLDS ELECTRIC:			148.72	
RICHGELS SCHAEFER AGENCY INC				
01/21/2020	HOUSING AUTHORITY POLICY CHANGE	100-51430-510 PROPERTY & LIABILITY INSUR	2,513.00	GENERAL FUND
01/31/2020	BUSINESS AUTO- POLICY CHANGE ADDITIONAL PREMIUM DUE TO ADDING 2019 FORD F450 LIFELINER AMBULANCE EFF. 1-28-20	100-51430-510 PROPERTY & LIABILITY INSUR	1,049.00	GENERAL FUND
Total RICHGELS SCHAEFER AGENCY INC:			3,562.00	
RYAN, STAN				
01/28/2020	REFUND WATER OVERPMT	001-11105 UTILITY CASH CLEARING	15.52	CASH ALLOCATIO
Total RYAN, STAN:			15.52	
SHERWIN WILLIAMS CO.				
01/10/2020	PAINT	100-53800-390 OPERATING EXPENSE	113.54	GENERAL FUND
01/10/2020	PAINT	100-53800-390 OPERATING EXPENSE	5.94	GENERAL FUND
Total SHERWIN WILLIAMS CO.:			119.48	
SW ELECTRICAL SERVICES INC				
01/25/2020	REWIRE FUEL PUMP AT AIRPORT	400-57351-801 AIRPORT CAPITAL	257.25	CAPITAL PROJECT
01/25/2020	HIGHLAND ESTATES LIFT STATION TRIPS			

Invoice Date	Invoice Description	GL Account and Title	Invoice Amount	Fund
	OVERLOAD	620-50832-390 OPERATING EXPENSE	72.50	SEWER FUND
	Total SW ELECTRICAL SERVICES INC:		329.75	
SW WI TECHNICAL COLLEGE				
02/18/2020	2019 TAX SETTLEMENT	800-24620 VOCATIONAL SCHOOL TAX PAYAB	104,216.99	TRUST & AGENCY
	Total SW WI TECHNICAL COLLEGE:		104,216.99	
T A S COMMUNICATIONS INC				
01/21/2020	SERVICE	610-50920-390 OPERATING EXPENSE	37.48	WATER FUND
01/21/2020	SERVICE	620-50833-216 CONTRACTED SERVICES	37.47	SEWER FUND
	Total T A S COMMUNICATIONS INC:		74.95	
TANKNOLOGY INC				
01/13/2020	TANK TAST & CONSUMABLES	100-53800-390 OPERATING EXPENSE	613.50	GENERAL FUND
	Total TANKNOLOGY INC:		613.50	
TDS TELECOM				
02/01/2020	PHONE/INTERNET	100-51400-220 UTILITIES	454.53	GENERAL FUND
02/01/2020	PHONE/INTERNET	100-51410-220 UTILITIES	86.06	GENERAL FUND
02/01/2020	PHONE/INTERNET	100-51600-220 UTILITIES	61.78	GENERAL FUND
02/01/2020	PHONE/INTERNET	100-52100-220 UTILITIES	331.82	GENERAL FUND
02/01/2020	PHONE/INTERNET	100-52310-220 UTILITIES	187.42	GENERAL FUND
02/01/2020	PHONE/INTERNET	100-52400-220 UTILITIES	15.00	GENERAL FUND
02/01/2020	PHONE/INTERNET	100-53100-220 UTILITIES	35.53	GENERAL FUND
02/01/2020	PHONE/INTERNET	100-53210-220 UTILITIES	103.29	GENERAL FUND
02/01/2020	PHONE/INTERNET	100-53800-220 UTILITIES	78.68	GENERAL FUND
02/01/2020	PHONE/INTERNET	100-55200-220 UTILITIES	98.39	GENERAL FUND
02/01/2020	PHONE/INTERNET	100-55420-220 UTILITIES	107.54	GENERAL FUND
02/01/2020	PHONE/INTERNET	250-55430-220 UTILITIES	214.44	GOLF COURSE
02/01/2020	PHONE/INTERNET	610-50620-220 UTILITIES	54.74	WATER FUND
02/01/2020	PHONE/INTERNET	610-50653-220 UTILITIES	100.51	WATER FUND
02/01/2020	PHONE/INTERNET	610-50920-220 TELEPHONE	89.34	WATER FUND
02/01/2020	PHONE/INTERNET	620-50827-220 UTILITIES	205.04	SEWER FUND
02/01/2020	PHONE/INTERNET	620-50851-220 TELEPHONE	57.28	SEWER FUND
02/01/2020	PHONE/INTERNET	710-51490-220 UTILITIES	167.75	TECHNOLOGY FU
	Total TDS TELECOM:		2,449.14	
THOMPSON TRUCK & TRAILER INC				
01/20/2020	LIGHT ASSEMBLY	100-53212-350 REPAIR & MAINTENANCE	131.42	GENERAL FUND
	Total THOMPSON TRUCK & TRAILER INC:		131.42	
TITAN MACHINERY				
01/10/2020	WORK LIGHT	100-53212-350 REPAIR & MAINTENANCE	173.01	GENERAL FUND
01/29/2020	CUTTING EDGE M7000MD, SIDE SKID	100-53212-350 REPAIR & MAINTENANCE	815.75	GENERAL FUND
01/29/2020	FUEL CAP	100-53212-350 REPAIR & MAINTENANCE	67.61	GENERAL FUND
	Total TITAN MACHINERY:		1,056.37	
UNITED LIQUID WASTE RECYCLING				
01/27/2020	SLUDGE HAULED TO STORAGE	620-50830-216 SLUDGE HAULING-CONTRAC	3,366.00	SEWER FUND
	Total UNITED LIQUID WASTE RECYCLING:		3,366.00	
UPPER CASE PRINTING				
01/24/2020	10,000- #10 WINDOW ENVELOPES	610-50920-390 OPERATING EXPENSE	225.00	WATER FUND

Invoice Date	Invoice Description	GL Account and Title	Invoice Amount	Fund
01/24/2020	10,000- #10 WINDOW ENVELOPES	620-50851-390 OPERATING EXPENSE	225.00	SEWER FUND
Total UPPER CASE PRINTING :			450.00	
UPS				
01/11/2020	UPS SHIPPING	610-50930-390 OPERATING EXPENSE	17.25	WATER FUND
01/18/2020	UPS SHIPPING	610-50930-390 OPERATING EXPENSE	10.59	WATER FUND
Total UPS:			27.84	
WALKER, STEVE & LAURIE				
01/24/2020	REFUND TAX OVERPMT	800-21210 ACCOUNTS PAYABLE	2,985.94	TRUST & AGENCY
Total WALKER, STEVE & LAURIE:			2,985.94	
WE ENERGIES				
02/01/2020	NATURAL GAS	100-51600-220 UTILITIES	1,944.07	GENERAL FUND
02/01/2020	NATURAL GAS	100-52100-220 UTILITIES	205.94	GENERAL FUND
02/01/2020	NATURAL GAS	100-52310-220 UTILITIES	656.72	GENERAL FUND
02/01/2020	NATURAL GAS	100-53210-220 UTILITIES	470.34	GENERAL FUND
02/01/2020	NATURAL GAS	100-53800-220 UTILITIES	10.56	GENERAL FUND
02/01/2020	NATURAL GAS	100-55200-220 UTILITIES	400.81	GENERAL FUND
02/01/2020	NATURAL GAS	100-55420-220 UTILITIES	65.30	GENERAL FUND
02/01/2020	NATURAL GAS	250-55430-220 UTILITIES	396.83	GOLF COURSE
02/01/2020	NATURAL GAS	610-50620-220 UTILITIES	307.32	WATER FUND
02/01/2020	NATURAL GAS	620-50827-220 UTILITIES	512.33	SEWER FUND
Total WE ENERGIES:			4,970.22	
WEBER PAPER COMPANY				
01/16/2020	CELENTE MULTI SURFACE CLEANER, TP 2 PLY ADVC, RT ADVC MATIC WHT 1 PLY, BRUSH GROU TELINE, 54" TAPERED WOOD HANDLE	100-51600-390 OPERATING EXPENSE	45.50	GENERAL FUND
01/16/2020	CLEAR & MILD FOAM	100-52310-390 OPERATING EXPENSE	50.30	GENERAL FUND
01/16/2020	CELENTE MULTI SURFACE CLEANER, TP 2 PLY ADVC, RT ADVC MATIC WHT 1 PLY, BRUSH GROU TELINE, 54" TAPERED WOOD HANDLE	100-53210-390 OPERATING EXPENSE	45.50	GENERAL FUND
01/16/2020	CELENTE MULTI SURFACE CLEANER, TP 2 PLY ADVC, RT ADVC MATIC WHT 1 PLY, BRUSH GROU TELINE, 54" TAPERED WOOD HANDLE	620-50834-390 OPERATING EXPENSE	45.51	SEWER FUND
Total WEBER PAPER COMPANY:			186.81	
WHITISH, RITA				
02/01/2020	REFUND WATER OVERPMT	001-11105 UTILITY CASH CLEARING	171.82	CASH ALLOCATIO
Total WHITISH, RITA:			171.82	
WI DEPT OF JUSTICE				
01/10/2020	1 TIME ACCESS, 2 OFFICER SUPPORT	710-51490-390 OPERATING EXPENSE	246.00	TECHNOLOGY FU
Total WI DEPT OF JUSTICE :			246.00	
WI DEPT OF WORKFORCE DEV				
02/05/2020	UNEMPLOYMENT	100-55200-120 UNEMPLOYMENT	106.00	GENERAL FUND
Total WI DEPT OF WORKFORCE DEV:			106.00	

