



**CITY ADMINISTRATOR'S NOTES**

On September 12, 2013 the City Council held a Goal Setting Session in an effort to determine priorities for the next 2 years. From that goal setting session, the City Council agreed on 10 priority goals. These goals will be a high priority over the next 2 years for the Mayor, Council and staff. I'm excited to see progress being made on all of these goals. *(not in order of importance)*

1. **Library Expansion**-The city applied for and received a Community Development Block Grant (CDBG) for the library in the amount of \$102,000. Fundraising, planning and temporary quarters are proceeding as planned. The library is expecting to hold a ground-breaking ceremony on July 5<sup>th</sup>.
2. **Study Traffic Patterns on the Square** -A public hearing was held at the September council meeting to discuss traffic patterns around the square. Most businesses spoke in favor of keeping the traffic pattern as it is today. In 2017 the Department of Transportation is planning a complete replacement of Highway 61 within Lancaster. This includes the portion of Highway 61 in the downtown area. The D.O.T. is planning informational meetings in February of 2014 which will be open to the public. We hope to learn more details about this project at the February meeting.
3. **City Re-Codification**-City staff is currently reviewing all city ordinances and should have an updated ordinance book completed and approved by the City Council by March.
4. **Update Employee Handbook**-Updates were made and the Council approved the Employee Handbook on January 20<sup>th</sup>. The Employee Handbook is an important tool for managing an efficient and effective government.
5. **South Adams Street Rehabilitation**-This project is slated for 2015.
6. **Golf Course Operations & 5 year plan**- A 5 year plan will be completed by April of 2014. The 5 year plan will include a "long-view" of where the Golf Course is headed. In January, the City Council approved a new 3 year lease with Country Club Pub, Inc. for continued operation of the kitchen and bar areas. The city will also make much needed repairs to the parking lot in 2014. You will also notice some smaller improvements to the dining area this year as we continue to improve operations and overall aesthetics.
7. **Attract businesses to Arrow Ridge Business Park**-The Mayor and City Council are excited to have WE Energies build their new maintenance facility at Arrow Ridge Business Park. The WE Energies facility is currently located across from the Fire/Ambulance Station but will soon move to their new building at Arrow Ridge Business Park. The City is also looking forward to the Lancaster Veterinary Clinic moving from their location near the Lancaster Airport to the Arrow Ridge Business Park in the summer of 2014.
8. **Develop a Marketing/Branding program for the City**
9. **Downtown Revitalization**
10. **Develop Economic Strategic Plan**

Goals 8, 9 & 10 are being researched. City administration is studying the viability of a Main Street program through the Wisconsin Economic Development Corporation. City administration will host meetings in February to determine the feasibility of this program and whether it can achieve the goals of Marketing, Branding, Revitalization, and Economic Strategic Planning for our Main Street business community.

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## PUBLIC WORKS

### A BUSY WINTER FOR STREET CREW

With the winter season starting before Thanksgiving this year, public works crews have been busy plowing, salting and hauling snow. As of January 21<sup>st</sup> there have been 11 snow events that required plowing, 5 events that required salting/sanding only, and snow removal in the downtown area has been done 7 times. In comparison to the winter of 2012/2013 snow plowing took place 12 times, salting 9 times and downtown snow removal 6 times.

Please clear sidewalks of snow/ice. City ordinance states that all sidewalks need to be cleared by 11:00 AM the day following a snow/ice event. If sidewalks are not cleared a notice will be sent to the property owner stating they have 24 hours to clear the sidewalk or the city will initiate the work and the bill will be applied to the tax roll.

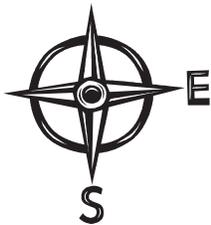
A new Elgin Pelican street sweeper has been purchased and will be ready to hit the streets first thing this spring. This unit will replace a 1993 sweeper that was originally used by the City of Madison for 5 years. Part of the money to purchase the sweeper will come from the storm water utility.