Invoice Date	Invoice Description	GL Account and Title	Invoice Amount	Fund
WISCONSIN RURAL WATER ASSOC				
02/01/2020	SYSTEM MEMBERSHIP	610-50920-390 OPERATING EXPENSE	227.50	WATER FUND
02/01/2020	SYSTEM MEMBERSHIP	620-50851-390 OPERATING EXPENSE	227.50	SEWER FUND
Total WISCONSIN RURAL WATER ASSOC:			455.00	
WOLFS GRANTLAND GRAPHICS				
01/21/2020	200- 2X5" PUBLIC WORKS REFLECTIVE VINYL DECALS	100-53310-390 OPERATING EXPENSE	300.00	GENERAL FUND
01/24/2020	200- WATER METER XCHANGE POSTCARDS	610-50653-390 OPERATING EXPENSE	40.00	WATER FUND
Total WOLFS GRANTLAND GRAPHICS:			340.00	
Grand Totals:			1,435,523.72	

City of Lancaster

Notice of

Golf Course Committee Meeting

Date: Monday, March 2, 2020

Time: 5:30 PM

Place: 206 S Madison St., Senior Center

Agenda:

1. Meeting called to order by P. Hoffman at 5:30 PM
2. Roll Call- **All present**
3. Public Comments- **None**
4. Approve Golf Course Committee minutes 10-7-19- **Motion by Becker, 2nd by B. Hoffman, All ayes.**
5. Review 2020 Golf Operation Plan- **Update from Adam Miller and reviewed the new Golf Genius system for outings**
6. Update on hiring new Director of Golf Operations- **Administrator Carlson gave update to board. One good candidate and decision to be made after Council meeting later this week.**
7. Future agenda items- **Introduction to new Director of Golf if hired and review CIP, Discuss ideas for increased rounds and revenue, Discuss potential funding sources for projects, Discuss Tee sign advertising and where money will be spent.**
8. Adjourn –**@6:06 PM Motion by B. Hoffman, all ayes**

**CITY OF LANCASTER
TAX INCREMENTAL DISTRICT (TID) PROPOSED #6
JOINT REVIEW BOARD MINUTES
MARCH 9, 2020
4:00 P.M.**

1. Call Meeting to Order

Mayor Varnam called the meeting to order at 4:00 P.M.

2. Roll Call

Members present: Mayor Varnam (City), Bob Keeney (County), Tom Davies (Public Member)
Rob Wagner (School) and Caleb White (SWTC)

Members absent: None

Also present: Administrator Carlson and Clerk Kurihara.

3. Proposed TID NO.6 Review

Administrator Carlson introduced the concept of creating a proposed mixed-use Tax Incremental District No. 6., which would be related to the development of a hotel on the former Town & County Liquor property owned by the City.

The Council had approved the development of a Tax Increment District ("TID") to support the development of a hotel by the Lancaster Hotel Development LLC (LHD) as part of their overall financing package. The increment in property value is expected to be approximate 5 million based on income derived (room occupancy). Also, any other TID costs would only be incurred if TID revenue is on hand.

The Plan Commission will hold a public hearing on the proposed TID at 6:30 P.M. tonight and make a recommendation to Council for consideration on next Monday, March 16^h. After that, the Joint Review Board will meet again to vote whether to approve or deny the development of the proposed TID No.6.

4. Next Meeting Date

The next meeting will be April 13, 2020 at 4:00 P.M.

5. Adjournment

Motion by Wagner, second by Davies to adjourn meeting at 4:32 P.M. Motion carried.

David A. Kurihara, City Clerk

**City of Lancaster
Parks and Recreation Committee Minutes**

Date: Monday March 2, 2020

Time: 5:00 PM

Place: 206 S. Madison St, City Hall – Council Chambers

1. Call meeting to order

Reuter called meeting to order at 5:00pm

2. Roll call

Dieter, Dreckman, Reuter in attendance, Kramer and Block absent

Also in attendance: Mara

3. Minutes

Approved Meeting Minutes of 1-6-2020, Dreckman motion, Reuter 2nd, no opposition

4. Planning for Winter Activities

a. Look at PDC offerings for examples

- i. Youth Soccer
- ii. Youth Volleyball
- iii. Indoor Pickelball
- iv. Bean Bags
- v. Youth Track & Field
- vi. Chess Club
- vii. Madden Tournament
- viii. Autumn Scavenger Hunt
- ix. Construction Kids
- x. Cheerleading

b. Funding? - Possible business sponsors

c. Who would manage it, do they have time - budget - Dave Kurihara? Does someone have time or not?

d. Start with 1 or 2 activities - potentially identify a 'champion' who can volunteer or organize.

e. Mr Carlson is to find out who owns the tennis courts and who we need to talk to about painting 1-2 courts for pickelball.

5:30pm - Mr Carlson leaves for another meeting.

5. Review Pool Manual

Not available at tonight's meeting.

6. Update on Baus Park/Flag Football – Reuter

Reuter walked neighborhood, found only one resident home, left flyer; Reuter to talk to John Hoch about poles that are not in use.

7. Gun Range Usage – Kramer

Kramer - Spoke with someone from DNR - needs to take pictures of the space, Dreckman question if there is enough room for trap shooting? Dieter - questioned who maintains the area; Dreckman states clay destining rates and the lead is picked up in a trough.

8. Committee Comments

Dieter - CIP review coming up in May. How should this be handled? Dieter thinks he has it saved on his computer. Do we plan to start on it at next meeting or not? Can Mr Carlson send out last one for committee to review and come prepared with comments and questions.

Dreckman - other winter activities, surely would be good but need to be restricted by what the city is willing to put toward it.

9. Future agenda items

None

10. Adjourn

Adjourn 6pm, Dreckman motion, Reuter 2nd, all in favor.

**MINUTES
CITY OF LANCASTER
PLAN COMMISSION MEETING
MARCH 9, 2020
6:30 PM**

1. **Call Meeting to Order**

Mayor Varnam called the meeting to order at 6:30 P.M.

2. **Roll Call**

Members present: Mayor Varnam, Angeli, Benson, Thiede, Thuli, Schmidt and Vesperman

Absent: None

Also Present: Administrator Carlson

3. **Minutes**

Motion by Benson, seconded by Thuli to approve the minutes of 1/13/2020. Motion carried.

4. **Public Hearing (TID #6)**

Varnam declared the public hearing open at 6:32 P.M. to consider the creation of Tax Incremental District #6 for the City of Lancaster and to Discuss the Proposed Project Plan and Boundary for the Tax Incremental District #6.

TID plan related to development of a hotel by the Lancaster Hotel Development LLC (LHD).

Spoke in favor of the petition

None

Spoke against the petition

None

5. **Close public hearing**

Varnam closed the public hearing at 6:33 P.M.

6. **Consider Plan Commission Resolution 2020-01-Recommendation Approval of TID #6 Project Plan and Boundary to the City Council.**

Motion by Schmidt, seconded by Benson to recommend approval of TID#6 Project Plan and Boundary to the City Council. Motion carried 6 (six) to 0 (zero) by roll call vote with Vesperman abstaining.

7. **Adjourn**

Motion by Schmidt, seconded by Thiede to adjourn meeting at 6:45 P.M. Motion carried.

David Carlson, City Administrator

Public Works Committee Minutes March 11, 2020

Meeting called to order by Oliveto at 5:00pm

Members present Oliveto, Rollins, Reuter, DPW Hauth, Clerk Kurihara and City Engineer Mark Fisher, Labudda absent

Previous minutes approved on motions by Reuter and Oliveto

Mark Fisher presented a report to committee and reviewed history of E. Cherry street storm water structure and 1995 east side drainage study. Several options and potential costs were discussed for repairing E. Cherry street.

Replacement of all storm piping from Memorial Park pond to Hickory street.

Construct a smaller cast in place structure in Cherry street in the same place as current structure.

Install two large diameter pre-cast manhole structures in Cherry street in the same place as current structure.

Staff and Strand recommendation is to pursue large diameter manhole option at this time and budget for complete replacement from Memorial Park to Hickory street.

Motion was made by Reuter and Rollins to recommend two manhole option to finance committee and council for consideration.

Hauth gave an update on garbage and recycling. Town and Country anticipates starting single pass collection in May pending delivery of new trucks. Toters have been ordered and will be delivered in late April. Tuesday and Wednesday pick-ups will be on Tuesdays and Friday pick-up will remain the same. Town and Country will send a letter to all residential customers with information regarding the new process. Hauth has been asked by residents about pick-up in alleys instead of at street in certain areas and will multiple containers be needed for multi family residences. Town and Country will be looking at alley options which they do in other communities and typically provide two containers per occupancy in multifamily but will do whatever owner desires. Oliveto asked if residents could purchase their own smaller containers if they do not have room to store the larger containers and if there would be a public information meeting.

Committee comments, Reuter asked if city and county were working on storm water ERU's, Kurihara said there has been correspondence. Oliveto thanked city staff for installing LED stop sign at Jefferson and Cherry.

Motion to adjourn by Reuter and Rollins.

Submitted by Hauth

RESOLUTION 2020-02

**RESOLUTION AUTHORIZING THE SALE OF FERMENTED MALT BEVERAGES
IN CITY OPERATED PARKS BY CITY EMPLOYEES OR OFFICERS.**

WHEREAS, §125.06(6) of the Wisconsin State Statutes provides that no license or permit is required for the sale of fermented malt beverages in any public park operated by a county or municipality; and

WHEREAS, §125.06(6) of the Wisconsin State Statutes also provides that fermented malt beverages shall be sold by employees or officers of the county or municipality pursuant to an ordinance, resolution, rule, or regulation enacted by the governing body authorizing the same; and

WHEREAS, the Common Council of the City of Lancaster wishes to authorize the sale fermented malt beverages within City of Lancaster operated public parks.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF LANCASTER, GRANT COUNTY, WISCONSIN, AS FOLLOWS:

1. The sale of fermented malt beverages in City of Lancaster operated public parks by City employees or officers is hereby authorized.

Dated this _____ day of March, 2020.

CITY OF LANCASTER BY:

David C. Varnam, Mayor

ATTESTED:

David A. Kurihara, City Clerk

MEMORANDUM

<input type="checkbox"/>	Information Only	
<input checked="" type="checkbox"/>	Project Specific	1195.701
<input type="checkbox"/>	Policy Memo	

TO: John Hauth, DPW
City of Lancaster
FROM: Mark A. Fisher, P.E.
City Engineer
DATE: March 12, 2020
RE: Cherry Street Storm Sewer Junction Chamber

In September 2019, the large storm sewer junction chamber (structure) on East Cherry Street near the Memorial Park softball complex experienced a partial collapse. The partial collapse occurred on the south side of the street and appeared as a small sinkhole at the pavement surface (see attached photos). The collapse occurred following several very heavy rain events, but the collapse does not appear to be a direct result of the rain. Rather, the structure has been deteriorating for a number of years.

Upon noticing the collapse, the city consulted with engineers from the Grant County Highway Department. An inspection of the structure was completed, and it was recommended that Cherry Street be closed to traffic. The existing steel beams and reinforcement inside the structure is severely corroded, and the steel beams are showing extreme delamination. Cherry Street remains closed.

It appears the junction chamber was originally a bridge structure that was open to a ditch on the north and south sides. When storm sewer was constructed, the large pipes were inserted into the ends of the bridge structure and concrete walls were formed around the pipes. The ditches to the north and south were filled in and replaced with storm sewer. As a result of this conversion the structure is quite large, estimated to be about 30 feet long by about 20 feet wide. The structure is about 10 feet deep.

The storm sewer in this structure serves the entire east side of the city north of Cherry Street. The storm sewers consist of a 48-inch pipe to the south, a 48-inch pipe to the northwest, and a 36-inch pipe to the northeast. The Cherry Street water main is located beneath the structure and the Cherry Street sanitary sewer is located in the terrace area to the south of the structure. It appears the elevation of the sanitary is just slightly higher than the top of the 48-inch storm sewer. An exhibit showing a survey of the area is attached.

In the 1995 East Side Stormwater Drainage Study, it was determined that the existing storm sewer system in this area was hydraulically inadequate and in very poor physical condition. The storm sewer system was estimated to have capacity to handle less than a two-year storm event. The recommended pipe size to handle a two-year storm event was the elliptical equivalent to a 54-inch pipe (map from study attached). It was determined to be not economically feasible to install storm sewer large enough to handle a 10-year storm event. The report suggested that construction of a natural channel (ditch) be considered to significantly increase stormwater conveyance capacity in this area. Note that as part of recent storm sewer improvements near the Memorial Park pond included installation of the elliptical equivalent of a 60-inch pipe, the largest pipe that could be installed while maintain cover over the top of the pipe.

The junction chamber structure needs to be rebuilt so that Cherry Street can be re-opened to traffic. There has been discussion regarding whether the structure can be designed/constructed to accommodate future storm sewer improvements. While this is certainly worth considering, the discussion below and the attachments explain how this would be difficult to accomplish.

- Future larger storm sewer would likely extend from the recently improved storm sewer outfall in Memorial Park and continue north to Cherry Street. The new storm sewer would likely be constructed parallel to the existing storm sewer so conveyance could be maintained during construction. Due to the fragility of the existing unreinforced concrete pipe, a minimum separation of 10 to 15 feet would need to be maintained to avoid pipe collapse. If the Cherry Street structure was designed to accommodate future larger pipes, it would not be in the correct location without construction of additional structures and/or "bends" to align the new pipes with the structure. Junction chambers and bends for large storm sewer are very expensive. The attached exhibit illustrates this.
- If it was decided to construct the new storm sewer in the same location as the existing storm sewer, the contractor would need to handle stormwater flows during construction. This would involve a lot of risk for the contractor due to the amount of flow and the unpredictability of rain events. Furthermore, the existing storm sewer alignment crosses the Memorial Park softball diamond. Replacement of the storm sewer in the same alignment as the existing storm sewer would result in damage to the diamond, fencing, dugouts, lighting, etc.
- As previously stated, the existing sanitary sewer and water main are located beneath or very near the existing structure. Larger storm sewers will likely require the new structure to be deeper than the existing structure. This would involve replacement of the sanitary sewer and water main.
- If the new structure was designed to be in a new location (say 15 feet west of the existing structure) to accommodate the future storm sewer alignment, additional junction chambers and/or bends and pipe would need to be installed now to make the existing pipe and new structure align and function. Junction chambers, bends, and large pipe are very expensive.

For the above reasons and to minimize initial costs, we recommend construction of a new junction chamber structure at its current location. In order to design the appropriate replacement, detailed information is needed on the existing structure and pipe dimensions and orientation. This can be accomplished with conventional field survey and use of a laser scanner lowered into the existing structure.

Two concepts have been considered for replacement of the existing structure. Either concept would provide a structurally and hydraulically sound replacement of the existing structure.

The first concept involves construction of a new cast-in-place concrete structure and new piping to connect to existing piping (see attached exhibit). The new structure would be somewhat smaller than the existing structure. This approach would involve a concrete contractor and a street and utility contractor for the piping and street work.

The second concept involves the use of large precast concrete manholes and new piping to connect to existing piping (see attached exhibit). This approach would involve a street and utility contractor.

The cost and feasibility of these concepts depends on the actual pipe orientation and dimensions inside of the existing structure. Our initial opinion is that use of precast concrete manholes would be less costly than the cast-in-place concrete structure. Other non-monetary advantages of the precast manhole concept are as follows:

- Quicker construction due to use of precast concrete products
- Parts of the manholes may be re-useable on future projects
- May be more attractive to local utility and street contractors
- No structural engineering/geotechnical engineering services involved.

The following costs are provided for discussion purposes:

Future Storm Sewer Replacement (actual scope, sizing, and schedule to be determined):

Based on bid prices from 2016 project in Memorial Park:

Memorial Park Pond to Cherry Street:	1250 feet @ \$300/LF = \$375,000 (plus junction chambers, restoration, utility conflicts, etc.)
Cherry Street to Hickory Street:	800 feet @ \$300/LF = \$240,000 (plus junction chambers, restoration, utility conflicts, etc.)
Total	\$800,000 to \$1,000,000 +

Cherry Street Junction Chamber Replacement - Concrete Structure Option:

Demolition	\$10,000
Concrete Structure	\$25,000
48-inch pipe (25 LF @ \$250/LF)	\$6,300
36-inch pipe (6 LF @ \$200/LF)	\$1,200
12-inch pipe (20 LF @ \$100/LF)	\$2,000
Inlets (2 @ \$2,000/EA)	\$4,000
Concrete Collar (3 @ \$1,500/EA)	\$4,500
Backfill	\$5,000
Flow Control	\$5,000
Pavement and Curb	<u>\$15,000</u>
Total:	\$78,000

Cherry Street Junction Chamber Replacement - Precast Manholes Option:

Demolition	\$10,000
8-foot Diameter Manholes (2 @ \$8,500/EA)	\$17,000
48-inch pipe (30 LF @ \$250/LF)	\$7,500
36-inch pipe (6 LF @ \$200/LF)	\$1,200
12-inch pipe (45 LF @ \$100/LF)	\$4,500
Inlets (2 @ \$2,000/EA)	\$4,000
Concrete Collar (3 @ \$1,500/EA)	\$4,500
Backfill	\$5,000
Flow Control	\$0
Pavement and Curb	<u>\$15,000</u>
Total:	\$68,700

NOTE: All costs exclude utility conflicts (if any), contingencies, and engineering services.