The Public Works Department has also taken delivery of a 2014 Ford F-250 pick-up truck that replaces a 1998 Ford F-150 pick-up.

### ALTERNATE PARKING

Please remember to observe alternate side parking ordinance to help public works crews clear snow from city streets more efficiently.

#### EVEN DAYS



### WATER/SEWER DEPTS.

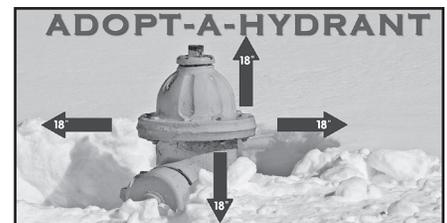
Well #3 has been in a reserve/emergency back-up mode since late in 2012 due to the presence of Radium 226 & 228 that tested just over the maximum contaminant level set by the US EPA. The water utility, along with Strand Engineering, presented a plan to the Wisconsin DNR that asked for permission to pump the well at a reduced rate for 6 months with increased sampling. The DNR agreed to the proposal which would require the well to be taken off-line if two samples in a row come back over the maximum contaminant level.

The water utility has taken delivery of a 2014 Ford F-250 pick-up truck with a utility body that replaces a 1996 truck.

Work has begun on the wastewater treatment plant upgrade and we are expecting this project be fully underway closer to spring. The project will automate the screening and sludge pumping process which currently requires manual operation by plant operators 365 days a year. In the future, operators will only need to visit the treatment plant once a day instead of 2 or more times per day. The upgrade will cut down on energy use through the installation of variable speed motors on blowers that can increase or decrease motor speed to meet plant demand. This project is expected to be complete mid-summer.

### FIRE HYDRANT REMINDER

The water utility would like to ask home and business owners to help keep fire hydrants clear of snow. Utility crews make every effort possible to keep hydrants clear but sometimes are not able to get to all the hydrants immediately after a snowstorm. Please clear an area about 18 inches all the way around the hydrant and out to the street.



## LOCAL ELECTION INFORMATION

The Spring Election will be held April 1, 2014. One Court of Appeals Judge, County Board, School Board and City Council are up for election.

The following City Council seats are to be elected for a two-year term:

- Mayor
- One Alderperson-District 1-Wards 1 & 5
- One Alderperson-District 3-Wards 4
- Two Alderpersons-At-Large

Nomination papers for the City offices were only filed by the incumbents: Jerry Wehrle (Mayor), Chad Olmstead (District 1), Leroy Ihm (District 3), Pete Hoffman (At-Large) and Dennis Morgan (At-Large).

# PUBLIC SAFETY

## POLICE NEWS

For the year of 2013, the police department handled 1,243 calls for service. The numbers do not reflect some large time consuming cases that were successfully completed with hard work and persistence. The following are some of the numbers that may be of interest.

Nature of Call	# of Calls
Alarm responses	22
Animal complaints	45
Assist Grant County/Probation and Parole	42
Assist citizen/motorist	31
Burglary	4
Criminal damage	11
Disorderly conducts	45
Domestic abuse violations	4
Drug violations	28
Emergency detention/Detox	8
EMS assists	105
Harassing phone calls	14
Keeping the peace	5
Traffic license violations	60
Operate while intoxicated	33
Property damage traffic accidents	43
Salvation Army assistance	26
Seat belt violations	125
Sex offences	5
Speeding	30
Suspicious person/activity	27
Thefts	50
Traffic accidents	25
Traffic violations	179
Truancy	25
Warrant pickups	27
Welfare checks	14

### PLEASE REPORT STREET LIGHTS TROUBLES

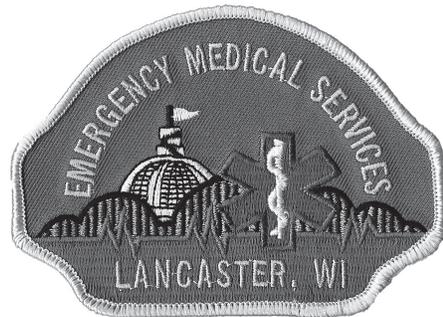
If you notice a street light is out in your area, please call the police department to report it. The police department will get a hold of Alliant to make sure it is fixed. You can also send the Lancaster Police Department a message on Facebook as well.



## FIRE DEPARTMENT NEWS

On January 17<sup>th</sup>, the Fire Department took delivery of a new 2014 Pierce Impel Pumper. The engine is equipped to pump more than 1,250 gallons-per-minute, and carries 1,000 gallons of water. The engine was manufactured in Appleton, Wisconsin. The new truck will serve as the department's primary engine, responding to all structure fires.

Firefighters are currently training on the operation of the new unit, which will be officially put in to service for fire calls on March 3<sup>rd</sup>.



## EMS NEWS

Lancaster EMS had a busy 2013 running over 500 calls. They include emergency calls, transfers, fire fighter rehab and standbys to name a few. An Emergency Medical Technician class started in Lancaster at the Fire and Rescue building on Monday, January 14<sup>th</sup>. Lancaster is fortunate to have 3 people taking the class. We want to wish Debbie David, Britany Bridge and Shelly Kipper good luck in their studies and welcome them to our unique group. Good luck ladies. Anyone interested in joining Lancaster EMS are encouraged to come to a meeting for more information. They are scheduled the 2nd Sunday night of the month at 6:30pm at the fire station on North Washington Street in Lancaster. We hope the residents of Lancaster and the surrounding area have a happy and healthy new year.

Respectfully submitted,

Jackie Edge, Lancaster EMS Chief

# 2014 ADOPTED BUDGET

The City Council adopted a 2014 budget totaling \$9,500,500 which was comprised of \$7,601,500 for all governmental funds and \$1,899,000 for all proprietary funds. The budget does maintain the status quo in City services.