City Property North of Cherry Street During 2008 Flooding



Cherry Street Junction Chamber Collapse



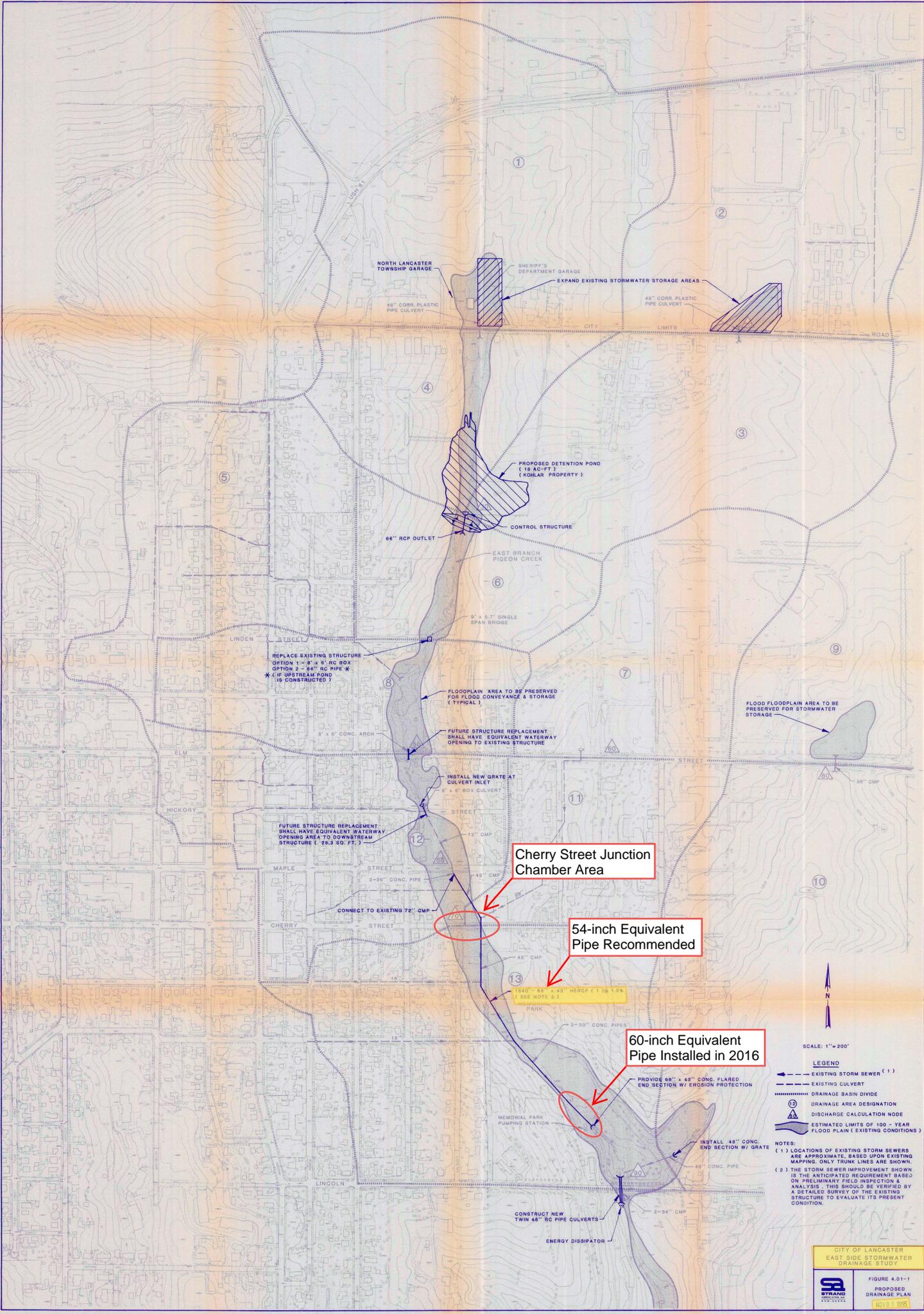
Opening into Junction Chamber



Junction Chamber Collapse Area



Corrosion of Steel Inside Junction Chamber



Cherry Street Junction Chamber Area

54-inch Equivalent Pipe Recommended

60-inch Equivalent Pipe Installed in 2016

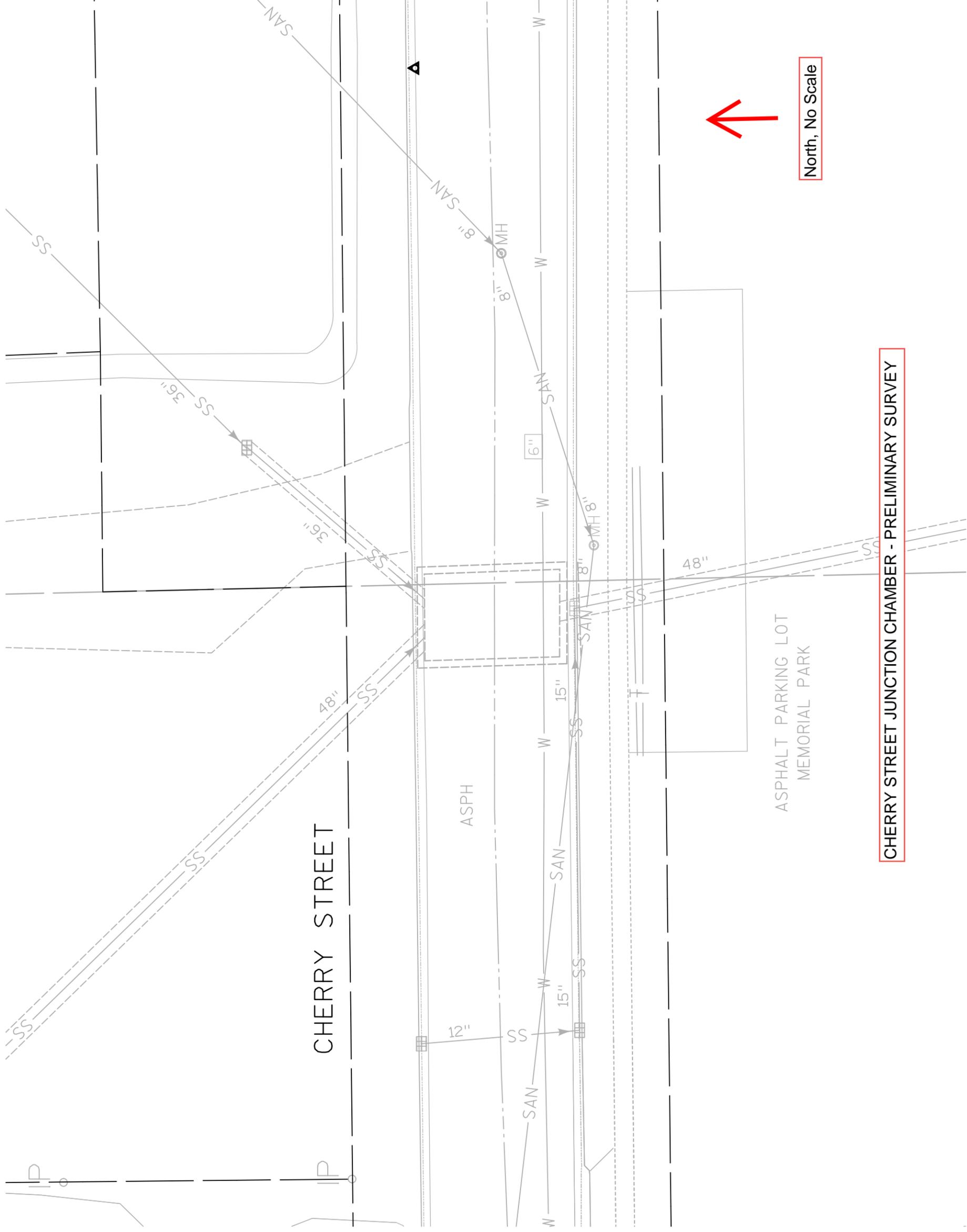
SCALE: 1" = 200'

LEGEND

- EXISTING STORM SEWER (1)
- - - EXISTING CULVERT
- DRAINAGE BASIN DIVIDE
- (2) DRAINAGE AREA DESIGNATION
- ▲ DISCHARGE CALCULATION NODE
- ▲ ESTIMATED LIMITS OF 100-YEAR FLOOD PLAIN (EXISTING CONDITIONS)

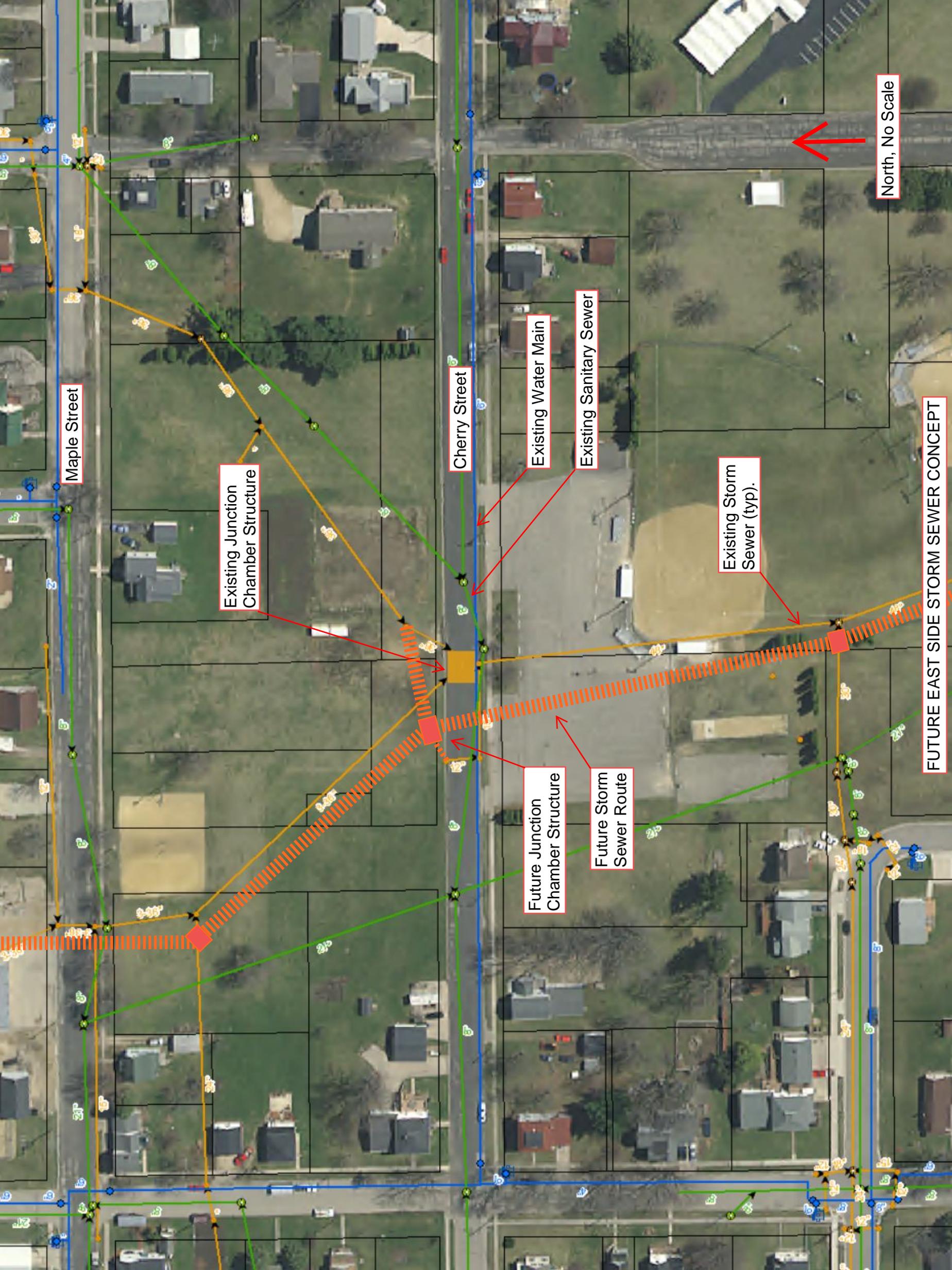
NOTES:

- (1) LOCATIONS OF EXISTING STORM SEWERS ARE APPROXIMATE, BASED UPON EXISTING MAPPING. ONLY TRUNK LINES ARE SHOWN.
- (2) THE STORM SEWER IMPROVEMENT SHOWN IS THE ANTICIPATED REQUIREMENT BASED ON PRELIMINARY FIELD INSPECTION & ANALYSIS. THIS SHOULD BE VERIFIED BY A DETAILED SURVEY OF THE EXISTING STRUCTURE TO EVALUATE ITS PRESENT CONDITION.