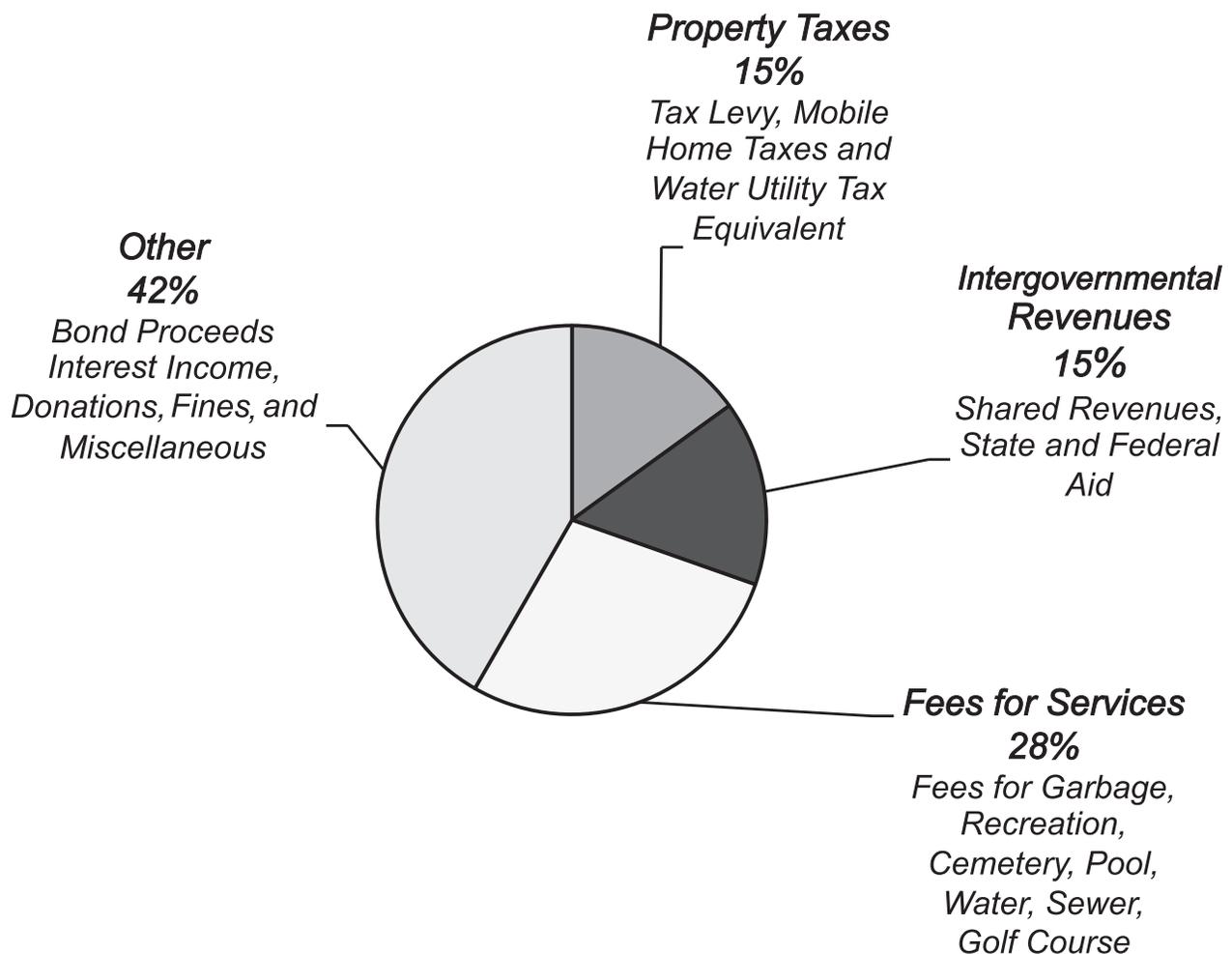
The governmental funds account for most of the City's activities in the General Fund (Administration, Public Works, Public Safety, Parks, Recreation, Pool and Golf Course), Special Revenue Funds (Cemetery, Community Development, Stormwater, Golf Course, Fire Department Special Purpose, Library and Library Potosi Branch), Debt Service Fund and Capital Projects Fund. The Capital Projects fund is funded mostly with debt proceeds while the other governmental funds are funded primarily through intergovernmental revenues and property taxes.

The proprietary funds include the Internal Service Fund which account for the City's technology expenses and Enterprise Funds which account for the City's business-like activities in the Water Utility and Sewer Utility. The internal revenue fund receives its funding through interdepartmental charges while the enterprise funds receive a significant portion of their funding through user charges.

A copy of the complete 2014 Budget is available for review at City Hall or the Schreiner Memorial Library.

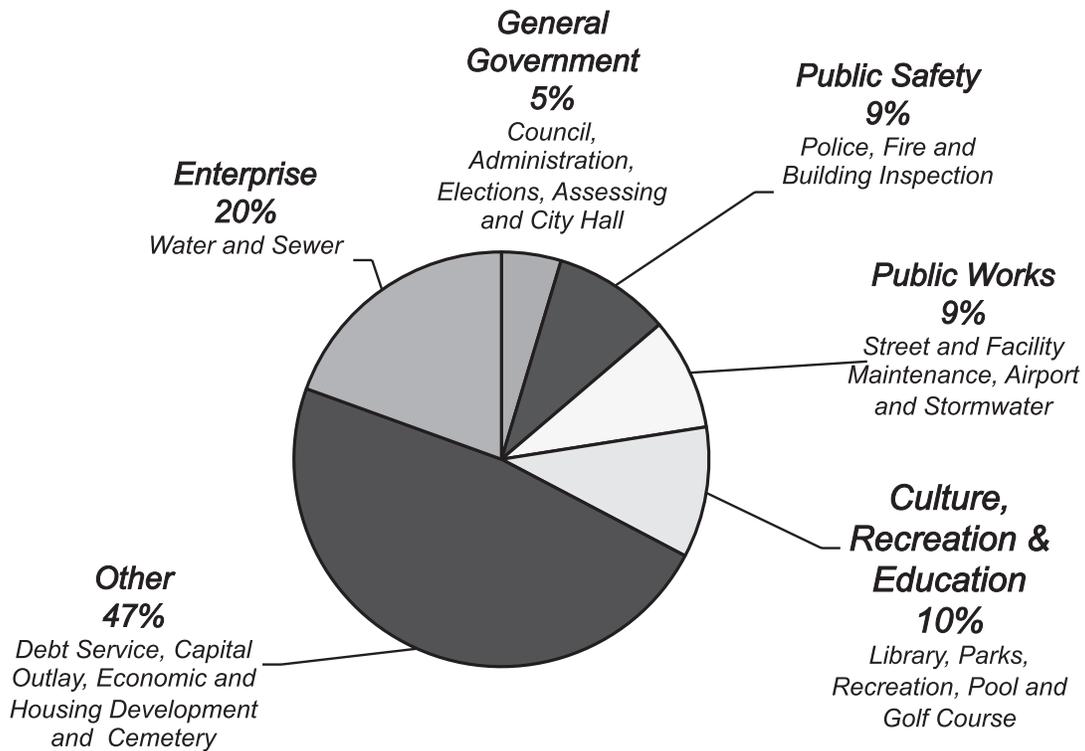
## Total 2014 Budget-\$9,500,500

### WHERE DO CITY DOLLARS (REVENUES) COME FROM?



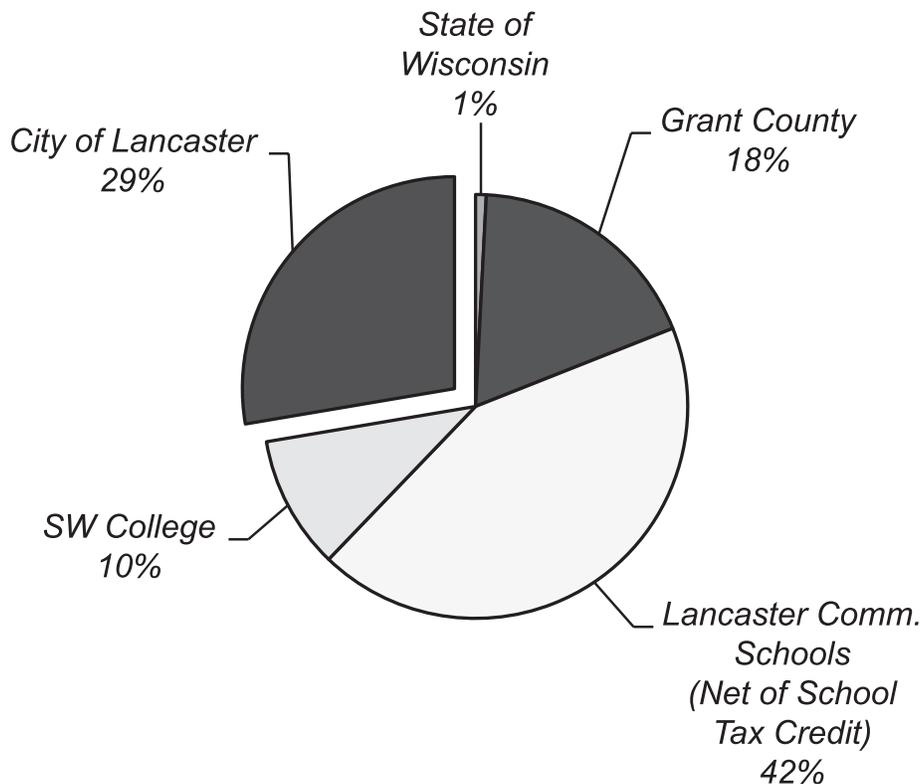
# 2014 ADOPTED BUDGET

## WHERE DO CITY DOLLARS (EXPENSES) GO?



## TAX BILL BREAKDOWN

Although your taxes are paid initially at the City, your property taxes supports five governmental units which each set their own annual budget. For 2014, the portion of taxes divided among these units is as follows:



## LIBRARY NEWS

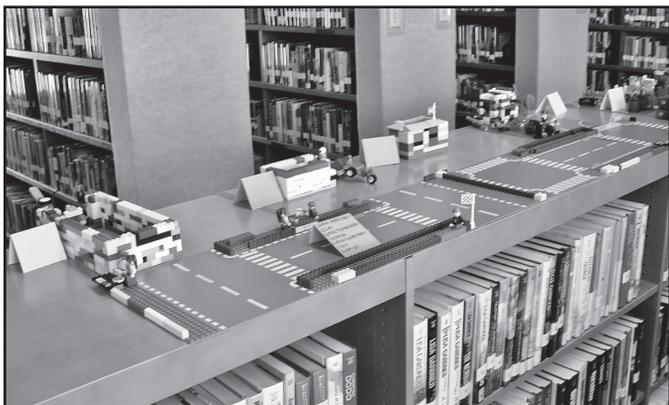
### 2014, A YEAR FOR CHANGES

The library is going through some big changes this year! We will be moving out of our building and into temporary quarters this May. Watch the paper or stop in at the library for more information as we get closer to those dates. The most important thing to remember is that we will still be open and excited to serve you. We will be able to get the materials you need through Interlibrary Loan, and Summer Library Program will still be happening-- it'll just be held in a different location. The Lancaster Public Library Foundation is still accepting donations to reach our fundraising goal for our library expansion.

Toddler Tales (ages 6 months-3 years and their parents or a guardian) is starting back up and will run every Wednesday at 10 AM from February 5<sup>th</sup> through April 23<sup>rd</sup>.

Thank You,

Jennifer Bernetzke, Library Director  
Schreiner Memorial Library



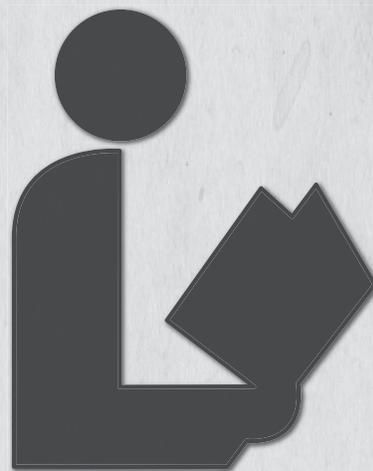
Stop in anytime to see the creations being made each week at the library's Lego Club!

## SCHREINER MEMORIAL LIBRARY

 [schreinermemoriallibrary.wordpress.com](http://schreinermemoriallibrary.wordpress.com)

 [facebook.com/SchreinerMemorialLibrary](https://facebook.com/SchreinerMemorialLibrary)

608.723.7304



**MONDAY – THURSDAY**  
9:00 AM- 8:00 PM

**FRIDAY**  
9:00 AM- 5:00 PM

**SATURDAY**  
9:00 AM- 1:00 PM

**SUNDAY**  
1:00 PM- 4:00 PM  
(OCTOBER-APRIL)

## EMPLOYEE SPOTLIGHT



Aja Taylor serves as the new Executive Assistant for the City of Lancaster, beginning January 2014. She is a native of Lancaster and graduated from Lancaster High School. Aja has earned a Bachelor Degree from UW-Platteville in Business Administration, with an emphasis in Sales and Marketing.