North, No Scale

CHERRY STREET JUNCTION CHAMBER - PRELIMINARY SURVEY



Maple Street

Cherry Street

Existing Water Main

Existing Sanitary Sewer

Existing Storm Sewer (typ.)

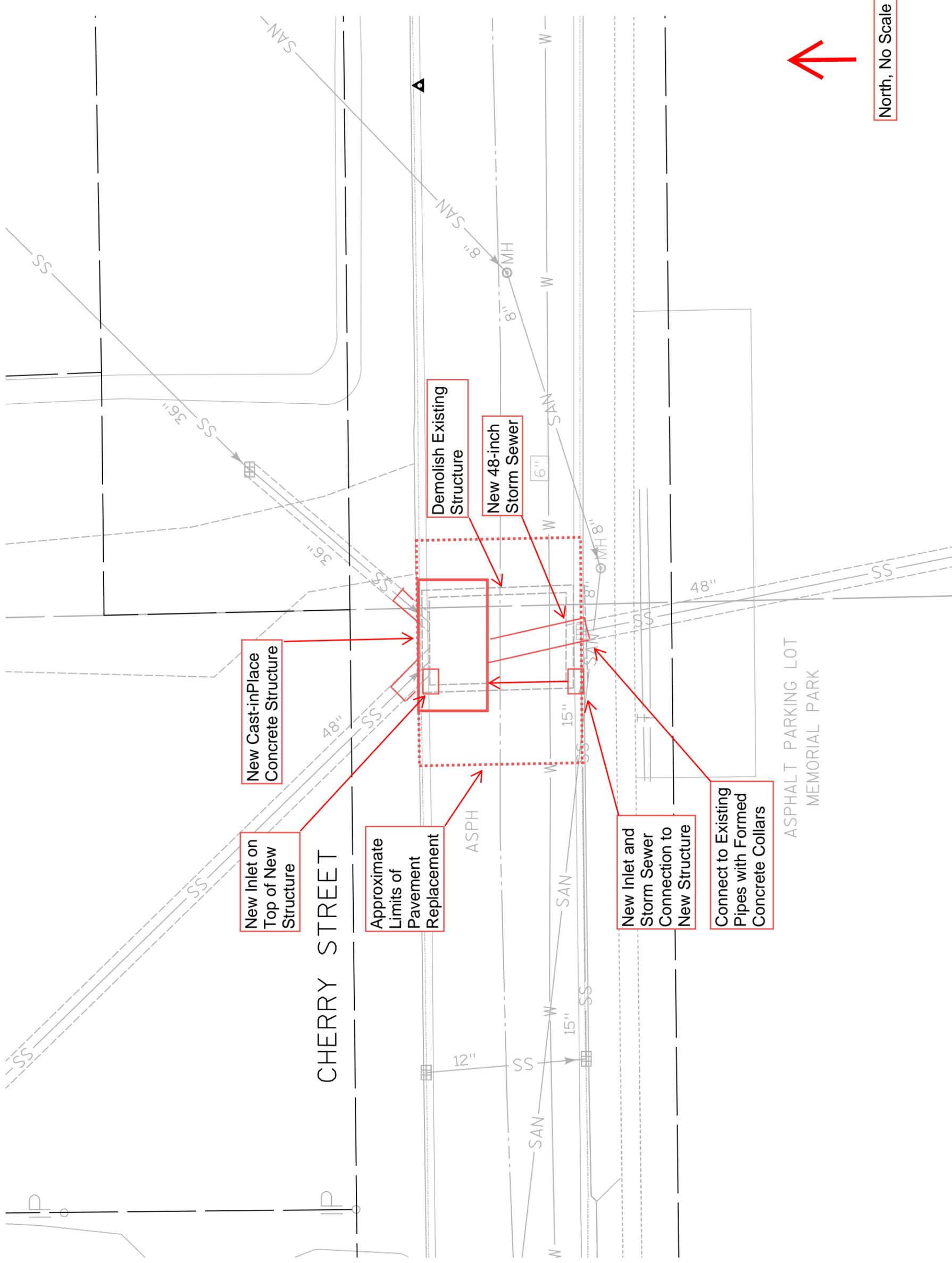
Existing Junction Chamber Structure

Future Junction Chamber Structure

Future Storm Sewer Route

FUTURE EAST SIDE STORM SEWER CONCEPT

North, No Scale



New Inlet on Top of New Structure

New Cast-in-Place Concrete Structure

Approximate Limits of Pavement Replacement

Demolish Existing Structure

New 48-inch Storm Sewer

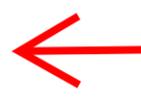
New Inlet and Storm Sewer Connection to New Structure

Connect to Existing Pipes with Formed Concrete Collars

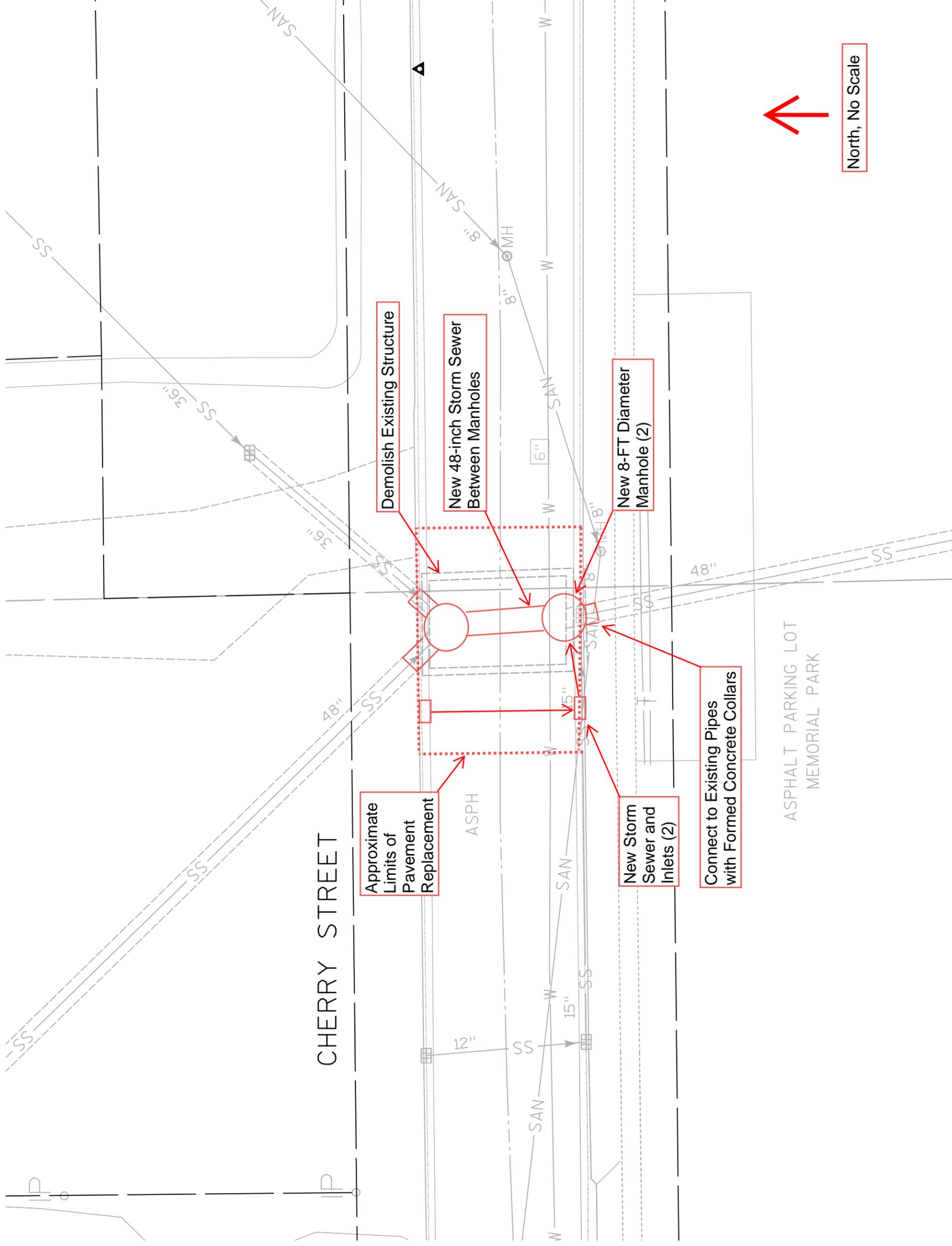
ASPHALT PARKING LOT
MEMORIAL PARK

CHERRY STREET

North, No Scale



CHERRY STREET JUNCTION CHAMBER REPLACEMENT CONCEPT - NEW STRUCTURE



CHERRY STREET

Approximate Limits of Pavement Replacement

Demolish Existing Structure

New 48-inch Storm Sewer Between Manholes

New Storm Sewer and Inlets (2)

Connect to Existing Pipes with Formed Concrete Collars

New 8-FT Diameter Manhole (2)

North, No Scale

CHERRY STREET JUNCTION CHAMBER REPLACEMENT - MANHOLE CONCEPT



Monthly Report February 13 – March 11, 2020

Key Dates to Remember

April 28, 2020	Plunge
July 1, 2020	Stuff the Cruiser at Piggly Wiggly from 3-7pm
July 18, 2020	LPD Golf Outing
August 23, 2020	Grant County Fair Dunk Tank – Arrows in Need

Update of Last Month's Activities

February 18	Chief Reukauf – Monthly CJCC Meeting
February 22	Teen Court
February 23	Officer Haverland 5-year Anniversary with LPD
March 3	LHS Career Day
March 4	Officer Haverland & Arrow - K9 Training
March 16-17	Chief Reukauf - Command College Refresher

Case Reports

02/13/20	Probation Arrest
02/13/20	Truancy: LHS Student cited for Truancy and Disorderly Conduct
02/13/20	Salvation Army: Hotel Stay
02/13/20	Barking Dog: Warned
02/14/20	Assist GCSO: Traffic Crash
02/14/20	Welfare Check: All ok
02/15/20	Disorderly Conduct: Boyfriend/Girlfriend not getting along
02/16/20	2 Vehicle Lock outs
02/16/20	Court Order Violation
02/16/20	OWI: Arrest Male
02/17/20	Welfare Check: All ok
02/17/20	Residence Check: Vacation
02/17/20	Disorderly Conduct: LMS student referred to Social Services
02/17/20	Civil Matter
02/18/20	Welfare Check: All ok
02/18/20	Emergency Detention: Safety Plan
02/19/20	Truancy: Winskill/LMS Student Warned



02/19/20 Sex Offense: Juvenile referred to Social Services
02/19/20 Disorderly Conduct: Matter referred to School to address
02/19/20 Unwanted person: Helped get the party a place to go
02/20/20 Residence Check: Vacation
02/20/20 Welfare Check: All ok
02/20/20 Welfare Check: All ok
02/21/20 Vehicle Lock outs
02/21/20 Disorderly Conduct: Helped neighbors get along
02/21/20 Keep the Peace: Assisted with getting property back
02/21/20 School Incident: Documenting
02/21/20 Civil Matter
02/21/20 Civil Matter
02/22/20 Animal Bite
02/23/20 Harassment: Unfounded
02/23/20 Child Custody Exchange
02/23/20 Alarm: False
02/24/20 Assist Citizen: Wife has ALS and husband needed help lifting
02/24/20 Welfare Check: All ok
02/24/20 Truancy: LMS student warned
02/24/20 Detox: Transported to Tellurium
02/25/20 Salvation Army: Gas
02/26/20 Vehicle Lock out
02/26/20 Welfare Check: Party transported to the Hospital
02/26/20 Truancy: LHS Student Warned
02/26/20 Residence Check: Vacation
02/27/20 Child Custody: Assisted with exchange
02/29/20 Theft of Car: Juvenile took parents car, referred to Social Services
02/29/20 Theft from Cemetery: Still investigating
03/02/20 2 Truancies: Students Warned
03/02/20 Residence Check: Vacation
03/02/20 Harassment: Still investigating
03/03/20 Animal at Large: Brought to Lancaster Vet Clinic
03/03/20 Disorderly Conduct: Unfounded
03/03/20 Drug Possession: EMS overdose call lead to arrest to arrest for Possession
03/03/20 Harassment: Warned
03/04/20 Emergency Detention: Safety Plan
03/04/20 Emergency Detention: Safety Plan
03/06/20 Vehicle Lockout



Lancaster

POLICE DEPARTMENT

03/06/20	Vaping Incident at LHS: Referred to the NOT Program
03/08/20	Civil Matter
03/08/20	Home Death
03/08/20	Emergency Detention: Safety Plan
03/08/20	Child Abuse: Still investigating
03/08/20	Assist Grant County: Accident
03/09/20	Civil Matter: Property
03/09/20	Business Alarm: A water leak caused the alarm
03/09/20	Residence Check: Vacation
03/10/20	Drug Paraphernalia: Still investigating
03/10/20	Emergency Detention: Safety Plan



Lancaster Police Department

Compensation Breakdown Report

February 2020

Matthew Haverland

<u>Date</u>	<u>Ref. #</u>	<u>K-9</u>	<u>Eng. Type</u>	<u>Non-Comp.</u>	<u>Comp.</u>
Deployment					
2/8/2020	U-MA202815160	Arrow	Narcotics Sniff-Vehicle		0.55
2/16/2020	U- MA2021622430	Arrow	Narcotics Sniff-Vehicle		2.78
2/25/2020	U-MA202257580	Arrow	Fleeing Criminal		1.58

Handler Totals > **4.91**

Monthly Totals > **4.91**

Report Totals **4.91**

Parking Summary by Ordinance

From

2/1/2020 to

2/29/2020

Ordinance Description	Current Month	Year to Date	Same Month Prior Year	Last Year (2019)
2 HOUR PARKING VIOLATION	39	97	4	337
24 HOUR	10	10	9	111
48 HOUR PARKING	0	2	1	5
ALTERNATIVE SIDE PARKING VIOLATION	179	291	128	513
HANDICAP PARKING	0	0	0	0
NO PARKING 2AM TO 6AM	0	3	3	18
OTHER PARKING VIOLATION	0	0	4	20
PARKING IN NO PARKING ZONE	1	1	0	3
PARKING WITHIN 15 FEET OF FIRE HYDRANT	0	0	0	0
Parking Ticket Fines Deposited in February (Cash or Check)	\$	1,916.75		
Parking Ticket Fines Deposited in February (Credit/Debit)	\$	263.25		

Lancaster Police Department Monthly Log

Name:

February 1 - 29, 2020

Month/Shift Working

Traffic	Verbal	Written	Citation	Assist Calls	# of times	Calls of Service	V Warn	Cited	Arrest	Other
Equipment Violation	17	4		Assist LPD Officer	35	Abuse: Child/Eldery				
Eluding			1	Assist GCSD	19	Alarm Calls				5
FYR/Stop Sign				Assist Other Agency	38	Animal Calls	1			8
Inattentive				Assist Citizen	23	Burglary				1
Non Registration	3	4	1	Curfew Checks	2	CDTP				
OAS/OAR/No DL			1	EMS Calls	10	DC	2	1		1
OWI			2	Fire Calls	1	Domestic Calls	1		2	
OWI - List offense				Salvation Army	2	Drug Offenses				1
Seatbelt		1	2	Paper Service		Harassment				5
Speeding	3	9	3	Security Checks	488	Keep the Peace	3			8
Traffic Complaint	2			Other Assists	8	Noise Complaint				
ATV Offense				Other Duties	# of times	Fraud/Scams				5
Other	2	5	4	Business Contacts	90	Sexual Assault				
Totals	27	23	14	Consent Search		Suspicious Person				4
Total Number of Traffic Stops		51		Personal Contacts	93	Theft				3
				Public Talks	4	Truancy	4	2		
Accidents	No Cite	Citation	If Injuries/#	Meetings	16	Warrant/P&P			2	1
Car vs. Animal				Drug Court/UA's	3	Welfare Check	5			6
Hit & Run	1					Worthless Checks				
Personal Injury				School Walk Through	# of visits	Other	4			17
Property Damage	4			Winskill	10	Total	20	3	4	65
Totals				St. Clement	8		# Calls	# Transported	1	
Did 10-50 involve?	#			Middle School	11	Detox	2	1		
Motorcyle				High School	13	Emergency Detention				
Pedestrian				Library	3	Civil Disputes	1			
Bicycle				Grant Regional	13					
Parking Ticket #	70			Total	58	K-9 Activation	3			

Public Works Report March 2020

Main break 400 block S. Polk Feb. 12

Light snow Feb. 12-13, salt truck and one plow sent out early on the 13th

Snow fall throughout the day on Feb. 17th, several plows out mid afternoon to clear priority streets. Drivers sent home until snow ended then began plowing and salting all streets until approximately 10:00pm.

One of the plow drivers was stopped by a resident and threatened because snow was pushed in his driveway after it had been cleared. DPW visited resident the following day and explained snow plowing process and asked that resident not approach any plow drivers in the future.

Plows back out at 4:00am Feb. 18th to clean up areas that were not plowed previous day

Cross country ski trails groomed at golf course Feb. 18th

DPW and wastewater operator attended continuing education classes

Surplus equipment auction ended on Feb. 20th, most items did very well. Several items were held back and will be listed again

Flashing LED stop sign installed at Jefferson and Cherry by newspaper office

Follow up sewer main televising was done in areas that had been smoke tested along with a few areas that had not been tested yet. Damaged sections of sewer main were found near the spring shelter at Memorial Park that are contributing inflow and infiltration to Memorial Park lift station. A section of 21" sewer main was found to be nearly half full of sediment. City staff will be repairing sewer main in park and a contractor with proper equipment will be needed to assist with cleaning the 21" main

Airport fuel pump is running again after being out of service for two months

Water department completed lead and copper inventory of 20 sampling locations and 10 alternate sites. This included setting up appointments with homeowners to enter the home and confirm type of plumbing materials in the home and entering the home

Public works staff removed toilets, partitions, drywall ceiling in 3 rooms and towel dispensers at bath house

Lunch for all public works and city hall staff Feb. 27th

Light dusting of snow March 3rd, one salt truck out for short time

Water and wastewater staff attended line locator training in Dubuque

Public works and water and sewer staff attended vendor open house in Dubuque

Highland Estates lift pump to Madison for repair

Administrator's Report March 16, 2020



Key Dates to Remember

-
- April 7 – Department Head Meeting
- April 7 – Spring Election
- April 10 – City Hall Closes at Noon
- April 13 – Plan Commission
- April 16 – Tornado Drill
- April 20 – City Council
- April 22 – Administrative Professional Day

Project Status Update

Saputo. Saputo has informed me that they are still evaluating when to start the project, but that it is being planned on. However, it will not start this spring.

Hotel. TID creation is underway. Parcel creation is underway. I am having regular discussions with the investors and their lenders.

HWY 61. The plan is to take three weeks to finish it up once they restart. The contract requires them to be complete by the Friday before Memorial Day.

Shopko. I spoke with the owner this month and they are still working hard to sell the property. No new updates on prospective buyers.

Sewer extension to County Farm. Finishing up is on hold till spring. Clean up and punch list items remain.

Pool. Portzen has restarted construction. Goal is to have pool ready for City staff training by the end of May, so that the opening will be on schedule for June 10th.

HWY 81 reconstruction from Lancaster to Platteville. DOT has indicated this is a 2021 project. The latest communication is that they intend to shut down the highway both ways during construction and re-route traffic.

129/61 Interchange improvements. DOT has made this 2021 project. Contractor will be allowed 15 working days to complete the project (approximately 3-4 weeks calendar time). They will not be allowed to start before June 7, 2021 (last day of school) and they must be completed before August 15, 2021 (Grant County Fair). DOT is also requiring them to have the highway open over the 4th of July holiday.