Ben, Aja's husband, is employed with SWCAP as a Home Energy Auditor and they have one daughter, Kathryn.

In her short time with the city Aja has enjoyed getting to know her fellow co-workers. She looks forward to working with the community leaders and residents of Lancaster.

# CITY RECREATION

## 2014 LANCASTER SUMMER SOCCER PROGRAM



It will soon be time to sign up for the 2014 Lancaster Summer Soccer Program. The City of Lancaster is excited to provide a new registration website that will enable you to register with online payment, view the schedule and check stats. More information on the website will be shared in the

Reminder and Grant County Herald Independent when registration begins.

Volunteer soccer coaches will be needed. No experience is necessary! If interested, please complete the volunteer information on the registration form or contact Jeff Pross, Recreation Director at 723-4782.

## LANCASTER MUNICIPAL GOLF COURSE EARLY REGISTRATION RATES

Put a lil' swing in your step, and cash in your pocketbook. Lancaster Country Club Golf Membership early registration rates available until **April 1, 2014**. Stop by the clubhouse or visit [lancastercountryclub.com](http://lancastercountryclub.com) for details.



Looking for a fun winter activity? Check out Lancaster's new ice rink located on Cherry Street, across from the volleyball courts. Off street parking is available

## CALENDAR OF EVENTS

*February*

*March*

*April*

*May*

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

S	M	T	W	T	F	S
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3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

S	M	T	W	T	F	S
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4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

■ = City Meeting

● = Community Event

**5:30 PM/1<sup>st</sup> Monday**  
Park/Recreation Committee

**6:30 PM/ 2<sup>nd</sup> Monday**  
Plan Commission

**6:30 PM/3<sup>rd</sup> Monday**  
City Council

**May 2-3**  
City Wide Garage Sales

City of Lancaster  
206 South Madison  
Lancaster, WI 53813

Prst. Standard  
U.S.  
Postage Paid  
Lancaster, WI  
  
Permit No. 21

## CITY OF LANCASTER STAFF & ALDERPERSONS

<b>Mayor</b> <i>Jerry Wehrle</i>	<b>Building Inspector</b> <b>Zoning Administrator</b> <i>Dennis Hampton</i>	<b>Aldersperson, Ward 4</b> <i>LeRoy Ihm</i>
<b>City Administrator</b> <i>Steve Winger</i>	<b>Police Chief</b> <i>Steve Zabel</i>	<b>Aldersperson, Ward 6</b> <i>David Varnam</i>
<b>Clerk/Treasurer</b> <i>David Kurihara</i>	<b>Fire Chief</b> <i>Steve Braun</i>	<b>Aldersperson At-large</b> <i>Dennis Morgan</i>
<b>City Attorney</b> <i>Todd Infield</i>	<b>Aldersperson, Wards 1 &amp; 5</b> <i>Chad Olmstead</i>	<b>Aldersperson At-large</b> <i>Pete Hoffman</i>
<b>Library Director</b> <i>Jennifer Bernetzke</i>	<b>Aldersperson, Wards 2 &amp; 3</b> <i>Bob Schmidt</i>	<b>Aldersperson At-large</b> <i>Shayne LaBudda</i>
<b>Public Works Director</b> <i>John Hawth</i>		<b>Aldersperson At-large</b> <i>Kate Reuter</i>

## CITY OF LANCASTER CONTACTS

<b>Assessment Questions</b> Accurate Appraisals, LLC 1-800-770-3927	<b>Garbage and Recycling</b> Town & Country Sanitation 1-800-626-1915	<b>General Inquiries/Licences</b> City Clerk's Office 723-4246
<b>Building Zoning</b> Dennis Hampton 778-7162 Office: Tues. 9 AM to Noon	<b>Taxes-Delinquent</b> <b>2<sup>nd</sup> Installment Payments</b> Grant County Treasurer 723-2604	<b>Water and Sewer Billing</b> Water Billing Department 723-6225