Kwik Trip (at County Property at corner of Madison and City Limits Road). Tentative construction start continues to look like 2021. They held a well-attended community meeting this month.

Housing. I attended the Driftless Housing Meeting and will present more information at the Council meeting.

Airport. Becher Hoppe has completed revisions as requested by the FAA to the ALP. All residential properties have been acquired.

Golf Course Management. A new manager has been hired. He is busy working with Ron Mara to get the course open as well as work on event scheduling.

Corona Virus Preparation. I have worked with Deb Knapp to increase disinfection of all public “touch” areas in the City Hall. Information has been distributed to City staff regarding good habits. I am having conversations with other City Administrators who are planning for potential impacts in their community. I continue to talk with Steve Braun to make sure I am aware of County preparations.

The Library has their own preparations and plans in hand.

City of Lancaster, WI

TID Plan No.6 Project Plan

City Council Draft

With Plan Commission recommended changes

March 10, 2020

Prepared by:

David Carlson, City Administrator

City of Lancaster, WI

A notice for the final Joint Review Board meeting was published on April 2, 2020 and the Joint Review Board met on April 13, 2020 to approve the Common Council Resolution creating TID No. 6.

Documentation of all resolutions, notices and minutes can be found as attachments to this project plan. As required by Wisconsin Statutes Chapter 66.1105(5)(b), a copy of the project plan will be submitted to the Wisconsin Department of Revenue and used as the basis for the certification of Tax Increment District No. 6 in the City of Lancaster.

Plan of Development Within TID No. 6

Description of Area

TID No. 6 is in the City of Lancaster, located in Grant County, WI. TID No. 6 boundaries incorporates the area known as Liquor Store Property and adjacent parcel. See Appendix A for maps of the TID No. 6 boundary.

Parcel ID	Parcel Number	Acreage	Land Use
1	246 1576 20	1.56	Vacant
2	246 1576 10	14.43	Golf Course

Proposed Projects

TID No. 6 has been created to promote the development of properties within the TID, redevelopment of underutilized property, stimulate revitalization, enhance the value of property, and broaden the property tax base. The City and Plan Commission may spend funds on planning, public improvements, demolition of existing structures, financial incentives, and site improvements to promote redevelopment activities.

Costs directly or indirectly related to achieving the objectives of rehabilitation or redevelopment are considered "project costs" and eligible to be paid from tax increments of this tax increment district, including but not limited to the amended list below. The costs of planning, engineering, design, surveying, legal and other consultant fees, testing, environmental studies, permits necessary for the public work, easements, judgments or claims for damages, and other expenses for all projects are included as project costs. Funds may be expended within the City up to a half-mile outside the TID boundary on projects that benefit the TID. Project costs as presented can be paid by TID No. 6.

Listed below are major public improvement categories, which are necessary for promoting development of properties in TID No. 6. Table #2 in Section 3 summarizes total costs by

- f) Landscaping and Erosion Control measures.
- g) Water, Gas, and Electric utility extensions to the property or improvements to such on the property.
- h) Access improvements to STH 61 if required by Wisconsin Department of Transportation.
- i) Signage, in an amount not to exceed \$25,000 or 50% of the total cost of the sign, whichever is less.
- j) Project Management Costs not to exceed seven- and one-half percent (7.5%) of reimbursable costs.
- k) Civil Engineering costs related to the eligible project costs.
- l) Financing expenses related to eligible project costs incurred by the Developer pursuant to 66.1105(2)(f) in this Exhibit.

2. Development Incentives

The City may use TID No. 6 funds to provide incentives to the developer for development in the TID.

In general, it is the City's and Plan Commission's intent is to offset the costs that are associated with redevelopment. Development incentives are expected to be used for improvements including building renovation.

The City will execute a development agreement with the developers that identifies the type and amount of assistance to be provided.

Approximately \$0 is budgeted for development incentives within the district.

3. Administration Costs

Administrative costs are costs related to the administration of TID No. 6. These costs include both City employees and consultants hired by the City, as well as plan commission, joint review board and city council monies expended in relation to the District.

Approximately \$26,000 is budgeted for administration costs.

Table #2: City of Lancaster TID No. 6 Planned Project Costs

Proposed Improvements	Total Cost	Others' Share	TID Share
1. Infrastructure	\$1,000,000	\$0	\$1,000,000
2. Development Incentives	\$0	\$0	\$0
3. Administration	\$26,000	\$0	\$26,000
4. Organization Costs	\$10,000	\$0	\$10,000
5. Financing Costs	\$300,000	0	\$300,000
Subtotal	\$1,336,000	\$0	\$1,336,000
Total TID Expenditure			\$1,336,000

7. Economic Feasibility

The City has the resources to finance the proposed projects.

The City anticipates paying for the majority of construction projects and development incentives only after the TID revenue is received by the City. As such, the City does not anticipate financing any of the improvements or development incentives. Projects will be undertaken as revenue is received by the City.

Stormwater projects may be paid for by the Storm Water Utility Fund, then reimbursed as TID revenue is received by the City.

Creation and Organizational costs will be paid by the City from operating funds, and then reimbursed as TID revenue is received.

The anticipated increase in valuation is \$5,400,000, based upon the preliminary evaluation by the City Assessor. Over the life of the TID, the City estimates that approximately \$2,234,742 will be generated.

While the City is not planning to use any General Obligation (G.O) borrowing, it does have the capacity to do so, should the City Council choose. Total debt capacity of the city is \$12,585,070, with current borrowing at \$10,337,489.

The general economic condition economic condition of the City is good. The Lancaster economy is driven by Agriculture and the industries that both directly support agriculture as well as the indirect business that provide services.

TABLE 3											
City of Lancaster								Base Value		\$0	
Tax Increment Finance District #6								2020 Increment Value		\$5,400,000	
Revenues								2020 Tax Increment			
OVERLYING JURISDICTIONS											
YEAR	TID Value	INFL. INC.	CONST. VALUE	CONST. INC.	ANNUAL INC.	TAX RATE	TID INCOME	Projected Tax Increment	SCHOOL (46.9%)	COUNTY (18%)	VTAE (5.9%)
2020	\$0		\$0	\$0	\$0	0.02069	\$0	\$0	\$0	\$0	\$0
2021	\$0	\$0	\$5,400,000	\$0	\$0	0.02069	\$0	\$0	\$0	\$0	\$0
2022	\$5,400,000	\$0	\$0	\$111,737	\$111,737	0.02069	\$111,737	\$111,737	\$52,405	\$20,113	\$6,592
2023	\$5,400,000	\$0	\$0	\$0	\$111,737	0.02069	\$111,737	\$111,737	\$52,405	\$20,113	\$6,592
2024	\$5,400,000	\$0	\$0	\$0	\$111,737	0.02069	\$111,737	\$111,737	\$52,405	\$20,113	\$6,592
2025	\$5,400,000	\$0	\$0	\$0	\$111,737	0.02069	\$111,737	\$111,737	\$52,405	\$20,113	\$6,592
2026	\$5,400,000	\$0	\$0	\$0	\$111,737	0.02069	\$111,737	\$111,737	\$52,405	\$20,113	\$6,592
2027	\$5,400,000	\$0	\$0	\$0	\$111,737	0.02069	\$111,737	\$111,737	\$52,405	\$20,113	\$6,592
2028	\$5,400,000	\$0	\$0	\$0	\$111,737	0.02069	\$111,737	\$111,737	\$52,405	\$20,113	\$6,592
2029	\$5,400,000	\$0	\$0	\$0	\$111,737	0.02069	\$111,737	\$111,737	\$52,405	\$20,113	\$6,592
2030	\$5,400,000	\$0	\$0	\$0	\$111,737	0.02069	\$111,737	\$111,737	\$52,405	\$20,113	\$6,592
2031	\$5,400,000	\$0	\$0	\$0	\$111,737	0.02069	\$111,737	\$111,737	\$52,405	\$20,113	\$6,592
2032	\$5,400,000	\$0	\$0	\$0	\$111,737	0.02069	\$111,737	\$111,737	\$52,405	\$20,113	\$6,592
2033	\$5,400,000	\$0	\$0	\$0	\$111,737	0.02069	\$111,737	\$111,737	\$52,405	\$20,113	\$6,592
2034	\$5,400,000	\$0	\$0	\$0	\$111,737	0.02069	\$111,737	\$111,737	\$52,405	\$20,113	\$6,592
2035	\$5,400,000	\$0	\$0	\$0	\$111,737	0.02069	\$111,737	\$111,737	\$52,405	\$20,113	\$6,592
2036	\$5,400,000	\$0	\$0	\$0	\$111,737	0.02069	\$111,737	\$111,737	\$52,405	\$20,113	\$6,592
2037	\$5,400,000	\$0	\$0	\$0	\$111,737	0.02069	\$111,737	\$111,737	\$52,405	\$20,113	\$6,592
2038	\$5,400,000	\$0	\$0	\$0	\$111,737	0.02069	\$111,737	\$111,737	\$52,405	\$20,113	\$6,592
2039	\$5,400,000	\$0	\$0	\$0	\$111,737	0.02069	\$111,737	\$111,737	\$52,405	\$20,113	\$6,592
2040	\$5,400,000	\$0	\$0	\$0	\$111,737	0.02069	\$111,737	\$111,737	\$52,405	\$20,113	\$6,592
2041	\$5,400,000	\$0	\$0	\$0	\$111,737	0.02069	\$111,737	\$111,737	\$52,405	\$20,113	\$6,592
TOTAL			\$5,400,000	\$111,737	2,234,742		\$2,234,742	\$2,234,742	\$1,048,094	\$402,254	\$131,850
									Total Revenue Available		\$2,234,742
									Net Present Value		\$1,518,544
									Discount Rate		0.04

10. Overlaying Taxing Districts

Taxing Districts overlying TID No. 6 in the City of Lancaster include Grant County, the Lancaster School District, and Southwest Technical College. Impact on the overlying taxing districts is based on the percentage of tax collections in TID No. 6 in 2019. Total TIF Increment over the life of the district is taken by the proportionate share from each taxing jurisdiction. An analysis of the impact on overlying taxing districts below.

The property is currently non-taxable – i.e. no taxing jurisdiction receives any revenue from it at this time. Many of the projects planned for the TID would not occur, or would occur at significantly lower values, but for the availability of tax incremental financing. TID No. 6 is a mechanism to make improvements in an area of Lancaster that is experiencing a lack of support growth in the City's tax base. All taxing jurisdictions will benefit from the increased property values, improved public safety, and enhanced community vitality which will result from the projects planned in TID No. 6.

11. 12% Test

The equalized value of taxable property of the new TID plus the value increments of all existing districts cannot exceed 12 percent of the total equalized value of the taxable property within the municipality.

According to the 2019 Estimated Wisconsin Department of Revenue's Statement of Changes in Equalized Values report, the current value increments in all districts is \$9,902,900 and the total equalized value of the City is \$248,510,900. This means the city currently has 3.98% of equalized value of taxable property in current tax increment districts. The City of Lancaster passes the 12% test.

12. Changes to plans/maps/ordinances

This plan does not propose changes in the Comprehensive Plan, City maps, or Building Codes as part of this Plan. The project plan presented here follows the City's adopted Comprehensive Plan. Modifications to the City's Zoning Code and other City ordinances will be required for the portion of parcel number 246 1576 10 from residential to commercial (C-1). Additional rezoning may be necessary in the future possible if deemed appropriate for redevelopment. Zoning is shown on Map #4 in Appendix A. All land within the TID boundary is zoned for multi-family development. Redevelopment proposals will have to go through the appropriate procedure to receive the proper zoning for their project.

13. Relocation

No persons are expected to be displaced or relocated as a result of proposed projects in TID No. 6. If relocation is necessary, the City will comply with all appropriate state and federal regulations in effect at such time relocation occurs.

Attachment A – Project Maps



General Reference Map
Grant County, WI

PARCELS
MAP 1

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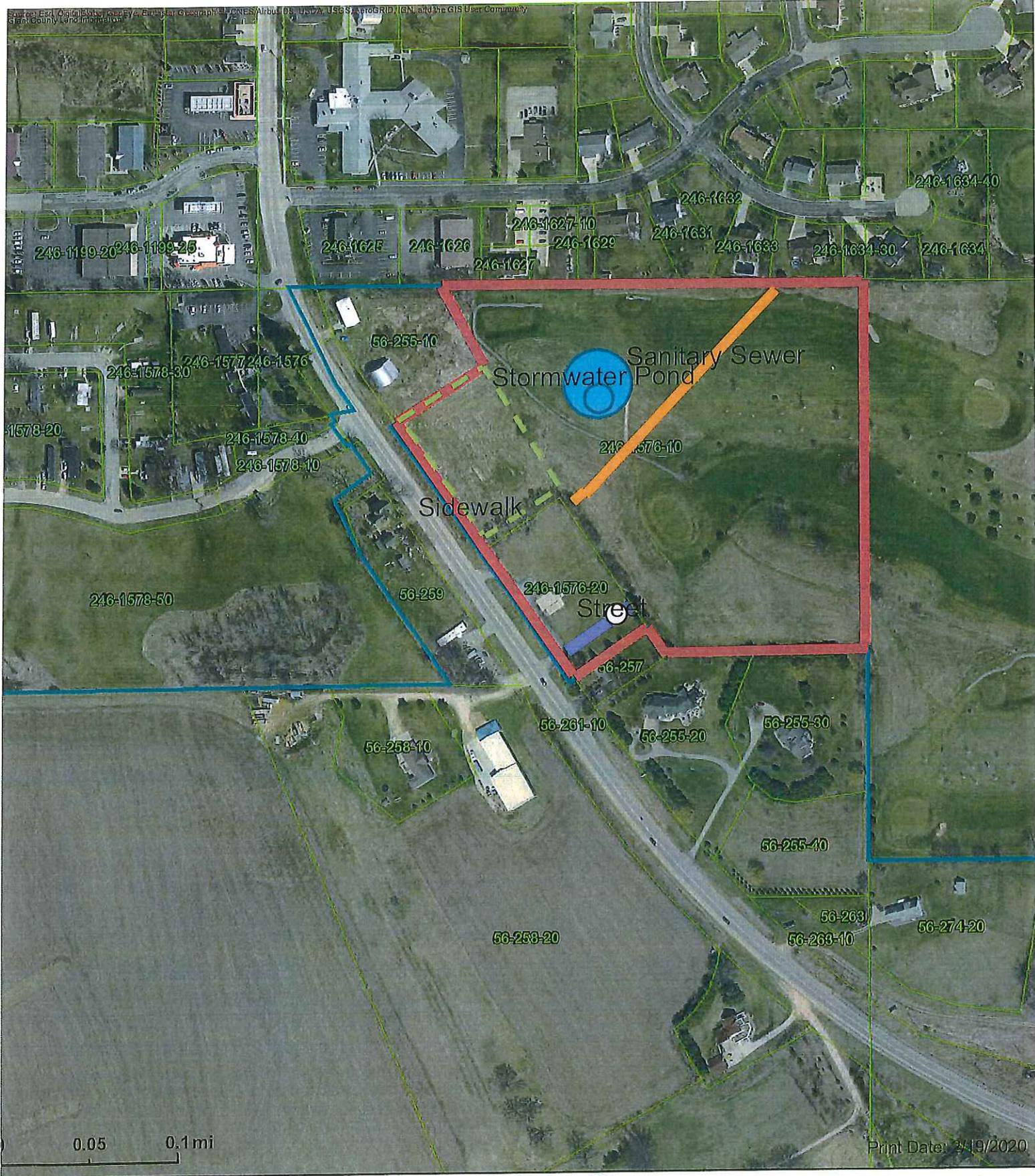
General Reference Map
Grant County, WI

Land Use
Map 2



Tax Parcel Boundaries

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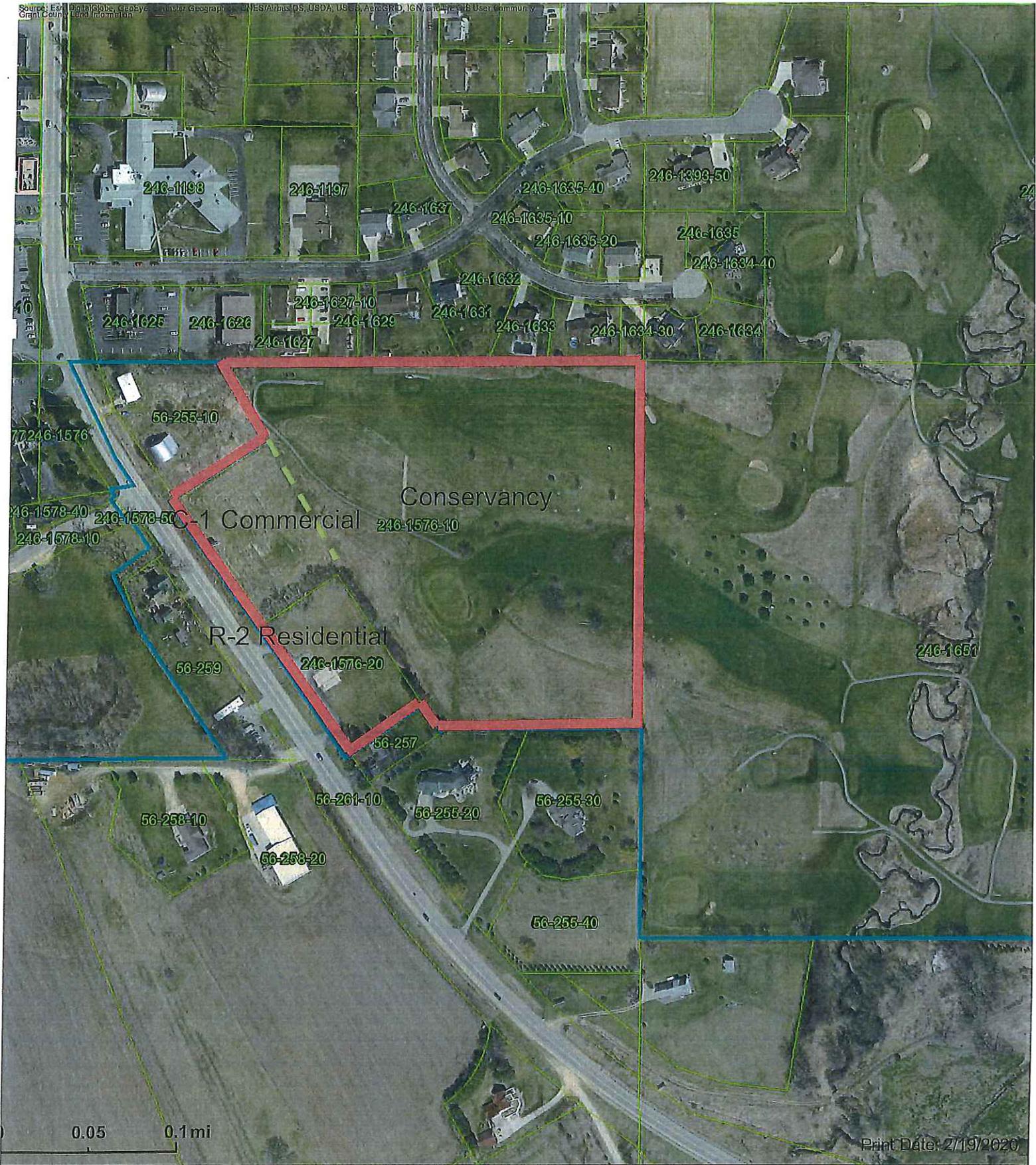
General Reference Map
Grant County, WI

Infrastructure Projects
Map 3



Tax Parcel Boundaries

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General Reference Map Grant County, WI

Zoning
Map 4



1:4,514



Tax Parcel Boundaries

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